



Town of
SNOWMASS Village
COLORADO



2019 Budget Book





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

Town of Snowmass Village
Colorado

For the Fiscal Year Beginning

January 1, 2018

Christopher P. Morill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Town of Snowmass Village, Colorado for its annual budget for the fiscal year beginning January 1, 2018. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



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Town of

SNOWMASS *Village*

COLORADO



October 1, 2018

Snowmass Village Town Council,

The Town Manager, per the Home Rule Charter, is required to present the proposed budget for the ensuing fiscal year to the Town Council for consideration and action. To this end, staff is pleased to present the proposed 2019 annual budget. While this budget serves as the basis for our financial and operating plans for the 2019 calendar year, it should not be considered a “numbers exercise.” Instead, the budget should be considered a critical policy document. It is a major driver in the work plan for the upcoming year and sets priorities for the organization. As such, when reviewing this document, the Town Council needs to ensure that its priorities are being met and that investments in staffing, capital improvements, and programs are appropriately allocated. It is essential to ensure that the goals of the Town Council are being met with the available resources.

The budget document shows short-term projections; however, staff does complete long-term budget projections spanning five years. As per usual, the attached budget plan has been prepared with relatively conservative revenue projections. The uptick in sales tax revenues the Town has been experiencing are incorporated. As currently presented, the 2019 budget shows that the Town will generate almost \$31 million in revenues and \$37 million in expenditures of which over \$7 million is in capital projects/repairs funded from reserves set aside for these purposes and from funding carried forward from 2018 to complete ongoing projects. Despite the strength of various economic indicators such as sales taxes revenue and building activity, staff continues to believe that a fiscally conservative approach best serves the Town. It is important to note that some bellwether revenue sources such as skier mitigation fees and parking revenues are projected down for this year (2018). Furthermore, it needs to be noted that as large-scale building activity starts to decrease, those associated revenues will also decline.

The Town Council passed an ordinance making adjustments to the 2018 adopted budget in March of 2018, based on 2017 year-end actual financial reports. Most of those adjustments were made to accommodate the completion or continuation of

projects/programs that were carried forward into 2018. While the Town of Snowmass Village budget is adopted annually, adjustments can be made within a department by the Town Manager throughout the year. Any such formal adjustments that were made to the 2018 budget are included in the 2018 budget numbers. In addition, starting this year, Council will notice another column named 2018 Projections. The 2018 projections are adjustments that staff is anticipating that will impact the 2018 budget numbers either positively or negatively to arrive at a better projection of the year-end fund balance that will carry forward to 2019.

The Town continues to adhere to its budget policy below:

Budget Philosophy:

The Annual Budget Shall be Balanced and Presented in Accordance with the Town Charter

- A balanced budget limits expenditures to available resources.

Identify Opportunities for Cost/Service Efficiencies

- Continue to minimize expenditures by looking for cost efficiencies through purchasing, technology and organizational management.

Use Most Restricted Funds First

- Apply expenditures, where appropriate, to the most “restricted” funds first, thereby freeing up additional “unrestricted” funds for other expenditures.

Equipment Replacement Program

- The Capital Equipment/Vehicle Reserve Fund (CERF) was created to account for all governmental equipment and vehicle purchases. The reserve fund also establishes a level amount of funding from year-to-year. Transfers from other funds and grants are the current funding sources. Proprietary funds account for their own vehicle/equipment purchases.

Use One-time Funds for One-time Costs

- One-time revenues, such as “windfalls”, year-end operational balances and grant revenues shall be used to pay for one-time items, such as, capital improvements, discretionary items, limited grants and donations or any limited-term expenditures. One-time revenues should not be used for on-going expenses.

Identify Capital Improvement Projects

- The Capital Improvement Program (CIP) is intended to provide one fund for large-scale projects and their funding sources. This fund will identify future projects and potential funding sources in order to begin the planning process for these critical projects. Because of the extended planning horizon for large plans, more projects may be identified in the CIP than there are funds available for the projects. This planning list is to be used to prioritize projects and, except for the adopted budget, is not a commitment to complete the project. Projects will not

be approved and started until adequate funds/proceeds are on-hand and available. This final approval is done through the annual budget process. Operating and maintenance costs need to be taken into consideration for all capital improvements and must be budgeted in the appropriate funds.

General Reserve Policy

- The General Fund will maintain a minimum of 25% of operating revenues in an emergency/contingency reserve. The RETT Fund has a flat \$2M emergency/contingency reserve requirement. Both the Marketing and Group Sales Funds have a requirement of 25% of their revenues into emergency/contingency reserve.

The 2019 budget was prepared with the following assumptions and directives:

- Town, County and Marketing sales taxes are budgeted with a 3% increase over our 2018 projection, which is based on actual sales tax collections through June of 2018 plus the remaining budget for the final six months of 2018. For Town and Marketing sales taxes, this equates to a 4.4% increase over the 2018 adopted budget. For County sales taxes this equates to a 6.24% increase over the 2018 adopted budget.
- Lodging Taxes are budgeted similarly to the above sales taxes with a 3% increase, this equates to a 2.45% increase over the 2018 budget.
- Building revenues are budgeted at the same level as the 2018 budget.
- Base Village revenues continue to be considered as “one-time” revenues and are not a part of the operating revenues. Similarly, Base Village expenditures are also budgeted as “one-time” expenditures.
- The annual commitment to the SGM capital reserve/maintenance fund was maintained. The \$460,000 annual obligation from the General, RETT and Road Funds is included.
- \$100,000 has been maintained in the budget for charitable grants and donations.
- Annual contributions into the Capital Equipment Replacement Fund for ongoing vehicle replacement remains the same.
- Personnel Services in the General Fund increase by 4.9% over the 2018 budget. This increase includes a 4% merit pool for employee performance reviews, an increase in health insurance rates of 5% over the Town’s current rates and other personnel adjustments such as, reclassifications, promotions and the increase in Council compensation.
- The Town’s property tax mill rate is projected to decrease from 8.809 mills to 8.494 mills. This decrease in mills of .315 is due in part to a reduction in debt service payments due to the payoff of the swimming pool bonds in 2018 and in part to a 1.26% increase in the preliminary assessed valuation. Total property tax revenue collected by the Town will decrease by \$100,051.
- The Snowmass Village Police Department’s share of the Pitkin County Regional Emergency Dispatch Center’s 2019 budget is increasing by \$50,329 due to the implementation of the new 800 digital radio system. All current and new radio

users are subject to radio use allocation costs, so the increase includes the Police Department along with eight (8) other Town departments (new users).

- The Parks, Recreation and Trails department continues to meet the Recreation Center cost recovery policy of 50% adopted in the POSTR plan. The budgeted cost recovery for the Recreation Center is over 69%. If recreation programming is included in the analysis, the cost recovery rate still remains over 57%.
- The contributions from the Marketing and Groups Sales funds to the CIP have been increased to \$200,000 from each fund for future (physical) product enhancements.

A number of other financing, tax rate and service rate issues are outlined in the proposed budget. They include:

- Daily parking rates for the numbered lots will remain at \$10/day in the winter for guests.
- Solid waste fees are budgeted to increase by 5% in 2019 based on an anticipated increase in Pitkin County dump fees.
- Revenues from recreation center memberships are budgeted to increase over 10%, from \$620,000 to \$690,000.
- As part of the new Comcast franchise fee agreement, the Town will be receiving approximately \$11,400 in additional fees from Comcast per year. Staff has established a reserve account in the General Fund to track these revenues.
- The Housing Funds include rental rate increases of \$10 for studios/month, \$15 for 1 bedrooms/month \$20 for 2 bedrooms/month and \$30 for 3 bedrooms/month

As stated earlier, the development and adoption of a budget is a cornerstone tool for implementing policy and developing a work plan for the year. The 2019 budget has several specific actions being taken and policies being implemented designed to ensure the Council is meeting its desired goals as identified in the 2017 Town Council Goal Setting Statement:

- Affordable Housing
- Community Engagement
- Community Building
- Safety
- A Continued Commitment to Resiliency
- Regionalism

AREAS OF PRIMARY FOCUS FOR THE TOWN COUNCIL

Affordable Housing

Strategically increasing the amount of affordable housing in the Village and ensuring it is balanced with the actual need is critical. Providing a variety of affordable housing options within the Village not only enable community members to contribute to the local

economy, it also helps to build a strong, well connected, and engaged community. We will actively pursue the long standing goal of housing those of our fulltime workforce that want to live in the community. It is especially important to explore opportunities that offer a wide array of options to accommodate multi-generational housing needs from seniors to young professionals.

Community Engagement

The Council wants to strive to continue to increase high quality, community engagement. This includes creating opportunities to receive feedback, to improve Council visibility, to increase the number of listening gatherings (for Council) on a broad array of subjects and to make sure the Council has good and beneficial communication with its citizen boards and commissions and town staff.

The Council will continue to allocate the necessary resources to recruit and retain effective professional town staff who uphold and lead by the Town's standards and values and create a high quality governance structure.

Community Building

A major component of community building is creating more community oriented spaces and gathering places. In addition, the Town needs to increase utilization of existing community spaces by programming them with community focused activities and exploring partnerships with organizations, such as Pitkin County Library, that create vitality. These community places need to be conveniently connected such that "a flow" between them is evident and high levels of vitality can be enjoyed throughout the Village. This community building initiative should further include cultural activities including performing and visual arts. Finally, the Town needs to clearly define the Town Park project and complete a master plan design so that improvements can be set into motion for this community oriented space.

Safety

Maintaining a safe environment is critical. The Town needs to continue focusing its energy on making the community physically connected and as safe as possible. This includes improvements for pedestrians, individuals with mobility issues, transit users, and bike riders. It also includes efforts to create respectful and safe use of our multi-use trail system.

A Continued Commitment to Resiliency

A truly resilient community is committed to being proactive in protecting its assets. This requires addressing environmental, fiscal, safety, transportation and economic development topics. Our economic development efforts will continue to embrace innovative approaches such as public/ private partnerships, new business models and will further continue to work with existing cornerstone organizations. These efforts to improve resiliency will continue to require a commitment to innovative governance from the Town Council.

Regionalism

The Town is committed to being proactive and participating in regional approaches for topics that face the entire Roaring Fork Valley including, but not limited to transportation, housing, recreation, and public health matters.

Town of Snowmass Village All Funds - Budget Summary - 2019

<u>Fund</u>	<u>Beginning</u>				<u>Ending</u>
	<u>Fund Balance</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Other (Net)</u>	<u>Fund Balance</u>
General Fund	\$ 15,457,253	\$ 13,628,668	\$ (17,022,496)	\$ 506,569	\$ 12,569,994
Debt Service Fund	\$ 9,415	\$ 813,683	\$ (813,683)	\$ -	\$ 9,415
Lottery Fund	\$ 54,604	\$ 32,066	\$ -	\$ (23,000)	\$ 63,670
RETT Fund	\$ 5,556,393	\$ 2,405,980	\$ (71,520)	\$ (3,898,000)	\$ 3,992,853
Road Fund	\$ 1,229,327	\$ 2,530,930	\$ (579,093)	\$ (2,206,803)	\$ 974,361
Excise Tax Fund	\$ 1,703,699	\$ 304,640	\$ (37,780)	\$ (50,000)	\$ 1,920,559
Marketing Fund	\$ 1,721,181	\$ 5,278,167	\$ (5,200,545)	\$ (200,000)	\$ 1,598,803
Group Sales Fund	\$ 1,502,461	\$ 2,095,521	\$ (1,949,232)	\$ (200,000)	\$ 1,448,750
Reop Fund	\$ 192,924	\$ 13,840	\$ (10,000)	\$ -	\$ 196,764
POST Fund	\$ -	\$ 95,998	\$ (95,998)	\$ -	\$ -
CERF Fund	\$ 2,292,369	\$ 50,000	\$ (563,863)	\$ 1,420,000	\$ 3,198,506
CIP Fund	\$ 4,289,681	\$ 300,000	\$ (6,287,094)	\$ 1,970,797	\$ 273,384
Housing Fund	\$ 1,235,866	\$ 1,441,900	\$ (922,994)	\$ (85,710)	\$ 1,669,062
Mtn View I Fund	\$ 1,470,896	\$ 1,120,460	\$ (494,125)	\$ 49,000)	\$ 2,048,231
Mtn View II Fund	<u>\$ 470,987</u>	<u>\$ 279,590</u>	<u>\$ (86,410)</u>	<u>\$ (45,400)</u>	<u>\$ 618,767</u>
TOTAL Funds	\$ 37,187,056	\$ 30,391,443	\$ (34,134,833)	\$ (2,860,547)	\$ 30,583,119

These specific actions include:

- The Town government will convert 100% of the Town government's electricity use to renewable sources (hydro and solar) in our facilities. To do this, \$33,000 in Renewable Energy Purchase Program (REPP) fees were included in the budget to go towards the Holy Cross program. Holy Cross is relying on leaders like the Town of Snowmass Village to participate in the REPP in order to create demand for more renewable energy projects. If Holy Cross has more demand for renewable energy, they have committed to supplying more renewable power. The Town of Snowmass Village is leading by example by voluntarily participating in the REPP.
- Training and travel for the Town Council has been increased by \$1,500 in order to encourage continued education and participation in regional and state meetings.

- In order to effectively review existing housing regulations and take steps to increase enforcement of those regulations, staff reallocated the \$50,000 budgeted in 2018 to the 2019 budget.
- Revenues and expenses continue to be included for the regional transit service (the Town provides for RFTA) between the Village and the Intercept Lot in the spring and fall. The service is designed to better connect with the BRT service, essentially creating 15-minute headways to and from the Village when the BRT is operating. Two bus driver positions are proposed to be increased from full time seasonal positions to full time year-round positions in order to accommodate the increased service level. The additional expense associated with the re-classification will be covered by the revenue received by RFTA to provide the service.
- The General Fund budget includes the expenditures of \$767,000 that will be applied towards the “buildout” of Building 6. This amount is comprised of \$700,000 contributed by the Base Village developer for community purpose use and \$67,000 derived from Building 6 permit fees paid by the developer to the Town.

The Revenues and Expenditures for each fund are as follows:

*Revenue Comparison-All Funds
(Includes transfer between and other revenues)*

	<u>2017 Actual</u>	<u>2018</u> <u>Projected</u>	<u>2019 Budget</u>	2019 Percent of Total
GENERAL FUND	\$ 18,190,783	\$ 18,095,182	\$ 17,865,956	47%
HOUSING FUND	\$ 1,408,535	\$ 1,418,620	\$ 1,441,900	4%
DEBT SERVICE FUND	\$ 1,082,356	\$ 950,489	\$ 813,683	2%
REOP FUND	\$ 127,985	\$ 5,740	\$ 13,840	0%
MOUNTAIN VIEW I FUND	\$ 1,097,836	\$ 1,103,660	\$ 1,120,460	3%
LOTTERY FUND	\$ 28,829	\$ 31,159	\$ 32,066	0%
REAL ESTATE TRANSFER TAX	\$ 2,842,434	\$ 2,431,703	\$ 2,405,980	6%
EXCISE TAX FUND	\$ 1,140,218	\$ 399,131	\$ 304,640	1%
ROAD MILL LEVY FUND	\$ 2,480,597	\$ 2,494,696	\$ 2,530,930	7%
MOUNTAIN VIEW II FUND	\$ 266,717	\$ 273,930	\$ 279,590	1%
POST GRANT FUND	\$ 125,505	\$ 363,765	\$ 95,998	0%
GROUP SALES FUND	\$ 1,979,664	\$ 2,041,512	\$ 2,095,521	6%
MARKETING/SPECIAL EVENTS	\$ 4,986,817	\$ 5,038,522	\$ 5,278,167	14%
CAPITAL EQUIP RESERVE FUND	\$ 1,900,000	\$ 1,520,000	\$ 1,470,000	4%
CAPITAL IMPROVEMENT FUND	\$ 4,110,300	\$ 2,754,500	\$ 2,270,797	6%
TOTAL	\$ 41,768,576	\$ 38,922,609	\$ 38,019,528	100%

Expenditure Comparison-All Funds
(Includes transfer between and other expenditures)

	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Budget</u>	2019 Percent of Total
GENERAL FUND	\$ 16,371,328	\$ 18,616,305	\$ 20,753,215	47%
HOUSING FUND	\$ 1,524,106	\$ 1,266,783	\$ 1,008,704	2%
DEBT SERVICE FUND	\$ 961,035	\$ 987,369	\$ 813,683	2%
REOP FUND	\$ 10,000	\$ 10,000	\$ 10,000	0%
MOUNTAIN VIEW I FUND	\$ 2,152,451	\$ 508,635	\$ 543,125	1%
LOTTERY FUND	\$ 23,000	\$ 23,000	\$ 23,000	0%
REAL ESTATE TRANSFER TAX	\$ 2,149,950	\$ 3,706,636	\$ 3,969,520	9%
EXCISE TAX FUND	\$ 451,816	\$ 37,000	\$ 87,780	0%
ROAD MILL LEVY FUND	\$ 2,520,739	\$ 3,181,134	\$ 2,785,896	6%
MOUNTAIN VIEW II FUND	\$ 205,553	\$ 233,428	\$ 131,810	0%
POST GRANT FUND	\$ 125,505	\$ 363,765	\$ 95,998	0%
GROUP SALES FUND	\$ 1,874,163	\$ 1,819,721	\$ 2,149,232	5%
MARKETING/SPECIAL EVENTS	\$ 4,628,284	\$ 5,096,520	\$ 5,400,545	12%
CAPITAL EQUIP RESERVE FUND	\$ 1,743,144	\$ 422,921	\$ 563,863	1%
CAPITAL IMPROVEMENT FUND	\$ <u>1,418,854</u>	\$ <u>2,636,055</u>	\$ <u>6,287,094</u>	<u>14%</u>
TOTAL	\$ 36,159,928	\$ 38,909,272	\$ 44,623,465	100%

This year, the Capital Improvement Program (CIP) for 2019 was developed with a slightly different emphasis than years past. The 2019 CIP concentrates on the completion of the projects that have been carryforward from previous years within the CIP rather than starting new projects. While new CIP projects were limited, there are a few. The 2019 CIP includes:

- The continuation of the replacement of the boilers in Snowmelt Road, designed to increase the energy efficiency and redundancy of the systems.
- The installation of solar panels on Town Hall, Public Works, Mountain View II Apartments, Town Park Station, and the Recreation Center. The installation of solar panels is a significant cost, estimated at \$896,886. While grant funds will be pursued to decrease the overall expense, the dollars for this project are proposed to come from Holy Cross Enhancement funds. The payback period based on the amount of energy the panels will produce is estimated at 32 years, but it could be much shorter if grants are secured. Once complete, the solar panels would offset 70% of the Town government's electric

consumption and eliminate 256 metric tons of CO2 on any annual basis, which will help meet the Town's resiliency goals.

- The addition of a Micro Hydro Renewable Project that will also be funded with the Holy Cross Enhancement funds of \$96,000. This project, which will be completed in conjunction with the Snowmass Water and Sanitation District

(SWSD) is "shovel-ready" and would be located in a vault owned by SWSD below the Viceroy. It is estimated that the unit would produce roughly 33,000 kWh annually with a payback of approximately 11 years. Again, grant funds will be pursued for this project as well to reduce the up-front cost to the Town and payback timeframe.

- Continuing with the construction of the Coffey Place Project in the Rodeo Place neighborhood is another significant project that will take considerable time and resources to undertake.
- The Recreation Center mechanical system has been floundering for several years and has been the source of two gym floor flooding incidents. In 2019, \$1 million dollars is allocated to replace the entire heating and cooling system with more efficient and effective equipment that meet modern day standards. These dollars are derived from reserve funds that were previously set aside for this project.
- Continuing with the maintenance of hard surface trails within the Town.

The One-time projects in the General Fund are treated similar to CIP projects but tend to be on a smaller scale in both cost and implementation. Projects identified as one-time projects include:

- An unspecified art project; \$60,000 for an art project is comprised of \$35,000 unspent in 2018 funds and \$25,000 added to the 2019 budget.
- Two new electronic variable message board signs (VMBS) are proposed to be installed at a cost of \$80,000. One VMBS will replace the existing VMBS located at the entrance to the Village on Brush Creek. The second (new) VMBS will be located at the entrance to the Village on Owl Creek Road, just uphill from the Public Works Shop. The new VMBS will be somewhat larger in size than the existing one on Brush Creek Road and will improve the ability to share information with vehicles entering the Village.
- Other one-time projects include an update to the land use code (as a follow up to the Comprehensive Plan adoption), the purchase of a portable generator, continued wild fire mitigation efforts, improved marketing materials for transportation, the biennial community survey, and various software upgrades.

The Town of Snowmass Village continues to remain in a very strong financial position. This proposed budget strives to ensure that the resources are allocated appropriately to deliver high quality services (as demonstrated by strong community survey results) and projects. This budget was developed to help deliver on the goals the Council adopted in

April 2017 and ensure the Town remains a fun, community focused, family friendly village. We look forward to the consideration and adoption process.

Respectfully,

A handwritten signature in black ink, appearing to read "Clinton M. Kinney". The signature is fluid and cursive, with a long horizontal stroke at the end.

Clinton M. Kinney
Town Manager

A handwritten signature in blue ink, appearing to read "Marianne Rakowski". The signature is cursive and clearly legible.

Marianne Rakowski
Finance Director



TOWN OFFICIALS 2018-2019

(970) 923-3777

Town Council

Markey Butler, Mayor
Tom Goode
Bill Madsen
Alyssa Shenk
Bob Sirkus

mbutler@tosv.com
tgoode@tosv.com
bmadsen@tosv.com
ashenk@tosv.com
bsirkus@tosv.com

Appointed Officials

Town Manager
Town Attorney

Clint Kinney
John Dresser

Department Directors

Community Development
Finance
Housing
Human Resources
Parks & Recreation
Police Chief
Public Works
Snowmass Tourism
Town Clerk
Transportation

Julie Ann Woods
Marianne Rakowski
Betsy Crum
Katherine Fry
Andy Worline
Brian Olson
Anne Martens
Rose Abello
Rhonda Coxon
David Peckler



GENERAL INFORMATION ABOUT THE TOWN OF SNOWMASS VILLAGE, COLORADO



FORM OF GOVERNMENT

Home Rule Municipality
Council-Mayor-Manager

The Council enacts local legislation, adopts budgets, determines policies and appoints the Town Manager. The Town manager executes the laws and administers the Town government. Please see the organizational chart following this section for an illustration of the Town's governmental structure.

Town Hall is located at 130 Kearns Road and the main phone number is (970) 923-3777.

LOCATION

The Town of Snowmass Village is located 8 miles northwest of Aspen in Pitkin County, Colorado.



OVERVIEW

Tucked high in the Brush Creek Valley, the Town of Snowmass Village is like the shy neighbor who turns out to be vivacious upon closer acquaintance. Within this 25-square-mile town resides over 40 miles of hiking and biking trails and offers one of the best Summer Resort Music scenes in the state. Surrounded by a spectacularly scenic wilderness area, Snowmass Village is one of the few resorts in the U.S. to offer plentiful mountainboarding terrain and the only Colorado resort to offer two 18-hole disc golf courses. It's no coincidence that part of our name is synonymous with "magnitude" and "substance." And yet Snowmass Village is not your typical mountain town. One need only glimpse the grand splendor of Mt. Daly and the faces of people coming off the slopes year-round to understand that this town's core lies amidst a fertile landscape of adventure and rejuvenation. Within this 25-square-mile town resides the second largest ski mountain in Colorado offering nearly 150 miles of trails. Snowmass also connects to the largest network of free groomed Nordic trails in the U.S.



HISTORY



First Inhabitants

Long before skiers and even settlers discovered Snowmass' Brush Creek Valley, the Ute Indians hunted, fished, and gathered wild foods here in the summers. The first European / non-natives explored the Elk Mountains as early as 1853, during the Gunnison Survey, but it wasn't until the Hayden Survey in the 1870s, that the prominent peaks visible from Snowmass were named.

Mount Daly is named after then-president of the National Geographic Society, Augustus Daly, while the triangular Capitol Peak paid tribute to the Washington, D.C., building.

Early Ranching Days

By the 1880s, ranches running sheep and cattle came to occupy the Brush Creek Valley. One of the most prominent ranchers Charles Hoaglund and his family emigrated from Sweden to Aspen during the silver crash and was hired to close down Aspen's Smuggler mine. They acquired land in Brush Creek to raise cattle, sheep, wheat, and hay. Today, several buildings from his ranch have been incorporated into the renowned Anderson Ranch Arts Center.

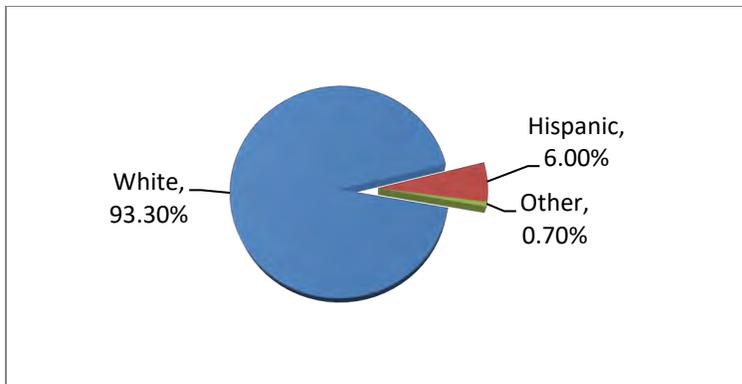
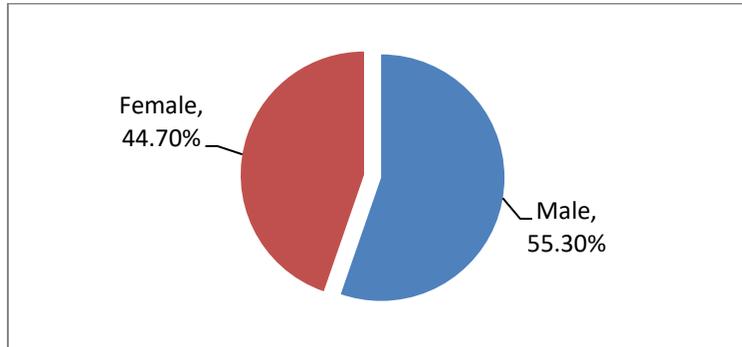
Hoaglund's daughter Hildur was raised on the ranch and attended the community's one-room school house, which today is known as The Little Red Schoolhouse. The schoolhouse celebrated its centennial in 1994, and still functions as an early childhood learning center today.

A Ski Area Is Born

In 1958, Olympic skier Bill Janss began buying up ranches in the valley with an eye toward emulating the Aspen ski area's success. By 1961, he owned six ranches at the base of Baldy and Burnt mountains and planned to build a ski area served by a European-style ski community on 3,300 acres. In December of 1967, Snowmass-At-Aspen opened with five chairlifts, 50 miles of ski trails, seven hotels, and six restaurants. Lift tickets cost \$6.50. A decade later the town of Snowmass was incorporated, and the rest, as they say, is history.

POPULATION*

2,826



MEDIAN HOUSEHOLD EFFECTIVE BUYING INCOME*

Town of Snowmass Village- \$74,848

Pitkin County- \$72,745

*Source- United States Census Bureau

TAX RATES

Sales Tax- 3.5% (1% General Fund/2.5% Marketing & Special Events Fund. 10.4% total when combined with the State of Colorado, Pitkin County and RFTA)

Lodging Tax- 2.4% (12.8% total when combined with the Towns' Sales Tax of 3.5%, the State of Colorado, Pitkin County and RFTA)

NUMBER OF BUSINESS/SALES TAX LICENSES

693

MILES OF STREETS

33.7

LARGEST TAXPAYERS 2017

Taspayer Name	Assessed	Taxes
SILVERTREE PROPCO LLC	\$ 19,371,090.00	\$ 958,423.44
ASPEN SKIING COMPANY LLC	\$ 12,148,730.00	\$ 747,086.72
SV LAND HOLDINGS LLC	\$ 11,219,050.00	\$ 1,134,077.68
SNOWMASS HOLDING CO LLC	\$ 7,062,070.00	\$ 349,409.96
ASPEN PROPERTIES HOLDINGS LP	\$ 4,789,660.00	\$ 244,877.40
EASTWOOD SNOWMASS INVESTORS	\$ 4,475,490.00	\$ 221,433.80
TIMBERS CLUB AT SNOWMASS HOA	\$ 4,432,900.00	\$ 219,326.64
WEITZ PERRY	\$ 4,086,600.00	\$ 334,317.88
HOLY CROSS ELECTRIC ASSN ER076	\$ 3,822,790.00	\$ 194,605.64
SNOWMASS SKIING CORP	\$ 3,422,490.00	\$ 169,334.52

LARGEST EMPLOYERS

Aspen Skiing Company
Westin Snowmass Resort
The Snowmass Club
Viceroy Snowmass
Destination Resorts Snowmass

ECONOMIC ACTIVITY

Skiing and snowboarding are the most dominant economic activities in Snowmass Village. Snowmass Village is ranked as the second largest ski area in Colorado comprising 3,332 acres. Summer also offers an array of activities that include hiking, white water rafting, jeeping, ballooning, horseback riding, and biking. The Aspen Skiing Company as well as the Town's Parks and Trails Department have actively been expanding the on and off mountain trails for mountain biking in order to propel Snowmass Village to the forefront of this increasingly popular recreational activity.

GROUPS

Group business is a significant contributor to the Town's economy and includes ski groups, social events/gatherings, sports and specialty groups as well as meetings and conferences. Snowmass Village offers over 70,000 square feet of flexible meeting space in various conference and unique facilities.

SUMMER EVENTS

Snowmass Tourism has focused its efforts to specifically enhance the summer events to increase occupancy in Snowmass Village during the summer. Flagship events such as the Free Concert Series, Snowmass Rodeo, Snowmass Balloon Festival and Jazz Aspen Snowmass Labor Day Festival have set precedence that Snowmass Village is a perfect host for special events. New events have been added to improve summer vitality including Snowmass Mammoth Festival, Tough Mudder, Big Mountain Enduro and Wunderlust. Visit Snowmass Tourism's website at www.gosnowmass.com for a full list of events and additional information.

LODGING

Snowmass Village offers a variety of lodging options ranging from hotels and lodges to private condominiums and luxurious houses and chalets. Each property presents a unique location and layout with single to multi-family accommodations and over 95% of the lodging provides ski-in/ski-out access to the mountain. There are approximately 1,500 rentable units available within the Town.



WEATHER

On average, the warmest month in Snowmass Village is July and the coolest month is January. The average high in January is 35 degrees Fahrenheit and the average low is 9, while the average high in July is 79 degrees and the average low is 48. Snowmass Mountain receives, on average, 300 inches of snow each winter. January is the average wettest month. The highest recorded temperature was 92 degrees Fahrenheit in 1983 and the lowest recorded temperature was -25 degrees Fahrenheit in 1989.

PARKS, TRAILS AND OPEN SPACE

Snowmass Village has an extensive trail system with 5.9 miles of paved trails and 50 miles of unpaved trails to be used in the summer and winter. Open space areas secure wildlife habitat and preserve visual character. Snowmass Village has 636 acres of open space, 21.6 acres of public parks and 678.1 acres of conservation land. The Snowmass Ski Area also has over 8,700 acres that are dedicated to public open space and recreation. The Town of Snowmass Village owns a conservation easement on approximately 300 acres located on Brush Creek Valley Floor, which will be maintained as open space for recreation and conservation.



CULTURAL ARTS AND EDUCATION

The Town Council established an Arts Advisory Board in 1993 and charged it with the creation and establishment of a unique cultural identity for Snowmass Village. Built over a century ago, the Little Red Schoolhouse is one of the Town's few historic structures. The Schoolhouse is owned by the Town and leased to a daycare center by local residents. The historic Anderson Ranch Arts Center is a prominent summer art school bringing artists, craftsmen and students together for common learning. A master plan for Anderson Ranch was completed in 1990, which includes 55,000 square feet of new arts center space. In 1987, the Snowmass Chapel and Community Center was constructed to provide counseling services, weddings, worship and memorial services to residents and guests. This facility offers 20,000 square feet of chapel and community space.

FIRE PROTECTION/WATER AND SANITATION

The Snowmass Wildcat Fire District provides all fire services for the Town of Snowmass Village and has their own taxing authority. The Snowmass Water and Sanitation District also has their own taxing authority and provides water and sanitation service for the Town.

WATER

Contact the Snowmass Water & Sanitation District at 970-923-2056 to get your water turned on and setup your account.

TRASH

Contact the Town of Snowmass Village's Solid Waste & Recycling Division at 970-923-5110 to arrange a dumpster fee and get instructions on trash collection in the Village.

UTILITIES

Utilities that serve Snowmass Village include:

Black Hills Energy (natural gas)

Comcast (TV/cable/Internet)

CenturyLink (phone)

Holy Cross Energy (electric)

PARKING PERMITS & FREE TOWN SHUTTLE

Contact the Town of Snowmass Village Transportation Department at 970-923-2543 to see if you need a resident parking permit in your neighborhood. Also, learn more about what free Village Shuttle route services your residence, and browse maps and schedules on this website. Printed maps are available on all buses. Visit their website at www.snowmasstransit.com.



MAIL DELIVERY

All resident of Snowmass Village receive mail via a post office box that you will need to establish. There is no mail delivery in Town limits. Stop by the Snowmass Village Post Office at 16 Kearns Road, Snowmass Village, CO 81615.

CAR REGISTRATION

Register your car at the Pitkin County Clerk and Recorder's Office located at 530 E. Main Street, First Floor, Aspen, CO 81611.

PUBLIC LIBRARY

Snowmass Village has a satellite library on the second floor of Snowmass Village Town Hall located at 130 Kearns Road, Snowmass Village, CO 81615, and is part of the larger Pitkin County Library system.

REGISTER TO VOTE

You must register to vote in the county in which you reside. Voter registration information is available through the Pitkin County Elections' website.

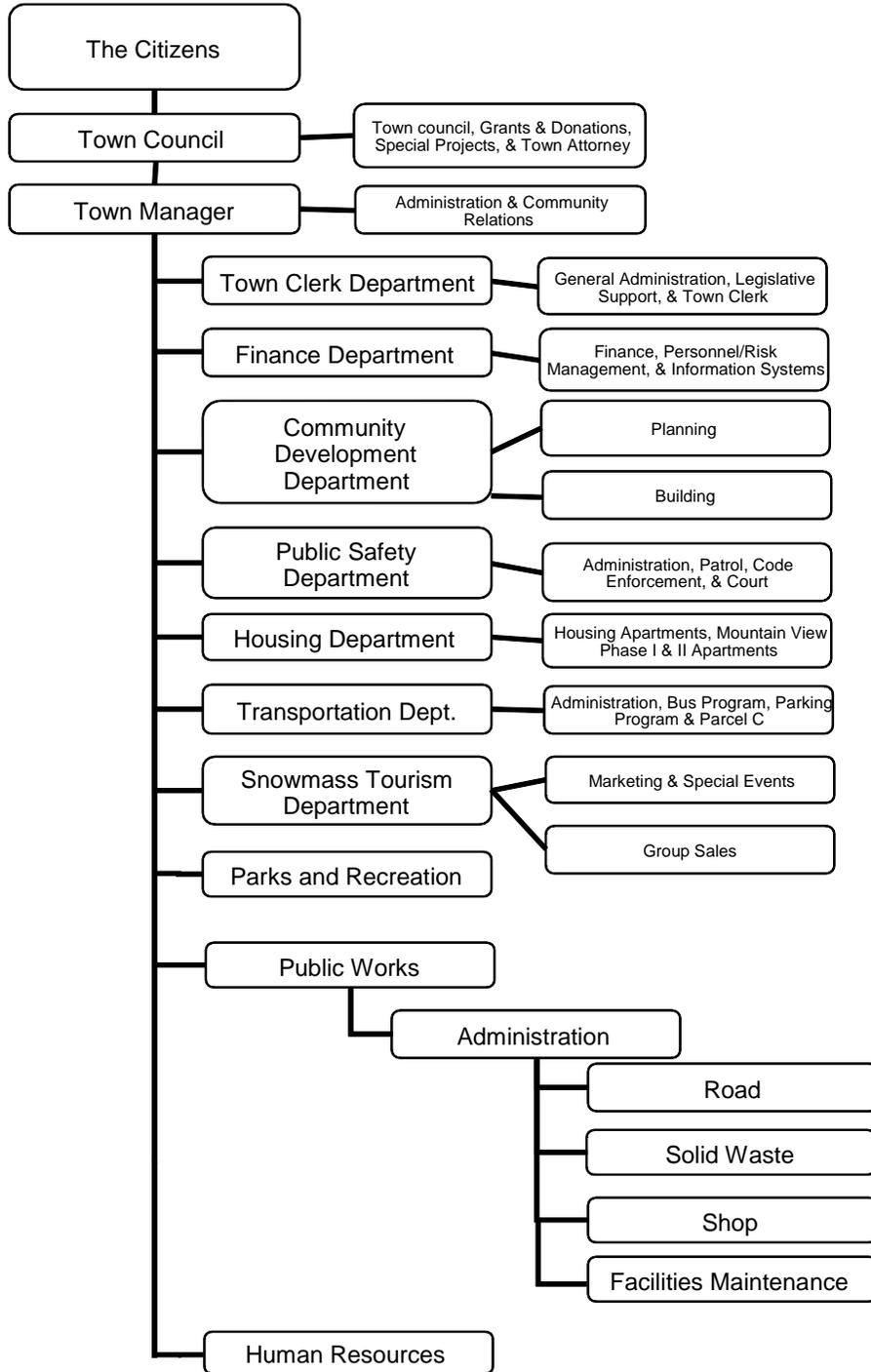
RECREATION

Take advantage of our state-of-the-art recreation center. Programs, class schedules, and rates are available on the Town's website at www.tosv.com.





Organizational Chart
2018-2019



TOWN OF SNOWMASS VILLAGE
DEPARTMENT/DIVISION

Full-time Year-round	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Proposed
Town Council	1	1	1	1	1
Town Manager	2	2	2	2	2
Town Clerk	2	2	2	2	2
Finance/Human Resources/I.T.	7	7	7	7	7
Community Development	6	6	6	6	6
Public Safety	13	13	13	13	13
Transportation*	19.5	21.5	21.5	21.5	23.5
P.W. Administration	2	2	2	3	3
P.W. Facilities Maintenance	4	4	4	4	4
P.W. Road*	6.5	6.5	6.5	6.5	6.5
P.W. Solid Waste	4	4	4	4	4
P.W. Fleet Services	6	6	5	5	5
Parks, Trails, Recreation					
-Recreation	4	4	4	4	5
-Parks & Trails*	2	2	1	1	1
Human Resources	0	0	1	1	1
Housing	6	6	6	6	6
Marketing	6.5	7.5	7.5	7.5	7.5
Group Sales	7.5	7.5	7.5	7.5	7.5
TOTAL	99	102	101	102	105

Part-time Year-round					
Town Clerk	1	1	1	0	0
Parks, Trails, Recreation					
-Recreation	6	6	14	14	10
Housing	1	1	1	1	1
TOTAL	8	8	16	15	11

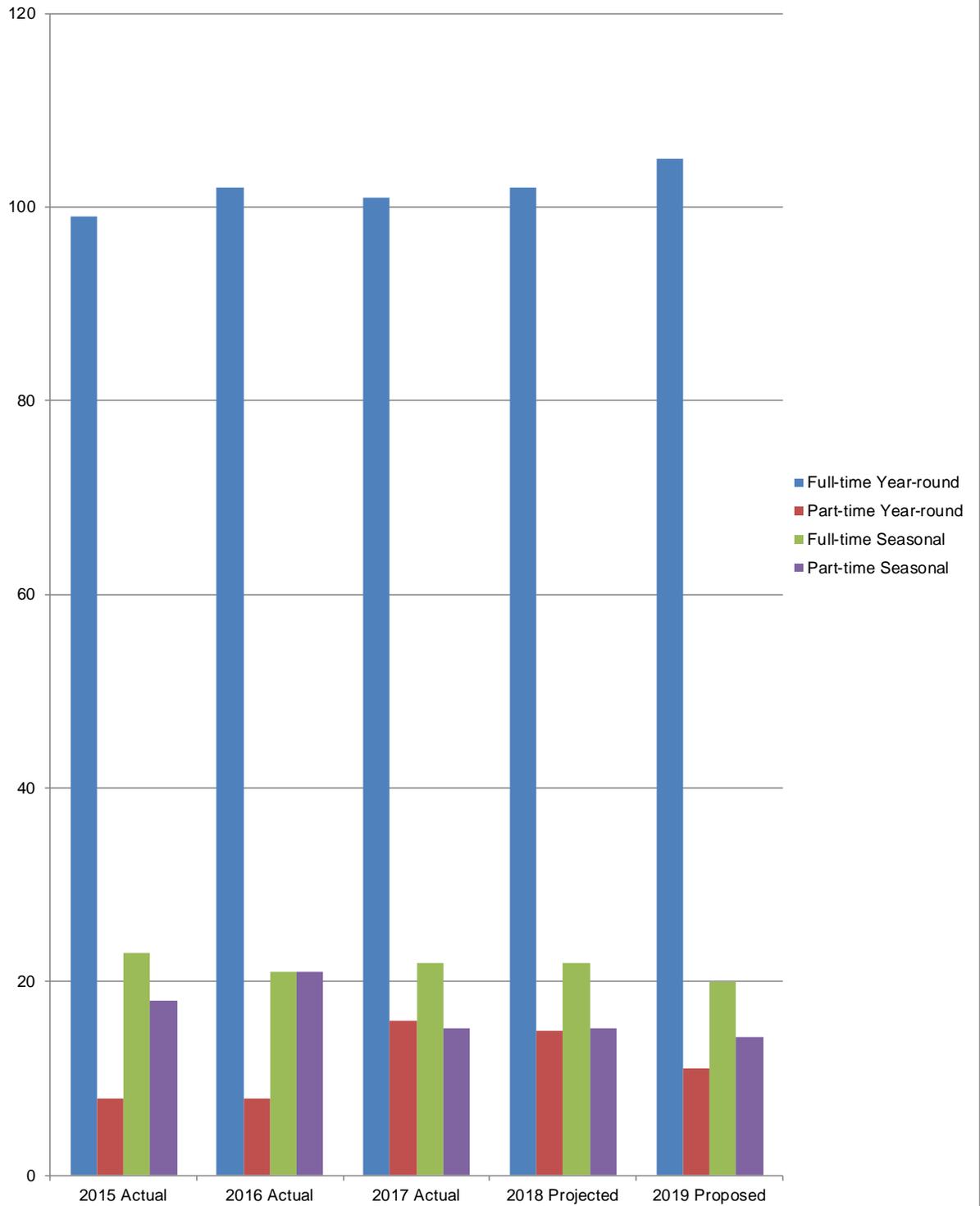
Full-time Seasonal					
Public Safety	1	1	1	1	1
Transportation	18	16	17	17	15
Parks, Trails, Recreation					
-Recreation	2	2	0	0	0
-Parks & Trails	2	2	4	4	4
Housing	1	1	1	1	1
Marketing	1	1	1	1	1
TOTAL	23	21	22	22	20

Part-time Seasonal					
Transportation	5	5	6.25	6.25	5.25
Parks, Trails, Recreation					
-Recreation	9	9	4	4	4
-Parks & Trails	0	3	0	0	0
Marketing	4	4	5	5	5
TOTAL	18	21	15.25	15.25	14.25

<p>Changes from 2017 actual to 2018 projected Public Works Administration added a Project & GIS Manager position Town Clerk eliminated part-time position</p> <p>Changes from 2018 projected to 2019 proposed Recreation added an additional full-time year-round recreation program position and reduced part-time positions Transportation increased number of full-time year-round driver positions and reduced seasonal positions</p>

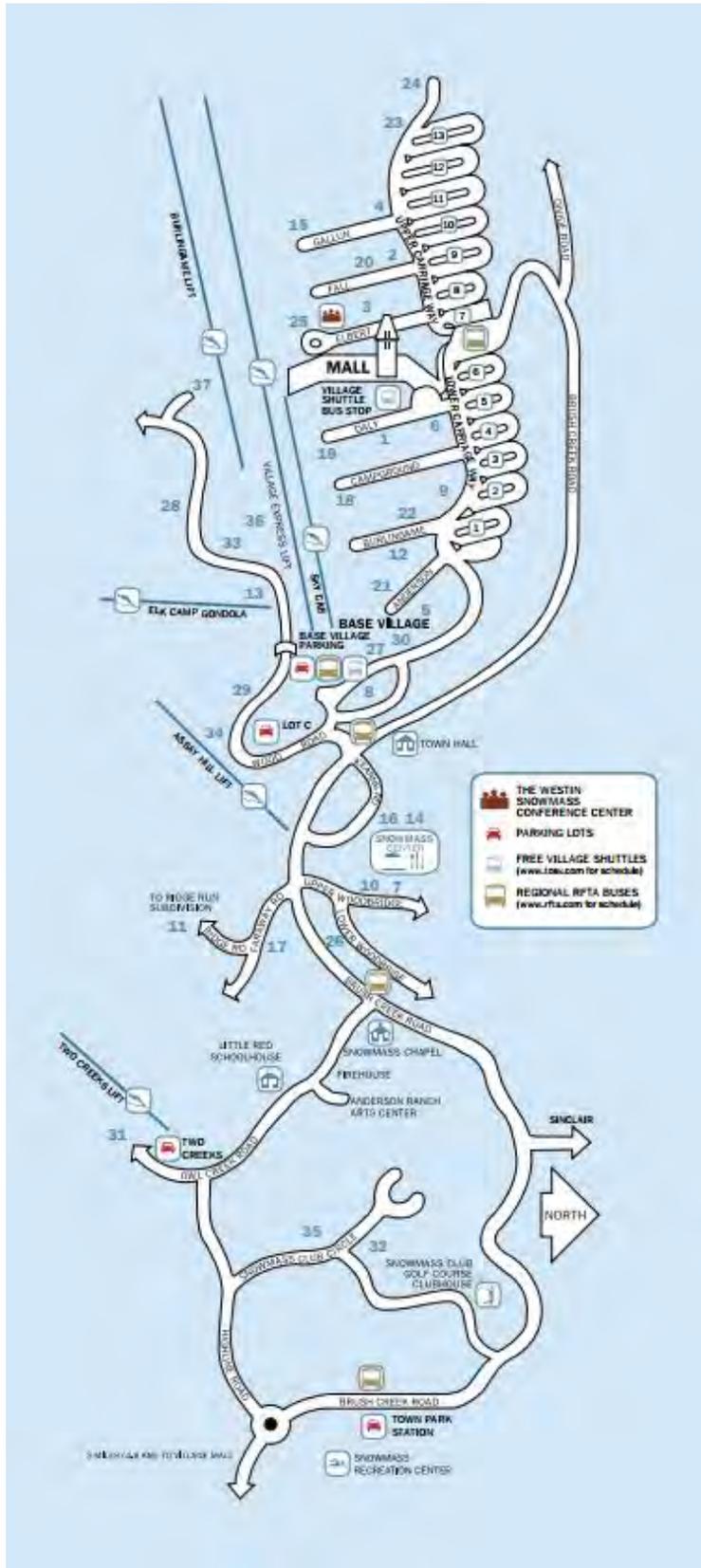
*Two Full-Time Year-Round positions are shared between Transportation, Road, & Parks & Trails.

Town of Snowmass Village, Colorado Personnel History



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INTRODUCTION

Town Council Goals For the Future

The Town Council adopted the following aspiration statement. “We aspire to be the leading multi-season, family-oriented inclusive mountain resort community. We will do this by creating, marketing and delivering distinctive choices for fun, excitement, challenge, learning and togetherness. All this is done amidst our unique, natural splendor...as part of a memorable Aspen/Snowmass experience. Further, we wish to be seen by others as welcoming, dynamic, convenient and successful. We will always be responsible stewards of our environment, economy and society. When successful, Snowmass Village will have achieved the quality of life and economic vitality that will assure our future as a sustainable resort community”.

The Town Council appreciates its responsibility to be a nimble steward of our existing community character. The Council recognizes that our Town is a fun, community focused, family friendly Village. As our community inevitably evolves and changes over time, the Council wants to ensure we remain a thriving, charming, fun, resilient, safe, and emotionally connected community. As we take steps toward our future, we recognize we are not a traditional town, but rather a unique Village. We choose to embrace this uniqueness by looking for creative resolutions to address the many opportunities before us and we further recognize that high quality creative approaches require taking reasonable risks. Fundamentally, the Council aims to stay true to the values of the Village and create positive momentum for the community and resort.

On April 3, 2017, the Town Council adopted the goal setting statement and objectives and listed beneath the goals are expenditures (*italicized and bold*) that are budgeted to take steps towards meeting that goal/objective:

AREAS OF PRIMARY FOCUS FOR THE TOWN COUNCIL

Affordable Housing

Strategically increasing the amount of affordable housing in the Village and ensuring it is balanced with the actual need is critical. Providing a variety of affordable housing options within the Village not only enable community members to contribute to the local economy, it also helps to build a strong, well connected, and engaged community. We will actively pursue the long-standing goal of housing those of our fulltime workforce that want to live in the community. It is especially important to explore opportunities that offer a wide array of options to accommodate multi-generational housing needs from seniors to young professionals.

- *The 2018 and 2019 budgets include a total of \$3,300,000 for Coffey Place-a future employee housing project*
- *The 2019 budget also includes \$50,000 to continue to search for additional employee housing land opportunities*

Community Engagement

The Council wants to strive to continue to increase high quality, community engagement. This includes creating opportunities to receive feedback, to improve Council visibility, to increase the number of listening gatherings (for Council) on a broad array of subjects and to make sure the Council has good and beneficial communication with its citizen boards and commissions and town staff.

- *The 2019 budget includes \$5,000 towards Community Engagement to increase public outreach including small socials to discuss issues.*
- *The 2019 budget included \$17,500 for a Community-wide survey on town services, programs and general public feedback.*

The Council will continue to allocate the necessary resources to recruit and retain effective professional town staff who uphold and lead by the Town's standards and values and create a high-quality governance structure.

- *The Town budgeted \$12,000 in 2019 to conduct a Compensation and Benefit survey to benchmark the town against other entities/businesses.*

Community Building

A major component of community building is creating more community-oriented spaces and gathering places. In addition, the Town needs to increase utilization of existing community spaces by programming them with community focused activities and exploring partnerships with organizations, such as Pitkin County Library, that create vitality. These community places need to be conveniently connected such that "a flow" between them is evident and high levels of vitality can be enjoyed throughout the Village. This community building initiative should further include cultural activities including performing and visual arts. Finally, the Town needs to clearly define the Town Park project and complete a master plan design so that improvements can be set into motion for this community-oriented space.

- *The 2018 budget includes \$30,000 to begin the Entryway/Town Park planning process.*
- *In 2018 the Town budgeted the remainder of the Comprehensive Community Plan at \$29,434. This program is budgeted to be completed in 2018*
- *The Town budgeted \$5,000 in 2018 to support the Community Garden in town.*
- *The Town has budgeted \$70,000 to do a Land Use Code update after the completion of the Community Plan between 2018 and 2019.*
- *There is \$60,000 budgeted for Art Projects in 2019.*
- *The Town budgeted \$400,000 towards Snowmass Tourism product enhancement projects/programs to be determine in 2019.*
- *The Town is investing \$767,000 in 2019 towards the completion of Building 6 in Base Village.*
- *The Marketing Fund continues to support the Ice Age Discovery Center and has budgeted \$70,000 in 2019.*
- *The Marketing Fund is budgeting to invest \$1,453,000 to continue to support/sponsor summer and winter events for the community and visitors in 2019.*

Safety

Maintaining a safe environment is critical. The Town needs to continue focusing its energy on making the community physically connected and as safe as possible. This includes improvements for pedestrians, individuals with mobility issues, transit users, and bike riders. It also includes efforts to create respectful and safe use of our multi-use trail system.

- *The Town will complete adding Wildlife Gates for seasonal trail closures of \$3,000 in 2018.*
- *The Town invested \$300,000 to design and plan for the possibility of a roundabout at Brush Creek Road and Owl Creek Road in 2018.*
- *The Town budgeted to spend \$200,000 for the repairs and maintenance on the Woodbridge bridge in 2018.*
- *There is \$310,557 budgeted in 2018 for Pedestrian Improvements at the Brush Creek Road and Town Park Station area.*
- *The Town is continuing to support Wildfire Mitigation and has budgeted \$30,000 in 2019.*
- *The Town budgeted \$300,000 in 2019 to plan for the RFTA Depot Improvements.*
- *The Town is investing \$92,500 for three video messaging signs to display safety related information to the community and visitors in the village in 2019.*
- *The 2019 budget includes the construction of a Meadow Ranch bus stop of \$242,000.*
- *The Town continues to make upgrades, improvements and repairs to the Towns hard surface and soft surface trails and budgeted \$175,000 in 2019.*

A Continued Commitment to Resiliency

A truly resilient community is committed to being proactive in protecting its assets. This requires addressing environmental, fiscal, safety, transportation and economic development topics. Our economic development efforts will continue to embrace innovative approaches such as public/ private partnerships, new business models and will further continue to work with existing cornerstone organizations. These efforts to improve resiliency will continue to require a commitment to innovative governance from the Town Council.

- *The Town has budgeted for the replacement of boilers in Lot 2 at \$282,219 and Parcel C at \$291,804 in 2019.*
- *The Town has budgeted \$896,886 in 2019 toward a Solar Renewable energy project for Town Hall.*
- *In 2019, the Town has budgeted \$96,000 to invest in a Micro Hydro renewable energy project.*

Regionalism

The Town is committed to being proactive and participating in regional approaches for topics that face the entire Roaring Fork Valley including, but not limited to transportation, housing, recreation, and public health matters.

- *In 2018, The Town supported a ballot question for increased sales taxes to support the regional bus service throughout the valley. The ballot question passed.*
- *The Town invested \$19,300 in 2018 and budgeted another \$20,000 in 2019 to improve the marketing and the way that passengers are accessing the bus service information. This included improved bus service maps as well as upgrading the bus schedule and access on google maps.*



Town of
SNOWMASS *Village*

COLORADO



BUDGET POLICIES

Legal Requirements

The Town of Snowmass Village is a Home-Rule municipality governed by Town charter. The government is a Council-Mayor-Manager form of government. The Town Council enacts local legislation, adopts budgets, determines policies and appoints the Town Manager who shall execute the laws and administer the Town government.

The budget fiscal year covers the calendar year from January 1st to December 31st. A budget message from the Town Manager explains important features of the budget.

The budget meetings are open to the public. A public hearing on the proposed budget is held on any date at least fifteen (15) days prior to the certification of the ensuing years tax levy to Pitkin County.

The budget is adopted by a majority vote of the Town Council by resolution prior to the date set for certification of the mill levy. The Town Council may make amendments to the budget throughout the year. The budget amendments are adopted by ordinance up to the amount of any excess revenues. The Council may make emergency appropriations to meet a public emergency affecting life, health, property or public peace by adopting an emergency ordinance.

In November of 1992, the people of Colorado adopted a constitutional amendment of Article X Section 20 of the Colorado Constitution. The Town must abide by the amendment, which among other regulations, restricts the issuance of debt, prohibits increases in tax rates without voter approval and limits the growth of property tax revenues.

In November of 2004, the electorate of Snowmass Village voted to allow the Town to retain and expend any revenues in excess of Article X, Section 20 of the Colorado Constitution.

Budget Preparation and Review

The Towns budget process provides for the creation of a budget that meets the service needs of the community within the resources available from previous years and current year revenues.

Each year, the Town Council holds a goal setting and project-oriented retreat with the Town Manager. Together, they identify goals for the future, projects for the future and

Budget Policies

Budget Preparation and Review (cont.)

changes in service levels. Other issues such as development and communication are also discussed.

Council goals form the basis for the budgeting of projects in the future years.

At the end of June of each year, the Finance Department kicks off the budget process. This is done by providing all relevant Town staff with the annual budget calendar and the budget preparation guide. The budget preparation guide provides for consistency between departments.

By August of each year, all budgets must be entered in the computer system. Following the data entry, budget highlights/narratives that identify goals, objectives, staffing levels, capital purchases and significant budget changes are due to the Finance Department.

The Finance Department prepares most of the revenue projections for the Town. Historical trends, economic conditions and current information form the basis for most revenue projections. Individual departments that are responsible for assessing fees or charging for services prepare projections for those specific lines. For instance, the Public Safety Department prepares revenue projections for parking tickets and moving violations.

Expenditures are based on estimated quantities, forecasted costs per unit and historical trends. These expenditures are expected to meet the goals and service levels as determined by the Town Council and staff.

In the beginning of August, all department and division heads attend budget meetings with the Finance Director and Town Manager. These meetings are invaluable to staff since it allows for open-minded questions and responses and gives the staff some idea of what numbers need to be fine-tuned or further justified.

In the middle of September, all funds of the Town budget are presented to the Financial Advisory Board. The Financial Advisory Board members serve in an advisory capacity to the Town Council. The board reviews each department and division budget as well as each of the supplemental funds.

In the first half of October, the budget process moves to the Town Council work sessions. The setting for these meetings is round table in nature. During this process, any additional projects or expenditures are identified, prioritized and voted on for inclusion into the budget.

Following the Town Council work session, the department and division heads put their final revision on the computer system.

All final numbers are made part of the budget resolution. A public hearing is held on the budget and mill levy certification. The Town certifies the mill levy to the Pitkin County Commissioners prior to December 15th.

Budget Policies

On January 1st the new budget takes effect.

Capital Budget Process

The Capital Budget, which is known as the Capital Improvement Program is formally adopted as part of the 2019 budget. This is a fund that continues to be refined as goals, priorities and funding sources change. Combining the processes enables the Town Council to understand how the Capital Improvement Program dovetails with the Operating Budget as well as having the ability to look at the impact the Capital Budget has on the future years of the Operating Budget.

Budget Adoption

The staff works towards an October or early November budget adoption. Public meetings were held on October 1, 2018, October 15, 2018, and October 18, 2018 for the purpose of reviewing the 2019 budget.

The 2019 budget was adopted and appropriated by resolution on November 5, 2018 by the Town Council of the Town of Snowmass Village.

Budget Method

The Town uses a Departmental Line Item Method for budgeting whereby programs are budgeted by separate departments and division. This allows for each line item to be reviewed on its own merit as well as the program costs as a whole. Not all program costs are fully allocated. We decide these on a cost vs. benefit basis. All remaining funds are budgeted by line item as well.

Budget Basis

The budget basis is the same as the basis of accounting used in the Town's audited financial statements for all funds. The budgetary basis of accounting and the generally accepted accounting principles (GAAP) basis of accounting are the same for all the governmental fund (General Fund, Special Revenue Funds, Debt Service Fund and Capital Projects Fund) types. The Modified Accrual Basis of Accounting is followed for the above funds. This means that revenue is recorded when susceptible to accrual, i.e. both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. All funds of the Town of Snowmass Village use a calendar year as the fiscal year. All funds of the Town of Snowmass Village are included in the budget document.

An example of the modified basis of accounting used for both the budget and the financial statements are the sales taxes. The Town receives Town Sales Taxes the month following the month they were collected in. The Town receives County Sales Taxes two months following the month they were collected for. Both sales taxes are recorded back to the month/year that they were collected. Most major types of revenues that require an accrual are recorded this way in both the budget and in the financial statements such as property taxes and intergovernmental revenue.

Budget Policies

Budget Basis (cont.)

Expenditures, other than interest on long-term obligations are recorded when the liability is incurred or the long-term obligation paid.

Encumbrance accounting (open purchase orders, contracts in process and other commitments for the expenditures of funds in future periods) is not used by the Town for budget or financial reporting purposes.

The fund structures used in our financial statements are the same as those presented in the budget.

The budgets for all proprietary funds, which include the Enterprise Funds – Housing, Mountain View Operating and Mountain View Phase II are prepared using the Accrual Basis of Accounting. Revenue is recognized when earned and expenses are recognized when the liability is incurred. Exceptions to the accrual basis of accounting is that capital outlay is budgeted as an expenditure in the year purchased, depreciation is not budgeted and accrued compensated absences are not considered to be expenditures until paid.

Budget & Accounting Control

Upon the adoption of the revised and proposed budgets, the computer information is updated, so the department and division heads are able to monitor their budgets.

Monthly budget variance reports are automated and distributed to each department and division head. Reclassifications must be approved, documented and processed by the Finance Department. The Finance Director conducts a full review of all reports.

The accounting system is reviewed regularly as changes to the system occur through updates from our software supplier. A purchase order system is in place and payment of invoices requires appropriate supervisor approval. The town updated the purchasing policy, which is reflected in our software system through the approval process.

Budget Changes

After budget adoption, the Council by ordinance may make supplemental appropriations. Emergency public appropriations may be made by Council emergency ordinance.

At any time during the fiscal year the Town Manager may transfer part or all of any unencumbered appropriation balance between programs within a department, office or agency.

The budget changes are then adopted by ordinance in the form of a revised budget.

TOWN OF SNOWMASS VILLAGE

2019

BUDGET SCHEDULE

***DATES ARE SUBJECT TO CHANGE**

PERSONNEL CHANGES to Clint/Kathy:

If you are contemplating any personnel changes, promotions, reorganizations, additions, you must meet with Clint and Kathy **within the month of May.**

PERSONNEL CHANGES to FINANCE:

Personnel Changes that have been approved by Clint for further analysis, need to be forwarded to Finance by June 15th for inclusion into the 2019 budget and payroll calculators.

CIP (Capital Improvement Program):

Will set up meetings the week of June 11th to review the CIP and begin development of the draft 2019 CIP.

July 2, 2018 (Mon) **Budget Kickoff – Use budget preparation guide to begin your budget process.**

July 27, 2018 (Friday) **2019 – 2023 Draft Budget completed**

**All expenditures and backup inputted into New World.
All revenues with backup turned into Finance via email.**

**August 6 - 15, 2018
(Mon – Wed)**

Department/Division Head budget meetings Review with Finance Director and Town Manager.

August 21, 2018-(Tues)

Budget changes from budget meetings completed and on computer.

September 10, 2018 (Mon) **Town Council Work Session-General Budget Discussion**

September 12, 2018 (Wed)

Packet due for FAB meeting

September 19, 2018-(Wed)

Financial Advisory Board review 8:30 – 12:00 noon

September 21, 2018-(Fri)

Budget changes from F.A.B. review completed on computer

September 26, 2018-(Wed)

Packet due for Town Council meeting

October 1, 2018-(Monday)

Town Council Budget Introduction (keep your calendars open!)

October 15, 18, 2018

**Town Council Budget-Meeting/Work Session Review
(Date to be determined)**

October 31, 2018

Packet due for Town Council meeting

November 5, 2018

Budget adoption !!!!!!!!!!!!!!!



Town of
SNOWMASS *Village*

COLORADO



FUND STRUCTURE & DESCRIPTION

The Towns fund structure and description consists of the below listed funds. All funds appropriations are included in this budget document and all funds are included in the audited financial report.

General Fund – The **General Fund** accounts for and reports all financial resources not accounted for and reported in another fund. Examples of expenditures include General Administration, Police, Finance, Public Works, Planning and Building. Besides the Town Council and the Town Manager budget, there are seven departments in the General Fund, each department is supervised by a Department Head. All departments are accounted for in the General Fund except for the Housing Department, Marketing Department and Group Sales Department as shown below. All department heads are accountable to the Town Manager.

- General Administration: Accounts for Town Council, Town Manager, Town Clerk and Human Resources functions
- Public Safety: Accounts for police, traffic and court services
- Finance: Accounts for financial operations, payroll/benefit administration, risk management and computer systems
- Community Development: Accounts for planning and building functions
- Parks and Recreation: Accounts for parks, trails, recreation program and center
- Public Works: Accounts for road maintenance, solid waste pickup, shop and facility maintenance
- Transportation: Accounts for transportation services and parking regulations

Special Revenue Funds are used to account for specific revenues that are legally restricted for particular purposes. These funds generally have input from all department heads. The Town has the following funds:

Road Mill Levy Fund – Accounts for property tax revenue, which is a long-term funding source for road maintenance, repair and reconstruction to our street network and rights of way.

- Accounts for the maintenance, repairs and capital improvements to Town streets paid for primarily from property taxes.

Real Estate Transfer Tax Fund – Accounts for the 1% land transfer tax on the sale/transfer of real property. The expenditures are restricted to the uses listed in Ordinance No. 5, Series of 1986 and voter-approved purposes.

- Accounts for one percent of the sale price of real property used to pay for expenditures related to transportation capital, landscaping, major road networks, transportation operating and maintenance costs for rolling stocks and recreation costs.

Conservation Trust Fund/Lottery Fund – Accounts for lottery proceeds received and expended per the State Conservation Trust Fund.

- Accounts for lottery proceeds distributed from the State of Colorado used for the parks, trails and recreation.

Excise Tax Fund – Accounts for the excise tax revenues that are restricted for use for Employee Housing Projects.

- Accounts for the excise taxes collected. These revenues are restricted by ordinance for employee housing.

Marketing and Special Events Fund – Accounts for sales tax revenues restricted for the marketing of tourism and the development of special events for the benefit of the community.

- Accounts for a two and one-half percent sales tax restricted for the marketing of tourism, public relations, the development of special events and actual and necessary expenses of the Board for the benefit of Snowmass Village as a whole. Includes the Marketing/Special Events department.

Group Sales Fund – Accounts for sales tax revenues restricted for the purpose of bringing conference groups to the Town.

- Accounts for a two point four percent sales tax restricted for the use of sales and marketing programs to attract group reservations for the Town of Snowmass Village as a whole.

POST Fund – Accounts for grants received from the State of Colorado. The Town acts as the fiscal manager of the grant for the police officers in the I-70 corridor.

- Accounts for the grant monies received from the State of Colorado to pay for the training of the peace officers in the I-70 corridor.

Renewable Energy Offset Program Fund – Accounts for revenues established as an in lieu fee option for property owners that choose not to employ energy efficient building practices.

- Accounts for in lieu of fees to facilitate the development of renewable energy generation projects.

Debt Service Fund – Accounts for the payment of principal and interest on the Recreation Bonds and Droste Property bonds.

- Accounts for bond principal, interest and reserve funds for the Droste Conservation Easement Bonds and the Recreation Center bonds.

Capital Equipment Reserve Fund - Used to account for the replacement/purchase of the Town's fleet with the exception of the Housing Funds.

- The Town's fleet includes heavy equipment, mobile equipment, buses and vehicles.

Capital Improvements Program Fund - **Capital Funds** are used to account for the construction or acquisition of major capital improvement projects. The Town has one Capital Improvement Program Fund.

- Major capital projects are accounted for within this fund.

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises. The intention of the Town Council is to recover the costs of providing goods or services primarily through user charges. The Town has three operating enterprise funds are supervised by a department head. The Town has the following funds: The Housing Department is associated with the below funds.

Housing Fund – Accounts for the Creekside, Brush Creek, Palisades and Villas North rent collections, operating, maintenance, and capital expenses for these complexes.

- Accounts for Palisades, Brush Creek, Creekside and Villas North employee housing complexes.

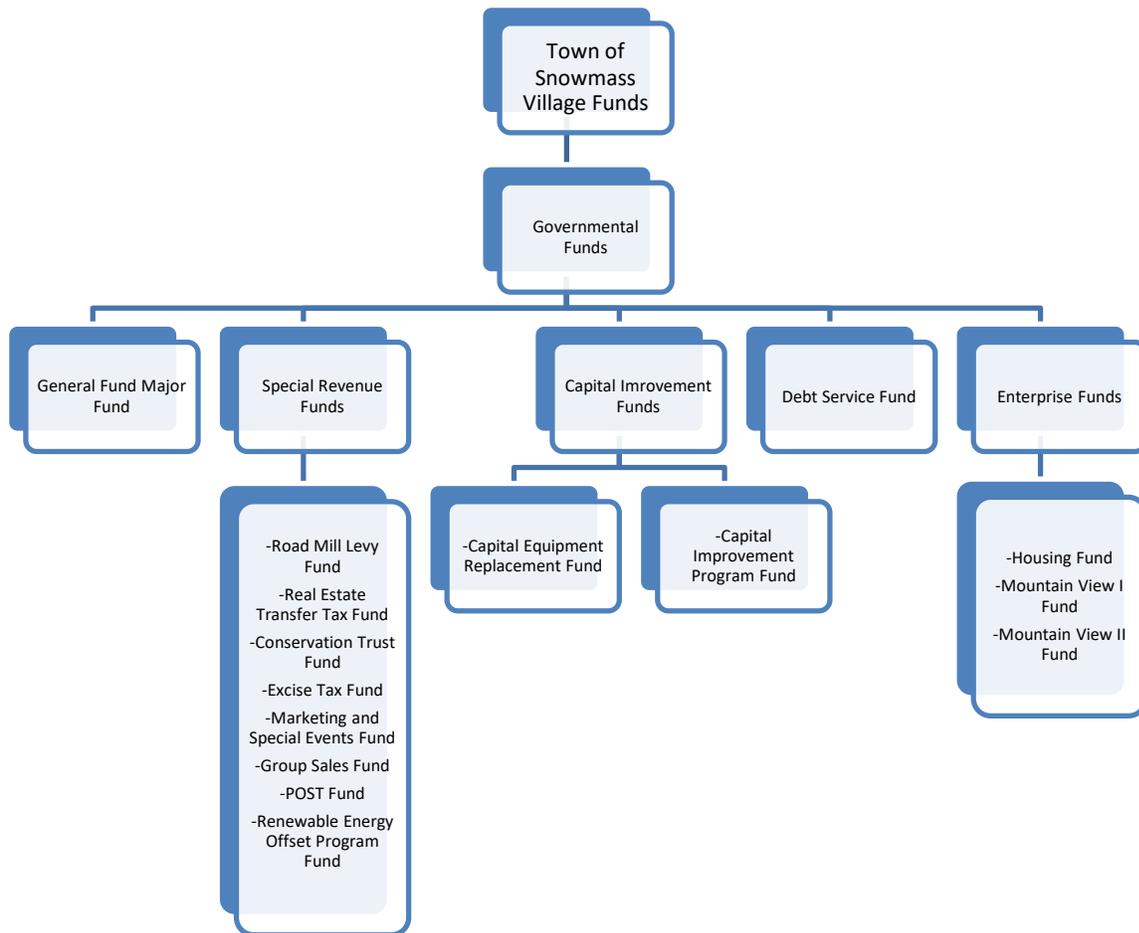
Mountain View I Fund – Accounts for the Mountain View rent collections, operating and maintenance and capital expenses for this complex.

- Accounts for the Mountain View Phase I employee housing complex.

Mountain View II Fund – Accounts for the Mountain View II rent collections, operating and maintenance and capital expenses for this complex.

- Accounts for the Mountain View Phase II employee housing complex

TOWN OF SNOWMASS VILLAGE – FUND STRUCTURE



**TOWN OF SNOWMASS VILLAGE
TOTAL ALL FUNDS**

FUND SUMMARY

	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Budget</u>
BEGINNING FUNDS	\$ 31,565,071	\$ 37,173,718	\$ 37,187,056
<u>REVENUES</u>			
Sales Taxes	\$ 12,281,495	\$ 12,462,139	\$ 13,038,917
Property Taxes	\$ 4,413,385	\$ 4,235,850	\$ 4,133,922
Other Taxes	\$ 4,603,956	\$ 3,378,840	\$ 3,293,887
Intergovernmental	\$ 1,555,898	\$ 1,410,789	\$ 1,239,235
Licenses/Permits	\$ 1,387,267	\$ 962,942	\$ 410,867
Charges for Services	\$ 3,753,541	\$ 3,116,816	\$ 3,179,552
Fines and Forfeits	\$ 65,489	\$ 53,750	\$ 54,300
Contributions	\$ 1,641,100	\$ 1,653,336	\$ 1,729,113
Miscellaneous	\$ 1,008,700	\$ 1,097,420	\$ 1,084,770
Sale of Assets	\$ -	\$ -	\$ -
Rental Income	\$ 2,654,324	\$ 2,692,960	\$ 2,736,880
Other Financing Sources	\$ -	\$ -	\$ -
TOTAL REVENUE	\$ 33,365,154	\$ 31,064,842	\$ 30,901,443
<u>EXPENDITURES</u>			
Personnel Services	\$ 13,651,492	\$ 14,379,028	\$ 15,221,878
Purchased Services	\$ 2,498,704	\$ 3,069,824	\$ 3,308,014
Operating and Maintenance	\$ 2,140,901	\$ 2,598,927	\$ 2,551,205
Donations	\$ 140,191	\$ 143,701	\$ 159,007
Capital Outlay	\$ 4,078,598	\$ 4,589,016	\$ 9,465,954
Debt Service	\$ 1,106,635	\$ 987,369	\$ 813,683
Marketing	\$ 2,280,145	\$ 2,564,850	\$ 2,682,065
Special Events	\$ 1,406,479	\$ 1,514,025	\$ 1,614,576
Public Relations	\$ 192,473	\$ 255,000	\$ 256,000
Other	\$ 260,890	\$ 949,765	\$ 1,432,998
TOTAL EXPENDITURE	\$ 27,756,507	\$ 31,051,505	\$ 37,505,380
Transfers-In From Other Funds	\$ 8,403,421	\$ 7,857,766	\$ 7,118,085
Transfers-Out From Other Funds	\$ 8,403,421	\$ 7,857,766	\$ 7,118,085
NET TRANSFERS	\$ -	\$ -	\$ -
TOTAL SOURCES	\$ 41,768,576	\$ 38,922,608	\$ 38,019,528
TOTAL USES	\$ 36,159,928	\$ 38,909,271	\$ 44,623,465
NET SOURCE (USE) OF FUNDS	\$ 5,608,647	\$ 13,337	\$ (6,603,937)
ENDING FUNDS	\$ 37,173,718	\$ 37,187,056	\$ 30,583,119

**GENERAL GOVERNMENT SERVICES
GENERAL FUND**

	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Budget</u>
BEGINNING FUNDS	\$ 14,158,921	\$ 15,978,376	\$ 15,457,253
<u>REVENUES</u>			
Sales Taxes	\$ 5,466,161	\$ 5,512,105	\$ 5,820,229
Property Taxes	\$ 883,926	\$ 879,665	\$ 884,309
Other Taxes	\$ 754,535	\$ 761,840	\$ 768,887
Intergovernmental	\$ 802,031	\$ 916,345	\$ 1,062,251
Licenses/Permits	\$ 1,387,267	\$ 962,942	\$ 410,867
Charges for Services	\$ 3,624,764	\$ 3,036,816	\$ 3,094,552
Fines and Forfeits	\$ 65,489	\$ 53,750	\$ 54,300
Contributions	\$ 1,640,600	\$ 1,603,336	\$ 1,429,113
Miscellaneous	\$ 572,890	\$ 635,117	\$ 614,160
Sale of Assets			
Rental Income			
Other Financing Sources			
TOTAL REVENUE	\$ 15,197,662	\$ 14,361,916	\$ 14,138,668
<u>EXPENDITURES</u>			
Personnel Services	\$ 10,816,526	\$ 11,638,262	\$ 12,210,819
Purchased Services	\$ 1,991,035	\$ 2,481,406	\$ 2,667,968
Operating and Maintenance	\$ 1,747,923	\$ 2,113,721	\$ 2,111,599
Donations	\$ 140,191	\$ 143,701	\$ 159,007
Capital Outlay	\$ 317,468	\$ 626,715	\$ 631,025
Debt Service			
Marketing			
Special Events			
Public Relations			
Other	\$ 135,385	\$ 586,000	\$ 1,337,000
TOTAL EXPENDITURE	\$ 15,148,528	\$ 17,589,805	\$ 19,117,418
Transfers-In From Other Funds	\$ 2,993,121	\$ 3,733,266	\$ 3,727,288
Transfers-Out From Other Funds	\$ 1,222,800	\$ 1,026,500	\$ 1,635,797
NET TRANSFERS	\$ 1,770,321	\$ 2,706,766	\$ 2,091,491
TOTAL SOURCES	\$ 18,190,783	\$ 18,095,182	\$ 17,865,956
TOTAL USES	\$ 16,371,328	\$ 18,616,305	\$ 20,753,215
NET SOURCE (USE) OF FUNDS	\$ 1,819,455	\$ (521,123)	\$ (2,887,259)
ENDING FUNDS	\$ 15,978,376	\$ 15,457,253	\$ 12,569,994

**SPECIAL REVENUE FUND
LOTTERY FUND**

	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Budget</u>
BEGINNING FUNDS	\$ 40,615	\$ 46,445	\$ 54,604
<u>REVENUES</u>			
Sales Taxes			
Property Taxes			
Other Taxes			
Intergovernmental	\$ 28,362	\$ 30,679	\$ 30,986
Licenses/Permits			
Charges for Services			
Fines and Forfeits			
Contributions			
Miscellaneous	\$ 467	\$ 480	\$ 1,080
Sale of Assets			
Rental Income			
Other Financing Sources			
TOTAL REVENUE	\$ 28,829	\$ 31,159	\$ 32,066
<u>EXPENDITURES</u>			
Personnel Services			
Purchased Services			
Operating and Maintenance			
Donations			
Capital Outlay			
Debt Service			
Marketing			
Special Events			
Public Relations			
Other			
TOTAL EXPENDITURE	\$ -	\$ -	\$ -
Transfers-In From Other Funds			
Transfers-Out From Other Funds	\$ 23,000	\$ 23,000	\$ 23,000
NET TRANSFERS	\$ (23,000)	\$ (23,000)	\$ (23,000)
TOTAL SOURCES	\$ 28,829	\$ 31,159	\$ 32,066
TOTAL USES	\$ 23,000	\$ 23,000	\$ 23,000
NET SOURCE (USE) OF FUNDS	\$ 5,829	\$ 8,159	\$ 9,066
ENDING FUNDS	\$ 46,445	\$ 54,604	\$ 63,670

**SPECIAL REVENUE FUND
REAL ESTATE TRANSFER TAX FUND**

	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Budget</u>
BEGINNING FUNDS	\$ 6,138,842	\$ 6,831,326	\$ 5,556,393
<u>REVENUES</u>			
Sales Taxes			
Property Taxes			
Other Taxes	\$ 2,771,728	\$ 2,300,000	\$ 2,300,000
Intergovernmental			
Licenses/Permits			
Charges for Services			
Fines and Forfeits			
Contributions			
Miscellaneous	\$ 70,706	\$ 131,703	\$ 105,980
Sale of Assets			
Rental Income			
Other Financing Sources			
TOTAL REVENUE	\$ 2,842,434	\$ 2,431,703	\$ 2,405,980
<u>EXPENDITURES</u>			
Personnel Services			
Purchased Services			
Operating and Maintenance			
Donations			
Capital Outlay	\$ 105,366	\$ 268,010	\$ 1,167,035
Debt Service			
Marketing			
Special Events			
Public Relations			
Other			
TOTAL EXPENDITURE	\$ 105,366	\$ 268,010	\$ 1,167,035
Transfers-In From Other Funds			
Transfers-Out From Other Funds	\$ 2,044,584	\$ 3,438,626	\$ 2,802,485
NET TRANSFERS	\$ (2,044,584)	\$ (3,438,626)	\$ (2,802,485)
TOTAL SOURCES	\$ 2,842,434	\$ 2,431,703	\$ 2,405,980
TOTAL USES	\$ 2,149,950	\$ 3,706,636	\$ 3,969,520
NET SOURCE (USE) OF FUNDS	\$ 692,484	\$ (1,274,933)	\$ (1,563,540)
ENDING FUNDS	\$ 6,831,326	\$ 5,556,393	\$ 3,992,853

**SPECIAL REVENUE FUND
ROAD MILL LEVY FUND**

	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Budget</u>
BEGINNING FUNDS	\$ 1,955,907	\$ 1,915,765	\$ 1,229,327
<u>REVENUES</u>			
Sales Taxes			
Property Taxes	\$ 2,447,104	\$ 2,405,696	\$ 2,435,930
Other Taxes			
Intergovernmental			
Licenses/Permits			
Charges for Services	\$ 2,277	\$ 75,000	\$ 75,000
Fines and Forfeits			
Contributions			
Miscellaneous	\$ 31,216	\$ 14,000	\$ 20,000
Sale of Assets			
Rental Income			
Other Financing Sources			
TOTAL REVENUE	\$ 2,480,597	\$ 2,494,696	\$ 2,530,930
<u>EXPENDITURES</u>			
Personnel Services			
Purchased Services	\$ 62,331	\$ 68,114	\$ 68,114
Operating and Maintenance			
Donations			
Capital Outlay	\$ 395,371	\$ 393,380	\$ 510,979
Debt Service			
Marketing			
Special Events			
Public Relations			
Other			
TOTAL EXPENDITURE	\$ 457,702	\$ 461,494	\$ 579,093
Transfers-In From Other Funds			
Transfers-Out From Other Funds	\$ 2,063,037	\$ 2,719,640	\$ 2,206,803
NET TRANSFERS	\$ (2,063,037)	\$ (2,719,640)	\$ (2,206,803)
TOTAL SOURCES	\$ 2,480,597	\$ 2,494,696	\$ 2,530,930
TOTAL USES	\$ 2,520,739	\$ 3,181,134	\$ 2,785,896
NET SOURCE (USE) OF FUNDS	\$ (40,142)	\$ (686,438)	\$ (254,966)
ENDING FUNDS	\$ 1,915,765	\$ 1,229,327	\$ 974,361

**SPECIAL REVENUE FUND
EXCISE TAX FUND**

	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Budget</u>
BEGINNING FUNDS	\$ 653,166	\$ 1,341,569	\$ 1,703,699
<u>REVENUES</u>			
Sales Taxes			
Property Taxes			
Other Taxes	\$ 1,077,693	\$ 317,000	\$ 225,000
Intergovernmental			
Licenses/Permits			
Charges for Services			
Fines and Forfeits			
Contributions			
Miscellaneous	\$ 62,525	\$ 82,130	\$ 79,640
Sale of Assets			
Rental Income			
Other Financing Sources			
TOTAL REVENUE	\$ 1,140,218	\$ 399,130	\$ 304,640
<u>EXPENDITURES</u>			
Personnel Services			
Purchased Services			
Operating and Maintenance	\$ 26,034	\$ 37,000	\$ 37,780
Donations			
Capital Outlay	\$ 25,782		
Debt Service			
Marketing			
Special Events			
Public Relations			
Other			
TOTAL EXPENDITURE	\$ 51,816	\$ 37,000	\$ 37,780
Transfers-In From Other Funds			
Transfers-Out From Other Funds	\$ 400,000		\$ 50,000
NET TRANSFERS	\$ (400,000)	\$ -	\$ (50,000)
TOTAL SOURCES	\$ 1,140,218	\$ 399,130	\$ 304,640
TOTAL USES	\$ 451,816	\$ 37,000	\$ 87,780
NET SOURCE (USE) OF FUNDS	\$ 688,402	\$ 362,130	\$ 216,860
ENDING FUNDS	\$ 1,341,569	\$ 1,703,699	\$ 1,920,559

**SPECIAL REVENUE FUND
MARKETING AND SPECIAL EVENTS FUND**

	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Budget</u>
BEGINNING FUNDS	\$ 1,420,646	\$ 1,779,178	\$ 1,721,181
<u>REVENUES</u>			
Sales Taxes	\$ 4,873,246	\$ 4,949,522	\$ 5,169,167
Property Taxes			
Other Taxes			
Intergovernmental			
Licenses/Permits			
Charges for Services			
Fines and Forfeits			
Contributions	\$ 500		
Miscellaneous	\$ 113,071	\$ 89,000	\$ 109,000
Sale of Assets			
Rental Income			
Other Financing Sources			
TOTAL REVENUE	\$ 4,986,817	\$ 5,038,522	\$ 5,278,167
<u>EXPENDITURES</u>			
Personnel Services	\$ 1,009,063	\$ 1,054,613	\$ 1,094,180
Purchased Services	\$ 56,831	\$ 67,250	\$ 62,367
Operating and Maintenance	\$ 118,871	\$ 159,281	\$ 144,357
Donations			
Capital Outlay			
Debt Service			
Marketing	\$ 1,744,569	\$ 1,946,350	\$ 2,029,065
Special Events	\$ 1,406,479	\$ 1,514,025	\$ 1,614,576
Public Relations	\$ 192,473	\$ 255,000	\$ 256,000
Other			
TOTAL EXPENDITURE	\$ 4,528,284	\$ 4,996,519	\$ 5,200,545
Transfers-In From Other Funds			
Transfers-Out From Other Funds	\$ 100,000	\$ 100,000	\$ 200,000
NET TRANSFERS	\$ (100,000)	\$ (100,000)	\$ (200,000)
TOTAL SOURCES	\$ 4,986,817	\$ 5,038,522	\$ 5,278,167
TOTAL USES	\$ 4,628,284	\$ 5,096,519	\$ 5,400,545
NET SOURCE (USE) OF FUNDS	\$ 358,532	\$ (57,997)	\$ (122,378)
ENDING FUNDS	\$ 1,779,178	\$ 1,721,181	\$ 1,598,803

**SPECIAL REVENUE FUND
GROUP SALES FUND**

	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Budget</u>
BEGINNING FUNDS	\$ 1,175,169	\$ 1,280,672	\$ 1,502,461
<u>REVENUES</u>			
Sales Taxes	\$ 1,942,088	\$ 2,000,512	\$ 2,049,521
Property Taxes			
Other Taxes			
Intergovernmental			
Licenses/Permits			
Charges for Services			
Fines and Forfeits			
Contributions			
Miscellaneous	\$ 37,576	\$ 41,000	\$ 46,000
Sale of Assets			
Rental Income			
Other Financing Sources			
TOTAL REVENUE	\$ 1,979,664	\$ 2,041,512	\$ 2,095,521
<u>EXPENDITURES</u>			
Personnel Services	\$ 1,079,734	\$ 897,804	\$ 1,148,823
Purchased Services	\$ 73,345	\$ 88,392	\$ 63,464
Operating and Maintenance	\$ 85,507	\$ 115,027	\$ 83,945
Donations			
Capital Outlay			
Debt Service			
Marketing	\$ 535,576	\$ 618,500	\$ 653,000
Special Events			
Public Relations			
Other			
TOTAL EXPENDITURE	\$ 1,774,162	\$ 1,719,723	\$ 1,949,232
Transfers-In From Other Funds			
Transfers-Out From Other Funds	\$ 100,000	\$ 100,000	\$ 200,000
NET TRANSFERS	\$ (100,000)	\$ (100,000)	\$ (200,000)
TOTAL SOURCES	\$ 1,979,664	\$ 2,041,512	\$ 2,095,521
TOTAL USES	\$ 1,874,162	\$ 1,819,723	\$ 2,149,232
NET SOURCE (USE) OF FUNDS	\$ 105,502	\$ 221,789	\$ (53,711)
ENDING FUNDS	\$ 1,280,672	\$ 1,502,461	\$ 1,448,750

**SPECIAL REVENUE FUND
RENEWABLE ENERGY OFFSET PROGRAM FUND**

	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Budget</u>
BEGINNING FUNDS	\$ 79,198	\$ 197,184	\$ 192,924
<u>REVENUES</u>			
Sales Taxes			
Property Taxes			
Other Taxes			
Intergovernmental			
Licenses/Permits			
Charges for Services	\$ 126,501	\$ 5,000	\$ 10,000
Fines and Forfeits			
Contributions			
Miscellaneous	\$ 1,485	\$ 740	\$ 3,840
Sale of Assets			
Rental Income			
Other Financing Sources			
TOTAL REVENUE	\$ 127,985	\$ 5,740	\$ 13,840
<u>EXPENDITURES</u>			
Personnel Services			
Purchased Services			
Operating and Maintenance	\$ 10,000	\$ 10,000	\$ 10,000
Donations			
Capital Outlay			
Debt Service			
Marketing			
Special Events			
Public Relations			
Other			
TOTAL EXPENDITURE	\$ 10,000	\$ 10,000	\$ 10,000
Transfers-In From Other Funds			
Transfers-Out From Other Funds			
NET TRANSFERS	\$ -	\$ -	\$ -
TOTAL SOURCES	\$ 127,985	\$ 5,740	\$ 13,840
TOTAL USES	\$ 10,000	\$ 10,000	\$ 10,000
NET SOURCE (USE) OF FUNDS	\$ 117,985	\$ (4,260)	\$ 3,840
ENDING FUNDS	\$ 197,184	\$ 192,924	\$ 196,764

**SPECIAL REVENUE FUND
POST GRANT FUND**

	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Budget</u>
BEGINNING FUNDS	\$ -	\$ -	\$ -
<u>REVENUES</u>			
Sales Taxes			
Property Taxes			
Other Taxes			
Intergovernmental	\$ 125,505	\$ 363,765	\$ 95,998
Licenses/Permits			
Charges for Services			
Fines and Forfeits			
Contributions			
Miscellaneous			
Sale of Assets			
Rental Income			
Other Financing Sources			
TOTAL REVENUE	\$ 125,505	\$ 363,765	\$ 95,998
<u>EXPENDITURES</u>			
Personnel Services			
Purchased Services			
Operating and Maintenance			
Donations			
Capital Outlay			
Debt Service			
Marketing			
Special Events			
Public Relations			
Other	\$ 125,505	\$ 363,765	\$ 95,998
TOTAL EXPENDITURE	\$ 125,505	\$ 363,765	\$ 95,998
Transfers-In From Other Funds			
Transfers-Out From Other Funds			
NET TRANSFERS	\$ -	\$ -	\$ -
TOTAL SOURCES	\$ 125,505	\$ 363,765	\$ 95,998
TOTAL USES	\$ 125,505	\$ 363,765	\$ 95,998
NET SOURCE (USE) OF FUNDS	\$ -	\$ -	\$ -
ENDING FUNDS	\$ -	\$ -	\$ -

DEBT SERVICE FUND
DEBT SERVICE FUND

	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Budget</u>
BEGINNING FUNDS	\$ (75,026)	\$ 46,295	\$ 9,415
<u>REVENUES</u>			
Sales Taxes			
Property Taxes	\$ 1,082,356	\$ 950,489	\$ 813,683
Other Taxes			
Intergovernmental			
Licenses/Permits			
Charges for Services			
Fines and Forfeits			
Contributions			
Miscellaneous			
Sale of Assets			
Rental Income			
Other Financing Sources			
TOTAL REVENUE	\$ 1,082,356	\$ 950,489	\$ 813,683
<u>EXPENDITURES</u>			
Personnel Services			
Purchased Services			
Operating and Maintenance			
Donations			
Capital Outlay			
Debt Service	\$ 961,035	\$ 987,369	\$ 813,683
Marketing			
Special Events			
Public Relations			
Other			
TOTAL EXPENDITURE	\$ 961,035	\$ 987,369	\$ 813,683
Transfers-In From Other Funds			
Transfers-Out From Other Funds			
NET TRANSFERS	\$ -	\$ -	\$ -
TOTAL SOURCES	\$ 1,082,356	\$ 950,489	\$ 813,683
TOTAL USES	\$ 961,035	\$ 987,369	\$ 813,683
NET SOURCE (USE) OF FUNDS	\$ 121,320	\$ (36,880)	\$ -
ENDING FUNDS	\$ 46,295	\$ 9,415	\$ 9,415

**SPECIAL REVENUE FUND
CAPITAL IMPROVEMENT PROGRAM FUND**

	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Budget</u>
BEGINNING FUNDS	\$ 1,479,790	\$ 4,171,236	\$ 4,289,681
<u>REVENUES</u>			
Sales Taxes			
Property Taxes			
Other Taxes			
Intergovernmental			
Licenses/Permits			
Charges for Services			
Fines and Forfeits			
Contributions		\$ 50,000	\$ 300,000
Miscellaneous			
Sale of Assets			
Rental Income			
Other Financing Sources			
TOTAL REVENUE	\$ -	\$ 50,000	\$ 300,000
<u>EXPENDITURES</u>			
Personnel Services			
Purchased Services			
Operating and Maintenance			
Donations			
Capital Outlay	\$ 1,418,854	\$ 2,636,055	\$ 6,287,094
Debt Service			
Marketing			
Special Events			
Public Relations			
Other			
TOTAL EXPENDITURE	\$ 1,418,854	\$ 2,636,055	\$ 6,287,094
Transfers-In From Other Funds	\$ 4,110,300	\$ 2,704,500	\$ 1,970,797
Transfers-Out From Other Funds			
NET TRANSFERS	\$ 4,110,300	\$ 2,704,500	\$ 1,970,797
TOTAL SOURCES	\$ 4,110,300	\$ 2,754,500	\$ 2,270,797
TOTAL USES	\$ 1,418,854	\$ 2,636,055	\$ 6,287,094
NET SOURCE (USE) OF FUNDS	\$ 2,691,446	\$ 118,445	\$ (4,016,297)
ENDING FUNDS	\$ 4,171,236	\$ 4,289,681	\$ 273,384

**SPECIAL REVENUE FUND
CAPITAL EQUIPMENT RESERVE FUND**

	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Budget</u>
BEGINNING FUNDS	\$ 1,038,435	\$ 1,195,290	\$ 2,292,369
<u>REVENUES</u>			
Sales Taxes			
Property Taxes			
Other Taxes			
Intergovernmental	\$ 600,000	\$ 100,000	\$ 50,000
Licenses/Permits			
Charges for Services			
Fines and Forfeits			
Contributions			
Miscellaneous			
Sale of Assets			
Rental Income			
Other Financing Sources			
TOTAL REVENUE	\$ 600,000	\$ 100,000	\$ 50,000
<u>EXPENDITURES</u>			
Personnel Services			
Purchased Services			
Operating and Maintenance			
Donations			
Capital Outlay	\$ 1,743,144	\$ 422,921	\$ 563,863
Debt Service			
Marketing			
Special Events			
Public Relations			
Other			
TOTAL EXPENDITURE	\$ 1,743,144	\$ 422,921	\$ 563,863
Transfers-In From Other Funds	\$ 1,300,000	\$ 1,420,000	\$ 1,420,000
Transfers-Out From Other Funds			
NET TRANSFERS	\$ 1,300,000	\$ 1,420,000	\$ 1,420,000
TOTAL SOURCES	\$ 1,900,000	\$ 1,520,000	\$ 1,470,000
TOTAL USES	\$ 1,743,144	\$ 422,921	\$ 563,863
NET SOURCE (USE) OF FUNDS	\$ 156,856	\$ 1,097,079	\$ 906,137
ENDING FUNDS	\$ 1,195,290	\$ 2,292,369	\$ 3,198,506

**ENTERPRISE FUND
HOUSING FUND**

	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Budget</u>
BEGINNING FUNDS	\$ 1,199,600	\$ 1,084,028	\$ 1,235,866
<u>REVENUES</u>			
Sales Taxes			
Property Taxes			
Other Taxes			
Intergovernmental			
Licenses/Permits			
Charges for Services			
Fines and Forfeits			
Contributions			
Miscellaneous	\$ 56,120	\$ 45,300	\$ 45,300
Sale of Assets			
Rental Income	\$ 1,352,415	\$ 1,373,320	\$ 1,396,600
Other Financing Sources			
TOTAL REVENUE	\$ 1,408,535	\$ 1,418,620	\$ 1,441,900
<u>EXPENDITURES</u>			
Personnel Services	\$ 472,501	\$ 500,607	\$ 469,289
Purchased Services	\$ 169,996	\$ 190,662	\$ 256,954
Operating and Maintenance	\$ 78,076	\$ 83,480	\$ 83,513
Donations			
Capital Outlay	\$ 3,533	\$ 42,033	\$ 198,948
Debt Service			
Marketing			
Special Events			
Public Relations			
Other			
TOTAL EXPENDITURE	\$ 724,106	\$ 816,782	\$ 1,008,704
Transfers-In From Other Funds			
Transfers-Out From Other Funds	\$ 800,000	\$ 450,000	
NET TRANSFERS	\$ (800,000)	\$ (450,000)	\$ -
TOTAL SOURCES	\$ 1,408,535	\$ 1,418,620	\$ 1,441,900
TOTAL USES	\$ 1,524,106	\$ 1,266,782	\$ 1,008,704
NET SOURCE (USE) OF FUNDS	\$ (115,572)	\$ 151,838	\$ 433,196
ENDING FUNDS	\$ 1,084,028	\$ 1,235,866	\$ 1,669,062

**ENTERPRISE FUND
MOUNTAIN VIEW FUND**

	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Budget</u>
BEGINNING FUNDS	\$ 1,930,486	\$ 875,871	\$ 1,470,896
<u>REVENUES</u>			
Sales Taxes			
Property Taxes			
Other Taxes			
Intergovernmental			
Licenses/Permits			
Charges for Services			
Fines and Forfeits			
Contributions			
Miscellaneous	\$ 54,167	\$ 45,600	\$ 45,600
Sale of Assets			
Rental Income	\$ 1,043,669	\$ 1,058,060	\$ 1,074,860
Other Financing Sources			
TOTAL REVENUE	\$ 1,097,836	\$ 1,103,660	\$ 1,120,460
<u>EXPENDITURES</u>			
Personnel Services	\$ 266,003	\$ 278,790	\$ 291,670
Purchased Services	\$ 108,202	\$ 125,670	\$ 136,754
Operating and Maintenance	\$ 59,767	\$ 62,073	\$ 61,501
Donations			
Capital Outlay	\$ 68,479	\$ 42,102	\$ 53,200
Debt Service			
Marketing			
Special Events			
Public Relations			
Other			
TOTAL EXPENDITURE	\$ 502,451	\$ 508,635	\$ 543,125
Transfers-In From Other Funds			
Transfers-Out From Other Funds	\$ 1,650,000		
NET TRANSFERS	\$ (1,650,000)	\$ -	\$ -
TOTAL SOURCES	\$ 1,097,836	\$ 1,103,660	\$ 1,120,460
TOTAL USES	\$ 2,152,451	\$ 508,635	\$ 543,125
NET SOURCE (USE) OF FUNDS	\$ (1,054,615)	\$ 595,025	\$ 577,335
ENDING FUNDS	\$ 875,871	\$ 1,470,896	\$ 2,048,231

**ENTERPRISE FUND
MOUNTAIN VIEW II FUND**

	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Budget</u>
BEGINNING FUNDS	\$ 369,321	\$ 430,484	\$ 470,987
<u>REVENUES</u>			
Sales Taxes			
Property Taxes			
Other Taxes			
Intergovernmental			
Licenses/Permits			
Charges for Services			
Fines and Forfeits			
Contributions			
Miscellaneous	\$ 8,477	\$ 12,350	\$ 14,170
Sale of Assets			
Rental Income	\$ 258,240	\$ 261,580	\$ 265,420
Other Financing Sources			
TOTAL REVENUE	\$ 266,717	\$ 273,930	\$ 279,590
<u>EXPENDITURES</u>			
Personnel Services	\$ 7,666	\$ 8,952	\$ 7,097
Purchased Services	\$ 36,965	\$ 48,330	\$ 52,393
Operating and Maintenance	\$ 14,723	\$ 18,345	\$ 18,510
Donations			
Capital Outlay	\$ 600	\$ 157,800	\$ 53,810
Debt Service	\$ 145,600		
Marketing			
Special Events			
Public Relations			
Other			
TOTAL EXPENDITURE	\$ 205,553	\$ 233,427	\$ 131,810
Transfers-In From Other Funds			
Transfers-Out From Other Funds			
NET TRANSFERS	\$ -	\$ -	\$ -
TOTAL SOURCES	\$ 266,717	\$ 273,930	\$ 279,590
TOTAL USES	\$ 205,553	\$ 233,427	\$ 131,810
NET SOURCE (USE) OF FUNDS	\$ 61,164	\$ 40,503	\$ 147,780
ENDING FUNDS	\$ 430,484	\$ 470,987	\$ 618,767

CONSOLIDATED FUND BALANCE STATEMENT

2018 Statement	Beginning Fund Balance <u>1/1/2018</u>	2018 Increase/ <u>(Decrease)</u>	Ending Fund Balance <u>12/31/2018</u>
General Fund	\$ 15,978,376	\$ (521,123)	\$ 15,457,253
Lottery Fund	\$ 46,445	\$ 8,159	\$ 54,604
Real Estate Transfer Tax Fund	\$ 6,831,326	\$ (1,274,933)	\$ 5,556,393
Road Fund	\$ 1,915,765	\$ (686,438)	\$ 1,229,327
Excise Tax Fund	\$ 1,341,569	\$ 362,130	\$ 1,703,699
Marketing & Special Events Fund	\$ 1,779,178	\$ (57,997)	\$ 1,721,181
Group Sales Fund	\$ 1,280,672	\$ 221,789	\$ 1,502,461
POST Grant Fund	\$ -	\$ -	\$ -
Renewable Energy Offset Program Fund	\$ 197,184	\$ (4,260)	\$ 192,924
Debt Service Fund	\$ 46,295	\$ (36,880)	\$ 9,415
Capital Improvement Program Fund	\$ 4,171,236	\$ 118,445	\$ 4,289,681
Capital Equipment Reserve Fund	\$ 1,195,290	\$ 1,097,079	\$ 2,292,369
Housing Fund	\$ 1,084,028	\$ 151,838	\$ 1,235,866
Mountain View Fund	\$ 875,871	\$ 595,025	\$ 1,470,896
Mountain View II Fund	\$ 430,484	\$ 40,503	\$ 470,987
TOTAL	\$ 37,173,719	\$ 13,337	\$ 37,187,056

2019 Statement	Beginning Fund Balance <u>1/1/2019</u>	2019 Increase/ <u>(Decrease)</u>	Ending Fund Balance <u>12/31/2019</u>
General Fund	\$ 15,457,253	\$ (2,887,259)	\$ 12,569,994
Lottery Fund	\$ 54,604	\$ 9,066	\$ 63,670
Real Estate Transfer Tax Fund	\$ 5,556,393	\$ (1,563,540)	\$ 3,992,853
Road Fund	\$ 1,229,327	\$ (254,966)	\$ 974,361
Excise Tax Fund	\$ 1,703,699	\$ 216,860	\$ 1,920,559
Marketing & Special Events Fund	\$ 1,721,181	\$ (122,378)	\$ 1,598,803
Group Sales Fund	\$ 1,502,461	\$ (53,711)	\$ 1,448,750
POST Grant Fund	\$ -	\$ -	\$ -
Renewable Energy Offset Program Fund	\$ 192,924	\$ 3,840	\$ 196,764
Debt Service Fund	\$ 9,415	\$ -	\$ 9,415
Capital Improvement Program Fund	\$ 4,289,681	\$ (4,016,297)	\$ 273,384
Capital Equipment Reserve Fund	\$ 2,292,369	\$ 906,137	\$ 3,198,506
Housing Fund	\$ 1,235,866	\$ 433,196	\$ 1,669,062
Mountain View Fund	\$ 1,470,896	\$ 577,335	\$ 2,048,231
Mountain View II Fund	\$ 470,987	\$ 147,780	\$ 618,767
TOTAL	\$ 37,187,056	\$ (6,603,937)	\$ 30,583,119

Five-Year Budget Summaries per Fund

	2019	2020	2021	2022	2023
GENERAL FUND					
Beginning Fund Balance	\$ 15,457,253	\$ 12,569,994	\$ 12,109,893	\$ 11,351,879	\$ 9,469,489
Revenues	\$ 17,865,956	\$ 18,417,745	\$ 18,744,425	\$ 18,847,460	\$ 18,727,982
Expenditures	\$ 20,753,215	\$ 18,877,846	\$ 19,502,439	\$ 20,729,850	\$ 20,362,682
Ending Fund Balance	\$ 12,569,994	\$ 12,109,893	\$ 11,351,879	\$ 9,469,489	\$ 7,834,789
LOTTERY FUND					
Beginning Fund Balance	\$ 54,604	\$ 63,670	\$ 73,388	\$ 84,088	\$ 95,798
Revenues	\$ 32,066	\$ 32,718	\$ 33,700	\$ 34,710	\$ 35,752
Expenditures	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000
Ending Fund Balance	\$ 63,670	\$ 73,388	\$ 84,088	\$ 95,798	\$ 108,550
REAL ESTATE TRANSFER TAX FUND					
Beginning Fund Balance	\$ 5,556,393	\$ 3,992,853	\$ 3,591,513	\$ 3,405,363	\$ 2,634,503
Revenues	\$ 2,405,980	\$ 2,509,159	\$ 2,612,434	\$ 2,715,807	\$ 2,819,281
Expenditures	\$ 3,969,520	\$ 2,910,499	\$ 2,798,584	\$ 3,486,667	\$ 2,977,517
Ending Fund Balance	\$ 3,992,853	\$ 3,591,513	\$ 3,405,363	\$ 2,634,503	\$ 2,476,267
ROAD MILL LEVY FUND					
Beginning Fund Balance	\$ 1,229,327	\$ 974,361	\$ 894,340	\$ 803,414	\$ 459,594
Revenues	\$ 2,530,930	\$ 2,580,249	\$ 2,560,560	\$ 2,611,883	\$ 2,664,239
Expenditures	\$ 2,785,896	\$ 2,660,270	\$ 2,651,486	\$ 2,955,703	\$ 2,779,851
Ending Fund Balance	\$ 974,361	\$ 894,340	\$ 803,414	\$ 459,594	\$ 343,982
EXCISE TAX FUND					
Beginning Fund Balance	\$ 1,703,699	\$ 1,920,559	\$ 2,187,548	\$ 2,454,653	\$ 2,721,857
Revenues	\$ 304,640	\$ 305,589	\$ 306,567	\$ 307,574	\$ 258,611
Expenditures	\$ 87,780	\$ 38,600	\$ 39,462	\$ 40,370	\$ 41,329
Ending Fund Balance	\$ 1,920,559	\$ 2,187,548	\$ 2,454,653	\$ 2,721,857	\$ 2,939,139
MARKETING & SPECIAL EVENTS FUND					
Beginning Fund Balance	\$ 1,721,181	\$ 1,598,803	\$ 1,521,667	\$ 1,405,117	\$ 1,282,734
Revenues	\$ 5,278,167	\$ 5,434,262	\$ 5,545,040	\$ 5,710,641	\$ 5,881,210
Expenditures	\$ 5,400,545	\$ 5,511,398	\$ 5,661,590	\$ 5,833,024	\$ 6,010,657
Ending Fund Balance	\$ 1,598,803	\$ 1,521,667	\$ 1,405,117	\$ 1,282,734	\$ 1,153,287
GROUP SALES FUND					
Beginning Fund Balance	\$ 1,502,461	\$ 1,448,750	\$ 1,354,077	\$ 1,262,429	\$ 1,157,239
Revenues	\$ 2,095,521	\$ 2,157,726	\$ 2,221,798	\$ 2,287,791	\$ 2,355,765
Expenditures	\$ 2,149,232	\$ 2,252,399	\$ 2,313,446	\$ 2,392,981	\$ 2,475,853
Ending Fund Balance	\$ 1,448,750	\$ 1,354,077	\$ 1,262,429	\$ 1,157,239	\$ 1,037,151
RENEWABLE ENERGY OFFSET FUND					
Beginning Fund Balance	\$ 192,924	\$ 196,764	\$ 195,719	\$ 194,793	\$ 193,989
Revenues	\$ 13,840	\$ 8,955	\$ 9,074	\$ 9,196	\$ 9,322
Expenditures	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Ending Fund Balance	\$ 196,764	\$ 195,719	\$ 194,793	\$ 193,989	\$ 193,311
POST GRANT FUND					
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues	\$ 95,998	\$ -	\$ -	\$ -	\$ -
Expenditures	\$ 95,998	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -

DEBT SERVICE FUND								
Beginning Fund Balance	\$	9,415	\$	9,415	\$	9,415	\$	9,415
Revenues	\$	813,683	\$	261,891	\$	262,098	\$	262,199
Expenditures	\$	813,683	\$	261,891	\$	262,098	\$	262,199
Ending Fund Balance	\$	9,415	\$	9,415	\$	9,415	\$	9,415

CAPITAL IMPROVEMENT PROGRAM FUND								
Beginning Fund Balance	\$	4,289,681	\$	273,384	\$	673,384	\$	1,073,384
Revenues	\$	2,270,797	\$	400,000	\$	400,000	\$	400,000
Expenditures	\$	6,287,094	\$	-	\$	-	\$	-
Ending Fund Balance	\$	273,384	\$	673,384	\$	1,073,384	\$	1,473,384

CAPITAL EQUIPMENT RESERVE FUND								
Beginning Fund Balance	\$	2,292,369	\$	3,198,506	\$	2,452,502	\$	3,251,981
Revenues	\$	1,470,000	\$	1,549,864	\$	1,720,000	\$	1,870,000
Expenditures	\$	563,863	\$	2,295,868	\$	920,521	\$	1,708,504
Ending Fund Balance	\$	3,198,506	\$	2,452,502	\$	3,251,981	\$	3,413,477

HOUSING FUND								
Beginning Fund Balance	\$	1,235,866	\$	1,669,062	\$	2,327,969	\$	2,936,568
Revenues	\$	1,441,900	\$	1,465,870	\$	1,489,861	\$	1,513,873
Expenditures	\$	1,008,704	\$	806,963	\$	881,262	\$	844,223
Ending Fund Balance	\$	1,669,062	\$	2,327,969	\$	2,936,568	\$	3,606,218

MOUNTAIN VIEW FUND								
Beginning Fund Balance	\$	1,470,896	\$	2,048,231	\$	2,522,571	\$	3,106,755
Revenues	\$	1,120,460	\$	1,138,040	\$	1,155,643	\$	1,173,271
Expenditures	\$	543,125	\$	663,700	\$	571,459	\$	546,624
Ending Fund Balance	\$	2,048,231	\$	2,522,571	\$	3,106,755	\$	3,733,402

MOUNTAIN VIEW II FUND								
Beginning Fund Balance	\$	470,987	\$	618,767	\$	761,292	\$	921,973
Revenues	\$	279,590	\$	283,310	\$	287,438	\$	291,574
Expenditures	\$	131,810	\$	140,785	\$	126,757	\$	81,464
Ending Fund Balance	\$	618,767	\$	761,292	\$	921,973	\$	1,132,083



FINANCIAL OVERVIEW

The financial condition of the Town of Snowmass Village continues to be sound. The Town continues to budget conservatively on both the revenues and expenditures while remaining realistic. The economic condition of the village over the past year has been greatly improved by the addition of summer events and activities resulting in continued increases in sales tax revenues. In 2019, we are budgeting a 3% increase in sales tax revenues primarily due to the fact that 75% of the town's sales taxes are derived in the winter, which is highly dependent on snowfall/visitors. As stated in the Budget Message, the 2019 budget was prepared using a variety of standards within the budget philosophy that were put in place in 2003. The primary topics of the philosophy are to: limit expenditures to available resources; use the most restricted funds first; fund the Capital Equipment Replacement Program; identify funds available/reserves; use one-time funds for one-time costs; continue the development of a capital improvement program and budgeting the emergency/contingency reserve. All funds of the town are appropriated by resolution.

Financial Policies

Over the years, the Town continues to develop financial planning policies. During 2018, the Town reaffirmed the following:

Balanced Budget- the Town will adopt a balanced budget, which limits expenditures to available resources. If the Town does not adopt a balanced budget, this will be noted in the minutes of the Public Hearing. The Town will be using unappropriated reserves in 2019 mainly towards capital projects/programs.

Long-Range Planning- the Town has continued to prepare a 5-year operating budget for all funds. After the operating budget is developed, the Town develops the Capital Improvement Projects Fund using staff input, community input, planning documents and Council initiatives. The capital projects budget is developed with the knowledge that economic changes, development proposals, council member changes and land use changes can influence changes to the budget. The 5-year operating budget and the 5-year capital projects budgets are developed in tandem to ensure that funding is available from the various revenue sources, however, the 5-year budget is for planning purposes. A five-year summary for all funds is shown at the end of the Fund Structure & Description section prior to the Financial Overview. The budget policies are driven by the budget philosophies and includes a balanced budget, continuing to look for cost and service efficiencies, using most restricted funds first, identify funds available and the use of one-time funds for one-time costs. Cash and investments are driven by the Towns investment policy. The Long-Range Planning includes capital projects that are based on the Town Councils Goals adopted in April 2017. The Introduction section in this budget document outlines the Town Councils "Goals for the Future" and describes what funding is available and budgeted towards the various goals.

FINANCIAL OVERVIEW

Asset Inventory- Existing capital assets include the Employee Housing buildings, Transportation Bus Facility, Operations Facility, Entryway/Rodeo Property, Little Red Schoolhouse, Recreation Facility, Town Hall, Gym and Transit Depot as well as various parking lots, roads and vacant land. The Facility Maintenance Division is responsible for assessing the condition of these assets and in conjunction with the capital building/equipment plan recommends, on an annual basis, improvements to be made. Infrastructure assessment is conducted annually by the Public Works Department using the Paser Rating System. This data is then used to determine the following year infrastructure improvements. The Town Council approves a Capital Replacement and Reserve Plan, which includes funding for annual maintenance and future replacement of major components of the Towns assets.

Revenue Policies

The Town continues to diversify our revenue sources by identifying potential charges, fees, grants, mitigation funds and contributions. At the start of the budget process, each department is directed to evaluate potential new or increased revenue sources. The majority of the Towns fees and charges are either set by ordinance or by resolution at the Town Council level based on input from staff. The Town strives for a 100% cost recovery for our planning and building services. Solid Waste is 100% cost recovered including our recycling program. One-time revenues are used for one-time expenditures. Unpredictable major revenue sources such as sales taxes and real estate transfer taxes are strictly monitored. Sales taxes and Real Estate Transfer taxes are reported monthly to the Town Council, Town Manager, Financial Advisory Board, press and the Town's website. The Town uses other economic indicators such as trash pickup, bus ridership, skier visits and occupancy rates to indicate changes in tourist activity that would affect Town sales tax revenues. This information is used to make budget adjustments as necessary.

Investment Policy

The Town adheres to the state statute of the State of Colorado for allowable investments as directed by the Town Treasurer. All funds must bear the name Town of Snowmass Village. It is the policy of the Town of Snowmass Village to reduce overall portfolio risks (safety of funds) while attaining market average rates of return. Liquidity shall be assured through practices ensuring that the next disbursement date and payroll date are covered through maturing investments.

Expenditure Policies

Department Heads and Division Heads receive a monthly variance report that details actual expenditures to budget to review and to report discrepancies or anomalies to the Finance Director. In addition, the Finance Department also reviews the monthly variance reports and follows up with Department Heads on any concerns they may have. The Town Manager is then updated on any expenditure variances of significance that need to be brought to the Town Council's attention. In addition, the Town has put in place a purchasing policy for all Town departments to follow. The Towns Home Rule Charter that was adopted by the electorate specifically identifies the types and uses of various debt instruments that the Town can use. Further, the charter specifically states that there shall be no limitation on the amount of bonds or other securities the Town may issue. That being said, the Town's policy on issuing debt is to use the rule of thumb of having no more than 10% of the Towns assessed valuation outstanding. This policy is driven by what the market may consider a reasonable amount to have outstanding and the Towns bond rating. In 2005, the Town Council reaffirmed their desire not to set a debt limitation. The Town is required under Colorado State Law (Amendment One) also known as the Tabor Amendment to set aside 3% of fiscal year spending as an emergency reserve. The Town recognizes the volatility of sales tax revenues and sets aside 25% of operating revenues as a contingency reserve in the General Fund. A budget to actual analysis is conducted each month by the Finance Department. Variance reports are reviewed monthly by department and division heads. Being a small municipality, any major deviations are discussed or brought up during our weekly staff meetings.

FINANCIAL OVERVIEW

Debt Policy

The Home Rule Charter specifically states that there shall be no limitation on the bonds or other securities the Town may issue. The Town may borrow money and issue any legally recognized security subject to the limitations contained in the Home Rule Charter including, but not limited to: Short Term Notes, Emergency Notes, Anticipation Warrants, General Obligation Bonds, Revenue Bonds, Industrial Development Revenue Bonds, Special Assessment Bonds, Anticipation Notes, Refunding Securities, Lease Purchases and Installment Purchase Agreements.

FUND BALANCES Note: Transfers in/out are included in the Other (Net columns)

Fund	Beginning				Ending
	Fund Balance	Revenues	Expenditures	Other (Net)	Fund Balance
General Fund	\$ 15,457,253	\$ 13,628,668	\$ (17,022,496)	\$ 506,569	\$ 12,569,994
Debt Service Fund	\$ 9,415	\$ 813,683	\$ (813,683)	\$ -	\$ 9,415
Lottery Fund	\$ 54,604	\$ 32,066	\$ -	\$ (23,000)	\$ 63,670
RETT Fund	\$ 5,556,393	\$ 2,405,980	\$ (71,520)	\$ (3,898,000)	\$ 3,992,853
Road Fund	\$ 1,229,327	\$ 2,530,930	\$ (579,093)	\$ (2,206,803)	\$ 974,361
Excise Tax Fund	\$ 1,703,699	\$ 304,640	\$ (37,780)	\$ (50,000)	\$ 1,920,559
Marketing Fund	\$ 1,721,181	\$ 5,278,167	\$ (5,200,545)	\$ (200,000)	\$ 1,598,803
Group Sales Fund	\$ 1,502,461	\$ 2,095,521	\$ (1,949,232)	\$ (200,000)	\$ 1,448,750
Reop Fund	\$ 192,924	\$ 13,840	\$ (10,000)	\$ -	\$ 196,764
POST Fund	\$ -	\$ 95,998	\$ (95,998)	\$ -	\$ -
CERF Fund	\$ 2,292,369	\$ 50,000	\$ (563,863)	\$ 1,420,000	\$ 3,198,506
CIP Fund	\$ 4,289,681	\$ 300,000	\$ (6,287,094)	\$ 1,970,797	\$ 273,384
Housing Fund	\$ 1,235,866	\$ 1,441,900	\$ (922,994)	\$ (85,710)	\$ 1,669,062
Mtn View I Fund	\$ 1,470,896	\$ 1,120,460	\$ (494,125)	\$ (49,000)	\$ 2,048,231
Mtn View II Fund	\$ 470,987	\$ 279,590	\$ (86,410)	\$ (45,400)	\$ 618,767
TOTAL Funds	\$ 37,187,056	\$ 30,391,443	\$ (34,134,833)	\$ (2,860,547)	\$ 30,583,119

Fund Balance/Fund Equity (see above chart) refers to the difference between assets and liabilities. Fund Balance for the Town includes restricted, unassigned, designated, non-spendable and assigned funds. Fund Equity for the Enterprise Funds includes restricted, unassigned, designated, non-spendable and assigned funds. The net change in the General Fund fund balance is a decrease of \$2,887,259 or 18.7% in order to fund one-time expenditures and the Transfer out to the Capital Equipment Replacement Fund (CERF) and the Capital Improvement Fund (CIP). The Town considers the year-end carryover as the total fund balance. Changes in Fund Balance over 10% in significant funds includes the General Fund as stated above. The Lottery Fund increases by 16.6% due to revenues exceeding expenditures in 2019. The RETT Fund decreases by 28.1% due to expenditures exceeding revenues based on a transfer to the CERF, using capital reserves for Building Equipment Reserve and the Recreation Center operating expenses in 2019. The Road Fund fund balance decreases by 20.7% due to using funds available for road projects. The Excise Tax Fund increases by 12.7% due a minimal transfer to the CIP fund. The CERF Fund increases by 39.5% due to scheduled vehicle replacements for 2019. The CIP Fund decreases by 93.6% due to funding projects from existing reserves. The Housing Fund increases by 35.1% due to revenues exceeding expenditures. The

FINANCIAL OVERVIEW

Mountain View I Fund increases by 39.3% due to debt extinguishment. The Mountain View II Fund increases by 31.4% due to debt extinguishment.

TOWN OF SNOWMASS VILLAGE General Fund Fund Balance Appropriations

<u>Description</u>	<u>Balance @ 12/31/2018</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance @ 12/31/2019</u>
Inventory	\$ 160,000			\$ 160,000
Prepaid Expenses	\$ 100,000			\$ 100,000
Emergency Contingency	\$ 391,090			\$ 391,090
Town Hall COP-Cougar Canyon	\$ 1,080,000		\$ 90,000	\$ 990,000
Holy Cross Enhancement	\$ 1,028,209		\$ 890,770	\$ 137,439
Comcast-PEG Fees	\$ -	\$ 11,400		\$ 11,400
Insurance Liability Reserve	\$ 600,000	\$ 30,000		\$ 630,000
Building/Equipment Reserve	\$ 726,810	\$ 115,000		\$ 841,810
Base Village-Community Purpose	\$ 700,000		\$ 700,000	\$ -
Road Fund-Emergency Reserve	\$ 105,433	\$ 2,427		\$ 107,860
Contingency-25% Opertng Rev	\$ 4,211,701	\$ 127,288		\$ 4,338,989
Funds Available	<u>\$ 6,354,010</u>	<u>\$ -</u>	<u>\$1,492,604</u>	<u>\$ 4,861,406</u>
TOTAL	\$ 15,457,253	\$ 286,115	\$3,173,374	\$12,569,994
Net Change in Fund Balance =	\$ (2,887,259)			

The Town created the CERF to manage the fleet purchases for the Town, which is funded through transfers in from other funds and federal grant monies and the CIP Fund, which consists of transfers in from other funds.

Revenues

The combined revenue for all funds of the Town of Snowmass Village is projected to be \$38,019,528 including transfers and other revenues. The General Fund accounts for approximately 47% of the total revenues. General Fund revenues include increases in sales taxes, grant funding, solid waste fees, recreation memberships, ski corporation mitigation fees and interest income. The following section provides a breakdown of the revenues per fund as well as supplemental information on sales tax growth and real estate transfer taxes. The major funds of the Town of Snowmass Village are the General Fund, Real Estate Transfer Tax Fund, Excise Tax Fund, Marketing & Special Events and the Road Fund. Following the combined funds revenue chart are projections and trends of approximately 85% of the Town's revenue sources.

FINANCIAL OVERVIEW

Revenue Comparison-All Funds

(Includes transfer between and other revenues)

	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Budget</u>	<u>2019 Percent of Total</u>
GENERAL FUND	\$ 18,190,783	\$ 18,095,182	\$ 17,865,956	47%
HOUSING FUND	\$ 1,408,535	\$ 1,418,620	\$ 1,441,900	4%
DEBT SERVICE FUND	\$ 1,082,356	\$ 950,489	\$ 813,683	2%
REOP FUND	\$ 127,985	\$ 5,740	\$ 13,840	0%
MOUNTAIN VIEW I FUND	\$ 1,097,836	\$ 1,103,660	\$ 1,120,460	3%
LOTTERY FUND	\$ 28,829	\$ 31,159	\$ 32,066	0%
REAL ESTATE TRANSFER TAX	\$ 2,842,434	\$ 2,431,703	\$ 2,405,980	6%
EXCISE TAX FUND	\$ 1,140,218	\$ 399,131	\$ 304,640	1%
ROAD MILL LEVY FUND	\$ 2,480,597	\$ 2,494,696	\$ 2,530,930	7%
MOUNTAIN VIEW II FUND	\$ 266,717	\$ 273,930	\$ 279,590	1%
POST GRANT FUND	\$ 125,505	\$ 363,765	\$ 95,998	0%
GROUP SALES FUND	\$ 1,979,664	\$ 2,041,512	\$ 2,095,521	6%
MARKETING/SPECIAL EVENTS	\$ 4,986,817	\$ 5,038,522	\$ 5,278,167	14%
CAPITAL EQUIP RESERVE FUND	\$ 1,900,000	\$ 1,520,000	\$ 1,470,000	4%
CAPITAL IMPROVEMENT FUND	\$ 4,110,300	\$ 2,754,500	\$ 2,270,797	6%
TOTAL	\$ 41,768,576	\$ 38,922,609	\$ 38,019,528	100%

MAJOR REVENUES SOURCES:

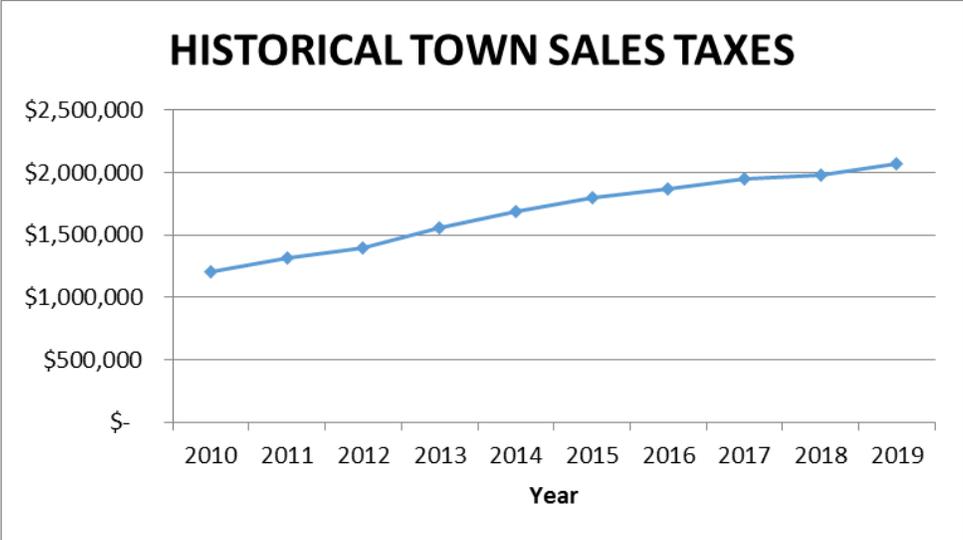
Sales Taxes – This revenue source is one that is actively monitored to ensure that Town expenditures will be met. The combined sales taxes account for approximately 32.5% of the total general fund revenues in 2019.

Projection Method

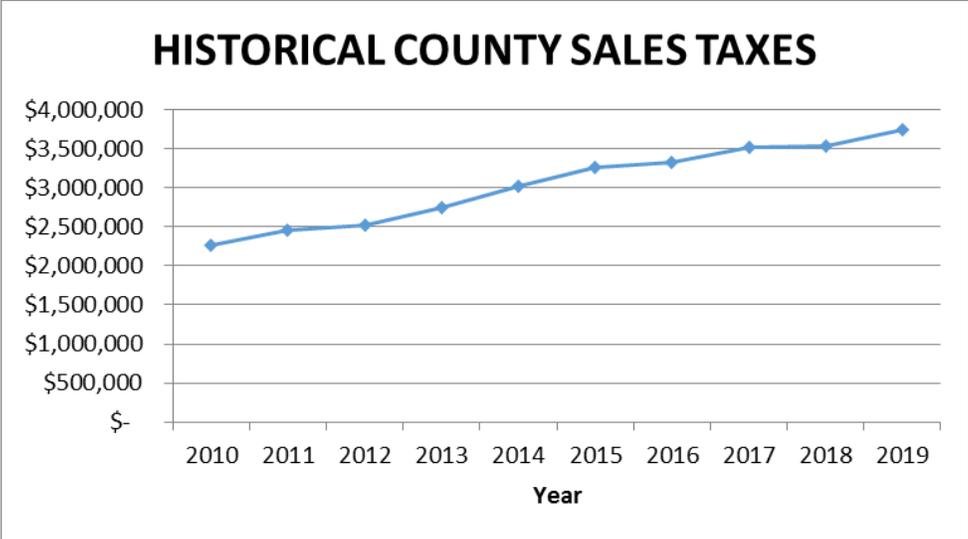
Town and County Sales Tax revenues are projected based on historical trends and economic conditions. Input is sought from similarly situated resort public entities. Staff also reviews projected occupancy reports for the upcoming year. A 3% change over 2018 projections is used for the 2019 budget for Town Sales Taxes and County Sales Taxes.

FINANCIAL OVERVIEW

Town Sales Taxes



County Sales Taxes



FINANCIAL OVERVIEW

Intergovernmental Revenues- The revenue sources for this category are received by the Town from other governmental agencies such as the Federal, State, County or local government. This category includes Cigarette Tax, Highway Users Tax, County Road and Bridge, Federal grant funds and a few local government grants or revenues.

Projection Method

There are various projection methods used to determine the budgeted amount including historical averages, reimbursements based on budgeted expenditures, etc. As an example, Cigarette Tax is based on historical revenues. The Federal Grant is based off of a formula used for transit operations based on transit expenditures. There is an increase from 2018 revised to 2019 in total revenues in this category for grants and the RTA service contract. The total for 2019 is \$1,062,251.

Licenses/Permits- This category of revenue includes Liquor Licenses, Business/Sales Tax Licenses, Contractor Licenses, Building Permits, Electrical Permits, Animal Licenses and Alarm Permits. The revenue from the licenses is fairly stable year-to-year, but will fluctuate due to new developments. Permits fluctuate based on the amount of activity we have in the building industry.

Projection Method

Licenses are budgeted based on previous years revenues plus additional licenses applied for and non-renewal of current license holders for the future. Permits are budgeted based on the yearly averages of similar building/electrical permits issued plus (or minus) new development within the village. Building permits decrease in 2019 due to Base Village completion of some of the properties.

Charges for Services- These revenues are considered fees for services and include planning fees, plan check fees, pool and fitness center fees, transportation/parking fees, solid waste fees and a few other miscellaneous categories.

Projection Method

Charges for services are budgeted by each department based on historical trends and any additional activity they may be anticipating as well as increases in fees. For 2019, the town budgeted for an increase in solid waste fees due to increased rates and an increase in Recreation Memberships due to increased memberships.

Interest Income-Every fund has interest earnings on their cash in bank and investments.

Projection Method

The interest income budget is based on a prepared spreadsheet that has the monthly cash flows broken up between the various types of investment vehicles and the corresponding interest rates for each type of investment. These are then calculated to obtain the interest earnings per fund. Adjustments are made to these numbers to account for changes in cash flows from the previous year. Interest income is up in 2018 and 2019 due to higher interest rates.

FINANCIAL OVERVIEW

Ski Corp Contributions-This contribution is received from the Aspen Skiing Company to the Town as a result of an ordinance approving the ski area expansion in East Village.

Projection Method

This revenue is based on a formula that multiplies the previous year's skier visits by an amount per skier visit plus the estimated Denver/Boulder consumer price index percentage change (2.90%) and (2%). This number is based on a projection of skier visits (576,259). An annual reconciliation is made and a payment adjustment is performed by June 30th of each year.

Housing, Mountain View Operating and Mountain View Phase II Fund Revenues

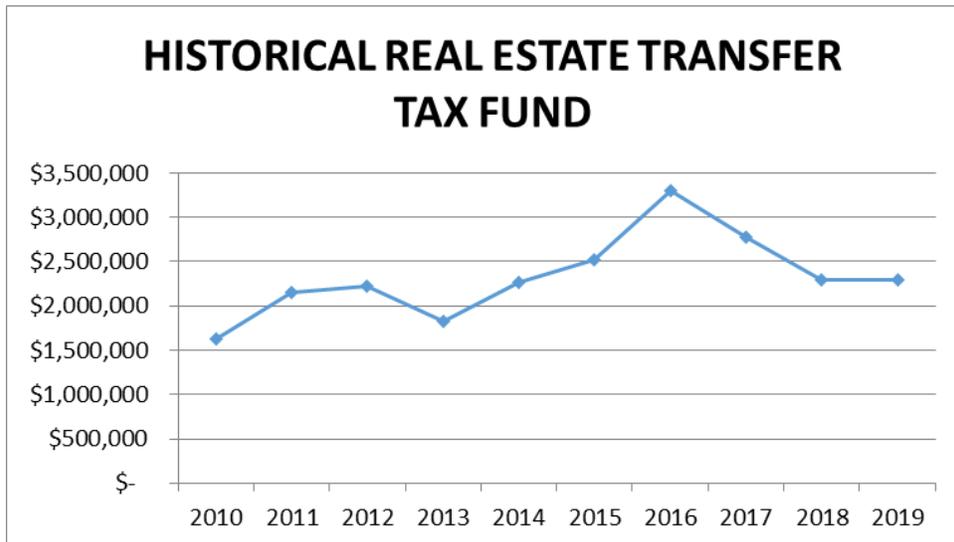
Rents-Each of these funds receive rents as their major revenue source. The rents are derived from the monthly payments received from the tenants.

Projection Method

Rents are budgeted to cover the annual operating, maintenance and capital expenses on the buildings and grounds. The Town Council, based on staff recommendation, increased rents in our employee housing complexes to cover operating, maintenance and capital expenses in 2018. 2019 rents are increasing by a range of \$10 to \$30 per month depending on the unit size.

Real Estate Transfer Taxes

Real Estate Transfer Tax is based on 1% consideration of the sale or transfer of real property. It can be directly affected by the economic conditions of both the local economy and the national economy as many homes are owned by second homeowners. It is also affected by new development in the Town as the lots are sold off or fractional ownerships are sold. In November of 2004, the electorate of Snowmass Village voted to extend the tax in perpetuity.



FINANCIAL OVERVIEW

Projection Method

Real Estate Transfer Tax projections are based on economic conditions, projected sales of real property from new developments and historical trends. In 2019, we budgeted to remain conservative for this revenue source for a total of \$2,300,000, the same as in 2018.

Lottery/Conservation Trust Fund

Lottery Revenues – Lottery revenues are received from the State of Colorado Conservation Trust Funds on a per capita basis.

Projection Method

There is very little change (either up or down) from one year to the next. The Town receives approximately \$30K/year.

Excise Tax Fund

Excise Taxes - The Excise Tax was passed by the electorate in November of 1999. In essence, it provides that a limited excise tax be assessed only if the owner of a lot decides to construct, remodel or expand improvements in excess of the maximum allowable floor area for a lot, other than by variance, in detached single family residential areas only, provided that the construction, remodel or expansion that is subject to the excise tax not exceed 550 square feet or 10% or the maximum allowable floor area for the lot, whichever is less. Revenues from the excise tax are restricted for the acquisition, construction, rehabilitation of affordable employee housing including land owned or acquired including sales to qualified purchasers.

Projection Method

This tax is a voluntary tax if the homeowner decides to pay this tax instead of using the variance process. The Planning Department is basing their projections on the year-to-date information available in 2018 and any additional information available from residential homeowners. The Town is budgeting \$225K for 2019.

Capital Improvement Program Fund

Transfers –In – This fund is primarily funded by transfers in from other funds. In the future, some projects will be funded from other sources such as grants and mitigation funds.

Projection Method

In order for a project to be added to the Capital Improvement Program budget, the funding source for the expenditure is required to be specifically identified. In 2018, the Capital Projects Fund includes \$2,704,500 in transfers in from other funds. 2019 includes \$1,970,797 in transfers in.

Bond Issues – There are no new bond issues budgeted for 2019.

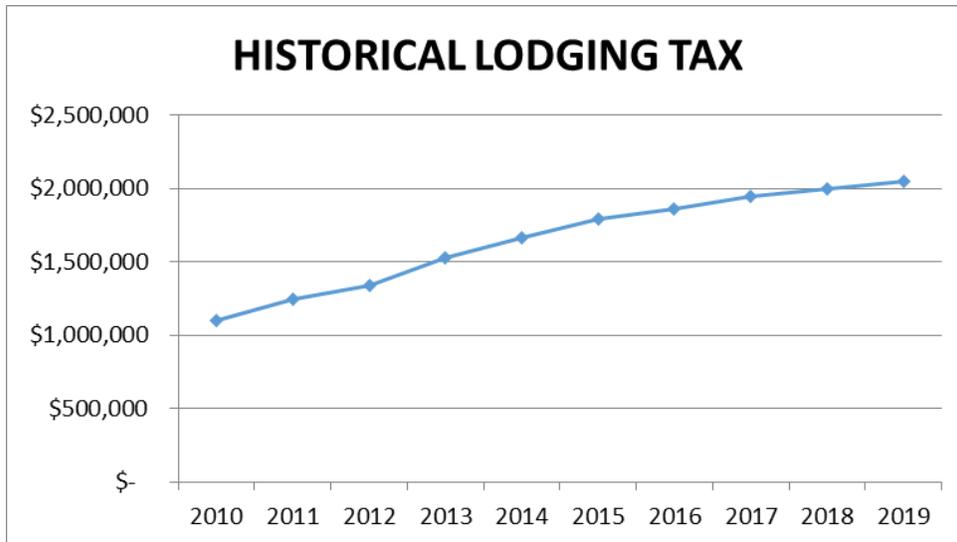
Group Sales Fund

Lodging Taxes – Lodging Taxes are the main funding source for this fund that was established by a vote of the electorate in November of 2005. Collections for this tax began in 2006.

Projection Method

The Town uses the same philosophy to budget lodging taxes in this fund as we do to budget sales taxes. We are budgeting a 3% increase in 2019 over the 2018 projected lodging tax revenues.

FINANCIAL OVERVIEW



Marketing and Special Events Fund

Sales Taxes – Sales Taxes are the main funding source for this fund that was established by a vote of the electorate in November of 2002. 2003 was the first full year of operation.

Projection Method

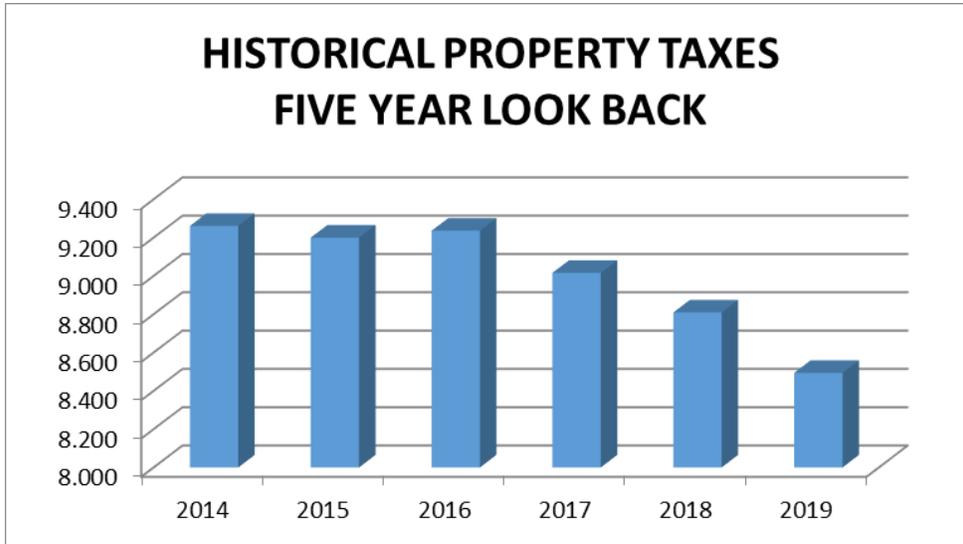
The Town uses the same philosophy to budget sales taxes in this fund as we do to budget in the General Fund since they use the same tax base. We are budgeting a 3% increase in 2019 over 2018 projected sales tax revenues.

General Fund, Road Fund and Debt Service Fund

Property Taxes

In 1992, the Tabor Amendment (Amendment One) was approved by the electorate of the State of Colorado, which among other things, restricts the amount of property tax revenue through a formula allowing for a local growth percentage plus the Denver-Boulder CPI. Property tax mill levies are restricted and cannot be increased without a vote of the people. Even if the assessed value goes down in a single year, the Town is unable (without a vote) to increase the mill levy to collect the same amount of property tax revenue as in the previous year unless a temporary tax credit was issued in the previous year. Mill levies may be increased if you have prior voter approval to do so or if the ballot language allowed for it. Entities can establish a temporary mill levy decrease, which would not affect the total allowed mill levy for future years. The mill levy for 2019 certified to the Pitkin County Commissioners is 8.494 mills. The mill levy is broken out between the General Fund for general operating purposes, the Road Mill Levy Fund for funding road maintenance, construction and repairs and the Debt Service Fund to fund the principal and interest on outstanding general obligation bonds. There is an additional mill levy for funding the Aspen School District.

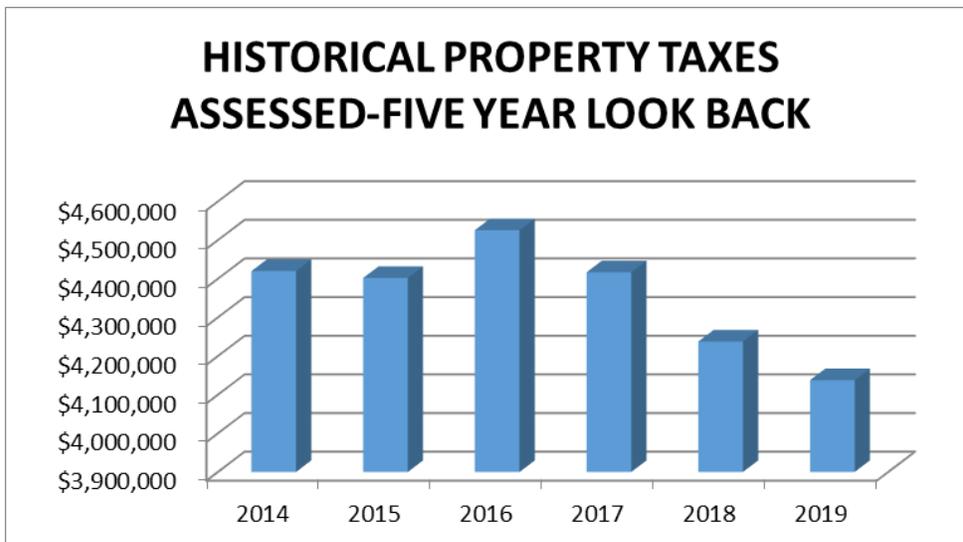
FINANCIAL OVERVIEW



The total amount of property tax revenue expected for 2019 is \$4,137,515. Property tax revenue for general government operating expenses accounts for approximately 2.16% of the general fund operating revenues. The property tax revenue for the debt service fund is applied to the debt service payments on the Droste bonds and the Recreation Center bonds. The road mill levy fund is funded by property taxes to pay for capital improvements to the Town’s road network and maintenance and repair costs of the road network. The Aspen School District mill levy is a pass-thru revenue that is remitted to help fund the school district.

The breakdown consists of the following:

General Fund	\$ 374,101
Debt Service Fund	\$ 813,961
Road Mill Levy Fund	\$2,435,552
Aspen School District	\$ 510,004
Refund/Abatement	<u>\$ 3,897</u>
Total	\$4,137,515



FINANCIAL OVERVIEW

Franchise Fees

Franchise Fees are collected based on the municipal code and local ordinances. The Town receives franchise fees from Comcast Cable, Black Hills Energy, Century Link and Holy Cross Energy. Century Link submits a flat annual fee. Holy Cross Energy is based on 3% of their gross revenues. Comcast Cable submits 5% of gross revenues and Black Hills Energy is based on volume of gas. The Town collects approximately \$623,379 annually in these fees.

Projection Method

Franchise fees are based on estimates and historical trends.

Other Taxes

Other taxes that the Town of Snowmass Village anticipates receiving are Cigarette Taxes and Highway Users Taxes. These revenues are collected by the State of Colorado and shared-back to the municipalities.

	<u>2018</u>	<u>2019</u>
Highway Users Tax	\$129,511	\$129,511
Cigarette Tax	\$ <u>15,000</u>	\$ <u>14,850</u>
Total	\$144,511	\$144,361

Projection Method

Projections for Highway Users Tax and Cigarette Tax are supplied by the Colorado Municipal League, which receives these estimates and recommendations from the State Department of Revenue. These revenues are included in the Intergovernmental Revenues.

Expenditures

The combined total for expenditures including transfers of all funds is \$44,623,465. Depicted below is the breakdown of the expenditures per fund. This is an increase from 2018 and is primarily due to the following: The General Fund increases due to personnel costs and capital projects. The CIP fund increases due to projects carried forward from 2018 to 2019.

Depicted below is a pie chart, which shows the General Fund expenditures and how they are divided between the main categories of expenditures. Of note, personnel expenses equate to approximately 59% of the General Fund total expenditures. Personnel are the most important asset to the Town by nature of the level of services provided to both the citizens and visitors. Other/One-time expenditures are included.



FINANCIAL OVERVIEW

Grants and Donations

The Town continues to donate funds and in-kind services to various organizations that support community and social activities. In 2018, the Town will have expended a total of \$142,201 for Charitable Services. The Town has budgeted \$157,507 for 2019.

This includes \$100,000 towards Charitable Services and \$57,507 towards the Pitkin County Detox Center.

Expenditure Comparison-All Funds

(Includes transfer between and other expenditures)

		2018	2019	2019
	2017 Actual	Projected	Budget	Percent
				of Total
GENERAL FUND	\$ 16,371,328	\$ 18,616,305	\$ 20,753,215	47%
HOUSING FUND	\$ 1,524,106	\$ 1,266,783	\$ 1,008,704	2%
DEBT SERVICE FUND	\$ 961,035	\$ 987,369	\$ 813,683	2%
REOP FUND	\$ 10,000	\$ 10,000	\$ 10,000	0%
MOUNTAIN VIEW I FUND	\$ 2,152,451	\$ 508,635	\$ 543,125	1%
LOTTERY FUND	\$ 23,000	\$ 23,000	\$ 23,000	0%
REAL ESTATE TRANSFER TAX	\$ 2,149,950	\$ 3,706,636	\$ 3,969,520	9%
EXCISE TAX FUND	\$ 451,816	\$ 37,000	\$ 87,780	0%
ROAD MILL LEVY FUND	\$ 2,520,739	\$ 3,181,134	\$ 2,785,896	6%
MOUNTAIN VIEW II FUND	\$ 205,553	\$ 233,428	\$ 131,810	0%
POST GRANT FUND	\$ 125,505	\$ 363,765	\$ 95,998	0%
GROUP SALES FUND	\$ 1,874,163	\$ 1,819,721	\$ 2,149,232	5%
MARKETING/SPECIAL EVENTS	\$ 4,628,284	\$ 5,096,520	\$ 5,400,545	12%
CAPITAL EQUIP RESERVE FUND	\$ 1,743,144	\$ 422,921	\$ 563,863	1%
CAPITAL IMPROVEMENT FUND	\$ 1,418,854	\$ 2,636,055	\$ 6,287,094	14%
TOTAL	\$ 36,159,928	\$ 38,909,272	\$ 44,623,465	100%

Staffing levels and changes to the staffing levels are clarified behind the tab for Department Summaries.

Debt Service

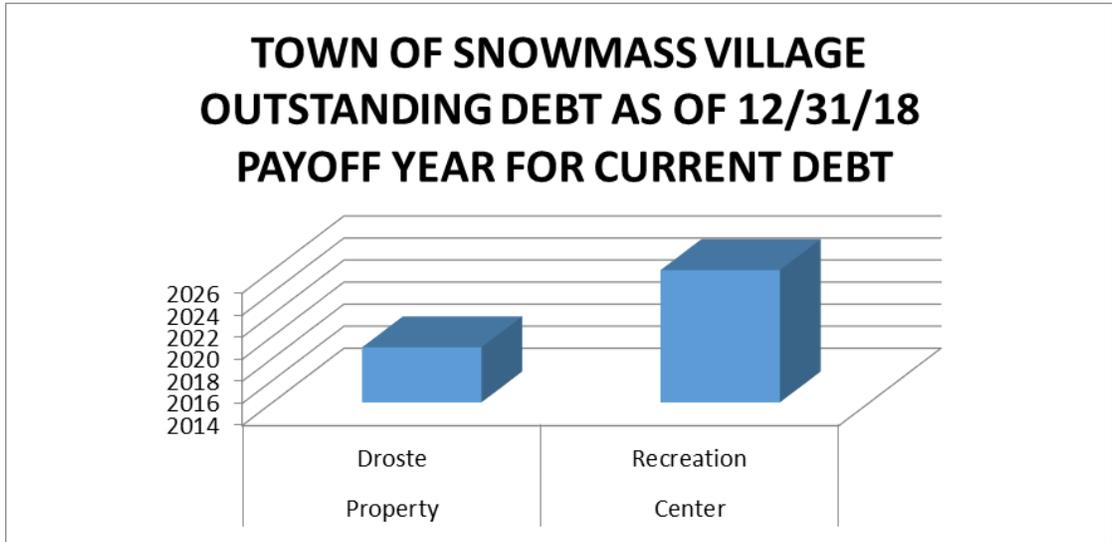
At the end of 2017, the Town of Snowmass Village had three bonds outstanding. All three bonds were in the governmental-type funds. The most recent bond rating the Town has received was an 'AA' from Standard and Poor's rating service on Town bonds and AA- on the Certificates of Participation on the Town Hall.

The total amount of debt outstanding at December 31, 2018 is \$2,340,000. The entire total of \$2,430,000 represents the Droste Property and the Recreation Center.

FINANCIAL OVERVIEW

Debt Limitation

The Town Council reaffirmed in October of 2005, not to place any debt limitation on the Town's ability to issue debt. The current obligations that are being issued have no effect on the funds of the Town since they are funded through property taxes. There is no limitation on the amount of bonds or other securities the Town may issue per the Home Rule Charter. Of course, the issuance of additional bonds is subject to the bond marketplace.



DEBT SERVICE REQUIREMENTS – 2019

Below is the schedule of debt service requirements for 2019. Approximately \$745,000 is scheduled to be made on the outstanding principal. The Non-Housing bonds are paid for from property taxes in the Debt Service Fund. Below is the breakdown per bond issue.

TOWN OF SNOWMASS VILLAGE OUTSTANDING DEBT AS OF 12/31/19					
2019 Debt Service Requirements					
Purpose	Balance at 12/31/18	2019 Principal	2019 Interest	Balance at 12/31/19	Maturity Date
Droste Property	\$ 520,000	\$ 520,000	\$ 26,000	\$ -	Dec. 15, 2019
Recreation Center	\$ 1,910,000	\$ 225,000	\$ 40,683	\$ 1,685,000	Oct. 01, 2026
Sub-Total (NON-HOUSING)	\$ 2,430,000	\$ 745,000	\$ 66,683	\$ 1,685,000	
TOTAL BONDS OUTSTANDING	\$ 2,430,000	\$ 745,000	\$ 66,683	\$ 1,685,000	

FINANCIAL OVERVIEW



CAPITAL:

Capital Expenditures/Projects – For Town purposes, the Town defines capital expenditures as both cash purchases of rolling stock, computers, radios, etc. that has a life of 3 years or more and/or costs in excess of \$5,000. There are also items that are between \$500 and \$5,000 that are not capitalized as defined by the GASB Statement No.34, but are recorded separately as capital so that the Town can track these assets. For the following pages, the Town includes all capital purchases/projects regardless of the dollar value and the funding source. As part of the Towns compliance with Governmental Accounting Standards Board Statement No. 34 relating to capitalization and depreciation of assets, the Town only records assets with a value in excess of \$5,000 as a capital expenditure. Capital Projects are also considered capital expenditures. The Town uses the above dollar amounts to determine capitalization of expenditures. Capital Projects are projects that typically are multi-year projects (from planning and design to construction completion) and are in excess of \$100,000.

Recurring Capital

There are several recurring projects. These projects includes the Road Fund overlays, which are annual expenditures and the Building/Equipment Capital Reserve, which are budgeted from the Building/Equipment reserve fund for repairs for Town-owned building and equipment repairs. The majority of the remaining projects are non-recurring. The most significant non-recurring projects are the following: Replacement of boilers for Lot 2 and Parcel C of \$574,023; \$2,946,359 for the Coffey Place Employee Housing Project. There is also \$896,886 budgeted for a Solar Renewable Energy Project and \$300,000 for the Roaring Fork Transit Authority Depot renovation and \$242,000 for the Meadow Ranch Bus Stop Project.

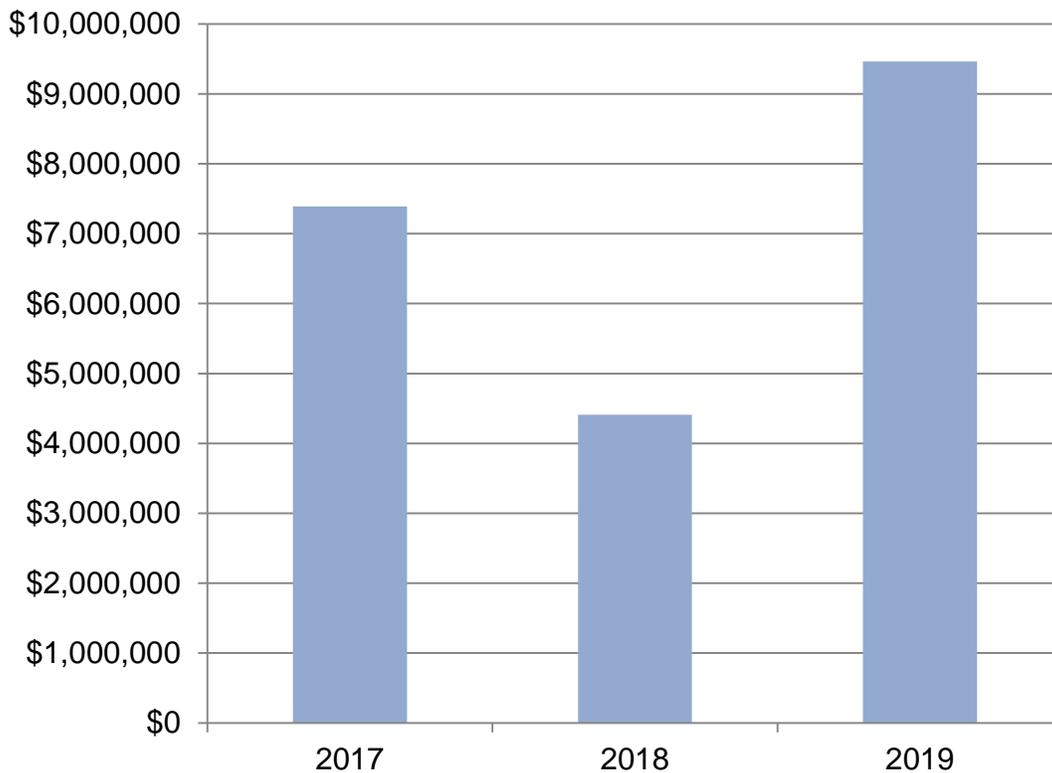
Operating Impacts of Major Capital Expenditures

There are three projects that have been identified by staff as having possible operating impacts. These impacts would not affect the 2019 operating budget as the projects will not be completed until the end of 2019, therefore the impacts would occur starting in the 2020 annual budget. However, the replacement of the Lot 2 and Parcel C boilers are anticipated to generate annual

FINANCIAL OVERVIEW

energy savings in beginning in 2020 of \$45,000 and \$50,000 respectively. The other major project of the future employee housing cannot be analyzed yet, as the project has not yet been determined. A number of the projects are replacement or major renovations of existing assets. It's probable that there will be some savings in staff time as less maintenance will be required, but that has not been quantified as of yet and it's likely that the staff time will shift towards other existing assets. The Brush Creek Road Pedestrian project could have some minimal utility costs for lights.

CAPITAL PURCHASES



Capital purchases account for approximately 25.24% of the total expenditures for all funds of the Town of Snowmass Village, totaling \$9,465,954. The capital purchases range from computer equipment to vehicles and from land improvements to infrastructure and construction costs.

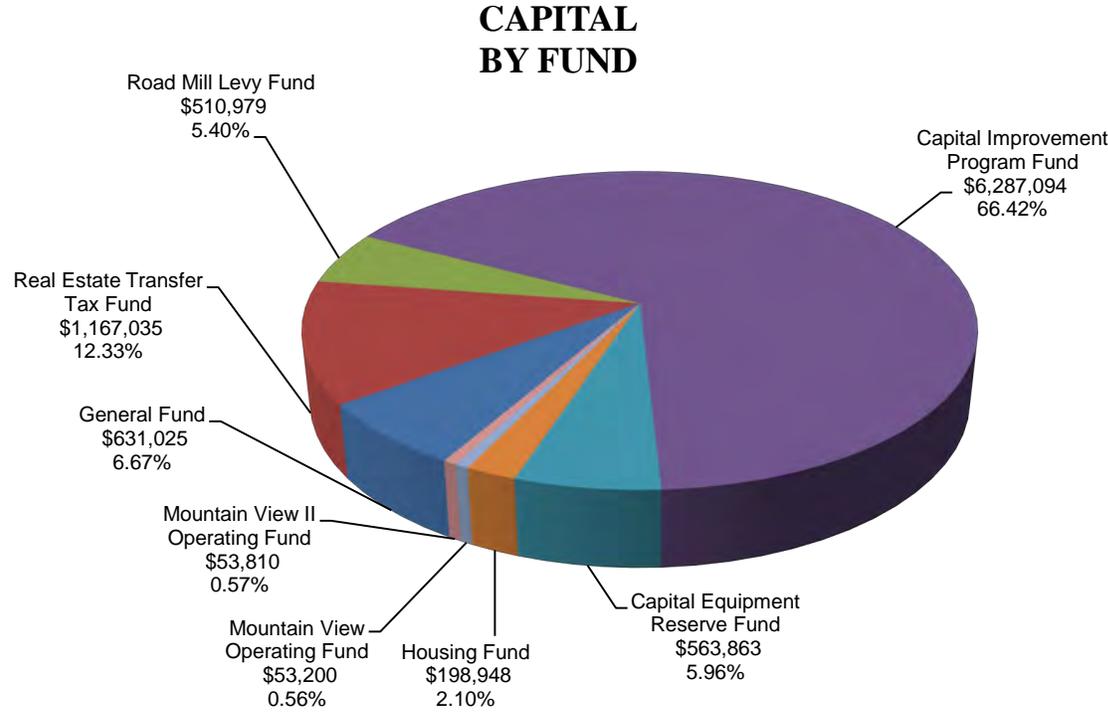
The Town of Snowmass Village citizenry had foresight when they voted in the Real Estate Transfer Tax in 1986. The Real Estate Transfer Tax provides the Town with funds from 1% of the consideration of the sale of real property in Snowmass Village. This fund has been able to provide resources for Transportation capital needs, landscaping projects and road projects. In the same year, the citizenry voted to impose up to 5 mills to fund road projects on an annual basis.

The level of capital in the housing enterprise funds are determined based on resources available in excess of operating and debt requirements. Approved projects are those which are necessary to reduce future maintenance costs or improve service delivery. The Housing Fund has budgeted to use existing reserve funds to upgrade the interior of our employee housing units.

During the budget process, each department and division head has the opportunity to present their capital needs to the Town Manager and Finance Director. Questions are asked and an assessment is made determining whether

or not the requested capital need remains in the budget. Final reviews are conducted by the Financial Advisory Board and the Town Council.

Operating expenditures that are directly related to the project as a one-time cost are included as part of the project cost. Soft costs such as architecture and engineering services are also included as part of the project cost. Departments identify annual recurring operating costs to the Town after the completion of the project and are included in the appropriate operating budget.



The remainder of this section includes listings related to the capital program of the Town.

CAPITAL PURCHASES LISTING

GENERAL FUND	2019
<u>Finance</u>	
Computers and Equipment	\$ 55,000
Sub-Total	\$ 55,000
<u>Community Development</u>	
Sub-Total	\$ 2,500
<u>Public Safety</u>	
Camera UAV Drone	\$ 5,000
Impound/PW Camera Security System	\$ 3,000
Emergency Lighting for Chief's Car	\$ 3,000
Sub-Total	\$ 11,000
<u>Transportation</u>	
Bus Stops	\$ 39,110
Sub-Total	\$ 39,110
<u>Parks, Trails & Recreation</u>	
Softball Land Improvements	\$ 10,000
Sub-Total	\$ 10,000
<u>Public Works</u>	
Skid Steer	\$ 12,200
Dumpsters	\$ 4,000
Recycle Bins	\$ 4,000
Sub-Total	\$ 20,200
<u>Human Resources</u>	
Office Supplies	\$ 300
Sub-Total	\$ 300
<u>Other Expenditures</u>	
Land Use Code Update	\$ 40,000
PW Admin GIS	\$ 31,715
Community Engagement	\$ 5,000
Trans Marketing & Communications Enhancements	\$ 20,000
Shop Gas Hose Compliance Update	\$ 19,500
Conversion Software for New World	\$ 61,000
Recycling Containers	\$ 3,000
Weed Control	\$ 26,000
Rec Center Video Cameras	\$ 5,000
Video Message Signs and Cameras	\$ 117,700
Portable Generator on Trailer	\$ 47,000
PW Admin Finish Office Remodel	\$ 7,000
We-Cycle	\$ 20,000
Art Projects	\$ 60,000
Wildfire Mitigation	\$ 30,000
Sub-Total	\$ 492,915
TOTAL	\$ 631,025

REAL ESTATE TRANSFER TAX FUND		2019
Building Equipment Repair & Replacement Components	\$	1,167,035
TOTAL	\$	1,167,035

ROAD MILL LEVY FUND		2019
Road Projects	\$	510,979
TOTAL	\$	510,979

CAPITAL IMPROVEMENT PROGRAM FUND		2019
MBCx Project	\$	50,000
Marketing Reconfiguration Improvements	\$	72,484
Town Park Station Concrete Project	\$	105,447
RFTA Depot	\$	300,000
Meadow Ranch Bus Stop	\$	242,000
Hard Surface Trail Improvements	\$	150,000
Soft Surface Trail Improvements	\$	25,000
Retaining Wall Replacement Program	\$	85,000
Guardrail Replacement Program	\$	25,000
Median Improvements	\$	27,395
Brush Creek/Owl Creek Road Intersection	\$	35,000
Bridge Program	\$	40,000
Brush Creek Road Pedestrian Improvements-Sinclair	\$	50,000
Snowmelt Lot 2 Boiler Replacement	\$	282,219
Snowmelt Parcel C Boiler Replacement	\$	291,804
Solar Renewables Project	\$	896,886
Micro Hydro Renewables Project	\$	96,000
Stormwater and Drainage	\$	35,000
Municipal Fiber Network or Wireless Mesh	\$	25,000
800 Mhz Radio System	\$	10,000
Coffey Place	\$	2,946,359
Housing Land Opportunities	\$	50,000
Solid Waste Management Plan	\$	10,000
Town Hall Trash/Recycle Dumpster Shed	\$	36,500
Tourism Product Enhancement	\$	400,000
TOTAL	\$	6,287,094

CAPITAL EQUIPMENT RESERVE FUND		2019
Public Safety Vehicle Replacements	\$	340,500
Road Excavator and Loader Trade-In	\$	8,000
Solid Waste Ford Van Replacement	\$	32,833
Solid Waste Ford F-350 Replacement	\$	40,611
Transportation Bus Replacements	\$	141,919
TOTAL	\$	563,863

**CAPITAL IMPROVEMENT PROGRAM FUND
BUDGET SUMMARY**

	2017 Actual	2018 Budget	2018 Projected	2018 Variance	2019 Budget	2019 Variance	2020 Proposed Budget	2021 Proposed Budget	2022 Proposed Budget	2023 Proposed Budget
REVENUES										
Transfers In-General Fund	\$ 892,800	\$ 696,500	\$ 696,500	\$ -	\$ 312,911	\$ (383,589)	\$ -	\$ -	\$ -	\$ -
Transfers In-General Fund-Holy Cross Enhancement	\$ -	\$ -	\$ -	\$ -	\$ 992,886	\$ 992,886	\$ -	\$ -	\$ -	\$ -
Transfers In-RETT Fund	\$ 167,500	\$ 824,100	\$ 824,100	\$ -	\$ 215,000	\$ (609,100)	\$ -	\$ -	\$ -	\$ -
Transfers In-Road Fund	\$ -	\$ 533,900	\$ 533,900	\$ -	\$ -	\$ (533,900)	\$ -	\$ -	\$ -	\$ -
Transfers In-Excise Tax Fund	\$ 400,000	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Transfers In-Marketing Fund	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 200,000	\$ 100,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Transfers In-Group Sales Fund	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 200,000	\$ 100,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Transfers In-REOP Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In-Housing Fund	\$ 800,000	\$ 450,000	\$ 450,000	\$ -	\$ -	\$ (450,000)	\$ -	\$ -	\$ -	\$ -
Transfers In-Mountain View Fund	\$ 1,650,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EOTC	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ 300,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -
Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 4,110,300	\$ 2,754,500	\$ 2,754,500	\$ -	\$ 2,270,797	\$ (483,703)	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
EXPENDITURES										
FACILITIES										
Gen'l Gov't-Marketing Reconfiguration Imprvmts	\$ -	\$ 72,484	\$ -	\$ 72,484	\$ 72,484	\$ (72,484)	\$ -	\$ -	\$ -	\$ -
Gen'l Gov't-Town Hall/Rec Cntr/PW Facility MBCx Imprvmt	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ (50,000)	\$ -	\$ -	\$ -	\$ -
Transp/Fleet-Town Park Station Concrete Prjct	\$ 15,484	\$ 105,447	\$ -	\$ 105,447	\$ 105,447	\$ (105,447)	\$ -	\$ -	\$ -	\$ -
Transp/Fleet-Parcel C Restroom Rpr & Remodel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transp/Fleet-Meadow Ranch Bus Stop Project	\$ 6,411	\$ 131,089	\$ 12,000	\$ 119,089	\$ 242,000	\$ (230,000)	\$ -	\$ -	\$ -	\$ -
Transp/Fleet-Mall - RFTA Depot	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ 300,000	\$ (250,000)	\$ -	\$ -	\$ -	\$ -
Transp/Fleet-Daly Lane Depot Roof	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cultural and Rec-Rec Center Locker Room Expansion	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cultural and Rec-Rec Ctr-Pool Rehabilitation	\$ -	\$ 200,000	\$ 17,150	\$ 182,850	\$ -	\$ 17,150	\$ -	\$ -	\$ -	\$ -
Sub-total - Facilities	\$ 21,895	\$ 559,020	\$ 79,150	\$ 479,870	\$ 769,931	\$ (690,781)				
LAND & LAND IMPROVEMENTS										
Parks and Trails- Softball Field Redesign and Improverm	\$ 3,573	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Parks and Trails- Fishing Pond-Outlet Structure Improver	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Parks and Trails - Ice Rink Relocation	\$ -	\$ 101,000	\$ 101,000	\$ -	\$ -	\$ 101,000	\$ -	\$ -	\$ -	\$ -
Parks and Trails - Skate Park Repairs	\$ -	\$ 18,000	\$ 18,000	\$ -	\$ -	\$ 18,000	\$ -	\$ -	\$ -	\$ -
Parks and Trails - Hard Surface Trail Improvements	\$ 154,501	\$ 183,612	\$ 8,612	\$ 175,000	\$ 150,000	\$ (141,388)	\$ -	\$ -	\$ -	\$ -
Parks and Trails - Soft Surface Trail Improvements	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ (25,000)	\$ -	\$ -	\$ -	\$ -
Parks and Trails- Twn Prk Station Pond-Outlet Structure Ir	\$ 8,278	\$ 117,353	\$ 117,353	\$ -	\$ -	\$ 117,353	\$ -	\$ -	\$ -	\$ -
Parks and Trails- Ice Rink Equipment	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub-total - Land & Land Imprvmt	\$ 196,352	\$ 419,965	\$ 244,965	\$ 175,000	\$ 175,000	\$ 69,965				
ROADS AND STREETS										
Streetscape - Median Improvements	\$ -	\$ 34,895	\$ 7,500	\$ 27,395	\$ 27,395	\$ (19,895)	\$ -	\$ -	\$ -	\$ -
Streetscape - Guardrail Replacement Program	\$ -	\$ 25,000	\$ 10,000	\$ 15,000	\$ 25,000	\$ (15,000)	\$ -	\$ -	\$ -	\$ -
Streetscape - Retaining Wall Replacement Program	\$ -	\$ -	\$ -	\$ -	\$ 85,000	\$ (85,000)	\$ -	\$ -	\$ -	\$ -
Street Improvements - Bridge Program	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ (40,000)	\$ -	\$ -	\$ -	\$ -
Street Improvements - Brush Creek/Owl Creek Rd Intersc	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ 35,000	\$ 265,000	\$ -	\$ -	\$ -	\$ -
Multi-Modal/Alt Mobility - Fairway 3 Bike Path	\$ 127,204	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Multi-Modal/Alt Mobility - Hard Surface Trails	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Multi-Modal/Alt Mobility - Bru Crk Rd Crossing Imp	\$ -	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Multi-Modal/Alt Mobility - Bru Crk Rd Pedestrian Imp-Sir	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ 50,000	\$ (50,000)	\$ -	\$ -	\$ -	\$ -
Multi-Modal/Alt Mobility - Woodbridge Maintenance/Uq	\$ -	\$ 25,000	\$ 200,000	\$ (175,000)	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -
Multi-Modal/Alt Mobility - Bru Crk Rd Pedestrian Imp-To	\$ 37,293	\$ 52,707	\$ 310,557	\$ (257,850)	\$ -	\$ 310,557	\$ -	\$ -	\$ -	\$ -
Sub-total - Road & Streets	\$ 164,497	\$ 562,602	\$ 828,057	\$ (265,455)	\$ 262,395	\$ 565,662				
UTILITIES										
Snowmelt - MBCx Snowmelt Implemntation Design	\$ 58,332	\$ 14,292	\$ 14,292	\$ -	\$ -	\$ 14,292	\$ -	\$ -	\$ -	\$ -
Utilities - Upper Town Hall Entry & Lights	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -
Snowmelt - Snowmelt Lot 2 Boiler Replacement Project	\$ -	\$ 491,000	\$ 208,781	\$ 282,219	\$ 282,219	\$ (73,438)	\$ -	\$ -	\$ -	\$ -
Snowmelt - Snowmelt Parcel C Boiler Replacement Proje	\$ -	\$ 593,000	\$ 301,196	\$ 291,804	\$ 291,804	\$ 9,392	\$ -	\$ -	\$ -	\$ -
Utilities - Solar Renewables Project	\$ -	\$ -	\$ -	\$ -	\$ 896,886	\$ (896,886)	\$ -	\$ -	\$ -	\$ -
Utilities - Micro Hydro Renewables Project	\$ -	\$ -	\$ -	\$ -	\$ 96,000	\$ (96,000)	\$ -	\$ -	\$ -	\$ -
Snowmelt - Snowmelt BV Controls Project	\$ 42,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub-total - Utilities	\$ 101,132	\$ 1,123,292	\$ 549,269	\$ 574,023	\$ 1,566,909	\$ (1,017,640)				
STRATEGIC PLANNING										
Planning & Consult - Community Plan	\$ 145,879	\$ 29,434	\$ 29,434	\$ -	\$ -	\$ 29,434	\$ -	\$ -	\$ -	\$ -
Planning & Consult - Entryway (Phase III) Planning Projc	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -
Sub-total - Strategic Planning	\$ 145,879	\$ 59,434	\$ 59,434	\$ -	\$ -	\$ 59,434				

**CAPITAL IMPROVEMENT PROGRAM FUND
BUDGET SUMMARY**

	2017 Actual	2018 Budget	2018 Projected	2018 Variance	2019 Budget	2019 Variance	2020 Proposed Budget	2021 Proposed Budget	2022 Proposed Budget	2023 Proposed Budget
STORM WATER & DRAINAGE										
Storm Water and Drainage - Stormwater Management Pl:	\$ -	\$ 35,000	\$ -	\$ 35,000	\$ 35,000	\$ (35,000)				
Sub-total - Storm Water & Drainage	\$ -	\$ 35,000	\$ -	\$ 35,000	\$ 35,000	\$ (35,000)				
COMMUNICATION AND TECHNOLOGY										
Comm & Tech - Parking Lot Licensing System	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Comm & Tech - Network Cabling Enhancements	\$ 24,320	\$ -	\$ -	\$ -	\$ -	\$ -				
Comm & Tech - Council Chambers/Mtg Room AV	\$ 44,859	\$ -	\$ -	\$ -	\$ -	\$ -				
Comm & Tech - Municipal Fiber Network or Wireless Mes	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 25,000	\$ (25,000)				
Comm & Tech - 800 Mhz Radio System	\$ 487,865	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	\$ -				
Sub-total - Communications & Technology	\$ 557,044	\$ 35,000	\$ 10,000	\$ 25,000	\$ 35,000	\$ (25,000)				
HOUSING										
Housing Projects - Brush Creek & Palisades Bldg Renovati	\$ 103,841	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ 15,000				
Housing Projects - Housing Land Opportunities	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ (50,000)				
Housing Projects - Coffey Place	\$ 3,641	\$ 3,296,359	\$ 350,000	\$ 2,946,359	\$ 2,946,359	\$ (2,596,359)				
Sub-total - Housing	\$ 107,482	\$ 3,311,359	\$ 365,000	\$ 2,946,359	\$ 2,996,359	\$ (2,581,359)				
OTHER CIP										
Solid Waste - Solid Waste Management Plan	\$ -	\$ 20,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -				
Solid Waste - Town Hall Trash/Recycle Dumpster Shed	\$ -	\$ 36,500	\$ -	\$ 36,500	\$ 36,500	\$ (36,500)				
Snowmass Tourism - Product Enhancements	\$ 124,573	\$ 490,180	\$ 490,180	\$ -	\$ 400,000	\$ 90,180				
Sub-total - Other CIP	\$ 124,573	\$ 546,680	\$ 500,180	\$ 46,500	\$ 446,500	\$ 53,680				
Total Expenditures	\$ 1,418,854	\$ 6,652,352	\$ 2,636,055	\$ 4,016,297	\$ 6,287,094	\$ (3,601,039)	\$ -	\$ -	\$ -	\$ -
NET REV/EXP -	\$ 2,691,446	\$ (3,897,852)	\$ 118,445	\$ 4,016,297	\$ (4,016,297)	\$ 4,134,742	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
Beginning Carryover	\$ 1,479,790	\$ 43,888	\$ 4,171,236	\$ 4,127,348	\$ 4,289,681	\$ 118,445	\$ 273,384	\$ 673,384	\$ 1,073,384	\$ 1,473,384
Revenues	\$ 4,110,300	\$ 2,754,500	\$ 2,754,500	\$ -	\$ 2,270,797	\$ (483,703)	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
Expenditures	\$ 1,418,854	\$ 6,652,352	\$ 2,636,055	\$ 4,016,297	\$ 6,287,094	\$ (3,651,039)	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$ 4,171,236	\$ (3,853,964)	\$ 4,289,681	\$ 8,143,645	\$ 273,384	\$ (4,016,297)	\$ 673,384	\$ 1,073,384	\$ 1,473,384	\$ 1,873,384

**TOWN OF SNOWMASS VILLAGE
GENERAL FUND - BUDGET SUMMARY**

Note: Minus variance figures are unfavorable

<u>BUDGET SUMMARY</u>	2017	2018	2018	\$	2019	\$
	Actual	Budget	Projected	Variance	Budget	Variance
BEGINNING FUND BALANCE	\$ 14,158,920.86	\$ 12,441,637.86	\$ 15,978,376.12	\$ 3,536,738.26	\$ 15,457,253.12	\$ (521,123.00)
OPERATING REVENUES	\$ 16,648,793.37	\$ 16,736,535.00	\$ 16,846,805.00	\$ 110,270.00	\$ 17,355,956.00	\$ 509,151.00
--Cougar Canyon-payments	\$ 90,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING EXPENDITURES	\$ (14,524,659.70)	\$ (16,144,889.00)	\$ (16,144,889.00)	\$ -	\$ (16,884,386.00)	\$ (739,497.00)
Transfer Out-CERF	\$ (330,000.00)	\$ (330,000.00)	\$ (330,000.00)	\$ -	\$ (330,000.00)	\$ -
Capital Outlay	\$ (121,086.17)	\$ (208,510.00)	\$ (208,510.00)	\$ -	\$ (138,110.00)	\$ 70,400.00
TOTAL REVENUES	\$ 16,738,793.37	\$ 16,736,535.00	\$ 16,846,805.00	\$ 110,270.00	\$ 17,355,956.00	\$ 509,151.00
TOTAL EXPENDITURES	\$ (14,975,745.87)	\$ (16,683,399.00)	\$ (16,683,399.00)	\$ -	\$ (17,352,496.00)	\$ (669,097.00)
Net Operating Rev's/Exp	\$ 1,763,047.50	\$ 53,136.00	\$ 163,406.00	\$ 110,270.00	\$ 3,460.00	\$ (159,946.00)
OTHER REVENUES/EXPENDITURES						
OTHER:	\$ 406,264.76	\$ (163,990.00)	\$ (163,990.00)	\$ -	\$ -	\$ 163,990.00
--Droste - Property Tax Revenue	\$ 499,480.94	\$ -	\$ -	\$ -	\$ -	\$ -
--Droste - Pitkin County	\$ (500,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -
--Aspen School District - Property Tax Revenue	\$ -	\$ 510,000.00	\$ 510,000.00	\$ -	\$ 510,000.00	\$ -
--Aspen School District - Property Tax Payment & Collctn Fees	\$ -	\$ (510,000.00)	\$ (510,000.00)	\$ -	\$ (510,000.00)	\$ -
--Building 6 Investment	\$ -	\$ -	\$ -	\$ -	\$ (767,000.00)	\$ (767,000.00)
TRANSFER OUT-CIP	\$ (892,800.00)	\$ (696,500.00)	\$ (696,500.00)	\$ -	\$ (312,911.00)	\$ 383,589.00
TRANSFER OUT-CIP-From Holy Cross Enhancement	\$ -	\$ -	\$ -	\$ -	\$ (992,886.00)	\$ (992,886.00)
ONE-TIME REVENUES	\$ -	\$ -	\$ 250,000.00	\$ 250,000.00	\$ -	\$ (250,000.00)
ONE-TIME EXPENDITURES	\$ (367,396.84)	\$ (551,121.00)	\$ (396,416.00)	\$ 154,705.00	\$ (667,922.00)	\$ (271,506.00)
Base Village-One time Revenues	\$ 862,508.90	\$ 488,377.00	\$ 488,377.00	\$ -	\$ -	\$ (488,377.00)
Base Village-One time Expenditures	\$ (41,650.00)	\$ (76,000.00)	\$ (76,000.00)	\$ -	\$ (60,000.00)	\$ 16,000.00
COP-Portion paid by reserve from Cougar Canyon	\$ 90,000.00	\$ (90,000.00)	\$ (90,000.00)	\$ -	\$ (90,000.00)	\$ -
NET-OTHER REVENUE/EXPENDITURES	\$ 56,407.76	\$ (1,089,234.00)	\$ (684,529.00)	\$ 404,705.00	\$ (2,890,719.00)	\$ (2,206,190.00)
ENDING FUND BALANCE	\$ 15,978,376.12	\$ 11,405,539.86	\$ 15,457,253.12	\$ 4,051,713.26	\$ 12,569,994.12	\$ (2,887,259.00)
FUND BALANCE-DESIGNATIONS/RESERVES						
<u>FUND BALANCE-DESIGNATIONS/RESERVES</u>	2017	2018	2018	2018	2019	2019
	Actual	REVISED	REVISED	Variance	BUDGET	Variance
DESIGNATIONS/RESERVES:						
INVENTORY	\$ 118,783.77	\$ 160,000.00	\$ 160,000.00	\$ -	\$ 160,000.00	\$ -
PREPAID EXPENSES	\$ 112,837.06	\$ 100,000.00	\$ 100,000.00	\$ -	\$ 100,000.00	\$ -
TABOR - RESERVE	\$ 444,872.38	\$ 391,089.48	\$ 391,089.48	\$ -	\$ 391,089.48	\$ -
TOWN HALL COP-COUGAR CANYON	\$ 1,170,000.00	\$ 1,080,000.00	\$ 1,080,000.00	\$ -	\$ 990,000.00	\$ (90,000.00)
HOLY CROSS ENHANCEMENT FUNDS	\$ 929,067.35	\$ 1,023,541.52	\$ 1,028,209.35	\$ 4,667.83	\$ 137,439.61	\$ (890,769.74)
BUILDING/EQUIPMENT RESERVE FUNDS	\$ 775,801.00	\$ 747,978.29	\$ 726,810.00	\$ (21,168.29)	\$ 841,810.00	\$ 115,000.00
RESERVE FOR INSURANCE LIABILITY	\$ 576,386.82	\$ 600,000.00	\$ 600,000.00	\$ -	\$ 630,000.00	\$ 30,000.00
RESERVE FOR 2017 EXPENDITURES IN 2018	\$ 214,920.00	\$ -	\$ -	\$ -	\$ -	\$ -
COMCAST-PEG FEE RESERVE	\$ -	\$ -	\$ -	\$ -	\$ 11,400.00	\$ 11,400.00
BASE VILLAGE-COMMUNITY PURPOSE	\$ 700,000.00	\$ 700,000.00	\$ 700,000.00	\$ -	\$ -	\$ (700,000.00)
ROAD FUND-EMERGENCY RESERVE	\$ 122,809.55	\$ 105,433.00	\$ 105,433.00	\$ -	\$ 107,860.32	\$ 2,427.32
EMERGENCY RESERVE-25% OF OPERATING REV	\$ 4,184,698.34	\$ 4,184,133.75	\$ 4,211,701.25	\$ 27,567.50	\$ 4,338,989.00	\$ 127,287.75
TOTAL APPROPRIATIONS:	\$ 9,350,176.27	\$ 9,092,176.04	\$ 9,103,243.08	\$ 11,067.04	\$ 7,708,588.41	\$ (1,394,654.67)
FUNDS AVAILABLE:	\$ 6,628,199.85	\$ 2,313,363.82	\$ 6,354,010.04	\$ 4,040,646.22	\$ 4,861,405.71	\$ (1,492,604.33)
TOTAL FUND BALANCE	\$ 15,978,376.12	\$ 11,405,539.86	\$ 15,457,253.12	\$ 4,051,713.26	\$ 12,569,994.12	\$ (2,887,259.00)



Town of
SNOWMASS *Village*

COLORADO



GENERAL FUND REVENUES

HIGHLIGHTS

GENERAL FUND

Property Taxes – The amended certified assessed values are increasing by 1.26%. Property tax revenues are set based on growth and CPI per TABOR. Due to the State Constitution, the Town is not allowed to increase the mill levy rate beyond .768 mills without a vote of the people. The mill levy for 2019 collections is .768 mills. The Aspen School District (pass-thru) tax is 1.047 mills equaling \$510,004. The Aspen School District pass-thru tax is typically separated out as it doesn't fund any Town operations. Since the budget is adopted prior to the certification of the mill levy, the amounts vary slightly.

Sales Taxes – Through September of 2018, Town Sales Taxes are up by approximately 6.35% and County Sales Taxes are up by approximately 6.42% from 2017 actual. For the 2019 proposed budget we used a 3% increase over 2018 projected. As we do every year, we will closely monitor this revenue source and make adjustments as necessary. 2019 Town Sales taxes are budgeted at \$2,067,667 and County Sales taxes at \$3,752,562.

FTA 5311-Operating Grant – the 2019 Budget is increasing by \$24,567 to cover increases in transportation operating costs.

RTA Service Contract – is increasing by \$106,902 to cover all expenses related to the off season bus service that the town provides on behalf of the RTA.

Solid Waste Fees – Solid Waste fees are increasing due to increased operating costs and dump fees at Pitkin County Solid Waste Center by \$66,676 to \$1,220,175.

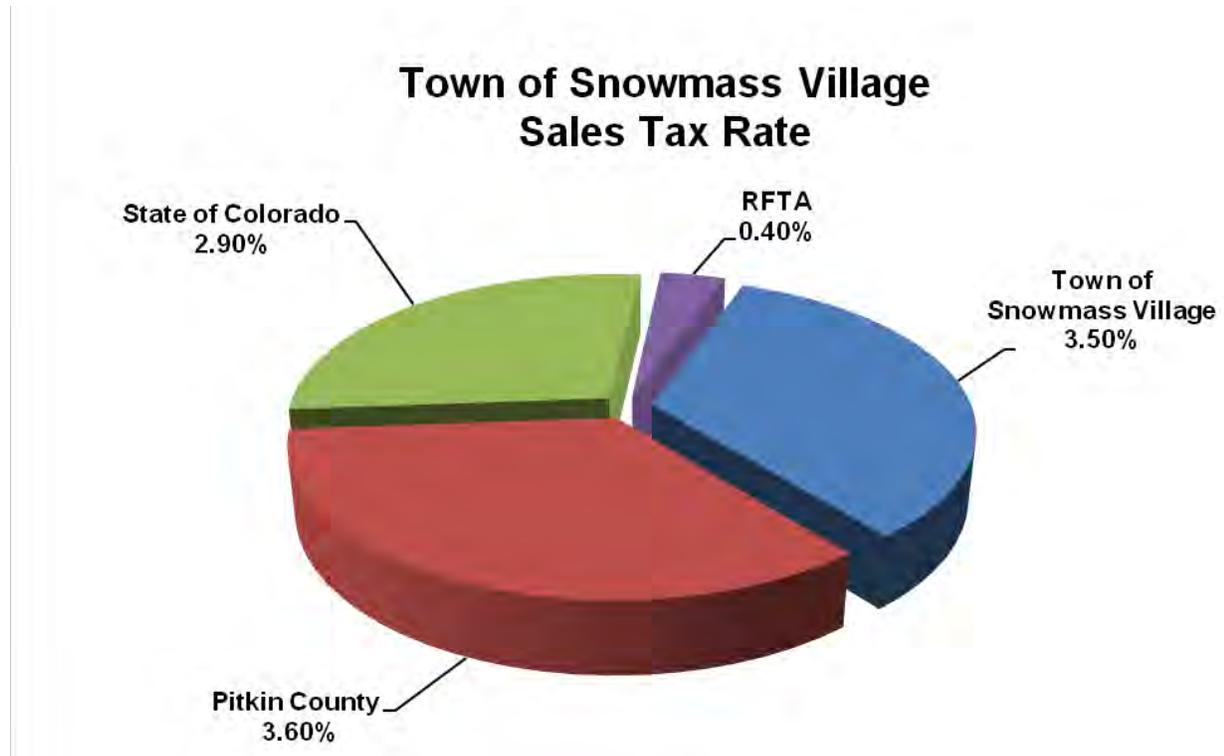
Recreation Center Membership Fees – These fees are budgeted at \$690,000 for 2019 as compared to \$620,000 in 2018. The increase reflects the amount of membership fees that the Town received in 2017.

Ski Company Contributions – For 2019, we have projected a 0% change in skier visits, but based on the projected increase allowed in the mitigation rate, which is projected at 4.90% (based on the agreement) the revenues increase by \$61,453 to \$1,315,597.

Transfer-In RETT Fund – The 2019 budget decreases by \$27,041 to a total of \$1,847,485.

Transfer-In Road Fund – 2019 increases by \$21,063 to \$1,856,803.

Base Village – Building Permits, Electrical Permits and Plan Check fees – there are no building revenues budgeted from Base Village for 2019.



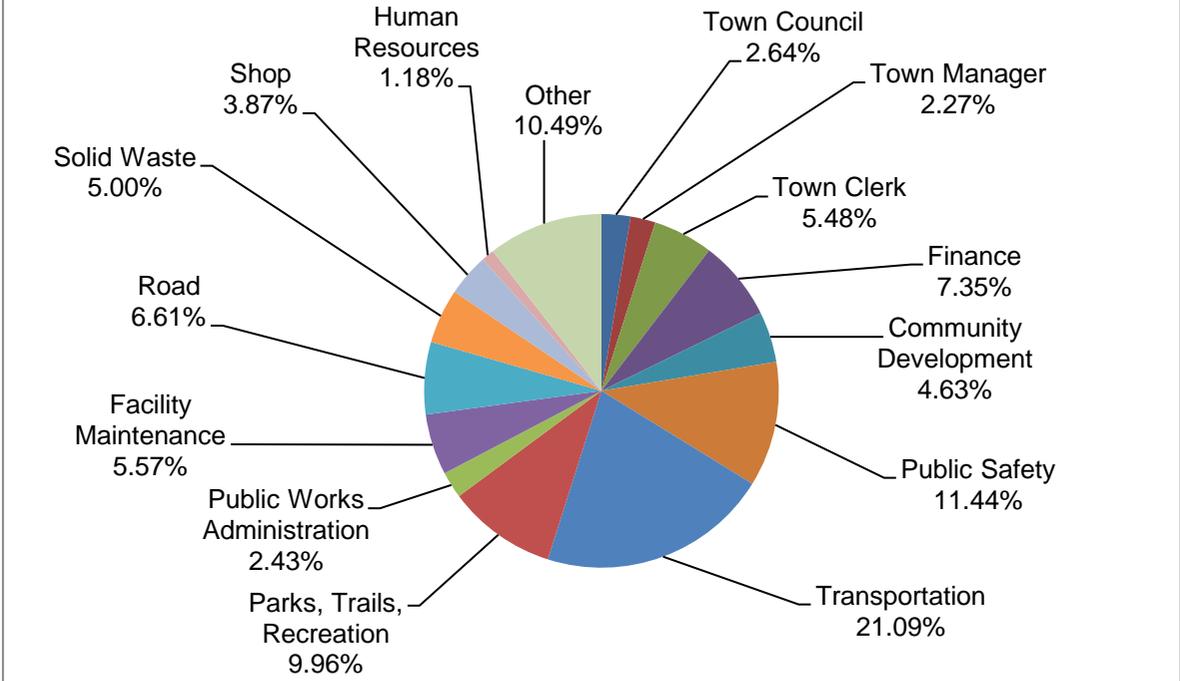
**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 001 - General Fund					
REVENUES					
TAX - Taxes					
401001-01	Property Taxes - Current Taxes	\$383,435.46	\$369,515.00	\$369,515.00	\$374,159.00
401001-02	Property Taxes - Delinquent Taxes	\$1,009.46	\$150.00	\$150.00	\$150.00
401001-04	Property Taxes - Droste Taxes	\$499,480.94	\$0.00	\$0.00	\$0.00
401001-06	Property Taxes - Aspen School District	\$0.00	\$510,000.00	\$510,000.00	\$510,000.00
401002-01	Specific Ownership - General	\$161,538.04	\$150,409.00	\$150,409.00	\$145,508.00
401003-01	Sales Taxes - County	\$3,516,862.33	\$3,532,297.00	\$3,532,297.00	\$3,752,562.00
401003-02	Sales Taxes - Town	\$1,949,298.44	\$1,979,808.00	\$1,979,808.00	\$2,067,667.00
401004-01	Franchise Occupation Tax - Centrylink	\$14,000.04	\$14,000.00	\$14,000.00	\$14,000.00
401004-02	Franchise Occupation Tax - Comcast	\$153,639.51	\$155,075.00	\$155,075.00	\$158,176.00
401004-03	Franchise Occupation Tax - Holy Cross	\$252,376.41	\$266,498.00	\$266,498.00	\$271,828.00
401004-04	Franchise Occupation Tax - SourceGas	\$172,981.34	\$175,858.00	\$175,858.00	\$179,375.00
Account Classification Total: TAX - Taxes		\$7,104,621.97	\$7,153,610.00	\$7,153,610.00	\$7,473,425.00
IG - Intergovernmental Revenue					
402001	Cigarette Tax	\$16,436.40	\$15,000.00	\$15,000.00	\$14,850.00
402002	Additional MVSO	\$13,135.50	\$12,587.00	\$12,587.00	\$12,174.00
402003	Highway Users	\$130,503.41	\$129,511.00	\$129,511.00	\$129,511.00
402004	County Road and Bridge	\$43,225.99	\$41,694.00	\$41,694.00	\$41,694.00
402005-01	Grants - State Grant DUI Enforcement	\$25,596.98	\$25,000.00	\$25,000.00	\$20,000.00
402005-03	Grants - FTA-5311 Rural Admin & Operating Grant	\$238,450.00	\$245,604.00	\$245,604.00	\$270,171.00
402005-09	Grants- Police Training	\$9,950.49	\$26,000.00	\$26,000.00	\$26,000.00
402005-10	Grants- Police Equipment	\$1,185.50	\$5,000.00	\$5,000.00	\$15,000.00
402007	RTA Service Contract	\$313,462.06	\$415,949.00	\$415,949.00	\$522,851.00
402008	Recycling Credit Pitco	\$10,085.00	\$0.00	\$0.00	\$10,000.00
Account Classification Total: IG - Intergovernmental Revenue		\$802,031.33	\$916,345.00	\$916,345.00	\$1,062,251.00
LP - Licenses & Permits					
403001	Liquor License	\$9,665.00	\$9,850.00	\$9,850.00	\$10,750.00
403002	Business Sales Tax License	\$80,550.00	\$69,795.00	\$69,795.00	\$71,567.00
403003	Building Contractor License	\$21,144.80	\$15,000.00	\$15,000.00	\$15,000.00
403010	Building Permits	\$676,765.58	\$275,000.00	\$412,813.00	\$275,000.00
403010-01	Building Permits - Base Village	\$433,996.40	\$360,000.00	\$360,000.00	\$0.00
403011	Electrical Permits	\$71,188.00	\$15,000.00	\$21,934.00	\$15,000.00
403011-01	Electrical Permits - Base Village	\$64,961.00	\$50,000.00	\$50,000.00	\$0.00
403020	Animal Tag	\$566.00	\$550.00	\$550.00	\$550.00
403021	Alarm Permit	\$23,230.00	\$21,000.00	\$21,000.00	\$21,000.00
403030	Road Cut Permit Fees	\$5,200.00	\$2,000.00	\$2,000.00	\$2,000.00
Account Classification Total: LP - Licenses & Permits		\$1,387,266.78	\$818,195.00	\$962,942.00	\$410,867.00
CS - Charges for Service					
404001	Security Services Perform	\$13,662.00	\$12,000.00	\$12,000.00	\$12,000.00
404010	Planning Dept Fees	\$144,867.50	\$147,670.00	\$147,670.00	\$141,075.00
404011	Building Plan Check Fees	\$359,804.60	\$175,000.00	\$175,000.00	\$175,000.00
404011-01	Building Plan Check Fees - Base Village	\$363,551.50	\$78,377.00	\$78,377.00	\$0.00
404012	Energy Fees	\$2,000.00	\$5,000.00	\$5,000.00	\$5,000.00
404020	Transportation Parking Fee	\$387,289.00	\$486,500.00	\$454,625.00	\$453,975.00
404021	Special Bus Runs	\$40,305.00	\$32,500.00	\$1,000.00	\$1,200.00
404030	Public Works Miscellaneous	\$31,080.79	\$8,000.00	\$8,000.00	\$8,000.00
404040-01	Trash Fees - Misc Solid Waste	\$39,292.05	\$20,000.00	\$20,000.00	\$30,000.00
404040-02	Trash Fees - Homeowner	\$301,592.04	\$339,781.00	\$339,781.00	\$356,770.00
404040-03	Trash Fees - Rear Load	\$513,587.59	\$510,770.00	\$510,770.00	\$536,309.00
404040-04	Trash Fees - Curbside	\$89,654.16	\$91,373.00	\$91,373.00	\$95,942.00
404040-05	Trash Fees - Roll Off	\$187,043.47	\$191,575.00	\$191,575.00	\$201,154.00
404050	Recreation Fees	\$104,250.50	\$85,000.00	\$85,000.00	\$90,000.00
404051	Recreation Center Memberships	\$689,642.00	\$620,000.00	\$620,000.00	\$690,000.00
404052	Recreation Center Personal Trainers	\$46,252.50	\$55,000.00	\$55,000.00	\$55,000.00
404060	Administration Fee	\$30,584.00	\$29,645.00	\$29,645.00	\$31,127.00
404061	Attorney Fees	\$35,035.00	\$35,000.00	\$35,000.00	\$35,000.00
404063-01	External Billable Labor - Facility Management	\$73,424.29	\$10,000.00	\$10,000.00	\$10,000.00
404063-02	External Billable Labor - Shop	\$21,845.85	\$17,000.00	\$17,000.00	\$17,000.00
404071	Special Events Revenue	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00
Account Classification Total: CS - Charges for Service		\$3,624,763.84	\$3,100,191.00	\$3,036,816.00	\$3,094,552.00
FF - Fines & Forfeits					
405001	Moving Violations	\$5,296.50	\$4,000.00	\$4,000.00	\$4,000.00
405002	Parking Violations	\$54,869.00	\$46,000.00	\$46,000.00	\$46,000.00
405004	Animal Fines	\$1,150.00	\$1,000.00	\$1,000.00	\$1,000.00
405005	Court Fines	\$1,065.00	\$1,000.00	\$1,000.00	\$1,000.00
405006	Criminal Violations	\$5.00	\$1,300.00	\$1,300.00	\$1,300.00
405007	Court Fees	\$3,103.00	\$450.00	\$450.00	\$1,000.00
Account Classification Total: FF - Fines & Forfeits		\$65,488.50	\$53,750.00	\$53,750.00	\$54,300.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
CONT - Contributions					
406001	Ski Corp Contributions	\$1,368,347.26	\$1,422,165.00	\$1,254,144.00	\$1,315,597.00
406002	Animal Control Adoptions	\$0.00	\$50.00	\$50.00	\$0.00
406003	Holy Cross Community Enhancement	\$92,252.61	\$99,142.00	\$99,142.00	\$102,116.00
406004	Cougar Canyon	\$180,000.00	\$0.00	\$0.00	\$0.00
406006	Annexation Fees	\$0.00	\$0.00	\$250,000.00	\$0.00
406009	PEG Fees	\$0.00	\$0.00	\$0.00	\$11,400.00
Account Classification Total: CONT - Contributions		\$1,640,599.87	\$1,521,357.00	\$1,603,336.00	\$1,429,113.00
MISC - Miscellaneous					
407001	Interest Income	\$178,126.40	\$120,000.00	\$316,919.00	\$294,000.00
407002	Penalty & Interest	\$3,938.20	\$250.00	\$250.00	\$250.00
407003	Miscellaneous Income	\$103,245.25	\$72,069.00	\$72,069.00	\$72,985.00
407004	Insurance Recovery	\$638.11	\$0.00	\$0.00	\$0.00
407005	Misc Police Revenue	\$3,880.48	\$4,400.00	\$4,400.00	\$4,400.00
407006	Transmitter Site Fees	\$45,761.52	\$45,462.00	\$45,462.00	\$45,462.00
407007-01	Employee Housing - Rent Public Works	\$10,584.00	\$10,800.00	\$10,800.00	\$11,160.00
407007-02	Employee Housing - Reserve Public Works	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00
407007-03	Employee Housing - Country Club Townhome	\$23,200.00	\$24,000.00	\$24,000.00	\$24,000.00
407008	Accounts Payable Write Offs	\$1,147.00	\$0.00	\$0.00	\$0.00
407009	Rett Processing Fee	\$1,600.00	\$2,300.00	\$2,300.00	\$2,550.00
407011	Recreation Center Concessions	\$29,072.39	\$22,667.00	\$22,667.00	\$22,667.00
407012	Rent Town Hall	\$122,076.00	\$110,650.00	\$110,650.00	\$111,486.00
407013	Over Weight Vehicle Charge	\$10,500.00	\$3,000.00	\$3,000.00	\$3,000.00
407014	Banner Charge	\$9,700.00	\$5,000.00	\$5,000.00	\$5,000.00
407015	Recreation Rental Fees	\$26,337.00	\$16,000.00	\$16,000.00	\$16,000.00
407017-01	False Alarms - Burglary Fee	\$0.00	\$400.00	\$400.00	\$0.00
407018	Miscellaneous Parks and Rec Income	\$1,883.35	\$0.00	\$0.00	\$0.00
Account Classification Total: MISC - Miscellaneous		\$572,889.70	\$438,198.00	\$635,117.00	\$614,160.00
TI - Transfer In From Other Funds					
408005	Transfer In Lottery	\$23,000.00	\$23,000.00	\$23,000.00	\$23,000.00
408006	Transfer In RETT	\$1,257,084.22	\$1,874,526.00	\$1,874,526.00	\$1,847,485.00
408007	Transfer In Road	\$1,713,037.00	\$1,835,740.00	\$1,835,740.00	\$1,856,803.00
Account Classification Total: TI - Transfer In From Other Funds		\$2,993,121.22	\$3,733,266.00	\$3,733,266.00	\$3,727,288.00
REVENUES Total		\$18,190,783.21	\$17,734,912.00	\$18,095,182.00	\$17,865,956.00

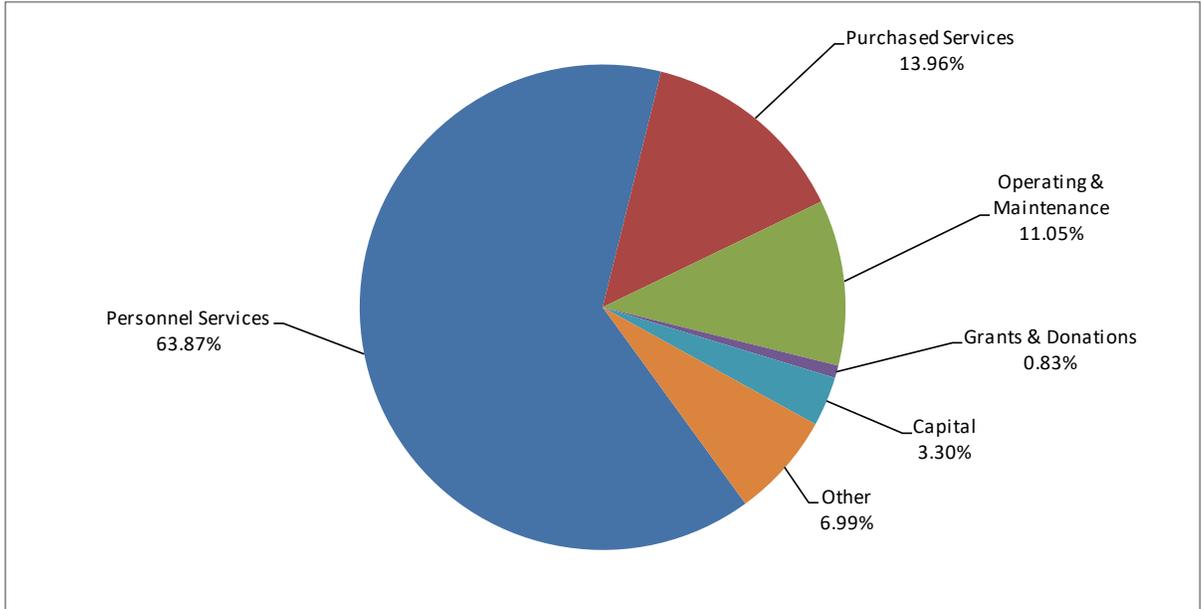
**GENERAL FUND DEPARTMENTAL SUMMARY
2019
GENERAL FUND EXPENDITURES**



EXPENDITURES BY DEPARTMENT

	MILLIONS		PERCENT OF
	<u>2018</u>	<u>2019</u>	<u>TOTAL</u>
Town Council	0.459	0.504	2.64%
Town Manager	0.418	0.434	2.27%
Town Clerk	1.038	1.047	5.48%
Finance	1.324	1.405	7.35%
Community Development	0.858	0.885	4.63%
Public Safety	2.051	2.187	11.44%
Transportation	3.916	4.031	21.09%
Parks, Trails, & Recreation	1.811	1.904	9.96%
Public Works-Administration	0.463	0.465	2.43%
-Facility Maintenance	1.023	1.064	5.57%
-Road	1.233	1.264	6.61%
-Solid Waste	0.909	0.956	5.00%
-Shop	0.732	0.74	3.87%
Human Resources	0.208	0.226	1.18%
SUBTOTAL	16.443	17.112	89.51%
Other Expenditures	1.146	2.005	10.49%
Total Expenditures	17.589	19.117	100.00%

**TOWN OF SNOWMASS VILLAGE
GENERAL FUND
EXPENDITURES BY CATEGORY
2019
(Annual operating costs)**



<u>BUDGET BY CATEGORY</u>	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2017-2018 Percent Change</u>	<u>2019 Budget</u>	<u>2018-2019 Percent Change</u>
Personnel Services	\$10,816,526	\$ 11,638,262	7.60%	\$12,210,819	4.92%
Purchased Services	\$ 1,991,035	\$ 2,481,406	24.63%	\$ 2,667,968	7.52%
Operating & Maintenance	\$ 1,747,926	\$ 2,113,721	20.93%	\$ 2,111,599	-0.10%
Donations & Grants	\$ 140,191	\$ 143,701	2.50%	\$ 159,007	10.65%
Capital	\$ 317,468	\$ 626,715	97.41%	\$ 631,025	0.69%
Other	\$ 135,385	\$ 586,000	332.84%	\$ 1,337,000	128.16%
Total	\$15,148,531	\$ 17,589,805	16.12%	\$19,117,418	8.68%

DEPARTMENT: Town Council
PROGRAMS: Attorney Fees, Special Projects and Capital, Town Council, Grants and Donations
FUND: General Fund

DEPARTMENT DESCRIPTION:

The Town of Snowmass Village operates under a Council/Manager form of government. The Home rule Charter sets forth the role of the Town Council as follows:

- A. The Town shall be governed by a Council of five members, which includes the Mayor. All Council Members and the Mayor shall be elected at-large with overlapping terms of office.
- B. The Council shall be the legislative and governing body of the Town and shall exercise all powers conferred to it by the Charter and adopt such ordinances and resolutions, as it deems proper.
- C. The Council shall meet regularly at least twice each month and all meetings, except executive sessions, are open to the public.
- D. The Town Council shall appoint a Town Manager to be the chief administrative officer of the Town, a Town Attorney and a Municipal Court Judge to serve at the pleasure of the Council.

The Town Manager is responsible for the day-to-day administration of the Town's operations while the Town council is the policy-making body.

ASPIRATION STATEMENT:

“We aspire to be the leading multi-season, family-oriented inclusive mountain resort community. We will do this by creating, marketing, and delivering distinctive choices for fun, excitement, challenge, learning, and togetherness. All this is done amidst our unique, natural splendor...as part of a memorable Aspen/Snowmass experience. Further, we wish to be seen by others as welcoming, dynamic, convenient, and successful. We will always be responsible stewards of our environment, economy, and society. When successful, Snowmass Village will have achieved the quality of life and economic vitality that will assure our future as a sustainable resort community.”

HIGH LEVEL CONSIDERATIONS:

- Create and adopt a 2018-2020 goal statement.
- The Town is financially sustainable and providing services on an ongoing basis, as efficiently as possible, for its residents and guests at the same level of service as provided in 2008 (pre-recession).

PAYROLL:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Attorney Program	\$159,851	\$159,851	\$167,054
Town Council	\$ <u>68,400</u>	\$ <u>68,400</u>	\$ <u>91,200</u>
TOTAL	\$228,251	\$ 228,251	\$ 258,254

CASH PURCHASES:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
TOTAL	\$ 0	\$ 0	\$ 0

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 001 - General Fund					
EXPENSES					
Department: 01 - Town Council					
Division: 00 - -					
Program: 101 - Attorney Fees					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$152,684.13	\$159,851.00	\$159,851.00	\$167,054.00
501003-01	Payroll Benefits - Recreation Benefit	\$1,065.00	\$1,097.00	\$1,097.00	\$1,130.00
501003-06	Payroll Benefits - Retirement	\$10,700.88	\$12,788.00	\$12,788.00	\$13,364.00
501003-08	Payroll Benefits - Medicare	\$2,251.36	\$2,318.00	\$2,318.00	\$2,422.00
501003-10	Payroll Benefits - Health Insurance	\$49,564.90	\$55,430.00	\$55,430.00	\$57,817.00
501003-13	Payroll Benefits - Dental Insurance	\$1,118.50	\$300.00	\$300.00	\$361.00
501003-14	Payroll Benefits - Vision Insurance	\$492.24	\$199.00	\$199.00	\$199.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$824.76	\$967.00	\$967.00	\$1,087.00
501003-17	Payroll Benefits - Dependant Life	\$15.96	\$17.00	\$17.00	\$17.00
501003-18	Payroll Benefits - Long Term Disability	\$1,066.14	\$1,263.00	\$1,263.00	\$1,420.00
501003-19	Payroll Benefits - Unemployment Insurance	\$461.89	\$480.00	\$480.00	\$501.00
501003-20	Payroll Benefits - Workmans Comp	\$149.48	\$176.00	\$176.00	\$167.00
501004	Training/ Registrations	\$262.00	\$1,000.00	\$1,000.00	\$1,000.00
501005	Travel & Meeting Expenses	\$548.59	\$1,000.00	\$1,000.00	\$6,000.00
<i>Account Classification Total: PER - Personnel Services</i>		\$221,205.83	\$236,886.00	\$236,886.00	\$252,539.00
<i>PUR - Purchased Services</i>					
502001	Legal Fees Special Counsel	\$6,989.50	\$15,000.00	\$15,000.00	\$15,000.00
<i>Account Classification Total: PUR - Purchased Services</i>		\$6,989.50	\$15,000.00	\$15,000.00	\$15,000.00
<i>OM - Operating & Maintenance</i>					
503002	Dues, Memberships, Subscriptions	\$335.00	\$325.00	\$325.00	\$325.00
503003	Miscellaneous	\$204.76	\$250.00	\$250.00	\$250.00
<i>Account Classification Total: OM - Operating & Maintenance</i>		\$539.76	\$575.00	\$575.00	\$575.00
Program Total: 101 - Attorney Fees		\$228,735.09	\$252,461.00	\$252,461.00	\$268,114.00
Program: 102 - Town Council					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$68,400.00	\$68,400.00	\$68,400.00	\$91,200.00
501003-08	Payroll Benefits - Medicare	\$991.80	\$0.00	\$0.00	\$1,322.00
501003-09	Payroll Benefits - Fica	\$4,240.80	\$5,233.00	\$5,233.00	\$5,654.00
501003-20	Payroll Benefits - Workmans Comp	\$0.60	\$46.00	\$46.00	\$9.00
501004	Training/ Registrations	\$262.00	\$2,000.00	\$2,000.00	\$3,000.00
501005	Travel & Meeting Expenses	\$326.12	\$2,500.00	\$2,500.00	\$3,000.00
<i>Account Classification Total: PER - Personnel Services</i>		\$74,221.32	\$78,179.00	\$78,179.00	\$104,185.00
<i>PUR - Purchased Services</i>					
502003	Contract Service	\$79,570.00	\$75,900.00	\$75,900.00	\$80,300.00
502004	Telephone	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
502011-01	Town Functions - Boards and Commissions Support	\$7,018.60	\$8,300.00	\$8,300.00	\$8,300.00
<i>Account Classification Total: PUR - Purchased Services</i>		\$87,588.60	\$85,200.00	\$85,200.00	\$89,600.00
<i>OM - Operating & Maintenance</i>					
503002	Dues, Memberships, Subscriptions	\$33,652.03	\$39,118.00	\$39,118.00	\$39,312.00
503003	Miscellaneous	\$2,440.98	\$4,350.00	\$4,350.00	\$2,250.00
503012	Public Relations	\$0.00	\$100.00	\$100.00	\$100.00
<i>Account Classification Total: OM - Operating & Maintenance</i>		\$36,093.01	\$43,568.00	\$43,568.00	\$41,662.00
Program Total: 102 - Town Council		\$197,902.93	\$206,947.00	\$206,947.00	\$235,447.00
Department Total: 01 - Town Council		\$426,638.02	\$459,408.00	\$459,408.00	\$503,561.00



Town of
SNOWMASS *Village*

COLORADO

DEPARTMENT: Town Manager
PROGRAMS: Administration, Cultural Arts, and Community Relations
FUND: General

DEPARTMENT DESCRIPTION:

1. Implements the official policies and directives of the Town Council.
 2. Responsible for the enforcement of the laws, contacts and ordinances of the Town.
 3. Responsible for the effective and efficient use of the Town's resources.
 4. Develops long range plans for Town Council consideration and implements such plans in a timely fashion.
 5. Monitors community issues and keeps Mayor/Council equally informed.
 6. Monitors Federal and State legislative developments that may impact Snowmass Village.
 7. Provides effective supervision of the Town's departments to ensure efficient implementation of Town goals and objectives.
-

PERFORMANCE MEASUREMENTS:

To successfully implement the Town Council's Goal Setting Statement.

Outcome: the Town Manager will report to Council on the progress of actions related to strategic goals.

DEPARTMENT GOALS:

The goals of the Town Manager's office are to:

- Keep the Town Council equally well-informed, thereby enabling them to make decisions in the best interest of the community.
 - Facilitate the adoption of a 2018-2020 Goal Setting Statement
 - Implement the Goal Setting Statement
 - Improve the year-round economy by implementing the Snowmass Tourism Business Plan.
 - Continue to enhance the Town's transparency, outreach and communication with the public.
-

DEPARTMENT STAFFING:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Town Manager	2	2	2

PAYROLL:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Town Manager Admin	\$160,715	\$160,715	\$166,363
Community Relations	\$ 80,796	\$ 80,796	\$ 86,476
TOTAL	\$241,511	\$241,511	\$ 252,839

CASH PURCHASES:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Town Manager Admin	\$ 0	\$ 0	\$ 0

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 001 - General Fund					
EXPENSES					
Department: 02 - Town Manager					
Division: 00 - -					
Program: 103 - Administration					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$155,948.34	\$160,715.00	\$160,715.00	\$166,363.00
501003-01	Payroll Benefits - Recreation Benefit	\$1,065.00	\$1,097.00	\$1,097.00	\$1,130.00
501003-03	Payroll Benefits - Car Allowance	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00
501003-06	Payroll Benefits - Retirement	\$17,795.23	\$19,286.00	\$19,286.00	\$19,964.00
501003-08	Payroll Benefits - Medicare	\$2,323.00	\$2,330.00	\$2,330.00	\$2,412.00
501003-10	Payroll Benefits - Health Insurance	\$49,564.90	\$55,430.00	\$55,430.00	\$57,817.00
501003-13	Payroll Benefits - Dental Insurance	\$1,118.50	\$300.00	\$300.00	\$361.00
501003-14	Payroll Benefits - Vision Insurance	\$492.24	\$199.00	\$199.00	\$199.00
501003-15	Payroll Benefits - Standard - Life / AD & D	\$801.78	\$972.00	\$972.00	\$1,082.00
501003-17	Payroll Benefits - Dependant Life	\$15.96	\$17.00	\$17.00	\$17.00
501003-18	Payroll Benefits - Long Term Disability	\$1,044.00	\$1,270.00	\$1,270.00	\$1,414.00
501003-19	Payroll Benefits - Unemployment Insurance	\$479.71	\$482.00	\$482.00	\$499.00
501003-20	Payroll Benefits - Workmans Comp	\$155.22	\$177.00	\$177.00	\$166.00
501004	Training/ Registrations	\$1,229.00	\$2,000.00	\$2,000.00	\$2,000.00
501005	Travel & Meeting Expenses	\$4,400.40	\$4,124.00	\$4,124.00	\$4,124.00
<i>Account Classification Total: PER - Personnel Services</i>		\$240,633.28	\$252,599.00	\$252,599.00	\$261,748.00
<i>PUR - Purchased Services</i>					
502004	Telephone	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00
502005	Employee Relations	\$442.97	\$2,350.00	\$2,350.00	\$2,350.00
<i>Account Classification Total: PUR - Purchased Services</i>		\$1,642.97	\$3,550.00	\$3,550.00	\$3,550.00
<i>OM - Operating & Maintenance</i>					
503002	Dues, Memberships, Subscriptions	\$1,426.00	\$2,000.00	\$2,000.00	\$2,000.00
503003	Miscellaneous	\$167.19	\$600.00	\$600.00	\$600.00
<i>Account Classification Total: OM - Operating & Maintenance</i>		\$1,593.19	\$2,600.00	\$2,600.00	\$2,600.00
Program Total: 103 - Administration		\$243,869.44	\$258,749.00	\$258,749.00	\$267,898.00
Program: 105 - Community Relations					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$76,244.35	\$80,796.00	\$80,796.00	\$86,476.00
501003-01	Payroll Benefits - Recreation Benefit	\$1,065.00	\$1,097.00	\$1,097.00	\$1,130.00
501003-06	Payroll Benefits - Retirement	\$5,439.59	\$6,464.00	\$6,464.00	\$6,918.00
501003-08	Payroll Benefits - Medicare	\$1,143.80	\$1,172.00	\$1,172.00	\$1,254.00
501003-10	Payroll Benefits - Health Insurance	\$17,502.58	\$19,129.00	\$19,129.00	\$19,878.00
501003-13	Payroll Benefits - Dental Insurance	\$267.15	\$300.00	\$300.00	\$361.00
501003-14	Payroll Benefits - Vision Insurance	\$189.36	\$199.00	\$199.00	\$199.00
501003-15	Payroll Benefits - Standard - Life / AD & D	\$426.48	\$489.00	\$489.00	\$576.00
501003-18	Payroll Benefits - Long Term Disability	\$563.84	\$638.00	\$638.00	\$752.00
501003-19	Payroll Benefits - Unemployment Insurance	\$236.42	\$242.00	\$242.00	\$259.00
501003-20	Payroll Benefits - Workmans Comp	\$75.85	\$89.00	\$89.00	\$86.00
501004	Training/ Registrations	\$473.00	\$1,080.00	\$1,080.00	\$1,080.00
501005	Travel & Meeting Expenses	\$2,768.76	\$3,500.00	\$3,500.00	\$3,500.00
<i>Account Classification Total: PER - Personnel Services</i>		\$106,396.18	\$115,195.00	\$115,195.00	\$122,469.00
<i>PUR - Purchased Services</i>					
502003	Contract Service	\$11,775.75	\$19,050.00	\$19,050.00	\$17,450.00
502004	Telephone	\$720.00	\$720.00	\$720.00	\$720.00
<i>Account Classification Total: PUR - Purchased Services</i>		\$12,495.75	\$19,770.00	\$19,770.00	\$18,170.00
<i>OM - Operating & Maintenance</i>					
503001-03	Advertising - Print	\$15,085.48	\$17,770.00	\$17,770.00	\$18,150.00
503002	Dues, Memberships, Subscriptions	\$60.00	\$1,150.00	\$1,150.00	\$1,150.00
503003	Miscellaneous	\$65.00	\$650.00	\$650.00	\$650.00
503004	Printing	\$2,482.20	\$1,998.00	\$1,998.00	\$1,998.00
503005-01	Supplies - Office	\$517.52	\$750.00	\$750.00	\$750.00
503012	Public Relations	\$1,821.32	\$2,500.00	\$2,500.00	\$2,500.00
<i>Account Classification Total: OM - Operating & Maintenance</i>		\$20,031.52	\$24,818.00	\$24,818.00	\$25,198.00
Program Total: 105 - Community Relations		\$138,923.45	\$159,783.00	\$159,783.00	\$165,837.00
Department Total: 02 - Town Manager		\$382,792.89	\$418,532.00	\$418,532.00	\$433,735.00



Town of
SNOWMASS *Village*

COLORADO

DEPARTMENT: Town Clerk
PROGRAMS: General Admin/Legislative Support/Town Clerk
FUND: General

DEPARTMENT DESCRIPTION:

Administer statutory and charter mandated programs for the Town Council and its Boards & Commissions. Provide reception and informational services for the Town, as well as support for Town Council and the Liquor Licensing Authority. Administer Elections, Business/Sales Tax licensing and Liquor licensing. Process Real Estate Transfer Tax and Exemption and paid Applications. Process accounts receivable, make daily banking deposits, and manage retention and disposition of all Town records. Provide secretarial support to the Mayor and Town Manager and provide general administrative services for the Town.

PERFORMANCE MEASUREMENTS:

To implement and provide proficient and timely support for Town Council legislative actions. Conduct professional and efficient elections; provide support for the Mayor, Town Manager and Liquor Licensing Authority Committee. Process Real Estate Transfer Tax, Business/Sales Tax Licensing and Liquor Licensing. Manage the retention and disposition of Town records. Cross Train all employees to better serve the public at all times. Disseminate information to the public in a timely, accurate, professional, and courteous manner.

DEPARTMENT GOALS:

- To maintain the high quality of customer service and efficiency as related in the Clerks Survey and consistently maintain those levels, or better, into the future.
 - Clerk's central files available on the network in alpha indexing for access by all Town staff. This is now available through Laserfiche and now on the Web Site and all files have been renamed for consistency for the Public. All ordinance, resolutions and minutes for the Town Council are now available on through the Public Portal.
-

DEPARTMENT OBJECTIVES:

- * Preserve and maintain the records of the Town
- * Create a complete and easily accessible legislative history of the Town
- * Maintain a current "Book of Perpetuity"
- * Provide an accurate and current copy of the Snowmass Village Municipal Code

- * Provide a user-friendly central filing system
- * Provide efficient and fair elections

DEPARTMENT STAFFING:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Full-time	2	2	2
TOTAL	2	2	2

PAYROLL:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
General Admin.	\$41,285	\$41,285	\$42,453
Leg. Support	\$77,475	\$77,475	\$0
Town Clerk	<u>\$37,702</u>	<u>\$37,702</u>	<u>\$116,709</u>
Totals:	\$156,462	\$156,462	\$159,162

Payroll:

- The Clerk’s Department maintained a current staffing level of 2 fulltime people.
- 2018 Projected and 2019 Proposed include implementation of a more realistic distribution of tasks and revisions reflecting the percentage of time each employee works on tasks related to three Town Clerk Programs.

General Administration:

- 2018 Budget and 2018 Projected Payroll Benefit reflects revised percentage of time each employee works on tasks related to the three Town Clerk Programs.
- Contract Services include budget for Microsoft Access Consultant and Employee Assistance Program.
- Equipment Maintenance/Copier includes GA and Finance copiers. Due to increased usage of our color copier in both departments equipment maintenance has increased. Includes everything except paper and staples.
- Employee Relations reflects Employee Tenure Program where total amount fluctuates from year to year, employee recognition and annual employee social events. Also includes flowers/cards/gifts for sympathies, births, etc.
- Building Lease Payment includes the new Town Hall COP in 2018 through 2022
- Insurance includes property, casualty, crime, boilers, etc. and additional Town Hall insurance with a 15% increase each year.
- Supplies/Coffee cut to efficiencies and cost-cutting measures.
- Also includes \$1,556 for CCTH #60 capital assessments, plus \$200 for public flowers, cards, etc.

- Office Supplies include toner cartridges for fax, copier and printer, as well as paper for copiers, fax machines and printers for all Town Departments. Also includes office products and first aid supplies for all Town Departments.

Legislative Support:

- 2018 Projected and 2019 Proposed Payroll Benefit reflects revised percentage of time each employee works on tasks related to three Town Clerk Programs.
- Contract Services funds provide for Municipal Code and Chapter 16A Land Use Code updates, as well as additional LUC books for sale to the public.

Town Clerk:

- 2018 Projected and 2019 Proposed Payroll and Payroll Benefits fluctuate due to revised percentage of time each employee works on tasks related to three Town Clerk Programs.

CAPITAL PURCHASES:

<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
\$0	\$0	\$0

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 001 - General Fund					
EXPENSES					
Department: 03 - Town Clerk					
Division: 00 - -					
Program: 103 - Administration					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$36,592.51	\$41,285.00	\$41,285.00	\$42,453.00
501002-01	Payroll Overtime Regular	\$485.76	\$0.00	\$0.00	\$0.00
501003-01	Payroll Benefits - Recreation Benefit	\$1,444.64	\$658.00	\$658.00	\$678.00
501003-06	Payroll Benefits - Retirement	\$2,189.33	\$3,303.00	\$3,303.00	\$3,396.00
501003-08	Payroll Benefits - Medicare	\$567.08	\$599.00	\$599.00	\$616.00
501003-09	Payroll Benefits - Fica	\$423.71	\$0.00	\$0.00	\$0.00
501003-10	Payroll Benefits - Health Insurance	\$8,584.94	\$12,707.00	\$12,707.00	\$13,296.00
501003-11	Payroll Benefits - Seasonal Health Insurance	\$1,393.43	\$0.00	\$0.00	\$0.00
501003-13	Payroll Benefits - Dental Insurance	\$167.10	\$180.00	\$180.00	\$216.00
501003-14	Payroll Benefits - Vision Insurance	\$126.98	\$119.00	\$119.00	\$119.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$191.13	\$250.00	\$250.00	\$276.00
501003-17	Payroll Benefits - Dependant Life	\$0.00	\$2.00	\$2.00	\$2.00
501003-18	Payroll Benefits - Long Term Disability	\$276.38	\$326.00	\$326.00	\$361.00
501003-19	Payroll Benefits - Unemployment Insurance	\$116.44	\$124.00	\$124.00	\$127.00
501003-20	Payroll Benefits - Workmans Comp	\$36.57	\$45.00	\$45.00	\$42.00
Account Classification Total: PER - Personnel Services		\$52,596.00	\$59,598.00	\$59,598.00	\$61,582.00
<i>PUR - Purchased Services</i>					
502004	Telephone	\$500.04	\$500.00	\$500.00	\$500.00
502005-03	Employee Relations - Miscellaneous	\$136.99	\$0.00	\$0.00	\$0.00
502006-01	Building Maintenance - General	\$1,273.54	\$4,000.00	\$4,000.00	\$4,000.00
502006-02	Building Maintenance - Snow Removal	\$2,605.75	\$0.00	\$0.00	\$0.00
502006-03	Building Maintenance - Lawn Care	\$5,980.46	\$6,500.00	\$6,500.00	\$6,500.00
502007-01	Maintenance Agreements - Copier	\$4,938.50	\$8,050.00	\$8,050.00	\$8,050.00
502009-01	Mailing - Postage	\$13,109.81	\$12,000.00	\$12,000.00	\$12,000.00
502013-01	Leased Equipment - Copier	\$9,732.48	\$10,000.00	\$10,000.00	\$10,000.00
502013-03	Leased Equipment - Postage	\$2,810.52	\$4,172.00	\$4,172.00	\$4,172.00
Account Classification Total: PUR - Purchased Services		\$41,088.09	\$45,222.00	\$45,222.00	\$45,222.00
<i>OM - Operating & Maintenance</i>					
503002	Dues, Memberships, Subscriptions	\$165.00	\$165.00	\$165.00	\$165.00
503003	Miscellaneous	\$12,116.86	\$11,475.00	\$11,475.00	\$11,475.00
503004	Printing	\$2,457.00	\$5,000.00	\$5,000.00	\$5,000.00
503005-01	Supplies - Office	\$2,227.61	\$5,000.00	\$5,000.00	\$5,000.00
503007-03	Building Lease Payments - COP-Principal	\$435,000.00	\$450,000.00	\$450,000.00	\$465,000.00
503007-04	Building Lease Payments - COP-Interest	\$196,573.33	\$179,250.00	\$179,250.00	\$165,750.00
503007-05	Building Lease Payments - Miscellaneous	\$0.00	\$2,000.00	\$2,000.00	\$3,000.00
503008-01	Insurance - Building	\$62,980.50	\$69,754.00	\$69,754.00	\$72,041.00
503008-02	Insurance - Vehicle	\$451.32	\$497.00	\$497.00	\$485.00
503009-01	Vehicle Expenses - Fuel	\$5,260.93	\$10,474.00	\$10,474.00	\$10,474.00
503009-03	Vehicle Expenses - Parts & Supplies	\$3,509.32	\$7,669.00	\$7,669.00	\$7,669.00
503009-06	Vehicle Expenses - Labor	\$7,522.50	\$7,500.00	\$7,500.00	\$7,500.00
503010	Contra Acct - Vehicle Labor	(\$7,522.50)	(\$7,500.00)	(\$7,500.00)	(\$7,500.00)
Account Classification Total: OM - Operating & Maintenance		\$720,741.87	\$741,284.00	\$741,284.00	\$746,059.00
Program Total: 103 - Administration		\$814,425.96	\$846,104.00	\$846,104.00	\$852,863.00
Program: 106 - Legislative Support					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$73,138.69	\$77,475.00	\$77,475.00	\$0.00
501002-01	Payroll Overtime Regular	\$91.08	\$0.00	\$0.00	\$0.00
501003-01	Payroll Benefits - Recreation Benefit	\$803.90	\$987.00	\$987.00	\$0.00
501003-06	Payroll Benefits - Retirement	\$4,924.34	\$6,198.00	\$6,198.00	\$0.00

Town of Snowmass Village Budget Worksheet Report					
Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
501003-08	Payroll Benefits - Medicare	\$1,086.57	\$1,123.00	\$1,123.00	\$0.00
501003-09	Payroll Benefits - Fica	\$194.88	\$0.00	\$0.00	\$0.00
501003-10	Payroll Benefits - Health Insurance	\$20,431.31	\$25,827.00	\$25,827.00	\$0.00
501003-11	Payroll Benefits - Seasonal Health Insurance	\$967.69	\$0.00	\$0.00	\$0.00
501003-13	Payroll Benefits - Dental Insurance	\$649.82	\$270.00	\$270.00	\$0.00
501003-14	Payroll Benefits - Vision Insurance	\$326.50	\$179.00	\$179.00	\$0.00
501003-15	Payroll Benefits - Standard - Life / AD & D	\$388.88	\$469.00	\$469.00	\$0.00
501003-17	Payroll Benefits - Dependant Life	\$9.29	\$12.00	\$12.00	\$0.00
501003-18	Payroll Benefits - Long Term Disability	\$531.93	\$612.00	\$612.00	\$0.00
501003-19	Payroll Benefits - Unemployment Insurance	\$222.48	\$232.00	\$232.00	\$0.00
501003-20	Payroll Benefits - Workmans Comp	\$71.75	\$85.00	\$85.00	\$0.00
Account Classification Total: PER - Personnel Services		\$103,839.11	\$113,469.00	\$113,469.00	\$0.00
PUR - Purchased Services					
502003	Contract Service	\$0.00	\$3,400.00	\$3,400.00	\$0.00
502007-04	Maintenance Agreements - Other	\$495.00	\$1,650.00	\$1,650.00	\$0.00
502014	Elections	\$1,586.87	\$2,100.00	\$2,100.00	\$0.00
Account Classification Total: PUR - Purchased Services		\$2,081.87	\$7,150.00	\$7,150.00	\$0.00
OM - Operating & Maintenance					
503001-01	Advertising - Legal Notices	\$3,465.58	\$5,700.00	\$5,700.00	\$0.00
503003	Miscellaneous	\$150.00	\$250.00	\$250.00	\$0.00
503004	Printing	\$0.00	\$1,200.00	\$1,200.00	\$0.00
Account Classification Total: OM - Operating & Maintenance		\$3,615.58	\$7,150.00	\$7,150.00	\$0.00
Program Total: 106 - Legislative Support		\$109,536.56	\$127,769.00	\$127,769.00	\$0.00
Program: 107 - Town Clerk					
PER - Personnel Services					
501001-01	Payroll - Regular	\$50,003.63	\$37,702.00	\$37,702.00	\$116,709.00
501002-01	Payroll Overtime Regular	\$121.44	\$0.00	\$0.00	\$0.00
501003-01	Payroll Benefits - Recreation Benefit	\$559.72	\$549.00	\$549.00	\$1,582.00
501003-06	Payroll Benefits - Retirement	\$3,513.70	\$3,016.00	\$3,016.00	\$9,337.00
501003-08	Payroll Benefits - Medicare	\$743.76	\$547.00	\$547.00	\$1,692.00
501003-09	Payroll Benefits - Fica	\$8.23	\$0.00	\$0.00	\$0.00
501003-10	Payroll Benefits - Health Insurance	\$16,166.64	\$12,024.00	\$12,024.00	\$40,151.00
501003-11	Payroll Benefits - Seasonal Health Insurance	\$9.88	\$0.00	\$0.00	\$0.00
501003-13	Payroll Benefits - Dental Insurance	\$503.43	\$150.00	\$150.00	\$505.00
501003-14	Payroll Benefits - Vision Insurance	\$239.50	\$99.00	\$99.00	\$278.00
501003-15	Payroll Benefits - Standard - Life / AD & D	\$286.51	\$228.00	\$228.00	\$759.00
501003-17	Payroll Benefits - Dependant Life	\$6.67	\$3.00	\$3.00	\$15.00
501003-18	Payroll Benefits - Long Term Disability	\$378.52	\$298.00	\$298.00	\$992.00
501003-19	Payroll Benefits - Unemployment Insurance	\$152.25	\$113.00	\$113.00	\$350.00
501003-20	Payroll Benefits - Workmans Comp	\$49.03	\$41.00	\$41.00	\$117.00
501004	Training/ Registrations	\$1,549.00	\$2,265.00	\$2,265.00	\$2,265.00
501005	Travel & Meeting Expenses	\$7,270.93	\$3,700.00	\$3,700.00	\$3,700.00
Account Classification Total: PER - Personnel Services		\$81,562.84	\$60,735.00	\$60,735.00	\$178,452.00
PUR - Purchased Services					
502003	Contract Service	\$0.00	\$0.00	\$0.00	\$3,400.00
502007-04	Maintenance Agreements - Other	\$0.00	\$0.00	\$0.00	\$1,650.00
502014	Elections	\$0.00	\$0.00	\$0.00	\$819.00
Account Classification Total: PUR - Purchased Services		\$0.00	\$0.00	\$0.00	\$5,869.00
OM - Operating & Maintenance					
503001-01	Advertising - Legal Notices	\$0.00	\$0.00	\$0.00	\$5,700.00
503002	Dues, Memberships, Subscriptions	\$170.00	\$2,750.00	\$2,750.00	\$2,750.00
503003	Miscellaneous	\$0.00	\$400.00	\$400.00	\$650.00
503004	Printing	\$0.00	\$0.00	\$0.00	\$1,200.00
Account Classification Total: OM - Operating & Maintenance		\$170.00	\$3,150.00	\$3,150.00	\$10,300.00
Program Total: 107 - Town Clerk		\$81,732.84	\$63,885.00	\$63,885.00	\$194,621.00
Department Total: 03 - Town Clerk		\$1,005,695.36	\$1,037,758.00	\$1,037,758.00	\$1,047,484.00



Town of
SNOWMASS *Village*

COLORADO

DEPARTMENT: Finance
PROGRAMS: Finance, Personnel, Information Systems
FUND: General

DEPARTMENT DESCRIPTION:

Responsible for handling day-to-day and long range financial operations and investments including budget, capital assets, accounts payable, accounts receivable and the annual audit. Handles all payroll-related, pay and employee benefit changes. Implements loss control and risk management functions. Provides computer hardware and software upgrades and support to all Town Departments.

PERFORMANCE MEASUREMENTS:

The 2018 measurements and progress: Continue to coordinate with the Human Resource Director and related job duties {we continued with the coordination of payroll/benefits and human resource issues}. Continue with the implementation of additional financial {we upgraded the financial software through the 2018 update} and human resources software programs {we upgraded the human resources and e-suite software} including the sales tax collection software {we implemented Muni Revs software to allow for online remittance of sales taxes}; continue to proactively monitor revenues and expenditures in accordance with the budget {regularly conducted}. Continue with improved technological systems and cyber security audit recommendations {upgraded to Office 365, continuing with cybersecurity upgrades and implemented “lunch bytes” to teach/train staff on various software enhancements and programs}.

For 2019, we budgeted to do some conversion of accounts and document management with the Finance and Human Resources software programs. We plan to continue to encourage vendors to remit their sales taxes through the Muni Rev’s software program. We will continue to encourage solid waste customers to remit their solid waste fees through e-misc billing. We plan to continue with the completion of the Safety Manual and to continue with safety trainings to expand our I.T. strategic goals and cyber-security advancements.

DEPARTMENT GOAL:

To provide accurate and concise financial information on the operation and status of all Town funds; to manage pay-related issues; to establish safety policies and adequate insurance coverage. To keep the Towns information systems current with new technology applicable to Town operations.

DEPARTMENT OBJECTIVES:

1. To continue improvements with current budget package by providing additional communication tools i.e. graphs, comments, etc. in budget document.
 2. To continue development of user-friendly financial reports.
 3. To provide continuing education for department employees to keep up with changing accounting practices for governments.
 4. To maintain adequate insurance coverage and manage Towns risks and liabilities to the best of our ability.
 5. To provide Town departments with technical computer hardware and software support required to perform their jobs.
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DEPARTMENT STAFFING:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Finance/Personnel/Risk Mgmt	6	6	6
Information Systems	<u>1</u>	<u>1</u>	<u>1</u>
TOTAL	7	7	7

Payroll:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Finance	\$443,795	\$443,795	\$463,268
Personnel/Risk Mgmt	\$65,257	\$65,257	\$67,552
Information Systems	<u>\$89,059</u>	<u>\$89,059</u>	<u>\$92,162</u>
Total	\$598,081	\$598,081	\$622,982

CASH PURCHASES:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Computers and Equipment	\$55,000	\$55,000	\$55,000
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	\$55,000	\$55,000	\$55,000

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 001 - General Fund					
EXPENSES					
Department: 04 - Finance					
Division: 00 - -					
Program: 103 - Administration					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$448,847.65	\$443,795.00	\$443,795.00	\$463,268.00
501003-01	Payroll Benefits - Recreation Benefit	\$5,325.00	\$5,485.00	\$5,485.00	\$5,650.00
501003-06	Payroll Benefits - Retirement	\$30,466.67	\$35,504.00	\$35,504.00	\$36,131.00
501003-08	Payroll Benefits - Medicare	\$4,597.64	\$4,521.00	\$4,521.00	\$4,717.00
501003-10	Payroll Benefits - Health Insurance	\$140,500.62	\$156,414.00	\$156,414.00	\$175,186.00
501003-13	Payroll Benefits - Dental Insurance	\$3,180.43	\$1,502.00	\$1,502.00	\$1,803.00
501003-14	Payroll Benefits - Vision Insurance	\$1,656.92	\$994.00	\$994.00	\$994.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$2,385.33	\$2,684.00	\$2,684.00	\$2,937.00
501003-17	Payroll Benefits - Dependant Life	\$47.88	\$50.00	\$50.00	\$50.00
501003-18	Payroll Benefits - Long Term Disability	\$3,156.06	\$3,506.00	\$3,506.00	\$3,839.00
501003-19	Payroll Benefits - Unemployment Insurance	\$1,355.60	\$1,331.00	\$1,331.00	\$1,390.00
501003-20	Payroll Benefits - Workmans Comp	\$438.44	\$488.00	\$488.00	\$463.00
501004	Training/ Registrations	\$2,210.00	\$3,470.00	\$3,470.00	\$2,580.00
501005	Travel & Meeting Expenses	\$8,509.13	\$9,416.00	\$9,416.00	\$7,306.00
Account Classification Total: PER - Personnel Services		\$652,677.37	\$669,160.00	\$669,160.00	\$706,314.00
<i>PUR - Purchased Services</i>					
502003	Contract Service	\$5,967.76	\$7,480.00	\$7,480.00	\$8,476.00
502015	Document Imaging	\$4,847.00	\$7,000.00	\$7,000.00	\$7,000.00
502017	Audit	\$22,165.26	\$34,000.00	\$34,000.00	\$34,000.00
502018-01	Collection Fees - General	\$39,374.57	\$41,000.00	\$41,000.00	\$35,000.00
Account Classification Total: PUR - Purchased Services		\$72,354.59	\$89,480.00	\$89,480.00	\$84,476.00
<i>OM - Operating & Maintenance</i>					
503002	Dues, Memberships, Subscriptions	\$1,249.39	\$1,350.00	\$1,350.00	\$1,350.00
503003	Miscellaneous	\$417.05	\$2,243.00	\$2,243.00	\$4,035.00
503004	Printing	\$785.40	\$1,500.00	\$1,500.00	\$1,000.00
503005-01	Supplies - Office	\$2,662.02	\$1,334.00	\$1,334.00	\$1,334.00
503005-05	Supplies - Data Processing	\$4,090.64	\$4,933.00	\$4,933.00	\$4,933.00
Account Classification Total: OM - Operating & Maintenance		\$9,204.50	\$11,360.00	\$11,360.00	\$12,652.00
Program Total: 103 - Administration		\$734,236.46	\$770,000.00	\$770,000.00	\$803,442.00
Program: 108 - Personnel					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$63,102.85	\$65,257.00	\$65,257.00	\$67,552.00
501003-01	Payroll Benefits - Recreation Benefit	\$1,065.00	\$1,097.00	\$1,097.00	\$1,130.00
501003-06	Payroll Benefits - Retirement	\$4,413.89	\$5,221.00	\$5,221.00	\$5,404.00
501003-08	Payroll Benefits - Medicare	\$932.21	\$946.00	\$946.00	\$980.00
501003-10	Payroll Benefits - Health Insurance	\$17,502.58	\$19,486.00	\$19,486.00	\$20,218.00
501003-13	Payroll Benefits - Dental Insurance	\$518.69	\$300.00	\$300.00	\$361.00
501003-14	Payroll Benefits - Vision Insurance	\$260.00	\$199.00	\$199.00	\$199.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$345.72	\$395.00	\$395.00	\$439.00
501003-18	Payroll Benefits - Long Term Disability	\$457.47	\$516.00	\$516.00	\$574.00
501003-19	Payroll Benefits - Unemployment Insurance	\$192.46	\$196.00	\$196.00	\$203.00
501003-20	Payroll Benefits - Workmans Comp	\$61.75	\$72.00	\$72.00	\$68.00
501004	Training/ Registrations	\$2,817.22	\$500.00	\$500.00	\$2,500.00
501005	Travel & Meeting Expenses	\$2,114.84	\$1,000.00	\$1,000.00	\$2,000.00
Account Classification Total: PER - Personnel Services		\$93,784.68	\$95,185.00	\$95,185.00	\$101,628.00
<i>PUR - Purchased Services</i>					
502002	Consultant	\$0.00	\$850.00	\$850.00	\$850.00
Account Classification Total: PUR - Purchased Services		\$0.00	\$850.00	\$850.00	\$850.00
<i>OM - Operating & Maintenance</i>					
503002	Dues, Memberships, Subscriptions	\$0.00	\$550.00	\$550.00	\$550.00
503005-01	Supplies - Office	\$0.00	\$347.00	\$347.00	\$347.00
503005-05	Supplies - Data Processing	\$591.03	\$900.00	\$900.00	\$900.00
Account Classification Total: OM - Operating & Maintenance		\$591.03	\$1,797.00	\$1,797.00	\$1,797.00
Program Total: 108 - Personnel		\$94,375.71	\$97,832.00	\$97,832.00	\$104,275.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Program: 109 - Information Systems					
PER - Personnel Services					
501001-01	Payroll - Regular	\$86,093.77	\$89,029.00	\$89,029.00	\$92,162.00
501003-01	Payroll Benefits - Recreation Benefit	\$1,065.00	\$1,097.00	\$1,097.00	\$1,130.00
501003-06	Payroll Benefits - Retirement	\$6,021.99	\$7,122.00	\$7,122.00	\$7,373.00
501003-08	Payroll Benefits - Medicare	\$1,266.52	\$1,291.00	\$1,291.00	\$1,336.00
501003-10	Payroll Benefits - Health Insurance	\$17,502.58	\$19,129.00	\$19,129.00	\$19,878.00
501003-13	Payroll Benefits - Dental Insurance	\$267.15	\$300.00	\$300.00	\$361.00
501003-14	Payroll Benefits - Vision Insurance	\$189.36	\$199.00	\$199.00	\$199.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$471.45	\$538.00	\$538.00	\$599.00
501003-18	Payroll Benefits - Long Term Disability	\$624.14	\$703.00	\$703.00	\$783.00
501003-19	Payroll Benefits - Unemployment Insurance	\$261.38	\$267.00	\$267.00	\$276.00
501003-20	Payroll Benefits - Workmans Comp	\$795.08	\$925.00	\$925.00	\$1,069.00
501004	Training/ Registrations	\$1,420.20	\$3,500.00	\$3,500.00	\$4,000.00
501005	Travel & Meeting Expenses	\$1,823.17	\$2,500.00	\$2,500.00	\$2,500.00
Account Classification Total: PER - Personnel Services		\$117,801.79	\$126,600.00	\$126,600.00	\$131,666.00
PUR - Purchased Services					
502003	Contract Service	\$20,855.00	\$69,000.00	\$69,000.00	\$69,000.00
502004	Telephone	\$22,302.95	\$20,000.00	\$20,000.00	\$24,000.00
502004-01	Telephone- Data	\$12,114.98	\$24,000.00	\$24,000.00	\$24,000.00
502004-02	Telephone-Cell	\$815.95	\$1,200.00	\$1,200.00	\$1,200.00
502004-03	Telephone-Equipment	\$21,215.78	\$12,000.00	\$12,000.00	\$12,000.00
502004-04	Telephone-Support and Services	\$5,478.03	\$7,210.00	\$7,210.00	\$7,210.00
502007-02	Maintenance Agreements - Software	\$72,508.82	\$79,000.00	\$79,000.00	\$106,800.00
502007-03	Maintenance Agreements - Hardware	\$5,597.10	\$14,700.00	\$14,700.00	\$14,200.00
502008-01	Repairs - Equipment	\$2,937.37	\$4,200.00	\$4,200.00	\$3,000.00
502019	Software Licensing	\$23,157.87	\$41,000.00	\$41,000.00	\$45,000.00
Account Classification Total: PUR - Purchased Services		\$186,983.85	\$272,310.00	\$272,310.00	\$306,410.00
OM - Operating & Maintenance					
503002	Dues, Memberships, Subscriptions	\$919.92	\$1,000.00	\$1,000.00	\$1,500.00
503003	Miscellaneous	\$231.48	\$300.00	\$300.00	\$500.00
503005-06	Supplies - Computer	\$1,416.02	\$1,300.00	\$1,300.00	\$2,000.00
Account Classification Total: OM - Operating & Maintenance		\$2,567.42	\$2,600.00	\$2,600.00	\$4,000.00
CAP - Capital					
507001-05	Cash Purchases - Computer	\$62,599.53	\$55,000.00	\$55,000.00	\$55,000.00
507001-20	Cash Purchases - Other	\$855.29	\$0.00	\$0.00	\$0.00
Account Classification Total: CAP - Capital		\$63,454.82	\$55,000.00	\$55,000.00	\$55,000.00
Program Total: 109 - Information Systems		\$370,807.88	\$456,510.00	\$456,510.00	\$497,076.00
Department Total: 04 - Finance		\$1,199,420.05	\$1,324,342.00	\$1,324,342.00	\$1,404,793.00

DEPARTMENT: Community Development
PROGRAMS: Building and Planning
FUND: General

DEPARTMENT DESCRIPTION:

The Department is composed of two divisions—the Building Division and the Planning Division.

The Building Division reviews all construction documents for code compliance with all local codes and amendments, performs building, electrical, plumbing, mechanical, energy and accessibility field inspections, performs construction related investigations to ensure life and fire safety within the Town limits, works closely with the Snowmass/Wildcat Fire Protection District, Snowmass Water & Sanitation District, Planning Division and Public Works Department to ensure compliance with all policies and procedures in place. Strives to keep the community informed of all revised or new policies that are in effect or that will be implemented. Represents the Town within the Colorado Chapter of the International Code Council and by serving on various National and State committees. Ensures compliance with the exterior lighting code. In 2019, we will again extend the contract that was executed in 2017 with SafeBuilt to do building inspections to allow the Building Official to focus on inspections and plans review for Base Village Buildings 7 & 8.

Current Planning and Zoning

This program addresses administration, implementation and enforcement of the Town's Land Use and Development Code, including: 1) review of building plans and site inspections for zoning compliance to ensure that land uses are appropriate, structures are permitted and that they meet height, square footage, setbacks and other requirements; 2) handling administrative and Planning Commission variances from zoning regulations; 3) processing all planned unit development and other current development applications; and 4) assisting the public in understanding and using the Town's zoning and land use regulations. In this program, the Staff works with and provides professional support to the Planning Commission and Town Council in their consideration of Town land use matters. The department is also responsible for providing staff support to the Snowmass Arts Advisory Board (SAAB). It is expected that Staff will be assisting the SAAB with a call for artists and commissioning of a new public art piece in proximity to Town Park Station in 2019.

Long Range/Strategic Planning

Long Range work involves the implementation of the Town's Comprehensive Plan, a document that constitutes the future growth and development philosophy of the Town, and may include sub-area master planning, including Town Park. It is expected that in

2019, following adoption of the Comprehensive Plan, an update to the Land Use Development Code will begin. Strategic planning is done at the request of the Town Manager as it relates to proposing new plans, projects or programs and code amendments. It may also include the development of incentives and/or streamlining of development approval processes, where appropriate or necessary. The division will continue to organize information in digital form with permit software and document management integrated into the Town's GIS system. With the 2020 Census upcoming, Staff will be heavily involved with census preparation and communication in order to get the highest head count on April 1, 2020.

PERFORMANCE MEASUREMENTS:

- Evaluate the current Land Use Code and identify amendments that are necessary to implement the Comprehensive Plan policies.
 - Continue to cooperate with other departments, to capture the full range of building, planning and other public information into the Geographic Information System (GIS) for the Town. The department has “gone digital” by requiring plan submittals in electronic format, and has used the Meritage permitting software to interface with GIS. Building and most planning permit data has been entered into the GIS database through Laserfiche.
 - Provide effective staffing to support the work of the SAAB.
 - Facilitate, effectively document, and strategize the processing of all proposed modifications to approved development in the Base Village, in a manner that meets the goals of the Town and encourages beneficial use, growth, and access to the community.
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DEPARTMENT GOAL:

It is the goal of the Community Development Department to ensure that the physical development of Snowmass Village is consistent with its future vision, as described in the Comprehensive Plan and adopted codes and ordinances. To this end, the department facilitates the Town Council's and Planning Commission's efforts to maintain sustainable growth and its overall development philosophy, consistent with the desires of the residents. This effort also guides private and public improvements, and ensures that development is consistent with the provisions set forth in the Land Use and Development Code and Building Codes. This effort also incorporates consistent and clear codes and plans, providing concise advice in layperson's terms, establishing unambiguous documentation, and enabling public access to all pertinent information. These efforts will include the maintenance of a highly-functioning GIS system that is

useable by all Town Staff and is accessible to the general public. In all of its endeavors, the department strives to provide professional, fair, timely and courteous service to its customers.

DEPARTMENT OBJECTIVES:

1. To ensure fire and life safety requirements within all structures located in the Town through extensive field inspections and construction document review.
 2. To provide high quality customer service and response times.
 3. To strive to be the best Community Development Department in the area for customer service, knowledge, consistency, document management and access, and professionalism.
 4. Implement and enforce all zoning, land use code, and other building-related regulations and ordinances adopted by the Town.
 5. Update the Town’s Land Use and Development code to be consistent with the vision of the newly-adopted Comprehensive Plan.
 6. Conduct thorough evaluations and analysis of all current development applications. Major projects will continue to include Base Village which will likely have some modifications submitted for processing in 2019 and the Snowmass Center PUD.
 7. Provide professional support assistance to the Town Council, Planning Commission, and other appointed boards and committees in order to guide the growth and development within the community in a manner consistent with the Town’s Comprehensive Plan.
 8. Provide timely, accurate, supportive, and professional assistance to the general public, developers, architects, property owners and visitors.
 9. Encourage, through citizen participation efforts, the involvement of the citizens and visitors of Snowmass Village in both current and long range planning matters.
 10. Assist in the maintenance of a GIS system that captures all available land use and building records, make such information accessible to the layperson, and leverage the system to improve the Town’s customer service and decision-making processes.
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DEPARTMENT STAFFING:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Planning and Zoning	4	4	4
Building	<u>2</u>	<u>2</u>	<u>2</u>
TOTAL	6	6	6

PAYROLL:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Planning and Zoning	\$ 351,599	\$351,599	\$367,854
Building	<u>\$205,568</u>	<u>\$205,568</u>	<u>\$214,861</u>
Total:	\$557,167	\$557,167	\$582,715

CAPITAL PURCHASES:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
	\$0	\$0	\$0

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 001 - General Fund					
EXPENSES					
Department: 05 - Community Development					
Division: 00 - -					
Program: 110 - Zoning/Long Range Planning					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$341,191.29	\$351,599.00	\$351,599.00	\$367,854.00
501002-01	Payroll Overtime Regular	\$3,713.25	\$2,450.00	\$2,450.00	\$500.00
501003-01	Payroll Benefits - Recreation Benefit	\$4,133.98	\$4,388.00	\$4,388.00	\$4,520.00
501003-06	Payroll Benefits - Retirement	\$23,379.51	\$28,128.00	\$28,128.00	\$29,428.00
501003-08	Payroll Benefits - Medicare	\$5,088.23	\$5,134.00	\$5,134.00	\$5,341.00
501003-09	Payroll Benefits - Fica	\$542.97	\$0.00	\$0.00	\$0.00
501003-10	Payroll Benefits - Health Insurance	\$123,360.79	\$124,975.00	\$124,975.00	\$130,154.00
501003-13	Payroll Benefits - Dental Insurance	\$2,748.45	\$1,202.00	\$1,202.00	\$1,442.00
501003-14	Payroll Benefits - Vision Insurance	\$1,304.86	\$795.00	\$795.00	\$795.00
501003-15	Payroll Benefits - Standard - Life / AD & D	\$1,820.85	\$2,126.00	\$2,126.00	\$2,463.00
501003-17	Payroll Benefits - Dependant Life	\$54.53	\$50.00	\$50.00	\$50.00
501003-18	Payroll Benefits - Long Term Disability	\$2,411.41	\$2,778.00	\$2,778.00	\$3,154.00
501003-19	Payroll Benefits - Unemployment Insurance	\$1,043.97	\$1,062.00	\$1,062.00	\$1,105.00
501003-20	Payroll Benefits - Workmans Comp	\$1,437.05	\$1,935.00	\$1,935.00	\$2,213.00
501004	Training/ Registrations	\$1,100.00	\$3,275.00	\$3,275.00	\$3,275.00
501005	Travel & Meeting Expenses	\$4,548.96	\$6,325.00	\$6,325.00	\$4,800.00
<i>Account Classification Total: PER - Personnel Services</i>		\$517,880.10	\$536,222.00	\$536,222.00	\$557,094.00
<i>PUR - Purchased Services</i>					
502002	Consultant	(\$420.50)	\$5,000.00	\$5,000.00	\$5,000.00
502003	Contract Service	\$0.00	\$3,900.00	\$3,900.00	\$3,900.00
502004	Telephone	\$1,467.00	\$978.00	\$978.00	\$1,000.00
502007-01	Maintenance Agreements - Copier	\$318.81	\$400.00	\$400.00	\$400.00
502013-01	Leased Equipment - Copier	\$3,281.16	\$3,300.00	\$3,300.00	\$3,300.00
502013-04	Leased Equipment - Plotter	\$1,368.00	\$1,400.00	\$1,400.00	\$0.00
502015	Document Imaging	\$0.00	\$150.00	\$150.00	\$150.00
502016	Reference Library	\$0.00	\$150.00	\$150.00	\$75.00
<i>Account Classification Total: PUR - Purchased Services</i>		\$6,014.47	\$15,278.00	\$15,278.00	\$13,825.00
<i>OM - Operating & Maintenance</i>					
503001-05	Advertising - Other	\$43.47	\$0.00	\$0.00	\$0.00
503002	Dues, Memberships, Subscriptions	\$2,998.70	\$2,600.00	\$2,600.00	\$2,679.00
503003	Miscellaneous	\$758.63	\$1,500.00	\$1,500.00	\$1,000.00
503004	Printing	\$806.89	\$1,000.00	\$1,000.00	\$1,000.00
503005-01	Supplies - Office	\$1,261.90	\$1,000.00	\$1,000.00	\$800.00
503011-03	Board Expenses - Planning Commisson	\$432.62	\$500.00	\$500.00	\$500.00
<i>Account Classification Total: OM - Operating & Maintenance</i>		\$6,302.21	\$6,600.00	\$6,600.00	\$5,979.00
<i>CAP - Capital</i>					
507001-04	Cash Purchases - Office	\$0.00	\$0.00	\$0.00	\$2,500.00
<i>Account Classification Total: CAP - Capital</i>		\$0.00	\$0.00	\$0.00	\$2,500.00
Program Total: 110 - Zoning/Long Range Planning		\$530,196.78	\$558,100.00	\$558,100.00	\$579,398.00
Program: 111 - Building					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$208,036.56	\$205,568.00	\$205,568.00	\$214,861.00
501002-01	Payroll Overtime Regular	\$0.00	\$4,000.00	\$4,000.00	\$0.00
501003-01	Payroll Benefits - Recreation Benefit	\$2,047.00	\$2,194.00	\$2,194.00	\$2,260.00
501003-06	Payroll Benefits - Retirement	\$14,161.16	\$16,445.00	\$16,445.00	\$16,688.00
501003-08	Payroll Benefits - Medicare	\$3,123.27	\$3,039.00	\$3,039.00	\$3,115.00
501003-10	Payroll Benefits - Health Insurance	\$35,005.16	\$38,257.00	\$38,257.00	\$39,756.00
501003-13	Payroll Benefits - Dental Insurance	\$534.30	\$601.00	\$601.00	\$721.00
501003-14	Payroll Benefits - Vision Insurance	\$378.72	\$398.00	\$398.00	\$398.00
501003-15	Payroll Benefits - Standard - Life / AD & D	\$992.37	\$1,243.00	\$1,243.00	\$1,357.00
501003-18	Payroll Benefits - Long Term Disability	\$1,466.73	\$1,624.00	\$1,624.00	\$1,773.00
501003-19	Payroll Benefits - Unemployment Insurance	\$633.51	\$629.00	\$629.00	\$645.00
501003-20	Payroll Benefits - Workmans Comp	\$1,932.85	\$2,176.00	\$2,176.00	\$2,492.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
501004	Training/ Registrations	\$953.54	\$3,000.00	\$3,000.00	\$2,800.00
501005	Travel & Meeting Expenses	\$638.00	\$2,500.00	\$2,500.00	\$2,500.00
<i>Account Classification Total: PER - Personnel Services</i>		\$269,903.17	\$281,674.00	\$281,674.00	\$289,366.00
<i>PUR - Purchased Services</i>					
502003	Contract Service	\$950.00	\$4,000.00	\$4,000.00	\$2,000.00
502004	Telephone	\$0.00	\$492.00	\$492.00	\$492.00
502007-02	Maintenance Agreements - Software	\$0.00	\$0.00	\$0.00	\$6,500.00
502008-02	Repairs - Vehicles	\$0.00	\$250.00	\$250.00	\$250.00
502016	Reference Library	\$549.92	\$1,920.00	\$1,920.00	\$2,220.00
<i>Account Classification Total: PUR - Purchased Services</i>		\$1,499.92	\$6,662.00	\$6,662.00	\$11,462.00
<i>OM - Operating & Maintenance</i>					
503002	Dues, Memberships, Subscriptions	\$1,363.65	\$1,050.00	\$1,050.00	\$1,425.00
503003	Miscellaneous	\$6,268.57	\$7,000.00	\$7,000.00	\$500.00
503004	Printing	\$504.13	\$500.00	\$500.00	\$500.00
503005-01	Supplies - Office	\$0.00	\$1,500.00	\$1,500.00	\$1,000.00
503008-02	Insurance - Vehicle	\$128.16	\$142.00	\$142.00	\$138.00
503009-01	Vehicle Expenses - Fuel	\$522.17	\$924.00	\$924.00	\$924.00
503009-03	Vehicle Expenses - Parts & Supplies	\$326.44	\$381.00	\$381.00	\$381.00
503009-06	Vehicle Expenses - Labor	\$1,105.00	\$800.00	\$800.00	\$800.00
503010	Contra Acct - Vehicle Labor	(\$1,105.00)	(\$800.00)	(\$800.00)	(\$800.00)
<i>Account Classification Total: OM - Operating & Maintenance</i>		\$9,113.12	\$11,497.00	\$11,497.00	\$4,868.00
Program Total: 111 - Building		\$280,516.21	\$299,833.00	\$299,833.00	\$305,696.00
Department Total: 05 - Community Development		\$810,712.99	\$857,933.00	\$857,933.00	\$885,094.00

DEPARTMENT: Public Safety
PROGRAMS: Administrative, Patrol, Code Enforcement and Court.
FUND: General

DEPARTMENT DESCRIPTION:

This Department consists of a full service police agency utilizing proactive problem solving to perform a wide variety of public safety functions for Snowmass Village's citizens and visitors.

PERFORMANCE MEASUREMENTS:

1. Maintain positive customer service rating as reflected in the latest community survey.
 2. Maintain maximum levels of staff residency in Snowmass Village.
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DEPARTMENT GOAL:

It is the goal of the department to protect life, prevent crime and deliver public safety services in a manner that fosters a spirit of mutual respect and cooperation between Department personnel and the people of the community.

DEPARTMENT OBJECTIVES:

1. Maintain critical service levels and responsiveness by maximizing staff productivity and efficiency.
 2. Reduce liability and enhance Department effectiveness by providing meaningful and relevant training.
 3. Pursue grant opportunities to reduce training and equipment costs.
 4. Continue to expand public information and improve programs concerning environmental protection and interaction with wildlife.
 5. Manage special event impacts, using available resources, to maximize operational efficiency and effectiveness while maintaining public safety and ensuring highest level of guest experience.
 6. Provide customer service and enforcement throughout the town's recreational areas and trail systems and to promote etiquette and eliminate conflict.
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DEPARTMENT STAFFING:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Administration Program	3	3	3
Patrol Program	8	8	8
Code Enforcement	2	2	2
Code Enforcement (Seasonal)	$\frac{1}{2}$	$\frac{1}{2}$	$\frac{1}{2}$
TOTAL	13 $\frac{1}{2}$	13 $\frac{1}{2}$	13 $\frac{1}{2}$

PAYROLL:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Administration	\$ 247,728	\$ 247,728	\$ 258,371
Patrol	\$ 571,122	\$ 571,122	\$ 601,749
Code	<u>\$ 151,964</u>	<u>\$ 151,964</u>	<u>\$ 160,788</u>
Total	\$ 970,814	\$ 970,814	\$1,020,908

CAPITAL PURCHASES:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Duty Vests	\$ 1,700	\$ 1,700	\$ 1,700
TV/Monitor	\$ 1,000	\$1,000	
Fingerprint Scanner	\$12,000	\$12,000	
Drone			\$ 5,000
Security camera (impound yard)			\$ 3,700
Admin car safety package			\$ 3,000
Total	\$ 14,700	\$ 14,700	\$ 13,400

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 001 - General Fund					
EXPENSES					
Department: 06 - Public Safety					
Division: 00 - -					
Program: 103 - Administration					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$240,987.38	\$247,728.00	\$247,728.00	\$258,371.00
501002-01	Payroll Overtime Regular	\$1,711.72	\$4,000.00	\$4,000.00	\$4,000.00
501003-01	Payroll Benefits - Recreation Benefit	\$3,180.96	\$3,291.00	\$3,291.00	\$3,390.00
501003-02	Payroll Benefits - Police Recreation Center	\$600.00	\$680.00	\$680.00	\$700.00
501003-05	Payroll Benefits - Police Incentive	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00
501003-06	Payroll Benefits - Retirement	\$3,677.18	\$4,349.00	\$4,349.00	\$4,501.00
501003-07	Payroll Benefits - Police Retirement	\$14,954.42	\$17,403.00	\$17,403.00	\$17,988.00
501003-08	Payroll Benefits - Medicare	\$3,571.35	\$3,650.00	\$3,650.00	\$3,804.00
501003-10	Payroll Benefits - Health Insurance	\$105,298.38	\$117,646.00	\$117,646.00	\$122,613.00
501003-13	Payroll Benefits - Dental Insurance	\$2,504.15	\$901.00	\$901.00	\$1,082.00
501003-14	Payroll Benefits - Vision Insurance	\$1,173.84	\$597.00	\$597.00	\$597.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$1,314.48	\$1,498.00	\$1,498.00	\$1,666.00
501003-17	Payroll Benefits - Dependant Life	\$31.92	\$34.00	\$34.00	\$34.00
501003-18	Payroll Benefits - Long Term Disability	\$1,737.23	\$1,957.00	\$1,957.00	\$2,177.00
501003-19	Payroll Benefits - Unemployment Insurance	\$735.27	\$755.00	\$755.00	\$787.00
501003-20	Payroll Benefits - Workmans Comp	\$3,521.49	\$4,627.00	\$4,627.00	\$4,001.00
501004	Training/ Registrations	\$1,063.36	\$1,500.00	\$1,500.00	\$1,625.00
501005	Travel & Meeting Expenses	\$1,184.95	\$4,500.00	\$4,500.00	\$5,576.00
<i>Account Classification Total: PER - Personnel Services</i>		\$388,448.08	\$416,316.00	\$416,316.00	\$434,112.00
<i>PUR - Purchased Services</i>					
502004	Telephone	\$11,990.78	\$9,500.00	\$9,500.00	\$9,500.00
502007-01	Maintenance Agreements - Copier	\$378.10	\$600.00	\$600.00	\$600.00
502008-01	Repairs - Equipment	\$0.00	\$500.00	\$500.00	\$500.00
502009-02	Mailing - Freight & Shipping	\$297.89	\$300.00	\$300.00	\$300.00
502013-01	Leased Equipment - Copier	\$2,046.72	\$1,200.00	\$1,200.00	\$2,050.00
502020	Communication Services	\$141,327.41	\$149,460.00	\$149,460.00	\$199,789.00
502021	Professional Services	\$3,876.93	\$6,000.00	\$6,000.00	\$6,000.00
<i>Account Classification Total: PUR - Purchased Services</i>		\$159,917.83	\$167,560.00	\$167,560.00	\$218,739.00
<i>OM - Operating & Maintenance</i>					
503001-05	Advertising - Other	\$37.50	\$0.00	\$0.00	\$0.00
503002	Dues, Memberships, Subscriptions	\$850.00	\$1,000.00	\$1,000.00	\$1,000.00
503003	Miscellaneous	\$2,385.33	\$1,500.00	\$1,500.00	\$1,500.00
503004	Printing	\$179.09	\$600.00	\$600.00	\$600.00
503005-01	Supplies - Office	\$748.86	\$1,000.00	\$1,000.00	\$1,000.00
503005-05	Supplies - Data Processing	\$0.00	\$250.00	\$250.00	\$250.00
503008-03	Insurance - Other	\$6,192.00	\$6,811.00	\$6,811.00	\$6,888.00
503013	Uniforms	\$162.98	\$750.00	\$750.00	\$750.00
<i>Account Classification Total: OM - Operating & Maintenance</i>		\$10,555.76	\$11,911.00	\$11,911.00	\$11,988.00
<i>DON - Donations & Grants</i>					
504001-02	TIPS	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00
<i>Account Classification Total: DON - Donations & Grants</i>		\$0.00	\$1,500.00	\$1,500.00	\$1,500.00
<i>CAP - Capital</i>					
507001-20	Cash Purchases - Other	\$0.00	\$13,000.00	\$13,000.00	\$8,000.00
<i>Account Classification Total: CAP - Capital</i>		\$0.00	\$13,000.00	\$13,000.00	\$8,000.00
Program Total: 103 - Administration		\$558,921.67	\$610,287.00	\$610,287.00	\$674,339.00
Program: 112 - Patrol					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$555,487.63	\$571,122.00	\$571,122.00	\$601,749.00
501002-01	Payroll Overtime Regular	\$71,190.42	\$85,000.00	\$85,000.00	\$85,000.00
501002-04	Payroll Overtime- DUI Contract	\$22,620.00	\$25,000.00	\$25,000.00	\$20,000.00
501003-01	Payroll Benefits - Recreation Benefit	\$7,987.50	\$8,776.00	\$8,776.00	\$9,040.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
501003-02	Payroll Benefits - Police Recreation Center	\$2,275.00	\$2,720.00	\$2,720.00	\$2,800.00
501003-05	Payroll Benefits - Police Incentive	\$6,300.00	\$7,200.00	\$7,200.00	\$7,200.00
501003-07	Payroll Benefits - Police Retirement	\$43,882.44	\$51,401.00	\$51,401.00	\$53,622.00
501003-08	Payroll Benefits - Medicare	\$9,585.49	\$9,876.00	\$9,876.00	\$10,248.00
501003-09	Payroll Benefits - Fica	\$60.51	\$0.00	\$0.00	\$0.00
501003-10	Payroll Benefits - Health Insurance	\$207,695.37	\$231,656.00	\$231,656.00	\$241,213.00
501003-13	Payroll Benefits - Dental Insurance	\$4,159.93	\$2,404.00	\$2,404.00	\$2,885.00
501003-14	Payroll Benefits - Vision Insurance	\$2,175.08	\$1,591.00	\$1,591.00	\$1,591.00
501003-15	Payroll Benefits - Standard - Life / AD & D	\$3,007.86	\$3,454.00	\$3,454.00	\$3,917.00
501003-17	Payroll Benefits - Dependant Life	\$55.86	\$50.00	\$50.00	\$50.00
501003-18	Payroll Benefits - Long Term Disability	\$3,977.41	\$4,512.00	\$4,512.00	\$5,119.00
501003-19	Payroll Benefits - Unemployment Insurance	\$1,979.16	\$2,043.00	\$2,043.00	\$2,120.00
501003-20	Payroll Benefits - Workmans Comp	\$12,339.44	\$14,040.00	\$14,040.00	\$13,782.00
501004	Training/ Registrations	\$6,564.50	\$4,000.00	\$4,000.00	\$8,200.00
501005	Travel & Meeting Expenses	\$5,208.97	\$4,200.00	\$4,200.00	\$5,800.00
Account Classification Total: PER - Personnel Services		\$966,552.57	\$1,029,045.00	\$1,029,045.00	\$1,074,336.00
PUR - Purchased Services					
502003-07	Contract Service - Roaring Fork Regional	\$5,190.25	\$6,000.00	\$6,000.00	\$6,000.00
502003-13	Contract Service - Grants	\$7,500.00	\$21,000.00	\$21,000.00	\$21,000.00
502008-01	Repairs - Equipment	\$0.00	\$2,300.00	\$2,300.00	\$2,300.00
502021	Professional Services	\$255.00	\$2,500.00	\$2,500.00	\$2,500.00
502022	Lab Work	\$1,330.62	\$500.00	\$500.00	\$500.00
Account Classification Total: PUR - Purchased Services		\$14,275.87	\$32,300.00	\$32,300.00	\$32,300.00
OM - Operating & Maintenance					
503005-07	Supplies - Crime/Animal Education	\$1,130.22	\$300.00	\$300.00	\$300.00
503005-08	Supplies - Lab	\$309.30	\$500.00	\$500.00	\$500.00
503006	Equipment	\$4,145.75	\$4,000.00	\$4,000.00	\$4,000.00
503006-01	Equipment-Grants	\$0.00	\$10,000.00	\$10,000.00	\$15,000.00
503008-02	Insurance - Vehicle	\$1,483.08	\$1,632.00	\$1,632.00	\$1,593.00
503009-01	Vehicle Expenses - Fuel	\$11,834.11	\$26,390.00	\$26,390.00	\$26,390.00
503009-03	Vehicle Expenses - Parts & Supplies	\$6,825.89	\$10,352.00	\$10,352.00	\$10,352.00
503009-04	Vehicle Expenses - Equipment	\$377.14	\$3,000.00	\$3,000.00	\$3,000.00
503009-06	Vehicle Expenses - Labor	\$9,647.50	\$8,000.00	\$8,000.00	\$8,000.00
503010	Contra Acct - Vehicle Labor	(\$9,647.50)	(\$8,000.00)	(\$8,000.00)	(\$8,000.00)
503013	Uniforms	\$3,017.47	\$3,000.00	\$3,000.00	\$3,000.00
Account Classification Total: OM - Operating & Maintenance		\$29,122.96	\$59,174.00	\$59,174.00	\$64,135.00
CAP - Capital					
507001-02	Cash Purchases - Mobile Equipment	\$0.00	\$0.00	\$0.00	\$3,000.00
507001-03	Cash Purchases - Equipment	\$12,600.59	\$1,700.00	\$1,700.00	\$0.00
Account Classification Total: CAP - Capital		\$12,600.59	\$1,700.00	\$1,700.00	\$3,000.00
Program Total: 112 - Patrol		\$1,022,551.99	\$1,122,219.00	\$1,122,219.00	\$1,173,771.00

Program: 113 - Code Enforcement

PER - Personnel Services

501001-01	Payroll - Regular	\$152,534.53	\$151,964.00	\$151,964.00	\$160,788.00
501002-01	Payroll Overtime Regular	\$8,626.39	\$10,000.00	\$10,000.00	\$10,000.00
501003-01	Payroll Benefits - Recreation Benefit	\$3,195.00	\$3,291.00	\$3,291.00	\$3,390.00
501003-02	Payroll Benefits - Police Recreation Center	\$600.00	\$680.00	\$680.00	\$700.00
501003-06	Payroll Benefits - Retirement	\$9,081.93	\$10,637.00	\$10,637.00	\$10,839.00
501003-08	Payroll Benefits - Medicare	\$2,373.78	\$2,073.00	\$2,073.00	\$2,169.00
501003-09	Payroll Benefits - Fica	\$1,180.18	\$1,454.00	\$1,454.00	\$1,624.00
501003-10	Payroll Benefits - Health Insurance	\$51,419.83	\$56,625.00	\$56,625.00	\$58,965.00
501003-11	Payroll Benefits - Seasonal Health Insurance	\$2,371.00	\$3,454.00	\$3,454.00	\$3,603.00
501003-12	Payroll Benefits - Health Reimbursement	\$3,881.85	\$4,835.00	\$4,835.00	\$5,044.00
501003-13	Payroll Benefits - Dental Insurance	\$917.82	\$726.00	\$726.00	\$871.00
501003-14	Payroll Benefits - Vision Insurance	\$527.04	\$481.00	\$481.00	\$481.00
501003-15	Payroll Benefits - Standard - Life / AD & D	\$778.74	\$905.00	\$905.00	\$979.00
501003-17	Payroll Benefits - Dependant Life	\$15.96	\$17.00	\$17.00	\$17.00
501003-18	Payroll Benefits - Long Term Disability	\$1,033.13	\$1,192.00	\$1,192.00	\$1,310.00
501003-19	Payroll Benefits - Unemployment Insurance	\$489.06	\$486.00	\$486.00	\$512.00
501003-20	Payroll Benefits - Workmans Comp	\$1,500.30	\$1,834.00	\$1,834.00	\$1,918.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
501004	Training/ Registrations	\$886.00	\$1,000.00	\$1,000.00	\$1,000.00
501005	Travel & Meeting Expenses	\$1,856.14	\$1,300.00	\$1,300.00	\$2,000.00
Account Classification Total: PER - Personnel Services		\$243,268.68	\$252,954.00	\$252,954.00	\$266,210.00
PUR - Purchased Services					
502003-11	Contract Service - Aspen Animal Shelter	\$654.00	\$900.00	\$900.00	\$900.00
502007-02	Maintenance Agreements - Software	\$29,137.50	\$30,595.00	\$30,595.00	\$33,420.00
502008-01	Repairs - Equipment	\$0.00	\$450.00	\$450.00	\$450.00
502021	Professional Services	\$1,373.16	\$1,500.00	\$1,500.00	\$1,500.00
Account Classification Total: PUR - Purchased Services		\$31,164.66	\$33,445.00	\$33,445.00	\$36,270.00
OM - Operating & Maintenance					
503004	Printing	\$338.80	\$500.00	\$500.00	\$500.00
503005-07	Supplies - Crime/Animal Education	\$545.57	\$1,000.00	\$1,000.00	\$1,000.00
503005-09	Supplies - Tools	\$17.97	\$100.00	\$100.00	\$100.00
503005-28	Supplies - Parking	\$4,654.62	\$4,500.00	\$4,500.00	\$9,200.00
503006	Equipment	\$99.65	\$1,000.00	\$1,000.00	\$1,000.00
503008-02	Insurance - Vehicle	\$92.52	\$102.00	\$102.00	\$99.00
503009-01	Vehicle Expenses - Fuel	\$2,398.33	\$4,535.00	\$4,535.00	\$4,535.00
503009-03	Vehicle Expenses - Parts & Supplies	\$1,067.98	\$2,176.00	\$2,176.00	\$2,176.00
503009-04	Vehicle Expenses - Equipment	\$235.93	\$500.00	\$500.00	\$500.00
503009-06	Vehicle Expenses - Labor	\$2,210.00	\$2,500.00	\$2,500.00	\$2,500.00
503010	Contra Acct - Vehicle Labor	(\$2,210.00)	(\$2,500.00)	(\$2,500.00)	(\$2,500.00)
503013	Uniforms	\$1,435.07	\$1,550.00	\$1,550.00	\$1,550.00
503014	License Tags	\$86.87	\$80.00	\$80.00	\$100.00
Account Classification Total: OM - Operating & Maintenance		\$10,973.31	\$16,043.00	\$16,043.00	\$20,760.00
Program Total: 113 - Code Enforcement		\$285,406.65	\$302,442.00	\$302,442.00	\$323,240.00
Program: 114 - Court					
PER - Personnel Services					
501004	Training/ Registrations	\$52.00	\$50.00	\$50.00	\$50.00
501005	Travel & Meeting Expenses	\$125.58	\$200.00	\$200.00	\$200.00
Account Classification Total: PER - Personnel Services		\$177.58	\$250.00	\$250.00	\$250.00
PUR - Purchased Services					
502003	Contract Service	\$9,449.00	\$15,000.00	\$15,000.00	\$15,000.00
Account Classification Total: PUR - Purchased Services		\$9,449.00	\$15,000.00	\$15,000.00	\$15,000.00
OM - Operating & Maintenance					
503002	Dues, Memberships, Subscriptions	\$20.00	\$100.00	\$100.00	\$100.00
503003	Miscellaneous	\$0.00	\$35.00	\$35.00	\$35.00
503004	Printing	\$0.00	\$70.00	\$70.00	\$70.00
503005-01	Supplies - Office	\$0.00	\$100.00	\$100.00	\$100.00
503005-05	Supplies - Data Processing	\$0.00	\$100.00	\$100.00	\$100.00
Account Classification Total: OM - Operating & Maintenance		\$20.00	\$405.00	\$405.00	\$405.00
Program Total: 114 - Court		\$9,646.58	\$15,655.00	\$15,655.00	\$15,655.00
Department Total: 06 - Public Safety		\$1,876,526.89	\$2,050,603.00	\$2,050,603.00	\$2,187,005.00



Town of
SNOWMASS *Village*

COLORADO

DEPARTMENT: Transportation Department
PROGRAMS: Administration, Bus, Parking, and Parcel C
FUND: General and RETT Funds

DEPARTMENT DESCRIPTION:

The Transportation Department manages transit and parking services in Snowmass Village. This includes coordination with public or private entities on parking, transit and the maintenance of related facilities. The department is responsible for data collection concerning transit operations and parking. The department provides recommendations on the vehicle replacement program which includes Federal/State funding through grants. The department generates transportation related projects in the Capital Improvement Program. The department provides information and/or recommendations concerning transportation issues related to development proposals and regional programs. The department manages the Mall RFTA depot, the Daly Lane Village Shuttle depot, the garage in the Parcel C building at the Mall (which is used for bus storage, bus operations and the delivery of goods and services), the bus station and parking lot at Town Park, numerous bus shelters around the community, and the Bus Storage facility at the Town Shop.

PERFORMANCE MEASUREMENTS 2018:

- Continue to present courteous staff to the public. Maintain a high customer satisfaction rating that reflects a high level of satisfaction with the transit and parking services that the Town provides. = *In the latest Community Survey on Village Shuttle service, the averaged cumulative score was 88.5% in Very Satisfied and Satisfied approval ratings responses to 8 categories. 79% of the respondents to the list of potential alternative options said they use the Village Shuttle.*
 - Monitor bus service performance using standard tools within the industry. Strive to achieve rates of 17.5 passengers/hour and 1.7 passengers/mile. = *As of October of 2018 the rates are at 14.3 passengers/hour and 1.4 passengers/mile.*
 - Achieve accuracy in budget performance by not exceeding a variance greater than 2% between Proposed and Revised budgets. = *In 2018 the Town did not revise the budget projection for 2018, but a department projection suggests that the actual expenditures should be about 3.9% under budget due to savings in fuel prices, vehicle maintenance costs and pushing to 2019 the replacement of Daly Ln depot roof membrane.*
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PERFORMANCE MEASUREMENTS 2019:

- Continue to present courteous staff to the public. Maintain a high customer satisfaction rating that reflects a high level of satisfaction with the transit and parking services the Town provides.
- Monitor bus service performance using standard tools within the industry. Strive to achieve overall rates of 15.1 Passengers/Hour and 1.5 Passengers/Mile.

- Achieve accuracy in budget performance by not exceeding a variance greater than 2% between Proposed and Revised budgets.
-

DEPARTMENT GOALS:

- Coordinate with RFTA to find improvements to connections to Snowmass Village. Refine improvements to 15 minute headways and participate in recommendations for service funded by new property tax.
 - Continue to look for ways to run the local services more efficiently. Present transportation plans for service next winter (2019/2020) to the community for input. This will require a review of available resources and potential funding opportunities. Complete a draft for public input by July and coordinate with budget process for adoption of final plan.
 - Work with the Planning department on the Comprehensive Plan update to determine what tools the community needs to integrate the Transportation/Mobility elements into future land use applications. Look for examples of a “Person Trip” model in other areas that are meaningful for our Land Use code.
 - Review Capital Reserve fund for what vehicle replacements the community will need in the future. Create capital replacement plan that is useful for coordination with Capital Equipment Reserve Fund (CERF) budget process. Participate in Capital Improvement Plan (CIP) and identify transit projects for council’s consideration.
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DEPARTMENT OBJECTIVES:

1. Administration: Work to develop training programs that promote safety, customer service and knowledge of transit services and amenities in the Village. Monitor the performance of routes and make necessary adjustments so that they operate efficiently and meet the Town’s goals. Look for potential improvements that can save on operational expenses. Review accident history and address problem areas with proper action or training. Seek public input on the quality of our service.
2. Administration: Continue to monitor and provide updates on regional transportation issues.
3. Administration: Continue to apply for federal and state grant funding.
4. Bus: Incorporate new 15 minute regional service in the spring and fall into staffing levels.
5. Bus: Maintain a high number (33%) of returning seasonal employees working in the winter season to present a well informed staff to the general public.
6. Bus: Search for new training programs and refine existing programs that enhance customer service and meet the guidelines for national safety standards. Update information on amenities and businesses within the community for training/information

purposes. Look for ways to gather input and information from our customers. Provide training to drivers on safety and security issues to achieve highest standards.

7. Bus: Work with the Vehicle Maintenance staff to maintain an effective vehicle maintenance program and present a sound vehicle replacement schedule for review.
8. Parking: Work with the Aspen Skiing Company and Base Village Metro District to coordinate the day visitor's use of public and private parking. Strive to distribute parking over all the facilities through the use of pricing and regulations. Enhance the new parking permitting system and recommend price structure and regulations that meet the goals of the community: to provide equal access while controlling congestion. Collect data and present an accurate picture of the general demand for parking in the community.
9. Parcel C: Maintain the Town properties to proper standards that are in our care. Include the growing number of bus shelters and stations in the capital reserve and maintenance programs. Work with other private interests to present a quality product to our customers in Base Village's transit station. Work to manage delivery truck use of Parcel C to reduce congestion at the Mall. Look to improve on energy efficiencies in all facilities.

DEPARTMENT STAFFING:

<u>YEARROUND STAFF:</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Director	1.0	1.0	1.0
Supervisor: Bus, Parking & Technology	2.0	2.0	2.0
Foreman	2.0	2.0	2.0
Drivers	14.0	14.0	16.0
Parcel C Maintenance/Bus Washing	1.5	1.5	1.5
Office Permit Seller/Secretary	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
TOTAL	21.5	21.5	23.5

ADDITIONAL WINTER STAFF:

Drivers – Returnees*	12.0	15.0	13.0
Drivers - First Year*	5.0	2.0	2.0
Parcel C Main./Bus Washing*	2.0	2.0	2.0
Parking staff – returnees*	0.25	0.25	0.25
Parking staff - first year	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
TOTAL	19.25	19.25	17.25

ADDITIONAL SUMMER STAFF:

Drivers Full Time*	0.0	0.0	0.0
Fill-In Drivers **	3.0	3.0	2.0
Parcel C Main./Bus Washing	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
TOTAL	4.0	4.0	3.0

TOTAL STAFFING BY SEASON:

Winter Staffing	40.75	40.75	40.75
Summer Staffing	25.5	25.5	26.5

* Full Time Equivalency is less than the actual number of people.

** Fill-In to service special events/concerts.

DEPARTMENT PAYROLL:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Administration	\$160,204	\$160,204	\$157,106
Bus*	\$1,567,527	\$1,567,527	\$1,612,342
Parking	\$69,750	\$69,750	\$77,040
Parcel C	\$70,457	\$70,457	\$78,775
Total	\$1,867,938	\$1,867,938	\$1,925,263

*Bus payroll includes Donated and Billed Specials lines, summer service extension to late September, and regional 15 minute headways in spring and fall..

ADMINISTRATION:

1. Payroll: The secretary is working under Administration and Parking.
2. Benefits: 2019 reflects overall increases in costs and secretary time. Benefit increases are consistent throughout all the other programs.
3. Professional Services: 2019 includes minimal funding for a consultant to help with FTA compliance.
4. Dues, Memberships, Subscriptions: CASTA dues include efforts by CASTA to promote transit among Federal and State agencies.
5. Supplies – Data Processing: 2019 includes search for new scheduling software.

<u>Capital Item</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
NA	\$0	\$0	\$0

BUS:

1. Payroll: The 2019 payroll and overtime lines included the increase to the RFTA service contract in the spring and fall for 15 minute headways to connect to BRT service.
2. Payroll-Specials: These lines cover donated and billed charter bus service. Below are the hours provided to key organizations in 2018. The cost factors are based on the 2017 Actual expenses. "Fully Allocated Cost" includes administration and capital. "Marginal Cost" covers only direct costs of services, not ancillary costs (bus washer, supervisor setup/check-in, nor capital.) Services that were "donated" at one time are noted with an "*"." Requests for Donated Special Bus Service should be made as a Grant request.

<u>EVENT/ORGANIZATION</u>	<u>HOURS</u>		<u>COST/HOUR</u>		<u>COST/HOUR</u>	
			<u>\$107.41</u>		<u>\$43.87</u>	
Balloon Festival/Wine Classic	49.25	\$	5,290	\$	2,161	
Billed Specials/X-Games	0	\$	-	\$	-	
Deaf Camp Concert	52.5	\$	5,639	\$	2,303	
Fanny Hill Concerts	461.75	\$	49,597	\$	20,257	
Labor Day Festival	153.75	\$	16,514	\$	6,745	
Little Red School House	22.5	\$	2,417	\$	987	
Craft Beer Festival	48.25	\$	5,183	\$	2,117	
TOSV and MISC	45	\$	4,833	\$	1,974	
Tough Mudder	74.25	\$	7,975	\$	3,257	
Wanderlust	0	\$	-	\$	-	
TOTAL	907.25	\$	97,448	\$	39,801	

3. Benefits: Increased number of Returning Seasonal Employees and year-round positions has increased health Insurance and Seasonal Health Insurance.
4. Contract Service - Transportation: Includes the winter programs know as Dial-a-Ride (DAR) and Late Night taxi services which are contracted out to High Mountain Taxi. DAR provides service to areas not served by the Village Shuttle from 8 AM to 9 PM. Late Night service operates from 12:45 am to 2:15 am to cover the closing of the bars.
5. Telephone: Increased use of Supervisors' and Forepersons' phones to conduct official business necessitates compensation to four employees.
6. Repairs - Vehicle: Covers accident repairs to vehicles and maintenance of new graphics on buses.
7. Repairs – Radio: This line item covers the radios and the radio phone system. The radio phone system is antiquated and is being patched together until we find an alternative.
8. Professional Services: Covers drivers' CDL physicals and background checks on current staff and new employees' driving records and criminal history checks. Fewer new hires has reduced the expenses in 2018.

9. Utilities: This line tracks the utilities for the Town Park Station.
10. Advertising - Other: In 2019 we will be promoting our bus service and also disposing of a number of vehicles and need to post for bids in a number of locations
11. Vehicle Expense-Fuel: We continue to use a conservative price for fuel in our cost projections.
12. Signs: We are working on improving the appearance and amount of information that appears at our bus stops.

<u>Capital Purchases</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Office Equipment	\$0	\$0	\$0
Mobile Equipment	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total	\$0	\$0	\$0

PARKING:

1. Payroll and Benefits: The 2019 budget reflects the administration demands for managing the new parking system and support for sales in our office. At present the administration costs are being shifted from the Bus Division to the Parking Division.
2. Contract Service: In 2018 and 2019 we are showing the cost of maintenance of the digital parking data base by our contractor.

<u>Capital Purchases</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
NA	\$0	\$0	\$0

PARCEL C:

1. Payroll and Benefits: Our staff maintains the Parcel C garage, Daly Lane public restrooms, Daly Lane depot, RFTA depot, Town Park Station and restrooms, bus stops along Brush Creek Rd and Owl Creek Rd, Transportation offices, and the Daly Lane pedestrian area. They also maintain the appearance of our bus fleet of 29 vehicles and our related equipment. 2019 Propose budget includes summer staffing to cover cleaning of Town Park Station to address more utilization of the property by the Recreation department for kids programs during the week and Marketing and Special Events use of the property over the weekends.

2. Contract Service-Parcel C: This covers annual service contracts for the freight elevator, cleaning of sand traps, and preventative maintenance on the garage doors. The elevator needs some refurbishment to stay in compliance.
3. Building-Maintenance: Covers unanticipated repair work on the garage doors, restrooms, floor drains, and the freight elevator that we are responsible for.
4. Utilities: We are allocated energy costs for the Parcel C boiler from the Building Maintenance department for heating of Town areas in Parcel C. 2019 Proposed shows a 5% inflation factor for our portion of the cost of the boiler system.
5. Insurance: The insurance covers common elements in the Parcel C building that the Town shares with private property owners.
6. Capital: Medium projects are now funded here as opposed to in the RETT fund. In 2018 revised are the replacement of the handrailing at Faraway Rd and the lighting of the bus shelters. In 2019 we will be determining whether to replace the air filter rack in the garage, replacement of the roof at Daly Ln depot and improvement of the Wood Rd bus stop.

<u>Capital Purchases</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Trans Depot- Daly	\$13,200	\$0	\$20,000
Garage Doors & Elevator	\$0	\$6,500	\$5,000
Garage Air Filter Rack	\$25,000	\$0	\$0
Bus Stops	\$14,110	\$12,500	\$14,110
Bus Stop Lighting	\$30,000	\$30,000	\$0
Town Park Station	<u>\$5,000</u>	<u>\$5,000</u>	<u>\$0</u>
Total	\$87,310	\$54,000	\$39,110

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
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Fund: 001 - General Fund

EXPENSES

Department: 07 - Transportation

Division: 00 - -

Program: 103 - Administration

PER - Personnel Services

501001-01	Payroll - Regular	\$153,481.61	\$160,204.00	\$160,204.00	\$157,106.00
501002-01	Payroll Overtime Regular	\$112.35	\$1,000.00	\$1,000.00	\$1,000.00
501003-01	Payroll Benefits - Recreation Benefit	\$2,293.27	\$3,998.00	\$3,998.00	\$2,260.00
501003-06	Payroll Benefits - Retirement	\$10,411.47	\$14,754.00	\$14,754.00	\$12,568.00
501003-08	Payroll Benefits - Medicare	\$468.65	\$744.00	\$744.00	\$481.00
501003-09	Payroll Benefits - Fica	\$17.37	\$0.00	\$0.00	\$0.00
501003-10	Payroll Benefits - Health Insurance	\$39,584.79	\$42,902.00	\$42,902.00	\$43,330.00
501003-13	Payroll Benefits - Dental Insurance	\$737.18	\$1,720.00	\$1,720.00	\$721.00
501003-14	Payroll Benefits - Vision Insurance	\$373.98	\$670.00	\$670.00	\$398.00
501003-15	Payroll Benefits - Standard - Life / AD & D	\$820.64	\$955.00	\$955.00	\$1,013.00
501003-17	Payroll Benefits - Dependant Life	\$12.98	\$19.00	\$19.00	\$17.00
501003-18	Payroll Benefits - Long Term Disability	\$1,088.40	\$1,622.00	\$1,622.00	\$1,324.00
501003-19	Payroll Benefits - Unemployment Insurance	\$467.56	\$643.00	\$643.00	\$474.00
501003-20	Payroll Benefits - Workmans Comp	\$3,276.64	\$5,867.00	\$5,867.00	\$3,751.00
501004	Training/ Registrations	\$300.00	\$1,050.00	\$1,050.00	\$2,000.00
501005	Travel & Meeting Expenses	\$1,103.57	\$2,150.00	\$2,150.00	\$2,900.00

<i>Account Classification Total: PER - Personnel Services</i>		\$214,550.46	\$238,298.00	\$238,298.00	\$229,343.00
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PUR - Purchased Services

502003	Contract Service	\$99.00	\$100.00	\$100.00	\$350.00
502004	Telephone	\$420.00	\$420.00	\$420.00	\$420.00
502007-01	Maintenance Agreements - Copier	\$865.87	\$720.00	\$720.00	\$1,050.00
502009-02	Mailing - Freight & Shipping	\$43.28	\$96.00	\$96.00	\$96.00
502010-03	Utilities - Electric	\$1,178.54	\$1,353.00	\$1,353.00	\$1,637.00
502013-01	Leased Equipment - Copier	\$1,673.39	\$1,800.00	\$1,800.00	\$1,800.00
502021	Professional Services	\$3,718.70	\$1,000.00	\$1,000.00	\$3,000.00

<i>Account Classification Total: PUR - Purchased Services</i>		\$7,998.78	\$5,489.00	\$5,489.00	\$8,353.00
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OM - Operating & Maintenance

503002	Dues, Memberships, Subscriptions	\$5,408.32	\$5,652.00	\$5,652.00	\$5,772.00
503003	Miscellaneous	\$0.00	\$50.00	\$50.00	\$150.00
503005-01	Supplies - Office	\$1,782.73	\$1,900.00	\$1,900.00	\$2,200.00
503005-04	Supplies - Coffee	\$1,728.26	\$2,305.00	\$2,305.00	\$2,305.00
503005-05	Supplies - Data Processing	\$47.19	\$2,000.00	\$2,000.00	\$2,000.00
503006	Equipment	\$73.53	\$500.00	\$500.00	\$500.00
503007-01	Building Lease Payments - Rent	\$38,711.08	\$41,756.00	\$41,756.00	\$43,775.00
503007-02	Building Lease Payments - CAMS	\$16,958.03	\$22,704.00	\$22,704.00	\$18,480.00
503007-05	Building Lease Payments - Miscellaneous	\$0.00	\$2,652.00	\$2,652.00	\$2,652.00

<i>Account Classification Total: OM - Operating & Maintenance</i>		\$64,709.14	\$79,519.00	\$79,519.00	\$77,834.00
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CAP - Capital

507001-04	Cash Purchases - Office	\$2,181.00	\$0.00	\$0.00	\$0.00
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<i>Account Classification Total: CAP - Capital</i>		\$2,181.00	\$0.00	\$0.00	\$0.00
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Program Total: 103 - Administration		\$289,439.38	\$323,306.00	\$323,306.00	\$315,530.00
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Program: 115 - Bus Program

PER - Personnel Services

501001-01	Payroll - Regular	\$1,461,500.56	\$1,525,006.00	\$1,525,006.00	\$1,584,219.00
501001-03	Payroll - Specials/Billed	\$21,982.68	\$39,089.00	\$39,089.00	\$11,411.00
501001-04	Payroll - Specials/Donated	\$3,453.48	\$3,432.00	\$3,432.00	\$21,516.00
501002-01	Payroll Overtime Regular	\$78,544.90	\$86,913.00	\$86,913.00	\$86,913.00
501003-01	Payroll Benefits - Recreation Benefit	\$28,026.14	\$30,065.00	\$30,065.00	\$30,510.00
501003-06	Payroll Benefits - Retirement	\$72,361.73	\$92,124.00	\$92,124.00	\$86,093.00
501003-08	Payroll Benefits - Medicare	\$23,071.73	\$27,154.00	\$27,154.00	\$25,292.00
501003-09	Payroll Benefits - Fica	\$29,367.54	\$41,191.00	\$41,191.00	\$31,580.00
501003-10	Payroll Benefits - Health Insurance	\$453,998.08	\$438,396.00	\$438,396.00	\$567,328.00
501003-11	Payroll Benefits - Seasonal Health Insurance	\$78,770.70	\$106,892.00	\$106,892.00	\$119,100.00
501003-12	Payroll Benefits - Health Reimbursement	\$43,621.41	\$32,259.00	\$32,259.00	\$47,956.00
501003-13	Payroll Benefits - Dental Insurance	\$12,051.97	\$24,035.00	\$24,035.00	\$14,284.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
501003-14	Payroll Benefits - Vision Insurance	\$6,663.15	\$7,742.00	\$7,742.00	\$7,876.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$7,189.02	\$6,980.00	\$6,980.00	\$7,431.00
501003-17	Payroll Benefits - Dependant Life	\$158.30	\$278.00	\$278.00	\$367.00
501003-18	Payroll Benefits - Long Term Disability	\$9,628.47	\$12,587.00	\$12,587.00	\$13,570.00
501003-19	Payroll Benefits - Unemployment Insurance	\$4,751.62	\$5,592.00	\$5,592.00	\$5,047.00
501003-20	Payroll Benefits - Workmans Comp	\$41,063.03	\$60,034.00	\$60,034.00	\$51,954.00
501004	Training/ Registrations	\$1,257.00	\$1,892.00	\$1,892.00	\$2,342.00
501005	Travel & Meeting Expenses	\$2,378.44	\$3,750.00	\$3,750.00	\$7,000.00
501006	RFTA Bus Pass Employee	\$8,289.50	\$12,396.00	\$12,396.00	\$12,396.00
Account Classification Total: PER - Personnel Services		\$2,388,129.45	\$2,557,807.00	\$2,557,807.00	\$2,734,185.00

PUR - Purchased Services

502003	Contract Service	\$1,681.00	\$5,607.00	\$5,607.00	\$4,199.00
502003-08	Contract Service - Transportation	\$55,780.49	\$73,058.00	\$73,058.00	\$73,058.00
502004	Telephone	\$1,295.00	\$1,680.00	\$1,680.00	\$1,680.00
502006-01	Building Maintenance - General	\$13,416.39	\$23,350.00	\$23,350.00	\$23,350.00
502008-02	Repairs - Vehicles	\$1,765.60	\$20,000.00	\$20,000.00	\$8,000.00
502008-03	Repairs - Radios	\$1,497.65	\$2,750.00	\$2,750.00	\$2,750.00
502010-01	Utilities - Water & Sanitation	\$934.96	\$995.00	\$995.00	\$1,050.00
502010-02	Utilities - Gas	\$1,321.81	\$2,052.00	\$2,052.00	\$2,155.00
502010-03	Utilities - Electric	\$2,003.15	\$3,060.00	\$3,060.00	\$3,933.00
502010-04	Utilities - Trash	\$0.00	\$144.00	\$144.00	\$0.00
502010-05	Utilities - Security	\$0.00	\$378.00	\$378.00	\$397.00
502021	Professional Services	\$9,494.83	\$9,233.00	\$9,233.00	\$11,426.00
Account Classification Total: PUR - Purchased Services		\$89,190.88	\$142,307.00	\$142,307.00	\$131,998.00

OM - Operating & Maintenance

503001-05	Advertising - Other	\$1,202.50	\$4,312.00	\$4,312.00	\$4,383.00
503003	Miscellaneous	\$3,080.99	\$4,175.00	\$4,175.00	\$4,820.00
503004	Printing	\$3,494.00	\$5,330.00	\$5,330.00	\$5,330.00
503005-03	Supplies - Cleaning	\$0.00	\$50.00	\$50.00	\$50.00
503006	Equipment	\$47.31	\$1,724.00	\$1,724.00	\$1,524.00
503008-02	Insurance - Vehicle	\$30,477.88	\$29,736.00	\$29,736.00	\$30,169.00
503009-01	Vehicle Expenses - Fuel	\$148,098.73	\$248,848.00	\$248,848.00	\$243,207.00
503009-03	Vehicle Expenses - Parts & Supplies	\$91,909.48	\$122,544.00	\$122,544.00	\$118,203.00
503009-04	Vehicle Expenses - Equipment	\$352.08	\$8,513.00	\$8,513.00	\$3,513.00
503009-06	Vehicle Expenses - Labor	\$118,785.80	\$154,675.00	\$154,675.00	\$150,000.00
503010	Contra Acct - Vehicle Labor	(\$118,785.80)	(\$154,675.00)	(\$154,675.00)	(\$150,000.00)
503013	Uniforms	\$4,947.11	\$5,200.00	\$5,200.00	\$5,200.00
503016	Signs	\$846.45	\$4,250.00	\$4,250.00	\$4,250.00
Account Classification Total: OM - Operating & Maintenance		\$284,456.53	\$434,682.00	\$434,682.00	\$420,649.00
Program Total: 115 - Bus Program		\$2,761,776.86	\$3,134,796.00	\$3,134,796.00	\$3,286,832.00

Program: 116 - Parking Program

PER - Personnel Services

501001-01	Payroll - Regular	\$67,241.07	\$69,750.00	\$69,750.00	\$77,040.00
501002-01	Payroll Overtime Regular	\$0.00	\$1,200.00	\$1,200.00	\$1,200.00
501003-01	Payroll Benefits - Recreation Benefit	\$865.00	\$1,070.00	\$1,070.00	\$1,130.00
501003-06	Payroll Benefits - Retirement	\$4,230.54	\$5,458.00	\$5,458.00	\$4,018.00
501003-08	Payroll Benefits - Medicare	\$994.48	\$1,257.00	\$1,257.00	\$833.00
501003-09	Payroll Benefits - Fica	\$447.06	\$472.00	\$472.00	\$552.00
501003-10	Payroll Benefits - Health Insurance	\$24,640.17	\$27,839.00	\$27,839.00	\$25,265.00
501003-13	Payroll Benefits - Dental Insurance	\$488.08	\$575.00	\$575.00	\$589.00
501003-14	Payroll Benefits - Vision Insurance	\$308.47	\$414.00	\$414.00	\$378.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$332.35	\$421.00	\$421.00	\$258.00
501003-17	Payroll Benefits - Dependant Life	\$10.07	\$9.00	\$9.00	\$12.00
501003-18	Payroll Benefits - Long Term Disability	\$440.26	\$554.00	\$554.00	\$814.00
501003-19	Payroll Benefits - Unemployment Insurance	\$204.11	\$258.00	\$258.00	\$235.00

Town of Snowmass Village Budget Worksheet Report					
Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
501003-20	Payroll Benefits - Workmans Comp	\$1,050.62	\$1,347.00	\$1,347.00	\$2,324.00
<i>Account Classification Total: PER - Personnel Services</i>		\$101,252.28	\$110,624.00	\$110,624.00	\$114,648.00
<i>PUR - Purchased Services</i>					
502003	Contract Service	\$0.00	\$23,322.00	\$23,322.00	\$22,000.00
<i>Account Classification Total: PUR - Purchased Services</i>		\$0.00	\$23,322.00	\$23,322.00	\$22,000.00
<i>OM - Operating & Maintenance</i>					
503001-05	Advertising - Other	\$0.00	\$2,000.00	\$2,000.00	\$2,600.00
503003	Miscellaneous	\$0.00	\$200.00	\$200.00	\$500.00
503005-28	Supplies - Parking	\$1,102.64	\$2,305.00	\$2,305.00	\$2,305.00
503016	Signs	\$0.00	\$300.00	\$300.00	\$0.00
<i>Account Classification Total: OM - Operating & Maintenance</i>		\$1,102.64	\$4,805.00	\$4,805.00	\$5,405.00
<i>Program Total: 116 - Parking Program</i>		\$102,354.92	\$138,751.00	\$138,751.00	\$142,053.00
Program: 117 - Parcel C					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$65,738.43	\$70,457.00	\$70,457.00	\$78,775.00
501002-01	Payroll Overtime Regular	\$3,977.34	\$2,500.00	\$2,500.00	\$2,850.00
501003-01	Payroll Benefits - Recreation Benefit	\$0.00	\$3,086.00	\$3,086.00	\$2,260.00
501003-06	Payroll Benefits - Retirement	\$3,715.78	\$4,961.00	\$4,961.00	\$3,984.00
501003-08	Payroll Benefits - Medicare	\$1,021.98	\$1,750.00	\$1,750.00	\$1,184.00
501003-09	Payroll Benefits - Fica	\$862.98	\$2,475.00	\$2,475.00	\$2,015.00
501003-10	Payroll Benefits - Health Insurance	\$30,787.15	\$25,600.00	\$25,600.00	\$35,093.00
501003-11	Payroll Benefits - Seasonal Health Insurance	\$0.00	\$2,770.00	\$2,770.00	\$1,875.00
501003-13	Payroll Benefits - Dental Insurance	\$608.67	\$1,194.00	\$1,194.00	\$721.00
501003-14	Payroll Benefits - Vision Insurance	\$408.07	\$501.00	\$501.00	\$597.00
501003-15	Payroll Benefits - Standard - Life / AD & D	\$285.12	\$313.00	\$313.00	\$369.00
501003-17	Payroll Benefits - Dependant Life	\$13.84	\$18.00	\$18.00	\$16.00
501003-18	Payroll Benefits - Long Term Disability	\$379.00	\$600.00	\$600.00	\$419.00
501003-19	Payroll Benefits - Unemployment Insurance	\$209.33	\$361.00	\$361.00	\$245.00
501003-20	Payroll Benefits - Workmans Comp	\$2,205.73	\$3,170.00	\$3,170.00	\$1,314.00
<i>Account Classification Total: PER - Personnel Services</i>		\$110,213.42	\$119,756.00	\$119,756.00	\$131,717.00
<i>PUR - Purchased Services</i>					
502003	Contract Service	\$8,817.84	\$11,376.00	\$11,376.00	\$16,610.00
502004	Telephone	\$420.00	\$420.00	\$420.00	\$420.00
502006-01	Building Maintenance - General	\$3,568.94	\$4,050.00	\$4,050.00	\$6,350.00
502008-01	Repairs - Equipment	\$0.00	\$655.00	\$655.00	\$500.00
502009-02	Mailing - Freight & Shipping	\$0.00	\$150.00	\$150.00	\$150.00
502010-01	Utilities - Water & Sanitation	\$6,564.90	\$8,076.00	\$8,076.00	\$8,235.00
502010-02	Utilities - Gas	\$46,572.41	\$55,505.00	\$55,505.00	\$48,901.00
502010-03	Utilities - Electric	\$4,023.36	\$4,128.00	\$4,128.00	\$4,300.00
<i>Account Classification Total: PUR - Purchased Services</i>		\$69,967.45	\$84,360.00	\$84,360.00	\$85,466.00
<i>OM - Operating & Maintenance</i>					
503003	Miscellaneous	\$55.50	\$200.00	\$200.00	\$200.00
503005-02	Supplies - Building	\$6,977.56	\$6,390.00	\$6,390.00	\$6,400.00
503005-03	Supplies - Cleaning	\$10,577.61	\$9,530.00	\$9,530.00	\$10,980.00
503005-09	Supplies - Tools	\$227.97	\$500.00	\$500.00	\$500.00
503005-12	Supplies - Landscaping	\$1,185.25	\$1,400.00	\$1,400.00	\$1,410.00
503006	Equipment	\$1,484.66	\$1,500.00	\$1,500.00	\$1,500.00
503007-02	Building Lease Payments - CAMS	\$2,019.72	\$2,333.00	\$2,333.00	\$2,121.00
503008-03	Insurance - Other	\$2,570.60	\$4,848.00	\$4,848.00	\$6,545.00
503013	Uniforms	\$668.77	\$600.00	\$600.00	\$700.00
503016	Signs	\$0.00	\$150.00	\$150.00	\$150.00
<i>Account Classification Total: OM - Operating & Maintenance</i>		\$25,767.64	\$27,451.00	\$27,451.00	\$30,506.00
<i>CAP - Capital</i>					
507001-20	Cash Purchases - Other	\$30,764.78	\$87,310.00	\$87,310.00	\$39,110.00
<i>Account Classification Total: CAP - Capital</i>		\$30,764.78	\$87,310.00	\$87,310.00	\$39,110.00
<i>Program Total: 117 - Parcel C</i>		\$236,713.29	\$318,877.00	\$318,877.00	\$286,799.00
<i>Department Total: 07 - Transportation</i>		\$3,390,284.45	\$3,915,730.00	\$3,915,730.00	\$4,031,214.00

NAME OF DEPARTMENT: Parks, Recreation & Trails
PROGRAMS: Parks, Recreation & Trails
FUND: General Fund

DEPARTMENT DESCRIPTION:

The Parks, Recreation & Trails Department oversees the Recreation Center, aquatics, and recreation & fitness programs and maintains Town Park areas, sports fields, Skate Park, tennis courts, playgrounds and 34.5 miles of paved and single-track trails.

PERFORMANCE MEASUREMENTS:

Aquatics – Expand Learn to Swim programming. Offerings at various times and additional courses have the potential to grow the program.

Recreation Programs – Expand Recreation Programs, Leagues and events. Increase partnerships and field reservations.

Fitness - Expand group fitness class offerings and personal training opportunities.

Parks, Open Space & Trails – Continue maintenance planning for the parks, trails, & gardens that includes designs, costs for staff time, equipment and replacements materials needed and used at each area.

DEPARTMENT GOALS:

- Provide safe and exciting recreation opportunities that reflect the interests and needs of all user groups and individuals within the community.
 - Provide amenities and facilities that offer progressive recreational opportunities and provide learning experiences to new recreational activities.
 - Engage the community throughout the development and on-going operation of the POSTR network to ensure dynamic community needs are being met and community resources are appropriately utilized.
 - Support the appeal and local benefits of multi-season parks, open space, trails and recreation within the context of a tourism-driven community.
 - Coordinate the development of POSTR components to build a cohesive network of recreational opportunities within the Town boundaries and connect those opportunities to recreation and values beyond the Town boundaries.
 - Utilize financial resources of the POSTR network efficiently and equitably.
 - Encourage environmentally sensitive design in order to minimize impacts to each site's natural characteristics.
 - Promote projects and designs that expand access to the POSTR network.
 - Prioritize preventative maintenance and repair of existing facilities, trails and equipment over construction of new facilities to ensure they remain viable community assets long into the future.
-

DEPARTMENT OBJECTIVES:

- Balance the needs of diverse user groups within the community, focusing first and foremost on the needs of locals.
- Promote park, open space and trail design that supports the exploration and appreciation of the surrounding natural environment.
- POSTR development should first and foremost meet the needs of locals, which will evolve over time. Continue to use relevant community data to guide selection of amenities.
- POSTR development should enhance the Snowmass Village brand identity as a world-class venue for mountain recreation and culture.
- Carefully integrate the POSTR network so that it is readily accessible from homes, places of employment and key destinations.
- Pursue recreational offerings that provide new opportunities in the region and that tend to complement rather than compete with opportunities provided elsewhere in the valley.
- Meet recreational needs with maximum effectiveness and with minimum expense.
- Identify distinctive scenic areas where viewing opportunities or view corridors could be established.
- Ensure design plans meet all applicable Americans with Disabilities Act (ADA) requirements.
- Assess and inventory existing facility, trail and equipment conditions on an on-going basis.

DIVISION STAFFING:

Parks & Trails

	2018 <u>Budget</u>	2018 <u>Projected</u>	2019 <u>Proposed</u>
○ Full-Time Year-Round	1	1	1
○ Full-Time Seasonal	4	4	4
Payroll -	\$188,523	\$188,523	\$204,276

Recreation Center

	2018 <u>Budget</u>	2018 <u>Projected</u>	2019 <u>Proposed</u>
○ Full-Time Year-Round	3	3	3
○ Part-Time Year-Round	6	6	2
○ Part-Time	8	8	8
Payroll -	\$466,216	\$466,216	\$418,256

Recreation Programs

	2018 <u>Budget</u>	2018 <u>Projected</u>	2019 <u>Proposed</u>
○ Full-Time Year-Round	1	1	2
○ Part-Time Seasonal	4	4	4
Payroll -	\$108,732	\$108,732	\$186,038

CAPITAL PURCHASES PARKS & TRAILS:

	2018 Budget	2018 Projected	2019 Proposed
Softball Land Improvements	\$10,000	\$10,000	\$10,000
TOTAL			\$10,000

CAPITAL PURCHASES RECREATION CENTER:

	2018 Budget	2018 Projected	2019 Proposed
Computer	\$5000	\$5000	\$1000
Pool Covers	\$7500	\$7500	
TOTAL	\$12,500	\$12,500	\$1000

CAPITAL PURCHASES RECREATION PROGRAMS:

	2018 Budget	2018 Projected	2019 Proposed
Computer	\$3000	\$3000	\$0
TOTAL			\$0

HIGHLIGHTS OF PROPOSED BUDGET:**Parks, Trails, and Open Space –**

The Parks, Trails, and Open Space division consist of 1 full time manager and 5 seasonal maintenance workers. The Parks and Trails crew implemented a set of standards for trail maintenance and construction in 2013. Supporting these standards, in 2017 the staff participated in an IMBA advanced trail building course and 2018 a sawyer training with the United States Forest Service. These standards will continue to be implemented in 2019 to ensure that TOSV trails are safe, sustainable, and fun for all user types.

Maintenance responsibilities:

- 50 miles of natural surface and paved trails
- Signage, trailhead kiosks and Trail maps three playgrounds.
- Grooming and plowing of 8 miles of trail.
- Bridge construction and maintenance.
- Parks and garden maintenance including irrigation for 45 gardens and 48 natural areas,
- Ice rink set-up and maintenance.

Recreation Center-

All the amenities are open to the public every day. The outdoor Basketball, Volleyball and the tennis courts are free of charge and are available first come, first served. The Recreation Center

has enjoyed a tremendous year with attendance and programs offered at the Center both in the pool and in the facility.

Average monthly guests: 5436

Daily drop-in totals:

Adult – 4716

Youth – 4028

Currently: 1960 active Recreation Center members.

Recreation Programs-

As always, recreation programs continued to look for new and creative programs and partnerships to offer additional programming. This year we will continue to expand our partnerships overall enhancing our programming and facility usage.

Youth Programs: Summer camp continues to be a major priority as it is our biggest program here at the recreation center.

Adult programs:

Coed softball league - 10 teams

2 volleyball leagues - 14 teams

Six-a-Side Soccer league - 8 teams

Futsal indoor - 12 teams

Partnerships:

Roaring Fork Cycling Club - mountain bike programming

Aspen United Soccer Club

Mile High Fencing

Tennis Pros

Fitness & Aquatics Programs-

- The full-time Fitness & Aquatics Coordinator oversees 8 part-time staff that work seasonally throughout the summer and winter.
- Contract Employees – Private Swim lessons, Personal Trainers and Fitness Instructors.
- Responsible for the daily maintenance of 3 year-round pools.
- Lifeguards trainings and monthly in-service classes with scenarios.
- Fitness Class schedules

Swim programs offered:

- Parent and child aquatics
- Learn to Swim Level 1
- Learn to Swim Level 2
- Learn to Swim Level 3
- Learn to Swim Level 4
- Swim Club
- Private Instruction

- Safety breaks start at 10:50am and continuing every hour, for ten minutes until 4:50pm. The safety break gives many children, 12 years and under, a much-needed break from the water, an opportunity to use the restrooms, reapply sunscreen, and drink water.

Personal Training and Fitness Programs-

The Recreation Center offers a variety of Fitness classes that are included with a membership, drop-in or punch pass.

The most attended classes are TRX, Yoga and Sports Conditioning.

Fitness Class Attendance: 5565

Fitness programs offered at the Recreation Center are:

- Personal Training - Personal Training Sessions: 588
- Yoga
- Spin class
- Pilates
- TRX suspension Training

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 001 - General Fund					
EXPENSES					
Department: 08 - Parks & Recreation					
Division: 00 - -					
Program: 129 - Parks & Trails					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$115,731.67	\$120,384.00	\$120,384.00	\$117,595.00
501001-02	Payroll - Seasonal	\$65,361.16	\$83,139.00	\$83,139.00	\$86,681.00
501002-01	Payroll Overtime Regular	\$5,355.65	\$2,500.00	\$2,500.00	\$2,500.00
501003-01	Payroll Benefits - Recreation Benefit	\$3,943.50	\$5,485.00	\$5,485.00	\$6,780.00
501003-06	Payroll Benefits - Retirement	\$8,493.96	\$9,631.00	\$9,631.00	\$9,408.00
501003-08	Payroll Benefits - Medicare	\$2,776.59	\$1,746.00	\$1,746.00	\$1,741.00
501003-09	Payroll Benefits - Fica	\$4,332.70	\$5,213.00	\$5,213.00	\$6,631.00
501003-10	Payroll Benefits - Health Insurance	\$63,434.41	\$68,387.00	\$68,387.00	\$71,245.00
501003-11	Payroll Benefits - Seasonal Health Insurance	\$4,539.67	\$4,144.00	\$4,144.00	\$4,324.00
501003-12	Payroll Benefits - Health Reimbursement	\$2,100.00	\$4,144.00	\$4,144.00	\$4,324.00
501003-13	Payroll Benefits - Dental Insurance	\$1,333.08	\$751.00	\$751.00	\$902.00
501003-14	Payroll Benefits - Vision Insurance	\$692.78	\$497.00	\$497.00	\$497.00
501003-15	Payroll Benefits - Standard - Life / AD & D	\$968.58	\$995.00	\$995.00	\$1,031.00
501003-17	Payroll Benefits - Dependant Life	\$16.41	\$17.00	\$17.00	\$17.00
501003-18	Payroll Benefits - Long Term Disability	\$1,287.38	\$1,322.00	\$1,322.00	\$1,410.00
501003-19	Payroll Benefits - Unemployment Insurance	\$573.69	\$566.00	\$566.00	\$620.00
501003-20	Payroll Benefits - Workmans Comp	\$3,977.44	\$4,153.00	\$4,153.00	\$1,696.00
501004	Training/ Registrations	\$595.00	\$2,000.00	\$2,000.00	\$2,000.00
501005	Travel & Meeting Expenses	\$272.95	\$730.00	\$730.00	\$1,000.00
Account Classification Total: PER - Personnel Services		\$285,786.62	\$315,804.00	\$315,804.00	\$320,402.00
<i>PUR - Purchased Services</i>					
502003	Contract Service	\$110,731.44	\$200,000.00	\$200,000.00	\$205,000.00
502003-12	Contract Service - Summer Mtn Trails-West side	\$1,000.00	\$0.00	\$0.00	\$0.00
502004	Telephone	\$1,888.85	\$1,620.00	\$1,620.00	\$1,620.00
502008-02	Repairs - Vehicles	\$0.00	\$208.00	\$208.00	\$208.00
502010-01	Utilities - Water & Sanitation	\$2,865.00	\$14,000.00	\$14,000.00	\$14,000.00
502010-03	Utilities - Electric	\$2,240.01	\$5,500.00	\$5,500.00	\$5,500.00
502024	Weed Control	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
Account Classification Total: PUR - Purchased Services		\$143,725.30	\$246,328.00	\$246,328.00	\$251,328.00
<i>OM - Operating & Maintenance</i>					
503003	Miscellaneous	\$2,557.66	\$0.00	\$0.00	\$0.00
503004	Printing	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00
503005-01	Supplies - Office	(\$10.46)	\$0.00	\$0.00	\$0.00
503005-09	Supplies - Tools	\$325.00	\$5,000.00	\$5,000.00	\$5,000.00
503005-12	Supplies - Landscaping	\$17,098.71	\$22,000.00	\$22,000.00	\$22,000.00
503005-31	Supplies - Ice Rink	\$293.86	\$0.00	\$0.00	\$0.00
503008-02	Insurance - Vehicle	\$315.80	\$349.00	\$349.00	\$367.00
503009-01	Vehicle Expenses - Fuel	\$2,722.81	\$7,882.00	\$7,882.00	\$7,882.00
503009-03	Vehicle Expenses - Parts & Supplies	\$5,421.26	\$6,441.00	\$6,441.00	\$6,441.00
503009-06	Vehicle Expenses - Labor	\$19,147.95	\$10,000.00	\$10,000.00	\$10,000.00
503010	Contra Acct - Vehicle Labor	(\$19,147.95)	(\$10,000.00)	(\$10,000.00)	(\$10,000.00)
503013	Uniforms	\$859.96	\$0.00	\$0.00	\$2,000.00
Account Classification Total: OM - Operating & Maintenance		\$29,584.60	\$46,672.00	\$46,672.00	\$48,690.00
<i>CAP - Capital</i>					
507001-06	Cash Purchases - Land Improvements	\$0.00	\$10,000.00	\$10,000.00	\$10,000.00
507001-20	Cash Purchases - Other	\$0.00	\$1,000.00	\$1,000.00	\$0.00
Account Classification Total: CAP - Capital		\$0.00	\$11,000.00	\$11,000.00	\$10,000.00
Program Total: 129 - Parks & Trails		\$459,096.52	\$619,804.00	\$619,804.00	\$630,420.00
Program: 130 - Rodeo					
<i>PUR - Purchased Services</i>					
502010-03	Utilities - Electric	\$1,196.67	\$580.00	\$580.00	\$1,200.00
Account Classification Total: PUR - Purchased Services		\$1,196.67	\$580.00	\$580.00	\$1,200.00
Program Total: 130 - Rodeo		\$1,196.67	\$580.00	\$580.00	\$1,200.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Program: 131 - Recreation Program					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$56,756.51	\$66,916.00	\$66,916.00	\$122,034.00
501001-02	Payroll - Seasonal	\$40,469.23	\$50,378.00	\$50,378.00	\$64,004.00
501002-01	Payroll Overtime Regular	\$880.18	\$1,200.00	\$1,200.00	\$1,200.00
501003-01	Payroll Benefits - Recreation Benefit	\$1,065.00	\$8,776.00	\$8,776.00	\$10,170.00
501003-06	Payroll Benefits - Retirement	\$3,928.21	\$4,668.00	\$4,668.00	\$9,763.00
501003-08	Payroll Benefits - Medicare	\$1,441.39	\$846.00	\$846.00	\$1,787.00
501003-09	Payroll Benefits - Fica	\$2,659.64	\$3,854.00	\$3,854.00	\$4,896.00
501003-10	Payroll Benefits - Health Insurance	\$43,897.90	\$49,259.00	\$49,259.00	\$83,470.00
501003-11	Payroll Benefits - Seasonal Health Insurance	\$319.82	\$0.00	\$0.00	\$0.00
501003-13	Payroll Benefits - Dental Insurance	\$1,130.09	\$300.00	\$300.00	\$721.00
501003-14	Payroll Benefits - Vision Insurance	\$499.91	\$199.00	\$199.00	\$398.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$316.83	\$353.00	\$353.00	\$794.00
501003-17	Payroll Benefits - Dependant Life	\$15.96	\$17.00	\$17.00	\$34.00
501003-18	Payroll Benefits - Long Term Disability	\$417.89	\$461.00	\$461.00	\$1,037.00
501003-19	Payroll Benefits - Unemployment Insurance	\$298.03	\$326.00	\$326.00	\$562.00
501003-20	Payroll Benefits - Workmans Comp	\$760.49	\$1,005.00	\$1,005.00	\$1,535.00
501004	Training/ Registrations	\$1,005.00	\$1,500.00	\$1,500.00	\$1,500.00
501005	Travel & Meeting Expenses	\$272.95	\$1,000.00	\$1,000.00	\$1,000.00
<i>Account Classification Total: PER - Personnel Services</i>		\$156,135.03	\$191,058.00	\$191,058.00	\$304,905.00
<i>PUR - Purchased Services</i>					
502003	Contract Service	\$1,021.44	\$2,500.00	\$2,500.00	\$2,500.00
502027	Contract Labor	\$20,927.50	\$10,000.00	\$10,000.00	\$39,500.00
<i>Account Classification Total: PUR - Purchased Services</i>		\$21,948.94	\$12,500.00	\$12,500.00	\$42,000.00
<i>OM - Operating & Maintenance</i>					
503001-05	Advertising - Other	\$2,149.95	\$5,500.00	\$5,500.00	\$5,500.00
503003	Miscellaneous	\$366.93	\$515.00	\$515.00	\$515.00
503005-02	Supplies - Building	\$4,119.45	\$5,000.00	\$5,000.00	\$5,000.00
503005-12	Supplies - Landscaping	\$1,277.77	\$515.00	\$515.00	\$515.00
503005-15	Supplies - Youth Programs	\$3,103.93	\$6,750.00	\$6,750.00	\$6,750.00
503005-16	Supplies - Adult Programs	\$2,402.03	\$3,500.00	\$3,500.00	\$3,500.00
503005-17	Supplies - Special Events	\$0.00	\$3,000.00	\$3,000.00	\$3,000.00
503005-31	Supplies - Ice Rink	\$4,906.26	\$10,000.00	\$10,000.00	\$10,000.00
503006	Equipment	\$1,654.90	\$2,150.00	\$2,150.00	\$2,150.00
<i>Account Classification Total: OM - Operating & Maintenance</i>		\$19,981.22	\$36,930.00	\$36,930.00	\$36,930.00
Program Total: 131 - Recreation Program		\$198,065.19	\$240,488.00	\$240,488.00	\$383,835.00
Program: 132 - Recreation Center					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$316,476.11	\$320,401.00	\$320,401.00	\$289,709.00
501001-02	Payroll - Seasonal	\$126,991.00	\$145,815.00	\$145,815.00	\$128,547.00
501002-01	Payroll Overtime Regular	\$1,521.46	\$1,500.00	\$1,500.00	\$2,500.00
501003-01	Payroll Benefits - Recreation Benefit	\$13,588.37	\$14,261.00	\$14,261.00	\$18,080.00
501003-06	Payroll Benefits - Retirement	\$14,963.26	\$17,628.00	\$17,628.00	\$17,577.00
501003-08	Payroll Benefits - Medicare	\$6,624.68	\$3,195.00	\$3,195.00	\$3,222.00
501003-09	Payroll Benefits - Fica	\$14,940.62	\$18,809.00	\$18,809.00	\$15,189.00
501003-10	Payroll Benefits - Health Insurance	\$105,495.46	\$133,382.00	\$133,382.00	\$144,961.00
501003-11	Payroll Benefits - Seasonal Health Insurance	\$33,963.98	\$33,154.00	\$33,154.00	\$17,294.00
501003-13	Payroll Benefits - Dental Insurance	\$3,635.71	\$2,103.00	\$2,103.00	\$1,803.00
501003-14	Payroll Benefits - Vision Insurance	\$2,015.11	\$1,392.00	\$1,392.00	\$994.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$1,939.05	\$2,301.00	\$2,301.00	\$1,913.00
501003-17	Payroll Benefits - Dependant Life	\$63.84	\$84.00	\$84.00	\$67.00
501003-18	Payroll Benefits - Long Term Disability	\$2,434.61	\$2,864.00	\$2,864.00	\$2,519.00
501003-19	Payroll Benefits - Unemployment Insurance	\$1,374.37	\$1,399.00	\$1,399.00	\$1,262.00
501003-20	Payroll Benefits - Workmans Comp	\$3,458.33	\$4,309.00	\$4,309.00	\$3,450.00
501004	Training/ Registrations	\$1,410.00	\$3,000.00	\$3,000.00	\$3,000.00
501005	Travel & Meeting Expenses	\$376.84	\$2,500.00	\$2,500.00	\$2,500.00
<i>Account Classification Total: PER - Personnel Services</i>		\$651,272.80	\$708,097.00	\$708,097.00	\$654,587.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
PUR - Purchased Services					
502003	Contract Service	\$19,386.58	\$27,000.00	\$27,000.00	\$32,000.00
502004	Telephone	\$758.83	\$2,100.00	\$2,100.00	\$2,100.00
502007-01	Maintenance Agreements - Copier	\$676.69	\$1,278.00	\$1,278.00	\$1,278.00
502008-01	Repairs - Equipment	\$3,100.00	\$3,100.00	\$3,100.00	\$3,100.00
502009-02	Mailing - Freight & Shipping	\$0.00	\$550.00	\$550.00	\$550.00
502010	Utilities	\$3,600.00	\$5,760.00	\$5,760.00	\$5,760.00
502013-01	Leased Equipment - Copier	\$1,465.92	\$1,722.00	\$1,722.00	\$1,722.00
502027	Contract Labor	\$57,978.00	\$60,000.00	\$60,000.00	\$60,000.00
502028	Bank/Trustee Fees	\$18,973.84	\$13,700.00	\$13,700.00	\$13,700.00
Account Classification Total: PUR - Purchased Services		\$105,939.86	\$115,210.00	\$115,210.00	\$120,210.00
OM - Operating & Maintenance					
503001-02	Advertising - Jobs	\$0.00	\$8,000.00	\$8,000.00	\$8,000.00
503001-05	Advertising - Other	\$5,885.49	\$2,500.00	\$2,500.00	\$2,500.00
503002	Dues, Memberships, Subscriptions	\$796.00	\$0.00	\$0.00	\$0.00
503003	Miscellaneous	\$52.37	\$0.00	\$0.00	\$0.00
503004	Printing	\$669.34	\$3,100.00	\$3,100.00	\$3,100.00
503005-01	Supplies - Office	\$1,017.15	\$3,000.00	\$3,000.00	\$3,000.00
503005-02	Supplies - Building	\$6,314.43	\$8,100.00	\$8,100.00	\$8,100.00
503005-03	Supplies - Cleaning	\$2,636.69	\$2,500.00	\$2,500.00	\$2,500.00
503005-09	Supplies - Tools	\$0.00	\$2,100.00	\$2,100.00	\$2,100.00
503005-16	Supplies - Adult Programs	\$64.98	\$0.00	\$0.00	\$0.00
503005-17	Supplies - Special Events	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00
503005-18	Supplies - Pool	\$36,057.19	\$33,615.00	\$33,615.00	\$33,615.00
503005-19	Supplies - Fitness Center	\$7,987.62	\$21,163.00	\$21,163.00	\$21,163.00
503005-20	Supplies - Concession	\$23,516.41	\$10,600.00	\$10,600.00	\$10,600.00
503008-01	Insurance - Building	\$13,494.42	\$14,728.00	\$14,728.00	\$14,645.00
503008-02	Insurance - Vehicle	\$67.44	\$75.00	\$75.00	\$73.00
503009-01	Vehicle Expenses - Fuel	\$192.52	\$697.00	\$697.00	\$697.00
503009-03	Vehicle Expenses - Parts & Supplies	\$262.75	\$271.00	\$271.00	\$271.00
503009-06	Vehicle Expenses - Labor	\$1,658.35	\$900.00	\$900.00	\$900.00
503010	Contra Acct - Vehicle Labor	(\$1,658.35)	(\$900.00)	(\$900.00)	(\$900.00)
503013	Uniforms	\$2,736.64	\$2,500.00	\$2,500.00	\$2,500.00
Account Classification Total: OM - Operating & Maintenance		\$101,751.44	\$113,949.00	\$113,949.00	\$113,864.00
CAP - Capital					
507001-20	Cash Purchases - Other	\$0.00	\$12,500.00	\$12,500.00	\$0.00
Account Classification Total: CAP - Capital		\$0.00	\$12,500.00	\$12,500.00	\$0.00
Program Total: 132 - Recreation Center		\$858,964.10	\$949,756.00	\$949,756.00	\$888,661.00
Department Total: 08 - Parks & Recreation		\$1,517,322.48	\$1,810,628.00	\$1,810,628.00	\$1,904,116.00

DEPARTMENT: Public Works Department
DIVISION: Administration
PROGRAMS: Administrative
FUND: General

DIVISION DESCRIPTION:

The Administrative Division is responsible for overseeing the Public Works Administration, the Road Division, the Solid Waste Division, the Shop Division, the Facilities Maintenance Division, Capital Improvement Fund, GIS and the Road Fund. Engineering Services are also funded through the Public Works Department.

PERFORMANCE MEASUREMENTS:

Successfully assist all Public Works Divisions in accomplishing their performance measurement goals.

DIVISION GOALS:

1. Complete the objectives listed below.
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DIVISION OBJECTIVES:

1. Refine the Road Fund database that tracks the Road Fund projects from 1986 through 2018, including estimated project cost.
 2. Continue to convert paper files to digital format, including scanning and importing project plans.
 3. Assist in coordination and implementation of the Building Capital Replacement plan.
 4. Continue to design and implement the construction of the Capital Improvements projects for the Town of Snowmass Village.
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DEPARTMENT STAFFING:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
1. Public Works Director	1	1	1
2. Administrative Assistant	1	1	1
3. Project /GIS Manager	1	1	1
	<u>3</u>	<u>3</u>	<u>3</u>

PAYROLL:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Administration	\$261,870	\$261,870	\$269,251

CAPITAL PURCHASES:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Office Furniture/Large Format Printer	\$5,000	\$5,000	\$0
Computer for New Position	<u>\$2,500</u>	<u>\$2,500</u>	<u>\$0</u>
	<u>\$7,500</u>	<u>\$7,500</u>	<u>\$0</u>

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 001 - General Fund					
EXPENSES					
Department: 09 - Public Works					
Division: 00 - -					
Program: 103 - Administration					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$184,978.08	\$261,870.00	\$261,870.00	\$269,251.00
501002-01	Payroll Overtime Regular	\$0.00	\$200.00	\$200.00	\$200.00
501003-01	Payroll Benefits - Recreation Benefit	\$2,090.22	\$3,291.00	\$3,291.00	\$3,390.00
501003-06	Payroll Benefits - Retirement	\$12,793.17	\$20,950.00	\$20,950.00	\$21,393.00
501003-08	Payroll Benefits - Medicare	\$2,701.69	\$3,800.00	\$3,800.00	\$3,907.00
501003-10	Payroll Benefits - Health Insurance	\$87,795.80	\$147,775.00	\$147,775.00	\$141,822.00
501003-13	Payroll Benefits - Dental Insurance	\$2,237.00	\$901.00	\$901.00	\$1,082.00
501003-14	Payroll Benefits - Vision Insurance	\$984.48	\$597.00	\$597.00	\$597.00
501003-15	Payroll Benefits - Standard - Life / AD & D	\$1,002.81	\$1,584.00	\$1,584.00	\$1,739.00
501003-17	Payroll Benefits - Dependant Life	\$31.92	\$50.00	\$50.00	\$50.00
501003-18	Payroll Benefits - Long Term Disability	\$1,325.75	\$2,069.00	\$2,069.00	\$2,273.00
501003-19	Payroll Benefits - Unemployment Insurance	\$557.67	\$786.00	\$786.00	\$808.00
501003-20	Payroll Benefits - Workmans Comp	\$514.02	\$288.00	\$288.00	\$269.00
501004	Training/ Registrations	\$595.00	\$600.00	\$600.00	\$4,100.00
501005	Travel & Meeting Expenses	(\$16.91)	\$350.00	\$350.00	\$2,000.00
Account Classification Total: PER - Personnel Services		\$297,590.70	\$445,111.00	\$445,111.00	\$452,881.00
<i>PUR - Purchased Services</i>					
502002-02	Consultant - Engineering	\$0.00	\$0.00	\$0.00	\$2,500.00
502003	Contract Service	\$1,172.00	\$2,000.00	\$2,000.00	\$1,000.00
502004	Telephone	\$540.00	\$900.00	\$900.00	\$1,020.00
502007-01	Maintenance Agreements - Copier	\$1,200.73	\$918.00	\$918.00	\$1,200.00
502008-01	Repairs - Equipment	\$0.00	\$150.00	\$150.00	\$150.00
502008-02	Repairs - Vehicles	\$0.00	\$200.00	\$200.00	\$0.00
502013-01	Leased Equipment - Copier	\$2,146.92	\$2,022.00	\$2,022.00	\$2,200.00
Account Classification Total: PUR - Purchased Services		\$5,059.65	\$6,190.00	\$6,190.00	\$8,070.00
<i>OM - Operating & Maintenance</i>					
503001-05	Advertising - Other	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00
503002	Dues, Memberships, Subscriptions	\$0.00	\$300.00	\$300.00	\$330.00
503003	Miscellaneous	\$131.90	\$0.00	\$0.00	\$0.00
503005-01	Supplies - Office	\$667.75	\$1,200.00	\$1,200.00	\$1,100.00
503008-02	Insurance - Vehicle	\$132.12	\$146.00	\$146.00	\$142.00
503009-01	Vehicle Expenses - Fuel	\$358.29	\$602.00	\$602.00	\$602.00
503009-03	Vehicle Expenses - Parts & Supplies	\$180.63	\$831.00	\$831.00	\$831.00
503009-06	Vehicle Expenses - Labor	\$743.75	\$1,320.00	\$1,320.00	\$1,320.00
503010	Contra Acct - Vehicle Labor	(\$743.75)	(\$1,320.00)	(\$1,320.00)	(\$1,320.00)
Account Classification Total: OM - Operating & Maintenance		\$1,470.69	\$4,079.00	\$4,079.00	\$4,005.00
<i>CAP - Capital</i>					
507001-04	Cash Purchases - Office	\$0.00	\$5,000.00	\$5,000.00	\$0.00
507001-05	Cash Purchases - Computer	\$0.00	\$2,500.00	\$2,500.00	\$0.00
Account Classification Total: CAP - Capital		\$0.00	\$7,500.00	\$7,500.00	\$0.00
Program Total: 103 - Administration		\$304,121.04	\$462,880.00	\$462,880.00	\$464,956.00
Division Total: 00 - -		\$304,121.04	\$462,880.00	\$462,880.00	\$464,956.00



Town of
SNOWMASS *Village*

COLORADO

DEPARTMENT: Public Works
DIVISION: Facility Management
PROGRAMS: Maintenance
FUND: General

DEPARTMENT DESCRIPTION:

The Facility Maintenance Division is responsible for the maintenance and improvements of Town owned and operated facilities including the Town Hall, Recreation Center and Gym, Public Works Operations Facility, the Snowmelt Road Mechanical System, Town Park Station, the Little Red School House, and other smaller residential, industrial and commercial facilities. The maintenance of these facilities involves the preventative and demand maintenance of mechanical, HVAC, domestic plumbing, electrical, building automation controls, solar systems, structural components, general building repair and maintenance and pool systems. In addition, the Facility Maintenance division monitors and reports on building energy and utility consumption to determine cost saving and energy-saving implementations.

PERFORMANCE MEASUREMENTS:

To increase facility efficiency and performance. To increase customer and tenant satisfaction by decreasing response time and minimizing equipment downtime.

Measure: increase facility efficiency measured via Energy Tracker and increase satisfaction measured by work order tracking.

DIVISION GOALS:

To maintain or improve the comfort and efficiency of Town owned and operated facilities to ensure the communities benefit in the interest of cost savings and efficient facility operations.

DIVISION OBJECTIVES:

1. To increase the efficiency of existing Town facilities such as the Public Works operations facility, and snowmelt roadway.
2. To maximize and maintain the efficiency of Town facilities such as the Recreation Center and Town Hall.
3. Implement the equipment replacement plan for all of the Town facility components such as boilers, pumps and roof top air handlers.

4. The major project for 2019 will be the reconstruction of the Snowmelt boiler plants based on the MBCx report at Lot 2 and Parcel C, as well as an HVAC overhaul at the Recreation Center.

DIVISION STAFFING:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
1. Facility Superintendent	1	1	1
2. Facility Maint. Engineer	1	1	1
3. Facility Maint. Specialist	1	1	1
4. Custodian	1	1	1
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	4	4	4

PAYROLL:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Facility Maintenance	\$270,740	\$270,740	\$280,893

CAPITAL PURCHASES:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
	\$0	\$0	\$0

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 001 - General Fund					
EXPENSES					
Division: 01 - Facility Management					
Program: 118 - Maintenance					
PER - Personnel Services					
501001-01	Payroll - Regular	\$251,704.20	\$270,740.00	\$270,740.00	\$280,893.00
501002-01	Payroll Overtime Regular	\$14,861.78	\$10,000.00	\$10,000.00	\$24,000.00
501003-01	Payroll Benefits - Recreation Benefit	\$4,260.00	\$4,388.00	\$4,388.00	\$4,520.00
501003-06	Payroll Benefits - Retirement	\$18,360.94	\$21,659.00	\$21,659.00	\$21,533.00
501003-08	Payroll Benefits - Medicare	\$3,893.75	\$4,071.00	\$4,071.00	\$4,421.00
501003-10	Payroll Benefits - Health Insurance	\$96,405.64	\$106,644.00	\$106,644.00	\$111,001.00
501003-13	Payroll Benefits - Dental Insurance	\$1,919.95	\$1,202.00	\$1,202.00	\$1,442.00
501003-14	Payroll Benefits - Vision Insurance	\$1,060.32	\$795.00	\$795.00	\$795.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$1,438.77	\$1,637.00	\$1,637.00	\$1,751.00
501003-17	Payroll Benefits - Dependant Life	\$15.96	\$17.00	\$17.00	\$17.00
501003-18	Payroll Benefits - Long Term Disability	\$1,902.77	\$2,139.00	\$2,139.00	\$2,288.00
501003-19	Payroll Benefits - Unemployment Insurance	\$803.72	\$842.00	\$842.00	\$915.00
501003-20	Payroll Benefits - Workmans Comp	\$8,840.60	\$7,544.00	\$7,544.00	\$7,592.00
501004	Training/ Registrations	\$0.00	\$6,500.00	\$6,500.00	\$6,500.00
501005	Travel & Meeting Expenses	\$40.00	\$5,000.00	\$5,000.00	\$5,000.00
Account Classification Total: PER - Personnel Services		\$405,508.40	\$443,178.00	\$443,178.00	\$472,668.00
PUR - Purchased Services					
502003	Contract Service	\$105,817.56	\$101,270.00	\$101,270.00	\$101,270.00
502004	Telephone	\$1,560.00	\$2,250.00	\$2,250.00	\$1,980.00
502006-01	Building Maintenance - General	\$66.21	\$41,259.00	\$41,259.00	\$41,259.00
502008-01	Repairs - Equipment	\$0.00	\$2,218.00	\$2,218.00	\$0.00
502010-01	Utilities - Water & Sanitation	\$53,144.30	\$51,812.00	\$51,812.00	\$57,903.00
502010-02	Utilities - Gas	\$237,803.82	\$289,036.00	\$289,036.00	\$253,970.00
502010-03	Utilities - Electric	\$115,045.19	\$125,734.00	\$125,734.00	\$153,918.00
502010-04	Utilities - Trash	\$14,962.07	\$5,131.00	\$5,131.00	\$15,560.00
502010-06	Utilities - Snowmelt	\$2,415.58	\$904.00	\$904.00	\$2,612.00
502023	Snowmelt Road Receivable	(\$57,404.16)	(\$65,101.00)	(\$65,101.00)	(\$64,755.00)
Account Classification Total: PUR - Purchased Services		\$473,410.57	\$554,513.00	\$554,513.00	\$563,717.00
OM - Operating & Maintenance					
503003	Miscellaneous	\$66.80	\$175.00	\$175.00	\$175.00
503005-01	Supplies - Office	\$370.08	\$150.00	\$150.00	\$150.00
503005-02	Supplies - Building	\$0.00	\$2,120.00	\$2,120.00	\$0.00
503005-03	Supplies - Cleaning	\$18,742.20	\$13,150.00	\$13,150.00	\$17,150.00
503005-09	Supplies - Tools	\$11,787.70	\$2,500.00	\$2,500.00	\$2,500.00
503008-02	Insurance - Vehicle	\$216.00	\$239.00	\$239.00	\$232.00
503009-01	Vehicle Expenses - Fuel	\$2,041.22	\$4,096.00	\$4,096.00	\$4,096.00
503009-03	Vehicle Expenses - Parts & Supplies	\$1,450.08	\$966.00	\$966.00	\$966.00
503009-04	Vehicle Expenses - Equipment	\$0.00	\$200.00	\$200.00	\$200.00
503009-06	Vehicle Expenses - Labor	\$2,103.75	\$4,400.00	\$4,400.00	\$4,400.00
503010	Contra Acct - Vehicle Labor	(\$2,103.75)	(\$4,400.00)	(\$4,400.00)	(\$4,400.00)
503013	Uniforms	\$1,466.56	\$2,000.00	\$2,000.00	\$2,000.00
Account Classification Total: OM - Operating & Maintenance		\$36,140.64	\$25,596.00	\$25,596.00	\$27,469.00
Program Total: 118 - Maintenance		\$915,059.61	\$1,023,287.00	\$1,023,287.00	\$1,063,854.00
Division Total: 01 - Facility Management		\$915,059.61	\$1,023,287.00	\$1,023,287.00	\$1,063,854.00



Town of
SNOWMASS *Village*

COLORADO

DEPARTMENT: Public Works
DIVISION: Road
PROGRAMS: Street Marking/Signs, Snow Removal, Vehicle/Equipment
Maintenance, Street Maintenance, and Community Service
FUND: General

DIVISION DESCRIPTION:

The Road Division is responsible for the maintenance of road network, which includes 33.7 miles of paved roads and 2 miles of gravel roads. During the winter the division's primary job is snow and ice removal of the roads and parking lots. During the summer the activities are Road and Right of Way maintenance and projects, street cleaning, sign maintenance and assisting other town departments.

PERFORMANCE MEASUREMENTS:

To perform a professional high level of service for the public with public safety as first priority. Additionally, meeting and/or exceeding the federal/state standards, including the Manual of Uniform Traffic Code Devises (MUTCD) within the town's public road right of ways.

DIVISION GOALS:

To provide a safe and efficient roadway network for the community of Snowmass Village by planning, building, and maintaining the Town roadway network in a safe, cost-effective and efficient manner to meet the community's needs.

OBJECTIVES:

1. To increase the productivity of the division by analyzing current work scheduling procedures, output per man-hour, output per individual, and output per machine. Continue development and refinement of the computerized Maintenance Management Program (Pub Works) along with mapping assets via the GIS System.
 2. Re-evaluate the maintenance function of the Road Division by prioritizing the following items: paving, sign maintenance, street cleaning, drainage work, roadside trash collection, snow and ice removal, and maintenance.
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ESTIMATED DIVISION STAFFING:

	2018 <u>Budget</u>	2018 <u>Projected</u>	2019 <u>Proposed</u>
1. Road Superintendent	1	1	1
2. Equip Op III/Maint Sp	1	1	1
3. Equipment Operator II	3	3	3
4. Equipment Operator I	1	1	1
5. ½ Person - Winter Person	½	½	½
	-----	-----	-----
	6 ½	6 ½	6 ½

PAYROLL

	2018 <u>Budget</u>	2018 <u>Projected</u>	2019 <u>Proposed</u>
Street Marking/Signs	\$42,702	\$42,702	\$42,443
Snow Removal	\$119,567	\$119,567	\$118,840
Vehicle Maintenance	\$46,973	\$46,973	\$46,687
Street Maintenance	\$187,891	\$187,891	\$186,748
Community Service	\$29,892	\$29,892	\$29,710
Total	\$427,025	\$427,025	\$424,428

CAPITAL PURCHASES

	2018 <u>Budget</u>	2018 <u>Projected</u>	2019 <u>Proposed</u>
Mobile Equipment-Skid Steer Purchases	\$11,200	\$11,200	\$11,200
Cash Purchases-Other	\$1,000	\$1,000	\$1,000
TOTAL	\$12,200	\$12,200	\$12,200

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 001 - General Fund					
EXPENSES					
Division: 02 - Road					
Program: 119 - Street Marking/Signs					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$67,192.56	\$42,702.00	\$42,702.00	\$42,443.00
501002-01	Payroll Overtime Regular	\$2,097.09	\$1,622.00	\$1,622.00	\$1,671.00
501003-01	Payroll Benefits - Recreation Benefit	\$255.45	\$713.00	\$713.00	\$735.00
501003-06	Payroll Benefits - Retirement	\$4,585.40	\$3,373.00	\$3,373.00	\$3,315.00
501003-08	Payroll Benefits - Medicare	\$893.00	\$557.00	\$557.00	\$691.00
501003-10	Payroll Benefits - Health Insurance	\$46,008.62	\$29,002.00	\$29,002.00	\$32,161.00
501003-13	Payroll Benefits - Dental Insurance	\$965.53	\$195.00	\$195.00	\$234.00
501003-14	Payroll Benefits - Vision Insurance	\$439.00	\$129.00	\$129.00	\$129.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$367.58	\$255.00	\$255.00	\$271.00
501003-17	Payroll Benefits - Dependant Life	\$17.93	\$11.00	\$11.00	\$11.00
501003-18	Payroll Benefits - Long Term Disability	\$487.79	\$333.00	\$333.00	\$354.00
501003-19	Payroll Benefits - Unemployment Insurance	\$212.41	\$144.00	\$144.00	\$143.00
501003-20	Payroll Benefits - Workmans Comp	\$2,037.62	\$1,700.00	\$1,700.00	\$1,777.00
<i>Account Classification Total: PER - Personnel Services</i>		\$125,559.98	\$80,736.00	\$80,736.00	\$83,935.00
<i>PUR - Purchased Services</i>					
502003	Contract Service	\$37,510.42	\$35,000.00	\$35,000.00	\$35,000.00
<i>Account Classification Total: PUR - Purchased Services</i>		\$37,510.42	\$35,000.00	\$35,000.00	\$35,000.00
<i>OM - Operating & Maintenance</i>					
503003	Miscellaneous	\$105.73	\$400.00	\$400.00	\$400.00
503005-02	Supplies - Building	\$4,468.45	\$5,500.00	\$5,500.00	\$5,500.00
503005-09	Supplies - Tools	\$1,681.12	\$1,300.00	\$1,300.00	\$1,300.00
503016-01	Signs - New	\$8,008.41	\$5,500.00	\$5,500.00	\$5,500.00
503016-02	Signs - Replacement	\$6,860.48	\$6,500.00	\$6,500.00	\$6,500.00
<i>Account Classification Total: OM - Operating & Maintenance</i>		\$21,124.19	\$19,200.00	\$19,200.00	\$19,200.00
Program Total: 119 - Street Marking/Signs		\$184,194.59	\$134,936.00	\$134,936.00	\$138,135.00
Program: 120 - Snow Removal					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$86,965.75	\$119,567.00	\$119,567.00	\$118,840.00
501002-01	Payroll Overtime Regular	\$19,442.16	\$23,690.00	\$23,690.00	\$23,690.00
501003-01	Payroll Benefits - Recreation Benefit	\$3,503.32	\$1,997.00	\$1,997.00	\$2,057.00
501003-06	Payroll Benefits - Retirement	\$5,893.99	\$9,444.00	\$9,444.00	\$9,281.00
501003-08	Payroll Benefits - Medicare	\$1,154.88	\$1,560.00	\$1,560.00	\$1,935.00
501003-10	Payroll Benefits - Health Insurance	\$40,768.45	\$81,204.00	\$81,204.00	\$90,050.00
501003-13	Payroll Benefits - Dental Insurance	\$1,114.23	\$547.00	\$547.00	\$656.00
501003-14	Payroll Benefits - Vision Insurance	\$522.64	\$362.00	\$362.00	\$362.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$411.12	\$714.00	\$714.00	\$758.00
501003-17	Payroll Benefits - Dependant Life	\$19.45	\$31.00	\$31.00	\$31.00
501003-18	Payroll Benefits - Long Term Disability	\$555.49	\$933.00	\$933.00	\$990.00
501003-19	Payroll Benefits - Unemployment Insurance	\$317.89	\$402.00	\$402.00	\$400.00
501003-20	Payroll Benefits - Workmans Comp	\$2,932.11	\$4,760.00	\$4,760.00	\$4,977.00
501004	Training/ Registrations	\$1,634.52	\$1,950.00	\$1,950.00	\$1,950.00
501005	Travel & Meeting Expenses	\$6,871.80	\$3,500.00	\$3,500.00	\$3,500.00
<i>Account Classification Total: PER - Personnel Services</i>		\$172,107.80	\$250,661.00	\$250,661.00	\$259,477.00
<i>PUR - Purchased Services</i>					
502003	Contract Service	\$25,942.42	\$32,988.00	\$32,988.00	\$32,988.00
<i>Account Classification Total: PUR - Purchased Services</i>		\$25,942.42	\$32,988.00	\$32,988.00	\$32,988.00
<i>OM - Operating & Maintenance</i>					
503003	Miscellaneous	\$521.19	\$400.00	\$400.00	\$400.00
503005-01	Supplies - Office	\$0.00	\$100.00	\$100.00	\$100.00
503005-09	Supplies - Tools	\$1,090.09	\$625.00	\$625.00	\$625.00
503013	Uniforms	\$4,614.34	\$4,000.00	\$4,000.00	\$4,000.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
503017	Sanding Material	\$26,045.45	\$29,000.00	\$31,000.00	\$31,000.00
503018	Safety First Aid	\$2,806.32	\$1,300.00	\$1,300.00	\$1,300.00
Account Classification Total: OM - Operating & Maintenance		\$35,077.39	\$35,425.00	\$37,425.00	\$37,425.00
Program Total: 120 - Snow Removal		\$233,127.61	\$319,074.00	\$321,074.00	\$329,890.00

Program: 121 - Vehicle/Equipment Maintenance

PER - Personnel Services

501001-01	Payroll - Regular	\$55,043.32	\$46,973.00	\$46,973.00	\$46,687.00
501002-01	Payroll Overtime Regular	\$7,848.45	\$3,090.00	\$3,090.00	\$3,090.00
501003-01	Payroll Benefits - Recreation Benefit	\$1,186.99	\$784.00	\$784.00	\$808.00
501003-06	Payroll Benefits - Retirement	\$3,956.93	\$3,710.00	\$3,710.00	\$3,646.00
501003-08	Payroll Benefits - Medicare	\$820.28	\$613.00	\$613.00	\$760.00
501003-10	Payroll Benefits - Health Insurance	\$41,864.66	\$31,902.00	\$31,902.00	\$35,377.00
501003-13	Payroll Benefits - Dental Insurance	\$1,015.49	\$215.00	\$215.00	\$258.00
501003-14	Payroll Benefits - Vision Insurance	\$441.51	\$142.00	\$142.00	\$142.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$322.05	\$281.00	\$281.00	\$298.00
501003-17	Payroll Benefits - Dependant Life	\$14.98	\$12.00	\$12.00	\$12.00
501003-18	Payroll Benefits - Long Term Disability	\$424.78	\$366.00	\$366.00	\$389.00
501003-19	Payroll Benefits - Unemployment Insurance	\$194.08	\$158.00	\$158.00	\$157.00
501003-20	Payroll Benefits - Workmans Comp	\$1,776.16	\$1,870.00	\$1,870.00	\$1,955.00
501004	Training/ Registrations	\$789.67	\$0.00	\$0.00	\$0.00
501005	Travel & Meeting Expenses	\$390.90	\$0.00	\$0.00	\$0.00
Account Classification Total: PER - Personnel Services		\$116,090.25	\$90,116.00	\$90,116.00	\$93,579.00

PUR - Purchased Services

502008-01	Repairs - Equipment	\$0.00	\$250.00	\$250.00	\$250.00
502008-02	Repairs - Vehicles	\$1,000.00	\$2,500.00	\$2,500.00	\$2,500.00
502008-03	Repairs - Radios	\$0.00	\$900.00	\$900.00	\$900.00
502009-02	Mailing - Freight & Shipping	\$73.36	\$500.00	\$500.00	\$500.00
Account Classification Total: PUR - Purchased Services		\$1,073.36	\$4,150.00	\$4,150.00	\$4,150.00

OM - Operating & Maintenance

503003	Miscellaneous	\$206.00	\$250.00	\$250.00	\$250.00
503005-03	Supplies - Cleaning	\$45.39	\$0.00	\$0.00	\$0.00
503005-09	Supplies - Tools	\$0.00	\$575.00	\$575.00	\$575.00
503008-02	Insurance - Vehicle	\$7,876.92	\$8,665.00	\$8,665.00	\$8,665.00
503009-01	Vehicle Expenses - Fuel	\$31,969.94	\$68,620.00	\$68,620.00	\$68,620.00
503009-03	Vehicle Expenses - Parts & Supplies	\$63,412.28	\$40,416.00	\$40,416.00	\$40,416.00
503009-04	Vehicle Expenses - Equipment	\$27,892.10	\$28,000.00	\$28,000.00	\$28,000.00
503009-06	Vehicle Expenses - Labor	\$63,326.70	\$53,253.00	\$53,253.00	\$53,253.00
503010	Contra Acct - Vehicle Labor	(\$63,326.70)	(\$53,253.00)	(\$53,253.00)	(\$53,253.00)
Account Classification Total: OM - Operating & Maintenance		\$131,402.63	\$146,526.00	\$146,526.00	\$146,526.00

CAP - Capital

507001-01	Cash Purchases - Vehicles	\$0.00	\$2,000.00	\$0.00	\$0.00
507001-02	Cash Purchases - Mobile Equipment	\$5,869.00	\$11,200.00	\$11,200.00	\$11,200.00
Account Classification Total: CAP - Capital		\$5,869.00	\$13,200.00	\$11,200.00	\$11,200.00
Program Total: 121 - Vehicle/Equipment Maintenance		\$254,435.24	\$253,992.00	\$251,992.00	\$255,455.00

Program: 122 - Street Maintenance

PER - Personnel Services

501001-01	Payroll - Regular	\$183,576.76	\$187,891.00	\$187,891.00	\$186,748.00
501002-01	Payroll Overtime Regular	\$29,474.26	\$21,630.00	\$21,630.00	\$21,630.00
501003-01	Payroll Benefits - Recreation Benefit	\$2,145.79	\$3,137.00	\$3,137.00	\$3,232.00
501003-06	Payroll Benefits - Retirement	\$12,919.10	\$14,841.00	\$14,841.00	\$14,585.00
501003-08	Payroll Benefits - Medicare	\$2,230.39	\$2,452.00	\$2,452.00	\$3,041.00
501003-10	Payroll Benefits - Health Insurance	\$122,678.60	\$127,606.00	\$127,606.00	\$141,507.00
501003-13	Payroll Benefits - Dental Insurance	\$3,025.42	\$859.00	\$859.00	\$1,031.00
501003-14	Payroll Benefits - Vision Insurance	\$1,298.71	\$569.00	\$569.00	\$569.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$1,069.26	\$1,122.00	\$1,122.00	\$1,191.00
501003-17	Payroll Benefits - Dependant Life	\$47.70	\$48.00	\$48.00	\$48.00
501003-18	Payroll Benefits - Long Term Disability	\$1,406.27	\$1,466.00	\$1,466.00	\$1,556.00
501003-19	Payroll Benefits - Unemployment Insurance	\$636.86	\$632.00	\$632.00	\$629.00

Town of Snowmass Village Budget Worksheet Report					
Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
501003-20	Payroll Benefits - Workmans Comp	\$6,420.25	\$7,479.00	\$7,479.00	\$7,820.00
501004	Training/ Registrations	\$1,104.24	\$3,225.00	\$3,225.00	\$3,225.00
501005	Travel & Meeting Expenses	\$1,229.88	\$1,900.00	\$1,900.00	\$1,900.00
Account Classification Total: PER - Personnel Services		\$369,263.49	\$374,857.00	\$374,857.00	\$388,712.00
PUR - Purchased Services					
502003	Contract Service	\$18,924.27	\$22,500.00	\$22,500.00	\$22,500.00
502004	Telephone	\$3,378.26	\$2,800.00	\$2,800.00	\$2,800.00
502010-01	Utilities - Water & Sanitation	\$0.00	\$1,400.00	\$1,400.00	\$1,400.00
502010-03	Utilities - Electric	\$8,058.85	\$7,250.00	\$7,250.00	\$7,465.00
502024	Weed Control	\$16,072.08	\$15,000.00	\$15,000.00	\$15,000.00
Account Classification Total: PUR - Purchased Services		\$46,433.46	\$48,950.00	\$48,950.00	\$49,165.00
OM - Operating & Maintenance					
503003	Miscellaneous	\$2,177.58	\$1,200.00	\$1,200.00	\$1,200.00
503005-01	Supplies - Office	\$48.95	\$0.00	\$0.00	\$0.00
503005-09	Supplies - Tools	\$792.47	\$700.00	\$700.00	\$700.00
503005-12	Supplies - Landscaping	\$3,315.81	\$1,500.00	\$1,500.00	\$1,500.00
503005-14	Supplies - Street Lights	\$1,112.23	\$6,000.00	\$6,000.00	\$6,000.00
503020	Paving/Raw Materials	\$21,730.76	\$20,500.00	\$20,500.00	\$20,500.00
503021	Road Material Trash	\$3,721.39	\$12,000.00	\$12,000.00	\$12,000.00
Account Classification Total: OM - Operating & Maintenance		\$32,899.19	\$41,900.00	\$41,900.00	\$41,900.00
CAP - Capital					
507001-20	Cash Purchases - Other	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00
Account Classification Total: CAP - Capital		\$0.00	\$1,000.00	\$1,000.00	\$1,000.00
Program Total: 122 - Street Maintenance		\$448,596.14	\$466,707.00	\$466,707.00	\$480,777.00
Program: 123 - Community Service					
PER - Personnel Services					
501001-01	Payroll - Regular	\$22,378.34	\$29,892.00	\$29,892.00	\$29,710.00
501002-01	Payroll Overtime Regular	\$3,489.28	\$2,060.00	\$2,060.00	\$2,060.00
501003-01	Payroll Benefits - Recreation Benefit	\$255.45	\$499.00	\$499.00	\$514.00
501003-06	Payroll Benefits - Retirement	\$1,559.25	\$2,361.00	\$2,361.00	\$2,320.00
501003-08	Payroll Benefits - Medicare	\$269.15	\$390.00	\$390.00	\$484.00
501003-10	Payroll Benefits - Health Insurance	\$10,365.50	\$20,301.00	\$20,301.00	\$22,513.00
501003-13	Payroll Benefits - Dental Insurance	\$232.61	\$137.00	\$137.00	\$164.00
501003-14	Payroll Benefits - Vision Insurance	\$96.52	\$90.00	\$90.00	\$90.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$86.19	\$179.00	\$179.00	\$189.00
501003-17	Payroll Benefits - Dependant Life	\$3.67	\$8.00	\$8.00	\$8.00
501003-18	Payroll Benefits - Long Term Disability	\$112.51	\$233.00	\$233.00	\$248.00
501003-19	Payroll Benefits - Unemployment Insurance	\$78.12	\$101.00	\$101.00	\$100.00
501003-20	Payroll Benefits - Workmans Comp	\$725.22	\$1,190.00	\$1,190.00	\$1,244.00
Account Classification Total: PER - Personnel Services		\$39,651.81	\$57,441.00	\$57,441.00	\$59,644.00
OM - Operating & Maintenance					
503005-02	Supplies - Building	\$201.28	\$525.00	\$525.00	\$525.00
Account Classification Total: OM - Operating & Maintenance		\$201.28	\$525.00	\$525.00	\$525.00
Program Total: 123 - Community Service		\$39,853.09	\$57,966.00	\$57,966.00	\$60,169.00
Division Total: 02 - Road		\$1,160,206.67	\$1,232,675.00	\$1,232,675.00	\$1,264,426.00



Town of
SNOWMASS *Village*

COLORADO

DEPARTMENT: Public Works Department
DIVISION: Solid Waste
PROGRAMS: Vehicle Maintenance, Trash Pick-up, Recycling, and Roll-Off
FUND: General

DEPARTMENT DESCRIPTION:

The Solid Waste Division is responsible for the collection of the commercial and residential solid waste and recyclables within the Town of Snowmass Village.

1. To pick up solid waste in an efficient and cost-effective manner.
 2. Continue to encourage residents and guests to reduce the overall waste stream by increasing their recycling efforts.
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PERFORMANCE MEASUREMENTS:

Track all solid waste and recycling volumes for the Towns Solid Waste Division.

DIVISION OBJECTIVES:

1. Continue education for the single stream recycle program and continue to work towards the sustainability goal of 20 by 20.
 2. To continue maintenance and upgrade the large dumpsters and recycling containers.
 3. Conduct the solid waste management plan for the Town of Snowmass Village system.
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STAFFING:

	2018 Budget	2018 Projected	2019 Proposed
Solid Waste Superintendent	1	1	1
Solid Waste Worker - full time	3	3	3
Total	4	4	4

PAYROLL:

	2018 Budget	2018 Projected	2019 Proposed
Vehicle Maintenance	\$14,034	\$14,034	\$14,566
Trash Pick Up	\$188,059	\$188,059	\$195,185
Recycle	\$50,523	\$50,523	\$50,523
Roll off	\$28,068	\$28,068	\$29,132
Total	\$280,684	\$280,684	\$289,406

CAPITAL PURCHASES:

	2018 Budget	2018 Projected	2019 Proposed
Dumpsters	\$4,000	\$4,000	\$4,000
Recycle Bins	\$4,000	\$4,000	\$4,000
Total	\$8,000	\$8,000	\$8,000

HIGHLIGHTS OF PROPOSED BUDGET:

1. The Solid Waste/Recycling Division is estimating the 2019 revenues will generate \$1,220,174. This includes a solid waste rate increase due to a Pitkin County Rate increase and operating costs.
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**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 001 - General Fund					
EXPENSES					
Division: 03 - Solid Waste					
Program: 121 - Vehicle/Equipment Maintenance					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$13,359.61	\$14,034.00	\$14,034.00	\$14,566.00
501002-01	Payroll Overtime Regular	\$3,366.64	\$2,704.00	\$2,704.00	\$3,468.00
501003-01	Payroll Benefits - Recreation Benefit	\$211.38	\$219.00	\$219.00	\$226.00
501003-06	Payroll Benefits - Retirement	\$1,014.80	\$1,079.00	\$1,079.00	\$1,107.00
501003-08	Payroll Benefits - Medicare	\$261.34	\$237.00	\$237.00	\$248.00
501003-10	Payroll Benefits - Health Insurance	\$521.41	\$6,839.00	\$6,839.00	\$7,125.00
501003-13	Payroll Benefits - Dental Insurance	\$118.68	\$60.00	\$60.00	\$72.00
501003-14	Payroll Benefits - Vision Insurance	\$62.02	\$40.00	\$40.00	\$40.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$67.00	\$82.00	\$82.00	\$90.00
501003-17	Payroll Benefits - Dependant Life	\$1.28	\$2.00	\$2.00	\$2.00
501003-18	Payroll Benefits - Long Term Disability	\$88.56	\$107.00	\$107.00	\$118.00
501003-19	Payroll Benefits - Unemployment Insurance	\$54.00	\$49.00	\$49.00	\$51.00
501003-20	Payroll Benefits - Workmans Comp	\$552.52	\$729.00	\$729.00	\$741.00
<i>Account Classification Total: PER - Personnel Services</i>		\$19,679.24	\$26,181.00	\$26,181.00	\$27,854.00
<i>PUR - Purchased Services</i>					
502008-02	Repairs - Vehicles	\$1,050.00	\$0.00	\$0.00	\$0.00
502008-03	Repairs - Radios	\$0.00	\$100.00	\$100.00	\$100.00
<i>Account Classification Total: PUR - Purchased Services</i>		\$1,050.00	\$100.00	\$100.00	\$100.00
<i>OM - Operating & Maintenance</i>					
503008-02	Insurance - Vehicle	\$2,610.12	\$2,872.00	\$2,872.00	\$2,991.00
503009-01	Vehicle Expenses - Fuel	\$27,865.25	\$54,544.00	\$54,544.00	\$54,544.00
503009-03	Vehicle Expenses - Parts & Supplies	\$29,746.54	\$33,372.00	\$33,372.00	\$33,372.00
503009-04	Vehicle Expenses - Equipment	\$0.00	\$300.00	\$300.00	\$300.00
503009-06	Vehicle Expenses - Labor	\$17,532.10	\$21,258.00	\$21,258.00	\$21,258.00
503010	Contra Acct - Vehicle Labor	(\$17,532.10)	(\$21,258.00)	(\$21,258.00)	(\$21,258.00)
<i>Account Classification Total: OM - Operating & Maintenance</i>		\$60,221.91	\$91,088.00	\$91,088.00	\$91,207.00
Program Total: 121 - Vehicle/Equipment Maintenance		\$80,951.15	\$117,369.00	\$117,369.00	\$119,161.00
Program: 124 - Trash Pickup					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$190,285.33	\$188,059.00	\$188,059.00	\$195,185.00
501002-01	Payroll Overtime Regular	\$37,645.63	\$31,200.00	\$31,200.00	\$38,775.00
501003-01	Payroll Benefits - Recreation Benefit	\$3,170.63	\$2,940.00	\$2,940.00	\$3,028.00
501003-06	Payroll Benefits - Retirement	\$13,765.51	\$14,455.00	\$14,455.00	\$14,835.00
501003-08	Payroll Benefits - Medicare	\$3,358.27	\$3,169.00	\$3,169.00	\$3,318.00
501003-10	Payroll Benefits - Health Insurance	\$85,695.92	\$91,639.00	\$91,639.00	\$95,469.00
501003-13	Payroll Benefits - Dental Insurance	\$1,720.35	\$805.00	\$805.00	\$966.00
501003-14	Payroll Benefits - Vision Insurance	\$880.96	\$533.00	\$533.00	\$533.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$1,104.94	\$1,093.00	\$1,093.00	\$1,206.00
501003-17	Payroll Benefits - Dependant Life	\$20.27	\$23.00	\$23.00	\$23.00
501003-18	Payroll Benefits - Long Term Disability	\$1,460.02	\$1,427.00	\$1,427.00	\$1,576.00
501003-19	Payroll Benefits - Unemployment Insurance	\$692.79	\$656.00	\$656.00	\$686.00
501003-20	Payroll Benefits - Workmans Comp	\$8,697.13	\$9,771.00	\$9,771.00	\$9,930.00
501004	Training/ Registrations	\$0.00	\$250.00	\$250.00	\$250.00
501005	Travel & Meeting Expenses	\$113.42	\$250.00	\$250.00	\$250.00
<i>Account Classification Total: PER - Personnel Services</i>		\$348,611.17	\$346,270.00	\$346,270.00	\$366,030.00
<i>PUR - Purchased Services</i>					
502003	Contract Service	\$3,925.00	\$2,000.00	\$2,000.00	\$2,000.00
502004	Telephone	\$847.05	\$475.00	\$475.00	\$475.00
502025-01	Dump Fees - Miscellaneous	\$147,549.37	\$183,328.00	\$183,328.00	\$188,827.00
502025-02	Dump Fees - Tires	\$1,500.00	\$3,000.00	\$3,000.00	\$3,000.00
<i>Account Classification Total: PUR - Purchased Services</i>		\$153,821.42	\$188,803.00	\$188,803.00	\$194,302.00
<i>OM - Operating & Maintenance</i>					
503002	Dues, Memberships, Subscriptions	\$257.00	\$957.00	\$957.00	\$957.00
503003	Miscellaneous	\$3.77	\$500.00	\$500.00	\$500.00
503005-01	Supplies - Office	\$95.99	\$200.00	\$200.00	\$200.00
503005-02	Supplies - Building	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
503005-03	Supplies - Cleaning	\$142.50	\$0.00	\$0.00	\$0.00
503005-09	Supplies - Tools	\$103.67	\$1,000.00	\$1,000.00	\$1,000.00
503013	Uniforms	\$2,528.52	\$3,000.00	\$3,000.00	\$3,000.00
Account Classification Total: OM - Operating & Maintenance		\$3,131.45	\$7,157.00	\$7,157.00	\$7,157.00
CAP - Capital					
507001-20	Cash Purchases - Other	\$2,875.00	\$4,000.00	\$4,000.00	\$4,000.00
Account Classification Total: CAP - Capital		\$2,875.00	\$4,000.00	\$4,000.00	\$4,000.00
Program Total: 124 - Trash Pickup		\$508,439.04	\$546,230.00	\$546,230.00	\$571,489.00
Program: 125 - Recycling					
PER - Personnel Services					
501001-01	Payroll - Regular	\$48,839.22	\$50,523.00	\$50,523.00	\$52,438.00
501002-01	Payroll Overtime Regular	\$7,409.29	\$7,488.00	\$7,488.00	\$7,632.00
501003-01	Payroll Benefits - Recreation Benefit	\$465.03	\$790.00	\$790.00	\$814.00
501003-06	Payroll Benefits - Retirement	\$3,379.19	\$3,883.00	\$3,883.00	\$3,986.00
501003-08	Payroll Benefits - Medicare	\$830.84	\$851.00	\$851.00	\$891.00
501003-10	Payroll Benefits - Health Insurance	\$36,152.36	\$24,620.00	\$24,620.00	\$25,648.00
501003-13	Payroll Benefits - Dental Insurance	\$818.46	\$216.00	\$216.00	\$260.00
501003-14	Payroll Benefits - Vision Insurance	\$375.07	\$143.00	\$143.00	\$143.00
501003-15	Payroll Benefits - Standard - Life / AD & D	\$266.32	\$294.00	\$294.00	\$324.00
501003-17	Payroll Benefits - Dependant Life	\$11.03	\$6.00	\$6.00	\$6.00
501003-18	Payroll Benefits - Long Term Disability	\$352.50	\$383.00	\$383.00	\$423.00
501003-19	Payroll Benefits - Unemployment Insurance	\$171.61	\$176.00	\$176.00	\$184.00
501003-20	Payroll Benefits - Workmans Comp	\$2,104.71	\$2,625.00	\$2,625.00	\$2,668.00
Account Classification Total: PER - Personnel Services		\$101,175.63	\$91,998.00	\$91,998.00	\$95,417.00
PUR - Purchased Services					
502025-01	Dump Fees - Miscellaneous	\$34,996.07	\$19,000.00	\$19,000.00	\$36,045.00
Account Classification Total: PUR - Purchased Services		\$34,996.07	\$19,000.00	\$19,000.00	\$36,045.00
OM - Operating & Maintenance					
503002	Dues, Memberships, Subscriptions	\$52.08	\$0.00	\$0.00	\$0.00
503022	Sustainability Planning	\$125.00	\$5,000.00	\$5,000.00	\$2,000.00
Account Classification Total: OM - Operating & Maintenance		\$177.08	\$5,000.00	\$5,000.00	\$2,000.00
CAP - Capital					
507001-20	Cash Purchases - Other	\$2,875.00	\$4,000.00	\$4,000.00	\$4,000.00
Account Classification Total: CAP - Capital		\$2,875.00	\$4,000.00	\$4,000.00	\$4,000.00
Program Total: 125 - Recycling		\$139,223.78	\$119,998.00	\$119,998.00	\$137,462.00
Program: 126 - Rolloff					
PER - Personnel Services					
501001-01	Payroll - Regular	\$25,970.61	\$28,068.00	\$28,068.00	\$29,132.00
501002-01	Payroll Overtime Regular	\$281.91	\$4,160.00	\$4,160.00	\$290.00
501003-01	Payroll Benefits - Recreation Benefit	\$380.46	\$439.00	\$439.00	\$452.00
501003-06	Payroll Benefits - Retirement	\$1,752.22	\$2,157.00	\$2,157.00	\$2,214.00
501003-08	Payroll Benefits - Medicare	\$387.58	\$473.00	\$473.00	\$495.00
501003-10	Payroll Benefits - Health Insurance	\$11,816.97	\$13,677.00	\$13,677.00	\$14,249.00
501003-13	Payroll Benefits - Dental Insurance	\$289.58	\$120.00	\$120.00	\$144.00
501003-14	Payroll Benefits - Vision Insurance	\$127.55	\$80.00	\$80.00	\$80.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$130.02	\$163.00	\$163.00	\$180.00
501003-17	Payroll Benefits - Dependant Life	\$4.12	\$3.00	\$3.00	\$3.00
501003-18	Payroll Benefits - Long Term Disability	\$172.43	\$213.00	\$213.00	\$235.00
501003-19	Payroll Benefits - Unemployment Insurance	\$79.95	\$98.00	\$98.00	\$102.00
501003-20	Payroll Benefits - Workmans Comp	\$1,023.03	\$1,458.00	\$1,458.00	\$1,482.00
Account Classification Total: PER - Personnel Services		\$42,416.43	\$51,109.00	\$51,109.00	\$49,058.00
PUR - Purchased Services					
502026-01	Rolloff Fees - Conference Center	\$5,925.14	\$6,456.00	\$6,456.00	\$7,403.00
502026-02	Rolloff Fees - Parcel C	\$7,477.22	\$8,532.00	\$8,532.00	\$8,931.00
502026-03	Rolloff Fees - Timbermill	\$3,428.41	\$4,274.00	\$4,274.00	\$4,453.00
502026-04	Rolloff Fees - Miscellaneous Rolls	\$10,768.34	\$5,000.00	\$5,000.00	\$5,000.00
502026-06	Rolloff Fees - Silvertree	\$3,123.85	\$5,951.00	\$5,951.00	\$4,088.00
502026-07	Rolloff Fees - Snowmass Club	\$4,478.76	\$5,335.00	\$5,335.00	\$5,615.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
502026-08	Rolloff Fees - Aspen Skiing Company	\$6,371.48	\$9,831.00	\$9,831.00	\$8,629.00
502026-09	Rolloff Fees - Crestwood	\$3,735.79	\$4,213.00	\$4,213.00	\$4,747.00
502026-10	Rolloff Fees - Base Village	\$9,734.17	\$10,678.00	\$10,678.00	\$12,548.00
502026-11	Rolloff Fees - Viceroy	\$5,017.20	\$5,250.00	\$5,250.00	\$5,951.00
502026-12	Rolloff Fees - Snowmass Center	\$8,290.25	\$9,266.00	\$9,266.00	\$10,851.00
<i>Account Classification Total: PUR - Purchased Services</i>		\$68,350.61	\$74,786.00	\$74,786.00	\$78,216.00
<i>OM - Operating & Maintenance</i>					
503003	Miscellaneous	\$0.00	\$200.00	\$200.00	\$200.00
503005-03	Supplies - Cleaning	\$0.00	\$200.00	\$200.00	\$200.00
<i>Account Classification Total: OM - Operating & Maintenance</i>		\$0.00	\$400.00	\$400.00	\$400.00
Program Total: 126 - Rolloff		\$110,767.04	\$126,295.00	\$126,295.00	\$127,674.00
Division Total: 03 - Solid Waste		\$839,381.01	\$909,892.00	\$909,892.00	\$955,786.00



Town of
SNOWMASS *Village*

COLORADO

DEPARTMENT: Public Works Department
DIVISION: Fleet Services
PROGRAMS: Vehicle Maintenance, Fleet Management, Building and Grounds
FUND: General

DIVISION DESCRIPTION:

The Fleet Services Division repairs and maintains all equipment owned and operated by the Town of Snowmass Village fleet users. The town fleet includes 121 vehicles and various pieces of small engine equipment. In addition, Fleet Services maintains vehicles and equipment for Snowmass Water and Sanitation District, Roaring Fork Fire Rescue District: Snowmass, Basalt and El Jebel. Basalt Public Works is also supported with vehicle and equipment repair.

The Fleet Services division has 3 programs; vehicle maintenance, fleet management and building and grounds.

The Vehicle Maintenance Program involves the actual maintenance and repairs of the fleet, and the majority of daily operations.

The Fleet Management Program is primarily administrative including parts purchasing and inventory management, budget preparation, supervision, related records, information management and reporting.

The Building and Grounds Program assumes a portion of daily operations, repair and maintenance responsibilities for the Town Public Works Operations Facility.

PERFORMANCE MEASUREMENTS:

Maintain fleet user satisfaction at very high-level ratings as funding allows.

DIVISION GOALS:

Ensure equipment availability to fleet users so that they are able to perform their daily functions in providing a high level of service to the community. Provide accurate fuel usage reports and vehicle maintenance reports to the Finance Department and Department fleets.

DIVISION OBJECTIVES:

1. To continue an aggressive preventative maintenance plan in the vehicle maintenance program.
 2. To remain current with industry technology by utilizing training opportunities provided by OEM manufacturers and by diagnostic equipment manufacturers.
 3. To have diagnostic and repair equipment available in order to provide in house repairs for the fleet vehicles and equipment.
 4. To maintain a superior level of service to user departments.
 5. To provide staff scheduling to include 7-day coverage during high demand periods.
 6. To continue to provide and improve the online work system and protocol.
-

DIVISION STAFFING

	2018 Proposed	2018 Projected	2019 Proposed
Fleet Superintendent	1	1	1
Mechanic I	0	0	0
Mechanic II	<u>4</u>	<u>4</u>	<u>4</u>
Total	5	5	5

PAYROLL

	2018 Proposed	2018 Projected	2019 Proposed
Vehicle Maintenance	\$318,886	\$318,886	\$332,722
Fleet Management	\$44,402	\$44,402	\$46,328
Building and Grounds	<u>\$40,365</u>	<u>\$40,365</u>	<u>\$42,117</u>
Total	\$403,653	\$403,653	\$421,167

CASH PURCHASES

	2018 Proposed	2018 Projected	2019 Proposed
Vehicle Maintenance	\$0	\$0	\$0
Fleet Management	\$0	\$0	\$0
Building and Grounds	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total	\$0	\$0	\$0

The Fleet Services Division is responsible for managing the equipment replacement program for all funds

In the 2016 budget, the Capital Equipment Replacement Fund (CERF) was established. The General, Marketing, RETT and Road Funds provide the fund allocations to establish and maintain the CERF fund. Housing vehicle purchases are funded separately by the Housing Fund and are not part of the CERF. Other vehicles may be funded through the Capital Improvement Program (CIP) or the General Fund One-times.

	<u>2019 Proposed</u>
Solid Waste Division	
Rear Load Refuse Truck	\$242,423
Van	\$32,833
Pickup Truck	\$40,611
Transportation	
Goshen Bus	\$92,940
CAT Trade-In	\$4,800
Public Safety	
5 Patrol Vehicle	\$300,500
1 Code Enforcement Truck	\$40,000

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 001 - General Fund					
EXPENSES					
Division: 04 - Fleet Services					
Program: 121 - Vehicle/Equipment Maintenance					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$314,647.11	\$318,886.00	\$318,886.00	\$332,722.00
501002-01	Payroll Overtime Regular	\$14,922.05	\$14,420.00	\$14,420.00	\$14,420.00
501003-01	Payroll Benefits - Recreation Benefit	\$4,444.80	\$4,333.00	\$4,333.00	\$4,464.00
501003-06	Payroll Benefits - Retirement	\$20,591.97	\$25,511.00	\$25,511.00	\$26,302.00
501003-08	Payroll Benefits - Medicare	\$4,833.85	\$4,819.00	\$4,819.00	\$5,025.00
501003-10	Payroll Benefits - Health Insurance	\$131,884.79	\$142,892.00	\$142,892.00	\$133,745.00
501003-13	Payroll Benefits - Dental Insurance	\$1,940.30	\$1,187.00	\$1,187.00	\$1,424.00
501003-14	Payroll Benefits - Vision Insurance	\$977.66	\$785.00	\$785.00	\$785.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$1,613.07	\$1,937.00	\$1,937.00	\$2,138.00
501003-17	Payroll Benefits - Dependant Life	\$49.13	\$53.00	\$53.00	\$40.00
501003-18	Payroll Benefits - Long Term Disability	\$2,133.80	\$2,530.00	\$2,530.00	\$2,795.00
501003-19	Payroll Benefits - Unemployment Insurance	\$995.68	\$997.00	\$997.00	\$1,040.00
501003-20	Payroll Benefits - Workmans Comp	\$4,275.48	\$4,964.00	\$4,964.00	\$4,981.00
501004	Training/ Registrations	\$3,284.31	\$6,500.00	\$6,500.00	\$6,500.00
501005	Travel & Meeting Expenses	\$2,500.41	\$5,057.00	\$5,057.00	\$5,057.00
<i>Account Classification Total: PER - Personnel Services</i>		\$509,094.41	\$534,871.00	\$534,871.00	\$541,438.00
<i>PUR - Purchased Services</i>					
502003	Contract Service	\$4,722.00	\$4,722.00	\$4,722.00	\$4,722.00
502008-01	Repairs - Equipment	\$2,500.00	\$4,081.00	\$4,081.00	\$4,081.00
502008-02	Repairs - Vehicles	\$0.00	\$179.00	\$179.00	\$179.00
502009	Mailing	\$0.00	\$84.00	\$84.00	\$84.00
<i>Account Classification Total: PUR - Purchased Services</i>		\$7,222.00	\$9,066.00	\$9,066.00	\$9,066.00
<i>OM - Operating & Maintenance</i>					
503003	Miscellaneous	\$0.00	\$1,050.00	\$1,050.00	\$1,050.00
503005-01	Supplies - Office	\$371.66	\$450.00	\$450.00	\$349.00
503005-03	Supplies - Cleaning	\$490.01	\$800.00	\$800.00	\$800.00
503005-09	Supplies - Tools	\$9,146.45	\$9,400.00	\$9,400.00	\$9,400.00
503005-29	Supplies - Vehicle Hardware	\$5,911.74	\$8,034.00	\$8,034.00	\$8,034.00
503008-02	Insurance - Vehicle	\$176.40	\$179.00	\$179.00	\$189.00
503009-01	Vehicle Expenses - Fuel	\$889.43	\$1,945.00	\$1,945.00	\$1,945.00
503009-03	Vehicle Expenses - Parts & Supplies	\$1,703.96	\$2,729.00	\$2,729.00	\$2,729.00
503009-04	Vehicle Expenses - Equipment	\$848.86	\$349.00	\$349.00	\$349.00
503009-06	Vehicle Expenses - Labor	\$1,423.75	\$6,200.00	\$6,200.00	\$6,200.00
503010	Contra Acct - Vehicle Labor	(\$1,423.75)	(\$6,200.00)	(\$6,200.00)	(\$6,200.00)
503013	Uniforms	\$2,090.07	\$2,879.00	\$2,879.00	\$2,879.00
<i>Account Classification Total: OM - Operating & Maintenance</i>		\$21,628.58	\$27,815.00	\$27,815.00	\$27,724.00
Program Total: 121 - Vehicle/Equipment Maintenance		\$537,944.99	\$571,752.00	\$571,752.00	\$578,228.00
Program: 127 - Fleet Management					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$47,260.84	\$44,402.00	\$44,402.00	\$46,328.00
501002-01	Payroll Overtime Regular	\$994.11	\$2,575.00	\$2,575.00	\$2,575.00
501003-01	Payroll Benefits - Recreation Benefit	\$456.40	\$603.00	\$603.00	\$622.00
501003-06	Payroll Benefits - Retirement	\$3,013.59	\$3,552.00	\$3,552.00	\$3,662.00
501003-08	Payroll Benefits - Medicare	\$707.92	\$671.00	\$671.00	\$700.00
501003-10	Payroll Benefits - Health Insurance	\$9,498.40	\$19,897.00	\$19,897.00	\$18,623.00
501003-13	Payroll Benefits - Dental Insurance	\$255.50	\$165.00	\$165.00	\$198.00
501003-14	Payroll Benefits - Vision Insurance	\$132.87	\$109.00	\$109.00	\$109.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$230.87	\$270.00	\$270.00	\$298.00
501003-17	Payroll Benefits - Dependant Life	\$6.07	\$7.00	\$7.00	\$6.00
501003-18	Payroll Benefits - Long Term Disability	\$305.71	\$352.00	\$352.00	\$389.00
501003-19	Payroll Benefits - Unemployment Insurance	\$145.72	\$139.00	\$139.00	\$145.00
501003-20	Payroll Benefits - Workmans Comp	\$600.00	\$691.00	\$691.00	\$694.00
<i>Account Classification Total: PER - Personnel Services</i>		\$63,608.00	\$73,433.00	\$73,433.00	\$74,349.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
PUR - Purchased Services					
502003	Contract Service	\$503.10	\$0.00	\$0.00	\$0.00
Account Classification Total: PUR - Purchased Services		\$503.10	\$0.00	\$0.00	\$0.00
OM - Operating & Maintenance					
503005-01	Supplies - Office	\$0.00	\$650.00	\$650.00	\$650.00
Account Classification Total: OM - Operating & Maintenance		\$0.00	\$650.00	\$650.00	\$650.00
Program Total: 127 - Fleet Management		\$64,111.10	\$74,083.00	\$74,083.00	\$74,999.00
Program: 128 - Building & Grounds					
PER - Personnel Services					
501001-01	Payroll - Regular	\$35,872.89	\$40,365.00	\$40,365.00	\$42,117.00
501002-01	Payroll Overtime Regular	\$1,038.30	\$52.00	\$52.00	\$520.00
501003-01	Payroll Benefits - Recreation Benefit	\$423.80	\$549.00	\$549.00	\$565.00
501003-06	Payroll Benefits - Retirement	\$2,264.24	\$3,229.00	\$3,229.00	\$3,329.00
501003-08	Payroll Benefits - Medicare	\$543.65	\$610.00	\$610.00	\$636.00
501003-10	Payroll Benefits - Health Insurance	\$10,113.49	\$18,087.00	\$18,087.00	\$16,930.00
501003-13	Payroll Benefits - Dental Insurance	\$173.50	\$150.00	\$150.00	\$180.00
501003-14	Payroll Benefits - Vision Insurance	\$92.68	\$99.00	\$99.00	\$99.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$172.88	\$245.00	\$245.00	\$271.00
501003-17	Payroll Benefits - Dependant Life	\$3.74	\$7.00	\$7.00	\$5.00
501003-18	Payroll Benefits - Long Term Disability	\$228.88	\$320.00	\$320.00	\$354.00
501003-19	Payroll Benefits - Unemployment Insurance	\$111.67	\$126.00	\$126.00	\$132.00
501003-20	Payroll Benefits - Workmans Comp	\$441.13	\$628.00	\$628.00	\$630.00
Account Classification Total: PER - Personnel Services		\$51,480.85	\$64,467.00	\$64,467.00	\$65,768.00
PUR - Purchased Services					
502003	Contract Service	\$4,076.82	\$9,900.00	\$9,900.00	\$9,900.00
502006-01	Building Maintenance - General	\$527.50	\$1,708.00	\$1,708.00	\$1,708.00
502008-01	Repairs - Equipment	\$3,545.87	\$6,653.00	\$6,653.00	\$6,653.00
Account Classification Total: PUR - Purchased Services		\$8,150.19	\$18,261.00	\$18,261.00	\$18,261.00
OM - Operating & Maintenance					
503005-02	Supplies - Building	\$750.26	\$3,100.00	\$3,100.00	\$3,100.00
503005-03	Supplies - Cleaning	\$13.47	\$400.00	\$400.00	\$400.00
Account Classification Total: OM - Operating & Maintenance		\$763.73	\$3,500.00	\$3,500.00	\$3,500.00
Program Total: 128 - Building & Grounds		\$60,394.77	\$86,228.00	\$86,228.00	\$87,529.00
Division Total: 04 - Fleet Services		\$662,450.86	\$732,063.00	\$732,063.00	\$740,756.00



Town of
SNOWMASS *Village*

COLORADO

DEPARTMENT: Human Resources
PROGRAMS: Administration
FUND: General

DIVISION DESCRIPTION:

Responsible for improving employee communication; developing and implementing Town recruitment and hiring practices; competitive and equitable compensation plan and strategy; coaching, inspiring and motivating employment practices; accountability and disciplinary practices; employee relations; conflict resolution; performance management; compliance with all aspects of employment law; record keeping; development of and adherence to Town employment policies; benefit administration; on-boarding program; wellness program; employee committee; training and development program.

PERFORMANCE MEASUREMENTS:

To enhance the value, efficiency and productivity of the Town's most valuable assets (our employees); recruit and retain top talent; ensure optimal levels of employee engagement and satisfaction; ensure the Town is a great place to work; maintain a competitive and equitable compensation plan; improve communication; ensure tax-payer dollars are spent wisely on Town salaries, benefits, and all employee programs.

DEPARTMENT GOALS:

To be the employer of choice.

DEPARTMENT OBJECTIVES:

- In conjunction with Department Heads, develop, implement and maintain recruitment and hiring best practices.
- To provide and communicate outstanding benefits; lead open enrollment, answer with benefit-related questions; assess and adjust health insurance, retirement, supplemental insurance, EAP, and other benefits as necessary.
- Orchestrate effective and timely new employee on-boarding, orientation and town-wide training and development programs.
- Ensure retention and recognition programs reward positive behavior as well as motivate and inspire our top talent.
- Address employee relations issues promptly and effectively via an appropriate measure; mediation, conflict resolution, accountability, discipline, grievance process and/ or termination.
- Ensure effective and productive performance management practices.

- Stay current and interpret, implement and enforce employment law including but not limited to FMLA, FLSA, ADA, HIPAA and COBRA.
- Enforce employee handbook; write, revise and interpret personnel policies, rules and procedures.
- Develop and maintain a competitive and equitable compensation strategy and plan; maintains and update job descriptions, conducts market-based salary research and performs internal equity analyses.
- Adhere to recordkeeping laws including but not limited to employee files, interviewing notes and screening requirements.
- Lead an effective employee committee.

DEPARTMENT STAFFING:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Human Resources Director	1	1	1

PAYROLL:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Administration	\$105,560	\$105,560	\$109,262

CAPITAL PURCHASES:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Office Supplies	\$300	\$300	\$300

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 001 - General Fund					
EXPENSES					
Department: 10 - Human Resources					
Division: 00 - -					
Program: 103 - Administration					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$90,661.00	\$105,560.00	\$105,560.00	\$109,262.00
501003-01	Payroll Benefits - Recreation Benefit	\$1,065.00	\$1,097.00	\$1,097.00	\$1,130.00
501003-06	Payroll Benefits - Retirement	\$6,063.25	\$8,445.00	\$8,445.00	\$8,741.00
501003-08	Payroll Benefits - Medicare	\$1,433.40	\$1,531.00	\$1,531.00	\$1,584.00
501003-09	Payroll Benefits - Fica	\$126.69	\$0.00	\$0.00	\$0.00
501003-10	Payroll Benefits - Health Insurance	\$14,752.34	\$19,129.00	\$19,129.00	\$19,878.00
501003-13	Payroll Benefits - Dental Insurance	\$227.07	\$300.00	\$300.00	\$361.00
501003-14	Payroll Benefits - Vision Insurance	\$157.80	\$199.00	\$199.00	\$199.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$475.37	\$638.00	\$638.00	\$711.00
501003-18	Payroll Benefits - Long Term Disability	\$625.00	\$834.00	\$834.00	\$929.00
501003-19	Payroll Benefits - Unemployment Insurance	\$300.25	\$317.00	\$317.00	\$328.00
501003-20	Payroll Benefits - Workmans Comp	\$290.55	\$116.00	\$116.00	\$109.00
501004	Training/ Registrations	\$0.00	\$1,000.00	\$1,000.00	\$1,669.00
501005	Travel & Meeting Expenses	\$222.95	\$3,156.00	\$3,156.00	\$3,370.00
<i>Account Classification Total: PER - Personnel Services</i>		\$116,400.67	\$142,322.00	\$142,322.00	\$148,271.00
<i>PUR - Purchased Services</i>					
502002	Consultant	\$0.00	\$500.00	\$500.00	\$15,350.00
502002-01	Consultant - Employee Training	\$3,697.50	\$24,596.00	\$24,596.00	\$20,800.00
502004	Telephone	\$525.00	\$600.00	\$600.00	\$600.00
502005	Employee Relations	\$13,580.10	\$13,310.00	\$13,310.00	\$13,660.00
502005-01	Employee Relations - Tenure	\$10,350.00	\$8,960.00	\$8,960.00	\$8,920.00
502005-02	Employee Relations - Flu	\$0.00	\$900.00	\$900.00	\$900.00
502005-03	Employee Relations - Miscellaneous	\$17.00	\$1,860.00	\$1,860.00	\$1,860.00
<i>Account Classification Total: PUR - Purchased Services</i>		\$28,169.60	\$50,726.00	\$50,726.00	\$62,090.00
<i>OM - Operating & Maintenance</i>					
503001	Advertising	\$3,218.96	\$0.00	\$0.00	\$0.00
503001-02	Advertising - Jobs	\$0.00	\$7,520.00	\$7,520.00	\$7,746.00
503002	Dues, Memberships, Subscriptions	\$6,179.89	\$6,100.00	\$6,100.00	\$6,559.00
503003	Miscellaneous	\$0.00	\$250.00	\$250.00	\$250.00
503005-01	Supplies - Office	\$698.45	\$450.00	\$450.00	\$500.00
<i>Account Classification Total: OM - Operating & Maintenance</i>		\$10,097.30	\$14,320.00	\$14,320.00	\$15,055.00
<i>CAP - Capital</i>					
507001-05	Cash Purchases - Computer	\$0.00	\$0.00	\$0.00	\$300.00
507001-20	Cash Purchases - Other	\$465.98	\$300.00	\$300.00	\$0.00
<i>Account Classification Total: CAP - Capital</i>		\$465.98	\$300.00	\$300.00	\$300.00
Program Total: 103 - Administration		\$155,133.55	\$207,668.00	\$207,668.00	\$225,716.00
Department Total: 10 - Human Resources		\$155,133.55	\$207,668.00	\$207,668.00	\$225,716.00



Town of
SNOWMASS *Village*

COLORADO

DEPARTMENT: Other Expenditures
PROGRAM: Other Expenditures
FUND: General

DEPARTMENT DESCRIPTION:

Other Expenditures is a department that accounts for expenditures that are one-time in nature. These expenditures do not affect the budget in an on-going manner and become zeroed out at the end of the fiscal budget year. Each year additional one-time capital/expenditures will be budgeted in this department.

CAPITAL PURCHASES:

		<u>2019</u>
Land Use Code Update	\$	40,000
PW Admin GIS	\$	31,715
Community Engagement	\$	5,000
Trans Marketing & Communications Enhancements	\$	20,000
Shop Gas Hose Compliance Update	\$	19,500
Conversion Software for New World	\$	61,000
Recycling Containers	\$	3,000
Weed Control	\$	26,000
Rec Center Video Cameras	\$	5,000
Video Message Signs and Cameras	\$	117,700
Portable Generator on Trailer	\$	47,000
PW Admin Finish Office Remodel	\$	7,000
We-Cycle	\$	20,000
Art Projects	\$	60,000
Wildfire Mitigation	\$	30,000
Total	\$	<u>492,915</u>

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 001 - General Fund					
EXPENSES					
Department: 90 - One Times					
Division: 00 - -					
Program: 103 - Administration					
PUR - Purchased Services					
502002-03	Consultant - Town Council	\$10,725.00	\$0.00	\$0.00	\$0.00
502003	Contract Service	\$15,099.00	\$0.00	\$0.00	\$17,500.00
Account Classification Total: PUR - Purchased Services		\$25,824.00	\$0.00	\$0.00	\$17,500.00
OM - Operating & Maintenance					
503003	Miscellaneous	\$5,000.00	\$0.00	\$0.00	\$0.00
Account Classification Total: OM - Operating & Maintenance		\$5,000.00	\$0.00	\$0.00	\$0.00
DON - Donations & Grants					
504002-02	Grants - Health & Human Services	\$140,191.00	\$142,201.00	\$142,201.00	\$157,507.00
Account Classification Total: DON - Donations & Grants		\$140,191.00	\$142,201.00	\$142,201.00	\$157,507.00
Program Total: 103 - Administration		\$171,015.00	\$142,201.00	\$142,201.00	\$175,007.00
Program: 190 - Capital					
CAP - Capital					
507002	Capital Town Council	\$5,400.00	\$15,000.00	\$15,000.00	\$30,000.00
507003	Capital Town Manager	\$4,500.00	\$66,000.00	\$66,000.00	\$5,000.00
507005	Capital Finance	\$38,583.02	\$49,915.00	\$49,915.00	\$61,000.00
507006	Capital Community Development	\$58,714.02	\$70,000.00	\$30,000.00	\$40,000.00
507007	Capital Public Safety	\$5,075.38	\$3,000.00	\$3,000.00	\$117,700.00
507008	Capital Transportation	\$692.87	\$19,300.00	\$19,300.00	\$20,000.00
507009	Capital Parks & Recreation	\$6,814.46	\$55,000.00	\$30,000.00	\$26,000.00
507009-09	Capital Parks & Recreation - Rec Center Building & Equip Repair	\$0.00	\$0.00	\$0.00	\$5,000.00
507011	Capital Road	\$4,699.00	\$0.00	\$0.00	\$0.00
507012	Capital Solid Waste	\$0.00	\$9,000.00	\$9,000.00	\$3,000.00
507013	Capital Shop	\$17,005.60	\$19,490.00	\$0.00	\$19,500.00
507014	Capital Arts Board	\$0.00	\$35,000.00	\$0.00	\$60,000.00
507016	Capital Public Works Admin	\$0.00	\$16,000.00	\$9,000.00	\$7,000.00
507017	Capital GIS	\$0.00	\$50,215.00	\$22,000.00	\$31,715.00
507020	Capital Other	\$54,897.49	\$1,000.00	\$1,000.00	\$67,000.00
Account Classification Total: CAP - Capital		\$196,381.84	\$408,920.00	\$254,215.00	\$492,915.00
Program Total: 190 - Capital		\$196,381.84	\$408,920.00	\$254,215.00	\$492,915.00
Division Total: 00 - -		\$367,396.84	\$551,121.00	\$396,416.00	\$667,922.00
Department Total: 90 - One Times		\$367,396.84	\$551,121.00	\$396,416.00	\$667,922.00

Department: 91 - Other Expenditures

CAP - Capital

507025	Reserves Used	\$0.00	\$163,990.00	\$163,990.00	\$0.00
Account Classification Total: CAP - Capital		\$0.00	\$163,990.00	\$163,990.00	\$0.00
OTHER - Other Expenditures					
502003-14	Contract Service - Base Village	\$41,650.00	\$76,000.00	\$76,000.00	\$60,000.00
511001	Write Offs Accounts Receivables	\$653.30	\$0.00	\$0.00	\$0.00
511003	Employee Housing Reserved Used	\$2,194.80	\$0.00	\$0.00	\$0.00
511007	Adjustment to Expenditures	(\$414,127.86)	\$0.00	\$0.00	\$0.00
511008	Droste Open Space Contribution	\$500,000.00	\$0.00	\$0.00	\$0.00
511009	Other Expenditures	\$5,015.00	\$0.00	\$0.00	\$0.00
511010	Aspen School District Contribution	\$0.00	\$510,000.00	\$510,000.00	\$510,000.00
511011	Building 6 Funding	\$0.00	\$0.00	\$0.00	\$767,000.00
Account Classification Total: OTHER - Other Expenditures		\$135,385.24	\$586,000.00	\$586,000.00	\$1,337,000.00
Department Total: 91 - Other Expenditures		\$135,385.24	\$749,990.00	\$749,990.00	\$1,337,000.00

Department: 92 - Transfers to Other Funds

TRAN - Transfers Out

510055	Transfer Out to CIP	\$892,800.00	\$696,500.00	\$696,500.00	\$312,911.00
510055-01	Transfer Out to CIP - Holy Cross Enhancement Funds	\$0.00	\$0.00	\$0.00	\$992,886.00
510056	Transfer Out CERF	\$330,000.00	\$330,000.00	\$330,000.00	\$330,000.00
Account Classification Total: TRAN - Transfers Out		\$1,222,800.00	\$1,026,500.00	\$1,026,500.00	\$1,635,797.00



LOTTERY FUND

This fund was established to account for the funds the Town of Snowmass Village receives from the State of Colorado lottery proceeds. The Conservation Trust Fund statute governs that a municipality can only use these funds for the acquisition, development and maintenance of “new conservation sites” or for capital improvements to or maintenance of recreational purposes on any public site.

**TOWN OF SNOWMAS VILLAGE
 LOTTERY FUND
 BUDGET SUMMARY**

DESCRIPTION	2017 Actual	2018 Budget	2018 Projected	\$ VARIANCE	2019 Budget	\$ VARIANCE
BEGINNING FUND BALANCE	\$40,615.36	\$48,412.36	\$46,444.51	(\$1,967.85)	\$54,603.51	\$8,159.00
REVENUES	\$28,829.15	\$31,159.00	\$31,159.00	\$0.00	\$32,066.00	\$907.00
EXPENDITURES	(\$23,000.00)	(\$23,000.00)	(\$23,000.00)	\$0.00	(\$23,000.00)	\$0.00
TOTAL REVENUES	\$28,829.15	\$31,159.00	\$31,159.00	\$0.00	\$32,066.00	\$907.00
TOTAL EXPENDITURES	(\$23,000.00)	(\$23,000.00)	(\$23,000.00)	\$0.00	(\$23,000.00)	\$0.00
Net Operating Rev's/Exp	\$5,829.15	\$8,159.00	\$8,159.00	\$0.00	\$9,066.00	\$907.00
ENDING FUND BALANCE	\$46,444.51	\$56,571.36	\$54,603.51	(\$1,967.85)	\$63,669.51	\$9,066.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 005 - Lottery Fund					
REVENUES					
<i>IG - Intergovernmental Revenue</i>					
402006	Lottery Funds	\$28,362.17	\$30,679.00	\$30,679.00	\$30,986.00
<i>Account Classification Total: IG - Intergovernmental Revenue</i>		<u>\$28,362.17</u>	<u>\$30,679.00</u>	<u>\$30,679.00</u>	<u>\$30,986.00</u>
<i>MISC - Miscellaneous</i>					
407001	Interest Income	\$466.98	\$480.00	\$480.00	\$1,080.00
<i>Account Classification Total: MISC - Miscellaneous</i>		<u>\$466.98</u>	<u>\$480.00</u>	<u>\$480.00</u>	<u>\$1,080.00</u>
REVENUES Total		\$28,829.15	\$31,159.00	\$31,159.00	\$32,066.00
 EXPENSES					
<i>TRAN - Transfers Out</i>					
510001	Transfer Out to General	\$23,000.00	\$23,000.00	\$23,000.00	\$23,000.00
<i>Account Classification Total: TRAN - Transfers Out</i>		<u>\$23,000.00</u>	<u>\$23,000.00</u>	<u>\$23,000.00</u>	<u>\$23,000.00</u>
EXPENSES Total		\$23,000.00	\$23,000.00	\$23,000.00	\$23,000.00



Town of
SNOWMASS *Village*

COLORADO



REAL ESTATE TRANSFER TAX FUND

In 1986, the Town adopted Ordinance No.5, Series of 1986, imposing a land transfer tax upon the transfer of interests in real property. From August 1, 1986 to July 31, 1991, the tax was ½% of the consideration and from August 1, 1991 to July 31, 1996, the tax was 1% of the consideration. On November 8, 1994, the Town electorate voted to extend the 1% transfer tax from July 31, 1996 until December 31, 2006.

On November 2, 2004 the Town electorate approved extending the tax in perpetuity and expanding the uses to include all costs for Parks and Recreation and the operating and maintenance cost of Transportation rolling stock. These funds are to be kept separate from all of the Town funds and may only be appropriated for directly related costs such as, administration, architecture, engineering, design, legal, financing and the like for the following:

- A. Transportation related structures, improvements and facilities in the vicinity of the Snowmass Village mall, including land acquisition.
- B. The capital expenditures of the Snowmass Village transportation system and departments.
- C. Landscaping of the Snowmelt Road parking lots, numbered 1-13, owned and operated by the Town of Snowmass Village.
- D. Landscaping other parking lots or transportation facilities owned and operated by the Town of Snowmass Village and any other rights of way or real property owned or controlled by the Town of Snowmass Village.
- E. Repair and maintenance of Brush Creek Road, Owl Creek Road, Highline Road, Snowmelt Road and the trails network within the Town of Snowmass Village.

**TOWN OF SNOWMASS VILLAGE
REAL ESTATE TRANSFER TAX
BUDGET SUMMARY**

Note: Minus variance figures are unfavorable

<u>DESCRIPTION</u>	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>\$ VARIANCE</u>	<u>2019 Budget</u>	<u>\$ VARIANCE</u>
BEGINNING FUND BALANCE	\$6,138,841.99	\$5,360,598.99	\$6,831,326.21	\$1,470,727.22	\$5,556,393.21	(\$1,274,933.00)
Revenues	\$ 2,842,434.27	\$ 2,350,000.00	\$ 2,431,703.00	\$81,703.00	\$ 2,405,980.00	(\$25,723.00)
Transfer Out-CERF	\$ (620,000.00)	\$ (740,000.00)	\$ (740,000.00)	\$0.00	\$ (740,000.00)	\$ -
Expenditures	\$ (1,333,297.22)	\$ (1,946,046.00)	\$ (1,946,046.00)	\$0.00	\$ (1,919,005.00)	\$ 27,041.00
TOTAL REVENUES	\$ 2,842,434.27	\$ 2,350,000.00	\$ 2,431,703.00	\$81,703.00	\$ 2,405,980.00	(\$25,723.00)
TOTAL EXPENDITURES	\$ (1,953,297.22)	\$ (2,686,046.00)	\$ (2,686,046.00)	\$0.00	\$ (2,659,005.00)	\$ 27,041.00
Net Operating Rev's/Exp	\$ 889,137.05	\$ (336,046.00)	\$ (254,343.00)	\$ 81,703.00	\$ (253,025.00)	\$ 1,318.00
Capital Bldg/Equip Reserve Used	(\$29,152.83)	\$ (371,352.00)	\$ (196,490.00)	\$174,862.00	\$ (1,095,515.00)	\$ (899,025.00)
TRANSFER OUT-CIP	\$ (167,500.00)	\$ (824,100.00)	\$ (824,100.00)	\$0.00	\$ (215,000.00)	\$ 609,100.00
ENDING FUND BALANCE	\$6,831,326.21	\$3,829,100.99	\$5,556,393.21	\$1,727,292.22	\$3,992,853.21	(\$1,563,540.00)

<u>FUND BALANCE-DESIGNATIONS/RESERVES</u>	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>\$ Variance</u>	<u>2019 Budget</u>	<u>\$ Variance</u>
Capital Equipment Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Capital Bldg/Equipment Reserve	\$1,037,259.82	\$1,193,474.82	\$1,030,769.82	(\$162,705.00)	\$125,254.82	(\$905,515.00)
2016 Carryover to 2017 Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Emergency Reserve	\$2,000,000.00	\$2,000,000.00	\$2,000,000.00	\$0.00	\$2,000,000.00	\$0.00
Funds Available	\$3,794,066.39	\$635,626.17	\$2,525,623.39	\$1,889,997.22	\$1,867,598.39	(\$658,025.00)
TOTAL FUND BALANCE	\$6,831,326.21	\$3,829,100.99	\$5,556,393.21	\$1,727,292.22	\$3,992,853.21	(\$1,563,540.00)

Town of Snowmass Village Budget Worksheet Report					
Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 006 - Real Estate Transfer Tax Fund					
REVENUES					
<i>TAX - Taxes</i>					
401005	Real Estate Transfer Tax	\$2,771,728.08	\$2,300,000.00	\$2,300,000.00	\$2,300,000.00
<i>Account Classification Total: TAX - Taxes</i>		\$2,771,728.08	\$2,300,000.00	\$2,300,000.00	\$2,300,000.00
<i>MISC - Miscellaneous</i>					
407001	Interest Income	\$70,706.19	\$50,000.00	\$131,703.00	\$105,980.00
<i>Account Classification Total: MISC - Miscellaneous</i>		\$70,706.19	\$50,000.00	\$131,703.00	\$105,980.00
REVENUES Total		\$2,842,434.27	\$2,350,000.00	\$2,431,703.00	\$2,405,980.00
 EXPENSES					
<i>CAP - Capital</i>					
507025	Reserves Used	\$29,152.83	\$371,352.00	\$196,490.00	\$1,095,515.00
507027	Building Equipment Repair	\$76,213.00	\$71,520.00	\$71,520.00	\$71,520.00
<i>Account Classification Total: CAP - Capital</i>		\$105,365.83	\$442,872.00	\$268,010.00	\$1,167,035.00
<i>TRAN - Transfers Out</i>					
510001-01	Transfer Out to General - Transportation	\$423,299.92	\$665,863.00	\$665,863.00	\$591,439.00
510001-02	Transfer Out to General - Landscaping	\$456,441.14	\$607,384.00	\$607,384.00	\$618,620.00
510001-03	Transfer Out to General - Pool & Recreation Center	\$377,343.16	\$601,279.00	\$601,279.00	\$637,426.00
510055	Transfer Out to CIP	\$167,500.00	\$824,100.00	\$824,100.00	\$215,000.00
510056-01	Transfer Out CERF - Parks and Trails	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00
510056-02	Transfer out CERF - Pool and Recreation	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
510056-03	Transfer Out CERF - Transportation	\$585,000.00	\$705,000.00	\$705,000.00	\$705,000.00
<i>Account Classification Total: TRAN - Transfers Out</i>		\$2,044,584.22	\$3,438,626.00	\$3,438,626.00	\$2,802,485.00
EXPENSES Total		\$2,149,950.05	\$3,881,498.00	\$3,706,636.00	\$3,969,520.00



Town of
SNOWMASS *Village*

COLORADO



ROAD MILL LEVY FUND

The Road Mill Levy Fund was created through Ordinance No. 6, Series of 1986. The purpose of the mill levy was to establish a long term funding source for road maintenance, repair, and reconstruction, including related costs incidental thereto.

The Road Mill Levy Fund has set the mill levy to 5 mills to fund current road projects.

**TOWN OF SNOWMASS VILLAGE
ROAD MILL LEVY FUND
BUDGET SUMMARY**

Note: Minus variance figures are unfavorable

DESCRIPTION	2017 Actual	2018 Budget	2018 Projected	\$ VARIANCE	2019 Budget	\$ VARIANCE
CARRYOVER	\$1,955,906.85	\$1,478,781.55	\$1,915,764.92	\$436,983.37	\$1,229,326.92	(\$686,438.00)
REVENUES	\$ 2,480,596.68	\$ 2,494,696.00	\$ 2,494,696.00	\$ -	\$ 2,530,930.00	\$36,234.00
Transfer Out-CERF	\$ (350,000.00)	\$ (350,000.00)	\$ (350,000.00)	\$0.00	\$ (350,000.00)	\$ -
EXPENDITURES	\$ (2,170,738.61)	\$ (2,487,234.00)	\$ (2,297,234.00)	\$190,000.00	\$ (2,435,896.00)	(\$138,662.00)
TOTAL REVENUES	\$ 2,480,596.68	\$ 2,494,696.00	\$ 2,494,696.00	\$0.00	\$ 2,530,930.00	\$36,234.00
TOTAL EXPENDITURES	\$ (2,520,738.61)	\$ (2,837,234.00)	\$ (2,647,234.00)	\$190,000.00	\$ (2,785,896.00)	(\$138,662.00)
Net Operating Rev's/Exp-with Capital	\$ (40,141.93)	\$ (342,538.00)	\$ (152,538.00)	\$190,000.00	\$ (254,966.00)	(\$102,428.00)
Transfer out-CIP	\$ -	\$ (533,900.00)	\$ (533,900.00)	\$0.00	\$ -	\$ (533,900.00)
YEAR END CARRYOVER	\$1,915,764.92	\$602,343.55	\$1,229,326.92	\$626,983.37	\$974,360.92	(\$788,866.00)
<u>Appropriation from Year End Carryover</u>	2017 Actual	2018 Budget	2018 Projected	\$ VARIANCE	2019 Budget	\$ VARIANCE
BUILDING/EQUIPMENT RESERVE	\$1,201,519.27	\$581,853.27	\$582,218.27	\$365.00	\$737,218.27	\$155,000.00
Reserve for 2016/Expend in 2017	\$ -	\$ -	\$ -	\$0.00	\$ -	\$0.00
FUNDS AVAILABLE	\$714,245.65	\$20,490.28	\$647,108.65	\$626,618.37	\$237,142.65	(\$409,966.00)
Year End Appropriation	\$1,915,764.92	\$602,343.55	\$1,229,326.92	(\$1,353,563.30)	\$974,360.92	(\$254,966.00)

Town of Snowmass Village Budget Worksheet Report					
Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 007 - Road Mill Levy Fund					
REVENUES					
<i>TAX - Taxes</i>					
401001-01	Property Taxes - Current Taxes	\$2,447,103.67	\$2,405,696.00	\$2,405,696.00	\$2,435,930.00
<i>Account Classification Total: TAX - Taxes</i>		\$2,447,103.67	\$2,405,696.00	\$2,405,696.00	\$2,435,930.00
<i>CS - Charges for Service</i>					
404070	Occupancy Assessments	\$2,276.60	\$75,000.00	\$75,000.00	\$75,000.00
<i>Account Classification Total: CS - Charges for Service</i>		\$2,276.60	\$75,000.00	\$75,000.00	\$75,000.00
<i>MISC - Miscellaneous</i>					
407001	Interest Income	\$29,954.41	\$14,000.00	\$14,000.00	\$20,000.00
407003	Miscellaneous Income	\$1,262.00	\$0.00	\$0.00	\$0.00
<i>Account Classification Total: MISC - Miscellaneous</i>		\$31,216.41	\$14,000.00	\$14,000.00	\$20,000.00
REVENUES Total		\$2,480,596.68	\$2,494,696.00	\$2,494,696.00	\$2,530,930.00
EXPENSES					
<i>PUR - Purchased Services</i>					
502002-02	Consultant - Engineering	\$13,302.75	\$20,000.00	\$20,000.00	\$20,000.00
502018-02	Collection Fees - Road	\$49,028.15	\$48,114.00	\$48,114.00	\$48,114.00
<i>Account Classification Total: PUR - Purchased Services</i>		\$62,330.90	\$68,114.00	\$68,114.00	\$68,114.00
<i>CAP - Capital</i>					
507025	Reserves Used	\$25,600.00	\$240,401.00	\$240,401.00	\$0.00
507100	Road Projects	\$0.00	\$250,000.00	\$0.00	\$450,000.00
507101-01	Road Projects Central - Brush Creek Road	\$8,175.08	\$0.00	\$20,000.00	\$0.00
507103-02	Road Projects Horse Ranch - Bridle Path Lane	\$19,796.38	\$0.00	\$0.00	\$0.00
507103-04	Road Projects Horse Ranch - Horse Ranch Drive	\$128,334.95	\$0.00	\$0.00	\$0.00
507103-12	Road Projects Horse Ranch - Trail Rider Lane	\$21,505.00	\$0.00	\$0.00	\$0.00
507106-03	Road Projects West Village - Carriageway	\$0.00	\$0.00	\$40,000.00	\$0.00
507106-21	Road Projects West Village - TOV	\$72,399.40	\$0.00	\$0.00	\$0.00
507110	Way Finding Signs	\$935.00	\$32,000.00	\$32,000.00	\$0.00
507112	Annual Maintenance	\$73,366.00	\$60,979.00	\$60,979.00	\$60,979.00
507113	Snowmelt BV Project	\$45,258.90	\$0.00	\$0.00	\$0.00
<i>Account Classification Total: CAP - Capital</i>		\$395,370.71	\$583,380.00	\$393,380.00	\$510,979.00
<i>TRAN - Transfers Out</i>					
510001	Transfer Out to General	\$1,713,037.00	\$1,835,740.00	\$1,835,740.00	\$1,856,803.00
510055	Transfer Out to CIP	\$0.00	\$533,900.00	\$533,900.00	\$0.00
510056	Transfer Out CERF	\$350,000.00	\$350,000.00	\$350,000.00	\$350,000.00
<i>Account Classification Total: TRAN - Transfers Out</i>		\$2,063,037.00	\$2,719,640.00	\$2,719,640.00	\$2,206,803.00
EXPENSES Total		\$2,520,738.61	\$3,371,134.00	\$3,181,134.00	\$2,785,896.00



Town of
SNOWMASS *Village*

COLORADO



EXCISE TAX FUND

The Excise Tax was passed by the electorate in November of 1999. In essence, it provides that a limited excise tax be assessed only if the owner of a lot decides to construct, remodel or expand improvements in excess of the maximum allowable floor area for a lot, other than by variance, in detached single family residential areas only, provided that the construction, remodel, or expansion that is subject to the excise tax not exceed 550 square feet or 10% or the maximum allowable floor area for the lot, whichever is less.

Revenues from the excise tax are restricted for the acquisition, construction, and rehabilitation of affordable employee housing including land owned or acquired including sales to qualified purchasers.

**TOWN OF SNOWMASS VILLAGE
EXCISE TAX FUND
BUDGET SUMMARY**

DESCRIPTION	2017	2018	2018	\$	2019	\$
	Actual	Budget	Projected	VARIANCE	Budget	VARIANCE
BEGINNING FUND BALANCE	\$653,166.43	\$450,258.43	\$1,341,568.25	\$891,309.82	\$1,703,699.25	\$362,131.00
REVENUES	\$1,140,217.73	\$277,500.00	\$399,131.00	\$121,631.00	\$304,640.00	(\$94,491.00)
CORE Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Rodeo Place Homes-Phase 2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EXPENDITURES	<u>(\$26,033.91)</u>	<u>(\$37,000.00)</u>	<u>(\$37,000.00)</u>	<u>\$0.00</u>	<u>(\$37,780.00)</u>	<u>(\$780.00)</u>
TOTAL REVENUES	\$1,140,217.73	\$277,500.00	\$399,131.00	\$121,631.00	\$304,640.00	(\$94,491.00)
TOTAL EXPENDITURES	<u>(\$26,033.91)</u>	<u>(\$37,000.00)</u>	<u>(\$37,000.00)</u>	<u>\$0.00</u>	<u>(\$37,780.00)</u>	<u>(\$780.00)</u>
Net Operating Rev's/Exp	\$1,114,183.82	\$240,500.00	\$362,131.00	\$121,631.00	\$266,860.00	(\$95,271.00)
Hsg Renvtn-Phase I	(\$25,782.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Hsg Renvtn-Phase II Pln/Dsgn	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Rodeo Place Homes-Phase 2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfer out-CIP (Exterior Renovations)	(\$400,000.00)	\$0.00	\$0.00	\$0.00	(\$50,000.00)	(\$50,000.00)
Transfer out-CIP (Draw Site)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ENDING FUND BALANCE	\$1,341,568.25	\$690,758.43	\$1,703,699.25	\$1,012,940.82	\$1,920,559.25	\$216,860.00
FUND BALANCE-DESIGNATIONS/RESERVES						
Unrestricted Funds from Sales	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Reserve for 2016 Expenditures in 2017	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
FUNDS AVAILABLE	\$1,341,568.25	\$690,758.43	\$1,703,699.25	\$1,012,940.82	\$1,920,559.25	\$216,860.00
TOTAL FUND BALANCE	\$1,341,568.25	\$690,758.43	\$1,703,699.25	\$1,012,940.82	\$1,920,559.25	\$216,860.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 008 - Excise Tax Fund					
REVENUES					
TAX - Taxes					
401006	Excise Tax	\$1,077,692.33	\$225,000.00	\$317,000.00	\$225,000.00
Account Classification Total: TAX - Taxes		\$1,077,692.33	\$225,000.00	\$317,000.00	\$225,000.00
MISC - Miscellaneous					
407001	Interest Income	\$14,268.84	\$4,500.00	\$34,131.00	\$31,640.00
407007-04	Employee Housing - Rent Other	\$48,000.00	\$48,000.00	\$48,000.00	\$48,000.00
407008	Accounts Payable Write Offs	\$256.56	\$0.00	\$0.00	\$0.00
Account Classification Total: MISC - Miscellaneous		\$62,525.40	\$52,500.00	\$82,131.00	\$79,640.00
REVENUES Total		\$1,140,217.73	\$277,500.00	\$399,131.00	\$304,640.00
EXPENSES					
OM - Operating & Maintenance					
503003	Miscellaneous	\$26,033.91	\$37,000.00	\$37,000.00	\$37,780.00
Account Classification Total: OM - Operating & Maintenance		\$26,033.91	\$37,000.00	\$37,000.00	\$37,780.00
CAP - Capital					
507022-01	Capital Projects Soft Costs - Consultants	\$25,782.00	\$0.00	\$0.00	\$0.00
Account Classification Total: CAP - Capital		\$25,782.00	\$0.00	\$0.00	\$0.00
TRAN - Transfers Out					
510055	Transfer Out to CIP	\$400,000.00	\$0.00	\$0.00	\$50,000.00
Account Classification Total: TRAN - Transfers Out		\$400,000.00	\$0.00	\$0.00	\$50,000.00
EXPENSES Total		\$451,815.91	\$37,000.00	\$37,000.00	\$87,780.00



Town of
SNOWMASS *Village*

COLORADO

DEPARTMENT: Snowmass Tourism
PROGRAMS: Marketing and Special Events
FUND: Marketing and Special Events

DEPARTMENT DESCRIPTION:

The Marketing and Special Events Fund accounts for a two and one-half percent (2.5%) sales tax that was approved by the electorate of the Town of Snowmass Village in November of 2002. The revenues from the sales tax are restricted to the following purposes: 1. Marketing, 2. Creation, promotion, and execution of special events, 3. Public Relations, 4. Actual and necessary expenses of the Marketing, Group Sales and Special Events Board for the development of tourism for the benefit of Snowmass Village as a whole, subject to a limitation on capital expenditure to a maximum of 10% of the sales tax revenues. 2003 was the first full year of operation for this fund.

DEPARTMENT MEASUREMENTS:

Overall increase in visitation to Snowmass Village as measured by an increase in lodging and sales tax revenues. Establish metric targets and high level tasks to achieve set targets. Report to the results of initiatives with specific goals and results around strategies and campaigns. Create and develop events that bring vitality (occupancy/REVPAR etc.) to Snowmass Village.

DEPARTMENT GOALS:

- To effectively position Snowmass as a leading resort with a world-class value proposition.
- Merchandise resort amenities and services to appeal to a broad variety of audiences.
- To increase total demand for overnight visitation as measured by total room nights. Of particular focus is to increase visitation in the summer, and spring/fall shoulder seasons.
- Develop opportunities for guests to engage in key lifestyle and passion segments including outdoor recreation, arts & culture, food & wine, history & science, romance, family and luxury travel.
- Support and promote the retail, food & beverage and service sectors necessary for the delivery of complete guest services.

- Continue to develop digital platform capabilities for enhanced customer engagement, program support and capture key marketing metrics.
- Commit to special events and product development that enhances our brand and broadens appeal to target audiences.

DEPARTMENT OBJECTIVES:

1. To grow occupancy by year over year (+4% in summer; + 1.5% in winter) and increase Tax Revenue. Targets = Lodging tax +7.5% in summer; +5% in winter. Marketing tax = +7% in summer; +3% in winter)
2. To maintain or improve Snowmass' position in both the competitive set for Occupancy and Revenue per Available Room in Winter and improve rank in Summer.
3. Increase the overall awareness and brand of Snowmass Village.
4. Develop special events that increase occupancy by driving multiple night stays and enhance the vibrancy and image of Snowmass Village.
5. Support the community and stakeholders in their efforts to enhance and promote the Snowmass experience by developing shared marketing materials and engaging with business owners for the development of promotions.
6. Implement the Snowmass brand by providing content and incorporate programming that supports targeted lifestyle and passion segments.

DEPARTMENT STAFFING:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Full Time	7.5	7.5	7.5
Seasonal Part Time	5	5	5

PAYROLL:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
	\$657,139	\$657,139	\$681,621

CAPITAL INVESTMENTS:

A contribution of \$200,000 to CIP to Fund opportunities including bike trails, art on trails, concert venue improvements and more.

HIGHLIGHTS OF PROPOSED BUDGET:

- Contribution of \$150K to general fund for Town Services support of Special Events
- Allocating funds up to \$200K annually to be used for product development/capital improvements.
- Increased support for special events/guest amenities

**TOWN OF SNOWMASS VILLAGE
MARKETING AND SPECIAL EVENTS FUND
BUDGET SUMMARY**

DESCRIPTION	2017 Aactual	2018 Budget	2018 Projected	\$ VARIANCE	2019 Budget	\$ VARIANCE
BEGINNING FUND BALANCE	\$1,420,646.04	\$1,412,800.04	\$1,779,178.65	\$366,378.61	\$1,721,180.65	(\$57,998.00)
REVENUES	\$4,986,817.07	\$5,038,522.00	\$5,038,522.00	\$0.00	\$5,278,167.00	\$239,645.00
EXPENDITURES	(\$4,528,284.46)	(\$4,996,520.00)	(\$4,996,520.00)	\$0.00	(\$5,200,545.00)	(\$204,025.00)
TRANSFER OUT-CERF	\$ -	\$ -	\$ -	\$0.00	\$ -	\$0.00
TOTAL REVENUES	\$4,986,817.07	\$5,038,522.00	\$5,038,522.00	\$0.00	\$5,278,167.00	\$239,645.00
TOTAL EXPENDITURES	(\$4,528,284.46)	(\$4,996,520.00)	(\$4,996,520.00)	\$0.00	(\$5,200,545.00)	(\$204,025.00)
Net Operating Rev's/Exp	\$458,532.61	\$42,002.00	\$42,002.00	\$0.00	\$77,622.00	\$35,620.00
TRANSFER OUT-CIP	\$ (100,000.00)	\$ (100,000.00)	\$ (100,000.00)	\$0.00	\$ (200,000.00)	(\$100,000.00)
ENDING FUND BALANCE	\$1,779,178.65	\$1,354,802.04	\$1,721,180.65	\$366,378.61	\$1,598,802.65	(\$122,378.00)

FUND BALANCE-DESIGNATIONS/RESERVES	2017 Actual	2018 Budget	2018 Projected	\$ VARIANCE	2019 Budget	\$ VARIANCE
Reserve (2017=15%/2018=25%)	\$748,022.56	\$1,259,630.50	\$1,259,630.50	\$0.00	\$1,319,541.75	\$59,911.25
Reserve for 2017/Expend in 2018	\$8,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
FUNDS AVAILABLE	\$1,023,156.09	\$95,171.54	\$461,550.15	\$366,378.61	\$279,260.90	(\$182,289.25)
TOTAL FUND BALANCE	\$1,779,178.65	\$1,354,802.04	\$1,721,180.65	\$366,378.61	\$1,598,802.65	(\$122,378.00)

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 009 - Marketing & Special Events Fund					
REVENUES					
TAX - Taxes					
401003-03	Sales Taxes - Marketing	\$4,873,246.14	\$4,949,522.00	\$4,949,522.00	\$5,169,167.00
Account Classification Total: TAX - Taxes		\$4,873,246.14	\$4,949,522.00	\$4,949,522.00	\$5,169,167.00
CONT - Contributions					
406007-01	Donations - Events	\$500.00	\$0.00	\$0.00	\$0.00
Account Classification Total: CONT - Contributions		\$500.00	\$0.00	\$0.00	\$0.00
MISC - Miscellaneous					
407001	Interest Income	\$23,627.57	\$14,000.00	\$14,000.00	\$34,000.00
407003	Miscellaneous Income	\$843.36	\$0.00	\$0.00	\$0.00
407008	Accounts Payable Write Offs	\$38,000.00	\$0.00	\$0.00	\$0.00
407018-02	Co-op Reimbursement - Marketing	\$50,600.00	\$75,000.00	\$75,000.00	\$75,000.00
Account Classification Total: MISC - Miscellaneous		\$113,070.93	\$89,000.00	\$89,000.00	\$109,000.00
REVENUES Total		\$4,986,817.07	\$5,038,522.00	\$5,038,522.00	\$5,278,167.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 009 - Marketing & Special Events Fund					
EXPENSES					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$656,201.65	\$657,139.00	\$657,139.00	\$681,621.00
501002-01	Payroll Overtime Regular	\$15,843.06	\$15,000.00	\$15,000.00	\$10,000.00
501003-01	Payroll Benefits - Recreation Benefit	\$13,813.33	\$13,713.00	\$13,713.00	\$15,255.00
501003-04	Payroll Benefits - Housing Allowance	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00
501003-06	Payroll Benefits - Retirement	\$38,983.60	\$47,269.00	\$47,269.00	\$48,920.00
501003-08	Payroll Benefits - Medicare	\$10,359.34	\$8,785.00	\$8,785.00	\$9,073.00
501003-09	Payroll Benefits - Fica	\$6,582.86	\$5,070.00	\$5,070.00	\$5,042.00
501003-10	Payroll Benefits - Health Insurance	\$162,493.22	\$212,836.00	\$212,836.00	\$226,797.00
501003-13	Payroll Benefits - Dental Insurance	\$3,133.41	\$2,254.00	\$2,254.00	\$2,705.00
501003-14	Payroll Benefits - Vision Insurance	\$1,796.44	\$1,491.00	\$1,491.00	\$1,491.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$3,075.60	\$3,574.00	\$3,574.00	\$3,999.00
501003-17	Payroll Benefits - Dependant Life	\$38.54	\$59.00	\$59.00	\$84.00
501003-18	Payroll Benefits - Long Term Disability	\$4,065.52	\$4,668.00	\$4,668.00	\$5,226.00
501003-19	Payroll Benefits - Unemployment Insurance	\$2,107.77	\$2,016.00	\$2,016.00	\$2,075.00
501003-20	Payroll Benefits - Workmans Comp	\$2,577.90	\$739.00	\$739.00	\$692.00
501004	Training/ Registrations	\$2,622.43	\$10,000.00	\$10,000.00	\$10,000.00
501005	Travel & Meeting Expenses	\$55,367.98	\$40,000.00	\$40,000.00	\$41,200.00
Account Classification Total: PER - Personnel Services		\$1,009,062.65	\$1,054,613.00	\$1,054,613.00	\$1,094,180.00
<i>PUR - Purchased Services</i>					
502003	Contract Service	\$36,165.37	\$45,000.00	\$45,000.00	\$40,000.00
502004	Telephone	\$8,425.78	\$8,000.00	\$8,000.00	\$8,000.00
502007-01	Maintenance Agreements - Copier	\$1,225.23	\$2,500.00	\$2,500.00	\$2,500.00
502008-01	Repairs - Equipment	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00
502009-01	Mailing - Postage	\$1,717.33	\$3,000.00	\$3,000.00	\$3,090.00
502010-03	Utilities - Electric	\$1,028.12	\$900.00	\$900.00	\$927.00
502013-01	Leased Equipment - Copier	\$3,696.90	\$2,000.00	\$2,000.00	\$2,000.00
502017	Audit	\$4,572.00	\$4,850.00	\$4,850.00	\$4,850.00
Account Classification Total: PUR - Purchased Services		\$56,830.73	\$67,250.00	\$67,250.00	\$62,367.00
<i>OM - Operating & Maintenance</i>					
503002	Dues, Memberships, Subscriptions	\$5,366.67	\$7,500.00	\$7,500.00	\$7,725.00
503003	Miscellaneous	\$15,424.93	\$31,000.00	\$31,000.00	\$31,930.00
503005-01	Supplies - Office	\$5,598.35	\$23,000.00	\$23,000.00	\$6,000.00
503005-30	Supplies - Events	\$14,424.69	\$20,000.00	\$20,000.00	\$20,000.00
503007-01	Building Lease Payments - Rent	\$67,038.00	\$61,325.00	\$61,325.00	\$61,745.00
503007-02	Building Lease Payments - CAMS	\$7,781.04	\$8,000.00	\$8,000.00	\$8,500.00
503008-01	Insurance - Building	\$166.95	\$200.00	\$200.00	\$200.00
503008-02	Insurance - Vehicle	\$67.20	\$100.00	\$100.00	\$100.00
503009-01	Vehicle Expenses - Fuel	\$1,121.46	\$1,070.00	\$1,070.00	\$1,070.00
503009-03	Vehicle Expenses - Parts & Supplies	\$20.36	\$987.00	\$987.00	\$987.00
503009-06	Vehicle Expenses - Labor	\$828.75	\$2,100.00	\$2,100.00	\$2,100.00
503027	Office Equipment	\$1,032.46	\$4,000.00	\$4,000.00	\$4,000.00
Account Classification Total: OM - Operating & Maintenance		\$118,870.86	\$159,282.00	\$159,282.00	\$144,357.00
<i>TRAN - Transfers Out</i>					
510055	Transfer Out to CIP	\$100,000.00	\$100,000.00	\$100,000.00	\$200,000.00
Account Classification Total: TRAN - Transfers Out		\$100,000.00	\$100,000.00	\$100,000.00	\$200,000.00
<i>MKT - Marketing</i>					
550001	Airline Support	\$14,918.75	\$17,500.00	\$17,500.00	\$17,500.00
550002	Signage	\$11,497.22	\$30,000.00	\$30,000.00	\$22,500.00
550003	Premiums	\$33,184.03	\$32,000.00	\$32,000.00	\$32,000.00
550004-01	Summer Marketing - Collateral	\$86,109.32	\$90,000.00	\$90,000.00	\$98,000.00
550004-02	Summer Marketing - Advertising	\$499,659.12	\$561,000.00	\$561,000.00	\$650,000.00
550004-03	Summer Marketing - Photography	\$50,585.34	\$60,000.00	\$60,000.00	\$60,000.00
550005-01	Winter Marketing - Collateral	\$90,199.75	\$91,500.00	\$91,500.00	\$90,000.00
550005-02	Winter Marketing - Advertising	\$566,782.06	\$649,750.00	\$649,750.00	\$650,000.00
550005-03	Winter Marketing - Photography	\$61,918.49	\$57,100.00	\$57,100.00	\$60,000.00
550006-01	Online - Web Design & Maintenance	\$74,097.87	\$32,500.00	\$32,500.00	\$42,500.00
550006-02	Online - Social Media	\$79,950.43	\$82,500.00	\$82,500.00	\$82,500.00
550006-03	Online - Search Engine Optimazation & Marketing	\$56,828.18	\$70,000.00	\$70,000.00	\$70,000.00
550006-04	Online - E-mail	\$21,868.25	\$27,500.00	\$27,500.00	\$28,325.00
550006-05	Online - Miscellaneous	\$7,704.52	\$10,000.00	\$10,000.00	\$10,000.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
550009	Competitive Analysis	\$21,800.00	\$29,000.00	\$29,000.00	\$30,740.00
550012	Ice Age Discovery Center	\$67,465.51	\$85,000.00	\$85,000.00	\$70,000.00
550013	Research Survey	\$0.00	\$21,000.00	\$21,000.00	\$15,000.00
<i>Account Classification Total: MKT - Marketing</i>		\$1,744,568.84	\$1,946,350.00	\$1,946,350.00	\$2,029,065.00
SE - Special Events					
550008	Sponsorship Tool	\$10,026.94	\$11,025.00	\$11,025.00	\$11,576.00
550010	Summer Events	\$812,652.91	\$971,000.00	\$971,000.00	\$1,078,000.00
550010-01	Town Services	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00
550011	Winter Events	\$433,798.76	\$382,000.00	\$382,000.00	\$375,000.00
<i>Account Classification Total: SE - Special Events</i>		\$1,406,478.61	\$1,514,025.00	\$1,514,025.00	\$1,614,576.00
CI & PR - Client Interaction and Public Relations					
560001	Public Relations	\$150,522.77	\$200,000.00	\$200,000.00	\$206,000.00
560002	Rebate	\$41,950.00	\$55,000.00	\$55,000.00	\$50,000.00
<i>Account Classification Total: CI & PR - Client Interaction and Public Relations</i>		\$192,472.77	\$255,000.00	\$255,000.00	\$256,000.00
EXPENSES Total		\$4,628,284.46	\$5,096,520.00	\$5,096,520.00	\$5,400,545.00



Town of
SNOWMASS *Village*

COLORADO

DEPARTMENT: Snowmass Tourism
PROGRAMS: Group Sales
FUND: Group Sales

DEPARTMENT DESCRIPTION:

The 2.4% Lodging Tax was approved by the electorate of the Town of Snowmass Village in November of 2005. The Lodging Tax is levied on the price paid for the renting or leasing of lodging for less than thirty consecutive days. The proceeds from the tax will be used for sales and marketing programs to attract group reservations for the Town of Snowmass Village as a whole. Group Sales began operation on July 1, 2006 and 2007 was the first full year of operation for this fund.

DEPARTMENT MEASUREMENTS:

In conjunction with Marketing and Special Events, improve the overall occupancy of the Village especially as it related to groups business. Year over year, improve the quantity of qualified leads being sent to the lodging community. Increase awareness of Snowmass within the meeting planning community and with Tour Operators through site visits, sales calls, tradeshow and FAM's. Improve and liaison the collaboration of lodging properties and other viable services that the Village can provide to increase the opportunities for group business.

DEPARTMENT GOALS:

- Increase visitation throughout the year, especially during the summer season, via the number of group specific room nights booked in the village year over year.
 - Utilize destination branding to create awareness for group segments. Continually integrate destination brand/marketing into group sales efforts.
 - Utilize existing programming to provide supplemental activities for group visitation. Create new programming with the potential to attract new groups.
 - Utilize major events as a focal point for group sales during key times of the year. Continue to leverage events into group sales as a way to extend group stays.
 - Identify potential ways to enhance and leverage group sales efforts with regional partners. Utilize partners as a way to improve the value proposition for group visits.
 - Evolve digital platform support for group sales efforts.
 - Commit to product development that enhances our brand and broadens appeal to target audiences.
-

DEPARTMENT OBJECTIVES:

1. To increase Group specific lodging Village-wide as well as the quality of groups coming to Snowmass.
2. To be active in the promotion of Snowmass as a group/meeting destination.
3. To provide a high-level customer service and continue to grow relationships with clients and lodging stakeholders increasing the opportunities for overall group business and maintaining existing groups through specific retention strategies.
4. Leverage existing activities and community partners to appeal to key target segments and drive additional room nights.
5. Target affinity groups that fit with passion segments.
6. Engage Tour Operators to program Snowmass into their catalogs and online offerings and position Snowmass as the preeminent adventure destination in the United States.

DEPARTMENT STAFFING:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Proposed</u>
Full Time	7.5	7.5	7.5

PAYROLL:

	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Budget</u>
	\$739,088	\$563,272	\$702,506

CAPITAL INVESTMENTS:

A contribution of \$200,000 to CIP to Fund opportunities including bike trails, art on trails, concert venue improvements and more.

HIGHLIGHTS OF PROPOSED BUDGET:

- The budget is focused on increasing interaction with prospects and existing clients.
- Allocating funds up to \$200K annually to be used for product development/capital improvements.
- Increased support for special events/guest amenities

**TOWN OF SNOWMASS VILLAGE
GROUP SALES FUND
BUDGET SUMMARY**

DESCRIPTION	2017 Actual	2018 Budget	2018 Projected	\$ VARIANCE	2019 Budget	\$ VARIANCE
BEGINNING FUND BALANCE	\$1,175,169.25	\$1,082,155.25	\$1,280,670.08	\$198,514.83	\$1,502,461.08	\$221,791.00
REVENUES	\$1,979,663.71	\$2,041,512.00	\$2,041,512.00	\$0.00	\$2,095,521.00	\$54,009.00
TRANSFER OUT-CERF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EXPENDITURES	(\$1,774,162.88)	(\$1,940,690.00)	(\$1,719,721.00)	\$220,969.00	(\$1,949,232.00)	(\$229,511.00)
TOTAL REVENUES	\$1,979,663.71	\$2,041,512.00	\$2,041,512.00	\$0.00	\$2,095,521.00	\$54,009.00
TOTAL EXPENDITURES	(\$1,774,162.88)	(\$1,940,690.00)	(\$1,719,721.00)	\$220,969.00	(\$1,949,232.00)	(\$229,511.00)
NET REVENUES/EXP	\$205,500.83	\$100,822.00	\$321,791.00	\$220,969.00	\$146,289.00	(\$175,502.00)
TRANSFER OUT-CIP	(\$100,000.00)	(\$100,000.00)	(\$100,000.00)	\$0.00	(\$200,000.00)	(\$100,000.00)
ENDING FUND BALANCE	\$1,280,670.08	\$1,082,977.25	\$1,502,461.08	\$419,483.83	\$1,448,750.08	\$53,711.00

FUND BALANCE-DESIGNATIONS/RESERVES	2017 Actual	2018 Budget	2018 Projected	\$ VARIANCE	2019 Budget	\$ VARIANCE
RESERVE (2017 =15%/2018=25%)	\$296,949.56	\$510,378.00	\$510,378.00	\$0.00	\$523,880.25	\$13,502.25
Reserve for 2016/Expend in 2017	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
FUNDS AVAILABLE	\$983,720.52	\$572,599.25	\$992,083.08	\$419,483.83	\$924,869.83	(\$67,213.25)
TOTAL FUND BALANCE	\$1,280,670.08	\$1,082,977.25	\$1,502,461.08	\$419,483.83	\$1,448,750.08	(\$53,711.00)

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 010 - Group Sales Fund					
REVENUES					
<i>TAX - Taxes</i>					
401003-04	Sales Taxes - Lodging	\$1,942,088.37	\$2,000,512.00	\$2,000,512.00	\$2,049,521.00
<i>Account Classification Total: TAX - Taxes</i>		<u>\$1,942,088.37</u>	<u>\$2,000,512.00</u>	<u>\$2,000,512.00</u>	<u>\$2,049,521.00</u>
<i>MISC - Miscellaneous</i>					
407001	Interest Income	\$17,284.40	\$10,000.00	\$10,000.00	\$24,000.00
407003	Miscellaneous Income	\$30.00	\$0.00	\$0.00	\$0.00
407018-01	Co-op Reimbursement	\$1,686.94	\$1,000.00	\$1,000.00	\$1,000.00
407056	Support for Groups	\$18,574.00	\$30,000.00	\$30,000.00	\$21,000.00
<i>Account Classification Total: MISC - Miscellaneous</i>		<u>\$37,575.34</u>	<u>\$41,000.00</u>	<u>\$41,000.00</u>	<u>\$46,000.00</u>
REVENUES Total		\$1,979,663.71	\$2,041,512.00	\$2,041,512.00	\$2,095,521.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 010 - Group Sales Fund					
EXPENSES					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$697,919.90	\$739,088.00	\$563,272.00	\$702,506.00
501002-01	Payroll Overtime Regular	\$6,087.55	\$10,000.00	\$10,000.00	\$5,000.00
501003-01	Payroll Benefits - Recreation Benefit	\$9,517.26	\$8,228.00	\$9,964.00	\$8,459.00
501003-06	Payroll Benefits - Retirement	\$44,602.13	\$51,927.00	\$40,731.00	\$50,047.00
501003-08	Payroll Benefits - Medicare	\$10,422.97	\$10,862.00	\$8,749.00	\$10,259.00
501003-09	Payroll Benefits - Fica	\$1,630.49	\$0.00	\$333.00	\$0.00
501003-10	Payroll Benefits - Health Insurance	\$209,439.08	\$231,240.00	\$198,980.00	\$253,046.00
501003-13	Payroll Benefits - Dental Insurance	\$4,004.67	\$2,254.00	\$2,799.00	\$2,705.00
501003-14	Payroll Benefits - Vision Insurance	\$1,906.90	\$1,491.00	\$1,336.00	\$1,491.00
501003-15	Payroll Benefits - Standard - Life / AD & D	\$3,508.38	\$3,926.00	\$3,063.00	\$4,069.00
501003-17	Payroll Benefits - Dependant Life	\$73.18	\$59.00	\$71.00	\$92.00
501003-18	Payroll Benefits - Long Term Disability	\$4,638.25	\$5,128.00	\$3,992.00	\$5,318.00
501003-19	Payroll Benefits - Unemployment Insurance	\$2,149.46	\$2,247.00	\$1,808.00	\$2,123.00
501003-20	Payroll Benefits - Workmans Comp	\$1,795.82	\$823.00	\$1,206.00	\$708.00
501004	Training/ Registrations	\$0.00	\$1,000.00	\$1,000.00	\$3,000.00
501005	Travel & Meeting Expenses	\$82,038.18	\$50,500.00	\$50,500.00	\$100,000.00
<i>Account Classification Total: PER - Personnel Services</i>		\$1,079,734.22	\$1,118,773.00	\$897,804.00	\$1,148,823.00
<i>PUR - Purchased Services</i>					
502003	Contract Service	\$57,662.15	\$72,000.00	\$72,000.00	\$45,000.00
502004	Telephone	\$5,480.99	\$4,500.00	\$4,500.00	\$6,500.00
502007-01	Maintenance Agreements - Copier	\$1,197.97	\$2,500.00	\$2,500.00	\$2,500.00
502008-01	Repairs - Equipment	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00
502009-01	Mailing - Postage	\$1,076.20	\$2,000.00	\$2,000.00	\$2,000.00
502009-03	Mailing - Tradeshows	\$2,080.35	\$2,000.00	\$2,000.00	\$2,000.00
502013-01	Leased Equipment - Copier	\$3,524.45	\$2,000.00	\$2,000.00	\$2,000.00
502017	Audit	\$2,323.00	\$2,392.00	\$2,392.00	\$2,464.00
<i>Account Classification Total: PUR - Purchased Services</i>		\$73,345.11	\$88,392.00	\$88,392.00	\$63,464.00
<i>OM - Operating & Maintenance</i>					
503001-02	Advertising - Jobs	\$99.00	\$27,500.00	\$27,500.00	\$0.00
503002	Dues, Memberships, Subscriptions	\$6,163.97	\$5,000.00	\$5,000.00	\$5,000.00
503003	Miscellaneous	\$13,180.90	\$15,000.00	\$15,000.00	\$15,000.00
503005-01	Supplies - Office	\$3,846.68	\$4,000.00	\$4,000.00	\$4,000.00
503007-01	Building Lease Payments - Rent	\$61,038.00	\$55,325.00	\$55,325.00	\$55,745.00
503009-01	Vehicle Expenses - Fuel	\$146.06	\$200.00	\$200.00	\$200.00
503027	Office Equipment	\$1,032.46	\$8,000.00	\$8,000.00	\$4,000.00
<i>Account Classification Total: OM - Operating & Maintenance</i>		\$85,507.07	\$115,025.00	\$115,025.00	\$83,945.00
<i>TRAN - Transfers Out</i>					
510055	Transfer Out to CIP	\$100,000.00	\$100,000.00	\$100,000.00	\$200,000.00
<i>Account Classification Total: TRAN - Transfers Out</i>		\$100,000.00	\$100,000.00	\$100,000.00	\$200,000.00
<i>MKT - Marketing</i>					
550001	Airline Support	\$12,581.25	\$17,500.00	\$17,500.00	\$17,500.00
550014-01	Marketing - Collateral	\$170.00	\$35,000.00	\$35,000.00	\$15,000.00
550014-02	Marketing - Industry Print Ads	\$22,323.08	\$18,000.00	\$18,000.00	\$20,000.00
550014-03	Marketing - Online	\$5,000.00	\$100,000.00	\$100,000.00	\$75,000.00
550015-01	Direct Sales - Tradeshows	\$67,650.25	\$60,000.00	\$60,000.00	\$60,000.00
550015-02	Direct Sales - Client Amenities/Premiums	\$36,897.29	\$40,000.00	\$40,000.00	\$41,200.00
550015-03	Direct Sales - Client Entertainment	\$39,625.96	\$30,000.00	\$30,000.00	\$61,800.00
550015-04	Direct Sales - FAM	\$44,218.04	\$68,000.00	\$68,000.00	\$105,000.00
550016	Support for Groups	\$307,110.61	\$250,000.00	\$250,000.00	\$257,500.00
<i>Account Classification Total: MKT - Marketing</i>		\$535,576.48	\$618,500.00	\$618,500.00	\$653,000.00
EXPENSES Total		\$1,874,162.88	\$2,040,690.00	\$1,819,721.00	\$2,149,232.00



Town of
SNOWMASS *Village*

COLORADO



RENEWABLE ENERGY OFFSET PROGRAM FUND

The Renewable Energy Offset Program Fund (REOP Fund) supports and promotes renewable energy generation within the Town of Snowmass Village. The ordinance establishes building efficiency standards that exceed those required under the Town's Energy Conservation Code. The revenues are derived from in-lieu fees establishing a funding mechanism to facilitate the development of renewable energy generation projects and to enhance energy efficiency throughout the Town.

**TOWN OF SNOWMASS VILLAGE
REOP FUND
BUDGET SUMMARY**

DESCRIPTION	2017 Actual	2018 Budget	2018 Projected	\$ VARIANCE	2019 Budget	\$ VARIANCE
BEGINNING FUND BALANCE	\$79,198.44	\$74,328.44	\$197,183.79	\$122,855.35	\$192,923.79	(\$4,260.00)
REVENUES	\$127,985.35	\$5,740.00	\$5,740.00	\$0.00	\$13,840.00	\$8,100.00
EXPENDITURES	(\$10,000.00)	(\$10,000.00)	(\$10,000.00)	\$0.00	(\$10,000.00)	\$0.00
TOTAL REVENUES	\$127,985.35	\$5,740.00	\$5,740.00	\$0.00	\$13,840.00	\$8,100.00
TOTAL EXPENDITURES	(\$10,000.00)	(\$10,000.00)	(\$10,000.00)	\$0.00	(\$10,000.00)	\$0.00
Net Operating Rev's/Exp	\$117,985.35	(\$4,260.00)	(\$4,260.00)	\$0.00	\$3,840.00	\$8,100.00
TRANSFER OUT-CIP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ENDING FUND BALANCE	\$197,183.79	\$70,068.44	\$192,923.79	\$122,855.35	\$196,763.79	\$3,840.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 011 - Renewable Energy Offset					
REVENUES					
<i>CS - Charges for Service</i>					
404072	Renewable Energy Offset	\$126,500.71	\$5,000.00	\$5,000.00	\$10,000.00
<i>Account Classification Total: CS - Charges for Service</i>		\$126,500.71	\$5,000.00	\$5,000.00	\$10,000.00
<i>MISC - Miscellaneous</i>					
407001	Interest Income	\$1,484.64	\$740.00	\$740.00	\$3,840.00
<i>Account Classification Total: MISC - Miscellaneous</i>		\$1,484.64	\$740.00	\$740.00	\$3,840.00
REVENUES Total		\$127,985.35	\$5,740.00	\$5,740.00	\$13,840.00

EXPENSES

OM - Operating & Maintenance

503003	Miscellaneous	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
<i>Account Classification Total: OM - Operating & Maintenance</i>		\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
EXPENSES Total		\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00



Town of
SNOWMASS *Village*

COLORADO



POST GRANT FUND

The POST Grant Fund was created to manage the I-70 West POST Grant. The revenues will come from the Colorado Department of Law and be used to fund the training and education of law enforcement officers within the I-70 West POST region.

**TOWN OF SNOWMASS VILLAGE
POST GRANT FUND
BUDGET SUMMARY**

DESCRIPTION	2017 Actual	2018 Budget	2018 Projected	\$ VARIANCE	2019 Budget	\$ VARIANCE
BEGINNING FUND BALANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
REVENUES	\$ 125,504.73	\$ 142,604.00	\$ 363,765.00	\$ 221,161	\$ 95,998.00	(\$267,767.00)
EXPENDITURES	\$ (125,504.73)	\$ (142,604.00)	\$ (363,765.00)	\$ (221,161)	\$ (95,998.00)	\$ 267,767.00
TOTAL REVENUES	\$125,504.73	\$142,604.00	\$ 363,765.00	\$ 221,161	\$95,998.00	(\$267,767.00)
TOTAL EXPENDITURES	(\$125,504.73)	(\$142,604.00)	\$ (363,765.00)	\$ (221,161)	(\$95,998.00)	\$267,767.00
Net Operating Rev's/Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ENDING FUND BALANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 012 - POST Grant					
REVENUES					
<i>IG - Intergovernmental Revenue</i>					
402005-09	Grants- Police Training	\$125,504.73	\$142,604.00	\$363,765.00	\$95,998.00
<i>Account Classification Total: IG - Intergovernmental Revenue</i>		\$125,504.73	\$142,604.00	\$363,765.00	\$95,998.00
REVENUES Total		\$125,504.73	\$142,604.00	\$363,765.00	\$95,998.00

EXPENSES

POST - POST Grant

565001-01	Krav Maga	\$0.00	\$21,000.00	\$21,000.00	\$0.00
565001-03	AR 15/M 16 Armorer	\$7,500.00	\$0.00	\$0.00	\$0.00
565001-04	PPCT Arrest Control	\$0.00	\$12,490.00	\$12,292.00	\$0.00
565001-05	Mini Spanish Immersion	\$10,216.66	\$0.00	\$0.00	\$0.00
565001-06	Community Oriented Policing	\$0.00	\$3,816.00	\$3,816.00	\$0.00
565001-07	High Country Leadership	\$0.00	\$3,914.00	\$3,914.00	\$0.00
565001-08	FTO	\$7,980.00	\$5,550.00	\$5,550.00	\$0.00
565001-10	Armor Yourself	\$0.00	\$3,204.00	\$3,204.00	\$0.00
565001-11	Practical Search & Seizure	\$3,000.00	\$0.00	\$0.00	\$0.00
565001-12	Surviving Verbal Conflict	\$8,080.74	\$619.00	\$619.00	\$0.00
565001-13	Driving Skills Instructor	\$7,910.09	\$0.00	\$0.00	\$0.00
565001-14	Basic Accident Investigations	\$0.00	\$1,500.00	\$1,500.00	\$0.00
565001-16	Less Lethal Instructor	\$17,257.77	\$0.00	\$0.00	\$0.00
565001-17	Crisis Intervention	\$22,038.27	\$21,624.00	\$21,624.00	\$0.00
565001-18	ARIDE	\$0.00	\$12,000.00	\$12,000.00	\$0.00
565001-19	NHTSA SFST Trainer	\$0.00	\$12,000.00	\$12,000.00	\$0.00
565001-20	Dementia Speaks	\$1,400.00	\$0.00	\$0.00	\$0.00
565001-98	POST Training Jan-June	\$0.00	\$0.00	\$0.00	\$77,355.00
565001-99	POST Training July-Dec	\$0.00	\$0.00	\$115,486.00	\$0.00
565002	POST Scholarships	\$28,187.50	\$12,350.00	\$12,350.00	\$0.00
565002-01	POST Scholarships Jan-June	\$0.00	\$0.00	\$0.00	\$1,935.00
565002-02	POST Scholarships July-Dec	\$0.00	\$0.00	\$28,000.00	\$0.00
565003	POST Grant Contract Service	\$11,652.00	\$11,662.00	\$11,662.00	\$0.00
565003-01	POST Grant Contract Service Jan-June	\$0.00	\$0.00	\$0.00	\$11,138.00
565003-02	POST Grant Contract Service July-Dec	\$0.00	\$0.00	\$11,138.00	\$0.00
565004	POST Equipment	\$0.00	\$9,500.00	\$9,500.00	\$0.00
565004-01	POST Equipment Jan-June	\$0.00	\$0.00	\$72,540.00	\$0.00
565005	POST Grant Management	\$281.70	\$11,375.00	\$0.00	\$0.00
565005-01	POST Grant Management Jan-June	\$0.00	\$0.00	\$0.00	\$5,570.00
565005-02	POST Grant Management July-Dec	\$0.00	\$0.00	\$5,570.00	\$0.00
<i>Account Classification Total: POST - POST Grant</i>		\$125,504.73	\$142,604.00	\$363,765.00	\$95,998.00
EXPENSES Total		\$125,504.73	\$142,604.00	\$363,765.00	\$95,998.00



Town of
SNOWMASS *Village*

COLORADO



DEBT SERVICE FUND

The Debt Service Fund accounts for the revenues and expenditures of the Town's outstanding debt with the exception of the Housing Bonds, which are accounted for in their respective funds.

Droste Bonds: In 1999, the Town issued bonds to purchase a conservation easement along Brush Creek Road. The principal and interest on these bonds are paid from property taxes. These bonds mature in the year 2019. These bonds were refunded in 2009.

Swimming Pool Bonds: In 2004, the Town issued bonds for the construction of a community swimming pool. Property taxes will pay the principal and interest on these bonds. These bonds mature in the year 2018.

Recreation Bonds: In 2006, the Town issued general obligation bonds for the construction of a recreation center. Property taxes will pay the principal and interest on these bonds. These bonds mature in the year 2026.

***For additional information on this fund please see the Debt Service section under the Financial Overview.**

**TOWN OF SNOWMASS VILLAGE
DEBT SERVICE FUND
BUDGET SUMMARY**

DESCRIPTION	2017 Actual	2018 Budget	2018 Projected	\$ VARIANCE	2019 Budget	\$ VARIANCE
BEGINNING FUND BALANCE	(\$75,025.90)	(\$75,025.90)	\$46,294.51	\$121,320.41	\$9,414.51	(\$36,880.00)
REVENUES	\$1,082,355.82	\$950,489.00	\$950,489.00	\$0.00	\$813,683.00	(\$136,806.00)
EXPENDITURES	\$ (961,035.41)	\$ (987,369.00)	\$ (987,369.00)	-	\$ (813,683.00)	\$ 173,686.00
TOTAL REVENUES	\$1,082,355.82	\$950,489.00	\$950,489.00	\$0.00	\$813,683.00	(\$136,806.00)
TOTAL EXPENDITURES	(\$961,035.41)	(\$987,369.00)	(\$987,369.00)	\$0.00	(\$813,683.00)	\$173,686.00
Net Operating Rev's/Exp	\$121,320.41	(\$36,880.00)	(\$36,880.00)	\$0.00	\$0.00	\$36,880.00
ENDING FUND BALANCE	\$46,294.51	(\$111,905.90)	\$9,414.51	\$121,320.41	\$9,414.51	\$0.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 050 - Debt Service Funds					
REVENUES					
<i>TAX - Taxes</i>					
401001-01	Property Taxes - Current Taxes	\$1,082,355.82	\$950,489.00	\$950,489.00	\$813,683.00
<i>Account Classification Total: TAX - Taxes</i>		\$1,082,355.82	\$950,489.00	\$950,489.00	\$813,683.00
REVENUES Total		\$1,082,355.82	\$950,489.00	\$950,489.00	\$813,683.00
EXPENSES					
<i>DEBT - Debt Expense</i>					
520001-03	Bond Principal - Droste	\$480,000.00	\$495,000.00	\$495,000.00	\$520,000.00
520001-05	Bond Principal - Pool	\$220,000.00	\$165,000.00	\$165,000.00	\$0.00
520001-06	Bond Principal - Recreation Center	\$135,000.00	\$220,000.00	\$220,000.00	\$225,000.00
520002-03	Bond Interest - Droste	\$69,950.00	\$50,750.00	\$50,750.00	\$26,000.00
520002-05	Bond Interest - Pool	\$19,250.00	\$8,250.00	\$8,250.00	\$0.00
520002-06	Bond Interest - Recreation Center	\$36,585.41	\$45,369.00	\$45,369.00	\$40,683.00
520003-03	Bond Bank Fees - Droste	\$250.00	\$1,000.00	\$1,000.00	\$1,000.00
520003-05	Bond Bank Fees - Pool	\$0.00	\$1,000.00	\$1,000.00	\$0.00
520003-06	Bond Bank Fees - Recreation Center	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00
<i>Account Classification Total: DEBT - Debt Expense</i>		\$961,035.41	\$987,369.00	\$987,369.00	\$813,683.00
EXPENSES Total		\$961,035.41	\$987,369.00	\$987,369.00	\$813,683.00



Town of
SNOWMASS *Village*

COLORADO



CAPITAL IMPROVEMENT PROGRAM FUND

The Capital Improvement Program Fund was created to consolidate the Capital Improvement Projects in one place within the budget. Various funds are used to support the Capital Improvement Fund depending on the individual projects and the appropriated fund source to pay for each project.

**TOWN OF SNOWMASS VILLAGE
CAPITAL IMPROVEMENT PROJECTS
BUDGET SUMMARY**

DESCRIPTION	2017	2018	2018	\$	2019	\$
	Actual	Budget	Projected	VARIANCE	Budget	VARIANCE
BEGINNING FUND BALANCE	\$1,479,790.24	\$43,888.24	\$4,171,235.93	\$4,127,347.69	\$4,289,680.93	\$118,445.00
REVENUES	\$4,110,300.00	\$2,754,500.00	\$2,754,500.00	\$0.00	\$2,270,797.00	(\$483,703.00)
EXPENDITURES	<u>(\$1,418,854.31)</u>	<u>(\$6,652,352.00)</u>	<u>(\$2,636,055.00)</u>	<u>\$4,016,297.00</u>	<u>(\$6,287,094.00)</u>	<u>(\$3,651,039.00)</u>
TOTAL REVENUES	\$4,110,300.00	\$2,754,500.00	\$2,754,500.00	\$0.00	\$2,270,797.00	(\$483,703.00)
TOTAL EXPENDITURES	<u>(\$1,418,854.31)</u>	<u>(\$6,652,352.00)</u>	<u>(\$2,636,055.00)</u>	<u>\$4,016,297.00</u>	<u>(\$6,287,094.00)</u>	<u>(\$3,651,039.00)</u>
Net Operating Rev's/Exp	\$2,691,445.69	(\$3,897,852.00)	\$118,445.00	\$4,016,297.00	(\$4,016,297.00)	(\$4,134,742.00)
ENDING FUND BALANCE	\$4,171,235.93	(\$3,853,963.76)	\$4,289,680.93	\$8,143,644.69	\$273,383.93	(\$4,016,297.00)

FUND BALANCE-DESIGNATIONS/RESERVES						
Projects from 2017 to be done in 2018						
General Fund	\$546,737.25	\$0.00	\$512,984.25	\$512,984.25	\$0.00	(\$512,984.25)
RETT Fund	\$112,800.25	\$0.00	\$397,251.25	\$397,251.25	\$0.00	(\$397,251.25)
Road Fund	\$0.00	\$0.00	\$87,219.00	\$87,219.00	\$0.00	(\$87,219.00)
Excise Fund	\$396,359.20	\$0.00	\$396,359.20	\$396,359.20	\$0.00	(\$396,359.20)
REOP Fund	\$14,292.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Housing Fund	\$815,000.00	\$0.00	\$900,000.00	\$900,000.00	\$0.00	(\$900,000.00)
Mtn View Fund	\$1,650,000.00	\$0.00	\$1,650,000.00	\$1,650,000.00	\$0.00	(\$1,650,000.00)
Group Sales Fund	\$181,331.82	\$0.00	\$36,241.82	\$36,241.82	\$0.00	(\$36,241.82)
Marketing/Special Events Fund	<u>\$181,331.82</u>	<u>\$0.00</u>	<u>\$36,241.82</u>	<u>\$36,241.82</u>	<u>\$0.00</u>	<u>(\$36,241.82)</u>
Sub-total	\$3,897,852.34	\$0.00	\$4,016,297.34	\$4,016,297.34	\$0.00	(\$4,016,297.34)
Funds Available-General Fund	\$147,013.03	(\$3,853,963.76)	\$147,013.03	\$4,000,976.79	\$147,013.28	\$0.25
Funds Available-RETT Fund	\$18,926.60	\$0.00	\$18,926.60	\$18,926.60	\$18,926.85	\$0.25
Funds Available-Housing Fund	\$107,443.96	\$0.00	\$107,443.96	\$107,443.96	\$107,443.96	\$0.00
Funds Available-Excise Tax Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.20	\$0.20
Funds Available-Marketing/Group Sales Fund	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.36)	(\$0.36)
TOTAL FUND BALANCE	\$4,171,235.93	(\$3,853,963.76)	\$4,289,680.93	\$8,143,644.69	\$273,383.93	(\$4,016,297.00)

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 055 - Capital Improvement Program					
REVENUES					
<i>CONT - Contributions</i>					
406008	EOTC	\$0.00	\$50,000.00	\$50,000.00	\$300,000.00
<i>Account Classification Total: CONT - Contributions</i>		<u>\$0.00</u>	<u>\$50,000.00</u>	<u>\$50,000.00</u>	<u>\$300,000.00</u>
<i>TI - Transfer In From Other Funds</i>					
408001	Transfer In General	\$892,800.00	\$696,500.00	\$696,500.00	\$1,305,797.00
408006	Transfer In RETT	\$167,500.00	\$824,100.00	\$824,100.00	\$215,000.00
408007	Transfer In Road	\$0.00	\$533,900.00	\$533,900.00	\$0.00
408008	Transfer In Excise	\$400,000.00	\$0.00	\$0.00	\$50,000.00
408009	Transfer in Marketing	\$100,000.00	\$100,000.00	\$100,000.00	\$200,000.00
408010	Transfer In Group Sales	\$100,000.00	\$100,000.00	\$100,000.00	\$200,000.00
408060	Transfer In Housing	\$800,000.00	\$450,000.00	\$450,000.00	\$0.00
408061	Transfer In Mountain View	\$1,650,000.00	\$0.00	\$0.00	\$0.00
<i>Account Classification Total: TI - Transfer In From Other Funds</i>		<u>\$4,110,300.00</u>	<u>\$2,704,500.00</u>	<u>\$2,704,500.00</u>	<u>\$1,970,797.00</u>
REVENUES Total		\$4,110,300.00	\$2,754,500.00	\$2,754,500.00	\$2,270,797.00

Town of Snowmass Village Budget Worksheet Report					
Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 055 - Capital Improvement Program					
EXPENSES					
Department: 71 - Facilities					
Division: 50 - General Government					
<i>CAP - Capital</i>					
571001	MBCx Project	\$0.00	\$0.00	\$0.00	\$50,000.00
571002	Marketing Reconfiguration Improvements	\$0.00	\$72,484.00	\$0.00	\$72,484.00
<i>Account Classification Total: CAP - Capital</i>		\$0.00	\$72,484.00	\$0.00	\$122,484.00
Division Total: 50 - General Government		\$0.00	\$72,484.00	\$0.00	\$122,484.00
Division: 52 - Transportation and Fleet					
<i>CAP - Capital</i>					
571402	Town Park Station Concrete Project	\$15,483.75	\$105,447.00	\$0.00	\$105,447.00
571403	Mall - RFTA Depot	\$0.00	\$50,000.00	\$50,000.00	\$300,000.00
571406	Meadow Ranch Bus Stop Project	\$6,410.75	\$131,089.00	\$12,000.00	\$242,000.00
<i>Account Classification Total: CAP - Capital</i>		\$21,894.50	\$286,536.00	\$62,000.00	\$647,447.00
Division Total: 52 - Transportation and Fleet		\$21,894.50	\$286,536.00	\$62,000.00	\$647,447.00
Division: 53 - Cultural and Recreational					
<i>CAP - Capital</i>					
571508	Rec Center - Pool Rehabilitation	\$0.00	\$200,000.00	\$17,150.00	\$0.00
<i>Account Classification Total: CAP - Capital</i>		\$0.00	\$200,000.00	\$17,150.00	\$0.00
Division Total: 53 - Cultural and Recreational		\$0.00	\$200,000.00	\$17,150.00	\$0.00
Department Total: 71 - Facilities		\$21,894.50	\$559,020.00	\$79,150.00	\$769,931.00
Department: 72 - Land and Land Improvements					
Division: 55 - Parks and Trails					
<i>CAP - Capital</i>					
572000	Hard Surface Trail Improvements	\$154,500.80	\$150,000.00	\$8,612.00	\$150,000.00
572004	Softball Field Redesign	\$3,573.40	\$0.00	\$0.00	\$0.00
572006	Ice Rink Relocation	\$0.00	\$101,000.00	\$101,000.00	\$0.00
572007	Town Park Station Pond-Outlet Structure Improvements	\$8,278.00	\$117,353.00	\$117,353.00	\$0.00
572008	Ice Rink Equipment	\$30,000.00	\$0.00	\$0.00	\$0.00
572012	Soft Surface Trail Improvements	\$0.00	\$0.00	\$0.00	\$25,000.00
572014	Skatepark Repairs	\$0.00	\$18,000.00	\$18,000.00	\$0.00
<i>Account Classification Total: CAP - Capital</i>		\$196,352.20	\$386,353.00	\$244,965.00	\$175,000.00
Division Total: 55 - Parks and Trails		\$196,352.20	\$386,353.00	\$244,965.00	\$175,000.00
Department Total: 72 - Land and Land Improvements		\$196,352.20	\$386,353.00	\$244,965.00	\$175,000.00
Department: 73 - Roads					
Division: 56 - Streetscape					
<i>CAP - Capital</i>					
573001	Retaining Wall Replacement Program	\$0.00	\$0.00	\$0.00	\$85,000.00
573002	Guardrail Replacement Program	\$0.00	\$25,000.00	\$10,000.00	\$25,000.00
573003	Median Improvements	\$0.00	\$34,895.00	\$7,500.00	\$27,395.00
<i>Account Classification Total: CAP - Capital</i>		\$0.00	\$59,895.00	\$17,500.00	\$137,395.00
Division Total: 56 - Streetscape		\$0.00	\$59,895.00	\$17,500.00	\$137,395.00
Division: 57 - Street Improvements					
<i>CAP - Capital</i>					
573201	Brush Creek/Owl Creek Road Intersection Improvements	\$0.00	\$300,000.00	\$300,000.00	\$35,000.00
573202	Bridge Program	\$0.00	\$0.00	\$0.00	\$40,000.00
<i>Account Classification Total: CAP - Capital</i>		\$0.00	\$300,000.00	\$300,000.00	\$75,000.00
Division Total: 57 - Street Improvements		\$0.00	\$300,000.00	\$300,000.00	\$75,000.00
Division: 58 - Multi Modal/Alternative Mobility					
<i>CAP - Capital</i>					
573601	Fairway 3 Bike Path Restoration Project	\$127,204.16	\$0.00	\$0.00	\$0.00
573604	Hard Surface Trail Improvements	\$0.00	\$33,612.00	\$0.00	\$0.00
573606	Wood Bridge Maintenance/Upgrades	\$0.00	\$25,000.00	\$200,000.00	\$0.00
573610	Brush Creek Road Crossing Improvements	\$0.00	\$75,000.00	\$0.00	\$0.00
573617	Brush Creek Road Pedestrian Improvements-Sinclair Road Intersect	\$0.00	\$50,000.00	\$0.00	\$50,000.00
573618	Brush Creek Road Pedestrian Improvements-Town Park Station	\$37,292.75	\$52,707.00	\$310,557.00	\$0.00
<i>Account Classification Total: CAP - Capital</i>		\$164,496.91	\$236,319.00	\$510,557.00	\$50,000.00
Division Total: 58 - Multi Modal/Alternative Mobility		\$164,496.91	\$236,319.00	\$510,557.00	\$50,000.00
Department Total: 73 - Roads		\$164,496.91	\$596,214.00	\$828,057.00	\$262,395.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Department: 74 - Utilities					
Division: 61 - Utilities					
CAP - Capital					
574000	MBCx Snowmelt Implementation Design	\$58,332.00	\$14,292.00	\$14,292.00	\$0.00
574001	Snowmelt BV Controls Project	\$42,800.00	\$0.00	\$0.00	\$0.00
574002	Snowmelt Lot 2 Boiler Replacement Project	\$0.00	\$491,000.00	\$208,781.00	\$282,219.00
574003	Snowmelt Parcel C Boiler Replacement Project	\$0.00	\$593,000.00	\$301,196.00	\$291,804.00
574007	Upper Town Hall Entry and Lights	\$0.00	\$25,000.00	\$25,000.00	\$0.00
574008	Solar Renewables Project	\$0.00	\$0.00	\$0.00	\$896,886.00
574009	Micro Hydro Renewables Project	\$0.00	\$0.00	\$0.00	\$96,000.00
Account Classification Total: CAP - Capital		\$101,132.00	\$1,123,292.00	\$549,269.00	\$1,566,909.00
Division Total: 61 - Utilities		\$101,132.00	\$1,123,292.00	\$549,269.00	\$1,566,909.00
Department Total: 74 - Utilities		\$101,132.00	\$1,123,292.00	\$549,269.00	\$1,566,909.00
Department: 75 - Stormwater and Drainage					
Division: 62 - Stormwater and Drainage					
CAP - Capital					
575000	Stormwater and Drainage	\$0.00	\$35,000.00	\$0.00	\$35,000.00
Account Classification Total: CAP - Capital		\$0.00	\$35,000.00	\$0.00	\$35,000.00
Division Total: 62 - Stormwater and Drainage		\$0.00	\$35,000.00	\$0.00	\$35,000.00
Department Total: 75 - Stormwater and Drainage		\$0.00	\$35,000.00	\$0.00	\$35,000.00
Department: 76 - Strategic Planning					
Division: 64 - Planning and Consulting					
CAP - Capital					
576100	Community Plan Update	\$145,879.45	\$29,434.00	\$29,434.00	\$0.00
576104	Entryway (Phase III) Planning Project	\$0.00	\$30,000.00	\$30,000.00	\$0.00
Account Classification Total: CAP - Capital		\$145,879.45	\$59,434.00	\$59,434.00	\$0.00
Division Total: 64 - Planning and Consulting		\$145,879.45	\$59,434.00	\$59,434.00	\$0.00
Department Total: 76 - Strategic Planning		\$145,879.45	\$59,434.00	\$59,434.00	\$0.00
Department: 77 - Communications and Technology					
Division: 69 - Communications and Technology					
CAP - Capital					
577004	Network Cabling Enhancements	\$24,320.18	\$0.00	\$0.00	\$0.00
577006	Municipal Fiber Network or Wireless Mesh	\$0.00	\$25,000.00	\$0.00	\$25,000.00
577007	Council Chambers and Meeting Room AV	\$44,858.85	\$0.00	\$0.00	\$0.00
577008	800 Mhz Radio System	\$487,865.02	\$10,000.00	\$10,000.00	\$10,000.00
Account Classification Total: CAP - Capital		\$557,044.05	\$35,000.00	\$10,000.00	\$35,000.00
Division Total: 69 - Communications and Technology		\$557,044.05	\$35,000.00	\$10,000.00	\$35,000.00
Department Total: 77 - Communications and Technology		\$557,044.05	\$35,000.00	\$10,000.00	\$35,000.00
Department: 78 - Housing					
Division: 65 - Housing Projects					
CAP - Capital					
578002	Brush Creek & Palisades- Building Renovations	\$103,841.04	\$15,000.00	\$15,000.00	\$0.00
578007	Coffey Place	\$3,640.80	\$3,296,359.00	\$350,000.00	\$2,946,359.00
578008	Housing Land Opportunities	\$0.00	\$0.00	\$0.00	\$50,000.00
Account Classification Total: CAP - Capital		\$107,481.84	\$3,311,359.00	\$365,000.00	\$2,996,359.00
Division Total: 65 - Housing Projects		\$107,481.84	\$3,311,359.00	\$365,000.00	\$2,996,359.00
Department Total: 78 - Housing		\$107,481.84	\$3,311,359.00	\$365,000.00	\$2,996,359.00
Department: 79 - Other CIP					
Division: 66 - Solid Waste					
CAP - Capital					
579001	Solid Waste Management Plan	\$0.00	\$20,000.00	\$10,000.00	\$10,000.00
579002	Town Hall Trash/Recycle Dumpster Shed	\$0.00	\$36,500.00	\$0.00	\$36,500.00
Account Classification Total: CAP - Capital		\$0.00	\$56,500.00	\$10,000.00	\$46,500.00
Division Total: 66 - Solid Waste		\$0.00	\$56,500.00	\$10,000.00	\$46,500.00
Division: 70 - Snowmass Tourism					
CAP - Capital					
579300	Snowmass Tourism Product Enhancement	\$124,573.36	\$490,180.00	\$490,180.00	\$400,000.00
Account Classification Total: CAP - Capital		\$124,573.36	\$490,180.00	\$490,180.00	\$400,000.00
Division Total: 70 - Snowmass Tourism		\$124,573.36	\$490,180.00	\$490,180.00	\$400,000.00
Department Total: 79 - Other CIP		\$124,573.36	\$546,680.00	\$500,180.00	\$446,500.00
EXPENSES Total		\$1,418,854.31	\$6,652,352.00	\$2,636,055.00	\$6,287,094.00



Town of
SNOWMASS *Village*

COLORADO



CAPITAL EQUIPMENT RESERVE FUND

The Capital Equipment Reserve Fund (CERF) is considered a Capital Fund similar to the Capital Improvement Program Fund (CIP). The CERF is used to account for the replacement and purchases of the Town's fleet. These purchases include the Town's heavy equipment, mobile equipment, buses and vehicles. The Housing Funds (Enterprise Funds) account for their vehicles within their own funds.

The funding sources for the CERF include transfers in from other funds, grants and contributions.

**TOWN OF SNOWMASS VILLAGE
CAPITAL EQUIPMENT RESERVE FUND
BUDGET SUMMARY**

DESCRIPTION	2017	2018	2018	\$	2019	\$
	Actual	Budget	Projected	VARIANCE	Budget	VARIANCE
BEGINNING FUND BALANCE	\$1,038,434.59	\$980,512.59	\$1,195,290.20	\$214,777.61	\$2,292,369.20	\$1,097,079
REVENUES-Transfers In-Funds/Grants	\$ 1,900,000.00	\$ 1,520,000.00	\$ 1,520,000.00	\$0.00	\$ 1,470,000.00	(\$50,000)
EXPENDITURES	<u>\$ (1,743,144.39)</u>	<u>(\$422,921.00)</u>	<u>(\$422,921.00)</u>	<u>\$0.00</u>	<u>(\$563,863.00)</u>	<u>(\$140,942)</u>
TOTAL REVENUES	\$1,900,000.00	\$1,520,000.00	\$1,520,000.00	\$0.00	\$1,470,000.00	(\$50,000)
TOTAL EXPENDITURES	<u>(\$1,743,144.39)</u>	<u>(\$422,921.00)</u>	<u>(\$422,921.00)</u>	<u>\$0.00</u>	<u>(\$563,863.00)</u>	<u>(\$140,942)</u>
Net Operating Rev's/Exp	\$156,855.61	\$1,097,079.00	\$1,097,079.00	\$0.00	\$906,137.00	(\$190,942)
ENDING FUND BALANCE	\$1,195,290.20	\$2,077,591.59	\$2,292,369.20	\$214,777.61	\$3,198,506.20	\$906,137

FUND BALANCE-DESIGNATIONS/RESERVE:	2017	2018	2018	\$	2019	\$
	Actual	Budget	Projected	VARIANCE	Budget	VARIANCE
General Fund Reserve	\$458,353.45	\$481,036.80	\$545,930.45	\$64,893.65	\$461,985.45	(\$83,945)
Rett Fund Reserve-Parks and Trails	\$8,768.40	\$29,238.89	\$38,768.40	\$9,529.51	\$68,768.40	\$30,000
Rett Fund Reserve-Pool and Rec	\$10,000.00	\$15,000.00	\$15,000.00	\$0.00	\$20,000.00	\$5,000
Rett Fund Reserve-Transportation	\$377,890.85	\$1,043,188.90	\$1,002,392.85	(\$40,796.05)	\$1,615,474.85	\$613,082
Road Fund Reserve	<u>\$340,277.50</u>	<u>\$509,127.00</u>	<u>\$690,277.50</u>	<u>\$181,150.50</u>	<u>\$1,032,277.50</u>	<u>\$342,000</u>
TOTAL FUND BALANCE	\$1,195,290.20	\$2,077,591.59	\$2,292,369.20	\$214,777.61	\$3,198,506.20	\$906,137

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 056 - Capital Equipment Reserve Fund					
REVENUES					
<i>IG - Intergovernmental Revenue</i>					
402005-04	Grants - FTA/State Grants	\$600,000.00	\$100,000.00	\$100,000.00	\$50,000.00
<i>Account Classification Total: IG - Intergovernmental Revenue</i>		\$600,000.00	\$100,000.00	\$100,000.00	\$50,000.00
<i>TI - Transfer In From Other Funds</i>					
408001	Transfer In General	\$330,000.00	\$330,000.00	\$330,000.00	\$330,000.00
408006-01	Transfer In RETT - Parks and Trails	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00
408006-02	Transfer In RETT - Pool and Recreation	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
408006-03	Transfer In RETT - Transportation	\$585,000.00	\$705,000.00	\$705,000.00	\$705,000.00
408007	Transfer In Road	\$350,000.00	\$350,000.00	\$350,000.00	\$350,000.00
<i>Account Classification Total: TI - Transfer In From Other Funds</i>		\$1,300,000.00	\$1,420,000.00	\$1,420,000.00	\$1,420,000.00
REVENUES Total		\$1,900,000.00	\$1,520,000.00	\$1,520,000.00	\$1,470,000.00
EXPENSES					
<i>CAP - Capital</i>					
507007	Capital Public Safety	\$0.00	\$0.00	\$0.00	\$340,500.00
507008	Capital Transportation	\$1,354,063.05	\$180,498.00	\$180,498.00	\$141,918.00
507009-11	Capital Parks & Recreation - Parks and Trails CERF	\$92,865.49	\$0.00	\$0.00	\$0.00
507011	Capital Road	\$193,822.50	\$0.00	\$0.00	\$8,000.00
507012	Capital Solid Waste	\$102,393.35	\$242,423.00	\$242,423.00	\$73,445.00
<i>Account Classification Total: CAP - Capital</i>		\$1,743,144.39	\$422,921.00	\$422,921.00	\$563,863.00
EXPENSES Total		\$1,743,144.39	\$422,921.00	\$422,921.00	\$563,863.00



Town of
SNOWMASS *Village*

COLORADO

DEPARTMENT: Housing Department
PROGRAM: Housing
FUND: Housing

DEPARTMENT DESCRIPTION:

The Housing Department provides housing for workforce employees of Snowmass Village. Six apartment complexes are now managed and maintained by the Housing Department. These complexes are Brush Creek, Creekside, Mountain View I, Mountain View II, Palisades and Villas North Apartments. The Department also manages the sale of deed restricted owner-occupied housing and is actively pursuing development of new housing opportunities in the Village, as appropriate and within available funds.

PERFORMANCE MEASUREMENTS:

- Maintain 100% rental occupancy, minus the time required to make apartments ready for new tenants, with little to no loss of rental income.
 - Complete projects and repairs to maintain the buildings and property with the Annual Budget and the Capital Reserve Funds to a high standard for the tenants and the community.
 - Manage the resale of deed-restricted homes and hold lottery within 45 days of notification of intent to sell.
-

DEPARTMENT GOALS:

1. To provide top quality rental units with affordable rental rates to employees of businesses based in Snowmass Village.
 2. To manage and maintain those housing properties to a very high standard.
 3. To have the housing properties blend into the community and not be labeled “employee housing projects”.
 4. Expand housing choice and affordability, within the character and resources of the Village.
 5. Review and amend where appropriate the regulations governing the housing program.
-

DEPARTMENT OBJECTIVES:

1. To provide the highest quality rental units.
2. To respond quickly and professionally to all maintenance requests.
3. Maximize occupancy.
4. Continue to improve the Housing Capital Reserve Fund.
5. Ensure the proper enforcement of regulations.
6. To provide professional, courteous service to all people concerning housing matters.

DEPARTMENT STAFFING:

	2018 Budget	2018 Projected	2019 Proposed
Housing Director	½	½	1
Asst. Housing Director*	½	½	½
Administrative Assistant **	½	½	½
Lead Building Maintenance Mech*	½	½	½
Building Maintenance Mech II	1	1	1
Building Maintenance Mech II*	½	½	½
Building Maintenance Mech II***	1/3	1/3	.2
Housing Groundskeeper****	½	½	½

The Housing Director and one Building Maintenance Mechanic II are paid completely through the Housing Budget

*The Assistant Housing Director, Lead Building Maintenance Mechanic, and one Building Maintenance Mechanic II are full time positions split between the Housing and Mountain View Budgets.

**The Administrative Assistant is a part-time (20 hours/week) position split between the Housing and Mountain View Budgets.

***One Building Maintenance Mechanic II is split among the Housing, Mountain View and Mountain View II budgets

****The Housing Groundskeeper is a full-time seasonal position split between the Housing and Mountain View Budgets.

PAYROLL:

2018 Budget	2018 Projected	2019 Proposed
\$305,616	\$305,616	\$295,609

CAPITAL PURCHASES:

	2018 Budget	2018 Projected	2019 Proposed
Cash Purchases:			
Mobile equipment	\$1,500	\$1,500	\$4,000
Land improvements	\$500	\$500	\$0
Buildings	\$1,200	\$1,200	\$1,000
Furniture & Fixtures	\$3,200	\$3,200	\$0
Cash purchases - other	\$38,533	\$38,533	\$106,738
Reserves Used:	\$24,465	\$24,465	\$85,710

HIGHLIGHTS OF PROPOSED BUDGET:

Upgrades at the Villas North development will be undertaken in 2019, and will include replacement of laundry equipment, new energy efficient hot water heaters, and roofs replacement. The Housing budget also includes \$50,000 for enforcement activities related to Permanent Moderate Housing Program

The 2019 Housing contribution to the reserve fund is \$31,700.00

**TOWN OF SNOWMASS VILLAGE
HOUSING DEPARTMENT
BUDGET SUMMARY**

	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>\$ VARIANCE</u>	<u>2019 Budget</u>	<u>\$ VARIANCE</u>
BEGINNING FUNDS AVAILABLE BALANCE	\$1,199,600.20	\$1,002,638.20	\$1,084,028.97	\$81,390.77	\$1,235,865.97	\$151,837.00
OPERATING REVENUE	\$1,408,534.64	\$1,405,620.00	\$1,418,620.00	\$13,000.00	\$1,441,900.00	\$23,280.00
OPERATING/CAPITAL EXPENDITURES	(\$724,105.87)	(\$864,243.00)	(\$801,483.00)	\$62,760.00	(\$922,994.00)	(\$121,511.00)
NET OPERATING REVENUE/EXPENDITURE	\$684,428.77	\$541,377.00	\$617,137.00	\$75,760.00	\$518,906.00	(\$98,231.00)
CAPITAL RESERVES USED	\$0.00	(\$24,465.00)	(\$15,300.00)	\$9,165.00	(\$85,710.00)	(\$70,410.00)
TRANSFER OUT TO CIP-HOUSING PROJECTS	(\$800,000.00)	(\$450,000.00)	(\$450,000.00)	\$0.00	\$0.00	\$450,000.00
OTHER NET OPERATING REVENUE/EXPENDITURE	(\$800,000.00)	(\$474,465.00)	(\$465,300.00)	\$9,165.00	(\$85,710.00)	\$379,590.00
YEAR END FUNDS AVAILABLE BALANCE	\$1,084,028.97	\$1,069,550.20	\$1,235,865.97	\$166,315.77	\$1,669,061.97	\$433,196.00

**HOUSING DEPARTMENT
FUNDS AVAILABLE SUMMARY**

DESCRIPTION	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>\$ VARIANCE</u>	<u>2019 Budget</u>	<u>\$ VARIANCE</u>
CAPITAL RESERVE FUND	\$411,685.00	\$434,380.00	\$433,411.00	(\$969.00)	\$379,401.00	(\$54,010.00)
EMERGENCY/CONTINGENCY FUND	\$225,365.54	\$224,899.20	\$226,979.20	\$2,080.00	\$230,704.00	\$3,724.80
FUNDS AVAILABLE	\$446,978.43	\$410,271.00	\$575,475.77	\$165,204.77	\$1,058,956.97	\$483,481.20
ENDING FUNDS AVAILABLE	\$1,084,028.97	\$1,069,550.20	\$1,235,865.97	\$166,315.77	\$1,669,061.97	\$433,196.00

**HOUSING DEPARTMENT
FUNDING FOR CAPITAL RESERVE**

DESCRIPTION	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>\$ VARIANCE</u>	<u>2019 Budget</u>	<u>\$ VARIANCE</u>
NET OPERATING REVENUE/EXPENDITURE	\$684,428.77	\$541,377.00	\$617,137.00	\$75,760.00	\$518,906.00	(\$98,231.00)
CAPITAL RESERVE CONTRIBUTION	(\$37,077.00)	(\$47,160.00)	(\$47,160.00)	\$0.00	(\$31,700.00)	\$15,460.00
NET OPERATING BALANCE	\$647,351.77	\$494,217.00	\$569,977.00	\$75,760.00	\$487,206.00	(\$82,771.00)

HOUSING RENT STRUCTURE

PROJECT	# UNITS	2018		2018		2018		2019		2019		2019	
		MONTHLY	RENTS	ANNUAL	INCOME	%	INCR.	MONTHLY	RENTS	ANNUAL	INCOME	%	INCR.
CREEKSIDE													
	2B/2B	2	\$ 1,095	\$	26,280	1.86%		\$ 1,115	\$	26,760	1.83%		
RENOVATED UNITS													
	2B/2B	28	\$ 1,180	\$	396,480	1.72%		\$ 1,200	\$	403,200	1.69%		
	1B/1B	15	\$ 860	\$	154,800	1.78%		\$ 875	\$	157,500	1.74%		
	ANNUAL TOTAL			\$	577,560				\$	587,460			
PALISADES													
	2B/2B	10	\$ 1,160	\$	139,200	1.75%		\$ 1,180	\$	141,600	1.72%		
	STUDIOS	16	\$ 595	\$	114,240	1.71%		\$ 605	\$	116,160	1.68%		
	ANNUAL TOTAL			\$	253,440				\$	257,760			
BRUSH CREEK													
	1B/1B	3	\$ 670	\$	24,120	1.52%		\$ 680	\$	24,480	1.49%		
	STUDIO/LFT	12	\$ 600	\$	86,400	1.69%		\$ 610	\$	87,840	1.67%		
	STUDIOS	10	\$ 520	\$	62,400	1.96%		\$ 530	\$	63,600	1.92%		
	SM.STUDIO	1	\$ 435	\$	5,220	1.16%		\$ 440	\$	5,280	1.15%		
	ANNUAL TOTAL			\$	178,140				\$	181,200			
VILLAS NORTH													
	2B/1B	8	\$ 1,145	\$	109,920	1.78%		\$ 1,165	\$	111,840	1.75%		
	1B/1B	8	\$ 885	\$	84,960	1.72%		\$ 900	\$	86,400	1.69%		
	STUDIOS	10	\$ 660	\$	79,200	1.54%		\$ 670	\$	80,400	1.52%		
	2B/2B	6	\$ 1,300	\$	93,600	1.56%		\$ 1,320	\$	95,040	1.54%		
	ANNUAL TOTAL			\$	367,680				\$	373,680			
TOTAL RENT				\$	1,376,820			\$	1,400,100				

**HOUSING RESERVE
FUND REQUIREMENTS**

DESCRIPTION	AMOUNT	PURCHASE DATE	SALVAGE VALUE	2017 RESERVE BALANCE	2018 RESERVE CONTRIBUTION	2018 CASH OUTLAY	2018 RESERVE USED	2018 RESERVE BALANCE	2019 RESERVE CONTRIBUTION	2019 CASH OUTLAY	2019 RESERVE USED	2019 RESERVE BALANCE
BOILERS												
Brush Creek-4	\$45,080	2031		\$17,080	\$2,000	\$0	\$0	\$19,080	\$2,000	\$0	\$0	\$21,080
Villas North-4	\$46,006	2033		\$8,918	\$2,318	\$0	\$0	\$11,236	\$2,318	\$0	\$0	\$13,554
ASPHALT OVERLAY												
B.C.-PAL.-CREEKSIDE	\$45,021	2027		\$27,261	\$1,776	\$0	\$0	\$29,037	\$1,776	\$0	\$0	\$30,813
Villas North	\$39,995	2023		\$22,913	\$2,847	\$0	\$0	\$25,760	\$2,847	\$0	\$0	\$28,607
LAUNDRY EQUIPMENT												
Palisades	\$16,000	2020	\$500.00	\$6,200	\$3,100	\$0	\$0	\$9,300	\$3,100	\$0	\$0	\$12,400
Palisades	\$17,000	2025	\$500.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Villas North	\$11,498	2018	\$500.00	\$9,165	\$0	\$0	\$0	\$9,165	\$0	\$0	\$0	\$0
Push to 2019									\$0	\$1,833	\$9,165	\$0
Villas North	\$12,100	2024	\$500.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LAWN TRACTOR												
Replacement/Kawasaki Mule	\$17,000	2018		\$15,300	\$0	\$1,700	\$15,300	\$0	\$0	\$0	\$0	\$0
Replacement/Kawasaki Mule	\$18,725	2025	\$600.00	\$0	\$0	\$0	\$0	\$0	\$2,675	\$0	\$0	\$2,675
Replacement/tractor	\$22,190	2021	\$800.00	\$13,314	\$2,219	\$0	\$0	\$15,533	\$2,219	\$0	\$0	\$17,752
Replacement/tractor	\$23,450	2028	\$800.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ROOFS												
Brush creek	\$48,130	2033		\$30,440	\$1,100	\$0	\$0	\$31,540	\$1,100	\$0	\$0	\$32,640
Creekside	\$97,275	2032		\$78,675	\$1,240	\$0	\$0	\$79,915	\$1,240	\$0	\$0	\$81,155
Palisades	\$65,008	2033		\$36,944	\$1,754	\$0	\$0	\$38,698	\$1,754	\$0	\$0	\$40,452
Villas North	\$126,450	2019		\$57,090	\$19,455	\$0	\$0	\$76,545	\$0	\$49,905	\$76,545	\$0
Villas North	\$138,600	2036		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
VEHICLE REPLACEMENT												
#104 2011 F350	\$48,775	2021	\$6,500.00	\$30,615	\$2,915	\$0	\$0	\$33,530	\$2,915	\$0	\$0	\$36,445
#104 2011 F350	\$53,700	2031	\$6,500.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
#105 2014 F-350	\$53,300	2024	\$6,500.00	\$14,040	\$4,680	\$0	\$0	\$18,720	\$4,680	\$0	\$0	\$23,400
SKID LOADER REPLACEMENT												
Replacement/trade in	\$4,000	Annually	\$0.00	\$0	\$0	\$4,000	\$0	\$0	\$0	\$4,000	\$0	\$0
WATER HEATERS												
Replacement(4)	\$12,024	2031		\$7,656	\$312	\$0	\$0	\$7,968	\$312	\$0	\$0	\$8,280
Villas North Replacement (32)	\$18,000	2018		\$0	\$0	\$18,000	\$0	\$0	\$0	\$0	\$0	\$0
Villas North Replacement (32)	\$19,800	2033		\$0	\$0	\$0	\$0	\$0	\$1,320	\$0	\$0	\$1,320
Creekside Replacement (45)	\$26,196	2031		\$23,183	\$227	\$0	\$0	\$23,410	\$227	\$0	\$0	\$23,637
Palisades laundry water heater	\$4,507	2022		\$2,757	\$350	\$0	\$0	\$3,107	\$350	\$0	\$0	\$3,457
Palisades Apt. water heaters	\$13,005	2032		\$0	\$867	\$0	\$0	\$867	\$867	\$0	\$0	\$1,734
GRAND TOTAL				\$401,551	\$ 47,160	\$ 23,700	\$ 15,300	\$433,411	\$ 31,700	\$ 55,738	\$ 85,710	\$379,401

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 060 - Housing Fund					
REVENUES					
<i>MISC - Miscellaneous</i>					
407001	Interest Income	\$19,239.20	\$10,000.00	\$23,000.00	\$23,000.00
407003	Miscellaneous Income	\$1,976.00	\$800.00	\$800.00	\$800.00
407050	Labor Material Supplies	\$3,633.42	\$1,000.00	\$1,000.00	\$1,000.00
407051	Late Fees	\$2,153.00	\$1,200.00	\$1,200.00	\$1,200.00
407052	Laundry	\$13,278.25	\$12,800.00	\$12,800.00	\$12,800.00
407053	Application Fees	\$5,340.00	\$2,500.00	\$2,500.00	\$2,500.00
407054	Resale Fees	\$9,000.00	\$3,000.00	\$3,000.00	\$3,000.00
407055	Parking Fees	\$1,500.00	\$1,000.00	\$1,000.00	\$1,000.00
<i>Account Classification Total: MISC - Miscellaneous</i>		\$56,119.87	\$32,300.00	\$45,300.00	\$45,300.00
<i>RI - Rental Income</i>					
411001-01	Rent - Brush Creek	\$175,080.00	\$178,140.00	\$178,140.00	\$181,200.00
411001-02	Rent - Creekside	\$567,383.78	\$577,560.00	\$577,560.00	\$587,460.00
411001-03	Rent - Palisades	\$249,120.00	\$253,440.00	\$253,440.00	\$257,760.00
411001-04	Rent - Villas North	\$360,830.99	\$367,680.00	\$367,680.00	\$373,680.00
411001-05	Rent - Vacancy Factor	\$0.00	(\$3,500.00)	(\$3,500.00)	(\$3,500.00)
<i>Account Classification Total: RI - Rental Income</i>		\$1,352,414.77	\$1,373,320.00	\$1,373,320.00	\$1,396,600.00
REVENUES Total		\$1,408,534.64	\$1,405,620.00	\$1,418,620.00	\$1,441,900.00
<i>NO - Non-Operating</i>					
412002	Contributed Capital	\$158,142.15	\$0.00	\$0.00	\$0.00
<i>Account Classification Total: NO - Non-Operating</i>		\$158,142.15	\$0.00	\$0.00	\$0.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 060 - Housing Fund					
EXPENSES					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$238,882.81	\$240,687.00	\$240,687.00	\$231,766.00
501001-05	Payroll - Receptionist	\$41,402.01	\$48,679.00	\$48,679.00	\$52,339.00
501001-06	Payroll - Snowremoval	\$3,795.86	\$5,240.00	\$5,240.00	\$0.00
501001-07	Payroll - Groundskeeper	\$10,255.91	\$11,010.00	\$11,010.00	\$11,504.00
501002-01	Payroll Overtime Regular	\$2,906.08	\$2,500.00	\$2,500.00	\$2,500.00
501003-01	Payroll Benefits - Recreation Benefit	\$4,169.29	\$5,156.00	\$5,156.00	\$5,311.00
501003-06	Payroll Benefits - Retirement	\$19,009.89	\$22,259.00	\$22,259.00	\$21,619.00
501003-08	Payroll Benefits - Medicare	\$2,698.42	\$2,335.00	\$2,335.00	\$3,987.00
501003-09	Payroll Benefits - Fica	\$1,769.32	\$2,095.00	\$2,095.00	\$1,772.00
501003-10	Payroll Benefits - Health Insurance	\$125,271.63	\$143,890.00	\$143,890.00	\$119,231.00
501003-11	Payroll Benefits - Seasonal Health Insurance	\$7,520.17	\$4,144.00	\$4,144.00	\$4,324.00
501003-12	Payroll Benefits - Health Reimbursement	\$1,198.50	\$0.00	\$0.00	\$2,162.00
501003-13	Payroll Benefits - Dental Insurance	\$3,329.63	\$1,262.00	\$1,262.00	\$1,515.00
501003-14	Payroll Benefits - Vision Insurance	\$1,616.76	\$885.00	\$885.00	\$835.00
501003-15	Payroll Benefits - Standard - Life / AD & D	\$1,651.31	\$1,864.00	\$1,864.00	\$1,939.00
501003-17	Payroll Benefits - Dependant Life	\$48.12	\$50.00	\$50.00	\$34.00
501003-18	Payroll Benefits - Long Term Disability	\$2,172.50	\$2,428.00	\$2,428.00	\$2,551.00
501003-19	Payroll Benefits - Unemployment Insurance	\$924.69	\$927.00	\$927.00	\$894.00
501003-20	Payroll Benefits - Workmans Comp	\$3,443.01	\$3,946.00	\$3,946.00	\$3,756.00
501004	Training/ Registrations	\$99.00	\$800.00	\$800.00	\$800.00
501005	Travel & Meeting Expenses	\$335.86	\$450.00	\$450.00	\$450.00
Account Classification Total: PER - Personnel Services		\$472,500.77	\$500,607.00	\$500,607.00	\$469,289.00
<i>PUR - Purchased Services</i>					
502003	Contract Service	\$16,120.14	\$64,180.00	\$19,420.00	\$70,000.00
502003-04	Contract Service - Fire Extinguisher Maintenance	\$1,000.00	\$1,100.00	\$1,100.00	\$1,100.00
502003-05	Contract Service - Backflow Test & Maintenance	\$1,455.00	\$1,300.00	\$1,300.00	\$1,300.00
502003-06	Contract Service - Boiler Inspections Cleaning	\$425.87	\$600.00	\$600.00	\$600.00
502004	Telephone	\$364.81	\$500.00	\$500.00	\$500.00
502006-01	Building Maintenance - General	\$174.18	\$500.00	\$500.00	\$500.00
502006-06	Building Maintenance - Carpet Labor	\$5,789.00	\$6,000.00	\$6,000.00	\$6,000.00
502006-07	Building Maintenance - Carpet Cleaning	\$495.00	\$2,100.00	\$2,100.00	\$2,100.00
502006-08	Building Maintenance - Drapery Cleaning	\$0.00	\$150.00	\$150.00	\$150.00
502006-09	Building Maintenance - Formica Repairs	\$100.00	\$350.00	\$350.00	\$350.00
502007-01	Maintenance Agreements - Copier	\$230.24	\$310.00	\$310.00	\$310.00
502007-02	Maintenance Agreements - Software	\$0.00	\$0.00	\$0.00	\$8,480.00
502008-02	Repairs - Vehicles	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00
502008-03	Repairs - Radios	\$0.00	\$300.00	\$300.00	\$300.00
502009-01	Mailing - Postage	\$15.00	\$25.00	\$25.00	\$25.00
502009-02	Mailing - Freight & Shipping	\$0.00	\$25.00	\$25.00	\$25.00
502010-01	Utilities - Water & Sanitation	\$70,366.89	\$74,984.00	\$74,984.00	\$77,235.00
502010-02	Utilities - Gas	\$16,953.65	\$20,500.00	\$20,500.00	\$20,500.00
502010-03	Utilities - Electric	\$13,538.76	\$14,322.00	\$14,322.00	\$17,327.00
502010-04	Utilities - Trash	\$20,758.89	\$23,000.00	\$23,000.00	\$24,150.00
502013-01	Leased Equipment - Copier	\$771.72	\$950.00	\$950.00	\$950.00
502017	Audit	\$4,215.00	\$4,341.00	\$4,341.00	\$4,471.00
502021	Professional Services	\$1,877.13	\$2,200.00	\$2,200.00	\$2,200.00
502024	Weed Control	\$0.00	\$400.00	\$400.00	\$400.00
502028	Bank/Trustee Fees	\$660.00	\$660.00	\$660.00	\$600.00
502029	Accounting & Administrative Fee	\$14,685.00	\$15,125.00	\$15,125.00	\$15,881.00
Account Classification Total: PUR - Purchased Services		\$169,996.28	\$235,422.00	\$190,662.00	\$256,954.00
<i>OM - Operating & Maintenance</i>					
503001-05	Advertising - Other	\$3,053.02	\$3,400.00	\$3,400.00	\$3,400.00
503002	Dues, Memberships, Subscriptions	\$0.00	\$50.00	\$50.00	\$590.00
503003	Miscellaneous	\$0.00	\$200.00	\$200.00	\$200.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 060 - Housing Fund					
503004	Printing	\$96.77	\$175.00	\$175.00	\$175.00
503005-01	Supplies - Office	\$574.84	\$800.00	\$800.00	\$800.00
503005-02	Supplies - Building	\$172.22	\$1,000.00	\$1,000.00	\$1,000.00
503005-03	Supplies - Cleaning	\$345.12	\$900.00	\$900.00	\$900.00
503005-09	Supplies - Tools	\$605.25	\$600.00	\$600.00	\$600.00
503005-12	Supplies - Landscaping	\$416.05	\$500.00	\$500.00	\$500.00
503005-21	Supplies - Carpet	\$8,696.28	\$9,000.00	\$9,000.00	\$9,000.00
503005-22	Supplies - Maintenance	\$8,847.60	\$8,500.00	\$8,500.00	\$8,500.00
503005-23	Supplies - Painting	\$2,412.03	\$2,200.00	\$2,200.00	\$2,200.00
503005-24	Supplies - Plumbing	\$1,026.87	\$1,200.00	\$1,200.00	\$1,200.00
503005-25	Supplies - Laundry	\$73.08	\$175.00	\$175.00	\$175.00
503005-26	Supplies - Appliance Parts	\$334.66	\$650.00	\$650.00	\$650.00
503005-27	Supplies - Siding	\$0.00	\$250.00	\$250.00	\$250.00
503006	Equipment	\$0.00	\$2,500.00	\$2,500.00	\$2,500.00
503008-01	Insurance - Building	\$39,933.31	\$43,597.00	\$43,597.00	\$43,028.00
503008-02	Insurance - Vehicle	\$79.68	\$176.00	\$176.00	\$171.00
503009-01	Vehicle Expenses - Fuel	\$2,166.02	\$2,011.00	\$2,011.00	\$2,042.00
503009-03	Vehicle Expenses - Parts & Supplies	\$2,203.57	\$1,357.00	\$1,357.00	\$1,378.00
503009-04	Vehicle Expenses - Equipment	\$117.88	\$600.00	\$600.00	\$600.00
503009-06	Vehicle Expenses - Labor	\$1,742.52	\$940.00	\$940.00	\$954.00
503012-01	Public Relations - Tenant Party	\$0.00	\$900.00	\$900.00	\$900.00
503013	Uniforms	\$1,218.91	\$1,400.00	\$1,400.00	\$1,400.00
503025	PMH Resale Expenses	\$19.77	\$400.00	\$400.00	\$400.00
Account Classification Total: OM - Operating & Maintenance		\$74,135.45	\$83,481.00	\$83,481.00	\$83,513.00
CAP - Capital					
507001-02	Cash Purchases - Mobile Equipment	\$0.00	\$1,500.00	\$1,500.00	\$4,000.00
507001-05	Cash Purchases - Computer	\$183.69	\$0.00	\$0.00	\$1,500.00
507001-06	Cash Purchases - Land Improvements	\$0.00	\$500.00	\$500.00	\$0.00
507001-07	Cash Purchases - Buildings	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00
507001-12	Cash Purchases - Furniture & Fixtures	\$3,169.68	\$3,200.00	\$3,200.00	\$0.00
507001-20	Cash Purchases - Other	\$0.00	\$38,533.00	\$20,533.00	\$106,738.00
507025	Reserves Used	\$0.00	\$24,465.00	\$15,300.00	\$85,710.00
Account Classification Total: CAP - Capital		\$3,353.37	\$69,198.00	\$42,033.00	\$198,948.00
TRAN - Transfers Out					
510055	Transfer Out to CIP	\$800,000.00	\$450,000.00	\$450,000.00	\$0.00
Account Classification Total: TRAN - Transfers Out		\$800,000.00	\$450,000.00	\$450,000.00	\$0.00
EXPENSES Total		\$1,519,985.87	\$1,338,708.00	\$1,266,783.00	\$1,008,704.00
 NON - Non Operating					
530001-01	Depreciation - Brush Creek	\$46,511.18	\$26,054.00	\$26,054.00	\$46,511.00
530001-02	Depreciation - Creekside	\$73,787.38	\$44,272.00	\$44,272.00	\$73,787.00
530001-03	Depreciation - Palisades	\$66,715.43	\$78,192.00	\$78,192.00	\$66,715.00
530001-04	Depreciation - Villas North	\$3,365.28	\$1,402.00	\$1,402.00	\$0.00
530001-08	Depreciation - Equipment	\$445.00	\$8,428.00	\$8,428.00	\$445.00
530001-09	Depreciation - Vehicles	\$6,546.19	\$11,293.00	\$11,293.00	\$6,546.00
530001-10	Depreciation - Housing Expansion	\$4,965.71	\$0.00	\$0.00	\$4,966.00
530001-11	Depreciation - Mobile Equipment	\$953.98	\$1,240.00	\$1,240.00	\$954.00
530099	Asset Disposal	\$16,303.36	\$0.00	\$0.00	\$0.00
Account Classification Total: NON - Non Operating		\$219,593.51	\$170,881.00	\$170,881.00	\$199,924.00



Town of
SNOWMASS *Village*

COLORADO

DEPARTMENT: Housing Department
PROGRAM: Mountain View
FUND: Mountain View

DEPARTMENT DESCRIPTION:

The Housing Department strives to provide top quality housing with affordable rental rates to Snowmass Village employees. Mountainview Apartments consist of 92 residential apartments on Deerfield Drive and Hawk Ridge Lane. The grounds and buildings at the Mountain View Housing complex are maintained inside and out on a regular basis to ensure high quality workforce housing units for the tenants and the community. Apartments are completely refurbished every time there is a tenant turnover, and the Housing Department constantly strives for improvement within available resources.

PERFORMANCE MEASUREMENTS:

- Maintain 100% rental occupancy, minus the time required to make apartments ready for new tenants, with little to no loss of rental income.
 - Complete projects and repairs to maintain the buildings and property with the Annual Budget and the Capital Reserve Funds to a high standard for the tenants and the community.
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DEPARTMENT GOALS:

1. To provide top quality rental units with affordable rental rates to employees of businesses based in Snowmass Village.
 2. To manage and maintain those housing properties to a very high standard.
 3. To have the housing properties blend into the community and not be labeled “employee housing projects”.
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DEPARTMENT OBJECTIVES:

1. To provide the highest quality rental units.
 2. To respond quickly and professionally to all maintenance requests.
 3. Maximize occupancy.
 4. Continue to improve the Housing Capital Reserve Fund.
 5. Ensure the proper enforcement of regulations.
 6. To provide professional, courteous service to all people concerning housing matters.
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DEPARTMENT STAFFING:

	2018 Budget	2018 Projected	2019 Proposed
Housing Director	½	½	0
Asst. Housing Director*	½	½	½
Administrative Assistant **	½	½	½
Lead Building Maintenance Mech*	½	½	½
Building Maintenance Mech II*	½	½	½
Building Maintenance Mech II***	1/3	1/3	.72
Housing Groundskeeper****	½	½	½

*The Assistant Housing Director, Lead Building Maintenance Mechanic, and one Building Maintenance Mechanic II are full time positions split between the Housing and Mountain View Budgets.

**The Administrative Assistant is a part-time (20 hours/week) position split between the Housing and Mountain View Budgets.

***One Building Maintenance Mechanic II is split among the Housing, Mountain View and Mountain View II budgets

****The Housing Groundskeeper is a full-time seasonal position split between the Housing and Mountain View Budgets.

PAYROLL:

2018 Budget	2018 Projected	2019 Proposed
\$161,505	\$161,505	\$166,786

CAPITAL PURCHASES:

	2018 Budget	2018 Projected	2019 Proposed
Cash Purchases:			
Land improvements	\$700	\$700	\$700
Buildings	\$13,170	\$13,170	\$0
Furniture & Fixtures	\$105,000	\$105,000	\$3,500
Cash purchases - other	\$12,630	\$12,630	\$30,000
Reserves Used:	\$12,900	\$12,900	\$19,000

MOUNTAIN VIEW HIGHLIGHTS:

Sidewalk repair and stabilization of the boulder retaining wall will be scheduled in 2019.

The 2019 Mountain View contribution to the reserve fund is \$58,193.

**TOWN OF SNOWMASS VILLAGE
MOUNTAIN VIEW
BUDGET SUMMARY**

	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>\$ VARIANCE</u>	<u>2019 Budget</u>	<u>\$ VARIANCE</u>
BEGINNING FUNDS AVAILABLE	\$1,930,486.04	\$773,614.04	\$875,870.97	\$102,256.93	\$1,470,895.97	\$595,025.00
OPERATING REVENUES	\$1,097,836.16	\$1,085,160.00	\$1,103,660.00	\$18,500.00	\$1,120,460.00	\$16,800.00
OPERATING/CAPITAL EXPEND	(\$502,451.23)	(\$489,229.00)	(\$493,033.00)	(\$3,804.00)	(\$494,125.00)	(\$1,092.00)
NET OPERATING REV/EXP	\$595,384.93	\$595,931.00	\$610,627.00	\$14,696.00	\$626,335.00	\$15,708.00
CAPITAL RESERVES USED	\$0.00	(\$12,900.00)	(\$12,900.00)	\$0.00	(\$19,000.00)	(\$6,100.00)
TRANSFER OUT TO CIP	(\$1,650,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
REFRIGERATOR/THERMOSTATS IN '17-RANGES & DISHWASHERS IN '20		(\$105,000.00)	(\$2,702.00)	\$102,298.00	\$0.00	\$2,702.00
SIDEWALK AND BOULDER WALL REPAIRS	\$0.00	\$0.00	\$0.00	\$0.00	(\$30,000.00)	(\$30,000.00)
YEAR END FUNDS AVAILABLE	\$875,870.97	\$1,251,645.04	\$1,470,895.97	\$219,250.93	\$2,048,230.97	\$577,335.00

**MOUNTAIN VIEW
FUNDS AVAILABLE SUMMARY**

<u>DESCRIPTION</u>	<u>2017 ACTUAL</u>	<u>2018 BUDGET</u>	<u>2018 PROJECTED</u>	<u>\$ VARIANCE</u>	<u>2019 BUDGET</u>	<u>\$ VARIANCE</u>
CAPITAL RESERVE FUND	\$285,421.00	\$321,144.00	\$321,144.00	\$0.00	\$360,337.00	\$39,193.00
EMERGENCY/CONTINGENCY RESERVE	\$175,653.79	\$173,625.60	\$176,585.60	\$2,960.00	\$179,273.60	\$2,688.00
FUNDS AVAILABLE	\$414,796.18	\$756,875.44	\$973,166.37	\$216,290.93	\$1,508,620.37	\$535,454.00
ENDING FUNDS AVAILABLE	\$875,870.97	\$1,251,645.04	\$1,470,895.97	\$219,250.93	\$2,048,230.97	\$577,335.00

**MOUNTAIN VIEW
FUNDING FOR CAPITAL RESERVE**

<u>DESCRIPTION</u>	<u>2017 ACTUAL</u>	<u>2018 BUDGET</u>	<u>2018 PROJECTED</u>	<u>\$ VARIANCE</u>	<u>2019 BUDGET</u>	<u>\$ VARIANCE</u>
NET OPERATING REV/EXP	\$595,384.93	\$595,931.00	\$610,627.00	\$14,696.00	\$626,335.00	\$15,708.00
CAPITAL RESERVE CONTRIBUTION	(\$51,264.00)	(\$48,623.00)	(\$48,623.00)	\$0.00	(\$58,193.00)	(\$9,570.00)
NET OPERATING BALANCE	\$544,120.93	\$547,308.00	\$562,004.00	\$14,696.00	\$568,142.00	\$6,138.00

MOUNTAIN VIEW RENT STRUCTURE

UNIT SIZE	# UNITS	2017			2018			2019		
		MONTHLY RENTS	ANNUAL INCOME	% INCR.	MONTHLY RENTS	ANNUAL INCOME	% INCR.	MONTHLY RENTS	ANNUAL INCOME	% INCR.
STUDIO	40	\$ 620	\$ 297,600	1.64%	\$ 630	\$ 302,400	1.61%	\$ 640	\$ 307,200	1.59%
ONE BED	18	\$ 900	\$ 194,400	1.69%	\$ 915	\$ 197,640	1.67%	\$ 930	\$ 200,880	1.64%
2 BED 757 SF	8	\$ 1,165	\$ 111,840	1.75%	\$ 1,185	\$ 113,760	1.72%	\$ 1,205	\$ 115,680	1.69%
2 BED 1008 SF	21	\$ 1,335	\$ 336,420	1.52%	\$ 1,355	\$ 341,460	1.50%	\$ 1,375	\$ 346,500	1.48%
3 BED	5	\$ 1,725	\$ 103,500	1.77%	\$ 1,755	\$ 105,300	1.74%	\$ 1,785	\$ 107,100	1.71%
TOTAL RENT	92		\$ 1,043,760			\$ 1,060,560			\$ 1,077,360	

MOUNTAIN VIEW RESERVE FUND REQUIREMENTS

DESCRIPTION	PURCHASE AMOUNT	SALVAGE DATE	VALUE	2017 RESERVE BALANCE	2018				2019				
					RESERVE	CASH CONTRIBUTION	RESERVE OUTLAY	RESERVE BALANCE	RESERVE	CASH CONTRIBUTION	RESERVE OUTLAY	RESERVE BALANCE	
ASPHALT													
Mt. View 700 & 800 Bld. Lot	\$38,000	2020			\$ 2,000	\$ -	\$ -	\$ 22,000	\$ 2,000	\$ -	\$ -	\$ 24,000	
Mountain View (All Lots)	\$54,986	2032	\$ 15,761	\$ 2,615	\$ -	\$ -	\$ 18,376	\$ 2,615	\$ -	\$ -	\$ 20,991		
BOILER													
Mt. View Commons	\$14,035	2030	\$ 3,440	\$ 815	\$ -	\$ -	\$ 4,255	\$ 815	\$ -	\$ -	\$ 5,070		
LAUNDRY EQUIPMENT													
Replacement	\$23,000	2018	\$ 800	\$ 12,900	\$ -	\$ 9,300	\$ 12,900	\$ -	\$ -	\$ -	\$ -		
Replacement	\$25,000	2023	\$ 800	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000		
PAINTING-EXTERIOR													
Re-paint	\$128,000	2019	\$ 94,000	\$ 17,000	\$ -	\$ -	\$ 111,000	\$ -	\$ -	\$ 15,000	\$ 96,000		
Re-paint	\$137,280	2024	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,880	\$ -	\$ -	\$ 22,880		
ROOFS													
Replacement	\$300,760	2032	\$ 62,500	\$ 15,884	\$ -	\$ -	\$ 78,384	\$ 15,884	\$ -	\$ -	\$ 94,268		
VEHICLE REPLACEMENT													
#102 2011 F350/used vehicle	\$48,779	2019	\$4,000	\$ 26,179	\$ 4,150	\$ -	\$ -	\$ 30,329	\$ -	\$ -	\$ 4,000	\$ -	
#102 new vehicle	\$53,650	2024	\$4,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,329	
#103 2011 F350	\$48,777	2021	\$6,000	\$ 28,141	\$ 3,659	\$ -	\$ -	\$ 31,800	\$ 3,659	\$ -	\$ -	\$ 35,459	
#103 2011 F350	\$53,650	2031	\$6,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
WATER HEATER REPLACEMENT													
Replacement	\$51,700	2023	\$ 22,500	\$ 2,500	\$ -	\$ -	\$ 25,000	\$ 5,340	\$ -	\$ -	\$ 30,340		
GRAND TOTAL				\$265,421	\$ 48,623	\$ 9,300	\$ 12,900	\$321,144	\$ 58,193	\$ -	\$ 19,000	\$360,337	

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 061 - Mountain View Fund					
REVENUES					
<i>MISC - Miscellaneous</i>					
407001	Interest Income	\$22,805.16	\$7,500.00	\$26,000.00	\$26,000.00
407003	Miscellaneous Income	\$10,130.00	\$300.00	\$300.00	\$300.00
407050	Labor Material Supplies	\$1,616.00	\$1,200.00	\$1,200.00	\$1,200.00
407051	Late Fees	\$1,716.00	\$1,600.00	\$1,600.00	\$1,600.00
407052	Laundry	\$15,750.00	\$14,500.00	\$14,500.00	\$14,500.00
407054	Resale Fees	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00
407055	Parking Fees	\$2,150.00	\$1,000.00	\$1,000.00	\$1,000.00
<i>Account Classification Total: MISC - Miscellaneous</i>		\$54,167.16	\$27,100.00	\$45,600.00	\$45,600.00
<i>RI - Rental Income</i>					
411001-05	Rent - Vacancy Factor	\$0.00	(\$2,500.00)	(\$2,500.00)	(\$2,500.00)
411001-06	Rent - Mountain View	\$1,043,669.00	\$1,060,560.00	\$1,060,560.00	\$1,077,360.00
<i>Account Classification Total: RI - Rental Income</i>		\$1,043,669.00	\$1,058,060.00	\$1,058,060.00	\$1,074,860.00
REVENUES Total		\$1,097,836.16	\$1,085,160.00	\$1,103,660.00	\$1,120,460.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 061 - Mountain View Fund					
EXPENSES					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$104,453.11	\$98,012.00	\$98,012.00	\$102,943.00
501001-05	Payroll - Receptionist	\$41,401.93	\$48,679.00	\$48,679.00	\$52,339.00
501001-06	Payroll - Snowremoval	\$2,353.69	\$3,804.00	\$3,804.00	\$0.00
501001-07	Payroll - Groundskeeper	\$10,255.86	\$11,010.00	\$11,010.00	\$11,504.00
501002-01	Payroll Overtime Regular	\$2,211.48	\$2,200.00	\$2,200.00	\$2,200.00
501003-01	Payroll Benefits - Recreation Benefit	\$3,088.14	\$3,532.00	\$3,532.00	\$3,639.00
501003-06	Payroll Benefits - Retirement	\$9,199.80	\$10,845.00	\$10,845.00	\$11,313.00
501003-08	Payroll Benefits - Medicare	\$2,354.41	\$1,998.00	\$1,998.00	\$2,114.00
501003-09	Payroll Benefits - Fica	\$1,676.54	\$1,985.00	\$1,985.00	\$1,772.00
501003-10	Payroll Benefits - Health Insurance	\$72,576.79	\$85,449.00	\$85,449.00	\$89,811.00
501003-11	Payroll Benefits - Seasonal Health Insurance	\$7,520.04	\$4,144.00	\$4,144.00	\$4,324.00
501003-12	Payroll Benefits - Health Reimbursement	\$1,198.50	\$0.00	\$0.00	\$2,162.00
501003-13	Payroll Benefits - Dental Insurance	\$2,082.35	\$817.00	\$817.00	\$981.00
501003-14	Payroll Benefits - Vision Insurance	\$1,033.65	\$591.00	\$591.00	\$541.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$885.78	\$1,001.00	\$1,001.00	\$1,101.00
501003-17	Payroll Benefits - Dependant Life	\$31.68	\$34.00	\$34.00	\$34.00
501003-18	Payroll Benefits - Long Term Disability	\$1,156.18	\$1,301.00	\$1,301.00	\$1,456.00
501003-19	Payroll Benefits - Unemployment Insurance	\$485.06	\$491.00	\$491.00	\$507.00
501003-20	Payroll Benefits - Workmans Comp	\$1,797.62	\$2,097.00	\$2,097.00	\$2,129.00
501004	Training/ Registrations	\$0.00	\$500.00	\$500.00	\$500.00
501005	Travel & Meeting Expenses	\$240.12	\$300.00	\$300.00	\$300.00
<i>Account Classification Total: PER - Personnel Services</i>		\$266,002.73	\$278,790.00	\$278,790.00	\$291,670.00
<i>PUR - Purchased Services</i>					
502003	Contract Service	\$7,861.58	\$11,130.00	\$14,934.00	\$15,000.00
502003-04	Contract Service - Fire Extinguisher Maintenance	\$456.00	\$525.00	\$525.00	\$525.00
502003-05	Contract Service - Backflow Test & Maintenance	\$800.00	\$1,500.00	\$1,500.00	\$1,500.00
502003-06	Contract Service - Boiler Inspections Cleaning	\$321.00	\$150.00	\$150.00	\$150.00
502004	Telephone	\$429.92	\$300.00	\$300.00	\$300.00
502006-01	Building Maintenance - General	\$56.37	\$200.00	\$200.00	\$200.00
502006-06	Building Maintenance - Carpet Labor	\$6,603.00	\$7,000.00	\$7,000.00	\$7,000.00
502006-07	Building Maintenance - Carpet Cleaning	\$990.00	\$1,600.00	\$1,600.00	\$1,600.00
502006-08	Building Maintenance - Drapery Cleaning	\$0.00	\$100.00	\$100.00	\$100.00
502006-09	Building Maintenance - Formica Repairs	\$165.00	\$300.00	\$300.00	\$300.00
502007-01	Maintenance Agreements - Copier	\$230.17	\$300.00	\$300.00	\$300.00
502007-02	Maintenance Agreements - Software	\$0.00	\$0.00	\$0.00	\$5,920.00
502008-03	Repairs - Radios	\$0.00	\$100.00	\$100.00	\$100.00
502009-01	Mailing - Postage	\$35.75	\$25.00	\$25.00	\$25.00
502009-02	Mailing - Freight & Shipping	\$0.00	\$25.00	\$25.00	\$25.00
502010-01	Utilities - Water & Sanitation	\$47,329.82	\$50,509.00	\$50,509.00	\$52,025.00
502010-02	Utilities - Gas	\$1,161.58	\$1,494.00	\$1,494.00	\$1,494.00
502010-03	Utilities - Electric	\$7,171.29	\$9,000.00	\$9,000.00	\$10,888.00
502010-04	Utilities - Trash	\$15,760.44	\$17,210.00	\$17,210.00	\$18,071.00
502013-01	Leased Equipment - Copier	\$771.72	\$900.00	\$900.00	\$900.00
502017	Audit	\$3,218.00	\$3,315.00	\$3,315.00	\$3,414.00
502021	Professional Services	\$501.36	\$1,250.00	\$1,250.00	\$1,250.00
502024	Weed Control	\$0.00	\$250.00	\$250.00	\$250.00
502028	Bank/Trustee Fees	\$83.33	\$0.00	\$0.00	\$0.00
502029	Accounting & Administrative Fee	\$14,256.00	\$14,683.00	\$14,683.00	\$15,417.00
<i>Account Classification Total: PUR - Purchased Services</i>		\$108,202.33	\$121,866.00	\$125,670.00	\$136,754.00
<i>OM - Operating & Maintenance</i>					
503001-05	Advertising - Other	\$2,380.36	\$2,400.00	\$2,400.00	\$2,400.00
503002	Dues, Memberships, Subscriptions	\$0.00	\$45.00	\$45.00	\$392.00
503003	Miscellaneous	\$0.00	\$200.00	\$200.00	\$200.00
503004	Printing	\$96.77	\$150.00	\$150.00	\$150.00
503005-01	Supplies - Office	\$553.50	\$450.00	\$450.00	\$450.00
503005-02	Supplies - Building	\$779.05	\$800.00	\$800.00	\$800.00
503005-03	Supplies - Cleaning	\$354.43	\$600.00	\$600.00	\$600.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
503005-09	Supplies - Tools	\$816.92	\$500.00	\$500.00	\$500.00
503005-12	Supplies - Landscaping	\$0.00	\$400.00	\$400.00	\$400.00
503005-21	Supplies - Carpet	\$7,665.04	\$7,500.00	\$7,500.00	\$7,500.00
503005-22	Supplies - Maintenance	\$7,910.27	\$7,000.00	\$7,000.00	\$7,000.00
503005-23	Supplies - Painting	\$2,104.95	\$1,900.00	\$1,900.00	\$1,900.00
503005-24	Supplies - Plumbing	\$751.35	\$1,000.00	\$1,000.00	\$1,000.00
503005-25	Supplies - Laundry	\$292.32	\$325.00	\$325.00	\$325.00
503005-26	Supplies - Appliance Parts	\$434.08	\$400.00	\$400.00	\$400.00
503005-27	Supplies - Siding	\$0.00	\$175.00	\$175.00	\$175.00
503006	Equipment	\$0.00	\$100.00	\$100.00	\$100.00
503008-01	Insurance - Building	\$30,616.51	\$33,425.00	\$33,425.00	\$32,985.00
503008-02	Insurance - Vehicle	\$79.68	\$438.00	\$438.00	\$171.00
503009-01	Vehicle Expenses - Fuel	\$1,615.01	\$1,435.00	\$1,435.00	\$1,425.00
503009-03	Vehicle Expenses - Parts & Supplies	\$658.32	\$970.00	\$970.00	\$962.00
503009-06	Vehicle Expenses - Labor	\$1,742.48	\$860.00	\$860.00	\$666.00
503013	Uniforms	\$915.97	\$1,000.00	\$1,000.00	\$1,000.00
Account Classification Total: OM - Operating & Maintenance		\$59,767.01	\$62,073.00	\$62,073.00	\$61,501.00
CAP - Capital					
507001-02	Cash Purchases - Mobile Equipment	\$300.00	\$0.00	\$0.00	\$0.00
507001-06	Cash Purchases - Land Improvements	\$0.00	\$700.00	\$700.00	\$700.00
507001-07	Cash Purchases - Buildings	\$9,818.00	\$13,170.00	\$13,170.00	\$0.00
507001-12	Cash Purchases - Furniture & Fixtures	\$58,361.16	\$105,000.00	\$2,702.00	\$3,500.00
507001-20	Cash Purchases - Other	\$0.00	\$12,630.00	\$12,630.00	\$30,000.00
507025	Reserves Used	\$0.00	\$12,900.00	\$12,900.00	\$19,000.00
Account Classification Total: CAP - Capital		\$68,479.16	\$144,400.00	\$42,102.00	\$53,200.00
TRAN - Transfers Out					
510055	Transfer Out to CIP	\$1,650,000.00	\$0.00	\$0.00	\$0.00
Account Classification Total: TRAN - Transfers Out		\$1,650,000.00	\$0.00	\$0.00	\$0.00
EXPENSES Total		\$2,152,451.23	\$607,129.00	\$508,635.00	\$543,125.00
 NON - Non Operating					
530001-05	Depreciation - Mountain View	\$19,994.21	\$41,258.00	\$41,258.00	\$19,994.00
530001-08	Depreciation - Equipment	\$0.00	\$19,700.00	\$0.00	\$0.00
530001-09	Depreciation - Vehicles	\$899.34	\$10,792.00	\$0.00	\$0.00
Account Classification Total: NON - Non Operating		\$20,893.55	\$71,750.00	\$41,258.00	\$19,994.00



Town of
SNOWMASS *Village*

COLORADO

DEPARTMENT: Housing Department
PROGRAM: Mountain View Phase II
FUND: Mountain View Phase II

DEPARTMENT DESCRIPTION:

The Housing Department strives to provide top quality housing with affordable rental rates to Snowmass Village employees. The Mountain View Phase II apartment complex consists of 18 studios, 4 one-bedroom and 4 two-bedroom apartments in three buildings. The grounds and buildings at the Mountain View Phase II Housing complex are maintained inside and out on a regular basis to ensure high quality workforce housing units for the tenants and the community. Apartments are completely refurbished every time there is a tenant turnover, and the Housing Department constantly strives for improvement within available resources.

PERFORMANCE MEASUREMENTS:

- Maintain 100% rental occupancy, minus the time required to make apartments ready for new tenants, with little to no loss of rental income.
 - Complete projects and repairs to maintain the buildings and property with the Annual Budget and the Capital Reserve Funds to a high standard for the tenants and the community.
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DEPARTMENT GOALS:

1. To provide top quality rental units with affordable rental rates to employees of businesses based in Snowmass Village.
 2. To manage and maintain those housing properties to a very high standard.
 3. To have the housing properties blend into the community and not be labeled “employee housing projects”.
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DEPARTMENT OBJECTIVES:

1. To provide the highest quality rental units.
 2. To respond quickly and professionally to all maintenance requests.
 3. Maximize occupancy.
 4. Continue to improve the Housing Capital Reserve Fund.
 5. Ensure the proper enforcement of regulations.
 6. To provide professional, courteous service to all people concerning housing matters.
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DEPARTMENT STAFFING:

	2018 Budget	2018 Projected	2019 Proposed
Building Maintenance Mech II	1/3	1/3	1/3

One Building Maintenance is split with the Mountain View and Housing budgets.

PAYROLL:

	2018 Budget	2018 Projected	2019 Proposed
	\$6,268	\$6,268	\$4,501

CAPITAL PURCHASES:

	2018 Budget	2018 Projected	2019 Proposed
Cash Purchases:			
Land improvements	\$300	\$300	\$300
Buildings	\$60,000	\$60,000	\$6,525
Furniture & Fixtures	\$400	\$15,334	\$1,585
Cash purchases - other	\$13,812	\$13,812	\$0
Reserves Used:	\$83,288	\$83,288	\$45,400

BUDGET HIGHLIGHTS:

Mountain View Phase II boilers and laundry equipment are scheduled for replacement in 2019.

The 2019 Reserve Contribution is \$ \$27,273.

**TOWN OF SNOWMASS VILLAGE
MOUNTAIN VIEW II
BUDGET SUMMARY**

	<u>2017 ACTUAL</u>	<u>2018 BUDGET</u>	<u>2018 PROJECTED</u>	<u>\$ VARIANCE</u>	<u>2019 BUDGET</u>	<u>\$ VARIANCE</u>
BEGINNING FUNDS AVAILABLE	\$369,320.70	\$351,887.70	\$430,485.00	\$78,597.30	\$470,987.00	\$40,502.00
REVENUES	\$266,716.82	\$269,230.00	\$273,930.00	\$4,700.00	\$279,590.00	\$5,660.00
OPERATING/CAPITAL EXPEND	(\$59,952.52)	(\$150,140.00)	(\$150,140.00)	\$0.00	(\$86,410.00)	\$63,730.00
DEBT SERVICE	(\$145,600.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NET OPERATING REV/EXP	\$61,164.30	\$119,090.00	\$123,790.00	\$4,700.00	\$193,180.00	\$69,390.00
CAPITAL RESERVES USED	\$0.00	(\$83,288.00)	(\$83,288.00)	\$0.00	(\$45,400.00)	\$37,888.00
YEAR END FUNDS AVAILABLE BALANCE	\$430,485.00	\$387,689.70	\$470,987.00	\$83,297.30	\$618,767.00	\$147,780.00

**MOUNTAIN VIEW II
FUNDS AVAILABLE SUMMARY**

<u>DESCRIPTION</u>	<u>2017 ACTUAL</u>	<u>2018 BUDGET</u>	<u>2018 PROJECTED</u>	<u>\$ VARIANCE</u>	<u>2019 BUDGET</u>	<u>\$ VARIANCE</u>
CAPITAL RESERVE FUND	\$167,769.00	\$97,214.00	\$97,214.00	\$0.00	\$79,087.00	(\$18,127.00)
EMERGENCY/CONTINGENCY RESERVE	\$42,674.69	\$43,076.80	\$43,828.80	\$752.00	\$44,734.40	\$905.60
FUNDS AVAILABLE	\$220,041.31	\$247,398.90	\$329,944.20	\$82,545.30	\$494,945.60	\$165,001.40
ENDING FUNDS AVAILABLE	\$430,485.00	\$387,689.70	\$470,987.00	\$83,297.30	\$618,767.00	\$147,780.00

**MOUNTAIN VIEW II
FUNDING FOR CAPITAL RESERVE**

<u>DESCRIPTION</u>	<u>2017 ACTUAL</u>	<u>2018 BUDGET</u>	<u>2018 PROJECTED</u>	<u>\$ VARIANCE</u>	<u>2019 BUDGET</u>	<u>\$ VARIANCE</u>
NET OPERATING REV/EXP	\$61,164.30	\$119,090.00	\$123,790.00	\$4,700.00	\$193,180.00	\$69,390.00
CAPITAL RESERVE CONTRIBUTION	(\$19,608.00)	(\$12,733.00)	(\$12,733.00)	\$0.00	(\$27,273.00)	(\$14,540.00)
NET OPERATING BALANCE	\$41,556.30	\$106,357.00	\$111,057.00	\$4,700.00	\$165,907.00	\$54,850.00

MOUNTAIN VIEW II RENT STRUCTURE

UNIT SIZE	# UNITS	2018			2019		
		MONTHLY RENTS	ANNUAL INCOME	2018 % INCR.	MONTHLY RENTS	ANNUAL INCOME	2019 % INCR.
STUDIO	18	\$ 680	\$ 146,880	1.49%	\$ 690	\$ 149,040	1.47%
ONE BEDROOM	4	\$ 970	\$ 46,560	1.57%	\$ 985	\$ 47,280	1.55%
TWO BEDROOM	4	\$ 1,430	\$ 68,640	1.42%	\$ 1,450	\$ 69,600	1.40%
TOTAL RENT	26		\$ 262,080			\$ 265,920	

MOUNTAIN VIEW II RESERVE FUND REQUIREMENTS

DESCRIPTION	AMOUNT	PURCHASE DATE	SALVAGE VALUE	2017 RESERVE BALANCE	2018				2019			
					RESERVE CONTRIBUTION	CASH OUTLAY	RESERVE USED	RESERVE BALANCE	RESERVE CONTRIBUTION	CASH OUTLAY	RESERVE USED	RESERVE BALANCE
ASPHALT												
Mountain View II	\$60,415.00	2020		\$ 46,915.00	\$ 4,500.00	\$ -	\$ -	\$ 51,415.00	\$ 4,500.00	\$ -	\$ -	\$ 55,915.00
Replacement	\$66,500.00	2040		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BOILER												
MV II Laundry/Water Htr.	\$1,506.00	2027		\$ 276.00	\$ 123.00	\$ -	\$ -	\$ 399.00	\$ 123.00	\$ -	\$ -	\$ 522.00
Building Boilers	\$44,000.00	2019		\$ 30,950.00	\$ 6,525.00	\$ -	\$ -	\$ 37,475.00	\$ -	\$ 6,525.00	\$ 37,475.00	\$ -
Building Boilers	\$48,400.00	2039		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LAUNDRY EQUIPMENT												
Mountain View II	\$10,010.00	2019	\$ 500.00	\$ 6,340.00	\$ 1,585.00	\$ -	\$ -	\$ 7,925.00	\$ -	\$ 1,585.00	\$ 7,925.00	\$ -
Mountain View II	\$11,420.00	2025	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PAINTING												
Painting Schedule	\$42,000.00	2018		\$ 32,000.00	\$ -	\$ -	\$ 32,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
To be Transferred to Roof Replacement							\$ (32,000.00)					
Painting Schedule	\$46,200.00	2021		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,400.00	\$ -	\$ -	\$ 15,400.00
Painting Schedule	\$50,820.00	2026		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ROOFS												
2017 Replacement transferred to 2018		2018		\$ 51,288.00		\$ 12,712.00	\$ 83,288.00	\$ -				
Mountain View II	\$145,000.00	2038		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,250.00	\$ -	\$ -	\$ 7,250.00
GRAND TOTAL				\$ 167,769.00	\$ 12,733.00	\$ 12,712.00	\$ 83,288.00	\$ 97,214.00	\$ 27,273.00	\$ 8,110.00	\$ 45,400.00	\$ 79,087.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 062 - Mountain View II Fund					
REVENUES					
<i>MISC - Miscellaneous</i>					
407001	Interest Income	\$4,539.22	\$3,500.00	\$8,200.00	\$9,320.00
407003	Miscellaneous Income	(\$15.00)	\$100.00	\$100.00	\$100.00
407050	Labor Material Supplies	\$0.00	\$150.00	\$150.00	\$150.00
407051	Late Fees	\$110.00	\$200.00	\$200.00	\$100.00
407052	Laundry	\$3,392.60	\$3,500.00	\$3,500.00	\$3,500.00
407055	Parking Fees	\$450.00	\$200.00	\$200.00	\$1,000.00
<i>Account Classification Total: MISC - Miscellaneous</i>		<u>\$8,476.82</u>	<u>\$7,650.00</u>	<u>\$12,350.00</u>	<u>\$14,170.00</u>
<i>RI - Rental Income</i>					
411001-05	Rent - Vacancy Factor	\$0.00	(\$500.00)	(\$500.00)	(\$500.00)
411001-07	Rent - Mountain View II	\$258,240.00	\$262,080.00	\$262,080.00	\$265,920.00
<i>Account Classification Total: RI - Rental Income</i>		<u>\$258,240.00</u>	<u>\$261,580.00</u>	<u>\$261,580.00</u>	<u>\$265,420.00</u>
REVENUES Total		\$266,716.82	\$269,230.00	\$273,930.00	\$279,590.00
 <i>NO - Non-Operating</i>					
412001	Amortization Bond Premium	\$5,064.98	\$0.00	\$0.00	\$0.00
<i>Account Classification Total: NO - Non-Operating</i>		<u>\$5,064.98</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
Fund: 062 - Mountain View II Fund					
EXPENSES					
<i>PER - Personnel Services</i>					
501001-01	Payroll - Regular	\$4,430.89	\$4,349.00	\$4,349.00	\$4,501.00
501001-06	Payroll - Snowremoval	\$1,087.10	\$0.00	\$1,919.00	\$0.00
501002-01	Payroll Overtime Regular	\$32.80	\$0.00	\$300.00	\$300.00
501003-01	Payroll Benefits - Recreation Benefit	\$103.44	\$88.00	\$88.00	\$90.00
501003-06	Payroll Benefits - Retirement	\$294.22	\$348.00	\$348.00	\$360.00
501003-08	Payroll Benefits - Medicare	\$79.45	\$67.00	\$67.00	\$70.00
501003-09	Payroll Benefits - Fica	\$70.27	\$147.00	\$147.00	\$0.00
501003-10	Payroll Benefits - Health Insurance	\$1,400.21	\$1,530.00	\$1,530.00	\$1,590.00
501003-13	Payroll Benefits - Dental Insurance	\$21.37	\$24.00	\$24.00	\$29.00
501003-14	Payroll Benefits - Vision Insurance	\$15.12	\$16.00	\$16.00	\$16.00
501003-15	Payroll Benefits - Standard - Life / AD& D	\$23.11	\$26.00	\$26.00	\$29.00
501003-18	Payroll Benefits - Long Term Disability	\$30.50	\$34.00	\$34.00	\$38.00
501003-19	Payroll Benefits - Unemployment Insurance	\$16.33	\$20.00	\$20.00	\$14.00
501003-20	Payroll Benefits - Workmans Comp	\$60.96	\$84.00	\$84.00	\$60.00
<i>Account Classification Total: PER - Personnel Services</i>		\$7,665.77	\$6,733.00	\$8,952.00	\$7,097.00
<i>PUR - Purchased Services</i>					
502003	Contract Service	\$2,824.16	\$2,500.00	\$2,500.00	\$5,000.00
502003-04	Contract Service - Fire Extinguisher Maintenance	\$48.00	\$200.00	\$200.00	\$200.00
502003-05	Contract Service - Backflow Test & Maintenance	\$200.00	\$500.00	\$500.00	\$500.00
502003-06	Contract Service - Boiler Inspections Cleaning	\$0.00	\$450.00	\$450.00	\$450.00
502004	Telephone	\$0.00	\$0.00	\$1,375.00	\$0.00
502006-01	Building Maintenance - General	\$124.24	\$0.00	\$0.00	\$0.00
502006-06	Building Maintenance - Carpet Labor	\$260.00	\$0.00	\$3,200.00	\$3,200.00
502006-07	Building Maintenance - Carpet Cleaning	\$175.00	\$0.00	\$550.00	\$550.00
502006-08	Building Maintenance - Drapery Cleaning	\$0.00	\$0.00	\$50.00	\$50.00
502006-09	Building Maintenance - Formica Repairs	\$0.00	\$0.00	\$100.00	\$100.00
502007-02	Maintenance Agreements - Software	\$0.00	\$0.00	\$0.00	\$1,600.00
502010-01	Utilities - Water & Sanitation	\$13,368.65	\$14,225.00	\$14,225.00	\$14,650.00
502010-02	Utilities - Gas	\$9,480.01	\$12,000.00	\$12,000.00	\$12,000.00
502010-03	Utilities - Electric	\$2,115.77	\$2,800.00	\$2,800.00	\$3,387.00
502010-04	Utilities - Trash	\$5,146.72	\$6,000.00	\$6,000.00	\$6,300.00
502017	Audit	\$855.00	\$880.00	\$880.00	\$906.00
502021	Professional Services	\$2,117.00	\$3,500.00	\$3,500.00	\$3,500.00
502028	Bank/Trustee Fees	\$250.00	\$0.00	\$0.00	\$0.00
<i>Account Classification Total: PUR - Purchased Services</i>		\$36,964.55	\$43,055.00	\$48,330.00	\$52,393.00
<i>OM - Operating & Maintenance</i>					
503001-05	Advertising - Other	\$0.00	\$75.00	\$75.00	\$75.00
503002	Dues, Memberships, Subscriptions	\$0.00	\$25.00	\$25.00	\$100.00
503003	Miscellaneous	\$0.00	\$75.00	\$75.00	\$75.00
503004	Printing	\$0.00	\$50.00	\$50.00	\$50.00
503005-01	Supplies - Office	\$68.96	\$0.00	\$200.00	\$200.00
503005-02	Supplies - Building	\$0.00	\$0.00	\$200.00	\$200.00
503005-03	Supplies - Cleaning	\$110.85	\$0.00	\$250.00	\$250.00
503005-09	Supplies - Tools	\$0.00	\$35.00	\$150.00	\$150.00
503005-12	Supplies - Landscaping	\$0.00	\$275.00	\$275.00	\$275.00
503005-21	Supplies - Carpet	\$4,470.83	\$550.00	\$4,500.00	\$4,500.00
503005-22	Supplies - Maintenance	\$1,265.73	\$0.00	\$900.00	\$900.00
503005-23	Supplies - Painting	\$0.00	\$0.00	\$600.00	\$600.00
503005-24	Supplies - Plumbing	\$84.87	\$0.00	\$900.00	\$900.00
503005-25	Supplies - Laundry	\$0.00	\$0.00	\$75.00	\$75.00
503005-26	Supplies - Appliance Parts	\$88.12	\$0.00	\$150.00	\$150.00
503005-27	Supplies - Siding	\$0.00	\$0.00	\$100.00	\$100.00
503008-01	Insurance - Building	\$8,245.51	\$8,998.00	\$8,998.00	\$8,914.00

**Town of Snowmass Village
Budget Worksheet Report**

Account Number	Account Description	2017 Actual Amount	2018 Budget	2018 Projected Budget	2019 Budget
503008-02	Insurance - Vehicle	\$79.68	\$88.00	\$88.00	\$171.00
503009-01	Vehicle Expenses - Fuel	\$410.53	\$451.00	\$451.00	\$385.00
503009-03	Vehicle Expenses - Parts & Supplies	\$141.93	\$284.00	\$284.00	\$260.00
503009-06	Vehicle Expenses - Labor	\$0.00	\$0.00	\$0.00	\$180.00
Account Classification Total: OM - Operating & Maintenance		\$14,967.01	\$10,906.00	\$18,346.00	\$18,510.00
CAP - Capital					
507001-06	Cash Purchases - Land Improvements	\$0.00	\$300.00	\$300.00	\$300.00
507001-07	Cash Purchases - Buildings	\$0.00	\$60,000.00	\$60,000.00	\$6,525.00
507001-12	Cash Purchases - Furniture & Fixtures	\$600.00	\$15,334.00	\$400.00	\$1,585.00
507001-20	Cash Purchases - Other	\$0.00	\$13,812.00	\$13,812.00	\$0.00
507025	Reserves Used	\$0.00	\$83,288.00	\$83,288.00	\$45,400.00
Account Classification Total: CAP - Capital		\$600.00	\$172,734.00	\$157,800.00	\$53,810.00
DEBT - Debt Expense					
520002	Bond Interest	\$5,355.19	\$0.00	\$0.00	\$0.00
Account Classification Total: DEBT - Debt Expense		\$5,355.19	\$0.00	\$0.00	\$0.00
EXPENSES Total		\$65,552.52	\$233,428.00	\$233,428.00	\$131,810.00

NON - Non Operating

530001-06	Depreciation - Mountain View II	\$113,506.73	\$56,753.00	\$56,753.00	\$113,507.00
530002	Amortization	\$4,255.91	\$0.00	\$0.00	\$0.00
Account Classification Total: NON - Non Operating		\$117,762.64	\$56,753.00	\$56,753.00	\$113,507.00



Town of
SNOWMASS *Village*

COLORADO



REVENUE/EXPENDITURE ALLOCATION

Per the Snowmass Village Municipal Code, the following fees are allocated to the expenditures of the departments listed below:

Town Clerk Department

Business License Fees

Community Development Department

Building Contractor Fees

Building Permit Fees

Alarm Permit Fees

Planning Fees

Plan Check Fees

Public Safety Department

False Alarm Fees-Burglary

False Alarm Fees-Fire

Animal Tags

Animal Adoption

Animal Fines

Public Works Department Solid Waste Division

Solid Waste Fees

Public Works Department Road

Road Cut Permit Fees

Road Mill Levy Fund

Occupancy Assessment Fees



Town of
SNOWMASS *Village*

COLORADO



GLOSSARY/ACRONYMS

Accrual Accounting: A basis of accounting in which revenues are recognized when earned and expenses are recognized when the liability is incurred. This basis of accounting is used in the Towns enterprise funds.

Appropriation: An authorization of a specific amount of money made by the Town Council which permits the Town to incur obligations and to make expenditures of resources.

Assessed Valuation: The value that is established for real or personal property by the County Assessor for the purpose of levying property taxes.

Balanced Budget: A balanced budget limits expenditures to available resources. Some Town budgets have interfund transfers to support expenditures.

Bonds: Interest bearing certificates of private or public indebtedness (financing instrument).

Budget: A financial plan for a specified period of time (fiscal year) that balances projected revenues and fund balance appropriations to estimated expenditures and operating transfer obligations.

Capital Improvement Project: A permanent addition to the Towns assets and includes design, construction, purchase of land, buildings and facilities.

Capital Outlay: Represents expenditures, which result in the acquisition or addition to the Towns capital assets.

Contract Service: Expenses that are usually incurred by entering into a formal agreement or contract with another party. Examples include architectural services and consultants.

Contributions: Funds derived from outside sources through agreements with another party.

Debt Service: The payment of principal, interest and bond reserve requirements on borrowed funds such as bonds.

Debt Service Funds: These funds are used to account for the principal, interest and the bond reserve requirements on borrowing funds such as bond issues.

Department: The overall entity comprised of divisions or programs within the General Fund, which is supervised by a department head.

Depreciation: The allocation of the estimated cost of the expiration in the service life of capital assets attributable to wear and tear over the useful life of permanent structures, vehicles, equipment and infrastructure.

Division: A further breakdown of services provided within a department, which is supervised by a division head under the general direction of a department head.

Droste Property Bonds: General Obligation Bonds issued to purchase the Conservation Easement on the Droste Property to be paid off in 2019.

Employee: An authorized, budgeted position, which is included in the Town Pay Plan.

Enterprise Funds: Used to account for operations that are financed and operated similar to private business enterprises – where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The Towns Enterprise Funds are the Housing Fund, Mountain View Operating Fund and Mountain View Phase II Fund.

Expenditure: The outflow of funds paid or to be paid for an asset and goods and services obtained regardless of when the expense is actually paid.

Fiscal Year: The time period designated by the Town signifying the beginning and ending period for recording financial transactions. The Towns fiscal year is the calendar year January 1 through December 31.

Fund: An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or governmental functions.

Fund Balance/Fund Equity: The difference between assets and liabilities.

General Fund: The General Fund is the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in other funds. General Fund revenues include sales and use taxes, property taxes, licenses and permits, intergovernmental and other types of revenue. This fund accounts for most of the basic operating services including general administration, police, finance, public works, community development and parks and recreation.

General Obligation Bond: Bonds which the full faith and credit of the issuing government are pledged for payment.

Goals: A statement that describes the purpose toward which an endeavor is directed, such as a target or target area.

Governmental Funds: Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds and permanent funds.

Grants: Contributions or gifts of cash or other assets from another government or agency to be used or expended for a specified purpose or activity.

Home Rule: Statutory and constitutional provisions which allow municipalities to exercise powers of local self-government such as the administration and collection of local taxes. The Town of Snowmass Village is a home rule municipality.

Infrastructure: Facilities on which the continuance and growth of a community depend, such as streets.

Interfund Transfers: Amounts transferred from one fund to another. Transfers are not expenditures and must be appropriated to expend in the funds receiving the transfer.

Intergovernmental Revenue: Revenue for other governments (i.e. County, State, Federal) in the form of grants, entitlements, or shared revenues.

Levy: To impose taxes or service charges for the support of Town activities.

Maturity: The date on which the principal or stated value of investments or debt obligations are due and may be reclaimed.

Mill: The tax rate on real property, based on 1 mill equals \$1 per \$1,000 of assessed property value.

Mission: An assigned task.

Modified Accrual Accounting: A basis of accounting in which the revenue is recorded when susceptible to accrual i.e. both measurable and available within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures, other than interest on long-term obligations are recorded when the liability is incurred or the long-term obligation paid. The General Fund and Special Revenue Funds are accounted for in this way.

Objectives: A method to accomplish an established goal.

Operating Budget: The expenditure plan for continuing every-day expenditures such as personnel, purchased services, operating and maintenance and operating capital.

Ordinance: A formal legislative enactment by the Council. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the Town.

Personnel Services: Salaries, wages, federal and state withholding, fringe benefits such as insurance and training and travel.

POST Grand Fund – POST stands for Peace Officer Standards and Training, which funds continuing education training for Colorado peace officers.

Program: The detailed listing of expenditures for a particular service provided within a division or department.

Projected Budget: Reflects adjustments that could impact the Towns adopted budget either positively or negatively to arrive at a closer projection of the year-end fund balance.

Property Tax: A tax which is levied on both real and personal property according to that property's valuation, assessment rate and mill levy.

Proprietary Funds: Funds that focus on the determination of operating income, changes in net assets (or cost recovery), financial position and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds.

REOP Fund: REOP stands for Renewable Energy Offset Fund that supports and promotes renewable energy generation within the Town of Snowmass Village.

Reserve Funds: The portion of a fund's balance that is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

RETT Fund: RETT stands for Real Estate Transfer Tax, which is a land transfer tax upon the transfer of interests in real property.

Revised Budget: Most recent estimate of revenue and expenditures including additional appropriations made throughout the year and encumbrances carried over from the prior year.

Revenue: Funds the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants and interest income.

Special Revenue Funds: These funds are used to account for specific revenues that are legally restricted for particular purposes. These funds include the Road Mill Levy Fund,

the Real Estate Transfer Tax Fund, the Conservation Trust Fund, the Excise Tax Fund and the Marketing and Special Events Funds.

Status Quo: Maintaining the existing state of affairs.

Swimming Pool Bonds: General Obligation Bonds issued to construct a community swimming pool by the Rodeo Property. These bonds are to be paid off in 2018.

Transfers: Legally authorized intra-town transfers of appropriations from one Town fund to another Town funds. Revenue and expenditures are accounted for in both funds.

Unappropriated Funds: The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

ACRONYMS

AEU	- Accessory Employee Unit
Article X, Section 20	- of the Taxpayers Bill of Rights of Colorado
Ass't	- Assistant
CC #60	- Country Club Town Home Unit #60
CCP	- Community Connectivity Plan
CERF	- Capital Equipment Reserve Fund
CIP	- Capital Improvement Program
CLEER	- Clean Energy Economy for the Region
CPI	- Consumer Price Index
D.A.R.	- Dial – a – Ride Bus Service
DUI Enforcement	- Driving Under the Influence
EEL	- Engineering Economics, Inc.
EOTC	- Elected Official Transit Committee
ETC.	- Et Cetera-“and other things” “and so forth”
F.A.B.	- Financial Advisory Board
FAM's	- Familiarization Tours
FTA-5311	- Federal Transit Administration-Section 5311
G.A.	- General Administration
GAAP	- Generally Accepted Accounting Principles
Hly Crs	- Holy Cross
IGA	- Intergovernmental Agreement
JAS	- Jazz Aspen/Snowmass
LEAF grant	- Law Enforcement Assistance Funds
MDE	- Marketing Department Employee
MSEGS	- Marketing, Special Events, Group Sales
MVSO	- Motor Vehicle Specific Ownership
MS	- Microsoft
Opertng Rev	- Operating Revenue
PC	- Personal Computer
POST	- Peace Officers Standards and Training
POSTR	- Parks, Open Space, Trails and Recreation
P.W.	- Public Works

REOP	- Renewable Energy Offset Program
RETT	- Real Estate Transfer Tax
RFTA	- Roaring Fork Transportation Authority
RTA Service Grant	- Rural Transit Authority
SGM	- Schmueser, Gordon and Meyer
SVRA	- Snowmass Village Resort Association
TABOR	- Tax Payers Bill of Rights
Tech/Effc	- Technology/Efficiency