

TOWN OF MOUNTAIN VILLAGE

BUDGET 2020

TOWN COUNCIL 1ST READING AND PUBLIC HEARING 11/21/2019**EXECUTIVE SUMMARY**

The attached 2020 draft budget is presented to the Town Council for the first reading of the adopting ordinance and for purposes of conducting a public hearing on the Mountain Village Metropolitan District (“MVMD”) 2020 budget. The Budget and Finance Committee received a draft of the 2020 Budget on August 20. That draft totaled \$41 million for all funds. Since then the Town Council met on September 19 and reviewed the budget in its regular work-session and conducted special meeting on October 9 to study the budget draft department by department in a work-session format. On October 24th the Town Council held another special meeting where it continued its study of the budget. From each of these meetings direction for modifications were given to staff for implementation. Those modifications are summarized below.

As a result of those modifications the consolidated 2020 budget now totals \$47.5 million for all funds and results in a \$4.7 million drawdown of available reserves for capital projects. The net increase in spending reflected from August to November is primarily driven by \$9.2MM in capital spending budgeted in 2019 now being carried over to 2020. Those carry overs are: Gondola bike rack at \$100,000, VCA Phase 4 at \$8.1MM, Broadband Fiber at \$523,000, Regional Wastewater Treatment Contribution \$454,000 and a police patrol vehicle at \$43,000. A total reserve (\$15.1MM) equal to 38% of the budgeted operating and capital expenditures (\$39.5MM) for all funds not considered pass thru or funded by other partners will be maintained meeting the Town Council budget policy of a reserve of at least 35%.

At this meeting Town Council will convene as the Board of Directors of the Mountain Village Metropolitan District (“MVMD”) to conduct a public hearing on the 2019 budget for MVMD. Council will then reconvene and consider on first reading setting the mill levy for 2019 property taxation to be collected in 2020 and conduct a first reading and set a public hearing for the 2020 budget and the 2019 amended budget. Other budget business items on the Council agenda are a resolution increasing fees for base rate water and sewer and broadband services.

NOTABLE CHANGES TO THE BUDGET DRAFT FOR FIRST READING

The following are notable modifications to the budget draft since the first draft rolled out to the Budget and Finance Committee on August 20:

- Remove the Town Hall subarea improvement from the capital projects. (\$2,000,000).
- Adjusted compensation, payroll taxes and retirement by reducing the merit-based compensation adjustment to 2.5% from 3% and adding the PERA rate increase of .5% that will become effective July 1, 2020. (\$27,000).
- Budget funding for wages and payroll taxes for the position of the Director of Communications and Business Development was removed and an allowance for wage and payroll tax adjustments was added for the remaining staff members. (\$79,000).

- The Farm to Community budget was increased. \$10,000.
- Other reductions to the Communications and Business Development Budget made to the operating budget. (\$134,000).
- The Community Grant Program was reduced to those awards being recommended by the Grant Committee. (\$10,300).
- The Legal Budget was reduced. (\$102,000).
- The operating budget for the Town Clerk was increased for training and janitorial outsourcing. \$7,800.
- The Human Resource budget was increased to add compensation and benefits consulting. \$30,000.
- The Human Resource budget was also decreased for employee functions. (\$5,000).
- Support funding from the Regional Daycare organization was added to the childcare development revenue budget. (\$35,000).
- A request for consulting to the Daycare Department was removed. (\$20,000).
- Present the infant daycare budgets separately in the Child Development budget for children not yet in the preschool program.
- Recognizing the significant plan for pedestrian safety improvements in the 2020 budget, remove money for trail improvements. (\$300,000).
- The fiber upgrade portion budgeted for in 2019 but not yet complete will be moved to 2020 and added to that phase. \$523,000.
- Remove funding a guest services agent at the gondola station at Oak Street as this position will be funded by Telluride Tourism Board from taxes collected. (\$40,000)
- Removed the equivalent of one full time employee in Parks and Recreation by eliminating two seasonal employees. (\$28,000).
- A heavy equipment purchase request for 2020 was deferred to 2021. (\$190,000).
- A police vehicle budgeted in 2019 is pushed into 2020 due the vendor being unable to deliver by 12/31/2019. \$43,000.
- A reduction for the elevator maintenance budget was made in Parking Services. (\$6,500).
- The Gondola Budget was amended for cuts directed by TMVOA. (\$227,000)
- The Sewer budget for the treatment plant improvements and operations for 2019 and 2020 was adjusted to the most current information from the Town of Telluride. Rolling expenditures from 2019 to 2020. \$454,000.
- Remove the Green Gondola funding as this program has been terminated. (\$3,000).
- A request to fund a notification service for Broadband was added. \$2,000.
- Remove solar panel rebate funding until the Green Team can improve it. (\$7,500).
- Expand the fee waiver for cedar shingles and request a match from TMVOA. \$50,000
- Present rents at VCA that reflect the elimination of free cable television and sub-metering remaining units and direct billing electricity to tenants.
- Push the VCA Phase IV project ahead to 2020. Revise the 2020 budget for that change. \$8,110,000.
- A parking improvements project at VCA was added. \$49,000.
- Other operating budgets at VCA were increased to better maintain and operate the facility to a higher standard. \$110,000.
- Increase out of town customer rates for residential water service by 20%.
- Revise the property tax revenue to the most recent valuation estimate provided by the County Assessor.
- Added to safety improvements an additional \$646,000

FEE AND CHARGE INCREASES FOR 2020

Also included for Town Council action is a resolution increasing fees for basic water and sewer charges by 10% in Mountain Village and 20% for Water Base charges for customers not within the Mountain Village town limits as well as monthly fees for broadband services.

RECOMMENDED COUNCIL ACTIONS:

- Convene as the Board of Directors of the MVMD and conduct a public hearing on the 2020 Budget and amended 2019 budget of the MVMD.
- Pass a resolution setting certain Water, Sewer and Broadband Service fees of the Town for 2020.
- Pass on first reading an ordinance of the Town levying property taxes for the year 2019 to be collected in 2020.
- Pass on first reading an ordinance adopting the 2020 budget and revising the 2019 budget and set a public hearing on the budget and second reading for December 12, 2019.

Town of Mountain Village Budget
Two Year Comparative Analysis

	Adopted 2019 Budget	Adjustment to Final Forecast 2019	Final Forecast 2019 Variance Percentage Change	Final Forecast 2019 Budget	Adjustment to Draft 2020 Budget	Adjustment Percentage Change	Draft 2020 Budget
Operating Revenues	\$ 28,546,102	\$ 695,740	2%	\$ 29,241,842	\$ 363,851	1.2%	\$ 29,605,693
Other Outside Funding Sources	\$ 8,607,000	\$ (8,485,000)	-99%	\$ 122,000	\$ 13,120,000	10754.10%	\$ 13,242,000
Total Revenues and Other Sources	\$ 37,153,102	\$ (7,789,260)	-21%	\$ 29,363,842	\$ 13,483,851	45.92%	\$ 42,847,693
Operating Expenses	\$ 23,734,117	\$ (367,884)	-2%	\$ 23,366,233	\$ 416,050	1.78%	\$ 23,782,283
Capital Expenditures	\$ 14,857,389	\$ (10,643,163)	-72%	\$ 4,214,226	\$ 17,543,032	416.28%	\$ 21,757,258
Debt Service	\$ 2,077,142	\$ (553,440)	-27%	\$ 1,523,702	\$ 469,558	30.82%	\$ 1,993,260
Total Expenditure	\$ 40,668,648	\$ (11,564,487)	-28%	\$ 29,104,161	\$ 18,428,640	63.32%	\$ 47,532,801
Surplus (deficit)_AKA Free Cash Flow	\$ (3,515,546)	\$ 3,775,227	-107%	\$ 259,681	\$ (4,944,789)	-1904.18%	\$ (4,685,108)

Variance by Fund 2019 (Forecasted) - 2020 (Proposed) Budget

2019		2020		Change		Percentage Change
General Fund		General Fund		General Fund		
Revenues	11,545,999	Revenues	11,468,581	Revenues	(77,418)	-1%
Current Operating Expenses	9,769,007	Current Operating Expenses	9,794,102	Current Operating Expenses	25,095	0%
Capital Outlay	296,500	Capital Outlay	48,000	Capital Outlay	(248,500)	-84%
Debt Service	-	Debt Service	-	Debt Service	-	None
Total Fund Expenditures	10,065,507	Total Fund Expenditures	9,842,102	Total Fund Expenditures	(223,405)	-2%
Other Sources (Uses)	(1,115,065)	Other Sources (Uses)	(4,807,750)	Other Sources (Uses)	(3,692,685)	331%
Surplus / (Deficit)	365,427	Surplus / (Deficit)	(3,181,271)	Surplus / (Deficit)	(3,546,697)	-971%
Capital Projects Fund		Capital Projects Fund		Capital Projects Fund		
Revenues	-	Revenues	-	Revenues	-	None
Current Operating Expenses	-	Current Operating Expenses	-	Current Operating Expenses	-	
Capital Outlay	50,000	Capital Outlay	2,734,546	Capital Outlay	2,684,546	5369%
Debt Service	-	Debt Service	-	Debt Service	-	None
Total Fund Expenditures	50,000	Total Fund Expenditures	2,734,546	Total Fund Expenditures	2,684,546	5369%
Other Sources (Uses)	17,970	Other Sources (Uses)	2,734,546	Other Sources (Uses)	2,716,576	15117%
Surplus / (Deficit)	(32,030)	Surplus / (Deficit)	-	Surplus / (Deficit)	32,030	-100%
Historical Museum Fund		Historical Museum Fund		Historical Museum Fund		
Revenues	96,857	Revenues	104,789	Revenues	7,932	8%
Current Operating Expenses	96,857	Current Operating Expenses	104,789	Current Operating Expenses	7,932	8%
Capital Outlay	-	Capital Outlay	-	Capital Outlay	-	None
Debt Service	-	Debt Service	-	Debt Service	-	None
Total Fund Expenditures	96,857	Total Fund Expenditures	104,789	Total Fund Expenditures	7,932	8%
Other Sources (Uses)	-	Other Sources (Uses)	-	Other Sources (Uses)	-	None
Surplus / (Deficit)	-	Surplus / (Deficit)	-	Surplus / (Deficit)	-	None
Tourism Fund		Tourism Fund		Tourism Fund		
Revenues	2,888,982	Revenues	2,928,066	Revenues	39,084	1%
Current Operating Expenses	2,854,058	Current Operating Expenses	2,859,723	Current Operating Expenses	5,664	0%
Capital Outlay	-	Capital Outlay	-	Capital Outlay	-	None
Debt Service	-	Debt Service	-	Debt Service	-	None
Total Fund Expenditures	2,854,058	Total Fund Expenditures	2,859,723	Total Fund Expenditures	5,664	0%
Other Sources (Uses)	(34,924)	Other Sources (Uses)	(68,343)	Other Sources (Uses)	(33,419)	96%
Surplus / (Deficit)	-	Surplus / (Deficit)	-	Surplus / (Deficit)	-	None
TMV Housing Authority Fund (VCA)		TMV Housing Authority Fund (VCA)		TMV Housing Authority Fund (VCA)		
Revenues	2,386,958	Revenues	2,356,590	Revenues	(30,368)	-1%
Current Operating Expenses	1,602,731	Current Operating Expenses	1,555,834	Current Operating Expenses	(46,897)	-3%
Capital Outlay	400,000	Capital Outlay	14,684,000	Capital Outlay	14,284,000	3571%
Debt Service	784,777	Debt Service	1,263,635	Debt Service	478,858	61%
Total Fund Expenditures	2,787,508	Total Fund Expenditures	17,503,469	Total Fund Expenditures	14,715,961	528%
Other Sources (Uses)	(60,827)	Other Sources (Uses)	15,146,879	Other Sources (Uses)	15,207,706	-25002%
Surplus / (Deficit)	(461,377)	Surplus / (Deficit)	-	Surplus / (Deficit)	461,377	-100%
Gondola Fund		Gondola Fund		Gondola Fund		
Revenues	5,422,814	Revenues	5,121,299	Revenues	(301,515)	-6%
Current Operating Expenses	4,080,814	Current Operating Expenses	4,279,299	Current Operating Expenses	198,485	5%
Capital Outlay	1,287,000	Capital Outlay	787,000	Capital Outlay	(500,000)	-39%
Debt Service	-	Debt Service	-	Debt Service	-	
Total Fund Expenditures	5,367,814	Total Fund Expenditures	5,066,299	Total Fund Expenditures	(301,515)	-6%
Other Sources (Uses)	(55,000)	Other Sources (Uses)	(55,000)	Other Sources (Uses)	-	0%
Surplus / (Deficit)	-	Surplus / (Deficit)	-	Surplus / (Deficit)	-	None

Variance by Fund 2019 (Forecasted) - 2020 (Proposed) Budget

2019	2020	Change	Percentage Change		
Vehicle & Equipment Acquisition Fund					
Revenues	-	Revenues	-	None	
Current Operating Expenses	-	Current Operating Expenses	-	None	
Capital Outlay	166,216	Capital Outlay	(25,700)	-15%	
Debt Service	-	Debt Service	-	None	
Total Fund Expenditures	166,216	Total Fund Expenditures	(25,700)	-15%	
Other Sources (Uses)	216,081	Other Sources (Uses)	(33,410)	-15%	
Surplus / (Deficit)	49,865	Surplus / (Deficit)	(7,710)	-15%	
Child Development Fund					
Revenues	556,073	Revenues	584,563	28,490	5%
Current Operating Expenses	710,984	Current Operating Expenses	733,031	22,047	3%
Capital Outlay	-	Capital Outlay	-	-	None
Debt Service	-	Debt Service	-	-	None
Total Fund Expenditures	710,984	Total Fund Expenditures	733,031	22,047	3%
Other Sources (Uses)	154,911	Other Sources (Uses)	148,468	(6,443)	-4%
Surplus / (Deficit)	-	Surplus / (Deficit)	-	-	
Broadband Fund					
Revenues	2,076,591	Revenues	2,080,778	4,187	0%
Current Operating Expenses	1,739,923	Current Operating Expenses	1,820,856	80,933	5%
Capital Outlay	1,066,800	Capital Outlay	2,181,645	1,114,845	105%
Debt Service	-	Debt Service	-	-	None
Total Fund Expenditures	2,806,723	Total Fund Expenditures	4,002,501	1,195,778	43%
Other Sources (Uses)	479,274	Other Sources (Uses)	1,921,724	1,442,449	301%
Surplus / (Deficit)	(250,858)	Surplus / (Deficit)	-	250,858	-100%
Parking Services Fund					
Revenues	520,089	Revenues	468,118	(51,971)	-10%
Current Operating Expenses	434,894	Current Operating Expenses	345,373	(89,521)	-21%
Capital Outlay	104,800	Capital Outlay	79,800	(25,000)	-24%
Debt Service	-	Debt Service	-	-	None
Total Fund Expenditures	539,694	Total Fund Expenditures	425,173	(114,521)	-21%
Other Sources (Uses)	(42,374)	Other Sources (Uses)	(33,565)	8,810	-21%
Surplus / (Deficit)	(61,979)	Surplus / (Deficit)	9,380	71,359	-115%
Affordable Housing Dev't Fund					
Revenues	33,469	Revenues	34,630	1,161	3%
Current Operating Expenses	139,453	Current Operating Expenses	140,324	871	1%
Capital Outlay	-	Capital Outlay	-	-	None
Debt Service	-	Debt Service	-	-	None
Total Fund Expenditures	139,453	Total Fund Expenditures	140,324	871	1%
Other Sources (Uses)	376,576	Other Sources (Uses)	(1,676,707)	(2,053,282)	-545%
Surplus / (Deficit)	270,592	Surplus / (Deficit)	(1,782,401)	(2,052,992)	-759%
Mortgage Assistance Pool Fund					
Revenues	-	Revenues	-	-	None
Current Operating Expenses	60,000	Current Operating Expenses	60,000	-	0%
Capital Outlay	-	Capital Outlay	-	-	None
Debt Service	-	Debt Service	-	-	None
Total Fund Expenditures	60,000	Total Fund Expenditures	60,000	-	0%
Other Sources (Uses)	54,489	Other Sources (Uses)	60,000	5,511	10%
Surplus / (Deficit)	(5,511)	Surplus / (Deficit)	-	5,511	-100%

Variance by Fund 2019 (Forecasted) - 2020 (Proposed) Budget

2019	2020	Change	Percentage Change
Water & Sewer Fund			
Revenues	2,922,365	Revenues	3,188,662
Current Operating Expenses	1,641,541	Current Operating Expenses	1,792,727
Capital Outlay	842,910	Capital Outlay	1,101,751
Debt Service	-	Debt Service	-
Total Fund Expenditures	2,484,451	Total Fund Expenditures	2,894,478
Other Sources (Uses)	(52,945)	Other Sources (Uses)	(67,224)
Surplus / (Deficit)	384,969	Surplus / (Deficit)	226,960
TCC Fund			
Revenues	-	Revenues	-
Current Operating Expenses	215,833	Current Operating Expenses	276,300
Capital Outlay	-	Capital Outlay	-
Debt Service	-	Debt Service	-
Total Fund Expenditures	215,833	Total Fund Expenditures	276,300
Other Sources (Uses)	215,833	Other Sources (Uses)	276,300
Surplus / (Deficit)	-	Surplus / (Deficit)	-
Debt Service Fund			
Revenues	792,745	Revenues	781,619
Current Operating Expenses	20,138	Current Operating Expenses	19,921
Capital Outlay	-	Capital Outlay	-
Debt Service	738,925	Debt Service	729,625
Total Fund Expenditures	759,063	Total Fund Expenditures	749,546
Other Sources (Uses)	(32,000)	Other Sources (Uses)	(32,000)
Surplus / (Deficit)	1,682	Surplus / (Deficit)	73
		Revenues	266,297
		Current Operating Expenses	151,186
		Capital Outlay	258,841
		Debt Service	-
		Total Fund Expenditures	410,027
		Other Sources (Uses)	(14,279)
		Surplus / (Deficit)	(158,009)
			9%
			9%
			31%
			None
			17%
			27%
			-41%
			28%
			None
			None
			28%
			None
			-1%
			-1%
			None
			-1%
			0%
			-96%

ORDINANCE NO. 2019 - __

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF MOUNTAIN VILLAGE, COLORADO SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE TOWN OF MOUNTAIN VILLAGE, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2020, AND ENDING ON THE LAST DAY OF DECEMBER, 2020, AND TO REVISE THE 2019 BUDGET APPROPRIATING ADDITIONAL SUMS OF MONEY TO DEFRAY EXPENSES IN EXCESS OF AMOUNTS BUDGETED FOR THE TOWN OF MOUNTAIN VILLAGE, COLORADO.

RECITALS:

- A. In accordance with Section 8.1 b.) 2.) Of the Town Charter, the Mayor submitted the Town budget on September 19, 2019, for its consideration by Town Council.
- B. Upon due and proper notice, published or posted in accordance with the Town Charter, said proposed budget is open for inspection by the public in the office of the Town Clerk of the Town of Mountain Village. A public hearing will be held on December 12, 2019, and interested taxpayers are given the opportunity to file or register any objections to said proposed budget.
- C. Whatever increases may have been made in the 2019 budget expenditures, like increases were added to the revenues from existing fund balances so that the budget remains in balance, as required by law.
- D. The Town of Mountain Village, during the 2019 budget year, incurred certain extraordinary expenses not reasonably foreseeable at the time of the adoption of the 2019 budget.
- E. The Town of Mountain Village, desires to supplement the 2019 budget and appropriate sufficient funds to meet the resulting deficit.

NOW, THEREFORE, BE IT ORDAINED BY THE Town Council of the Town of Mountain Village, Colorado;

Section 1. That the budget as submitted, amended, summarized by fund below, hereby is approved and adopted as the budget of the Town of Mountain Village for the year 2020.

General Fund		Gondola Fund		Affordable Housing Dev't Fund	
Revenues	11,468,581	Revenues	5,121,299	Revenues	34,630
Current Operating Expenses	9,794,102	Current Operating Expenses	4,279,299	Current Operating Expenses	140,324
Capital Outlay	48,000	Capital Outlay	787,000	Capital Outlay	-
Debt Service	-	Debt Service	-	Debt Service	-
Total Fund Expenditures	9,842,102	Total Fund Expenditures	5,066,299	Total Fund Expenditures	140,324
Other Sources (Uses)	(4,807,750)	Other Sources (Uses)	(55,000)	Other Sources (Uses)	(1,676,707)
Surplus / (Deficit)	(3,181,271)	Surplus / (Deficit)	-	Surplus / (Deficit)	(1,782,401)
Capital Projects Fund		Vehicle & Equipment Acquisition Fund		Mortgage Assistance Pool Fund	
Revenues	-	Revenues	-	Revenues	-
Current Operating Expenses	-	Current Operating Expenses	-	Current Operating Expenses	60,000
Capital Outlay	2,734,546	Capital Outlay	140,516	Capital Outlay	-
Debt Service	-	Debt Service	-	Debt Service	-
Total Fund Expenditures	2,734,546	Total Fund Expenditures	140,516	Total Fund Expenditures	60,000
Other Sources (Uses)	2,734,546	Other Sources (Uses)	182,671	Other Sources (Uses)	60,000
Surplus / (Deficit)	-	Surplus / (Deficit)	42,155	Surplus / (Deficit)	-
Historical Museum Fund		Child Development Fund		Water & Sewer Fund	
Revenues	104,789	Revenues	584,563	Revenues	3,188,662
Current Operating Expenses	104,789	Current Operating Expenses	733,031	Current Operating Expenses	1,792,727
Capital Outlay	-	Capital Outlay	-	Capital Outlay	1,101,751
Debt Service	-	Debt Service	-	Debt Service	-
Total Fund Expenditures	104,789	Total Fund Expenditures	733,031	Total Fund Expenditures	2,894,478
Other Sources (Uses)	-	Other Sources (Uses)	148,468	Other Sources (Uses)	(67,224)
Surplus / (Deficit)	-	Surplus / (Deficit)	-	Surplus / (Deficit)	226,960
Tourism Fund		Broadband Fund		TCC Fund	
Revenues	2,928,066	Revenues	2,080,778	Revenues	-
Current Operating Expenses	2,859,723	Current Operating Expenses	1,820,856	Current Operating Expenses	276,300
Capital Outlay	-	Capital Outlay	2,181,645	Capital Outlay	-
Debt Service	-	Debt Service	-	Debt Service	-
Total Fund Expenditures	2,859,723	Total Fund Expenditures	4,002,501	Total Fund Expenditures	276,300
Other Sources (Uses)	(68,343)	Other Sources (Uses)	1,921,724	Other Sources (Uses)	276,300
Surplus / (Deficit)	-	Surplus / (Deficit)	-	Surplus / (Deficit)	-
TMV Housing Authority Fund (VCA)		Parking Services Fund			
Revenues	2,356,590	Revenues	468,118		
Current Operating Expenses	1,555,834	Current Operating Expenses	345,373		
Capital Outlay	14,684,000	Capital Outlay	79,800		
Debt Service	1,263,635	Debt Service	-		
Total Fund Expenditures	17,503,469	Total Fund Expenditures	425,173		
Other Sources (Uses)	15,146,879	Other Sources (Uses)	(33,565)		
Surplus / (Deficit)	-	Surplus / (Deficit)	9,380		

Section 2. That the budget as submitted, amended, summarized by fund below, hereby is approved and adopted as the budget of the Town of Mountain Village for the year 2019.

General Fund		Gondola Fund		Affordable Housing Dev't Fund	
Revenues	11,545,999	Revenues	5,422,814	Revenues	33,469
Current Operating Expenses	9,769,007	Current Operating Expenses	4,080,814	Current Operating Expenses	139,453
Capital Outlay	296,500	Capital Outlay	1,287,000	Capital Outlay	-
Debt Service	-	Debt Service	-	Debt Service	-
Total Fund Expenditures	10,065,507	Total Fund Expenditures	5,367,814	Total Fund Expenditures	139,453
Other Sources (Uses)	(1,115,065)	Other Sources (Uses)	(55,000)	Other Sources (Uses)	376,576
Surplus / (Deficit)	365,427	Surplus / (Deficit)	-	Surplus / (Deficit)	270,592
Capital Projects Fund		Vehicle & Equipment Acquisition Fund		Mortgage Assistance Pool Fund	
Revenues	-	Revenues	-	Revenues	-
Current Operating Expenses	-	Current Operating Expenses	-	Current Operating Expenses	60,000
Capital Outlay	50,000	Capital Outlay	166,216	Capital Outlay	-
Debt Service	-	Debt Service	-	Debt Service	-
Total Fund Expenditures	50,000	Total Fund Expenditures	166,216	Total Fund Expenditures	60,000
Other Sources (Uses)	17,970	Other Sources (Uses)	216,081	Other Sources (Uses)	54,489
Surplus / (Deficit)	(32,030)	Surplus / (Deficit)	49,865	Surplus / (Deficit)	(5,511)
Historical Museum Fund		Child Development Fund		Water & Sewer Fund	
Revenues	96,857	Revenues	556,073	Revenues	2,922,365
Current Operating Expenses	96,857	Current Operating Expenses	710,984	Current Operating Expenses	1,641,541
Capital Outlay	-	Capital Outlay	-	Capital Outlay	842,910
Debt Service	-	Debt Service	-	Debt Service	-
Total Fund Expenditures	96,857	Total Fund Expenditures	710,984	Total Fund Expenditures	2,484,451
Other Sources (Uses)	-	Other Sources (Uses)	154,911	Other Sources (Uses)	(52,945)
Surplus / (Deficit)	-	Surplus / (Deficit)	-	Surplus / (Deficit)	384,969
Tourism Fund		Broadband Fund		TCC Fund	
Revenues	2,888,982	Revenues	2,076,591	Revenues	-
Current Operating Expenses	2,854,058	Current Operating Expenses	1,739,923	Current Operating Expenses	215,833
Capital Outlay	-	Capital Outlay	1,066,800	Capital Outlay	-
Debt Service	-	Debt Service	-	Debt Service	-
Total Fund Expenditures	2,854,058	Total Fund Expenditures	2,806,723	Total Fund Expenditures	215,833
Other Sources (Uses)	(34,924)	Other Sources (Uses)	479,274	Other Sources (Uses)	215,833
Surplus / (Deficit)	-	Surplus / (Deficit)	(250,858)	Surplus / (Deficit)	-
TMV Housing Authority Fund (VCA)		Parking Services Fund			
Revenues	2,386,958	Revenues	520,089		
Current Operating Expenses	1,602,731	Current Operating Expenses	434,894		
Capital Outlay	400,000	Capital Outlay	104,800		
Debt Service	784,777	Debt Service	-		
Total Fund Expenditures	2,787,508	Total Fund Expenditures	539,694		
Other Sources (Uses)	(60,827)	Other Sources (Uses)	(42,374)		
Surplus / (Deficit)	(461,377)	Surplus / (Deficit)	(61,979)		

Section 3. That the budgets hereby approved and adopted shall be signed by the Mayor and made a part of the public records of the Town of Mountain Village.

INTRODUCED ON FIRST READING BEFORE THE TOWN COUNCIL ON NOVEMBER 21, 2019.

ADOPTED BY THE TOWN COUNCIL ON SECOND READING AFTER PUBLIC HEARING, this 12th day of December, 2019.

This Ordinance shall be effective the 12th day of January 2020.

TOWN OF MOUNTAIN VILLAGE

TOWN OF MOUNTAIN VILLAGE, COLORADO, A HOME-RULE MUNICIPALITY

By: _____
Laila Benitez, Mayor

ATTEST:

Jackie Kennefick, Town Clerk

HEARD AND FINALLY ADOPTED by the Town Council of the Town of Mountain Village, Colorado this 12th day of December, 2019

Approved As To Form:

Jim Mahoney, Assistant Town Attorney

I, Jackie Kennefick, the duly qualified and acting Town Clerk of the Town of Mountain Village, Colorado ("Town") do hereby certify that:

1. The attached copy of Ordinance No. _____ ("Ordinance") is a true, correct and complete copy thereof.
2. The Ordinance was introduced, read by title, approved on first reading with minor amendments and referred to public hearing by the Town Council the Town ("Council") at a regular meeting held at Town Hall, 455 Mountain Village Blvd., Mountain Village, Colorado, on November 21st, 2019, by the affirmative vote of a quorum of the Town Council as follows:

Council Member Name	"Yes"	"No"	Absent	Abstain
Laila Benitez, Mayor				
Dan Caton, Mayor Pro-Tem				
Peter Duprey				
Natalie Binder				
Patrick Berry				
Jack Gilbride				
Marti Prohaska				

3. After the Council's approval of the first reading of the Ordinance, notice of the public hearing, containing the date, time and location of the public hearing and a description of the subject matter of the proposed Ordinance was posted and published in the Telluride Daily Planet, a newspaper of general circulation in the Town, on _____, 2019 in accordance with Section 5.2b of the Town of Mountain Village Home Rule.

4. A public hearing on the Ordinance was held by the Town Council at a regular meeting of the Town Council held at Town Hall, 455 Mountain Village Blvd., Mountain Village, Colorado, on _____, 2019. At the public hearing, the Ordinance was considered, read by title, and approved without amendment by the Town Council, by the affirmative vote of a quorum of the Town Council as follows:

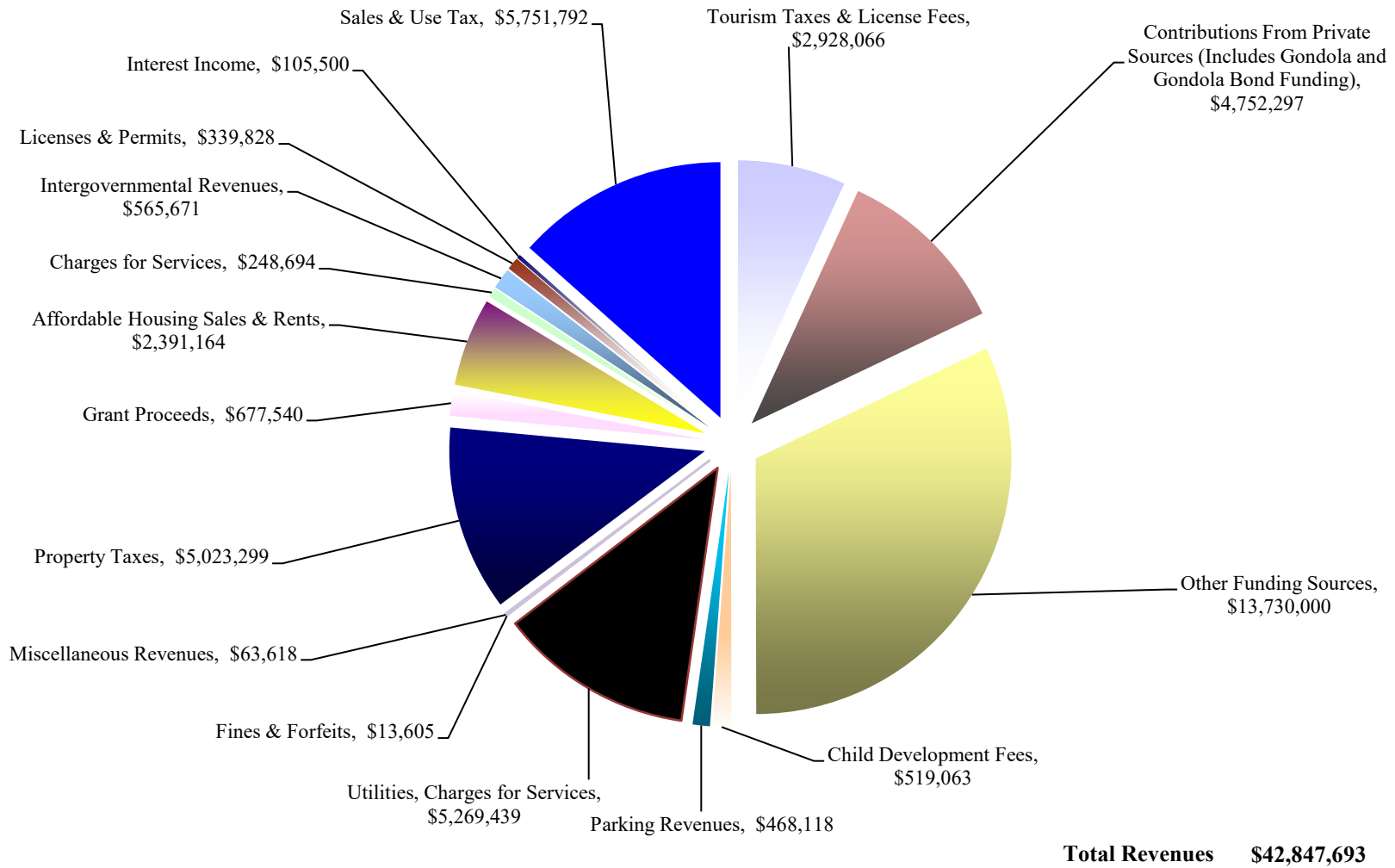
Council Member Name	"Yes"	"No"	Absent	Abstain
Laila Benitez, Mayor				
Dan Caton, Mayor Pro-Tem				
Peter Duprey				
Natalie Binder				
Patrick Berry				
Jack Gilbride				
Marti Prohaska				

5. The Ordinance has been signed by the Mayor, sealed with the Town seal, attested by me as Town Clerk, and duly numbered and recorded in the official records of the Town.

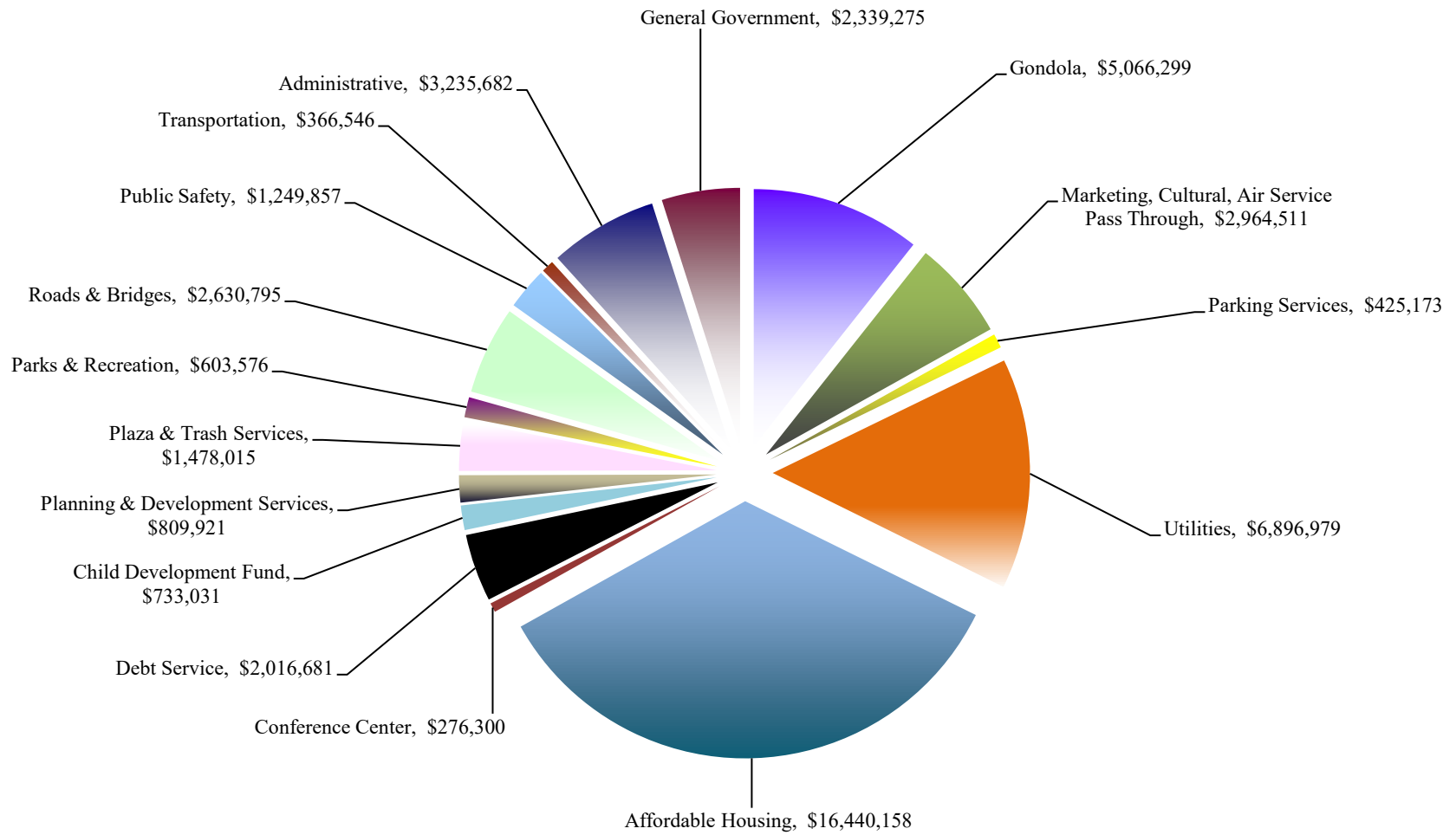
IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Town this _____ day of _____, 2019

Jackie Kennefick, Town Clerk

TMV 2020 Total Revenues and Other Funding Sources

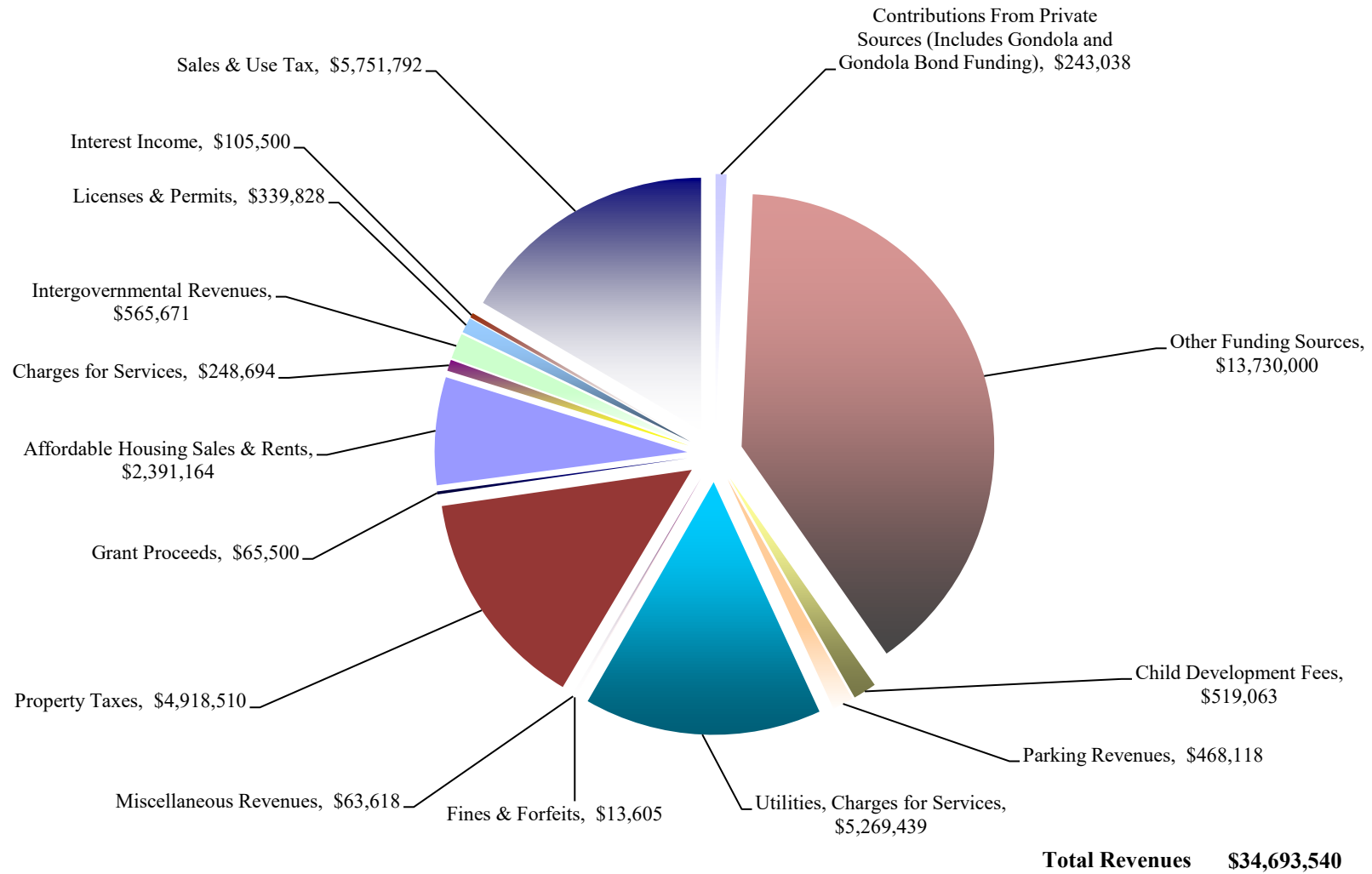


TMV 2020 Total Expense

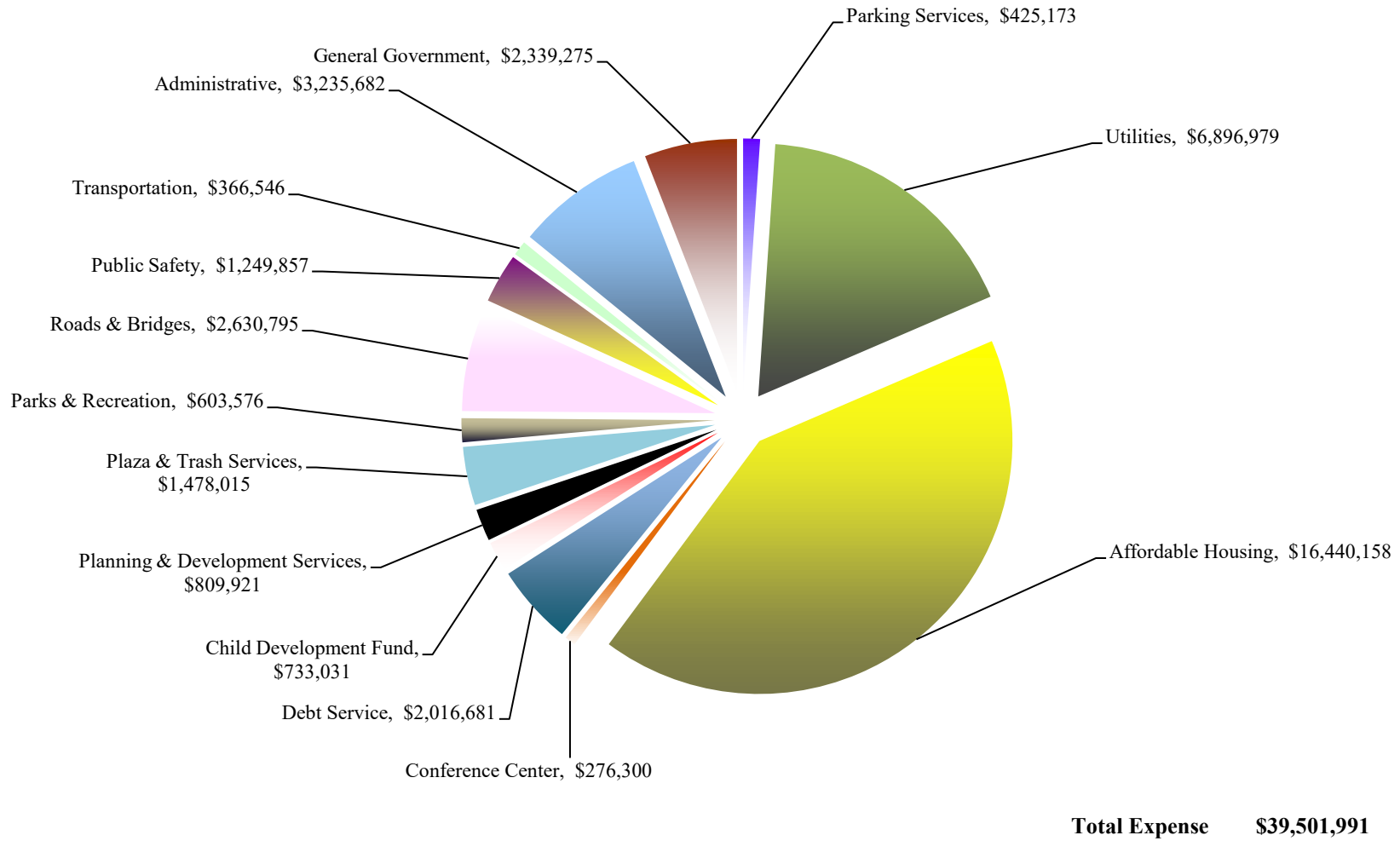


Total Expense \$47,532,801

TMV 2020 Total Revenues Without Special Revenue Funds



TMV 2020 Total Expense Without Special Revenue Funds



Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

General Fund Summary

	Actuals 2017	Actuals 2018	2019 Original	2019 Forecasted	2019 Adjustments	2020 Proposed	2020 Adjustments	2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection
<u>Revenues</u>											
Taxes	9,460,884	9,050,695	9,232,575	9,919,032	686,457	10,093,727	174,695	10,284,938	10,538,596	10,759,494	11,030,896
Licenses & Permits	566,818	353,865	337,708	411,010	73,302	339,828	(71,182)	339,828	339,828	339,828	339,828
Intergovernmental Proceeds	374,212	475,260	552,131	563,978	11,847	565,671	1,693	565,671	565,671	565,671	565,671
Charges for Services	487,190	388,660	317,771	323,457	5,686	250,458	(72,999)	250,458	250,458	250,458	250,458
Fines and Forfeits	10,359	61,398	7,841	12,241	4,400	11,841	(400)	11,841	11,841	11,841	11,841
Interest on Investments	32,522	156,638	45,000	200,000	155,000	100,000	(100,000)	100,000	100,000	100,000	100,000
Miscellaneous Revenues	245,763	65,618	79,118	72,843	(6,275)	63,618	(9,225)	63,618	63,618	63,618	63,618
Contributions	74,551	8,783	43,438	43,438	-	43,438	-	43,438	43,438	43,438	43,438
Total Revenues	11,252,298	10,560,919	10,615,582	11,545,999	930,417	11,468,581	(77,418)	11,659,792	11,913,450	12,134,348	12,405,750
<u>Operating Expenditures</u>											
Legislation & Council	96,623	84,204	88,253	89,253	1,000	90,077	824	90,348	90,485	90,625	90,768
Town Attorney	450,145	414,772	460,000	475,000	15,000	376,525	(98,475)	371,525	371,525	371,525	371,525
Town Manager	250,003	254,752	268,583	273,874	5,291	279,324	5,450	260,537	260,904	261,280	261,666
Town Clerk's Office	366,680	361,634	392,181	394,981	2,800	391,388	(3,593)	392,742	387,640	394,556	389,491
Finance	811,431	833,372	854,225	856,263	2,038	888,502	32,239	898,495	907,199	915,079	923,814
Information Technology	194,362	336,654	392,673	429,516	36,843	511,839	82,323	487,976	493,832	502,722	498,195
Human Resources	296,357	352,818	341,293	356,675	15,382	390,805	34,130	364,707	366,258	371,835	373,438
Communications and Business Development	241,594	426,419	597,953	596,673	(1,280)	397,300	(199,373)	395,323	397,248	397,860	398,486
Municipal Court	30,713	29,981	32,541	32,541	-	33,539	998	33,702	33,820	33,941	34,065
Police Department	779,607	828,532	978,923	971,859	(7,064)	1,021,462	49,603	1,018,010	1,013,493	1,016,746	1,020,092
Community Services	50,184	52,017	54,529	54,529	-	58,856	4,327	59,188	59,443	59,704	59,972
Community Grants and Contributions	106,000	122,850	120,350	125,350	5,000	139,717	14,367	150,000	150,000	150,000	150,000
Roads and Bridges	1,067,792	1,033,147	1,135,064	1,129,614	(5,450)	1,134,249	4,635	1,140,376	1,144,169	1,148,077	1,152,072
Vehicle Maintenance	579,205	423,267	444,492	465,143	20,651	459,870	(5,273)	461,624	463,231	464,920	466,609
Municipal Bus	195,188	217,479	266,181	272,681	6,500	277,932	5,251	280,595	283,144	285,759	288,443
Employee Shuttle	44,498	72,359	88,032	88,032	-	88,614	582	88,708	88,773	88,839	88,907
Parks & Recreation	513,115	536,834	562,537	542,841	(19,696)	573,576	30,735	536,621	520,187	523,293	526,438
Plaza Services	1,094,831	1,194,366	1,335,738	1,332,738	(3,000)	1,416,917	84,179	1,403,111	1,410,112	1,415,228	1,421,769
Public Refuse Removal	50,937	64,707	65,083	62,083	(3,000)	61,098	(985)	61,296	61,445	61,599	61,756
Building/Facility Maintenance	193,090	203,608	251,168	251,152	(16)	295,620	44,468	261,677	263,020	276,023	264,903
Building Division	296,639	322,544	495,767	466,614	(29,153)	362,544	(104,070)	363,852	364,715	367,097	366,499
Housing Division Office	18,998	19,630	20,706	20,706	-	21,439	734	21,535	21,591	21,649	21,707
Planning and Development Services	390,387	534,894	475,343	394,167	(81,176)	425,937	31,770	427,655	428,787	429,945	431,129

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

General Fund Summary

	Actuals 2017	Actuals 2018	2019 Original	2019 Forecasted	2019 Adjustments	2020 Proposed	2020 Adjustments	2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection
Contingency	-	-	97,216	86,723	(10,493)	96,971	10,248	95,696	95,810	96,483	96,617
Total Operating Expenditures	8,118,379	8,720,839	9,818,830	9,769,007	(49,823)	9,794,102	25,095	9,665,299	9,676,832	9,744,785	9,758,363
<u>Capital Outlay</u>											
Capital Outlay Expense	940,709	181,646	622,000	296,500	(325,500)	48,000	(248,500)	675,000	300,000	300,000	300,000
Total Capital Outlay	940,709	181,646	622,000	296,500	(325,500)	48,000	(248,500)	675,000	300,000	300,000	300,000
<u>Other Source/Uses</u>											
Gain/Loss On Sale Of Assets	(7)	30,796	-	15,000	15,000	-	(15,000)	-	-	-	-
Transfer From Overhead Allocations	482,133	540,924	591,008	583,013	(7,995)	590,948	7,935	575,846	581,801	593,240	590,258
Transfer (To)/From Tourism Fund	37,942	44,344	33,681	34,924	1,243	68,343	33,419	69,076	69,822	70,583	71,358
Transfer (To)/From Parking Services	-	-	(58,490)	-	58,490	-	-	-	-	-	-
Transfer (To)/From Debt Service Fund	207,439	-	-	-	-	-	-	-	-	-	-
Transfer (To)/From DSF - Specific Ownership Taxes	149,712	29,307	32,000	32,000	-	32,000	-	32,000	32,000	32,000	32,000
Transfer (To)/From Capital Projects Fund	(266,071)	(11,248)	(75,000)	(17,970)	57,030	(2,246,546)	(2,228,576)	(300,000)	-	-	-
Transfer (To)/From Child Development Fund	(120,404)	(155,758)	(191,850)	(154,911)	36,939	(148,468)	6,443	(135,621)	(138,352)	(141,140)	(143,982)
Transfer (To)/From Broadband Fund	-	10,000	(1,377,588)	(648,805)	728,783	(2,098,681)	(1,449,876)	(72,943)	-	-	-
Transfer (To)/From Conference Center Fund	(199,089)	(202,543)	(262,033)	(215,833)	46,200	(276,300)	(60,467)	(244,676)	(243,429)	(219,384)	(213,806)
Transfer (To)/From AHDF (Sales Tax)	(474,477)	(493,047)	(505,159)	(547,107)	(41,949)	(567,814)	(20,707)	(590,504)	(614,102)	(638,644)	(664,168)
Transfer (To)/From AHDF (Housing Office)	18,998	19,630	20,706	20,706	-	21,439	734	21,535	21,591	21,649	21,707
Transfer (To)/From Vehicle Acquisition	(561,775)	(356,833)	(249,231)	(216,081)	33,150	(182,671)	33,410	(355,571)	(138,471)	(164,471)	(89,071)
Total Other Sources/Uses	(725,599)	(544,428)	(2,041,956)	(1,115,065)	926,891	(4,807,750)	(3,692,685)	(1,000,858)	(429,140)	(446,167)	(395,703)
Surplus (Deficit)	1,467,610	1,114,006	(1,867,204)	365,427	2,232,631	(3,181,271)	(3,546,697)	318,635	1,507,478	1,643,395	1,951,684
Beginning Fund Balance	9,446,313	10,913,923	10,243,321	12,027,929		12,393,355		9,212,085	9,530,720	11,038,198	12,681,593
Ending Fund Balance	10,913,923	12,027,929	8,376,117	12,393,355		9,212,085		9,530,720	11,038,198	12,681,593	14,633,277

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

General Fund Revenues

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019 Original	2019	2019	2020	2020	2021 Long	2022 Long	2023 Long	2024 Long
					Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
									Projection	Projection	Projection	Projection
General Fund Revenues	Tax - Property	3,899,219	3,876,064	3,813,194	3,813,194	-	4,125,468	312,274	4,125,468	4,166,723	4,166,723	4,208,390
General Fund Revenues	Tax-Property Delinquent	-	-	-	-	-	-	-	-	-	-	-
General Fund Revenues	Tax - Property - Abatements	(74,271)	(59,586)	63,098	63,098	-	13,023	(50,075)	-	-	-	-
General Fund Revenues	Tax - Specific Ownership	175,437	194,794	155,000	185,000	30,000	185,000	-	185,000	185,000	185,000	185,000
General Fund Revenues	Tax - Construction Use 1.5%	391,491	192,191	210,000	301,294	91,294	210,000	(91,294)	210,000	210,000	210,000	210,000
General Fund Revenues	Tax - Construction Use 3%	783,100	384,440	420,000	602,588	182,588	420,000	(182,588)	420,000	420,000	420,000	420,000
General Fund Revenues	Tax-Cigarette	9,671	10,385	9,400	9,400	-	9,400	-	9,400	9,400	9,400	9,400
General Fund Revenues	Tax - Property - Interest/Penalty	(465)	(2,548)	15,000	15,000	-	15,000	-	15,000	15,000	15,000	15,000
General Fund Revenues	Sales Taxes	4,262,780	4,429,008	4,546,883	4,909,458	362,575	5,105,836	196,378	5,310,070	5,522,473	5,743,371	5,973,106
General Fund Revenues	Sales Taxes - Interest	761	1,223	-	-	-	-	-	-	-	-	-
General Fund Revenues	Sales Taxes - Penalties	5,218	15,862	-	5,000	5,000	5,000	-	5,000	5,000	5,000	5,000
General Fund Revenues	Sales Taxes - Prior Period Remittances	7,942	8,861	-	15,000	15,000	5,000	(10,000)	5,000	5,000	5,000	5,000
Total Taxes		9,460,884	9,050,695	9,232,575	9,919,032	686,457	10,093,727	174,695	10,284,938	10,538,596	10,759,494	11,030,896
General Fund Revenues	License-Liquor	2,993	6,328	3,500	3,500	-	3,500	-	3,500	3,500	3,500	3,500
General Fund Revenues	License-Pet	195	255	128	128	-	128	-	128	128	128	128
General Fund Revenues	Permit-Construction	394,581	204,880	187,880	276,182	88,302	190,000	(86,182)	190,000	190,000	190,000	190,000
General Fund Revenues	External Energy Discount	(1,251)	-	-	-	-	-	-	-	-	-	-
General Fund Revenues	Renewable Energy Discount	(1,668)	-	-	-	-	-	-	-	-	-	-
General Fund Revenues	HERS Energy Discount	(1,334)	-	-	-	-	-	-	-	-	-	-
General Fund Revenues	Permit-Electrical-Mountain Village	8,167	6,040	15,000	15,000	-	15,000	-	15,000	15,000	15,000	15,000
General Fund Revenues	Permit-Electrical-Town of Telluride	72,590	52,292	50,000	50,000	-	50,000	-	50,000	50,000	50,000	50,000
General Fund Revenues	Permit-Plumbing-Mountain Village	7,908	11,165	10,000	10,000	-	10,000	-	10,000	10,000	10,000	10,000
General Fund Revenues	Permit-Plumbing-Town of Telluride	50,886	38,930	40,000	40,000	-	40,000	-	40,000	40,000	40,000	40,000
General Fund Revenues	Permit-Mechanical	2,132	6,766	200	200	-	200	-	200	200	200	200
General Fund Revenues	Construction Parking Fees	30,095	27,000	30,000	15,000	(15,000)	30,000	15,000	30,000	30,000	30,000	30,000
General Fund Revenues	Construction Parking Late Pay Fees	50	64	-	-	-	-	-	-	-	-	-
General Fund Revenues	Permit & Other Licenses	1,275	25	-	-	-	-	-	-	-	-	-
General Fund Revenues	Permits-Excavation	200	120	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Total Permits & License		566,818	353,865	337,708	411,010	73,302	339,828	(71,182)	339,828	339,828	339,828	339,828
General Fund Revenues	Conservation Trust Funds	13,666	14,216	13,402	13,402	-	13,402	-	13,402	13,402	13,402	13,402
General Fund Revenues	Mineral Lease Revenue	3,098	1,170	1,170	640	(530)	640	-	640	640	640	640
General Fund Revenues	Severance Tax Revenues	8,165	12,724	12,724	25,084	12,360	25,084	-	25,084	25,084	25,084	25,084
General Fund Revenues	County Road & Bridge Taxes	279,353	275,292	275,450	275,450	-	275,450	-	275,450	275,450	275,450	275,450
General Fund Revenues	Motor Vehicle Registration	5,510	5,799	4,900	4,900	-	4,900	-	4,900	4,900	4,900	4,900
General Fund Revenues	Highway User Tax Funds	64,421	80,205	62,415	62,432	17	64,125	1,693	64,125	64,125	64,125	64,125
General Fund Revenues	Smart Contribution	-	85,853	182,070	182,070	-	182,070	-	182,070	182,070	182,070	182,070
Total Intergovernmental Revenues		374,212	475,260	552,131	563,978	11,847	565,671	1,693	565,671	565,671	565,671	565,671
General Fund Revenues	Fee-2% Collection - Material Tax	5,699	2,839	2,708	2,708	-	2,708	-	2,708	2,708	2,708	2,708
General Fund Revenues	Fee-Plan Review	256,027	133,744	122,122	178,747	56,625	122,122	(56,625)	122,122	122,122	122,122	122,122
General Fund Revenues	Fee-Planning Dev Review	60,625	61,060	44,000	44,000	-	44,000	-	44,000	44,000	44,000	44,000

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

General Fund Revenues

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019 Original	2019	2019	2020	2020	2021 Long	2022 Long	2023 Long	2024 Long
					Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
									Projection	Projection	Projection	Projection
General Fund Revenues	Fee- Recording	33	118	350	350	-	350	-	350	350	350	350
General Fund Revenues	Fee-Plan/Zone/Plat	1,000	375	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
General Fund Revenues	Fees-Miscellaneous P&Z	41	-	-	-	-	-	-	-	-	-	-
General Fund Revenues	Fee-MVHA Qualification Fee	6,570	2,120	4,600	4,600	-	4,600	-	4,600	4,600	4,600	4,600
General Fund Revenues	Fee - Energy Mitigation	-	71,936	67,313	16,374	(50,939)	-	(16,374)	-	-	-	-
General Fund Revenues	Black Hills Gas Franchise Fee	24,698	46,043	39,678	39,678	-	39,678	-	39,678	39,678	39,678	39,678
General Fund Revenues	Road Impact Fees	130,819	70,125	35,000	35,000	-	35,000	-	35,000	35,000	35,000	35,000
General Fund Revenues	Road Cut Fees	-	300	-	-	-	-	-	-	-	-	-
General Fund Revenues	Equipment Rental	1,678	-	-	-	-	-	-	-	-	-	-
Total Charges for Services		487,190	388,660	317,771	323,457	5,686	250,458	(72,999)	250,458	250,458	250,458	250,458
General Fund Revenues	Fines-Traffic	7,948	5,815	1,000	5,000	4,000	5,000	-	5,000	5,000	5,000	5,000
General Fund Revenues	Fines-False Alarms	-	-	276	276	-	276	-	276	276	276	276
General Fund Revenues	Fines-Criminal	2,077	3,500	1,764	1,764	-	1,764	-	1,764	1,764	1,764	1,764
General Fund Revenues	Fines-Plaza Use	-	-	-	400	400	-	(400)	-	-	-	-
General Fund Revenues	Fines-Miscellaneous/PD	600	134	4,250	4,250	-	4,250	-	4,250	4,250	4,250	4,250
General Fund Revenues	Fines-Miscellaneous Building	(266)	51,950	551	551	-	551	-	551	551	551	551
Total Fines & Forfeits		10,359	61,398	7,841	12,241	4,400	11,841	(400)	11,841	11,841	11,841	11,841
General Fund Revenues	Interest On Investments	52,134	149,980	45,000	200,000	155,000	100,000	(100,000)	100,000	100,000	100,000	100,000
General Fund Revenues	Gain/Loss On Investments	(19,612)	6,658	-	-	-	-	-	-	-	-	-
Total Interest on Investments		32,522	156,638	45,000	200,000	155,000	100,000	(100,000)	100,000	100,000	100,000	100,000
General Fund Revenues	Grant Revenue Police	2,840	-	-	-	-	-	-	-	-	-	-
General Fund Revenues	Grant Revenue-Miscellaneous	8,152	-	-	-	-	-	-	-	-	-	-
General Fund Revenues	HR Housing - Revenue	-	10,500	3,350	3,350	-	3,350	-	3,350	3,350	3,350	3,350
General Fund Revenues	Miscellaneous Revenue - Plaza Services	600	-	-	-	-	-	-	-	-	-	-
General Fund Revenues	Miscellaneous Revenue - Shop	-	-	500	500	-	500	-	500	500	500	500
General Fund Revenues	Miscellaneous Revenue - Marketing	225	-	475	475	-	475	-	475	475	475	475
General Fund Revenues	Miscellaneous Revenue - Police	1,840	2,999	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
General Fund Revenues	Miscellaneous Revenue - Municipal Bus	-	-	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
General Fund Revenues	Miscellaneous Revenue - Building	8,487	1,595	750	750	-	750	-	750	750	750	750
General Fund Revenues	IBC Book Revenue - Building	-	4	-	-	-	-	-	-	-	-	-
General Fund Revenues	Miscellaneous Revenue - Finance	1,853	1,171	14,500	2,500	(12,000)	2,500	-	2,500	2,500	2,500	2,500
General Fund Revenues	Miscellaneous Revenue - Finance Admin Fees	64	182	-	-	-	-	-	-	-	-	-
General Fund Revenues	Munirevs Credit Card Fees	1,895	1,873	500	2,000	1,500	2,000	-	2,000	2,000	2,000	2,000
General Fund Revenues	Permitting Credit Card Fees	749	1,078	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
General Fund Revenues	Miscellaneous Revenue -Clerk	2,776	1,145	200	200	-	200	-	200	200	200	200
General Fund Revenues	Miscellaneous Revenue - General	9,819	2,071	1,100	1,100	-	1,100	-	1,100	1,100	1,100	1,100
General Fund Revenues	Maintenance Shop Lease	13	11	12	12	-	12	-	12	12	12	12
General Fund Revenues	Van Rider Revenue	27,879	28,015	29,654	29,654	-	29,654	-	29,654	29,654	29,654	29,654
General Fund Revenues	Insurance Claim Proceeds	149,778	-	-	9,225	9,225	-	(9,225)	-	-	-	-
General Fund Revenues	Transfer Station Lease	1,300	1,100	1,200	1,200	-	1,200	-	1,200	1,200	1,200	1,200

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

General Fund Revenues

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long	2022 Long	2023 Long	2024 Long	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed	2020 Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
General Fund Revenues	David Reed Lease	(1,398)	(1,398)	(1,398)	(1,398)	-	(1,398)	-	(1,398)	(1,398)	(1,398)	(1,398)
General Fund Revenues	Ice Rink Revenues	1,710	2,496	3,000	3,000	-	3,000	-	3,000	3,000	3,000	3,000
General Fund Revenues	Vending Cart/Plaza Use Rents	23,255	6,240	12,500	7,500	(5,000)	7,500	-	7,500	7,500	7,500	7,500
General Fund Revenues	Vending/Plaza Application Fees	3,927	4,670	5,775	5,775	-	5,775	-	5,775	5,775	5,775	5,775
General Fund Revenues	Farm to Community Application Fees/Donations	-	1,867	-	-	-	-	-	-	-	-	-
Total Miscellaneous Revenues		245,763	65,618	79,118	72,843	(6,275)	63,618	(9,225)	63,618	63,618	63,618	63,618
General Fund Revenues	Contributions - TMVOA	-	-	25,000	25,000	-	25,000	-	25,000	25,000	25,000	25,000
General Fund Revenues	Contribution-See Forever	60,000	-	-	-	-	-	-	-	-	-	-
General Fund Revenues	Contributions-TMVOA Employee Shuttle	2,858	8,783	13,438	13,438	-	13,438	-	13,438	13,438	13,438	13,438
General Fund Revenues	Green Gondola Receipts	740	-	-	-	-	-	-	-	-	-	-
General Fund Revenues	Energy Rebates	10,952	-	-	-	-	-	-	-	-	-	-
General Fund Revenues	Environmental Services Contribution	-	-	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
Total Contributions		74,551	8,783	43,438	43,438	-	43,438	-	43,438	43,438	43,438	43,438
Total General Fund Revenues		11,252,298	10,560,919	10,615,582	11,545,999	930,417	11,468,581	(77,418)	11,659,792	11,913,450	12,134,348	12,405,750

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET NARRATIVE
LEGISLATIVE/COUNCIL**

Mountain Village Town Council is comprised of a Mayor and six Council Members. Compensation for members elected on or after June 30, 2015 is \$400/month for Council members and \$800/month for the Mayor per Ordinance 2015-04. Council members also receive \$186/month toward basic water, sewer, cable and internet services.

The Mayor and Council may travel to CML, CAST or other meetings and trainings.

Business meals budget includes breakfast and lunch for all regular Council meetings and meals as needed for special meetings. Also one Tri-Gov dinner annually is included in the budget as well as at least one IG meeting and other meetings as needed.

TOWN OF MOUNTAIN VILLAGE

2020 BUDGET

LEGAL DEPARTMENT PROGRAM NARRATIVE

The Town has entered into a professional services contract with J. David Reed, P.C., Attorney at Law, whereby the Town receives general legal counsel and services as Director of the Town's legal department. Services to be provided include drafting, review, and approval of contracts, MOU's, IGA's, ordinances and resolutions, etc. Mr. Reed or staff from his firm will also attend Town Council meetings, Design Review Board meetings and staff meetings. This contract also includes participation in negotiations, legal oversight to staff, employment law advice, keeping the town abreast of changes in laws affecting municipalities and other matters, as the Town may deem necessary and appropriate.

DEPARTMENT GOALS

1. Provide high quality and timely legal services to Town Council and staff under general contract.
2. Provide litigation services as deemed necessary by Town Council.
3. Departments shall stay within budget but see number 2 below.

DEPARTMENT PERFORMANCE MEASURES

1. Maintain office hours in Town Hall, four days per week; attend staff, DRB, and Town Council meetings.
2. Defend the Town of Mountain Village against lawsuits. This is the most difficult line item of the legal budget to forecast. Litigation may or may not occur in any given year. If it does occur it is very capital intensive and depending on when in the budget year it occurs, the litigation budget line item for that budget year may or may not be reliable.
3. Department year end expenditure totals do not exceed the adopted budget.

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Town Council

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
Town Council	Board Compensation (1)	43,116	51,767	53,859	53,859	-	55,069	1,210	55,069	55,069	55,069	55,069
Town Council	PERA & Payroll Taxes	6,639	8,092	8,283	8,283	-	8,489	206	8,627	8,627	8,627	8,627
Town Council	Workers Compensation	119	116	153	153	-	161	8	169	177	186	195
Town Council	Other Benefits	6,265	6,300	6,300	6,300	-	6,300	-	6,426	6,555	6,686	6,819
Town Council	Consultant Services	27,000	-	-	-	-	-	-	-	-	-	-
Town Council	Communications (2)	870	701	500	1,350	850	750	(600)	750	750	750	750
Town Council	Dues and Fees	-	1,099	-	-	-	-	-	-	-	-	-
Town Council	Travel, Education & Training	1,823	3,226	7,500	7,500	-	7,500	-	7,500	7,500	7,500	7,500
Town Council	General Supplies & Materials	1,946	244	600	750	150	750	-	750	750	750	750
Town Council	Business Meals-Town Council	8,300	12,399	9,850	9,850	-	9,850	-	9,850	9,850	9,850	9,850
Town Council	Special Occasion	546	259	1,208	1,208	-	1,208	-	1,208	1,208	1,208	1,208
Total		96,623	84,204	88,253	89,253	1,000	90,077	824	90,348	90,485	90,625	90,768

(1) A portion of board compensation is for utility reimbursements which are increasing.

(2) Mayor's cell phone purchase 650 in 2019 plus 55/month for 700/year

Legal

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
Legal	Outside Counsel - General	497	301	30,000	10,000	(20,000)	25,000	15,000	25,000	25,000	25,000	25,000
Legal	Outside Counsel - Litigation	51,333	13,277	-	15,000	15,000	-	(15,000)	-	-	-	-
Legal	Outside Counsel - Extraordinary	-	5,000	-	-	-	-	-	-	-	-	-
Legal	Legal - Extraordinary	54,022	19,318	25,000	35,000	10,000	30,000	(5,000)	25,000	25,000	25,000	25,000
Legal	Legal - Litigation	93,548	40,507	30,000	40,000	10,000	30,000	(10,000)	30,000	30,000	30,000	30,000
Legal	Legal - General (3)	250,746	336,343	375,000	375,000	-	291,525	(83,475)	291,525	291,525	291,525	291,525
Legal	Out Of Pocket Expense	-	26	-	-	-	-	-	-	-	-	-
Total		450,145	414,772	460,000	475,000	15,000	376,525	(98,475)	371,525	371,525	371,525	371,525

(3) The actual contractual amount for General Legal for the 2020 year is a not to exceed amount of \$393,750. The budgeted amount represents an average of the past 5 years of actual General Legal expenses not the maximum contractual obligation.

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
TOWN MANAGER PROGRAM NARRATIVE**

The Town Manager is responsible for the implementation of all Town Council policy decisions; direct Town operations efficiently; create an organizational culture that values employees and results in the delivery of excellent municipal services for the residents and visitors to Mountain Village in a cost-effective manner.

DEPARTMENT GOALS

1. Ensure Town goals are met by achieving departmental goals through oversight and management
2. Responsible for retaining, managing and motivating Town staff
3. Ensure the long-term financial stability of the Town through strategic and effective management practices
4. Establish and maintain effective communication and working relationships with stakeholders vital to the long-term success of Mountain Village i.e. TSG, TMVOA, Town of Telluride, Telluride Tourism Board, SMART, San Miguel County, etc.
5. Support the Town's overall environmental programs
6. Assist with oversight and management of the Marketing and Business Development Department ("MBD") to promote economic development, support TMV businesses and promote TMV programs and services
7. Improve IT and Broadband capacity and services
8. Develop a succession plan with a systematic approach to ensuring leadership continuity within the Town by recruiting and/or encouraging individual employee growth and development

DEPARTMENT PERFORMANCE MEASURES

1. Achieve an average of 90% of each department's goals annually
2. Achieve an overall employee satisfaction rating of 80% of employees as either "satisfied" or "very satisfied" on the annual employee survey (2010 = 44%, 2011 = 83%, 2012 = 82%, 2013 = 75%, 2014 = 82%, 2015 = 80%, 2016 = 88%, 2017 = 93%, 2018 = 91% and 2019 = 93%)
3. Work with Council, the Finance and Budget Committee, Directors and staff to develop an acceptable budget for adoption prior to the December 15th statutory requirement. Revise current budget and following year's budget to respond to any variable conditions while maintaining acceptable levels of reserves as determined by Council. Operate within the adopted budget for the Town annually
4. Minimum of monthly meetings, correspondence and/or phone calls with each of the primary stakeholders: TSG, TMVOA, TOT, TTB, SMART, SMC, etc. staff that focus on short and long-term goals
5. Ensuring 100% of the departments have annual environmental goals and are participating in and supporting our town's overall environmental programs
6. Success is measured directly on departmental goal achievement (i.e. 5 = achieve 4.5 - 5 on MBD goals, 4 = 4.49 - 4.0, 3 = 3.99 - 3.50)
7. Implement recommendations of the IT and Broadband Committee within the time frames and budgets as directed by Council. Complete infrastructure installation of the FTTP project by year end 2020 and have all customers operational with final phase locations operational by first quarter 2021
8. Develop the following at the Town Manager and Director levels in 2020:
 - a. A roadmap for succession including key positions – complete by January 31, 2020
 - b. Formal succession planning policy and plan – complete within first quarter 2020
 - c. Identify timeframes for succession development – complete by first quarter 2020
 - d. Identify high potential employees – complete by second quarter 2020
 - e. Prepare development plans for high potential employees to be included in performance evaluations – complete end of third quarter 2020
 - f. Conduct gap analysis to identify what skills are needed vs. what skills exist and associated training and mentorship needs – complete by December of 2020 (complete each year by December for incorporation in the following year's performance evaluation)

ACHIEVEMENTS

1. **Budget**
 - Budget adopted pursuant to all requirements
2. **Prepare Goals/Performance Measures and Evaluations for Direct Reports**
 - 2019 evaluations completed and delivered by December 2019 with 2020 performance goals and measures to be prepared by January 2020
3. **Telluride Ski and Golf ("TSG") and Town Partnership Objectives**
 - Partnership issues resolved in 2018:
 - Received deed for e Access Tract AT-14mergency egress on
 - TSG extended the Meadows Park license agreement

- Received a one-year license agreement for the disc golf course
 - Updated the MOU acknowledging TSG public benefits
4. **Wayfinding Project**
 - This three- year project will be completed by year end 2019.
 5. **Human Resources Hiring**
 - Successfully hired Jim Soukup, CTO, Drew Harrington was promoted to Building Official, Matt Gonzales, Building Inspector, Patrick Dasaro, Payroll, Lindsay Niehaus, Accounting Billing/Receivables, Chuck Tomlinson, HR Coordinator, Dustin Miles, Broadband Systems Tech, Brad Wilson, Tech-Building Maintenance, Larry Baird, Gondola Mechanic, Joshua Bissonnette, Water Tech, Justin Vigil, Water Tech, Joel Burk, Deputy Police Chief, Grant Markwell, Police Officer
 6. **Employee Satisfaction Survey**
 - Conducted the tenth annual employee satisfaction survey with **93% of employees responding either “satisfied” or “very satisfied”**, tied for the highest rating since we began conducting the survey. The year before I became Town Manager this same measure was at 44%. Since I have been Town Manager, we have averaged 85%
 7. **Village Court Apartments (“VCA”)**
 - VCA laundry room – addition of 4 washers and 4 dryers to building 8
 - Concrete roof tile project – demonstration roof coating project on building 9
 - Carpet, tile and appliance upgrades continued and were completed for end of life products VCA
 - Continued development and analysis for the expansion of the project for 49 additional units which included issuing an RFP for an architect and owner’s representative and hiring firms and representatives for both.
 - Worked with the architect and their consultants to reach a conclusion to move forward with modular construction upon receiving approval from Council
 - Issued an RFP for general contractors for the construction of the units and considering an addendum to that RFP for bids for a for sale project versus for rent
 8. **Workforce Housing**
 - Secured a two-year lease on a Northstar unit for our Senior Planner John Miller to sublease from the town.
 - Purchased a Castellina and Cassidy Ridge deed restricted units. These units were resold to one Mountain Village business owner and a Town employee. They are both price capped and the Town has first right of refusal to purchase them back.
 9. **Telluride Regional Waste Water Treatment Plant (“TRWWTP”)**
 - Finn Kjome and I continue to work with Town of Telluride and San Miguel and the newly formed Funding Committee to successfully develop a financial plan for funding of the recommendations from the Master Plan efforts.
 10. **Gondola Long Term Planning Committee and Subcommittee**
 - Developing a path and plan to move forward with key stakeholders to determine the future of the gondola, timing for improvements and funding mechanisms. In 2019 key stakeholders agreed to begin to meet regularly by year end and into 2020 to achieve these goals.
 11. **IT/Broadband**
 - All free WiFi systems throughout the Village Center were upgraded as directed by Council well in advance of the March 1, 2019 completion date. This was an outcome suggested by AECOM’s “low hanging fruit” improvements as determined by the Village Center Subarea Improvements Plan.
 - Successfully hired Jim Soukup for the newly created CTO position.
 - Completed the purchase of 4,000 IP addresses, negotiated a lower rate with redundancy for a new internet provider and reduced rates on our phone VOIP product.
 - Issued an RFP and hired 1. a contractor for the FTTP project, 2. Equipment provider for the FTTP project, 3. Upgraded the headend and installed new equipment and 4. Began construction and on schedule for the BETA customers to begin utilization of the new system and infrastructure installation for all of Phase I.
 - Implemented Crowd Strike managed cyber security system.

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Town Manager

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long	2022 Long	2023 Long	2024 Long	
				2019 Original	Forecasted	Adjustments	Proposed	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Town Manager	Salaries & Wages	155,159	160,867	165,387	167,070	1,683	171,246	4,176	171,246	171,246	171,246	171,246
Town Manager	Group Insurance	13,113	12,437	12,500	12,500	-	13,500	1,000	13,770	14,045	14,326	14,613
Town Manager	PERA & Payroll Taxes	23,973	24,991	25,437	25,695	258	26,766	1,071	27,194	27,194	27,194	27,194
Town Manager	PERA 401K	13,946	14,461	14,886	15,036	150	15,412	376	15,840	15,840	15,840	15,840
Town Manager	Workers Compensation	1,917	323	1,323	1,323	-	1,389	66	1,459	1,532	1,608	1,689
Town Manager	Other Employee Benefits	875	200	900	900	-	900	-	918	936	955	974
Town Manager	Outside Counsel - Litigation	-	-	-	4,100	4,100	-	(4,100)	-	-	-	-
Town Manager	Grant Lobbying Fees	18,000	18,000	18,000	18,000	-	18,000	-	18,000	18,000	18,000	18,000
Town Manager	Professional Services (1)	11,895	13,639	17,750	17,750	-	20,000	2,250	-	-	-	-
Town Manager	Consulting Service	-	-	500	500	-	500	-	500	500	500	500
Town Manager	Communications	1,045	1,234	1,300	1,300	-	1,300	-	1,300	1,300	1,300	1,300
Town Manager	Dues & Fees (2)	8,818	7,622	8,000	8,000	-	8,710	710	8,710	8,710	8,710	8,710
Town Manager	Travel, Education & Training	475	-	1,500	500	(1,000)	500	-	500	500	500	500
Town Manager	General Supplies & Materials	349	311	500	500	-	500	-	500	500	500	500
Town Manager	Business Meals	387	604	500	600	100	500	(100)	500	500	500	500
Town Manager	Employee Appreciation	50	62	100	100	-	100	-	100	100	100	100
Total		250,003	254,752	268,583	273,874	5,291	279,324	5,450	260,537	260,904	261,280	261,666

(1) Gondola Long Term Plan Studies (TMVOA, TSG, SMC, TOT all participating equally)

(2) Colorado Municipal League \$5,855 and Colorado Association of Ski Towns \$2,426

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
TOWN CLERK**

The office of the Town Clerk is responsible for providing services to the public including voter registration, elections, coordination of Town Council meetings and documentation, official Town records, website maintenance, telephone system management, building maintenance coordination, information requests, liquor licensing and special projects.

DEPARTMENT GOALS

1. Prepare all Town Council documentation and oversee coordination of meeting schedules
2. Maintain Town documents and respond to CORA requests
3. Liquor license administration
4. Website maintenance and administrative phone system maintenance
5. Monitor Town contracts, agreements and leases for compliance
6. Operate the department within budget
7. Provide professional and polite customer service, office management and maintenance coordination
8. Provide ongoing updates to the Town Code to keep it current after new legislation is passed
9. Continuing education for Town Clerk, Deputy Town Clerk and Deputy Clerk/Administrative Services Coordinator as needed
10. Purge all digital records required by the records retention schedule
11. Operate the department in an environmentally sustainable and sensitive manner including the responsible use of electricity, natural gas, fuel, paper, water, and chemicals

DEPARTMENT PERFORMANCE MEASURES

1. Produce Town Council packets, minutes and agendas on at least a monthly basis by deadlines set forth in the SOP's for the Administrative Services/Clerk's Department and coordinate meeting schedules to accommodate interested parties and members of Town Council
2. Maintain all Town Administrative documents in a document management system according to the adopted retention schedule; including the new project Contract Management and work to continue to incorporate Finance, Planning and Development Services, Human Resources, Mountain Munchkins and Public Works in 2020.
3. Research, evaluate and prepare all liquor license applications accurately and in time for inclusion in Council packets for Town Council consideration. Process applications that allow for administrative approval. Ensure all existing liquor licenses are properly monitored for compliance. Stay current on new rules, regulations and legislation.
4. Provide all in-house administrative phone system and website maintenance accurately within 72 hours of request
5. Coordinate with the Town Attorney for review, evaluation and administration of all Town contracts agreements and leases related to the functions of the Administration Department to ensure compliance with said documents. Facilitate new contract management application with reports to contract managers on a quarterly basis.
6. Operate all areas of Administrative Services within the approved budget.
7. Assist and direct members of the public requesting information or assistance from Town Departments by responding within 3 days pursuant to open records laws. If a complex request is received, evaluate and provide notification that the request will be filled within 7 business days. Manage issues related to Town Hall operations including audio visual equipment, copy machines, fax machines, janitorial services and building maintenance by responding to requests either same day or within one business day
8. Update the Town Code on a monthly basis following the effective date of each adopted ordinance to ensure the Town Code published on the website is always current
9. Complete any needed ongoing training and plan for training and education of Deputy Town Clerk and Deputy Clerk/Administrative Services Coordinator as well as continuing education for the Town Clerk.
10. Pursuant to records retention requirements and in order to protect the Town from potential litigation by retaining records outside of the required time frames of the records retention schedule, purge all digital records required by the records retention schedule annually.
11. Monitor departmental usage of paper, fuel, energy, and water. Implement at least one conservation measure in at least one category of use.

DEPARTMENT ACHIEVEMENTS 2019

1. 100% compliance and completion of the production of packets, minutes and agendas for at least 14 Town Council meetings according to SOP deadlines and requirements
2. 100% of administrative records are current within the requirements of the adopted records retention schedule. Planning and Development Services, Finance and Human Resources are using PaperVision. 100 % compliant with deadlines for responding to CORA requests for information and the seven day response for complex requests
3. 100% of liquor licenses were processed pursuant to required deadlines and all licenses are compliant with state and local requirements

4. 95% of in-house phone and website maintenance were performed within 72 hours of any given request
5. Monitored contracts, agreements and leases for compliance. Determined how each department maintains contracts and ensured there is an overall list of all town contracts by department. Implemented Contract Management Project within Paper Vision software.
6. Reduced administrative services budget from the original budget and came in within/under budget.
7. 100% compliant with the one business day response time for issues with Town Hall operations
8. Town Code is current as of 11/05/19
9. Town Clerk completed training at annual CMCA conference in October. Deputy Clerk completed some sessions at the CMCA conference. Deputy Clerk/Administrative Services Coordinator completed second year of Clerk Institute, leadership training, some sessions at the CMCA conference and other various webinars. Town Clerk and Deputy Town Clerk received CMC (Certified Municipal Clerk) certification in late 2018 and are working toward MMC (Master Municipal Clerk) certification.
10. 100% of all digital records required to be purged by the records retention schedule have been purged by March 2019 and 100% of all paper documents allowed to be destroyed by State Archivist destroyed by year end 2019.
11. Implemented use of green cleaning products and recycled paper and pens. Staff strives to reduce, reuse and recycle daily.

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Town Clerk

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019 Original	2019	2019	2020	2020	2021 Long	2022 Long	2023 Long	2024 Long
					Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
									Projection	Projection	Projection	Projection
Town Clerk's Office	Salaries & Wages	191,622	191,634	196,254	196,254	-	189,516	(6,738)	189,516	189,516	189,516	189,516
Town Clerk's Office	Group Insurance	39,340	37,310	37,500	37,500	-	40,500	3,000	41,310	42,136	42,979	43,839
Town Clerk's Office	Dependent Health Reimbursement	(3,818)	(3,617)	(3,378)	(3,378)	-	(3,378)	-	(3,378)	(3,378)	(3,378)	(3,378)
Town Clerk's Office	PERA & Payroll Taxes	28,922	29,078	30,184	30,184	-	29,621	(563)	30,095	30,095	30,095	30,095
Town Clerk's Office	PERA 401K	4,920	5,627	5,888	5,888	-	7,581	1,693	7,581	7,581	7,581	7,581
Town Clerk's Office	Workers Compensation	191	186	303	303	-	318	15	334	351	368	387
Town Clerk's Office	Other Employee Benefits	2,685	600	2,700	2,700	-	2,700	-	2,754	2,809	2,865	2,923
Town Clerk's Office	Consultant Services	-	-	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
Town Clerk's Office	Janitorial/Trash Removal (1)	18,716	18,270	20,200	23,000	2,800	22,000	(1,000)	22,000	22,000	22,000	22,000
Town Clerk's Office	Security Monitoring - Town Hall	465	372	395	395	-	395	-	395	395	395	395
Town Clerk's Office	Repairs & Maintenance-Equipment	-	-	3,000	3,000	-	3,000	-	3,000	3,000	3,000	3,000
Town Clerk's Office	Rental- Equipment	8,218	7,660	10,000	10,000	-	10,000	-	10,000	10,000	10,000	10,000
Town Clerk's Office	Communications	16,823	17,565	16,100	16,100	-	16,100	-	16,100	16,100	16,100	16,100
Town Clerk's Office	Election Expenses	4,841	-	6,000	6,000	-	-	(6,000)	6,000	-	6,000	-
Town Clerk's Office	Public Noticing	117	123	750	750	-	750	-	750	750	750	750
Town Clerk's Office	Recording Fees	-	-	100	100	-	100	-	100	100	100	100
Town Clerk's Office	Dues & Fees	472	665	600	600	-	600	-	600	600	600	600
Town Clerk's Office	Travel, Education & Training (2)	2,719	3,158	5,500	5,500	-	11,500	6,000	5,500	5,500	5,500	5,500
Town Clerk's Office	Digitizing Documentation	-	-	-	1,500	1,500	1,500	-	1,500	1,500	1,500	1,500
Town Clerk's Office	Postage & Freight	1,802	1,920	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500
Town Clerk's Office	General Supplies & Material	3,561	5,055	6,500	5,000	(1,500)	5,000	-	5,000	5,000	5,000	5,000
Town Clerk's Office	Business Meals	124	652	850	850	-	850	-	850	850	850	850
Town Clerk's Office	Employee Appreciation	331	274	300	300	-	300	-	300	300	300	300
Town Clerk's Office	Utilities - Natural Gas	6,216	5,752	6,615	6,615	-	6,615	-	6,615	6,615	6,615	6,615
Town Clerk's Office	Utilities - Electricity	14,251	14,718	17,174	17,174	-	17,174	-	17,174	17,174	17,174	17,174
Town Clerk's Office	Utilities - Water/Sewer	7,068	7,537	7,551	7,551	-	7,551	-	7,551	7,551	7,551	7,551
Town Clerk's Office	Internet Service	17,095	17,095	17,095	17,095	-	17,095	-	17,095	17,095	17,095	17,095
Total		366,680	361,634	392,181	394,981	2,800	391,388	(3,593)	392,742	387,640	394,556	389,491

(1) 1450 for December 2018 was paid in January and inadvertently charged to 2019 rather than 2018. Additionally, paper supplies had a sharp increase in 2019

(2) Increase in 2020 for database training.

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
FINANCE DEPARTMENT PROGRAM NARRATIVE**

The Finance Department is responsible for administering all financial record keeping and reporting functions for the Town of Mountain Village and the Mountain Village Metropolitan District. The Department also produces the fiscal budget and financial statements for both entities. The department performs debt and treasury management, internal audits, contract compliance review, budget control, purchasing, accounting activities, loss control, sales and excise tax collection, business licensing and advises the Town Manager and Town Council on financial policy and strategic planning.

DEPARTMENT GOALS

1. Annual budget and Long-term plan: Coordinate and complete the annual budget preparation and meet statutory and charter imposed budget deadlines.
2. Accounting and Audit: maintain a governmental accounting system that presents accurately the financial condition of the Town in conformity with generally accepted accounting principles, GASB and GFOA requirements.
3. Payroll: Produce accurate employee payroll payments from department time sheets in order to meet Town payroll deadlines and federal and state payroll laws and regulations.
4. Accounts Payable: produce accurate vendor payments bi-weekly and to respond to vendor inquiries promptly and professionally. Using department procedures assure all payments are proper, in compliance with applicable contracts and budgets, appropriately approved and in compliance with the Town's procurement policies.
5. Business License: process all business license applications and issue licenses to business owners and handle all inquiries in a courteous and professional manner.
6. Accounts Receivable: record all customer and other payments to the Town promptly and accurately. Routinely follow up on all delinquent accounts and handle all customer inquiries promptly, courteously and professionally.
7. Fixed Assets: Maintain fixed asset records that present accurately the current fixed asset ownership detail as well as the depreciation records and methods.
8. Treasury: manage the Town's cash resources and treasury management contracts with banks in order to maximize the risk adjusted return on idle funds and contain the costs of bank services provide to the Town.
9. Department shall stay within budget.
10. Long Term Debt: Review all debt annually for refinancing opportunities to reduce interest costs.
11. Operate the department in an environmentally sustainable and sensitive manner including the responsible use of electricity, natural gas, fuel, paper, water and chemicals.

DEPARTMENT PERFORMANCE MEASURES

1. Annual budget and long-term plan adopted timely and mill levy certifications meet the state and county deadlines.
2. Annual CAFR and Audit report completed and filed timely for all compliance requirements. GFOA award for the CAFR is received. Issue 9 monthly financial reports to Town Council.
3. Complete 26 bi-weekly payroll cycles with minimal or no correction.
4. Process 26 bi-weekly accounts payable cycles.
5. Business licenses are processed within one week of receipt of application and payment.
6. Delinquency follow-up is documented in monthly billing cycle and 90% or more of the total account receivable balance shall not be more than 60 days old.
7. Fixed asset records are updated annually at year end and depreciation charges are determined and posted where applicable. Fixed asset ledgers reconciled to the General Ledger.
8. Four quarterly reports are made to Town Council on the status and performance of Town investments. Quarterly reports indicate a portfolio return at or above the commensurate US Treasury yield curve rate for a similar amount of time to maturity.
9. Department year end expenditure totals do not exceed the adopted budget.
10. All reviews of opportunities to refinance are documented.
11. Track and monitor departmental paper, energy, fuel, water and chemical usages. Implement one conservation measure in at least one category of use.

STATUS OF PERFORMANCE MEASURES FOR 2019

1. 2019 Budget adopted and filed with the State of Colorado in a timely manner.
2. 2017 CAFR GFOA Award received. 2018 Audit report issued in July 2019. Monthly financials have been prepared and issued for 10 of the last 12 months.
3. All payroll cycles have been completed timely and accurately.
4. Accounts payable have been issued every other week as per department procedures.
5. Business licenses are processed as per department policy.
6. Delinquency procedures have been followed per department policy and are documented in the monthly billing files. At July 31, 2019 98% of the Town's total receivable balance was less than 60 days old.
7. Fixed asset records are up to date and will be scrubbed and updated at year end for the 2019 audit.
8. The quarterly investment reports have been filed with Town Council timely this fiscal year. At August 31, 2019 the average yield on the Town's general investment portfolio was 2.28% with 1.9 years average duration. At August 31, 2019 the benchmark 2 year treasury yield curve rate was 1.50%.
9. Department is under budget as of July 31, 2019.
10. There are currently no economically viable refinancings available at this time. Final terms are being settled with NBH regarding financing for the Phase 4 expansion at VCA. Resolutions are to be agendized for a special Town Council meeting on October 9.
11. Paperless billing subscriptions are up by 20.6% year over last at July 31, 2019.

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Finance

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long	2022 Long	2023 Long	2024 Long	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed	2020 Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Finance	Salaries & Wages (13)	404,078	419,233	422,493	422,493	-	429,524	7,031	429,524	429,524	429,524	429,524
Finance	Group Insurance	78,681	71,516	75,000	75,000	-	81,000	6,000	82,620	84,272	85,958	87,677
Finance	Dependent Health Reimbursement	(1,444)	(1,447)	(3,600)	(2,100)	1,500	(2,100)	-	(2,100)	(2,100)	(2,100)	(2,100)
Finance	PERA & Payroll Taxes	62,475	65,188	64,979	64,979	-	67,135	2,156	68,208	68,208	68,208	68,208
Finance	PERA 401K	27,454	25,217	28,307	28,307	-	32,153	3,846	32,153	32,153	32,153	32,153
Finance	Workers Compensation	328	372	729	381	(348)	400	19	420	441	463	486
Finance	Other Employee Benefits	5,250	1,200	5,400	5,400	-	5,400	-	5,508	5,618	5,731	5,845
Finance	Bad Debt Expense (9)	-	13,463	-	-	-	-	-	-	-	-	-
Finance	Professional Consulting (1)	14,486	12,000	13,000	14,625	1,625	14,000	(625)	15,000	16,000	17,000	18,000
Finance	County Treasurer Collect Fee 2% (10)	82,334	82,113	86,705	86,705	-	89,390	2,685	89,122	89,972	89,972	90,830
Finance	Auditing Fees (2)	25,435	30,035	31,000	31,000	-	31,000	-	33,000	35,000	37,000	39,000
Finance	Insurance (3)	99,918	102,660	110,000	112,500	2,500	124,000	11,500	127,000	130,000	133,000	136,000
Finance	Public Noticing (11)	-	-	500	-	(500)	-	-	-	-	-	-
Finance	Dues & Fees (4)	165	194	2,000	200	(1,800)	300	100	300	350	400	400
Finance	Travel, Education & Training (5)	1,652	1,052	2,500	2,500	-	2,500	-	3,500	3,500	3,500	3,500
Finance	Postage & Freight (12)	3,000	2,430	4,200	3,500	(700)	3,000	(500)	3,000	3,000	3,000	3,000
Finance	Bank Fees (6)	135	119	3,000	1,000	(2,000)	1,000	-	1,000	1,000	1,000	1,000
Finance	Bank Fees - Credit Card Fees	417	686	612	600	(12)	600	-	630	640	650	660
Finance	MUNIREvs Online Payment Fees (7)	4,098	3,788	4,100	5,673	1,573	5,700	27	5,710	5,720	5,720	5,730
Finance	General Supplies & Material	2,765	2,898	2,600	2,900	300	2,900	-	3,300	3,300	3,300	3,300
Finance	Business Meals	-	55	-	-	-	-	-	-	-	-	-
Finance	Employee Appreciation (8)	205	600	600	600	-	600	-	600	600	600	600
Finance	Books & Periodicals	-	-	100	-	(100)	-	-	-	-	-	-
Total		811,431	833,372	854,225	856,263	2,038	888,502	32,239	898,495	907,199	915,079	923,814

- (1) MUNIREvs and Lodgingrevs monthly fee and additional \$1,625 for Business License modification for Housing data collection
- (2) A portion of the annual audit fees allocated to general government.
- (3) Annual premiums for General Fund Property, casualty and cyber crime Insurance including an allowance for a 2020 CIRSA Membership contribution increase.
- (4) Colorado and National Accounting Association Memberships
- (5) Two new staff members requiring training.
- (6) Bank charges by transaction fee analysis
- (7) Utilization of on line payment system growing.
- (8) \$100 per employee allowance directed by Town Council in 2018 for 2019.
- (9) No bad debt is anticipated for write off this year.
- (10) The County Treasurer collects a fee from Mountain Village property taxes.
- (11) There is no longer public noticing being prepared for finance department specific needs. All noticing done by the Town Clerks office.
- (12) For mailing of miscellaneous billings and AP check remittances.
- (13) Six full time employees in Finance.

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
INFORMATION TECHNOLOGY AND BROADBAND DEPARTMENT PROGRAM NARRATIVE**

INFORMATION TECHNOLOGY PROGRAM NARRATIVE

Responsible for establishing the Town's technical and cybersecurity vision and leading all aspects of the Town's technology development. Manages the Town's technology resources and support facilities local, wireless, internet, telephone, and all related software programs.

BROADBAND DEPARTMENT PROGRAM NARRATIVE

Mountain Village Broadband's goal is to provide high-speed internet access throughout the Town of Mountain Village with a high degree of reliability and redundancy, including any other surrounding areas as directed. The Focus of Broadband is on the development of a sustainable model that does not restrict but enables sustainable future growth.

INFORMATION TECHNOLOGY DEPARTMENT GOALS

1. Complete network upgrade by the end of 2020 second quarter.
2. Upgrade physical servers to a virtualization platform. End of June 2020.
3. Begin training cable technician staff IT desktop and network support roles. End of December 2020.
4. Fiscal Responsibility. Prepare and stay within the department's approved budget and actively seek opportunities to optimize financial costs and investments when making decisions.
5. Provide Mountain Village the highest level of customer service.

INFORMATION TECHNOLOGY DEPARTMENT PERFORMANCE MEASURES

Item 1

1. Complete internal audit of network infrastructure.
2. Design secure network topologies.
3. Implement network changes.
4. Enhance host and network security firewalls.
5. Add alert mechanisms.
6. Perform a best practices security review.

Item 2

1. Configure virtual servers.
2. Integrate into storage.
3. Integrate into a redundant server environment.
4. Perform deep level learning on virtual server redundant environment.
5. Conduct catastrophic failure testing. Test various fail-over and fail-back scenarios.
6. Perform a best practices security review.
7. Migrate physical servers to the virtual redundant server environment.
8. Integrate into backup systems.

Item 3

1. Create a schedule for cable technicians to transition into IT support role.
2. Continue the exhaustive exercise of training people in the IT support role.
3. Began an asset inventory sheet and begin an upgrade plan to windows 10.
4. Upgrade current Multi-Factor Authentication.
5. Create encrypted password system for IT.
6. Begin best practices security review.
7. Attend security certification class sponsored by the managed security company.

Item 4

1. Year-end expenditure totals do not exceed the adopted budget.

Item 5

1. Respond to all calls within 24 hours in a professional matter.

BROADBAND DEPARTMENT GOALS

1. Have Beta testing completed and switch beta customers to paying subscribers by March 15, 2020.
2. Introduce new fiber service to the Meadows area customers by April 15, 2020.
3. Complete fiber pathway construction by October 30, 2020.

4. Restructure TMVs video service packing options.
5. Fiscal Responsibility. Prepare and stay within the department's approved budget and actively seek opportunities to optimize financial costs and investments when making decisions.
6. Provide Mountain Village the highest level of customer service.

BROADBAND DEPARTMENT PERFORMANCE MEASURES

Item 1

1. Have all fiber spliced in Beta area.
2. ONTs (Customer's home) are programmed and provisioned to head-end. Customer now have new fiber internet service.
3. Triple play services (video, phone, and internet) are cut-over to new fiber network.
4. New fiber service products are fully integrated into the billing system.
5. Feedback from Beta customers prompts quality improvement changes.
6. Beta customers go live and begin paying for new fiber services.
7. Promote product awareness by using marketing and communications strategies.

Item 2

1. All fiber spliced from customers' homes to head-end.
2. ONTs (Customer's home) are set and provisioned to head-end allowing customers to now have TMVs new fiber internet service.
3. Triple play services (video, phone, and internet) are cut-over to new fiber network.
4. New fiber service products are fully integrated into the billing system.

Item 3

1. Lightworks completes Neil Shaw's fiber construction plan.
2. Conduit pathway construction within all streets in TMV have been completed.
3. All revegetation of disturbed areas has been fixed.
4. Micro-fiber has been successfully blown in conduit respectively.
5. Lightworks continues to bore conduit to all homes without conduit.
6. ONTs (Customer's home) are programmed and provisioned at head-end.
7. TMV continues to cut-over customers into the fiber network.

Item 4

1. Perform an analysis on current video packages.
2. Devise a new plan bringing the video service offerings to a success financial model.
3. Re-evaluate the quality of video service to customers.
4. Upgrade video equipment increasing the viewer experience.
5. Upgrade marketing, customer self-service portal and outward facing web page.

Item 5

1. Year-end expenditure totals do not exceed the adopted budget.

Item 6

1. Respond to all calls within 24 hours in a professional matter.

INFORMATION TECHNOLOGY DEPARTMENT ACCOMPLISHMENTS

1. Deployed managed security.
2. Deployed encrypted email.
3. Deployed archive system which keeps copies of office 365 activities.
4. Began the beginning stages of monitoring cyber threat and vulnerabilities.
5. Successfully passed the FBI InfraGard membership vetting process.
6. Significantly improved on-site and COOP response.
7. Completed major over-haul of backup systems.
8. Tested a DR recovery image for one of the critical servers.
9. IT staff began security patching schedule (Patch Tuesday).
10. Continue to upgrade machines to windows 10.

BROADBAND DEPARTMENT ACCOMPLISHMENTS 2019

1. Completed the ARIN registration of new IP block.

2. Purchased necessary equipment for fiber project.
3. Began construction fiber project.
4. Contacted beta customers.
5. Developed website <https://townofmountainvillage.com/fiber/>.
6. All FCC reports are current.
7. We completed approximately 72 service calls and change of service calls per month all within 24 hours of request.
8. We had 2 Internet outages the last 6 months 1 century link and 1 equipment failure outages.
9. We completed 265 service truck rolls and 99cable locates for 1st half of 2019.

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Information Technology

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long	2022 Long	2023 Long	2024 Long	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed	2020 Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Information Technology - GF	Salaries & Wages (12)	-	-	120,000	97,000	(23,000)	140,368	43,368	140,368	140,368	140,368	140,368
Information Technology - GF	Group Insurance	-	-	12,500	8,189	(4,311)	10,344	2,155	10,344	10,344	10,344	10,344
Information Technology - GF	Dependent Health Reimbursement	-	-	-	8,400	8,400	13,500	5,100	13,770	14,045	14,326	14,613
Information Technology - GF	PERA & Payroll Taxes	-	-	18,456	14,200	(4,256)	21,939	7,739	22,290	22,290	22,290	22,290
Information Technology - GF	PERA 401K	-	-	1,200	1,200	-	3,053	1,853	4,457	5,861	7,264	8,668
Information Technology - GF	Workers Compensation	-	-	1,000	1,000	-	1,050	50	1,103	1,158	1,216	1,276
Information Technology - GF	Other Employee Benefits	-	200	900	900	-	900	-	918	936	955	974
Information Technology - GF	Vehicle Repair & Maintenance	-	-	-	500	500	500	-	500	500	500	500
Information Technology - GF	Phone Maintenance (13)	929	2,954	1,500	1,500	-	7,500	6,000	7,500	1,500	1,500	1,500
Information Technology - GF	Communications	-	-	1,300	1,300	-	1,300	-	1,300	1,300	1,300	1,300
Information Technology - GF	Travel, Education & Training (1)	-	-	3,500	5,500	2,000	5,500	-	5,500	5,500	5,500	5,500
Information Technology - GF	General Supplies & Materials	-	-	-	500	500	500	-	500	500	500	500
Information Technology - GF	Software Support- Contract	47,336	69,552	50,000	50,000	-	40,000	(10,000)	40,000	40,000	40,000	40,000
Information Technology - GF	Software Support - Other (2)	7,121	1,489	3,000	4,500	1,500	5,400	900	5,400	5,400	5,400	5,400
Information Technology - GF	General Hardware Replacement (3)	10,302	42,954	20,000	28,500	8,500	20,000	(8,500)	20,000	20,000	20,000	20,000
Information Technology - GF	Server Replacement (4)	-	-	-	7,800	7,800	9,200	1,400	1,500	1,500	9,200	9,200
Information Technology - GF	Cyber Security (5)	-	-	-	32,750	32,750	38,990	6,240	38,990	38,990	38,990	38,990
Information Technology - GF	Microsoft Office Licenses (10)	15,848	19,005	23,000	23,000	-	23,000	-	23,000	23,000	23,000	23,000
Information Technology - GF	Hosted E-Mail Services (11)	529	99	1,050	3,988	2,938	3,988	-	3,988	3,988	3,988	3,988
Information Technology - GF	Accounting SW Annual Support Maintenance	31,017	30,693	35,168	32,000	(3,168)	33,600	1,600	35,280	37,044	38,896	40,841
Information Technology - GF	Accounting SW Customization/Options	-	2,250	-	-	-	-	-	-	-	-	-
Information Technology - GF	All Data - Vehicle Maintenance	1,500	1,500	1,515	1,515	-	1,515	-	1,515	1,515	1,515	1,515
Information Technology - GF	Live Streaming Software	-	-	6,000	-	(6,000)	-	-	-	-	-	-
Information Technology - GF	PDF SW Upgrades/Licenses	1,079	2,883	3,600	6,640	3,040	9,740	3,100	9,740	9,740	9,740	9,740
Information Technology - GF	Firewall (6)	6,797	2,212	2,700	2,700	-	11,900	9,200	-	-	9,700	-
Information Technology - GF	CAD Auto Desk Support	1,420	1,478	1,428	1,428	-	1,428	-	1,428	1,428	1,428	1,428
Information Technology - GF	Trimble Pathfinder Software	1,995	-	-	-	-	-	-	-	-	-	-
Information Technology - GF	Web Site Blocker (7)	2,847	-	2,800	2,800	-	-	(2,800)	-	-	-	-
Information Technology - GF	Server Support Fees	2,140	-	-	-	-	1,500	1,500	1,500	1,500	1,500	1,500
Information Technology - GF	Spam Filter (8)	1,620	1,530	2,430	2,430	-	2,430	-	2,552	2,552	2,552	2,552
Information Technology - GF	CRM Software (9)	499	1,146	3,100	-	(3,100)	-	-	-	-	-	-
Information Technology - GF	Database Administrator	-	-	-	-	-	3,000	3,000	1,500	1,500	1,500	1,500
Information Technology - GF	RMS Software Support - Police	11,005	11,445	12,315	12,315	-	12,568	253	12,819	13,076	13,337	13,604
Information Technology - GF	Legal SW Support	1,884	1,099	2,184	2,184	-	2,184	-	2,184	2,184	2,184	2,184
Information Technology - GF	Cyber Security - Audit Fees	-	27,315	-	-	-	8,000	8,000	-	-	-	-
Information Technology - GF	Cyber Security - Study	-	3,375	-	-	-	-	-	-	-	-	-
Information Technology - GF	AV Room Upgrade	10,000	34,299	-	-	-	-	-	-	-	-	-
Information Technology - GF	Montrose Interconnect - Police	4,111	3,000	4,112	4,112	-	4,112	-	4,112	4,112	4,112	4,112
Information Technology - GF	VPI Software Support - Police	333	1,895	1,895	1,895	-	1,961	66	2,020	2,023	2,026	2,029
Information Technology - GF	Building Permit Support Fees	7,650	7,650	7,650	7,650	-	7,650	-	7,650	7,650	7,650	7,650
Information Technology - GF	Printer Maintenance	865	-	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
Information Technology - GF	Document Management	-	10,868	500	500	-	500	-	500	500	500	500
Information Technology - GF	ARC Map Subscription	-	-	-	8,250	8,250	8,250	-	8,250	8,250	8,250	8,250
Information Technology - GF	E-Recycle	-	-	-	2,500	2,500	2,500	-	2,500	2,500	2,500	2,500
Information Technology - GF	Fingerprint SW Support - Police	-	-	-	-	-	1,140	1,140	1,163	1,186	1,188	1,212

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Information Technology

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
Information Technology - GF	Muni Metrix License	1,495	1,495	1,495	1,495	-	1,495	-	1,495	1,495	1,495	1,495
Information Technology - GF	Notification Services	-	-	-	2,000	2,000	2,000	-	2,000	2,000	2,000	2,000
Information Technology - GF	Online Back Up Support Fee	6,083	6,503	6,500	6,500	-	6,500	-	6,500	13,500	-	-
Information Technology - GF	Opengov	-	29,083	17,000	17,000	-	17,000	-	17,000	17,000	17,000	17,000
Information Technology - GF	Munirevs Support Fees	17,676	18,383	19,175	19,175	-	20,134	959	21,140	22,197	23,307	24,473
Information Technology - GF	Technical Miscellaneous	281	300	1,200	1,200	-	1,200	-	1,200	1,200	1,200	1,200
Total		194,362	336,654	392,673	429,516	36,843	511,839	82,323	487,976	493,832	502,722	498,195

(1) Staff Training and Conferences

(2) Needed 3rd party software

(3) Laptop, workstations, printers, monitors, batteries, switches, cameras

(4) Server equipment and head-end equipment

(5) Managed security and cloud logging systems

(6) Firewall Service renewal

(7) Managed Security should cover this

(8) Cyber Security Email protection

(9) No longer using

(10) Office 365 cloud

(11) Cloud archive server

(12) Allocated current cable technicians into IT at 10% and a summer intern at \$5,500

(13) In 2020 and 2021 we are upgrading the phone system at Town Hall and the Municipal Offices. Moved from Town Clerk budget.

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
HUMAN RESOURCES DEPARTMENT PROGRAM NARRATIVE**

Mission Statement: The Town of Mountain Village is dedicated to providing exceptional facilities, services and opportunities, in partnership with the community, which will enhance the quality of life for our residents, homeowners, employees & guests.

We make Mountain Village a great place to live, work, and visit!

DEPARTMENT GOALS

1. **Benefits & Compensation Administration.** Administer attractive benefits, compensation and recognition programs to attract and retain high-performing, well-qualified employees.
2. **Recruiting & Onboarding** Assist management with timely and lawful recruiting processes to maintain proper staffing levels and retain a diverse workforce to meet the needs of the organization.
3. **Safety.** Make Mountain Village a *safe* place to live, work and visit, so no one gets hurt and nothing gets broken.
4. **Environmental Stewardship.** Promote the town's commitment to the environment resulting in all employees taking responsibility for recycling, waste reduction and energy conservation
5. **Fiscal Responsibility.** Prepare and stay within the HR department's approved budget and actively seek opportunities to optimize financial costs and investments when making decisions.
6. **Policy Administration & Enforcement** Ensure compliance with applicable laws and town goals.
7. **Talent Management/ Employee Professional Development** Assist management with establishing development opportunities and administering performance reviews
8. **Document Management.** Maintain personnel files in compliance with the Colorado Retention Schedule.

PERFORMANCE MEASURES

1. **Benefits & Compensation Administration**
 - Increase the percentage of employees who indicate they have a positive work environment as measured by the employee satisfaction survey (January)
 - Participate in annual compensation updates/ surveys opportunities (CML, MSEC Compensation Briefing, ...) and conduct an annual review and comparison of our benefits and compensation during the second quarter of the year. Provide the results along with employee feedback and make recommendations by July 30.
 - Administer all benefit programs and monitor benefit utilization while maintaining internal customer satisfaction and meeting budget constraints
 - Coordinate the annual employee appreciation picnic, regular employee potlucks, employee recreation days, retirement parties, and other employee appreciation programs.
 - Administer the monthly Great Service Awards program and annual Employee of the Year award.
2. **Recruiting & Staffing**
 - Oversee the Employee Housing program to provide furnished employee housing for up to 18 essential employees
 - 10% of employees in employee housing move into one-year leases
 - 25% of seasonal employees stay for second season or 10% promoted within the town
 - Maintain the employee retention rate above 75% (less town-initiated transitions)
 - Implement \$300 employee recruiting bonus for hiring gondola operations
 - Increase social media recruiting opportunities including Facebook and Indeed
3. **Safety/ Risk Management**
 - Oversee monthly safety committee meetings, bi-annual safety inspections and safety audits
 - Administer monthly safety incentives for an accident free workplace (to include 1-yr accident free awards, team safety bucks, & hard hat awards)
 - Reduce claims costs and number of claims by 10%
 - Maintain an E-Mod loss ratio below 0.8
 - Maintain a Loss Control Standards audit score above 90%
 - Attend Pinnacol Risk Management Symposium in Grand Junction in June 2020
 - Ensure all departments meet CIRSA loss control training requirements
 - All departments have a safety goal and employees receive an annual safety performance evaluation as part of their overall performance review
 - Maintain Cost Containment Certification to further reduce costs (recertify by January 30)
4. **Environmental Stewardship**
 - Promote the town's commitment to environmental sustainability by educating and engaging employees and applicants.
 - Distribute the Annual Employee Environmental Stewardship Award
 - Provide ongoing employee education, policies and programs to encourage a culture of responsible environmental stewardship in employee orientations, recruiting, and monthly newsletters.
 - All departments have an environmental goal

5. **Fiscal Responsibility**

- Prepare and stay within the HR department's approved budget.
- Actively seek opportunities to optimize financial costs and investments when making decisions

6. **Policy Administration & Enforcement**

- Attend the MSEC Law Update Conference. Review our policies, procedures and employee handbook within one month of attending the conference. Meet with management within six weeks to discuss the changes.
- Assure compliance with the town's drug & alcohol policies and required Department of Transportation (DOT) regulations and submitting MIS reports by March 15th
 - Oversee onsite drug and alcohol testing collection.
 - Required testing and training completed
 - Conduct required employee and supervisor training
 - Accurate record-keeping maintained within DOT requirements and Colorado Record Retention Schedule
- Review unemployment claims, workers compensation claims, and personnel actions
- Continue ongoing communication/training with MSEC, CIRSA, and Pinnacol regarding policies & procedures and law changes.

7. **Talent Management & Employee Professional Development**

- Create a formal succession plan
- Administer annual performance reviews for all year-round employees (December); end-of-season reviews for all seasonal employees (April & October); and 90-day reviews for all new supervisors.
- Assist management with evaluating staff and performance documentation.
- Provide supervisor training on evaluating and documenting employee performance.
- Continue to re-evaluate employee goals and performance measures annually and align with town goals
- Conduct a survey asking employees for their input on what education and training they believe would improve their job performance and provide this data to department heads by the end of the first quarter.
- Provide development programs to help staff and managers accomplish their goals
 - # seasonal employees promoted to FTYR
 - Training accomplished
 - Child care certifications attained
 - Training completed by all staff

8. **Document Management**

- DOT records are maintained in the Drug & Alcohol Clearinghouse online database
- All files are maintained in PaperVision in accordance with the Colorado Record Retention Schedule and audit compliance.
- Streamline the new hire paperwork packet to electronically onboard all employees in UltiPro on or before their first day of work.

2019 ACCOMPLISHMENTS

1. NO INCREASE to medical premiums AND we received a \$65,730 dividend check (2018: 5% decrease; 2017: no increase)
2. Pinnacol Workers Compensation dividends total \$101,869 due to maintaining *Cost Containment Certification*, fewer claims, lower claims costs, and a lower MOD rate (.75).
3. New recruitment module implemented in March.
4. New Onboarding module implemented in September enabling electronic new hire paperwork
3. The Employee Housing Program provides furnished housing units for up to 18 seasonal TMV employees at Village Court Apartments. 55% of Town of Mountain Village employees are living in Mountain Village / Telluride (up 20% from 2011)
6. Drug testing is conducted in-house by the HR Coordinator which provides quicker results and cost savings.
7. CSA food share program was added to employee Wellness Reimbursement Benefit
8. Implemented confidential employee hotline

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Human Resources

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019 Original	2019	2019	2020	2020	2021 Long	2022 Long	2023 Long	2024 Long
					Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
									Projection	Projection	Projection	Projection
Human Resources	Salaries & Wages	134,658	146,084	147,933	147,933	-	150,772	2,839	150,772	150,772	150,772	150,772
Human Resources	Group Insurance	26,227	24,873	25,000	25,000	-	27,000	2,000	27,540	28,091	28,653	29,226
Human Resources	Dependent Health Reimbursement	(2,166)	(2,170)	(2,160)	(2,160)	-	(2,160)	-	(2,160)	(2,160)	(2,160)	(2,160)
Human Resources	PERA & Payroll Taxes	20,453	22,330	22,753	22,753	-	23,566	813	23,943	23,943	23,943	23,943
Human Resources	PERA 401K	8,645	10,386	9,469	9,469	-	6,542	(2,927)	6,829	7,117	7,405	7,693
Human Resources	Workers Compensation	109	124	245	245	-	257	12	270	284	298	313
Human Resources	Other Employee Benefits	(1,130)	(1,068)	1,800	1,800	-	1,800	-	1,836	1,873	1,910	1,948
Human Resources	Employee Assistance Program	2,604	1,384	3,485	3,485	-	3,485	-	3,485	3,485	3,485	3,485
Human Resources	Life Insurance	26,462	30,855	27,203	31,503	4,300	32,448	945	33,097	33,759	34,434	35,123
Human Resources	Agency Compliance	4,547	2,701	4,300	4,300	-	4,300	-	4,300	4,300	4,300	4,300
Human Resources	Employee Hotline	-	-	-	5,000	5,000	5,000	-	5,000	5,000	5,000	5,000
Human Resources	Safety Programs	4,041	7,620	5,252	5,252	-	6,000	748	6,000	6,000	6,000	6,000
Human Resources	Employee Functions	9,649	14,000	15,400	15,400	-	15,000	(400)	17,000	17,000	21,000	21,000
Human Resources	HR Payroll Software	37,944	43,488	40,000	48,000	8,000	48,000	-	48,000	48,000	48,000	48,000
Human Resources	Consultant Services (1)	107	-	-	-	-	30,000	30,000	-	-	-	-
Human Resources	HR Housing - Expense	1,932	2,825	3,350	3,350	-	3,350	-	3,350	3,350	3,350	3,350
Human Resources	Communications	1,180	1,398	1,335	1,335	-	1,335	-	1,335	1,335	1,335	1,335
Human Resources	Recruiting	10,105	26,443	16,000	20,000	4,000	20,000	-	20,000	20,000	20,000	20,000
Human Resources	Dues & Fees	5,634	6,277	6,300	6,382	82	6,382	-	6,382	6,382	6,382	6,382
Human Resources	Travel, Education & Training	3,423	13,364	11,000	5,000	(6,000)	5,000	-	5,000	5,000	5,000	5,000
Human Resources	Postage & Freight	245	154	204	204	-	204	-	204	204	204	204
Human Resources	General Supplies & Materials	1,196	1,025	1,224	1,224	-	1,224	-	1,224	1,224	1,224	1,224
Human Resources	Employee Appreciation	100	165	200	200	-	200	-	200	200	200	200
Human Resources	Business Meals	-	74	-	-	-	100	100	100	100	100	100
Human Resources	Special Occasion Expense	391	485	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Human Resources	Books & Periodicals	-	-	-	-	-	-	-	-	-	-	-
Total		296,357	352,818	341,293	356,675	15,382	390,805	34,130	364,707	366,258	371,835	373,438

(1) 2020 - Consulting fees for the Personnel Development Committee

TOWN OF MOUNTAIN VILLAGE

2020 BUDGET

COMMUNICATIONS & BUSINESS DEVELOPMENT DEPARTMENT PROGRAM NARRATIVE

COMMUNICATIONS & MARKETING PROGRAM NARRATIVE

Staff engages and connects with town constituents, businesses, visitors, community stakeholders and media through various tools to communicate all Town of Mountain Village (TMV) programs, events and news. Information is compiled and disseminated promptly to clearly communicate all TMV messaging. This department develops and implements TMV marketing strategies, and manages the town's website, all digital and print advertising, social media channels and email marketing for 12 different town departments. Additionally, staff serves as the Public Information Officer for emergency management under the direction of the Police Chief and the Town Manager.

BUSINESS DEVELOPMENT & COMMUNITY ENGAGEMENT PROGRAM NARRATIVE

Staff creates, implements and manages vitality efforts to organically drive Mountain Village's economic development, including, but not limited to, Market on the Plaza, special events and plaza use. An active Mountain Village center, community vitality, regional cooperation, and community resiliency are all achieved by managing and administering town programs, events, policies, outreach and regulations. The focus is to engage the community at-large, fostering relationships and offering Town expertise and resources when necessary.

SUSTAINABILITY PROGRAM NARRATIVE

Staff manages an action-driven Green Team and oversees implementation of the TMV's sustainability efforts. Additionally, staff oversees TMV's Green House Gas inventory reporting and works with various departments to apply recommendations in order to reach the Town's zero-waste goals.

COMMUNICATIONS & MARKETING DEVELOPMENT PROGRAM GOALS

1. Prepare and stay within the department's approved budget, with a 40 percent budget reduction over the previous year, while actively seeking opportunities to optimize financial costs and maintaining a similar scope and community impact of work.
2. Administer, maintain and manage consistent email marketing and media messaging for all Town of Mountain Village programs, projects, meetings and events.
3. Provide a timely and informed response to the public, staff and council to inquiries regarding town services, issues and complaints through personal contact, telephone and electronic media.
4. Develop, create and execute campaigns to promote town-related amenities, events, programs, public works, policies and significant developments for 12 departments through all appropriate TMV channels (digital and print).
5. Develop and maintain the Town's website with a focus on site navigation, responsive design and relevant information for website visitors.
6. Develop and drive marketing strategy for the retention and growth of the Town's broadband customers.

COMMUNICATIONS & MARKETING PROGRAM PERFORMANCE MEASURES

Item 1

1. Year-end expenditure totals do not exceed the adopted budget while meeting all department goals.

Item 2

1. Maintain a 5 percent increase year over year (YOY) of volume of email correspondence sent, with an average open rate of 20 percent and click-through rate of 3 percent.
2. Grow business, community, and visitor email lists by 5 percent YOY, specifically targeted to categorized interests to help drive engagement and segment audiences for better engagement.
3. Follow all AP Stylebook and Town design guidelines in creating HTML email campaigns for a consistent image and voice.

Item 3

1. Positioning the Communications department as the familiar contact for all public, staff and council inquires by responding within 24 hours during the work week and by Monday for non-emergency weekend issues.
2. Serve as the Public Information Officer for emergency management under the direction of the Police Chief and the Town Manager, communicating all emergency messaging within 10 minutes of receiving.

Item 4

1. Respond to all [internal departmental communication requests](#) within 24 hours during the work week and by Monday for non-emergency weekend issues and, depending on the scope, completing projects within 72 hours.
2. Grow all town social media platforms (Facebook, Twitter, LinkedIn and Instagram) by a steady 5 percent increase in posts and an average 20 percent increase in followers YOY.
3. Grow public relations outreach with a 20 percent increase in press releases sent YOY, tracking publications and media reach.

Item 5

1. Launch the upgraded website with an improved search function, and user-friendly layout by November 25, 2019.
2. Manage and oversee website content and development for all Town departments, driving traffic and maintaining website optimization with a growth visitation (website users) by 10 percent YOY.
3. Train a representative from several Town departments in the first quarter of 2020 on [Processwire](#) (the new content management system), so document uploads and simple edits can be made by in real-time.
4. Create an online form capability for all current downloadable pdf forms currently are on our website by end of year 2020.

Item 6

1. Refine the Broadband customer database for more targeted marketing efforts.

2. Define demographic and marketing position through customer surveys, targeting a 90 percent completion rate for 250+ responses.
3. Respond to survey results with marketing efforts targeted on interest and need to drive Broadband customer conversion to fiber.
4. Assist the broadband department and broadband consultant Uptown with development of the communication and marketing campaign for Town's Broadband and Cable including messaging of new fiber and cable options and costs.

BUSINESS DEVELOPMENT & COMMUNITY ENGAGEMENT PROGRAM GOALS

1. Manage the quarterly meetings of Business Development Advisory Committee (BDAC), which shall advise and make recommendations to Town Council on matters related to economic development.
2. Develop, maintain and advance relationships and collaborations between businesses and the Town, helping them navigate government policies and processes.
3. Create and maintain a user-friendly and robust online business directory thorough the improved Town of Mountain Village website.
4. Create, implement and manage Market on the Plaza, special event permitting and plaza use contracts, continuing to grow permitting revenues and Market sales tax revenues.
5. Continue implementation of strategic signage and wayfinding program for the Town of Mountain Village, completing Phase II and working to maintain wayfinding design standards throughout all aspects of Mountain Village communication.
6. Offer three to four Lunch and Learn events annually to business owners and/or the community-at-large, offering relevant educational and developmental opportunities.
7. Continue to assist Merchants by utilizing Region 10 and Colorado's West Central Small Business Development Center (SBDC) recourses.

BUSINESS DEVELOPMENT & COMMUNITY ENGAGEMENT PROGRAM PERFORMANCE MEASURES

Item 1

1. Set the BDAC meeting dates, agendas, and packets once a quarter.
2. Focus meetings on additional enhanced vitality efforts, economic development incentives through state and town resources, current business climate, business attraction and retention, marketing opportunities, and other initiatives that may promote economic development.
3. Ensure the committee assists with providing input and expertise on ways to encourage and help businesses and individuals to invest in the Town, create jobs, and increase the tax base.

Item 2

1. Annual one-on-one check-ins with individual business owners, as well as responding to all inquiries within 24 hours during the workweek and by Monday for non-emergency weekend issues.
2. The development and management of a comprehensive business database, including up-to-date business amenities/offers, media/information channels, and contact details.
3. Maintain constant communication with TMVOA and TSG to understand collaboration opportunities and planning efforts.
4. Attend monthly TMVOA hosted merchant meetings.

Item 3

1. Directory mimics wayfinding business categories, additional filters are offered for a targeted search. Each listing comprises of an eye-catching photo, business summary, contact information, hours of operation, menu (if applicable), location, and links to any appropriate sites.
2. Acting as a tool to display all of TMV offerings and a clear platform for all businesses, including those which may not have a professional website.

Item 4

1. Maintain a 10 percent growth in Market on the Plaza revenues YOY.
2. Maintain executed three-year plaza license agreements with a 100 percent completion of new/renewal requests.
3. Responsibly grow plaza vending permits in-line with demand, focusing on summer vending.
4. Grow special event permitting by 10 percent annually. Creating a streamlined approval process and marketing Mountain Village as an event destination.

Item 5

1. Manage summer and winter wayfinding business directory updates.
2. Continue to incorporate wayfinding design in all internal and external communication and marketing collateral when appropriate.
3. Continue to educate the public and business on a universal wayfinding language of location designations.

Item 6

1. Work with TMV departments and external experts to provide quality information to the public/business owners, fostering educational opportunities and growth.
2. Create networking opportunities and develop relationships with constituents, positioning Town staff as a comfortable and reliable source of information and assistance.

Item 7

1. Attend Region 10 board meetings and utilize SBDC resources when assisting local businesses.

SUSTAINABILITY PROGRAM GOALS

1. Prepare and stay within the committee's approved budget, with a 17 percent budget reduction over the previous year, while actively seeking opportunities to optimize financial costs and maintaining a similar community impact of work.
2. Serve as the Town representative on regional sustainability groups including Carbon Neutral Coalition, Sneffels Energy Board and Green Team.
3. Manage Green Team agenda and committee meetings.

4. Assist in directing and facilitating the Town's sustainability efforts, offering Green Team staff support.
5. Exhaust incentive funds for all Town incentive programs including, compost, solar, cedar shake, defensible space and farm to community program. Additionally, educate constituents on fee waivers for smart building and deed-restricted housing incentives.
6. Maintain efforts to reach the Town's greenhouse gas (GHG) reduction targets as more than a 26 percent reduction by 2025 by overseeing GHG inventory reporting for the Town government, Mountain Village community, and region. Look into utility consumption, waste, flow, sources, and efficiency and work with various departments to apply improvement recommendations.

SUSTAINABILITY PROGRAM GOALS PERFORMANCE MEASURES

Item 1

1. Year-end expenditure totals do not exceed the adopted budget while accomplishing the annual committee workplan.

Item 2

1. Attend monthly meetings by phone or in person to update regional organizations on TMV's sustainability efforts. Contribute to regional efforts when appropriate.

Item 3

1. Work with Green Team committee chair and clerk staff to set meeting agendas.
2. Ensure all efforts are in line with the yearly workplan focusing on three attainable goals which ultimately reduces TMV's greenhouse gas emissions.

Item 4

1. Help in the execution of TMV sustainability efforts. Examples include creation of the compost application, single-use plastics benchmark survey, and communication collateral creation.

Item 5

1. Ensure all incentive program participation and application processes are easily accessible, utilizing all communication channels to promote initiatives to targeted groups and encourage incentive utilization.

Item 6

1. Oversee the RFP process for an environmental consultant's GHG report for all divisions, tools for the Town to better track future data collection, and clear recommendations in reducing emissions to reach TMV's goals.
2. Work with the Public Works department to ensure monthly data tracking in order to access real time energy use.
3. Use consultant recommendations to set departmental environmental goals.

2019 ACCOMPLISHMENTS

Communications and Marketing

1. The department has continued to increase town communication through email marketing, social media and community outreach seeing an increase in local media coverage and more social media engagement.
2. As of 11/1/19, there is a 38 percent increase in press releases distributed a 53 percent increase in media mentions compared to the previous year.
3. As of 11/1/19, staff increased the volume of email marketing campaigns by 35 percent over 2018.
4. Social media channels flourished with a 16 percent increase in followers (people who subscribe to our account), 22 percent increase in impressions (number of times content is displayed), and a 73 percent increase in engagements (interactions people have with TMV content).
5. Mayor's column started in 2019 offering a direct marketing piece to local readers in the *Telluride Daily Planet* recapping each month's town council meetings.
6. Our new town website was developed and rebuilt and will be launched end of November.

Business Development and Community Engagement

7. Successfully initiated monthly Lunch & Learns offering educational forums for our business/merchant corridor on topics related to accounting, bookkeeping, marketing and more.
8. Increased total Market on the Plaza revenue by 84 percent over 2018.
9. As of 11/1/19, increased special event permitting by 60 percent over 2018
10. As of 11/1/19, saw a 222 percent increase in executed three-year Plaza License Agreements from 2017, which includes a 125 percent increase in plaza vending participation.

Sustainability

11. Promoted community incentives programs through direct mailer, online drip campaign and media outreach which resulted in Cedar Shake program funding being exhausted for 2019.
12. Served 61 families (126 participants) in the Farm to Community program distributing 7016.2 pounds of food and reducing carbon footprint by 16 mt-CO₂e (equivalent to burning 17,500 pounds of coal).

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections
Communications & Business Development

Worksheet	Account Name	Actuals		2019		2019		2020		2020		2021 Long	2022 Long	2023 Long	2024 Long
		2017	2018	Original	Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term	Projection	Projection	Projection
Communications & Business Development	Salaries & Wages	78,391	139,368	196,915	196,915	-	135,515	(61,400)	132,503	132,503	132,503	132,503	132,503	132,503	132,503
Communications & Business Development	Group Insurance	10,946	23,833	37,500	37,500	-	27,000	(10,500)	27,540	28,091	28,653	29,226	29,226	29,226	29,226
Communications & Business Development	Dependent Health Reimbursement	-	(529)	(720)	(2,000)	(1,280)	(2,000)	-	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
Communications & Business Development	PERA & Payroll Taxes	12,150	21,464	30,286	30,286	-	21,181	(9,105)	21,041	21,041	21,041	21,041	21,041	21,041	21,041
Communications & Business Development	PERA 401K	1,555	2,826	7,877	7,877	-	3,388	(4,489)	3,975	5,300	5,300	5,300	5,300	5,300	5,300
Communications & Business Development	Workers Compensation	118	124	185	185	-	194	9	204	214	225	236	236	236	236
Communications & Business Development	Other Employee Benefits	1,750	600	2,700	2,700	-	1,900	(800)	1,938	1,977	2,016	2,057	2,057	2,057	2,057
Communications & Business Development	Consultant Services	13,775	8,882	16,000	16,000	-	5,000	(11,000)	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Communications & Business Development	Green Team Compost	-	1,199	25,000	25,000	-	20,000	(5,000)	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Communications & Business Development	Green Team Green House Gas (1)	-	12,000	17,135	17,135	-	19,000	1,865	19,000	19,000	19,000	19,002	19,002	19,002	19,002
Communications & Business Development	Green Team Communications/Education	-	-	10,000	10,000	-	7,570	(2,430)	7,570	7,570	7,570	7,570	7,570	7,570	7,570
Communications & Business Development	Green Team MV Clean Up (2)	-	-	1,400	1,400	-	1,400	-	1,400	1,400	1,400	1,400	1,400	1,400	1,400
Communications & Business Development	Green Team Bike to Work (3)	-	-	30	30	-	30	-	30	30	30	30	30	30	30
Communications & Business Development	Green Team Green Lights (4)	-	1,314	5,000	5,000	-	-	(5,000)	-	-	-	-	-	-	-
Communications & Business Development	Green Team Dues & Fees	-	-	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Communications & Business Development	Farm to Community Initiative (5)	-	23,245	30,000	30,000	-	40,000	10,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Communications & Business Development	Facility Rent (6)	-	300	3,600	3,600	-	-	(3,600)	-	-	-	-	-	-	-
Communications & Business Development	Dues & Fees	2,700	1,591	2,195	2,195	-	2,000	(195)	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Communications & Business Development	Travel, Education & Training	2,094	6,645	8,000	8,000	-	3,000	(5,000)	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Communications & Business Development	Live Video Streaming	14,110	15,741	18,000	18,000	-	15,000	(3,000)	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Communications & Business Development	Marketing-Business Development	28,714	60,471	65,000	59,000	(6,000)	27,000	(32,000)	27,000	27,000	27,000	27,000	27,000	27,000	27,000
Communications & Business Development	Marketing-Software	-	495	-	6,000	6,000	5,000	(1,000)	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Communications & Business Development	Marketing-Design	-	873	2,500	2,500	-	6,000	3,500	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Communications & Business Development	Marketing-Public Relations	-	11,903	10,000	10,000	-	-	(10,000)	-	-	-	-	-	-	-
Communications & Business Development	Marketing-Video	-	2,500	6,500	6,500	-	1,500	(5,000)	1,500	1,500	1,500	1,500	1,500	1,500	1,500
Communications & Business Development	Postage & Freight	-	54	500	500	-	500	-	500	500	500	500	500	500	500
Communications & Business Development	Surveys	-	-	1,500	1,500	-	-	(1,500)	-	-	-	-	-	-	-
Communications & Business Development	Photos	2,554	5,108	5,000	5,000	-	2,000	(3,000)	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Communications & Business Development	General Supplies & Materials	2,912	2,722	4,500	4,500	-	2,000	(2,500)	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Communications & Business Development	Business Meals	481	1,438	1,600	1,600	-	400	(1,200)	400	400	400	400	400	400	400
Communications & Business Development	Employee Appreciation	120	208	600	600	-	200	(400)	200	200	200	200	200	200	200
Communications & Business Development	Books & Periodicals	-	213	200	200	-	-	(200)	-	-	-	-	-	-	-
Communications & Business Development	Communications - Phone	936	2,150	3,600	3,600	-	2,872	(728)	2,872	2,872	2,872	2,872	2,872	2,872	2,872
Communications & Business Development	Website Hosting	8,960	5,626	6,300	6,300	-	3,500	(2,800)	3,500	3,500	3,500	3,500	3,500	3,500	3,500
Communications & Business Development	Website Management	8,913	35,243	18,000	18,000	-	17,000	(1,000)	17,000	17,000	17,000	17,000	17,000	17,000	17,000
Communications & Business Development	E-Mail Communication	14,799	16,217	19,000	19,000	-	8,000	(11,000)	8,000	8,000	8,000	8,000	8,000	8,000	8,000
Communications & Business Development	Print Advertising	17,824	18,158	18,000	18,000	-	9,000	(9,000)	9,000	9,000	9,000	9,000	9,000	9,000	9,000
Communications & Business Development	Promo Items/Info	12,500	-	1,950	1,950	-	950	(1,000)	950	950	950	950	950	950	950
Communications & Business Development	Special Events Marketing	128	-	-	-	-	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Communications & Business Development	Broadcast Programming	1,188	-	5,600	5,600	-	1,200	(4,400)	1,200	1,200	1,200	1,200	1,200	1,200	1,200
Communications & Business Development	Online Advertising	303	583	5,000	5,000	-	1,000	(4,000)	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Communications & Business Development	Social Media	3,671	3,854	9,500	9,500	-	5,000	(4,500)	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Total		241,594	426,419	597,953	596,673	(1,280)	397,300	(199,373)	395,323	397,248	397,860	398,486	398,486	398,486	398,486

- (1) New RFP has been drafted for government and community GHG emissions reporting. We have asked for the tools to track data in house and develop future reporting internally.
- (2) Green Team is growing this event year over year
- (3) An increase of \$150 for Bike to Work participation
- (4) Tri-state is cutting the rebate next year so TMV will not continue their support in 2020
- (5) Council has supported increasing the funds for this program
- (6) Telluride Works membership will not continue in 2020

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
MUNICIPAL COURT PROGRAM NARRATIVE**

The Town of Mountain Village operates a monthly municipal court which constitutes the judicial branch of the Town government. The municipal court shall be vested with exclusive original jurisdiction over all cases arising under the Town's charter, under the ordinances duly enacted under the Charter, and as otherwise conferred under the law.

Town Council appoints the Municipal Judge who shall serve a two-year term. A court clerk on Town staff shall serve on a part-time basis at .25 of a full time equivalent. That staff person is currently serving as the administrative assistant in the Town Police Department at .75 of a full time equivalent

DEPARTMENT GOALS

1. Convene municipal court one day per month.
2. Court should start promptly on the date and time as provided to defendants.
3. Stay within budget.
4. Environmental Stewardship

DEPARTMENT PERFORMANCE MEASURES

1. Court convened 12 times per year.
2. Court date and/or time should occur on time no less than 90% of the time (11 out of 12 days per year)
3. Department year-end expenditure totals do not exceed the adopted budget.
4. As much as possible, reduce paper consumption.

2019 PERFORMANCE MEASURES ACHIEVEMENTS

1. *Court convened 12 times per year.*
 - a. *Court is convened once per month*
2. *Court date and/or time should occur on time no less than 90% of the time (11 out of 12 days per year)*
 - a. *Court convenes on time*
3. *Department year-end expenditure totals do not exceed the adopted budget.*
 - a. *Municipal Court is tracking under budget*
4. *Environmental goal*
 - a. *Continuing to offer as many electronic options through the court system as possible*

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
COMMUNITY SERVICES PROGRAM NARRATIVE**

The Town of Mountain Village Community Services mission is to meet or exceed the needs of the Mountain Village community. The Community Services division expects and encourages citizens and guests alike to make use of its services. The success of the division is measured in its ability to maintain the quality of life in Mountain Village all the while respecting the rights and liberties of all.

The delivery of quality service, both timely and courteous, shall be the mandate that guides the members of the Mountain Village Police Department, always with the intent of solving problems for those who ask for assistance. The Mountain Village Police pledge is to embrace all the citizens in solving problems, both routine to law enforcement and those unique to the community. Mountain Village Community Services officers will solicit citizen input, ideas and guidance, for it is only through this relationship that we truly meet or exceed their needs.

Staffing levels are 2 FTEs paid 0.35 from the Community Services Budget and 0.65 from the Parking Budget.

DEPARTMENT GOALS

1. Maintain a high level of parking control on all town streets and public parking lots through enforcement, maintenance, and issuance of appropriate permits.
2. Provide public assistance as necessary in a courteous, professional, and timely manner.
3. Under the guidance of the Town's municipal code, enforce and provide for domestic and non-domestic animal control.
4. Stay within budget.
5. Environmental Stewardship

DEPARTMENT PERFORMANCE MEASURES

1. Parking is enforced consistently – Seven days a week from 6 am to 6 pm.
(after CSO work hours, patrol officers enforce parking)
2. 100% response to calls for assistance in a timely manner. (within 10 minutes of receiving call) Manage animal control to the general satisfaction of Town Council and residents.
3. Department year-end expenditure totals do not exceed the adopted budget.
4. Reduction of greenhouse gas emissions by implementing bicycle patrol –

2019 PERFORMANCE MEASURES ACHIEVEMENTS

1. *Parking is enforced consistently – Seven days a week from 6 am to 6 pm.*
 - a. *By having seven day week coverage, enforcement is consistent.*
2. *100% response to calls for assistance in a timely manner. (within 10 minutes of receiving call)*
 - a. *Response time is tracking at 7:49 minutes per call*
3. *Manage animal control to the general satisfaction of Town Council and residents.*
 - a. *47 animal related calls for service – resolved. (47 in 2018, 27 in 2017)*
4. *Department year-end expenditure totals do not exceed the adopted budget.*
 - a. *Community Service is tracking under budget.*
5. *Environmental goal*
 - a. *Average time on bike patrol is 2 hour 13 minutes (15 total patrols) compared to 1 hour 17 minutes (24 total patrols) 2018.*

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Municipal Court

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
Municipal Court	Salaries & Wages	18,071	18,281	18,635	18,635	-	18,951	316	18,951	18,951	18,951	18,951
Municipal Court	Group Insurance	3,278	3,109	3,126	3,126	-	3,376	250	3,444	3,512	3,583	3,654
Municipal Court	Dependent Health Reimbursement	(361)	(267)	(348)	(348)	-	(348)	-	(348)	(348)	(348)	(348)
Municipal Court	PERA & Payroll Taxes	2,752	2,769	2,866	2,866	-	2,962	96	3,009	3,009	3,009	3,009
Municipal Court	PERA 401K	1,043	1,102	1,137	1,137	-	1,166	29	1,166	1,166	1,166	1,166
Municipal Court	Workers Compensation	68	78	152	152	-	160	8	168	176	185	194
Municipal Court	Other Employee Benefits	1,663	1,549	2,009	2,009	-	2,009	-	2,049	2,090	2,132	2,175
Municipal Court	Equipment Rental	1,085	1,074	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500
Municipal Court	Communications	412	492	384	384	-	484	100	484	484	484	484
Municipal Court	Dues & Fees	40	40	80	80	-	80	-	80	80	80	80
Municipal Court	Travel, Education & Training	1,303	682	2,100	2,100	-	2,100	-	2,100	2,100	2,100	2,100
Municipal Court	Postage & Freight	7	7	100	100	-	100	-	100	100	100	100
Municipal Court	General Supplies & Material	1,351	1,066	800	800	-	1,000	200	1,000	1,000	1,000	1,000
Municipal Court	Employee Appreciation	-	-	-	-	-	-	-	-	-	-	-
Total		30,713	29,981	32,541	32,541	-	33,539	998	33,702	33,820	33,941	34,065

Community Services

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
Community Services	Salaries & Wages	29,167	30,081	30,508	30,508	-	33,258	2,750	33,258	33,258	33,258	33,258
Community Services	Group Insurance	9,179	8,706	8,750	8,750	-	9,450	700	9,639	9,832	10,028	10,229
Community Services	Dependent Health Reimbursement	(505)	(432)	-	-	-	-	-	-	-	-	-
Community Services	PERA & Payroll Taxes	4,536	4,764	4,693	4,693	-	5,198	505	5,281	5,281	5,281	5,281
Community Services	PERA 401K	296	472	399	399	-	399	0	399	399	399	399
Community Services	Workers Compensation	690	563	893	893	-	938	45	985	1,034	1,085	1,140
Community Services	Other Employee Benefits	613	140	620	620	-	620	-	632	645	658	671
Community Services	Uniforms	192	1,136	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Community Services	Vehicle Repairs & Maintenance	118	99	800	800	-	800	-	800	800	800	800
Community Services	Communications-Cell Phone	660	630	622	622	-	650	28	650	650	650	650
Community Services	Travel, Education & Training	1,835	987	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Community Services	General Supplies	1,062	1,657	700	700	-	1,000	300	1,000	1,000	1,000	1,000
Community Services	Animal Control	82	120	200	200	-	200	-	200	200	200	200
Community Services	Employee Appreciation	-	150	200	200	-	200	-	200	200	200	200
Community Services	Utilities - Gasoline	2,259	2,945	3,144	3,144	-	3,144	-	3,144	3,144	3,144	3,144
Total		50,184	52,017	54,529	54,529	-	58,856	4,327	59,188	59,443	59,704	59,972

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
POLICE DEPARTMENT PROGRAM NARRATIVE**

The Mountain Village Police Department is staffed by 7 sworn officers and a civilian office manager. All staff works a 4 day/10 hour schedule. This allows patrol staff to cover 19 ½ hours per day on duty and 4 ½ hours per day in an “on-call” capacity. During the on-call time, calls for service are less than 3% of the total call load. The schedule has a ½ hour overlap to provide briefing and pass on of information to the next shift. All officers are subject to recall to duty unless they are out-of-state.

MISSION : The delivery of quality service, both timely and courteous, shall be the mandate that guides the members of the Mountain Village Police Department, always with the intent of solving problems for those who ask for assistance. The Mountain Village Police pledge is to embrace all the citizens in solving problems, both routine to law enforcement and those unique to the community. Mountain Village Police will solicit citizen input, ideas and guidance, for it is only through this relationship that we truly meet or exceed their needs.

DEPARTMENT GOALS

1. Maintain a high level of public confidence with the community.
2. Maintain a high level of visibility while on vehicle patrol.
3. Respond to calls for service in a courteous, professional and timely manner.
4. Maintain a high level of community policing by conducting quality foot patrols in the business sector and high density complexes.
5. Operate the department within budget
6. Environmental Stewardship

DEPARTMENT PERFORMANCE MEASURES

1. Community engagement events to receive direct feedback (i.e. National Night out, Coffee with a cop)
2. Officers are to patrol all roads at least once during the shift.
3. Calls for service are to be handled within 8 minutes of the call being received and with generation of minimal complaints.
4. Officers should patrol the business areas and high density complexes on foot an average of 3 hours per shift.
5. Department year end expenditure totals do not exceed the adopted budget.
6. Reduce paper usage by going “paperless” as much as possible for case reports.

2019 PERFORMANCE MEASURES ACHIEVEMENTS

1. Regularly scheduled direct feedback
 - a. National Night out NNO held on August 6th, 2019 attendance estimated at 250.
 - b. Continue quarterly Coffee with a Cop. Estimated attendance 50 to 75 people
2. Patrol no less than 30 miles per shift
 - a. Maintained an average of 36.5 patrol miles per shift.
3. Calls for service, within 8 minutes, little or no complaints
 - a. The average response time is 7 minutes 49 seconds from the time an officer receives the call from dispatch until the officer arrives on scene. For last year’s same reporting period this was 7 minutes 27 seconds. This reported response time is for criminal activity / priority response calls. Other calls for service response may be up to 20 minutes depending on officer availability and type of call.
 - b. The police department did not receive any significant complaints over this reporting period.
4. Patrol on foot as average of 2 hours per shift
 - a. Staff significantly increase both the number and duration of foot patrols in the core, to address both the common consumption area and the Dismount zone ordinances that were effective this summer
5. Year End Expenditure totals do not exceed the adopted budget
 - a. Police Department is on track for year-end budget
6. Environmental goal
 - a. Continue to attempt as many “paperless options” as possible. Next step is hopefully a e-ticket system.

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Police Department

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019 Original	2019	2019	2020	2020	2021 Long	2022 Long	2023 Long	2024 Long
					Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
Police Department	Salaries & Wages	399,118	429,717	499,413	499,413	-	525,976	26,563	525,976	525,976	525,976	525,976
Police Department	Housing Allowance	61,035	66,489	75,975	75,975	-	75,975	-	75,975	75,975	75,975	75,975
Police Department	Group Insurance	74,313	76,687	96,979	96,979	-	104,737	7,758	106,832	108,969	111,148	113,371
Police Department	Dependent Health Reimbursement	(3,209)	(3,694)	(9,272)	(9,272)	-	(9,272)	-	(9,272)	(9,272)	(9,272)	(9,272)
Police Department	FPPA/PERA Pensions & Medicare	60,406	65,187	76,810	76,810	-	82,210	5,400	83,525	83,525	83,525	83,525
Police Department	Death & Disability Insurance	7,180	7,770	10,644	9,380	(1,264)	9,991	611	9,991	9,991	9,991	9,991
Police Department	PERA 401K & FPPA 457	18,746	16,498	25,724	25,724	-	27,094	1,370	27,094	27,094	27,094	27,094
Police Department	Workers Compensation	10,964	9,325	18,576	18,576	-	18,576	-	18,576	18,581	19,510	20,486
Police Department	Other Employee Benefits	5,906	1,550	6,936	6,936	-	6,936	-	7,075	7,216	7,361	7,508
Police Department	Janitorial/Trash Removal (1)	4,800	4,400	7,000	5,400	(1,600)	5,400	-	5,400	5,400	5,400	5,400
Police Department	Repair & Maintenance	-	110	-	-	-	-	-	-	-	-	-
Police Department	Vehicle Repair & Maintenance (10)	7,608	10,185	5,000	8,000	3,000	8,000	-	8,000	8,000	8,000	8,000
Police Department	Repairs & Maintenance-Equipment	101	884	500	500	-	500	-	500	500	500	500
Police Department	Camera Repair & Maintenance (2)	4,196	12,411	13,000	13,000	-	13,000	-	6,000	6,000	6,000	6,000
Police Department	Rental-Equipment	1,085	1,074	1,622	1,622	-	1,622	-	1,622	1,622	1,622	1,622
Police Department	Facility Expenses (3)	4,159	4,284	3,000	3,000	-	9,800	6,800	9,800	3,000	3,000	3,000
Police Department	Communications	1,979	2,640	5,100	2,900	(2,200)	2,900	-	2,900	2,900	2,900	2,900
Police Department	Communications-Cell Phone	6,059	6,141	6,000	6,000	-	6,200	200	6,200	6,200	6,200	6,200
Police Department	Phone Equipment	-	-	100	100	-	100	-	100	100	100	100
Police Department	Dispatch (4)	61,993	66,503	74,000	74,000	-	70,000	(4,000)	70,000	70,000	70,000	70,000
Police Department	Dues & Fees	830	898	900	900	-	900	-	900	900	900	900
Police Department	Travel, Education & Training	14,032	7,447	8,500	8,500	-	8,500	-	8,500	8,500	8,500	8,500
Police Department	Emergency Medical Services	503	372	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Police Department	Contract Labor (5)	200	-	-	3,000	3,000	7,200	4,200	7,200	7,200	7,200	7,200
Police Department	Investigation (6)	97	3,757	-	-	-	-	-	-	-	-	-
Police Department	Evidence Processing	707	1,198	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500
Police Department	Medical Clearance	800	600	1,250	1,250	-	1,250	-	1,250	1,250	1,250	1,250
Police Department	Postage & Freight	281	503	400	400	-	400	-	400	400	400	400
Police Department	Bank Fees - Credit Card Fees	534	587	700	700	-	700	-	700	700	700	700
Police Department	General Supplies & Material	6,534	5,817	6,000	6,000	-	6,200	200	6,200	6,200	6,200	6,200
Police Department	Uniforms (7)	1,317	2,950	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Police Department	Uniforms-Officer Equip	1,081	958	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Police Department	Vehicle Equipment	3,026	-	7,500	-	(7,500)	-	-	-	-	-	-
Police Department	Evidence Supplies	252	636	350	350	-	350	-	350	350	350	350
Police Department	Firearms-Ammo, Repair & Maintenance (8)	2,835	2,928	2,000	2,000	-	2,500	500	2,500	2,500	2,500	2,500
Police Department	Materials/Working Supplies	33	-	225	225	-	225	-	225	225	225	225
Police Department	Intoxilizer-Supplies	771	330	1,200	700	(500)	700	-	700	700	700	700
Police Department	Detoxification	2,150	650	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Police Department	Parking Expenses	-	-	250	250	-	250	-	250	250	250	250
Police Department	Business Meals	(499)	315	500	500	-	500	-	500	500	500	500
Police Department	Employee Appreciation	184	738	800	800	-	800	-	800	800	800	800
Police Department	Books & Periodicals (9)	6,271	6,237	7,250	7,250	-	7,250	-	7,250	7,250	7,250	7,250
Police Department	Utilities - Natural Gas	2,460	1,501	1,561	1,561	-	1,561	-	1,561	1,561	1,561	1,561

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Police Department

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
Police Department	Utilities - Electricity	3,133	4,475	4,550	4,550	-	4,550	-	4,550	4,550	4,550	4,550
Police Department	Utilities - Gasoline	5,633	7,471	9,380	9,380	-	9,380	-	9,380	9,380	9,380	9,380
Total		779,607	828,532	978,923	971,859	(7,064)	1,021,462	49,603	1,018,010	1,013,493	1,016,746	1,020,092

- (1) Increase in cleaning service fees plus two carpet cleanings per year
- (2) Upgrade of police department surveillance and interview room. Maintenance of cameras on gondola system and plazas
- (3) 2020 repaint interior of PD. 2021 replace office furniture (20 years old)
- (4) MVPD % of calls (three year average) through West CO 5.5%
- (5) Remote data entry for RMS (1/2 year for 2019 full year for 2020)
- (6) Investigation 113 Highland Way
- (7) 2018- plan to hire three officers before the end of the year to be full staffed and need to supply uniforms
- (8) 2018 - POST grant \$1346
- (9) Includes Lexipol subscription (policy & procedure manual) including updates and daily training bulletins
- (10) 2019 patrol car crash repairs

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
COMMUNITY GRANTS & CONTRIBUTIONS**

The Town of Mountain Village Community Grant Program is designed to support projects and programs that meet the needs and desires of our residential and business communities. The Community Grant Program was developed to provide funding fairly, equitably, and consistently by adopting a clear and comprehensive policy.

The Town of Mountain Village (TMV) accepts applications from organizations seeking funding for programs, projects, and/or services that support and promote community services (i.e. health and human services, education, athletic, arts and culture, early childhood, or environmental stewardship) that help to support a strong and robust Mountain Village community.

The overall intent of this program is to fund services and programs not offered through the TMV. The TMV takes every opportunity to collaborate with local organizations to advance our goals and recognizes the role of regional organizations in advancing the above-stated priorities.

For more information, please see the complete Town of Mountain Village Community Grant Guidelines available through the Town Clerk's office.

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Grants & Contributions

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
Grants and Contributions	Telluride Foundation Fee	-	8,850	8,850	8,850	-	9,140	290	9,813	9,813	9,813	9,813
Grants and Contributions	Regional Mental Health	30,000	-	-	-	-	-	-	-	-	-	-
Grants and Contributions	Telluride Institute	-	-	-	-	-	4,000	4,000	-	-	-	-
Grants and Contributions	Telluride Mountain Club	-	-	10,000	10,000	-	-	(10,000)	-	-	-	-
Grants and Contributions	Pinhead Institute	-	-	-	-	-	5,000	5,000	-	-	-	-
Grants and Contributions	SMC Juvenile Diversion	10,000	10,000	10,000	10,000	-	10,000	-	-	-	-	-
Grants and Contributions	San Miguel Resource Center	16,000	20,000	20,000	20,000	-	18,000	(2,000)	-	-	-	-
Grants and Contributions	Ah Haa School for the Arts	-	-	5,000	5,000	-	5,000	-	-	-	-	-
Grants and Contributions	One To One	-	5,000	8,000	8,000	-	8,000	-	-	-	-	-
Grants and Contributions	Watershed Education Program	-	3,000	3,000	3,000	-	3,000	-	-	-	-	-
Grants and Contributions	T-Ride Ski & Snowboard Club	-	5,000	5,000	5,000	-	7,500	2,500	-	-	-	-
Grants and Contributions	KOTO	-	-	4,000	4,000	-	7,500	3,500	-	-	-	-
Grants and Contributions	True North	-	7,500	10,000	10,000	-	12,500	2,500	-	-	-	-
Grants and Contributions	Telluride TV	-	10,000	10,000	10,000	-	7,500	(2,500)	-	-	-	-
Grants and Contributions	Center for Mental Health	-	-	7,500	7,500	-	7,500	-	-	-	-	-
Grants and Contributions	Tri County Health Network	-	30,000	-	-	-	12,077	12,077	-	-	-	-
Grants and Contributions	Miscellaneous Contributions (1)	-	-	-	5,000	5,000	-	(5,000)	140,187	140,187	140,187	140,187
Grants and Contributions	SM Sustainable Resources Coordinator	-	-	-	-	-	-	-	-	-	-	-
Grants and Contributions	Telluride Adaptive Sports Program	-	8,500	9,000	9,000	-	9,000	-	-	-	-	-
Grants and Contributions	San Miguel Watershed Coalition	10,000	10,000	10,000	10,000	-	10,000	-	-	-	-	-
Grants and Contributions	EcoAction Partners	40,000	5,000	-	-	-	-	-	-	-	-	-
Grants and Contributions	Telluride Humane Society	-	-	-	-	-	4,000	4,000	-	-	-	-
Total		106,000	122,850	120,350	125,350	5,000	139,717	14,367	150,000	150,000	150,000	150,000

(1) 2019 - add on for a regional youth center

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
ROAD AND BRIDGE DEPARTMENT PROGRAM NARRATIVE**

The Road and Bridge Department is responsible for the care and maintenance of 20 miles of road, 20 bridges and 8 parking areas as well as inspecting and maintaining 9 miles of sewer main, 232 manholes and 3 lift stations.

The Road and Bridge staff performs all in-house pavement repairs. They provide a significant amount of full depth asphalt patching at a considerable savings to the Town. The process involves all grinding, prep and paving operations as well as traffic control. The staff performs all other phases of roadway repair and maintenance. Road and Bridge has also undertaken numerous repairs of the main line sewer system identified by video inspection of the lines. In the winter the R&B staff provides seven day coverage for snow removal and all other required maintenance with three operators on the day shift and one operator at night until midnight. Snow removal includes all roads and parking areas owned by the Town. Along with these primary duties R&B performs wetland or sensitive area mitigation, sign repair, tree removal, road striping, culvert and drainage maintenance and routine maintenance of the sewer system.

DEPARTMENT GOALS

1. Provide snow and ice removal for all the Town's roadways and parking areas to ensure the safest conditions possible in all weather conditions.
2. Complete the initial plow routes within proscribed time limits; the grader route within 3 hours on light to normal snow days (<6") and 3.25 hours on heavy days (>6"); the snowplow/sand truck route within 1 3/4 hours on light to normal days and 2 hours on heavy days.
3. Provide safe roadways by maintaining quality pavements, shoulders and drainage at a cost advantageous to the Town.
4. Provide quality cost effective repair and maintenance to all Town facilities as directed.
5. Perform all tasks in the safest possible manner.
6. Perform snow removal procedures and sensitive area mitigation as per the Wetlands Protection Plan.
7. Operate the department within budget.

DEPARTMENT PERFORMANCE MEASURES

1. Track man hours for snow removal compared to snow fall total.
2. Track the number of snow days that meet or exceed the initial road opening goals with the target of 80% or better.
3. Track the cost of asphalt patching and pavement repair with the goal of keeping costs below commercial prices.
4. Track the cost for facility maintenance with the goal of keeping costs below commercial prices.
5. Track work time lost to injury with zero injuries the goal.
6. Annually inspect and document improvement of wetland protection systems as per the Wetlands Protection Plan.
7. Department year end expenditure totals do not exceed the adopted budget.

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Road & Bridge

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
Road & Bridge	Salaries & Wages	351,678	341,127	359,896	359,896	-	365,706	5,810	365,706	365,706	365,706	365,706
Road & Bridge	Offset Labor	(1,360)	-	-	-	-	-	-	-	-	-	-
Road & Bridge	Group Insurance	106,002	95,449	97,930	97,930	-	105,764	7,834	107,880	110,037	112,238	114,483
Road & Bridge	Dependent Health Reimbursement	(6,429)	(6,869)	(3,280)	(6,280)	(3,000)	(6,280)	-	(6,280)	(6,280)	(6,280)	(6,280)
Road & Bridge	PERA & Payroll Taxes	53,707	52,349	55,352	55,352	-	57,160	1,808	58,074	58,074	58,074	58,074
Road & Bridge	PERA 401K	10,358	14,515	10,797	15,000	4,203	17,985	2,985	17,985	17,985	17,985	17,985
Road & Bridge	Workers Compensation	13,890	9,858	14,175	14,175	-	14,884	709	15,628	16,409	17,230	18,091
Road & Bridge	Other Employee Benefits	6,913	1,400	6,709	6,709	-	6,709	-	6,843	6,980	7,120	7,262
Road & Bridge	Uniforms	1,116	1,166	1,200	1,200	-	1,200	-	1,200	1,200	1,200	1,200
Road & Bridge	Engineering	-	-	-	-	-	-	-	-	-	-	-
Road & Bridge	Consultant Services	-	-	-	-	-	-	-	-	-	-	-
Road & Bridge	Janitorial/Trash Removal	1,560	1,430	1,500	1,500	-	1,800	300	1,800	1,800	1,800	1,800
Road & Bridge	Vehicle Repair & Maintenance	39,072	30,060	45,966	45,966	-	45,966	-	45,966	45,966	45,966	45,966
Road & Bridge	Rental - Equipment	109	-	-	-	-	-	-	-	-	-	-
Road & Bridge	Facility Expenses	1,119	834	730	730	-	730	-	730	730	730	730
Road & Bridge	Communications	2,527	3,301	4,829	3,500	(1,329)	3,500	-	3,500	3,500	3,500	3,500
Road & Bridge	Public Noticing	465	385	500	500	-	500	-	500	500	500	500
Road & Bridge	Dues, Fees & Licenses	234	234	250	250	-	250	-	250	250	250	250
Road & Bridge	Travel, Education, Training	1,275	2,412	2,260	2,260	-	2,260	-	2,260	2,260	2,260	2,260
Road & Bridge	Contract Labor	-	1,520	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
Road & Bridge	Paving Repair	388,843	394,718	400,000	400,000	-	400,000	-	400,000	400,000	400,000	400,000
Road & Bridge	Striping	14,042	12,036	12,480	12,480	-	12,480	-	12,480	12,480	12,480	12,480
Road & Bridge	Guardrail Repair	15,610	6,500	22,000	16,000	(6,000)	500	(15,500)	2,000	2,000	2,000	2,000
Road & Bridge	Bridge Repair & Maintenance	7,065	-	18,000	18,000	-	18,000	-	18,000	18,000	18,000	18,000
Road & Bridge	Postage & Freight	46	-	100	100	-	100	-	100	100	100	100
Road & Bridge	General Supplies & Materials	8,711	7,254	7,972	7,972	-	7,972	-	7,972	7,972	7,972	7,972
Road & Bridge	Supplies - Office	1,394	1,533	1,406	1,406	-	1,406	-	1,406	1,406	1,406	1,406
Road & Bridge	Supplies - Sand / Deicer	21,759	22,748	25,000	25,000	-	25,000	-	25,000	25,000	25,000	25,000
Road & Bridge	Supplies - Signs & Safety	6,404	11,545	8,000	8,000	-	8,000	-	8,000	8,000	8,000	8,000
Road & Bridge	Gen Supplies - CAD	55	250	-	-	-	-	-	-	-	-	-
Road & Bridge	Business Meals	559	39	200	200	-	200	-	200	200	200	200
Road & Bridge	Employee Appreciation	176	803	733	733	-	733	-	733	733	733	733
Road & Bridge	Utilities - Electricity	909	1,116	1,574	1,574	-	1,574	-	1,590	1,590	1,606	1,606
Road & Bridge	Utilities - Gasoline	19,984	25,437	33,785	34,461	676	35,150	689	35,853	36,570	37,301	38,047
Total		1,067,792	1,033,147	1,135,064	1,129,614	(5,450)	1,134,249	4,635	1,140,376	1,144,169	1,148,077	1,152,072

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
VEHICLE MAINTENANCE DEPARTMENT PROGRAM NARRATIVE**

The Vehicle Maintenance Department provides repair and preventative maintenance on all town vehicles and equipment. They also do fabrication and provide assistance to other departments on special projects. Vehicle Maintenance staff are responsible for keeping the sidewalk in the Meadows clear of snow for the winter season.

The vehicle maintenance staff is on a seven day a week schedule providing full service to all departments during the winter season and a five day schedule with one less staff member the rest of the year. They also have extra duties above and beyond vehicle repair and maintenance; fabrication of special materials and equipment for all departments, biannually changing all the plaza directory maps, servicing the backup generators for the Gondola, annual painting and maintenance of Gondola Parking Garage and Heritage Parking Garage, as well as providing a significant amount of the labor and support required to install and remove the Christmas decorations each year. One day a week in winter a mechanic is a snow plow operator to fill out the schedule.

DEPARTMENT GOALS

1. Provide high level, cost effective service to all departments for their vehicle and equipment maintenance needs while managing expenses to a level below commercial prices.
2. Provide support to all departments on special projects in a timely and cost effective manner.
3. Perform all tasks in the safest manner possible.
4. Operate the budget within budget.
5. Maintain or reduce natural gas consumption at maintenance shop.

DEPARTMENT PERFORMANCE MEASURES

1. A. Track cost of shop operations and compare to outside shop rates.
B. Track the number of preventive maintenance work orders including safety checks and fluid levels completed within 30 minutes for vehicles; with a goal of 80% or better.
2. Special projects completed at a cost compared to any outside source.
3. Track the number of work related injuries with a goal of zero injuries.
4. Department year end expenditures totals do not exceed the adopted budget.
5. Compare current year natural gas usage to year 2013. 2013 Total Natural Gas Therms 5621

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Vehicle Maintenance

Worksheet	Account Name	Actuals		2019		2020		2020		2021 Long	2022 Long	2023 Long	2024 Long
		2017	2018	Original	Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term	
Vehicle Maintenance	Salaries & Wages	245,961	249,806	251,200	251,200	-	257,749	6,549	257,749	257,749	257,749	257,749	257,749
Vehicle Maintenance	Offset Labor	(228)	(245)	-	-	-	-	-	-	-	-	-	-
Vehicle Maintenance	Group Insurance	54,654	50,766	50,000	50,000	-	54,000	4,000	55,080	56,182	57,305	58,451	
Vehicle Maintenance	Dependent Health Reimbursement	(5,190)	(4,341)	(4,839)	(4,839)	-	(4,839)	-	(4,839)	(4,839)	(4,839)	(4,839)	
Vehicle Maintenance	PERA & Payroll Taxes	37,213	38,149	38,635	38,635	-	40,286	1,651	40,930	40,930	40,930	40,930	
Vehicle Maintenance	PERA 401K	20,097	18,619	20,347	20,347	-	20,878	531	20,878	20,878	20,878	20,878	
Vehicle Maintenance	Workers Compensation	4,457	3,321	5,250	5,250	-	5,513	263	5,788	6,078	6,381	6,700	
Vehicle Maintenance	Other Employee Benefits	3,500	800	4,475	4,475	-	4,475	-	4,565	4,656	4,749	4,844	
Vehicle Maintenance	Uniforms	423	617	600	600	-	600	-	600	600	600	600	
Vehicle Maintenance	Janitorial/Trash Removal	7,039	6,591	7,000	7,000	-	7,500	500	7,500	7,500	7,500	7,500	
Vehicle Maintenance	Vehicle Repair & Maintenance	2,502	2,301	2,250	2,250	-	2,250	-	2,250	2,250	2,250	2,250	
Vehicle Maintenance	Facility Expense (1)	155,030	349	-	5,000	5,000	500	(4,500)	500	500	500	500	
Vehicle Maintenance	Communications	1,481	1,486	1,365	1,365	-	1,365	-	1,365	1,365	1,365	1,365	
Vehicle Maintenance	Dues, Fees, Licenses	161	325	870	200	(670)	200	-	200	200	200	200	
Vehicle Maintenance	Dues & Fees, Fuel Depot	672	666	-	675	675	675	-	675	675	675	675	
Vehicle Maintenance	Travel, Education, Training	1,953	1,846	2,000	2,000	-	2,500	500	2,000	2,000	2,000	2,000	
Vehicle Maintenance	Postage & Freight	15	-	100	100	-	100	-	100	100	100	100	
Vehicle Maintenance	Trash / Waste Removal	4,437	6,528	5,000	5,000	-	5,500	500	5,500	5,500	5,500	5,500	
Vehicle Maintenance	General Supplies & Materials	20,398	19,935	26,000	26,000	-	26,000	-	26,000	26,000	26,000	26,000	
Vehicle Maintenance	Supplies - Office	255	285	300	300	-	300	-	300	300	300	300	
Vehicle Maintenance	Supplies - Building Maintenance	1,754	109	1,854	1,000	(854)	1,000	-	1,000	1,000	1,000	1,000	
Vehicle Maintenance	Safety Supplies	663	512	800	800	-	800	-	800	800	800	800	
Vehicle Maintenance	Supplies - Fuel Depot (2)	3,134	2,768	2,500	19,000	16,500	3,000	(16,000)	3,000	3,000	3,000	3,000	
Vehicle Maintenance	Employee Appreciation	138	519	450	450	-	450	-	450	450	450	450	
Vehicle Maintenance	Utilities - Natural Gas	2,615	2,401	4,309	4,309	-	4,352	43	4,352	4,396	4,396	4,440	
Vehicle Maintenance	Utilities - Electricity	6,551	5,597	8,421	8,421	-	8,421	-	8,505	8,505	8,590	8,590	
Vehicle Maintenance	Utilities - Gasoline	3,413	3,726	3,309	3,309	-	4,000	691	4,080	4,162	4,245	4,330	
Vehicle Maintenance	Utilities - Oil Depot	6,108	9,830	12,296	12,296	-	12,296	-	12,296	12,296	12,296	12,296	
Total		579,205	423,267	444,492	465,143	20,651	459,870	(5,273)	461,624	463,231	464,920	466,609	

(1) Replace damaged electric line 2019

(2) Replace Gasboy fuel depot system old system not supported, replaced with Fuel Master

TOWN OF MOUNTAIN VILLAGE

2020 BUDGET

MUNICIPAL BUS PROGRAM NARRATIVE

Mountain Village Transit Department provides a safe and customer friendly transit system within Mountain Village by operating fixed route bus service during the summer season between the Meadows and Mountain Village Center. During gondola shutdown periods, the Town is contracted by SMART to provide regional bus service between Mountain Village and Telluride. Our mission is: ride by ride, courteous, friendly, safe, and reliable transportation to meet the needs of the community.

DEPARTMENT GOALS

1. Safely transport all guests and employees without incidents/accidents.
2. Provide excellent guest services by interacting with every guest in a professional manner.
3. Operate a fiscally responsible department through auditing, inventory management and scheduling management.
4. Provide a clean, trash free natural environment at the Meadows and Town Hall Parking Lots.

PERFORMANCE MEASUREMENTS

- 1a. Number of vehicle accidents: no vehicle accidents
- 1b. Number of worker's comp claim: no WC claims
- 2a. Numbers of Rides: track ridership data
- 2b. Customer satisfaction: score above 4.0 rating on customer surveys
- 2c. On-time bus-stop departures > 90.0%
3. The department operates at or below its budget.
4. Allocate > 12 man-hours per year to trash and litter pick-up at Meadows and Town Hall parking lots.

MUNICIPAL BUS 2019 YTD ACHIEVEMENTS:

- o Two (2) vehicle accidents YTD
- o Zero (0) WC claims YTD
- o 46,660 passenger trips
- o Bus Passenger Survey: 4.72 (2019 summer season)
- o Year-end budget projection: ON BUDGET
- o YTD man hours for trash & litter pick up: 12.25

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
EMPLOYEE COMMUTER SHUTTLE**

COMMUTER SHUTTLE

The employee commuter shuttle program provides safe, reliable, use friendly transportation services for Mountain Village and regional employees. The commuter shuttle program is underwritten by SMART.

DEPARTMENT GOALS

1. Provide Town and regional employees with public transportation service that meets employee and town scheduling requirements.
2. Operate the Town commuter shuttle program to maximize cost effectiveness.
3. Emphasize driver training to provide safe commuter shuttle services.
4. Department shall stay within budget.

PERFORMANCE MEASURES

1. Route & Ridership statistics: track ridership data
- 2a. Percent of capacity utilization per route > 50%
- 2b. Cost per rider metrics: < \$4.00 per rider SMARTsubsidy
- 3a. Driver training records: 100% driver training compliance
- 3b. Vehicle accidents: no vehicle accidents
5. Department year end expenditure totals do not exceed the adopted budget.

COMMUTER SHUTTLE 2019 YTD ACHIEVEMENTS:

- o Total passenger trips: 11,306
- o Utilization: 53.1%
- o YTD SMART gross subsidy: Projected to be under target subsidy for 2019
- o 100% semi-annual driver training compliance
- o Zero (0) vehicle accidents
- o Year-end budget projection: UNDER BUDGET

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Municipal Bus (2)

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long	2022 Long	2023 Long	2024 Long	
				2019 Original	Forecasted	Adjustments	Proposed	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Municipal Bus	Salaries & Wages	214,943	234,933	267,834	267,834	-	271,095	3,261	271,095	271,095	271,095	271,095
Municipal Bus	Seasonal Bonus	-	457	-	-	-	-	-	-	-	-	-
Municipal Bus	Housing Allowance	2,218	-	-	-	-	-	-	-	-	-	-
Municipal Bus	Offset Labor	(177,722)	(172,907)	(176,930)	(176,930)	-	(182,238)	(5,308)	(182,238)	(182,238)	(182,238)	(182,238)
Municipal Bus	Group Insurance	48,805	60,567	60,000	61,000	1,000	65,880	4,880	67,198	68,542	69,912	71,311
Municipal Bus	Dependent Health Reimbursement	(2,494)	(2,721)	(2,628)	(2,628)	-	(2,628)	-	(2,628)	(2,628)	(2,628)	(2,628)
Municipal Bus	PERA & Taxes	33,747	36,366	41,193	41,193	-	42,372	1,179	43,050	43,050	43,050	43,050
Municipal Bus	Retirement Benefits 401K	11,378	10,382	14,731	14,731	-	14,910	179	14,910	14,910	14,910	14,910
Municipal Bus	Workers Compensation	1,159	2,436	3,829	3,829	-	4,020	191	4,221	4,433	4,654	4,887
Municipal Bus	Other Employee Benefits	2,684	1,820	3,580	3,580	-	3,580	-	3,652	3,725	3,799	3,875
Municipal Bus	Janitorial/Trash Removal	1,560	1,430	1,560	1,560	-	1,560	-	1,560	1,560	1,560	1,560
Municipal Bus	Vehicle Repair & Maintenance	4,923	13,554	10,000	10,000	-	10,000	-	10,000	10,000	10,000	10,000
Municipal Bus	Facility Expenses	1,113	1,196	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
Municipal Bus	Communications	1,908	1,865	3,500	3,500	-	3,500	-	3,500	3,500	3,500	3,500
Municipal Bus	Dues, Fees, Licenses	31	-	325	325	-	325	-	325	325	325	325
Municipal Bus	Travel, Education, Training	-	40	750	750	-	750	-	750	750	750	750
Municipal Bus	Postage & Freight	-	68	-	-	-	-	-	-	-	-	-
Municipal Bus	General Supplies & Materials	537	521	2,000	2,500	500	2,500	-	2,000	2,000	2,000	2,000
Municipal Bus	Supplies-Uniforms	56	-	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Municipal Bus	Operating Incidents	4,830	841	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Municipal Bus	Business Meals	45	56	700	700	-	700	-	700	700	700	700
Municipal Bus	Employee Appreciation	-	-	450	450	-	450	-	450	450	450	450
Municipal Bus	Utilities - Natural Gas	416	254	600	600	-	600	-	600	600	600	600
Municipal Bus	Utilities - Electricity	530	716	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Municipal Bus	Utilities - Gasoline	17,384	23,468	23,937	28,937	5,000	29,805	868	30,699	31,620	32,569	33,546
Municipal Bus	SMART Contribution	25,000	-	-	-	-	-	-	-	-	-	-
Municipal Bus	Internet Services	2,137	2,137	2,250	2,250	-	2,250	-	2,250	2,250	2,250	2,250
Total		195,188	217,479	266,181	272,681	6,500	277,932	5,251	280,595	283,144	285,759	288,443

(1) Bus Bike Racks

(2) The SMART contribution for 2019 and going forward is a hourly rate charged for shoulder season bus service between Mountain Village and Telluride. Net expenses for the Municipal Bus Service are not reflected in the budget spreadsheet. Charges billed SMART are reflected in general fund revenues. Net expenses equal expenses charged to Fund 110, Department 5511 less charges billed to SMART.

Employee Shuttle (3)

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long	2022 Long	2023 Long	2024 Long	
				2019 Original	Forecasted	Adjustments	Proposed	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Employee Shuttle	Salaries And Wages - Admin	11,010	11,590	12,263	12,263	-	12,569	306	12,569	12,569	12,569	12,569
Employee Shuttle	Group Insurance	1,967	2,487	2,363	2,363	-	2,552	189	2,603	2,655	2,708	2,762
Employee Shuttle	PERA & Payroll Taxes	1,743	1,831	1,886	1,886	-	1,965	79	1,996	1,996	1,996	1,996
Employee Shuttle	Workers Compensation	119	268	162	162	-	170	8	179	188	197	207
Employee Shuttle	Other Employee Benefits	193	40	180	180	-	180	-	184	187	191	195
Employee Shuttle	Agency Compliance	394	490	550	550	-	550	-	550	550	550	550
Employee Shuttle	Vehicle Repair & Maintenance	6,619	25,644	20,000	20,000	-	20,000	-	20,000	20,000	20,000	20,000
Employee Shuttle	Dues & Fees	29	96	-	-	-	-	-	-	-	-	-
Employee Shuttle	General Supplies & Materials	778	292	500	500	-	500	-	500	500	500	500
Employee Shuttle	Utilities - Gasoline	21,647	29,621	50,128	50,128	-	50,128	-	50,128	50,128	50,128	50,128
Total		44,498	72,359	88,032	88,032	-	88,614	582	88,708	88,773	88,839	88,907

(3) The employee shuttle expenditures (netted against revenues) are funded by SMART and are recognized as intergovernmental revenues.

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
PARKS AND RECREATION PROGRAM NARRATIVE**

The Mountain Village Parks and Recreation Department provides accessible, affordable and diverse recreational opportunities to all Mountain Village residents and visitors.

DEPARTMENT GOALS

1. Establish effective relationships with stakeholders for recreation venues.
2. Manage a fiscally responsible department by balancing expenses with revenue and grant acquisitions to remain within budget.
3. All recreation venues are prepared by the beginning of their respective seasons.
4. Perform departmental operations with attention to safety.
5. Work toward a noxious weed free environment throughout the Town.

DEPARTMENT PERFORMANCE MEASURES

1. Manage stakeholder agreements with TSG, USFS, SMC & TOT.
2. Perform department functions within adopted budget.
3. 100% of recreational venues operational at the beginning of their respective seasons.
4. No worker comp claims.
5. Develop and implement noxious weed management plan.

RECREATION DEPT 2019 ACHIEVEMENTS:

- o Stakeholder relations: on-going with TSG, USFS, SMC, TOT, SMVC, & Telluride Mountain Club
- o Year-end budget projection: within budget
- o All venues ready to open at beginning of winter season. Delayed opening for summer season venues and trails due to late spring snow
- o Zero (0) workers comp claims
- o Performed 20+ man-hours of weed control activities

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Parks & Recreation

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long	2022 Long	2023 Long	2024 Long	
				2019 Original	Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
				2019 Original	Forecasted	Adjustments	Proposed	Adjustments	Projection	Projection	Projection	Projection
Parks & Recreation	Salaries & Wages	240,515	239,505	226,994	210,000	(16,994)	206,441	(3,559)	206,441	206,441	206,441	206,441
Parks & Recreation	Seasonal Bonus	3,416	3,076	-	1,500	1,500	2,000	500	2,000	2,000	2,000	2,000
Parks & Recreation	Offset Labor	(11,223)	-	(4,000)	(14,000)	(10,000)	(5,000)	9,000	(5,000)	(5,000)	(5,000)	(5,000)
Parks & Recreation	Group Insurance	56,388	53,478	53,750	53,750	-	58,050	4,300	59,211	60,395	61,603	62,835
Parks & Recreation	Dependent Health Reimbursement	(2,137)	(5,723)	(5,200)	(5,200)	-	(5,200)	-	(5,200)	(5,200)	(5,200)	(5,200)
Parks & Recreation	PERA & Payroll Taxes	38,098	36,082	34,912	34,912	-	32,267	(2,645)	32,783	32,783	32,783	32,783
Parks & Recreation	PERA 401K	6,329	8,823	2,270	9,000	6,730	10,140	1,140	10,140	10,140	10,140	10,140
Parks & Recreation	Workers Compensation	3,976	8,762	9,132	3,500	(5,632)	5,000	1,500	5,250	5,513	5,788	6,078
Parks & Recreation	Other Employee Benefits	4,541	957	5,862	5,862	-	5,862	-	5,979	6,099	6,221	6,345
Parks & Recreation	Uniforms	1,775	1,964	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Parks & Recreation	Consultant Services	-	20,000	-	-	-	-	-	-	-	-	-
Parks & Recreation	Weed Control	-	770	3,000	2,000	(1,000)	2,000	-	2,000	2,000	2,000	2,000
Parks & Recreation	Repair & Maintenance	54	689	-	-	-	-	-	-	-	-	-
Parks & Recreation	Vehicle Repair & Maintenance	2,357	6,769	15,000	10,000	(5,000)	7,500	(2,500)	7,500	7,500	7,500	7,500
Parks & Recreation	Equipment Rental	12,789	-	-	-	-	-	-	-	-	-	-
Parks & Recreation	Facility Expense	619	143	3,000	1,000	(2,000)	2,500	1,500	2,500	2,500	2,500	2,500
Parks & Recreation	Communications	1,743	1,829	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Parks & Recreation	Dues & Fees	90	299	260	260	-	260	-	260	260	260	260
Parks & Recreation	Hotel Madeline HOA Dues	4,367	6,492	5,200	7,500	2,300	-	(7,500)	-	-	-	-
Parks & Recreation	Hotel Madeline Shared Facility Expense	37,211	43,747	44,000	45,000	1,000	53,500	8,500	55,000	57,000	58,500	60,000
Parks & Recreation	Travel, Education & Conference	-	2,426	3,500	3,500	-	3,500	-	3,500	3,500	3,500	3,500
Parks & Recreation	Contract Labor	1,560	-	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
Parks & Recreation	Striping	880	880	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Parks & Recreation	Postage And Freight	27	-	200	200	-	200	-	200	200	200	200
Parks & Recreation	General Supplies & Materials	2,090	1,979	5,000	4,000	(1,000)	5,000	1,000	5,000	5,000	5,000	5,000
Parks & Recreation	Trail Maintenance Materials (1)	2,022	11,149	15,600	30,000	14,400	60,000	30,000	35,000	15,000	15,000	15,000
Parks & Recreation	Trail Materials - Dog Stations	-	370	-	250	250	250	-	250	250	250	250
Parks & Recreation	Business Meals	91	493	655	655	-	655	-	655	655	655	655
Parks & Recreation	Employee Appreciation	213	186	300	300	-	300	-	300	300	300	300
Parks & Recreation	Utilities - Natural Gas	2,453	1,880	2,928	2,928	-	2,928	-	2,928	2,928	2,928	2,928
Parks & Recreation	Utilities - Electricity	837	1,021	1,654	1,654	-	1,654	-	1,654	1,654	1,654	1,654
Parks & Recreation	Utilities - Gasoline	5,693	5,904	7,500	9,000	1,500	7,500	(1,500)	7,500	7,500	7,500	7,500
Parks & Recreation	Open Space - Playgrounds	-	944	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Parks & Recreation	Boulder Activity	-	-	500	500	-	500	-	500	500	500	500
Parks & Recreation	Frisbee Golf Activity	1,130	66	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Parks & Recreation	Platform Tennis Courts (2)	10,266	223	2,000	5,000	3,000	17,500	12,500	2,000	2,000	2,000	2,000
Parks & Recreation	Nordic Trails & Grooming	3,870	4,445	4,000	1,500	(2,500)	2,500	1,000	2,500	2,500	2,500	2,500
Parks & Recreation	Ice Rink Expenses Lot 50/51	14,849	12,191	17,500	15,000	(2,500)	17,500	2,500	17,500	17,500	17,500	17,500
Parks & Recreation	Ice Rink - Lot 50/51 Electric	23,890	24,636	26,270	26,270	-	26,270	-	26,270	26,270	26,270	26,270
Parks & Recreation	Zamboni Room - Natural Gas	12,307	12,240	15,000	15,000	-	15,000	-	15,000	15,000	15,000	15,000
Parks & Recreation	Bike Park Expenses	3,671	3,142	3,750	-	(3,750)	-	-	-	-	-	-
Parks & Recreation	Wayfinding	1,357	-	25,000	25,000	-	-	(25,000)	-	-	-	-
Parks & Recreation	Contribution USFS Ranger	25,000	25,000	25,000	25,000	-	25,000	-	25,000	25,000	25,000	25,000
Total		513,115	536,834	562,537	542,841	(19,696)	573,576	30,735	536,621	520,187	523,293	526,438

(1) 2019 Upward revision for O'Reilly Trail construction; 2020 - \$25K for plank replacement on Prospect and 98 Bridge, \$20K Meadows Bridge engineering and repair; 2021 - \$20K for plank replacement YBR and 68 Bridges.

(2) 2019 adjustment - Skirt wall failure; 2020 projected - warming hut deck replacement, skirt wall replacement, heater repairs

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
PLAZA SERVICES NARRATIVE**

Plaza Services is responsible for: the sustainable upkeep of the Town's plazas, lawns, irrigation systems, flower beds, flower pots and hanging baskets; snow and ice removal throughout public plazas; permitting and overseeing plaza vehicle access; providing plaza assistance for fee; performing public trash and recycling collection; special event management; Market on the Plaza production and management; installation and removal of all Christmas decorations for the Town; providing high quality guest service at all times.

DEPARTMENT GOALS

1. Maintain the Town's public plazas, lawns and gardens to a high standard of care, and safety in an environmentally sustainable manor.
2. Manage third party public plaza uses including Plaza Vehicle Access Permits, Plaza Motorized Cart Permits, Plaza Special Event Permits, and various Plaza HOA and merchant activities with great attention to detail and a high level of customer service.
3. Provide a high level of customer service consistently and professionally.
4. Perform all tasks in the safest possible manner
5. Operate department within adopted budget.

DEPARTMENT PERFORMANCE MEASURES

1. Track man hours for law and plant car; plaza maintenance. snow removal.
2. Track man hour for events on the plazas compared to number of events
3. Number of departmental customer service tailgate sessions annually
4. Track work time lost to injury with zero injuries as the goal.
5. Operate department at or below adopted budget while continuing to improve services.

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
PUBLIC AREA TRASH AND RECYCLE REMOVAL NARRATIVE**

The Plaza Services department is responsible for the collection of trash and recycling in Town common areas (not including recreation trails) and the management of hauling and disposal/processing contracts for those materials.

DEPARTMENT GOALS

1. Manage daily public trash and recycling collection and disposal processing efforts in a timely and efficient manner.
2. Ensure a safe waste handling program for all employees.
3. Department shall manage trash contracts and monitor trash expenses to operate within approved budget.

DEPARTMENT PERFORMANCE MEASURES

1. Ensure 100% town facilities have adequate trash and recycling stations.
2. Track work loss to injuries with zero injuries as the goal.
3. Department year end expenditure totals do not exceed the adopted annual budget year.

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections
Plaza & Trash Services

Worksheet	Account Name	Actuals		2019		2020		2021 Long	2022 Long	2023 Long	2024 Long	
		2017	2018	Original	Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
Plaza Services	Salaries & Wages	470,413	487,360	500,588	500,588	-	533,265	32,677	533,265	533,265	533,265	533,265
Plaza Services	Seasonal Bonus	3,201	2,057	-	-	-	-	-	-	-	-	-
Plaza Services	Offset Labor	(210)	(245)	-	-	-	-	-	-	-	-	-
Plaza Services	Group Insurance	126,330	124,743	126,426	126,426	-	136,540	10,114	139,271	142,056	144,897	147,795
Plaza Services	Dependent Health Reimbursement	(4,025)	(3,636)	(3,426)	(3,426)	-	(3,426)	-	(3,426)	(3,426)	(3,426)	(3,426)
Plaza Services	PERA & Payroll Taxes	72,300	75,213	76,990	76,990	-	83,349	6,359	84,682	84,682	84,682	84,682
Plaza Services	PERA 401K	19,616	20,090	23,462	23,462	-	24,933	1,471	24,933	24,933	24,933	24,933
Plaza Services	Workers Compensation	21,079	19,453	25,649	22,649	(3,000)	23,781	1,132	24,971	26,219	27,530	28,907
Plaza Services	Other Employee Benefits	9,062	2,165	10,740	10,740	-	10,740	-	10,955	11,174	11,397	11,625
Plaza Services	Uniforms	1,866	1,930	2,200	2,200	-	2,200	-	2,200	2,200	2,200	2,200
Plaza Services	Consultant Services	5,373	-	6,000	6,000	-	6,000	-	6,000	6,000	6,000	6,000
Plaza Services	Janitorial/Trash Removal (1)	21,022	26,288	24,267	24,267	-	32,000	7,733	32,000	32,000	32,000	32,000
Plaza Services	Vehicle Repair & Maintenance	5,955	2,285	9,262	9,262	-	9,262	-	9,262	9,262	9,262	9,262
Plaza Services	Repairs & Maintenance-Equipment	1,979	1,026	3,937	3,937	-	3,937	-	3,937	3,937	3,937	3,937
Plaza Services	R&M-Landscape, Plaza, Irrigation (2)	28,819	24,098	28,996	28,996	-	48,996	20,000	28,996	28,996	28,996	28,996
Plaza Services	Facility Expenses	1,648	6,514	5,054	5,054	-	5,054	-	5,054	5,054	5,054	5,054
Plaza Services	Communications	3,821	3,874	6,793	6,793	-	6,793	-	6,793	6,793	6,793	6,793
Plaza Services	Public Notice	-	-	302	302	-	302	-	302	302	302	302
Plaza Services	Dues & Fees	1,000	330	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Plaza Services	Travel, Education & Training	1,032	2,331	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
Plaza Services	Contract Labor (3)	175	10,725	10,000	10,000	-	10,000	-	10,000	10,000	10,000	10,000
Plaza Services	Weed Control	12,527	8,065	12,500	12,500	-	12,500	-	12,500	12,500	12,500	12,500
Plaza Services	Postage & Freight	9	-	210	210	-	210	-	210	210	210	210
Plaza Services	General Supplies & Materials	24,887	19,277	25,036	25,036	-	25,036	-	25,036	25,036	25,036	25,036
Plaza Services	Office Supplies	663	339	831	831	-	831	-	831	831	831	831
Plaza Services	Business Meals	245	-	200	200	-	200	-	200	200	200	200
Plaza Services	Employee Appreciation	1,005	852	1,063	1,063	-	1,063	-	1,063	1,063	1,063	1,063
Plaza Services	Pots & Hanging Baskets	9,491	6,817	10,000	10,000	-	10,000	-	10,000	10,000	10,000	10,000
Plaza Services	Paver-Planter Repair	52,095	68,604	100,000	100,000	-	100,000	-	100,000	100,000	100,000	100,000
Plaza Services	Plaza Beautification Non Capital	5,591	18,809	10,000	10,000	-	10,000	-	10,000	10,000	10,000	10,000
Plaza Services	Christmas Decorations	17,592	28,646	25,000	25,000	-	25,000	-	25,000	25,000	25,000	25,000
Plaza Services	Utilities - Water/Sewer	43,876	28,246	29,301	29,301	-	32,000	2,699	32,000	32,000	32,000	32,000
Plaza Services	Utilities - Natural Gas	85,567	149,132	177,200	177,200	-	178,972	1,772	178,972	180,762	180,762	182,569
Plaza Services	Utilities - Electricity	41,490	46,673	72,580	72,580	-	72,580	-	73,306	74,039	74,779	74,779
Plaza Services	Utilities - Gasoline	9,334	12,305	11,077	11,077	-	11,299	222	11,299	11,525	11,525	11,755
Total		1,094,831	1,194,366	1,335,738	1,332,738	(3,000)	1,416,917	84,179	1,403,111	1,410,112	1,415,228	1,421,769
Trash Services	Salaries & Wages	19,534	22,418	20,800	20,800	-	20,800	-	20,800	20,800	20,800	20,800
Trash Services	Group Insurance	3,278	3,109	6,284	3,284	(3,000)	3,547	263	3,618	3,690	3,764	3,839
Trash Services	PERA & Payroll Taxes	2,895	3,332	3,199	3,199	-	3,251	52	3,303	3,303	3,303	3,303
Trash Services	Commercial Trash Removal (1)	19,595	29,599	27,800	27,800	-	30,000	2,200	30,000	30,000	30,000	30,000
Trash Services	Ann. Spring Clean Up/Hazardous Waste Disposal	3,466	4,122	5,000	5,000	-	1,000	(4,000)	1,000	1,000	1,000	1,000
Trash Services	General Supplies & Materials	2,168	2,126	2,000	2,000	-	2,500	500	2,575	2,652	2,732	2,814
Total		50,937	64,707	65,083	62,083	(3,000)	61,098	(985)	61,296	61,445	61,599	61,756

- (1) Higher number of visitors increasing the frequency of cleanings and volume of refuse.
- (2) 2020 increase - refresh the landscaping town wide as requested by community members.
- (3) Big Billies snow removal for Chondola, back flow prevention testing.

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
BUILDING MAINTENANCE DIVISION PROGRAM NARRATIVE**

The Building Maintenance Division has the following primary maintenance and repair responsibilities:

1. All town owned boilers (Post Office, Blue Mesa, Conference Center, See Forever I and II, Heritage Plaza, Le Chamonix Plaza, Oak Street, Gondola Plaza Building, Heritage Crossing).
2. Gas fire pits in Heritage Plaza ,Reflection Plaza and at See Forever.
3. All street lights (streets and plazas).
4. All town owned and managed buildings (Town Hall, Town Shops, town departments in Fire Station, Gondola Parking Garage, Telluride Conference Center (as needed), Heritage Parking Garage, Gondola terminals and Post Office buildings).
5. All lighting in plazas.
6. Review utility locates for projects in close proximity to all street lights.
7. Repair and maintain public bathrooms-cleaning performed by contract services.
8. Repair signs in plazas and street signs.

BUILDING MAINTENANCE DIVISION GOALS

1. All building/facility issue that are identified as a potential life-safety threat shall be addressed immediately.
2. Address all maintenance issues such as street lights, and minor facility repairs in a timely fashion.
3. Prioritize the completion of work orders based on safety, short and long-term cost savings, and timing of request.
4. Operate the department in an environmentally sustainable and sensitive manner including the responsible use of electricity, natural gas, fuel, paper, water, and chemicals.
5. Operate within Town Council adopted budget.

BUILDING MAINTENANCE DIVISION PERFORMANCE MEASURES

1. All building/facility issue that are identified as a potential life-safety threat shall be addressed within one (1) hour.
2. Address all maintenance issues such as street lights, and minor facility repairs within 24 hours.
3. Prioritize the completion of work orders based on safety within 24 hours, short and long-term cost savings, and timing of request.
4. Wherever possible, reduce the use of electricity, natural gas, fuel, paper, water, and chemicals.
5. Operate within Town Council adopted budget.

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections
Building & Facility Maintenance

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long	2022 Long	2023 Long	2024 Long	
				2019 Original	Forecasted	2019 Adjustments	Proposed	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Building & Facility Maintenance	Salaries & Wages	85,683	77,001	92,364	92,364	-	97,615	5,251	97,615	97,615	97,615	97,615
Building & Facility Maintenance	Group Insurance	24,026	18,652	25,026	25,000	(26)	27,000	2,000	27,540	28,091	28,093	28,655
Building & Facility Maintenance	Dependent Health Reimbursement	(1,444)	(1,621)	(720)	(720)	-	(720)	-	(720)	(720)	(720)	(720)
Building & Facility Maintenance	PERA & Payroll Taxes	13,152	11,845	14,205	14,205	-	15,257	1,052	15,501	15,501	15,501	15,501
Building & Facility Maintenance	PERA 401K	5,407	4,529	5,000	5,000	-	5,042	42	5,042	5,042	5,042	5,042
Building & Facility Maintenance	Workers Compensation	5,217	1,235	5,460	5,460	-	5,733	273	6,020	6,321	6,326	6,642
Building & Facility Maintenance	Other Employee Benefits	1,750	400	1,790	1,800	10	1,800	-	1,836	1,873	1,910	1,948
Building & Facility Maintenance	Uniforms	115	412	500	500	-	500	-	500	500	500	500
Building & Facility Maintenance	R&M-Boilers / Snowmelt	18,321	53,083	45,000	45,000	-	45,000	-	45,450	45,905	46,364	46,827
Building & Facility Maintenance	Vehicle Repair & Maintenance	874	854	500	500	-	850	350	850	850	850	850
Building & Facility Maintenance	Street Light Repair & Replace	6,504	1,641	9,000	9,000	-	9,000	-	9,000	9,000	9,000	9,000
Building & Facility Maintenance	Facility Maintenance (1)	4,436	3,048	8,500	8,500	-	32,500	24,000	8,500	8,500	8,500	8,500
Building & Facility Maintenance	Facility Expenses - Town Hall	21,790	23,851	28,000	28,000	-	28,000	-	28,000	28,000	28,000	28,000
Building & Facility Maintenance	HVAC Maintenance - Town Hall (2)	291	543	3,500	3,500	-	15,000	11,500	3,500	3,500	16,000	3,500
Building & Facility Maintenance	Elevator Maintenance - Town Hall	2,675	3,252	4,500	4,500	-	4,500	-	4,500	4,500	4,500	4,500
Building & Facility Maintenance	Other Public Amenities	25	-	-	-	-	-	-	-	-	-	-
Building & Facility Maintenance	Communications	1,350	1,214	1,560	1,560	-	1,560	-	1,560	1,560	1,560	1,560
Building & Facility Maintenance	Dues & Fees, Licenses	11	-	-	-	-	-	-	-	-	-	-
Building & Facility Maintenance	Travel, Education & Training	160	-	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500
Building & Facility Maintenance	Postage & Freight	-	-	-	-	-	-	-	-	-	-	-
Building & Facility Maintenance	General Supplies And Materials	956	784	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Building & Facility Maintenance	Employee Appreciation	-	339	300	300	-	300	-	300	300	300	300
Building & Facility Maintenance	Utilities - Gasoline	1,792	2,546	3,183	3,183	-	3,183	-	3,183	3,183	3,183	3,183
Total		193,090	203,608	251,168	251,152	(16)	295,620	44,468	261,677	263,020	276,023	264,903

(1) Town of Mountain Village Restroom flooring replacement Madeline Hotel 2020

(2) Clean air ducts tri-annually

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
PLANNING SERVICES PROGRAM NARRATIVE**

Planning Services has a primary responsibility for administering the Community Development Code (CDC) and implementing the vision and goals of the Comprehensive Plan; assisting the Design Review Board and Town Council regarding policy and development decisions; facilitating amendments to the CDC and associated regulation and policy documents; identify, verifying and enforce design and land use compliance in the community; long-range planning, development review, promoting fire mitigation, forest health and environmental sustainability; and assisting homeowners and developers through town processes.

PLANNING SERVICES GOALS

Goal 1: Assist the business community, residents and homeowners achieve their goals of building and/or improving their property

Measure

1. Respond to inquiries (phone and email) within 24 hours
2. Issue class 1 approvals within three days
3. Issue class 2 approvals within five days
4. Remove and replace development permits with staff level sign off associated with design review approval tracked in Meritage as a no-fee permit with final planner review. Fully implemented by the second quarter
5. Replace paint and stain application and similar applications, with a determination of no effect issued by email, to reduce process for the public and staff, fully implemented by the second quarter

Goal 2: Implement the Vision of the Comprehensive Plan as directed by Town Council

Measure

1. Continue to prioritize VCA Phase IV, a subarea planning effort for construction as directed by Council
2. Work with TSG and TMVOA as directed on subarea planning efforts

Goal 3: Clarify and streamline the Community Development Code (CDC) to advance the vision of the community

Measure

1. CDC Amendments scheduled in 2019-2020:
 - a. Refine our long-range planning and CDC amendment work plan and continue to identify CDC amendments for the workplan.
 - b. Conform and clarify the Community Development Code with the Comprehensive Plan-work with legal. Specifically, reduce the prescriptive effect of the table and parcel details in the Comprehensive Plan
 - i. Gain Town Council consensus regarding the Comprehensive Plan update work plan, first quarter
 1. Staff proposes beginning with the Village Center Subarea
 2. Staff proposes the next subarea to be amended is the Meadows, fourth quarter
 - ii. Staff to redline the Comprehensive Plan, Village Center Subarea, first quarter
 - iii. Staff presents the redline Comprehensive Plan amendment in a work session with Town Council, end of the first quarter
 - iv. Staff organizes an open house for the public, beginning of the second quarter
 - v. Staff collects results from the open house and schedules a work session with the Design Review Board, second quarter
 - vi. Staff schedules a second work session with Town Council
 - vii. Staff schedules a Resolution to amend the Village Center Subarea section of the Comprehensive Plan, end of the second quarter
 - viii. Staff will bring a conforming CDC amendment (a review and recommendation by the DRB, and two readings of an ordinance by Town Council), completed by the third quarter.
 - ix. Staff will redline the Meadows Subarea Section of the Comprehensive Plan by the fourth quarter.
 - c. Continue an annual clean-up amendment (small errors and edits)

- d. Design Variations
- e. Architectural Lighting
- f. Village Center lighting
- g. Accessory Structures
- h. Plaza Use Design Standards update

Goal 4: Continue education, outreach and compliance efforts regarding efficiency lodge, hotel and, hotel efficiency zoning designations

Measure

- 1. Create a powerpoint presentation regarding accommodation zoning designations, first quarter
- 2. Meet with attorney's, HOA's, realtors and stakeholders to provide information and education to prevent compliance-related issues moving forward at least monthly and upon request, beginning in the first quarter
- 3. Work with the Communications and Business Development Department to develop digital education materials/website presence, web materials by the first quarter, all other materials by the second quarter.
- 4. Create a town compliance plan and policies – work with legal, formalized by end of the second quarter.

Goal 5: Prioritize forest health and wildfire mitigation measures in the community

Measure

- 1. Implement no fee tree permits for foresters
- 2. Respond to site visit and tree removal requests within 24 hours
- 3. Schedule site walks and permit issuance for simple permits within 48 hours.
- 4. Implement a budworm treatment packet distribution and placement program on public and private lands
- 5. Re-evaluate and set expectations with West Regional Wildfire Council prior to the beginning of each year

Goal 6: Implement measures to reduce energy usage (GHG emissions) in the built environment

Measure

- 1. Work with the green team to identify Green House Gas Emissions implementation strategies through planning and building to reduce the 60% built environment emissions. Attend Green Team meetings in order to identify items to be integrated into the Green Team workplan in 2020.

Goal 7: Provide advancement opportunities for staff through education and experience in the department

Measure

- 1. Assure staff certifications and memberships are kept up to date.
- 2. Send staff to minimally one training/conference a year such as a planning conference, GIS training, a western slope planning networking conference, resort planner's conference, housing conference, building conference or forestry conference.
- 3. Provide more complex development review and CDC amendment opportunities, along with problem-solving opportunities for staff so that they can gain knowledge and experience (identified within their respective yearly evaluation materials).
- 4. Identify staff training, strengths, opportunities, education and, aspirations consistent with Town Council succession planning goals.
- 5. Train for GIS proficiency within the department which is normal and customary nationwide for planners.

2019 PLANNING DIVISION ACHIEVEMENTS

- 1. **CDC amendments completed in 2019:**
 - a. Clarified Outdoor Lighting Regulations
 - b. Clarified insurance requirements for open burns permits
 - c. Clarified driveway design width requirements
 - d. Reduced bonding requirements from 150% to 125% to better align with analogous community standards
 - e. Modified notice requirements for Class 5 applications
 - f. Clarified height requirements for Single-Family Common Interest Community zones
 - g. Allow for staff-level review of synthetic roof material
 - h. Removed vending regulations

- i. Clarified short term accommodations and definitions of zoning designations
 - i. Provided efficiency lodge zoning designation information packets to each of the HOA's who have efficiency lodge zoning designations constructed on their property
 - ii. Inventoried all efficiency lodge units from resolutions, ordinances and condominium maps of record
 - iii. Processed and administer rezone and density transfer applications
 - iv. Facilitated bringing properties into compliance with town laws
 - v. Held multiple work sessions with Town Council
 - vi. Fielded multiple emails, phone calls and in-person meetings with concerned property owners related to this issue
 - j. Discussed with the DRB single-family zoning, gutters & downspouts, retaining walls, height calculations as possible CDC amendments
- 2. Streamlined process, increase incentives and invite public participation to encourage compliance with planning and building regulations, policies and procedures while developing a sense of community.**
- a. Streamlined the Cedar Shake Incentive Program and all \$50,000 funds were utilized in 2019
 - b. Waived development fees for deed-restricted development.
 - i. Three deed-restricted homes were approved for design by the DRB
 - ii. Two deed-restricted remodels were permitted
 - iii. We waived \$38,700 in building permit fees with a valuation of \$1 million dollars
 - c. Completed and implemented an aesthetic sandwich board in conjunction with TMVOA to help improve Village Center signage design to better meet design requirements and appear more uniform
 - d. Increased sign and sandwich board compliance in the Village Center assuring a greater aesthetic standard. We made six contacts in 2019 to conform signs to MV design regulations
 - e. Increased participation and funding in the Farm to Community Income Qualified Program to serve from 40 to 60 families (now under marketing dept.)
 - f. Enhanced marketing for all incentive programs
 - g. Completed 3-D sketch up model of the Village Center for public use
 - h. Provided Council with a building permit fee comparison in 2018 and 2019
 - i. Utilized a tile roof coating material as a test project on VCA Building 9 to be considered for other roof tile buildings if it proves to be durable
 - j. Worked with the County emergency services (911) to identify problematic addressing issues in the MV. Worked with emergency services, police and town mapping personnel to appropriately address properties related to new construction
- 3. Implement and Participate in Subarea Planning Efforts:**
- a. Complete road realignment, landscape design, platting and, zoning to achieve a greater sense of arrival and park improvements through design in 2019 and bid and construction in 2020. Put on hold by Council
 - b. Participated in the Village Pond planning efforts
 - c. Facilitated planning and building review for the Town Hall façade improvements
 - d. Participated in the Trails Master Plan Planning Efforts
 - e. Completed development and design review for VCA Phase IV including building permit review
 - f. Implemented portions of Village Center Vibrancy Plan.
 - i. Reduced sign fee from \$250 to \$50 and in some cases waived the fee in the Village Center
 - ii. Completed sandwich board design and implementation in conjunction with TMVOA
 - iii. Removed vending regulations from CDC and it is now implemented by a committee
 - iv. Clarify and update Plaza Use Standards – in process
 - v. Enforced portions of the CDC to maintain commercial storefronts for commercial use
- 4. Fund and communicate forest health and wildfire mitigation rebate and incentive programs that include both the defensible space and the cedar shake rebate program.**
- a. Enhanced marketing efforts with electronic and print materials
 - b. 12 site walks to date and 3 defensible space rebates
 - c. Identified a 2020 program of budworm pheromone packs

- d. 97 staff tree permits issued to date
- 5. Develop programs and policies to reduce the use of electricity, natural gas, fuel, paper, water, and chemicals.**
 - a. Advertised and added the Smart Build Program (100% permit fee waiver for smart building) on our incentive page on the website and integrated it with our overall incentive marketing campaign
 - b. We stubbed out a gas line to VCA so that future buildings do not need to rely entirely on electric utilities
 - c. Digitized over 7,500 planning documents in 2019. We removed enough filing cabinets to create a new office space and remove storage of paper and filing cabinets
- 6. Staff Education and Training**
 - a. Planners attended the State and National American Planning Association Conference
 - b. Director attended the Housing Colorado conference in Keystone, CO.
 - c. The Town paid for Planner's AICP (Planning) Certification and Training.
 - d. Evaluated building permit software products and held a joint meeting with the County and Town of Telluride to evaluate building permit software that all three entities may choose to use
 - e. Upgraded plan review software from Adobe PDF to BlueBeam

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Housing Office

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long	2022 Long	2023 Long	2024 Long
				2019 Original	Forecasted	Adjustments	Proposed	Adjustments	Term Projection	Term Projection	Term Projection
Housing Office	Salaries & Wages	14,581	15,619	16,061	16,061	-	16,510	449	16,510	16,510	16,510
Housing Office	Group Insurance	1,472	1,866	1,890	1,890	-	2,041	151	2,082	2,124	2,166
Housing Office	Dependent Health Reimbursement	(211)	(326)	(542)	(542)	-	(542)	-	(542)	(542)	(542)
Housing Office	PERA & Payroll Taxes	2,190	2,319	2,471	2,471	-	2,580	110	2,622	2,622	2,622
Housing Office	PERA 401K	274	298	482	482	-	495	13	495	495	495
Housing Office	Workers Compensation	291	(176)	210	210	-	221	11	232	243	255
Housing Office	Other Employee Benefits	401	30	134	134	-	134	-	137	139	142
Total		18,998	19,630	20,706	20,706	-	21,439	734	21,535	21,591	21,649

A portion of the Planning & Development Services Director's time is allocated to the housing office.

Planning Services

Planning & Zoning	Salaries & Wages	220,573	222,320	236,139	236,139	-	244,473	8,334	244,473	244,473	244,473
Planning & Zoning	Housing Allowance	1,408	-	-	-	-	-	-	-	-	-
Planning & Zoning	Group Insurance	38,671	35,468	42,943	43,750	807	47,250	3,500	48,195	49,159	50,142
Planning & Zoning	Dependent Health Reimbursement	(1,926)	(2,378)	(702)	(702)	-	(702)	-	(702)	(702)	(702)
Planning & Zoning	PERA & Payroll Taxes	33,801	34,213	36,318	36,318	-	38,211	1,893	38,822	38,822	38,822
Planning & Zoning	PERA 401K	8,612	7,708	11,775	11,775	-	12,224	449	12,224	12,224	12,224
Planning & Zoning	Workers Compensation	1,938	463	1,883	1,883	-	1,977	94	2,076	2,180	2,289
Planning & Zoning	Other Employee Benefits	3,793	700	3,133	3,150	17	3,150	-	3,213	3,277	3,343
Planning & Zoning	Consultation Fees- Planning (1)	3,093	525	25,000	15,000	(10,000)	15,000	-	15,000	15,000	15,000
Planning & Zoning	Consulting-Master Planning	35,875	198,197	30,000	3,000	(27,000)	-	(3,000)	-	-	-
Planning & Zoning	Forestry Management	14,623	3,884	50,000	5,000	(45,000)	25,000	20,000	25,000	25,000	25,000
Planning & Zoning	Communications	4,074	4,422	4,029	4,029	-	4,029	-	4,029	4,029	4,029
Planning & Zoning	Public Noticing	1,846	3,686	3,000	3,000	-	3,500	500	3,500	3,500	3,500
Planning & Zoning	Printing & Binding	3,344	1,214	3,500	3,500	-	3,500	-	3,500	3,500	3,500
Planning & Zoning	Recording Fees	354	143	600	600	-	600	-	600	600	600
Planning & Zoning	Dues & Fees	1,140	814	1,400	1,400	-	1,400	-	1,400	1,400	1,400
Planning & Zoning	Travel, Education & Training	2,994	4,673	7,000	7,000	-	7,000	-	7,000	7,000	7,000
Planning & Zoning	Contract Labor	500	-	-	-	-	-	-	-	-	-
Planning & Zoning	Postage & Freight	88	83	120	120	-	120	-	120	120	120
Planning & Zoning	General Supplies & Material	3,920	2,615	2,500	2,500	-	2,500	-	2,500	2,500	2,500
Planning & Zoning	Business Meals	3,257	4,584	3,000	3,000	-	3,000	-	3,000	3,000	3,000
Planning & Zoning	Employee Appreciation	287	614	300	300	-	300	-	300	300	300
Planning & Zoning	Other Benefits - DRB	6,722	6,747	7,155	7,155	-	7,155	-	7,155	7,155	7,155
Planning & Zoning	Live Streaming	1,200	4,200	6,000	6,000	-	6,000	-	6,000	6,000	6,000
Planning & Zoning	Books & Periodicals	200	-	250	250	-	250	-	250	250	250
Total		390,387	534,894	475,343	394,167	(81,176)	425,937	31,770	427,655	428,787	429,945

(1) Contract with a Lighting/Planning expert for Village Center Lighting CDC Amendments

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
BUILDING DIVISION NARRATIVE**

The Building Division administers and enforces the Building Regulations, including but not limited to the International Residential Code, International Building Code, International Energy Conservation Code, International Mechanical Code, International Plumbing Code, International Property Maintenance Code, National Electrical Code and the International Fuel Gas Code. The Building Division conducts plan review and issues permits; performs housing and dangerous building code inspection and enforcement; conducts field inspections of new construction and remodels; participates in code development with regional building departments; administers the Town's contractor licensing program; and meets continuing education requirements of the ICC. The Building Division provides plumbing and electrical inspections within the Town of Telluride per an existing intergovernmental agreement. The Building Division may also perform building inspections within San Miguel County based on a Memorandum of Understanding. The Building Division also administers energy and resource reducing incentive programs including but not limited to the solar energy program. The building division also administers the Renewable Energy Mitigation (REMP) program. The building department's primary goal is building safety and responsive customer service.

BUILDING DIVISION GOALS

1. Adopt the 2018 International Building Codes including the 2018 International Energy Conservation Code
2. Ensure all Building Permit applications are processed in a timely manner.
3. Accurately respond to all customer inquiries in a timely manner regarding building design or Town policies.
4. Conduct contractor and architect training on the Electrical Code, Building Regulations and adopted International Code Council series as amended.
5. Operate the department in an environmentally sustainable and sensitive manner including the responsible use of electricity, natural gas, fuel, paper, water, and chemicals.
6. Operate within Town Council adopted budget.

BUILDING DIVISION PERFORMANCE MEASURES

1. (Goal 1 from above). Adopt the 2018 ICC Codes by end of year 2020. Assemble the necessary professional groups to hold meetings to review, amend and make recommendation to council for adoption the 2018 I Codes.
 - a. Pay particular attention to how the updated codes may impact construction costs and life safety concerns.
 - b. Understand how the updated codes may reduce energy use and/or waste consistent with town goals.
2. (Goal 2 from above) Ensure all Building Division applications are processed in accordance with the following timelines:
 - a) Conduct all inspections within 24 business hours of inspection request.
 - b) Building Permit, Electrical Permit, Plumbing Permits and Other Building Permits: Reach a decision on building permits within 10 business days unless plan revisions or unique building considerations warrant a longer review time.
3. (Goal 3 from above) Respond to customer inquiries by email or phone call within 24 hours. If it needs research then 72 hours.
4. (Goal 4 from above) By the end of the year, conduct contractor and architect training regarding Electrical Code, Building Regulations and adopted International Code Council series, as amended.
5. (Goal 5 from above) Administer the incentive programs including but not limited to the solar rebate incentive. Work with the Green Team to create a more attractive solar incentive program. Building permitting submittals, reviews and approvals are paperless. Continue scanning paper files.
6. (Goal 6 from above) Operate within the Town Council adopted budget.

2019 BUILDING DIVISION ACHIEVEMENTS

Implementing 2019 Goals

1. Promoted our building inspector to Building Official. Drew holds the highest number of certifications of any jurisdictional regional peer. Including and not limited to combination inspector certification (9 certifications total). Since accepting the building official position, he has completed five plans examiner certifications.
2. Hired a building inspector. Within the first quarter of employment, he completed his residential inspector and commercial building inspector certifications.

3. Initiated clearer roles and communication with the Town of Telluride related to the requirements for boiler installation and the plumbing code.
4. Implemented a policy to allow non-ICC contractors to do small repair jobs that previously required an ICC certified contractor to perform. The non-ICC contractors are considered handymen, and are required to have a TMV business license and receive building permits (when required).
5. Mountain Village remains a leader in adopted building codes regionally. We are on the 2012 Building codes while the County is on the 2009 codes and the Town of Telluride are on the 2003 Codes.
6. Fulfilled 50 open records requests in 2019.
7. Finalized 74 permits that had expired and otherwise were missing inspections or left unresolved constituting a close out of 25% of our expired permits.
8. Upgraded our permitting software which took a significant amount of staff time and re-training time with contractors.
9. Our Administrative Assistant is one of five staff members who participate in answering general inquiry calls into Town Hall in 2019.
10. Integrated WUIC exterior deck requirements into design review conditions to proactively address new construction deck issues with the wildland fire interface requirements in the CDC and building codes.
11. Ensured all Building Division applications are processed in accordance with the following timelines:
 - A. Conducted all inspections within 24 business hours of inspection request.
 - B. Building Permit, Electrical Permit, Plumbing Permits and Other Building Permits: Reached decisions on building permits within 10 business days unless plan revisions or unique building considerations warrant a longer review time. Done
12. Responded to customer inquiries by email or phone call within 24 hours. If it needs research then 72 hours.
13. Administered the incentive programs including but not limited to the solar rebate.
14. Operated within Town Council adopted budget.
15. Performed San Miguel County inspections as needed pursuant to our intergovernmental agreement.

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Building Division

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	2019 Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
Building Division	Salaries & Wages	191,553	202,617	204,157	204,157	-	184,996	(19,161)	184,996	184,996	184,996	184,996
Building Division	Group Insurance	35,237	34,201	34,404	34,404	-	37,156	2,752	37,899	38,657	39,431	40,219
Building Division	Dependent Health Reimbursement	(1,434)	(1,628)	(2,292)	(2,292)	-	(2,292)	-	(2,292)	(2,292)	(2,292)	(2,292)
Building Division	PERA & Payroll Taxes	29,409	31,229	31,400	31,400	-	28,915	(2,485)	29,377	29,377	29,377	29,377
Building Division	PERA 401K	7,577	7,946	8,166	8,166	-	9,250	1,084	9,250	9,250	9,250	9,250
Building Division	Workers Compensation	2,032	750	1,003	1,003	-	1,053	50	1,106	1,161	1,219	1,280
Building Division	Other Employee Benefits	2,857	550	2,461	2,461	-	2,461	-	2,510	2,560	2,612	2,664
Building Division	Uniforms	788	121	500	500	-	500	-	500	500	500	500
Building Division	Consultation Fees	9,988	1,736	7,500	7,500	-	7,500	-	7,500	7,500	7,500	7,500
Building Division	Vehicle Repair & Maintenance	1,566	1,341	650	1,500	850	1,500	-	1,500	1,500	1,500	1,500
Building Division	UBC/IRC/IBC Book Supplies	-	605	2,000	1,000	(1,000)	500	(500)	500	500	2,000	500
Building Division	Dues, Fees, Licenses	530	240	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Building Division	Travel, Education & Training	1,147	1,884	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
Building Division	Contract Labor	-	-	4,000	4,000	-	4,000	-	4,000	4,000	4,000	4,000
Building Division	Bank Fees - Credit Card Fees	2,032	2,488	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Building Division	Supplies	-	-	-	-	-	-	-	-	-	-	-
Building Division	Business Meals	-	36	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Building Division	Employee Appreciation	278	237	300	300	-	300	-	300	300	300	300
Building Division	Books & Periodicals	993	337	500	500	-	500	-	500	500	500	500
Building Division	Utilities - Gasoline	941	1,111	2,205	2,205	-	2,205	-	2,205	2,205	2,205	2,205
Building Division	Non-Capital Equipment	539	-	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500
Building Division	Wetlands Study	-	-	3,000	3,000	-	3,000	-	3,000	3,000	3,000	3,000
Building Division	Green Gondola Donation Costs	-	158	-	-	-	-	-	-	-	-	-
Building Division	Environmental Projects	675	-	3,000	3,000	-	3,000	-	3,000	3,000	3,000	3,000
Building Division	Solar Panel Rebates	(10,311)	1,840	5,000	5,000	-	7,500	2,500	7,500	7,500	7,500	7,500
Building Division	Solar Energy Rebates	(11,165)	-	-	-	-	-	-	-	-	-	-
Building Division	LED Lighting Rebates (3)	(4,674)	-	-	-	-	-	-	-	-	-	-
Building Division	Roof Rebates/Waiver Program (1)	10,894	5,149	50,000	-	(50,000)	-	-	-	-	-	-
Building Division	Community Environmental Incentives (2)	25,187	29,598	60,000	60,000	-	60,000	-	60,000	60,000	60,000	60,000
Building Division	Energy Mitigation Expenditures (4)	-	-	67,313	88,310	20,997	-	(88,310)	-	-	-	-
Building Division	Misc & Other	-	-	-	-	-	-	-	-	-	-	-
Total		296,639	322,544	495,767	466,614	(29,153)	362,544	(104,070)	363,852	364,715	367,097	366,499

(1) This is now a fee waiver program, no longer an expense, but a reduction in revenues. TMVOA is funding 50%, reflected in revenues

(2) 50K Defensible Space, 5K heat trace 5K irrigation controls, TMVOA is funding 50% of Defensible Space

(3) Now funded by Green Team

(4) Intend to use for shop solar panels and trash compactor solar panels

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections
General Fund Capital

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
General Fund Capital Outlay	Boilers - MR&R	-	-	60,000	-	(60,000)	-	-	-	-	-	
General Fund Capital Outlay	Sunset Plaza Project	749,545	8	-	-	-	-	-	-	-	-	
General Fund Capital Outlay	Zamboni Building	4,250	-	-	-	-	-	-	-	-	-	
General Fund Capital Outlay	Plaza Services Capital	56,918	345	-	-	-	-	-	-	-	-	
General Fund Capital Outlay	Wayfinding-Marketing & Development	110,079	97,290	100,000	100,000	-	-	(100,000)	-	-	-	
General Fund Capital Outlay	Police Equipment (1)	19,917	-	-	-	-	28,000	28,000	-	-	-	
General Fund Capital Outlay	Municipal Offices/Town Hall	-	5,603	27,000	27,000	-	-	(27,000)	-	-	-	
General Fund Capital Outlay	Capital Equipment (4)	-	-	-	-	-	-	-	375,000	-	-	
General Fund Capital Outlay	Firehouse Replacements/Repairs (2)	-	-	20,000	54,500	34,500	20,000	(34,500)	-	-	-	
General Fund Capital Outlay	Trail Improvements (3)	-	67,248	300,000	-	(300,000)	-	-	300,000	300,000	300,000	
General Fund Capital Outlay	MVB Trail	-	-	-	-	-	-	-	-	-	-	
General Fund Capital Outlay	Village Pond Restoration	-	-	115,000	115,000	-	-	(115,000)	-	-	-	
General Fund Capital Outlay	Emergency Exit	-	11,152	-	-	-	-	-	-	-	-	
Total		940,709	181,646	622,000	296,500	(325,500)	48,000	(248,500)	675,000	300,000	300,000	300,000

(1) Replace end of life Hand held radios

(2) 2019 \$20,000 AV equipment in conference room / EOC \$34,500 repair water service to Municipal building (town share = 46%), 2020 - New office furniture

(3) Trails master plan hot list implementation

(4) Generator for Town Hall complex facilities

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Vehicle & Equipment Acquisition Fund

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
Revenues	Grant Revenue-Transportation	61,970	-	-	-	-	-	-	-	-	-	
Revenues	Grant Revenue - Public Works	-	-	-	-	-	-	-	-	-	-	
Total Revenues		61,970	-	-	-	-	-	-	-	-	-	
Vehicle & Equipment Expense	Grant Success Fees	-	-	-	-	-	-	-	-	-	-	
Vehicle & Equipment Expense	Vehicle Acquisition	-	-	-	-	-	-	-	-	-	-	
Vehicle & Equipment Expense	Road & Bridge Vehicles	-	-	50,000	50,000	-	-	(50,000)	-	-	-	
Vehicle & Equipment Expense	Parks & Recreation Vehicles	-	-	-	10,000	10,000	-	(10,000)	-	-	-	
Vehicle & Equipment Expense	Employee Shuttle Vehicles	-	26,412	-	-	-	-	-	-	-	-	
Vehicle & Equipment Expense	Municipal Bus Vehicles	77,462	-	-	-	-	-	-	-	-	-	
Vehicle & Equipment Expense	Plaza Services Vehicles (3)	-	36,545	25,000	25,000	-	-	(25,000)	15,000	-	-	
Vehicle & Equipment Expense	Building Maintenance Vehicles (4)	35,578	-	-	-	-	-	-	38,000	-	-	
Vehicle & Equipment Expense	Police Department Vehicles (8)	39,485	40,741	43,000	-	(43,000)	88,000	88,000	46,000	46,000	46,000	
Vehicle & Equipment Expense	Community Services Vehicles	-	-	30,000	30,000	-	-	(30,000)	-	-	-	
Vehicle & Equipment Expense	Vehicle Maintenance Vehicles (5)	27,547	-	-	-	-	-	-	-	28,000	-	
Vehicle & Equipment Expense	Building Division Vehicles	-	-	-	-	-	-	-	-	-	-	
Vehicle & Equipment Expense	Heavy Equipment Acquisition	-	-	-	-	-	-	-	-	-	-	
Vehicle & Equipment Expense	Road & Bridges Heavy Equipment (6)	110,488	130,405	25,000	25,000	-	-	(25,000)	190,000	-	-	
Vehicle & Equipment Expense	Bobcat Lease Exchange	10,200	8,424	10,716	10,716	-	10,716	-	10,716	10,716	10,716	
Vehicle & Equipment Expense	Shop Equipment	5,644	5,859	8,000	8,000	-	8,000	-	8,000	8,000	8,000	
Vehicle & Equipment Expense	Parks & Recreation Equipment (1)	189,000	30,100	-	-	-	30,000	30,000	-	-	-	
Vehicle & Equipment Expense	Plaza Services Equipment (7)	-	-	-	-	-	-	-	-	30,000	-	
Vehicle & Equipment Expense	Police Equipment (2)	-	-	-	7,500	7,500	3,800	(3,700)	3,800	3,800	3,800	
Total Expenditures		495,405	278,486	191,716	166,216	(25,500)	140,516	(25,700)	273,516	106,516	126,516	68,516
V&E AF Other Sources/Uses	Gain/Loss On Sale Of Assets	1,300	3,999	-	-	-	-	-	-	-	-	
V&E AF Other Sources/Uses	Transfer (To)/From General Fund	561,775	356,833	249,231	216,081	(33,150)	182,671	(33,410)	355,571	138,471	164,471	89,071
Total Other Sources/Uses		563,075	360,832	249,231	216,081	(33,150)	182,671	(33,410)	355,571	138,471	164,471	89,071
Surplus (Deficit)		129,640	82,346	57,515	49,865	(7,650)	42,155	(7,710)	82,055	31,955	37,955	20,555
Beginning Fund Balance		207,515	337,155	432,587	419,501		469,366		511,521	593,576	625,531	663,485
Ending Fund Balance		337,155	419,501	490,102	469,366		511,521		593,576	625,531	663,485	684,040

(1) 2020 - Replacement Nordic grooming snowmobile, dingo walk behind skid steer for trail building
 (2) 2019 two transport cages paid here instead of general fund, 2020 one transport cage per new vehicle
 (3) 2021 replace 2010 550 Artic Cat 4 Wheeler
 (4) 2022 replace 2007 GMC 1500 pickup

(5) 2023 replace 2007 Ford F150 pickup
 (6) 2021 replace 2003 Kamotsu backhoe with new loader
 (7) 2023 replace 2007 Cushman
 (8) Replace one patrol vehicle per year, replaced vehicles are transferred to other Town departments.

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections
Capital Projects Fund

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection
				2019 Original	2019 Forecasted	2019 Adjustments	2020 Proposed				
Capital Projects Fund Revs	DOJ Grant Revenue	-	9,487	-	-	-	-	-	-	-	-
Capital Projects Fund Revs	Firehouse Buy Out	-	-	-	-	-	-	-	-	-	-
Capital Projects Fund Revs	Interest-Developer Notes	-	-	-	-	-	-	-	-	-	-
Total Revenues		-	9,487	-	-	-	-	-	-	-	-
Capital Projects Fund	Meadows Improvement Plan	266,071	11,248	-	-	-	-	-	-	-	-
Capital Projects Fund	Meadows Park	-	-	25,000	-	(25,000)	-	300,000	-	-	-
Capital Projects Fund	Safety Improvements	-	-	-	-	-	1,496,546	-	-	-	-
Capital Projects Fund	Town Hall Sub Area Improvements	-	-	-	-	-	-	-	-	-	-
Capital Projects Fund	Shop Remodel (1)	-	-	50,000	50,000	-	1,238,000	-	-	-	-
Capital Projects Fund	Radio Technology & Equipment	-	9,487	-	-	-	-	-	-	-	-
Total Expense		266,071	20,735	75,000	50,000	(25,000)	2,734,546	300,000	-	-	-
CPF Transfers/Other Sources	Transfer (To)/From General Fund	266,071	11,248	75,000	17,970	(57,030)	2,246,546	300,000	-	-	-
CPF Transfers/Other Sources	Sale of Assets (1)	-	-	-	-	-	488,000	-	-	-	-
CPF Transfers/Other Sources	Transfer (To)/From General Fund	-	-	-	-	-	-	-	-	-	-
Total Other Sources/Uses		266,071	11,248	75,000	17,970	(57,030)	2,734,546	300,000	-	-	-
Surplus (Deficit)		-	-	-	(32,030)	(32,030)	-	-	-	-	-
Beginning Fund Balance		32,030	32,030	-	32,030	-	-	-	-	-	-
Ending Fund Balance		32,030	32,030	-	-	-	-	-	-	-	-

(1) Offset by sale of assets

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
PARKING SERVICES FUND**

PARKING SERVICES

Provide excellent parking services and choices to the residents, guests and employees of the Mountain Village.

DEPARTMENT GOALS

1. Actively manage all town parking facilities
2. Maximize parking revenues
3. Provide user friendly parking opportunities
4. Continue moving towards self-sustainability.
5. Provide a clean, trash free natural environment at the Town parking lots.

PERFORMANCE MEASURES

- 1a. Track parking usage at all lots
- 1b. Track % utilization of parking spaces used to capacity
2. Operate within adopted budget
3. Call center contacts to total user ratio < 1.0%
4. Each year the enterprise operates with a reduced transfer from the General Fund or other funds of the Town.
5. Allocate > 36 man-hours per year to trash and litter pick-up at the Gondola Parking Garage and Heritage Parking Garage.

PARKING SERVICES 2019 YTD ACHIEVEMENTS:

- o Total parked cars at 97,852 (noon snapshot counts)
- o Total utilization = 49.8%
- o Year-end revenue projection: EXCEDING BUDGET
- o Year-end expense projection: UNDER BUDGET
- o Call Center contacts (52) to total user ratio (21,384 parking sessions): 0.24%
- o Man hours for trash and litter pick up: 36 hours
- o Net Surplus: 2011 = (\$77,738); 2012 = \$37,557; 2013 = \$42,057; 2014 = \$68,572; 2015 = \$221,793; 2016 = \$94,898; 2017 = \$50,225; 2018 = \$88,412

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Parking Services Fund

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019 Original	2019	2019	2020	2020	2021 Long	2022 Long	2023 Long	2024 Long
					Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
Parking Fund Revenues	Permits - Parking	12,548	14,115	12,000	11,855	(145)	12,000	145	12,000	12,000	12,000	12,000
Parking Fund Revenues	Parking Meter Revenues	18,518	21,914	18,000	27,174	9,174	22,587	(4,587)	22,587	22,587	22,587	22,587
Parking Fund Revenues	Gondola Parking Garage Revs	115,680	87,360	75,000	84,805	9,805	79,903	(4,902)	79,903	79,903	79,903	79,903
Parking Fund Revenues	Cash (Over)/Short	(413)	-	-	-	-	-	-	-	-	-	-
Parking Fund Revenues	Special Event Parking (1)	49,286	50,628	120,000	106,000	(14,000)	106,000	-	106,000	106,000	106,000	106,000
Parking Fund Revenues	Heritage Parking Garage Revs	195,112	207,257	175,000	243,326	68,326	209,163	(34,163)	209,163	209,163	209,163	209,163
Parking Fund Revenues	Contributions-Shared Expense	12,230	5,985	13,473	-	(13,473)	-	-	-	-	-	-
Parking Fund Revenues	Parking In Lieu Buyouts	80,000	-	-	-	-	-	-	-	-	-	-
Parking Fund Revenues	Parking Fines	10,156	40,283	30,000	46,929	16,929	38,465	(8,464)	38,465	38,465	38,465	38,465
Parking Fund Revenues	Parking Fines Bad Debt Allowance	-	-	-	-	-	-	-	-	-	-	-
Total Parking Revenues		493,116	427,542	443,473	520,089	76,616	468,118	(51,971)	468,118	468,118	468,118	468,118
General Parking Expense	Salaries & Wages	83,281	81,292	97,269	97,269	-	102,825	5,556	102,825	102,825	102,825	102,825
General Parking Expense	Group Insurance	20,982	19,899	20,564	20,564	-	22,620	2,056	23,073	23,534	24,005	24,485
General Parking Expense	Dependent Health Reimbursement	(1,155)	(1,019)	-	(741)	(741)	(741)	-	(741)	(741)	(741)	(741)
General Parking Expense	PERA & Payroll Taxes	12,766	12,189	14,605	14,605	-	16,072	1,467	16,329	16,329	16,329	16,329
General Parking Expense	PERA 401K	1,615	2,424	1,899	1,899	-	2,056	157	2,056	2,056	2,056	2,056
General Parking Expense	Workers Compensation	2,049	1,763	3,075	3,075	-	3,229	154	3,390	3,560	3,738	3,925
General Parking Expense	Other Employee Benefits	1,400	60	1,790	1,790	-	1,880	90	1,917	1,955	1,995	2,034
General Parking Expense	Consultant Services	71	-	-	-	-	-	-	-	-	-	-
General Parking Expense	Parking in Lieu Refunds	-	-	-	80,000	80,000	-	(80,000)	-	-	-	-
General Parking Expense	Communications	3,060	3,122	3,708	3,708	-	3,708	-	3,708	3,708	3,708	3,708
General Parking Expense	General Supplies & Materials	542	-	1,061	1,061	-	1,061	-	1,061	1,061	1,061	1,061
General Parking Expense	Other Parking Expenses	-	-	-	-	-	-	-	-	-	-	-
General Parking Expense	Wayfinding	49,622	17,325	20,000	20,000	-	-	(20,000)	-	-	-	-
General Parking Expense	Business Meals	32	43	-	-	-	-	-	-	-	-	-
General Parking Expense		174,264	137,098	163,971	243,230	79,259	152,709	(90,521)	153,618	154,287	154,975	155,682
GPG Parking Expense	Rental Equipment	4,680	4,680	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
GPG Parking Expense	Maintenance - GPG	1,789	701	55,000	10,000	(45,000)	10,000	-	10,000	10,000	10,000	10,000
GPG Parking Expense	Striping	1,200	1,200	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500
GPG Parking Expense	Credit Card Processing Fees	2,974	2,552	3,600	3,600	-	3,600	-	3,600	3,600	3,600	3,600
GPG Parking Expense	General Supplies & Materials	2,559	5,694	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
GPG Parking Expense	Utilities - Electric	15,541	18,277	19,234	19,234	-	19,234	-	19,234	19,234	19,234	19,234
GPG Parking Expense	Utilities - Gasoline	508	779	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
GPG Parking Expense	Internet Costs	-	-	750	750	-	750	-	750	750	750	750
GPG Parking Expense	Elevator Maintenance Intercept	5,350	5,171	10,000	7,000	(3,000)	7,000	-	7,000	7,000	7,000	7,000
GPG Parking Expense	Asphalt Repair	41,789	-	7,500	7,500	-	7,500	-	7,500	7,500	7,500	7,500
GPG Parking Expense	Concrete Repair	-	-	7,500	7,500	-	7,500	-	7,500	7,500	7,500	7,500
GPG Parking Expense	Painting	-	3,585	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Gondola Parking Garage Expense		76,389	42,640	118,084	70,084	(48,000)	70,084	-	70,084	70,084	70,084	70,084

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Parking Services Fund

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
Surface Lots Parking Expense	Surface Lots Maintenance	21,090	27,908	7,500	7,500	-	7,500	-	7,500	7,500	7,500	7,500
Surface Lots Parking Expense	Striping	4,060	4,060	4,000	4,000	-	4,000	-	4,000	4,000	4,000	4,000
Surface Lots Parking Expense	Credit Card Processing Fees	1,149	1,700	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Surface Lots Parking Expense	Parking Meter Supplies	5,095	7,270	10,000	10,000	-	10,000	-	10,000	10,000	10,000	10,000
Surface Lots Parking Expense	Surface Lot Leases	32,400	5,400	5,400	5,400	-	5,400	-	5,400	5,400	5,400	5,400
(Village Core) Surface Lots Expense		63,794	46,338	28,900	28,900	-	28,900	-	28,900	28,900	28,900	28,900
HPG Parking Expense	Maintenance - Heritage	21,232	6,767	10,000	10,000	-	10,000	-	10,000	10,000	10,000	10,000
HPG Parking Expense	Elevator Maintenance - Heritage	5,989	5,781	8,000	6,500	(1,500)	6,500	-	6,500	6,500	6,500	6,500
HPG Parking Expense	Striping	-	-	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
HPG Parking Expense	GSFE - Hotel Madeline	40,335	42,995	54,255	44,700	(9,555)	44,700	-	44,700	44,700	44,700	44,700
HPG Parking Expense	Credit Card Processing Fees	10,882	10,027	13,130	13,130	-	13,130	-	13,130	13,130	13,130	13,130
HPG Parking Expense	General Supplies & Materials	4,004	140	5,150	5,150	-	5,150	-	5,150	5,150	5,150	5,150
HPG Parking Expense	Internet Costs	-	-	700	700	-	700	-	700	700	700	700
HPG Parking Expense	Floor Sealing	-	-	-	-	-	-	-	-	-	-	-
HPG Parking Expense	Tech Support	7,302	7,159	12,000	10,000	(2,000)	10,000	-	10,000	10,000	10,000	10,000
Heritage Parking Garage Expense		89,744	72,868	105,735	92,680	(13,055)	92,680	-	92,680	92,680	92,680	92,680
Meadows Parking Expense	Maintenance	-	-	-	-	-	-	-	-	-	-	-
Meadows Parking Expense	Striping	1,000	1,000	-	-	-	1,000	1,000	1,000	1,000	1,000	1,000
Meadows Parking Lot Expense		1,000	1,000	-	-	-	1,000	1,000	1,000	1,000	1,000	1,000
Capital Parking Expense	Bobcat Lease Exchange	4,800	5,615	4,800	4,800	-	4,800	-	4,800	4,800	4,800	4,800
Capital Parking Expense	Capital Costs GPG (2)	-	-	125,000	100,000	(25,000)	75,000	(25,000)	20,000	65,000	50,000	50,000
Parking Capital Expense		4,800	5,615	129,800	104,800	(25,000)	79,800	(25,000)	24,800	69,800	54,800	54,800
Total Parking Expenses		409,992	305,559	546,490	539,694	(6,796)	425,173	(114,521)	371,082	416,751	402,439	403,146
Other Sources/Uses	Transfer (To)/From General Fund	-	-	58,490	-	(58,490)	-	-	-	-	-	-
Other Sources/Uses	Transfer To GF - Overhead Allocation	(32,899)	(33,571)	(41,337)	(42,374)	(1,037)	(33,565)	8,810	(34,167)	(34,581)	(35,049)	(34,786)
Other Sources/Uses		(32,899)	(33,571)	17,153	(42,374)	(59,527)	(33,565)	8,810	(34,167)	(34,581)	(35,049)	(34,786)
Surplus (Deficit)		50,225	88,412	(85,864)	(61,979)	23,885	9,380	71,359	62,869	16,786	30,630	30,186
Beginning Fund Balance		93,784	144,009	85,864	232,421		170,442		179,822	242,691	259,477	290,107
Ending Fund Balance		144,009	232,421	-	170,442		179,822		242,691	259,477	290,107	320,293

(1) Ride Festival opted out of GPG buyout.

(2) 2019-\$50K HPG Structural, \$75K Lot A asphalt. / 2020-\$60K GPG main ramp overlay/ 2021-\$100K GPG top deck reseal, \$20K Meadows chip seal. / 2022-\$15K NVC chip seal. / 2023-\$50K placeholder.

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
HISTORICAL MUSEUM AND TOURISM FUNDS**

The Historical Museum Fund, which accounts for the proceeds of a .333 property tax mill levy as authorized by the Town's electorate for remittance to the Telluride Historical Museum, a nonprofit entity.

The Tourism Fund, which accounts for lodging taxes, restaurant taxes, and business license revenues remitted to the Marketing Telluride, Inc. (MTI) to promote tourism in the Telluride and Mountain Village Communities, and the Telluride/Montrose Regional Air Organization to fund the Airline Guaranty Program.

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Tourism

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
Tourism Revs	Lodging Taxes	965,419	1,005,648	966,629	1,143,519	176,890	1,166,389	22,870	1,189,717	1,213,512	1,237,782	1,262,537
Tourism Revs	Lodging Taxes	755,468	834,041	857,199	938,956	81,757	957,735	18,779	976,890	996,428	1,016,356	1,036,683
Tourism Revs	Lodging Taxes - Prior Period	692	6,751	-	5,500	5,500	-	(5,500)	-	-	-	-
Tourism Revs	Taxes-Restaurant	422,623	440,611	445,251	473,400	28,149	478,134	4,734	482,915	487,744	492,622	497,548
Tourism Revs	Lodging/Restaurant Tax Penalty	2,239	13,560	8,000	4,000	(4,000)	4,000	-	4,000	4,000	4,000	4,000
Tourism Revs	Restaurant Taxes - Prior Period Remittance	-	394	-	1,800	1,800	-	(1,800)	-	-	-	-
Tourism Revs	Business Licenses	320,857	313,553	315,307	315,307	-	315,307	-	315,307	315,307	315,307	315,307
Tourism Revs	Penalty - Business License	12,326	9,648	13,000	6,500	(6,500)	6,500	-	6,500	6,500	6,500	6,500
Total Revenues		2,479,623	2,624,206	2,605,386	2,888,982	283,596	2,928,066	39,083	2,975,329	3,023,491	3,072,567	3,122,576
Tourism	MTI Lodging Funding	852,181	913,988	902,795	1,030,825	128,030	1,051,442	20,617	1,072,470	1,093,920	1,115,798	1,138,114
Tourism	MTI Business License Funding	301,606	294,740	296,389	296,389	-	296,389	-	296,389	296,389	296,389	296,389
Tourism	Airline Guaranty Lodging Taxes	843,574	904,755	893,676	1,020,413	126,737	1,040,821	20,408	1,061,637	1,082,870	1,104,528	1,126,618
Tourism	Airline Guaranty Restaurant Taxes	414,170	432,186	436,346	463,932	27,586	468,571	4,639	473,257	477,990	482,769	487,597
Tourism	MTI Funding -Additional Requests	27,915	31,694	40,000	40,000	-	-	(40,000)	-	-	-	-
Tourism	Audit Fees	2,235	2,500	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
Total Expense		2,441,681	2,579,863	2,571,705	2,854,058	282,353	2,859,723	5,664	2,906,253	2,953,668	3,001,984	3,051,218
Tourism Transfers	Transfer (To)/From General Fund	(37,942)	(44,344)	(33,681)	(34,924)	(1,243)	(68,343)	(33,419)	(69,076)	(69,822)	(70,583)	(71,358)
Total Other Sources/Uses		(37,942)	(44,344)	(33,681)	(34,924)	(1,243)	(68,343)	(33,419)	(69,076)	(69,822)	(70,583)	(71,358)

Surplus (Deficit) - - - - -

Historical Museum

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
Historical Museum Revs	Tax - Property .333 Mills Historical Museum	97,952	94,941	96,857	96,857	-	104,789	7,932	104,789	105,837	105,837	106,895
Historical Museum Revs	Tax - Property - Abatements	(1,887)	-	-	-	-	-	-	-	-	-	-
Total Revenues		96,066	94,941	96,857	96,857	-	104,789	7,932	104,789	105,837	105,837	106,895
Historical Museum	Historical Museum Mil Levy	94,138	93,037	94,915	94,915	-	102,688	7,773	102,688	103,715	103,715	104,752
Historical Museum	County Treasurer's Fees	1,928	1,904	1,942	1,942	-	2,100	158	2,100	2,121	2,121	2,143
Total Expense		96,066	94,941	96,857	96,857	-	104,789	7,932	104,789	105,837	105,837	106,895

Surplus (Deficit) - - - - -

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
MOUNTAIN VILLAGE HOUSING AUTHORITY PROGRAM NARRATIVE**

The Housing Authority Division oversees the following:

1. Village Court Apartments Enterprise Fund and Management
2. Affordable Housing Development Fund
3. Mortgage Assistance Pool Fund when funds are available
4. Housing Program Administration and Enforcement through Intergovernmental Agreement (“IGA”) with the San Miguel Regional Housing Authority (“SMRHA”)

The Mountain Village Housing Authority Division enforces the Town’s affordable housing ordinances and guidelines related to the construction, development, sale and use of deed-restricted employee housing. The Housing Authority, through an IGA with SMRHA, assists with homeowner education and buying and selling deed-restricted homes. The division is also responsible for developing and implementing new housing projects for rental and ownership options as funding becomes available.

HOUSING DIVISION GOALS

Village Court Apartments

Mission Statement: VCA provides a safe, clean, friendly living environment for the residents of our community with a positive attitude.

Goal 1: Improve Village Court Apartments to meet Mountain Village standards

Measures:

1. Implement the improvements [work plan](#) including and not limited to the following:
 - a. Promote a lead maintenance person and hire an additional full-time groundskeeper for necessary snow removal, maintenance and landscaping improvements to bring and maintain the VCA exterior grounds including turf, sidewalks and parking areas to TMV town-wide standards
 - b. Secure assistance from public works related to supplemental snow removal and landscaping training and assistance. Implement a coordinated plan.
 - c. Implement a landscape improvement plan short and long term. Publish an RFP by first quarter for the long-term landscape improvement plan.
 - d. Perform site walks quarterly with our building official, our fire marshal and public works director to identify safety concerns. Make improvements within thirty days of the recommendation
 - i. Train staff to identify safety issues and proactively fix them

Goal 2: VCA to operate without subsidy from the General Fund or Affordable Housing Reserve Fund (except for special projects)

Measures:

1. By the end of the third quarter complete an in-house reserve study.
 - a. Report to Council

Goal 3: Provide a high level of customer service consistently and professionally

Measures:

1. Respond to all tenants’ requests in a professional and customer-service oriented manner within one (1) hour for emergency situations, and 48 hours for all other requests.
2. Conduct a Tenant Survey to be completed by 2nd quarter. Provide the results and make recommendations within thirty days. The purpose of the tenant survey is focused on custom service and staff response to tenant issues whether they be repairs or nuisance. Secondly, to receive tenant feedback related to grounds, parking and the condition of units.
3. Provide a resource handbook for tenants to foster a sense of community and outreach, including, but not limited to, translation services, San Miguel Resource Center, Tri-County Health Network services, food bank information, good neighbor fund (through the Telluride Foundation) and similar resources.
4. Continue to host tenant community activities and other town sponsored events like National Night Out.

Goal 4: Administer all required programs, policies and regulations including and not limited to the annual DOLA inspection and audit, lawful presence, Violence Against Women Act, Limited English Proficiency, and lease agreements.

Measures:

1. Pass annual DOLA audit and inspection. Maintain other records per town and federal policies.
2. Update policies and regulations consistent with new state or federal laws on an ongoing basis and within the required deadlines.

Goal: Operate within the housing authority adopted budget

Measures:

1. Actively seek opportunities to optimize budget expenditures and revenues.

Goal: Operate the apartments in an environmentally sustainable and sensitive manner including the responsible use of electricity, natural gas, fuel, paper, water, and chemicals

Measures:

1. Submeter electric for buildings 1-9, completed by first quarter
2. Install programmable thermostats in all units, completed by second quarter
3. Promote the IQ program to weatherize and improve units by publishing it twice in the monthly newsletters in 2020, publish in the February and June VCA newsletters
4. Perform annual inspections of units and associated repairs, completed by April
5. Continue purchasing energy star appliances and LED lighting, ongoing as appliances need to be repaired or replaced.
6. Replace unsafe and outdated heat registers, completed by third quarter
7. Replace hollow doors with solid core interior doors as budget allows, ongoing with unit turnovers or if doors need to be replaced.
8. Replace all hallway and stairway lighting with energy efficient fixtures, completed by May
9. Complete weatherization of VCA unit windows, completed by January

Goal: Training & Professional Development

Measure

1. Promote a lead maintenance supervisor
2. Hire a full-time groundskeeper and provide on-going training with Plaza Services to meet the TMV landscaping standards
3. Continue training opportunities appropriate for VCA staff and positions (see training accomplishments below)

Mountain Village Housing Authority

Goal: Serve as Housing Director and oversee the affordable housing programs and housing down-payment assistance programs

Measure

1. Continue cooperative regional efforts regarding workforce housing/deed restricted housing by attending joint regional meetings on housing related issues. Share information and update information with SMRHA as requested.
2. Participate in regional meetings and projects to meet MV and regional objectives as directed by Town Council.
3. Utilize the Regional Housing Needs Assessment as a guide for future workforce housing development, goals and funding.

Goal: Administer the town's deed restriction documents and down payment assistance program consistent with town laws

Measure

1. Provide materials and administrative assistance to employees to utilize the down payment assistance funding each year.
2. Continue to fund the employee down payment assistance program at \$60,000 a year as determined by Town Council.
3. Update and advise Council regarding the Housing Reserve Fund, as directed, so that the funds can be used consistent with Town Council goals and direction.
4. Assess and/or enhance SMRHA services to be the same as those provided to the Town of Telluride and San Miguel County commensurate with our annual funding agreement.
 - a. Propose a work plan consistent with the Intergovernmental Agreement. Negotiate the work plan within the first quarter.

2019 HOUSING DIVISION ACHIEVEMENTS

Village Court Apartments

1. Safety.
 - a. Performed a site walk with a lighting consultant and replaced hallway and stairwell lighting
 - b. Performed a site walk with the building official and public works director identifying safety issues
 - i. Heat Trace on roofs will be fixed by year end
 - ii. Safety issues were identified to be fixed immediately including and not limited to sheds, grills and deck boards
 - iii. Installed electronic locks on laundry rooms
2. Sign a sub-meter contract for buildings 1-9 by year end and begin phase I of the project to install submetering equipment
3. Addressed personal grill safety and implementing policy and regulation by year end
4. Completed updates and maintenance of property
 - a. **Interior**
 - i. Medicine cabinets for buildings 1-9 upgraded: 80% complete – (45) studio units, (23) two-bedroom units
 - ii. Replaced older appliances that reached life expectancy or were broken: 4 stoves, 6 refrigerators, 5 hot water heaters, 4 dishwashers. This completed a two-year project to replace appliances
 - iii. Replaced stove hoods over 10 years old: 65 Studio units, (32) two-bedroom units (3) one-bedroom units
 - iv. Replaced older Flooring – 80% complete. All studios and one bedroom and most two-bedroom units are done. The remaining two-bedroom units will be done by end of year 2019. In 2020, all 3 bedrooms and miscellaneous units that needed to be rescheduled previously will be complete
 - a. **Exterior**
 - i. Stained entrances and replaced exterior walkway boards as needed – 80% complete. Buildings 1-7 and 10-12 will be completed by end of 2019
 - ii. Power washed and deep cleaned common areas and concrete of buildings 8 (to be completed in November)
 - iii. Gutters fixed or replaced on Building 10-14
 - iv. Completed roof repairs on all buildings
 - v. Landscaping – Replaced sprinkler heads as needed, flower baskets at each building entrance and flower bed by office, new bench in garden, purchased additional 3 outside trash containers for property
 - vi. Conducted quarterly pest control
 - vii. Fixed heat trace on five buildings
 - viii. Installed laundry automatic locks and tenant key codes.
 - ix. Completed stucco repair
 - x. Installed new property identification signage
 - c. **Administrative**
 - i. Organized files and systems. Updated unit maintenance and move-out files.
 - ii. Successfully passed annual DOLA inspection and audit
5. VCA staff attended the following training and professional development:
Administrative Staff:
 - a) 2019 Housing Colorado Annual Conference
 - b) 2019 Statewide Housing Outreach and Engagement Forums
 - c) Certified Professional of Occupancy (CPO) Course

The following online trainings were completed:

- a) Certified Apartment Manager
- b) DISC Series
- c) Enhancing Interpersonal Communication Skills
- d) The Basics of Emotional Intelligence
- e) The Secret to Effective Communication
- f) Leadership & Management Skills for Women
- g) Achieving Mindfulness at Work Series
- h) Workplace Life Jacket: Tips to Increase Productivity

- i) Strategies for Work-Life Balance
- j) Colorado Legal Updates 2019 Webinar

And maintenance staff attended the following trainings:

- a) Beginning Welding
 - b) Low Voltage Electrical Safety
 - c) Electrical Fundamentals
 - d) Plumbing Fundamentals
 - e) Fair Housing
 - f) Playground Maintenance
 - g) Turnover Techniques
6. Throughout the year, operate within the Housing Authority adopted budget. Adjusted the 2019 budget in October to address maintenance concerns
 7. Currently in the third year of the annual review and inspections of each unit

Mountain Village Housing Authority

1. Brought the VCA Phase IV rental project through from design documents to contractor bids including and not limited to the following steps:
 - a. Design documents
 - b. Proforma's
 - c. Stick frame versus modular analysis
 - d. Construction drawings
 - e. Hired an owner's representative
 - f. Completed contractor bid submittals
 - g. Completed building permit review
 - h. Coordinated all Request for Proposals
 - i. Architect for design drawings
 - ii. Change order for modular versus stick frame analysis
 - iii. Contractor bids
 - i. Coordinated all VCA committee meetings
 - j. Coordinated project team (architect, structural engineer, owner's representative, soils engineers, civil engineers)
 - k. Completed a survey to residents regarding a for sale or for rent project at Village Court Apartments
2. Purchased Deed Restricted units for resale at Cassidy Ridge and Castellina and held a TMV lottery for staff (Cassidy Ridge) and a public lottery (Castellina)
3. Created a separate tracking inventory of all deed restricted properties and units in the Mountain Village (built and platted and unbuilt)
4. Successfully granted two housing down payment assistance loans to staff with a total value of \$60,000
5. Worked interdepartmentally and regionally regarding deed restricted properties: including and not limited to utility billing, TMVOA, and SMRHA to assure our inventories match and deed restrictions are being enforced.
6. Met with private and public entities regarding workforce housing ideas. Created a future file to incentivize long term rentals in accessory dwelling units
7. Worked with SMRHA and TMVOA on a case by case basis, to assure our deed-restricted and workforce housing inventories are the same

2019 VCA Improvements Workplan 2019-2020		
October	November	December
Interior Work	Interior Work	Interior Work
Continue Vinyl and Carpet Replacement	shipment of submeter materials to VCA, submeter company install hardware	Begin Submetering Project phase II - electrician
Audit of unit turnover condition with Housing Director and Public Works Director for Quality Control		begin weatherstripping windows in buildings 10-14
Completed laundry key codes and automatic locks for hours of operation		
Exterior Work	Exterior Work	Exterior Work
Installed new property identification sign	Deep clean common areas of building 8 including power washing, cleaning and acid washing the concrete walkways/hallways	
Electrician Complete heat trace fixes associated with five buildings	Complete code compliant stair and walkway fixes	
Completed stucco repair	Install wall mounted bike rack	
fixed aesthetic mail box and refinish a portion of the concrete floor		
	Administrative Work	Administrative Work
Administrative Work	Send consolidated communication to VCA tenants regarding improvements, rents and other changes	Update Policies and Procedures
Completed grill plan (vet with council in November)	Decide upon replacement common hallway lighting fixture	
Submeter Bid Decision	order 1/2 of hallway fixtures	
Getting cost estimate for installing sub-meters	Order and place wall mount bike to be placed on the wall of covered parking under bldg 10,11 or 12 (TBD)	
Getting cost estimate for installing programmable thermostats		
Finalize art for new building identification Signs		
Completed sitewalk with Lighting Designer- fix and improve hallway lighting		
Completed Sitewalk with Building Official and Public Works Director		

2020 VCA Improvements Workplan										
January	February	March	April	May	June	July	August	September	November	December
Exterior Work	Exterior Work	Exterior Work	Exterior Work	Exterior Work	Exterior Work	Exterior Work	Exterior Work	Exterior Work	Exterior Work	Exterior Work
remove abandoned personal grills	Remove shed buildings and abandoned bikes from property	Install Common Hallway Lighting	Install Building Signs	Install Charcoal Grills		Finalize improved parking enforcement software		power wash, clean and acid wash concrete and exterior/hallways of all buildings		
	Site Walk with consultant to inform regarding capital improvements planning (e.g. siding, roofs, walkways)		power wash, clean and acid wash concrete and exterior/hallways of all buildings	replace sidewalks that need repair	Finish exterior staining of buildings	Report to Council on Reserve Study				
				Window Washing All Bldgs (weather dependent)						
				Complete Installation of common hallway lights		Implement Portions of the Landscape Plan	Implement Portions of the Landscape Plan	Implement Portions of the Landscape Plan		
				Re-asphalt parking area and restripe (weather dependent)						
Interior Work	Interior Work	Interior Work	Interior Work	Interior Work	Interior Work	Interior Work	Interior Work	Interior Work	Interior Work	Interior Work
Begin installing replacement heat registers	Complete Submeter Project	Install Programmable Thermostats		Complete Programmable Thermostat installation	Complete vinyl and carpet		Complete heat register replacement	Screen open cubby areas in bldgs 1-3, 8 & 9		
Complete weatherstripping of windows										
Adminstrative Work	Adminstrative Work	Adminstrative Work	Adminstrative Work	Adminstrative Work	Adminstrative Work	Adminstrative Work	Adminstrative Work	Adminstrative Work	Adminstrative Work	Adminstrative Work
Publish RFP for landscaping	Produce VCA tenant survey	Choose Landscape Company from RFP	Report out to Council regarding tenant survey during bi-annual report	order second half of exterior light fixtures	Final Landscape Plan with cost estimating			Report out to Council regarding Reserve Study	Rent Discussion with Council	
			Annual Inspection	Complete Annual Inspection Work Orders	Complete Reserve Study					

Enhanced Staffing, landscaping and Snow Removal Plan

Re-instate a Lead Maintenance Person (no additional staffing being requested)
Hire a VCA groundskeeper

Winter:

Public Works will plow the entire driveway with increased frequency

(so that VCA staff can focus on clearing parking spaces & sidewalks with the bobcat)

Sidewalk snow removal schedule begin at 7 am - all staff
an additional employee will allow for 2 staff minimum to perform snow removal duty seven days a week

PW will help clear the childcare walkway

Summer:

full time groundskeeper plus 20-30 hours of existing maintenance staff on landscaping each week

Plaza services trains our staff

Plaza Services Manager will perform a monthly walk and direct work as needed

Plaza services staff will assist with opening and closing sprinkler systems

Requested Administrative Changes

SMRHA workplan to identify how SMRHA can assist the Mountain Village best

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Village Court Apartments

Worksheet

Summary

	Actuals 2017	Actuals 2018	2019 Original	2019 Forecasted	2019 Adjustments	2020 Proposed	2020 Adjustments	2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection
Revenues											
Rents	2,248,663	2,261,422	2,287,771	2,288,308	537	2,262,740	(25,568)	2,329,309	3,221,445	3,316,776	3,414,966
Other Operating Income	105,106	124,701	79,260	98,650	19,390	93,850	(4,800)	93,850	93,850	93,850	93,850
Total Revenues	2,353,769	2,386,123	2,367,031	2,386,958	19,927	2,356,590	(30,368)	2,423,159	3,315,295	3,410,626	3,508,816
Operating Expenditures											
Office Operations	175,688	188,876	199,920	211,172	11,252	222,205	11,033	221,810	224,196	225,693	227,233
General & Administrative	127,667	108,484	133,935	131,450	(2,485)	134,250	2,800	134,250	150,865	151,525	152,192
Utilities	370,625	376,517	395,945	419,008	23,063	223,229	(195,779)	227,589	261,208	266,328	271,549
Repair & Maintenance	385,612	381,500	443,293	523,933	80,640	682,446	158,513	650,353	616,901	618,341	619,835
Non-routine Repair & Maintenance	195,032	316,385	453,323	301,300	(152,023)	278,300	(23,000)	185,300	185,300	222,300	224,800
Contingency	-	-	16,264	15,869	(396)	15,404	(464)	14,193	14,385	14,842	14,956
Total Operating Expenditures	1,254,624	1,371,761	1,642,680	1,602,731	(39,948)	1,555,834	(46,897)	1,433,495	1,452,855	1,499,028	1,510,565
Capital Outlay											
Capital Outlay Expense	6,713	398,386	9,400,000	400,000	(9,000,000)	14,684,000	14,284,000	-	-	-	49,000
Total Capital Outlay	6,713	398,386	9,400,000	400,000	(9,000,000)	14,684,000	14,284,000	-	-	-	49,000
Debt Service											
Phase 4 Debt Service P&I	-	-	550,000	-	(550,000)	378,858	378,858	936,206	936,206	936,206	936,206
US 2014A&B Loan Fund Interest	(1,264)	(5,383)	(60)	(3,500)	(3,440)	(3,500)	-	(3,500)	(3,500)	(3,500)	(3,500)
Interest Expense-2014A	406,401	394,539	381,884	381,884	-	381,884	-	381,884	381,884	381,884	381,884
Trustee Fees	1,750	1,925	-	-	-	-	-	-	-	-	-
Phase 4 Cost Of Issuance	-	-	100,000	-	(100,000)	100,000	100,000	-	-	-	-
Bonds-Principal	357,073	393,738	406,393	406,393	-	406,393	-	406,393	406,393	406,393	406,393
Total Debt Service	763,960	784,819	1,438,217	784,777	(653,440)	1,263,635	478,858	1,720,983	1,720,983	1,720,983	1,720,983
Other Source/Uses											
Gain/Loss On Sale Of Assets	(3,245)	-	-	-	-	-	-	-	-	-	-
Transfer To GF - Overhead Allocation	(118,518)	(140,169)	(162,959)	(156,163)	6,796	(151,202)	4,961	(141,439)	(144,807)	(151,131)	(150,847)
Bond Proceeds	-	-	8,500,000	-	(8,500,000)	13,135,000	13,135,000	-	-	-	-
AHDF Contribution	-	-	1,472,093	95,337	(1,376,756)	2,163,081	2,067,745	872,758	3,350	-	-
Total Other Sources/Uses	(121,763)	(140,169)	9,809,134	(60,827)	(9,869,961)	15,146,879	15,207,706	731,319	(141,457)	(151,131)	(150,847)
Surplus (Deficit)	206,709	(309,013)	(304,732)	(461,377)	(156,645)	-	461,377	-	-	39,484	77,420
Beginning Available Fund Balance	563,681	770,390	304,732	461,377	-	-	-	-	-	-	39,484
Ending Available Fund Balance	770,390	461,377	-	-	-	-	-	-	-	39,484	116,904

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Village Court Apartments

Worksheet		2019					2020		2021 Long	2022 Long	2023 Long	2024 Long
		Actuals 2017	Actuals 2018	2019 Original	Forecasted	Adjustments	Proposed	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Revenues												
VCA Revenues	Phase 4 Potential Rents	-	-	-	-	-	-	-	823,570	848,277	873,725	
VCA Revenues	Apartment Rents	2,200,208	2,218,060	2,244,540	2,244,540	-	2,218,972	(25,568)	2,285,541	2,354,107	2,424,730	2,497,472
VCA Revenues	Commercial Space Rent	28,488	28,488	28,488	28,488	-	28,488	-	28,488	28,488	28,488	28,488
VCA Revenues	Storage Rents	15,360	14,874	14,743	15,280	537	15,280	-	15,280	15,280	15,280	15,280
VCA Revenues	Allowance For Bad Debt	4,608	-	-	-	-	-	-	-	-	-	-
Total Rent Revenues		2,248,663	2,261,422	2,287,771	2,288,308	537	2,262,740	(25,568)	2,329,309	3,221,445	3,316,776	3,414,966
VCA Revenues	Late Fees	9,430	8,488	5,000	6,500	1,500	6,500	-	6,500	6,500	6,500	6,500
VCA Revenues	NSF Fee	240	245	250	200	(50)	200	-	200	200	200	200
VCA Revenues	Lease Break Fee	8,890	13,455	5,000	7,500	2,500	7,500	-	7,500	7,500	7,500	7,500
VCA Revenues	Unit Transfer Fees	3,600	3,600	-	1,400	1,400	1,400	-	1,400	1,400	1,400	1,400
VCA Revenues	Apartment Furnishings	-	-	-	-	-	-	-	-	-	-	-
VCA Revenues	Laundry Revenue	42,601	50,486	40,000	45,000	5,000	45,000	-	45,000	45,000	45,000	45,000
VCA Revenues	Laundry Vending	-	317	-	350	350	350	-	350	350	350	350
VCA Revenues	Carpet Cleaning Revenue	3,075	2,920	-	-	-	-	-	-	-	-	-
VCA Revenues	Cleaning Charges Revenue	2,808	3,051	3,000	2,000	(1,000)	2,000	-	2,000	2,000	2,000	2,000
VCA Revenues	Repair Charge Revenue	3,184	8,961	3,000	4,100	1,100	4,100	-	4,100	4,100	4,100	4,100
VCA Revenues	Credit Card Fees (1)	3,754	3,480	5,000	4,000	(1,000)	4,000	-	4,000	4,000	4,000	4,000
VCA Revenues	WF Investment Income (2)	725	8,544	10	2,500	2,490	2,500	-	2,500	2,500	2,500	2,500
VCA Revenues	Credit Check Revenue	4,750	4,300	4,500	4,500	-	4,500	-	4,500	4,500	4,500	4,500
VCA Revenues	Pet Fees	12,025	14,837	10,000	11,000	1,000	11,000	-	11,000	11,000	11,000	11,000
VCA Revenues	Parking Enforcement (3)	1,500	1,680	-	4,800	4,800	4,800	-	4,800	4,800	4,800	4,800
VCA Revenues	Other Misc Revenue	8,524	337	3,500	4,800	1,300	-	(4,800)	-	-	-	-
Total Other Revenues		105,106	124,701	79,260	98,650	19,390	93,850	(4,800)	93,850	93,850	93,850	93,850
Total Revenues		2,353,769	2,386,123	2,367,031	2,386,958	19,927	2,356,590	(30,368)	2,423,159	3,315,295	3,410,626	3,508,816

- (1) 2019: Offer on-line payment without fee as option
- (2) Earnings on investment account and the debt security deposits.
- (3) 2020: Other parking enforcement implementation

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Village Court Apartments

**Worksheet
Office Operations**

				2019	2019	2020	2020	2021 Long	2022 Long	2023 Long	2024 Long	
Actuals 2017	Actuals 2018	2019 Original	Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term		
				Projection	Projection	Projection	Projection	Projection	Projection	Projection		
VCA	Salaries & Wages - Management	99,745	108,950	112,152	112,152	-	114,956	2,804	114,956	114,956	114,956	114,956
VCA	PERA & Payroll Taxes	15,165	16,682	17,249	17,249	-	17,968	719	18,255	18,255	18,255	18,255
VCA	Workers' Compensation	361	379	3,835	4,027	192	4,228	201	4,439	4,661	4,895	5,139
VCA	Group Insurance	25,566	25,323	26,079	25,000	(1,079)	27,000	2,000	27,540	28,091	28,653	29,226
VCA	Dependent Health Reimbursement	-	(315)	-	-	-	-	-	-	-	-	-
VCA	PERA 401K	527	987	2,243	2,242	(1)	3,449	1,207	3,449	3,449	3,449	3,449
VCA	Other Employee Benefits	1,810	60	1,800	1,800	-	1,800	-	1,802	1,838	1,875	1,912
VCA	Housing Allowance	7,596	16,900	10,140	20,280	10,140	20,888	608	21,515	22,161	22,825	23,510
VCA	Computer & Software Support (4)	8,863	6,750	9,072	9,072	-	9,566	494	10,504	10,936	10,936	10,936
VCA	Postage/Freight	10	-	150	150	-	150	-	150	150	150	150
VCA	Dues, Licenses & Fees	3,462	3,063	4,000	4,000	-	4,000	-	4,000	4,000	4,000	4,000
VCA	Travel & Training	4,531	1,579	3,500	3,500	-	3,500	-	3,500	3,500	3,500	3,500
VCA	Telephone (5)	2,491	3,191	6,000	6,000	-	6,000	-	6,000	6,000	6,000	6,000
VCA	Credit / Collections Costs & Fees	4,390	3,604	3,500	3,500	-	3,500	-	3,500	3,500	3,500	3,500
VCA	Parking Permits	50	490	-	-	-	-	-	-	500	500	500
VCA	Outside Consulting (7)	888	435	-	2,000	2,000	5,000	3,000	2,000	2,000	2,000	2,000
VCA	Employee Appreciation	236	200	200	200	-	200	-	200	200	200	200
VCA	Business Meals	-	599	-	-	-	-	-	-	-	-	-
Total Office Operations		175,688	188,876	199,920	211,172	11,252	222,205	11,033	221,810	224,196	225,693	227,233

(4) Yardi software support/licenses, keytrack 2020 setup (\$4206.78), add Yardi license 2020 onward (\$1288)

(5) Adding one cell phone

(6) Onsite monthly dues (\$99) also print fees per lease \$3 a lease 220 + 49

(7) 2019 Hall lighting; 2020 Reserve study

General & Administrative

VCA	Legal Fees	33,567	9,061	15,000	15,000	-	15,000	-	15,000	15,000	15,000	15,000
VCA	Communications	-	189	5,000	1,000	(4,000)	1,000	-	1,000	1,000	1,000	1,000
VCA	Events/Promotions	11	1,062	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
VCA	Association Dues (8)	24,192	24,192	24,192	30,240	6,048	30,240	-	30,240	36,855	36,855	36,855
VCA	Credit Card Charge	6,481	5,659	11,422	11,422	-	11,422	-	11,422	11,422	11,422	11,422
VCA	Repairs & Maintenance-Equipment	-	1,920	1,825	1,825	-	1,825	-	1,825	1,825	1,825	1,825
VCA	Insurance (9)	55,884	56,045	61,610	56,000	(5,610)	56,000	-	56,000	66,000	66,660	67,327
VCA	Operating Lease - Copier	1,712	1,386	2,463	2,463	-	2,463	-	2,463	2,463	2,463	2,463
VCA	General Supplies	2,834	2,238	1,423	2,000	577	2,300	300	2,300	2,300	2,300	2,300
VCA	Janitorial (10)	2,935	2,858	-	500	500	3,000	2,500	3,000	3,000	3,000	3,000
VCA	VCA Damages To Tenant	50	954	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500
VCA	Bad Debt Expense	-	2,920	7,500	7,500	-	7,500	-	7,500	7,500	7,500	7,500
Total General & Administrative		127,667	108,484	133,935	131,450	(2,485)	134,250	2,800	134,250	150,865	151,525	152,192

(8) TMVOA dues increased to 25% per unit in 2019 - 49 units added in 2022

(9) Move insurance adjustment to 2022 for 49 rental units.

(10) Outsource cleaning contract (as needed) 2020

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Village Court Apartments

**Worksheet
Utilities**

		2019		2019		2020		2020		2021 Long	2022 Long	2023 Long	2024 Long
		Actuals 2017	Actuals 2018	2019 Original	Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term	Term
									Projection	Projection	Projection	Projection	Projection
VCA	Water/Sewer(11)	116,209	117,040	116,529	116,529	-	128,182	11,653	130,746	162,534	165,784	169,100	
VCA	Waste Disposal	36,844	45,998	30,911	40,000	9,089	40,800	800	41,616	42,448	43,297	44,163	
VCA	Cable (11)	45,948	51,370	46,877	62,000	15,123	-	(62,000)	-	-	-	-	
VCA	Electricity (13)	169,048	161,315	195,232	195,232	-	49,000	(146,232)	49,980	50,980	51,999	53,039	
VCA	Electricity- Maintenance Bldg	-	794	3,247	3,247	-	3,247	-	3,247	3,247	3,247	3,247	
VCA	Propane- Maintenance Facility	2,576	-	3,149	2,000	(1,149)	2,000	-	2,000	2,000	2,000	2,000	
Total Utilities		370,625	376,517	395,945	419,008	23,063	223,229	(195,779)	227,589	261,208	266,328	271,549	

(11) Rate increase 10% for water/sewer in 2020. VCA Phase IV 49 units show in 2022

(12) Basic Cable no longer provided beginning in 2020 for any unit at VCA

(13) Reduced common/unit electricity bill by yearly average due to submetering beginning in 2020 (\$150,000)

Repair & Maintenance

VCA	Salaries & Wages - Maintenance	151,205	164,985	170,622	170,622	-	194,327	23,705	194,327	236,907	236,907	236,907
VCA	PERA & Payroll Taxes	23,341	24,259	26,242	26,242	-	30,373	4,131	30,859	37,621	37,621	37,621
VCA	Workers' Compensation	5,433	2,470	8,750	8,750	-	9,188	438	9,647	11,845	12,437	13,059
VCA	Group Insurance	50,895	42,662	50,789	50,789	-	67,500	16,711	82,620	82,620	82,620	82,620
VCA	Dependent Health Reimbursement	-	(1,553)	-	-	-	-	-	-	-	-	-
VCA	PERA 401K	5,691	6,701	10,678	10,678	-	9,716	(962)	9,716	11,899	11,899	11,899
VCA	Employee Appreciation	-	400	400	400	-	500	100	500	500	500	500
VCA	Other Benefits	2,759	141	3,600	3,600	-	4,500	900	4,590	4,682	4,775	4,871
VCA	Housing Allowance	21,970	21,787	23,021	23,021	-	23,712	691	24,423	25,156	25,910	26,688
VCA	Travel, Education & Meals	943	4,128	4,000	3,000	(1,000)	3,000	-	3,000	3,000	3,000	3,000
VCA	Vehicle Fuel	2,205	3,575	3,647	3,647	-	3,647	-	3,647	3,647	3,647	3,647
VCA	Maintenance - Supplies (14)	56,509	51,267	41,000	105,000	64,000	63,000	(42,000)	55,000	66,000	66,000	66,000
VCA	Uniforms	995	989	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
VCA	Parking Supplies (15)	-	-	-	-	-	5,000	5,000	5,000	5,000	5,000	5,000
VCA	Maintenance -Subcontract (16)	8,802	11,889	35,000	54,500	19,500	85,000	30,500	55,000	55,000	55,000	55,000
VCA	Apartment Turnover	1,175	-	-	1,500	1,500	1,500	-	1,500	1,500	1,500	1,500
VCA	Carpet Cleaning (17)	5,325	4,555	-	-	-	2,300	2,300	2,300	2,300	2,300	2,300
VCA	Snow Removal (18)	18,942	-	15,000	15,000	-	15,000	-	15,000	15,000	15,000	15,000
VCA	Fire Alarm Monitoring System	5,040	5,040	10,400	5,040	(5,360)	5,040	-	10,080	10,080	10,080	10,080
VCA	Fire System Repair/Inspections (19)	9,008	17,065	8,000	10,000	2,000	12,000	2,000	16,000	12,000	12,000	12,000
VCA	Equipment & Tools	3,920	3,918	4,000	4,000	-	4,000	-	4,000	4,000	4,000	4,000
VCA	Telephone	5,928	6,000	5,062	5,062	-	5,062	-	5,062	5,062	5,062	5,062
VCA	Commercial Rental Space	-	-	10,000	10,000	-	10,000	-	10,000	10,000	10,000	10,000
VCA	Vehicle Repair & Maintenance	2,299	325	1,082	1,082	-	1,082	-	1,082	1,082	1,082	1,082
VCA	Landscaping	-	3,673	5,000	5,000	-	120,000	115,000	100,000	5,000	5,000	5,000
VCA	Laundry Equip And Repair & Maint	3,227	7,223	6,000	6,000	-	6,000	-	6,000	6,000	6,000	6,000
Total Repair & Maintenance		385,612	381,500	443,293	523,933	80,640	682,446	158,513	650,353	616,901	618,341	619,835

(14) 2019 - Bldg 1-9 outside hallway lights (\$18,000), sub metering equipment (\$37,000); 2020 Replace 22 units baseboards (\$6,200) Stairway lights (\$18,000). VCA Phase IV maintenance supply increase of \$11,000 shown in 2022

(15) 2020 Implement new parking software/system and fees for system thereafter

(16) 2019-Install sub metering (\$14,000) Fix heat trace boxes (\$9,500) ; 2020 Windows clean (\$5,000), Building 1-9 entrance/halls/stairs power washed, cleaned, and concrete acid wash (\$16,000) Hallway lights install (\$10,000) Building Signs (\$4,000); Install Programmable Thermostats Electrician (\$25,000)

(17) 2020; Inside Hallways

(18) Building Roofs snow removal sub-contracted

(19) 2021: Add Glycole to system (every 3 years)

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Village Court Apartments

Worksheet		Actuals 2017	Actuals 2018	2019 Original	2019 Forecasted	2019 Adjustments	2020 Proposed	2020 Adjustments	2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection
Major Repair & Replacement												
VCA	Roof Repairs	2,188	12,188	10,000	5,000	(5,000)	5,000	-	5,000	5,000	5,000	5,000
VCA	Painting/Staining (20)	24,220	382	-	-	-	2,000	2,000	2,000	2,000	2,000	2,000
VCA	Carpet Replacement (21)	50,770	59,915	155,000	155,000	-	100,000	(55,000)	60,000	60,000	60,000	60,000
VCA	Cabinet Refacing/Replacement	-	-	10,000	5,000	(5,000)	5,000	-	5,000	5,000	5,000	5,000
VCA	Window Repair (22)	-	2,850	6,000	6,000	-	6,000	-	3,000	3,000	3,000	3,000
VCA	Vinyl Replacement - Floor Repair (21)	21,036	52,703	229,683	100,000	(129,683)	100,000	-	60,000	60,000	60,000	60,000
VCA	Appliances	23,367	156,527	20,000	20,000	-	20,000	-	20,000	20,000	20,000	20,000
VCA	Hot Water Heaters (23)	15,115	4,994	2,300	2,300	-	2,300	-	2,300	2,300	39,300	41,800
VCA	Common Area Improvements	48,958	23,348	-	-	-	-	-	-	-	-	-
VCA	Paving Repairs (24)	-	-	15,000	-	(15,000)	15,000	15,000	15,000	15,000	15,000	15,000
VCA	Concrete Repairs (25)	-	-	2,340	5,000	2,660	20,000	15,000	10,000	10,000	10,000	10,000
VCA	Bobcat	3,000	864	3,000	3,000	-	3,000	-	3,000	3,000	3,000	3,000
VCA	Cabinet Replacement - Studio	2,533	2,072	-	-	-	-	-	-	-	-	-
VCA	Special Projects	-	543	-	-	-	-	-	-	-	-	-
VCA	Water Damage	3,846	-	-	-	-	-	-	-	-	-	-
Total Major Repairs & Replacements		195,032	316,385	453,323	301,300	(152,023)	278,300	(23,000)	185,300	185,300	222,300	224,800

(20) Staining outside entrances

(21) Finish replacing old flooring

(22) 2019-2020 weatherization and repairs

(23) Replace 85 water heaters in 2023 (1 and 3 bedroom units)

(24) No repairs prior to construction, but otherwise used for paving repairs or restriping the lot every 2 years

(25) 2020 Start repairing sidewalks

Capital

VCA	VCA Expansion Costs (26)	-	255	9,400,000	400,000	(9,000,000)	14,635,000	14,235,000	-	-	-	-
VCA	Capital Equipment	4,043	-	-	-	-	-	-	-	-	-	-
VCA	Vehicles	-	46,438	-	-	-	-	-	-	-	-	-
VCA	Building & Laundry Facility	2,670	99,544	-	-	-	-	-	-	-	-	-
VCA	Parking Improvements (27)	-	252,150	-	-	-	49,000	49,000	-	-	-	49,000
Total Capital		6,713	398,386	9,400,000	400,000	(9,000,000)	14,684,000	14,284,000	-	-	-	49,000

(26) Assumption: 2020 A change order for the project (unknown amount), 2021 construction, completed January of 2022 Two year total is \$14,635,000. \$1,400,000 from TMV Housing reserves and \$13,235,000 from loan proceeds.

(27) 2020 Chip seal and stripe

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Mountain Village Housing Authority

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
<u>Affordable Housing Development Fund</u>												
AHDF Revenues	Community Garden Plot Rents	685	570	550	550	-	550	-	550	550	550	550
AHDF Revenues	Sale Proceeds	-	277,858	285,000	-	(285,000)	-	-	-	-	-	-
AHDF Revenues	Rental Proceeds	12,480	12,480	12,228	32,919	20,691	34,080	1,161	34,080	34,080	34,080	34,080
Total Revenues		13,165	290,908	297,778	33,469	(264,309)	34,630	1,161	34,630	34,630	34,630	34,630
Affordable Housing Development Fund	Community Garden At VCA	-	-	750	750	-	750	-	750	750	750	750
Affordable Housing Development Fund	Rental Unit Utilities	939	1,079	5,000	2,000	(3,000)	2,000	-	2,000	2,000	2,000	2,000
Affordable Housing Development Fund	Rental Unit Lease Fees	-	-	-	20,729	20,729	21,600	871	21,600	21,600	21,600	21,600
Affordable Housing Development Fund	HOA And Parking Dues	8,939	9,023	8,987	6,269	(2,718)	6,269	-	6,269	6,269	6,269	6,269
Affordable Housing Development Fund	Rental Unit Maintenance	1,816	9,617	-	2,500	2,500	2,500	-	2,500	2,500	2,500	2,500
Affordable Housing Development Fund	Future Housing Projects	8,856	8,856	11,013	14,580	3,567	14,580	-	14,580	14,580	14,580	14,580
Affordable Housing Development Fund	Cassidy Ridge Purchase	-	282,370	285,000	-	(285,000)	-	-	-	-	-	-
Affordable Housing Development Fund	RHA Operations Funding	87,776	107,668	92,625	92,625	-	92,625	-	92,625	92,625	92,625	92,625
Affordable Housing Development Fund	Housing Authority Consultant	4,900	-	-	-	-	-	-	-	-	-	-
Total Expenditures		113,226	418,612	403,375	139,453	(263,922)	140,324	871	140,324	140,324	140,324	140,324
AHDF Transfers	Transfer (To)/From General Fund	474,477	493,047	505,159	547,107	41,949	567,814	20,707	590,504	614,102	638,644	664,168
AHDF Transfers	Transfer (To)/From GF Housing Office	(18,998)	(19,630)	(20,706)	(20,706)	-	(21,439)	(734)	(21,535)	(21,591)	(21,649)	(21,707)
AHDF Transfers	Transfer (To)/From VCA	-	-	(1,472,093)	(95,337)	1,376,756	(2,163,081)	(2,067,745)	(872,758)	(3,350)	-	-
AHDF Transfers	Transfer (To)/From Mortgage Assistance	-	(30,000)	(60,000)	(54,489)	5,511	(60,000)	(5,511)	(60,000)	(60,000)	(60,000)	(60,000)
Total Other Sources/Uses		455,479	443,417	(1,047,640)	376,576	1,424,216	(1,676,707)	(2,053,282)	(363,789)	529,161	556,995	582,460
Surplus (Deficit)		355,419	315,713	(1,153,237)	270,592	1,423,829	(1,782,401)	(2,052,992)	(469,483)	423,467	451,301	476,766
Beginning Fund Balance		1,149,534	1,504,953	1,816,107	1,820,665		2,091,257		308,856	(160,626)	262,841	714,142
Ending Fund Balance		1,504,953	1,820,665	662,870	2,091,257		308,856		(160,626)	262,841	714,142	1,190,909
<u>Mortgage Assistance Pool</u>												
Mortgage Assistance Transfers	Interest Revenue	5,511	-	-	-	-	-	-	-	-	-	-
Mortgage Assistance Pool	Employee Mortgage Assistance	-	30,000	60,000	60,000	-	60,000	-	60,000	60,000	60,000	60,000
Mortgage Assistance Transfers	Transfer (To)/From AHDF	-	30,000	60,000	54,489	(5,511)	60,000	5,511	60,000	60,000	60,000	60,000
Surplus (Deficit)		5,511	-	-	(5,511)	(5,511)	-	5,511	-	-	-	-
Beginning Fund Balance		-	5,511	5,511	5,511		-		-	-	-	-
Ending Fund Balance		5,511	5,511	5,511	-		-		-	-	-	-

**TOWN OF MOUNTAINVILLAGE
2020 BUDGET
CHILD DEVELOPMENT FUND PROGRAM NARRATIVE**

Mountain Munchkins' mission is to provide affordable, high quality child care and preschool to families who live and work in the Telluride and Mountain Village region. Mountain Munchkins strives to offer the highest quality of care by providing a consistent, developmentally appropriate and emotionally supportive environment in which children can learn and grow.

DEPARTMENT GOALS

1. Assure facility operates within licensing guidelines.
2. All childcare operations are properly supervised.
3. Assure staff completes all continuing education requirements to ensure excellence of the programs.
4. Operate within the annual budget.
5. Continue grant funding and fund-raising efforts to offset the Town subsidy.
6. Assess and evaluate each child's development in the toddler and preschool programs.
7. Create and maintain strong family partnerships within the program.
8. Continue to work toward reducing the carbon footprint at Mountain Munchkins.
9. Create and manage the wait list. Priority is given to families that live and work in the Town of Mountain Village.

DEPARTMENT PERFORMANCE MEASURES

1. All staff and employee files are current within 60 days of enrollment/employment. Staff to child ratios are maintained 100% of the time. Fire, Health and State inspections are current and on file; any violations are corrected within 15 business days.
2. Play areas and equipment are inspected daily; unsafe materials discarded immediately. Fire/Evacuation drills are conducted monthly. All policies and procedures are current with the State of Colorado Rules Regulating Child Care Centers.
3. All full-time staff members are current on qualification requirements and continuing education courses. Staff shall seek and successfully complete formal early childhood college courses.
4. Offset payroll expenses by staffing according to ratios and daily enrollment. Offset operational expenses through parent snack, supplies, and equipment donations, grants, and fund raising. Department year end expenditure totals do not exceed the adopted budget.
5. Pursue all grant opportunities to offset operational costs. Pursue and coordinate fund raising opportunities to offset operational costs.
6. 100% of toddlers and preschoolers enrolled will be observed and assessed in all areas of development. Staff will conduct parent teacher conferences to discuss child's progress and pursue additional services if needed.
7. Serve as a community resource for families in our community. Offer families opportunities to be part of their child's early learning experience. Communicate with families about their child's development and how the program operates. Be available for conferences on an as needed basis. Forward all parenting education opportunities to our families. Utilize child development professionals to observe and assess our program and make improvements based on their assessments.
8. All children use wash cloths instead of paper towels each time they wash hands. Recycling bins have been placed in each classroom.
9. Create and manage the infant, toddler and preschool program waitlist.

Department Achievements 2019

1. All files and required documentation up to date.
2. The recent health and fire inspections were completed in the spring of 2019. No major violations cited. The state inspector visited in May 2019 and no violations were cited.
3. The four lead teachers are ECT (early childhood teacher) qualified. Three teaching assistance are currently working toward a higher credential.
4. Monitored revenues closely and adjusted staffing and purchasing accordingly to not exceed projected expenses. Department year end expenditure totals do not exceed the adopted budget.
5. 2019 Grants and fundraisers:

Telluride Foundation	\$25,000 (received)
Temple Hoyne Buell Foundation:	\$25,000 (received)
Just for Kids Grant:	\$4,250 (received)
CCAASE Grant:	\$10,000 (received)
ECHO Seed Grant	\$5000 (received)
Strong Start Mill Levy	\$27,260 (received)
Red Ball Fundraiser:	\$800 (received)
Anshutz Family Foundation	\$10,000 (requested)
<u>Family Date Night Fundraiser</u>	<u>\$14,000(projected)</u>

TOTAL: ***\$121,310***

Mountain Munchkins received a total of \$66,705 in grant funding for 2018. With the addition of the fundraisers, total raised revenue was \$83,000. This is the highest amount the program has ever received. Between the grant monies and fundraising efforts, Mountain Munchkins is hoping to bring in approximately \$120,000 in 2019 to help the scholarship program, playground renovations and to offset the town subsidy. Dawn Katz is currently working on these same grants for next year. Dawn has already started researching other grant options for infant room subsidy.

6. The preschool will begin working on the first (of three) checkpoint for the school year using Teaching Strategies Gold. Parent/teacher conferences will be held mid-December. The infant and toddler staff completed their bi-annual Ages and Stages Questionnaires on each child. These assessments are used to monitor developmental progress and to guide parent/teacher conferences. These conferences were completed in April 2019.
7. Director is an advocate for early childhood education regionally. Director is the board chair for the Colorado Preschool Program Council. The Council assures that at-risk children in our community have access to high quality pre-school programs. Mountain Munchkins also continues to offer parental support through newsletters, conferences and family nights.
8. In our efforts to stay green, Mountain Munchkins has replaced paper towels with wash cloths in both centers and continues to use reusable serving ware. Recycling bins have been placed in each room and the cleaning staff has been asked to help us in recycling. The preschool has incorporated recycling in to their curriculum.
9. The waitlist is reviewed and updated monthly. Priority is given to Town of Mountain Village employees and residents.

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Child Development Fund

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	2019 Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
	<u>Summary</u>											
Infant Care Revenues	Infant Care Fees	-	-	-	-	-	80,784	80,784	80,784	80,784	80,784	80,784
Infant Care Revenues	Enrollment Fees	-	-	-	-	-	520	520	520	520	520	520
Infant Care Revenues	Late Payment Fees	-	-	-	-	-	260	260	260	260	260	260
Infant Care Revenues	Regional Childcare Tax Proceeds	-	-	-	-	-	25,000	25,000	25,000	25,000	25,000	25,000
Infant Care Revenues	Grant Proceeds	-	-	-	-	-	4,500	4,500	4,500	4,500	4,500	4,500
Infant Care Revenues	Scholarship Grant Proceeds	-	-	-	-	-	10,000	10,000	10,000	10,000	10,000	10,000
Infant Care Revenues	Fund Raising Revenues	-	-	-	-	-	3,550	3,550	3,550	3,550	3,550	3,550
Total Infant Care Revenues		-	-	-	-	-	124,614	124,614	124,614	124,614	124,614	124,614
Toddler Care Revenues	Toddler Care Fees	269,022	251,855	272,736	257,736	(15,000)	191,952	(65,784)	191,952	191,952	191,952	191,952
Toddler Care Revenues	Enrollment Fees	2,560	2,400	1,760	1,760	-	1,240	(520)	1,240	1,240	1,240	1,240
Toddler Care Revenues	Late Payment Fees	800	420	900	900	-	640	(260)	640	640	640	640
Toddler Care Revenues	Regional Childcare Tax Proceeds	-	-	-	27,260	27,260	10,000	(17,260)	10,000	10,000	10,000	10,000
Toddler Care Revenues	Grant Proceeds	10,450	7,455	7,455	13,510	6,055	11,500	(2,010)	11,500	11,500	11,500	11,500
Toddler Care Revenues	Scholarship Grant Proceeds	15,200	26,550	26,550	25,740	(810)	24,000	(1,740)	24,000	24,000	24,000	24,000
Toddler Care Revenues	Fund Raising Revenues	16,768	10,992	13,000	12,000	(1,000)	8,450	(3,550)	8,450	8,450	8,450	8,450
Total Toddler Care Revenues		314,800	299,672	322,401	338,906	16,505	247,782	(91,124)	247,782	247,782	247,782	247,782
Preschool Revenues	Preschool Tuition Fees	159,738	172,677	175,292	180,292	5,000	175,292	(5,000)	175,292	175,292	175,292	175,292
Preschool Revenues	Special Program Fees	-	450	-	-	-	-	-	-	-	-	-
Preschool Revenues	Enrollment Fees	1,920	1,262	975	975	-	975	-	975	975	975	975
Preschool Revenues	Late Payment Fees	780	520	900	900	-	900	-	900	900	900	900
Preschool Revenues	Grant Proceeds	3,000	-	8,000	10,000	2,000	11,000	1,000	8,000	8,000	8,000	8,000
Preschool Revenues	Scholarship Grant Proceeds	10,000	32,900	17,700	20,000	2,300	19,000	(1,000)	17,700	17,700	17,700	17,700
Preschool Revenues	Fundraising Revenues	3,075	5,150	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
Total Preschool Revenues		178,513	212,959	207,867	217,167	9,300	212,167	(5,000)	207,867	207,867	207,867	207,867
Total Revenues		493,313	512,631	530,268	556,073	25,805	584,563	28,490	580,263	580,263	580,263	580,263
Infant Care Expense		-	-	-	-	-	166,030	166,030	163,521	163,620	163,724	163,831
Toddler Care Expense		415,238	449,316	481,531	472,853	(8,678)	321,580	(151,273)	316,906	318,804	320,737	322,704
Preschool Expense		198,478	219,073	240,587	238,131	(2,456)	245,421	7,290	235,457	236,191	236,942	237,710
Total Expenses		613,716	668,388	722,118	710,984	(11,134)	733,031	22,047	715,884	718,615	721,403	724,245
CDF Other Sources/Uses	Transfer (To)/From General Fund	120,404	155,758	191,850	154,911	(36,939)	148,468	(6,443)	135,621	138,352	141,140	143,982
Total Other Sources/Uses		120,404	155,758	191,850	154,911	(36,939)	148,468	(6,443)	135,621	138,352	141,140	143,982

Surplus (Deficit)

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Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Child Development Fund

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	2019 Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
<u>Infant Care Expense</u>												
Infant Care Expense	Salaries & Wages	-	-	-	-	-	94,352	94,352	94,352	94,352	94,352	94,352
Infant Care Expense	Group Insurance	-	-	-	-	-	24,050	24,050	24,531	24,531	24,531	24,531
Infant Care Expense	Dependent Health Reimbursement	-	-	-	-	-	-	-	-	-	-	-
Infant Care Expense	PERA & Payroll Taxes	-	-	-	-	-	14,747	14,747	14,983	14,983	14,983	14,983
Infant Care Expense	PERA 401K	-	-	-	-	-	1,878	1,878	1,878	1,878	1,878	1,878
Infant Care Expense	Workers Compensation	-	-	-	-	-	1,265	1,265	1,290	1,354	1,422	1,493
Infant Care Expense	Other Employee Benefits	-	-	-	-	-	1,665	1,665	1,748	1,783	1,819	1,855
Infant Care Expense	Employee Appreciation	-	-	-	-	-	185	185	185	185	185	185
Infant Care Expense	EE Screening	-	-	-	-	-	50	50	50	50	50	50
Infant Care Expense	Bad Debt Expense	-	-	-	-	-	-	-	-	-	-	-
Infant Care Expense	Janitorial/Trash Removal	-	-	-	-	-	2,600	2,600	2,600	2,600	2,600	2,600
Infant Care Expense	Rental-Facility	-	-	-	-	-	6,328	6,328	6,328	6,328	6,328	6,328
Infant Care Expense	Facility Expense	-	-	-	-	-	300	300	300	300	300	300
Infant Care Expense	Communications	-	-	-	-	-	235	235	235	235	235	235
Infant Care Expense	Internet Services	-	-	-	-	-	485	485	485	485	485	485
Infant Care Expense	Dues, Fees & Licenses	-	-	-	-	-	200	200	200	200	200	200
Infant Care Expense	Travel & Education	-	-	-	-	-	500	500	500	500	500	500
Infant Care Expense	Nurse Consultant	-	-	-	-	-	150	150	150	150	150	150
Infant Care Expense	General Supplies & Materials	-	-	-	-	-	1,100	1,100	1,100	1,100	1,100	1,100
Infant Care Expense	Office Supplies	-	-	-	-	-	350	350	350	350	350	350
Infant Care Expense	Fundraising Expenses	-	-	-	-	-	500	500	500	500	500	500
Infant Care Expense	Business Meals	-	-	-	-	-	50	50	50	50	50	50
Infant Care Expense	Utilities- Electricity	-	-	-	-	-	1,456	1,456	1,456	1,456	1,456	1,456
Infant Care Expense	Scholarship Program	-	-	-	-	-	10,000	10,000	10,000	10,000	10,000	10,000
Infant Care Expense	Toys / Learning Tools	-	-	-	-	-	250	250	250	250	250	250
Infant Care Expense	Playground And Landscaping	-	-	-	-	-	3,335	3,335	-	-	-	-
Total Infant Expense		-	-	-	-	-	166,030	166,030	163,521	163,620	163,724	163,831
<u>Toddler Care Expense</u>												
Toddler Care Expense	Salaries & Wages	251,086	281,090	279,497	274,497	(5,000)	187,646	(86,851)	187,646	187,646	187,646	187,646
Toddler Care Expense	Group Insurance	48,520	53,232	58,750	58,750	-	39,400	(19,350)	40,188	41,482	42,803	44,149
Toddler Care Expense	Dependent Health Reimbursement	(3,692)	(3,907)	(6,567)	(6,567)	-	(6,567)	-	(6,567)	(6,567)	(6,567)	(6,567)
Toddler Care Expense	PERA & Payroll Taxes	38,316	43,159	42,987	42,218	(769)	29,329	(12,889)	29,798	29,798	29,798	29,798
Toddler Care Expense	PERA 401K	2,303	3,726	3,114	3,114	-	3,762	648	3,762	3,762	3,762	3,762
Toddler Care Expense	Workers Compensation	3,246	2,755	3,441	3,441	-	2,349	(1,093)	2,504	2,629	2,761	2,899
Toddler Care Expense	Other Employee Benefits	4,944	2,840	5,590	5,590	-	3,925	(1,665)	3,954	4,033	4,113	4,195

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Child Development Fund

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
Toddler Care Expense	Employee Appreciation	494	874	800	800	-	615	(185)	615	615	615	615
Toddler Care Expense	EE Screening	173	84	300	150	(150)	100	(50)	100	100	100	100
Toddler Care Expense	Bad Debt Expense	4,227	-	500	250	(250)	250	-	250	250	250	250
Toddler Care Expense	Janitorial/Trash Removal	7,800	7,150	7,800	7,800	-	5,200	(2,600)	5,200	5,200	5,200	5,200
Toddler Care Expense	Laundry - Daycare	674	-	(1,291)	-	1,291	-	-	-	-	-	-
Toddler Care Expense	Rental-Facility	18,768	18,768	18,984	18,984	-	12,656	(6,328)	12,656	12,656	12,656	12,656
Toddler Care Expense	Facility Expense	5,946	2,370	-	1,000	1,000	700	(300)	700	700	700	700
Toddler Care Expense	Communications	688	683	1,000	700	(300)	465	(235)	465	465	465	465
Toddler Care Expense	Internet Services	1,378	1,383	1,458	1,458	-	973	(485)	973	973	973	973
Toddler Care Expense	Marketing Expense	-	-	-	-	-	-	-	-	-	-	-
Toddler Care Expense	Dues, Fees & Licenses	629	604	900	650	(250)	450	(200)	850	1,250	1,650	2,050
Toddler Care Expense	Travel & Education (1)	1,656	2,081	3,000	2,000	(1,000)	1,500	(500)	1,500	1,500	1,500	1,500
Toddler Care Expense	Contract Labor	-	-	20,000	-	(20,000)	-	-	-	-	-	-
Toddler Care Expense	Nurse Consultant	450	560	450	450	-	300	(150)	300	300	300	300
Toddler Care Expense	Postage & Freight	-	20	100	50	(50)	50	-	50	50	50	50
Toddler Care Expense	General Supplies & Materials	2,600	3,306	3,200	3,200	-	2,100	(1,100)	2,100	2,100	2,100	2,100
Toddler Care Expense	Office Supplies	918	932	1,000	1,000	-	650	(350)	650	650	650	650
Toddler Care Expense	Fundraising Expenses	2,020	1,407	2,000	2,000	-	1,500	(500)	1,500	1,500	1,500	1,500
Toddler Care Expense	Business Meals (2)	-	315	300	150	(150)	100	(50)	250	250	250	250
Toddler Care Expense	Food/Snacks (3)	203	391	300	300	-	300	-	300	300	300	300
Toddler Care Expense	Utilities- Electricity	4,368	4,368	4,368	4,368	-	2,912	(1,456)	2,912	2,912	2,912	2,912
Toddler Care Expense	Scholarship Program	16,982	20,390	26,550	34,000	7,450	24,000	(10,000)	24,000	24,000	24,000	24,000
Toddler Care Expense	Toys / Learning Tools	468	734	500	500	-	250	(250)	250	250	250	250
Toddler Care Expense	Playground And Landscaping (4)	74	-	2,500	12,000	9,500	6,665	(5,335)	-	-	-	-
Total Toddler Care Expense		415,238	449,316	481,531	472,853	(8,678)	321,580	(151,273)	316,906	318,804	320,737	322,704

- (1) Current qualifications require additional schooling for teachers
- (2) Staff nightly trainings are more frequent - meals provided
- (3) Parent donations help with the cost
- (4) Received grant funding for playground improvements. Will take two years.

Preschool Expense

Preschool Expense	Salaries & Wages	117,850	123,001	126,248	126,248	-	127,498	1,250	127,498	127,498	127,498	127,498
Preschool Expense	Group Insurance	17,047	17,191	29,000	24,000	(5,000)	31,400	7,400	32,028	32,669	33,322	33,988
Preschool Expense	Dependent Health Reimbursement	(3,065)	(2,822)	(719)	(2,733)	(2,014)	(2,733)	-	(2,733)	(2,733)	(2,733)	(2,733)
Preschool Expense	PERA & Payroll Taxes	17,691	18,544	19,417	19,417	-	19,928	511	20,247	20,247	20,247	20,247
Preschool Expense	PERA 401K	5,032	5,371	6,312	6,312	-	6,375	63	6,375	6,375	6,375	6,375
Preschool Expense	Workers Compensation	1,642	1,198	1,323	1,323	-	1,389	66	1,459	1,532	1,608	1,689
Preschool Expense	Other Employee Benefits	2,848	460	3,000	3,000	-	1,000	(2,000)	1,020	1,040	1,061	1,082
Preschool Expense	Employee Appreciation	37	532	300	300	-	300	-	300	300	300	300

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Child Development Fund

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	Forecasted	2019 Adjustments	2020 Adjustments					
Preschool Expense	EE Screening	104	-	300	150	(150)	150	-	150	150	150	150
Preschool Expense	Bad Debt Expense	-	-	600	300	(300)	300	-	300	300	300	300
Preschool Expense	Janitorial/Trash Removal	6,240	5,720	6,240	6,240	-	6,240	-	6,240	6,240	6,240	6,240
Preschool Expense	Laundry - Preschool	563	-	-	-	-	-	-	-	-	-	-
Preschool Expense	Vehicle Repair & Maintenance	-	-	1,500	750	(750)	750	-	750	750	750	750
Preschool Expense	Rental-Facility	9,720	9,720	9,920	9,920	-	9,920	-	9,920	9,920	9,920	9,920
Preschool Expense	Facility Expense	18	15	2,000	1,000	(1,000)	1,000	-	-	-	-	-
Preschool Expense	Communications	1,078	1,258	1,078	1,078	-	1,078	-	1,078	1,078	1,078	1,078
Preschool Expense	Internet Services	1,378	1,383	1,458	1,458	-	1,458	-	1,458	1,458	1,458	1,458
Preschool Expense	Marketing	-	-	-	-	-	-	-	-	-	-	-
Preschool Expense	Utilities-Gasoline	-	145	500	200	(300)	200	-	200	200	200	200
Preschool Expense	Dues, Fees & Licenses	188	-	220	200	(20)	200	-	200	200	200	200
Preschool Expense	Travel & Education	663	908	2,000	500	(1,500)	500	-	500	500	500	500
Preschool Expense	Contract Labor	-	-	200	100	(100)	100	-	100	100	100	100
Preschool Expense	Nurse Consultant	450	487	480	480	-	480	-	480	480	480	480
Preschool Expense	Enrichment Activities	2,309	4,284	3,000	3,000	-	3,000	-	3,000	3,000	3,000	3,000
Preschool Expense	General Supplies & Materials	1,603	2,332	1,972	2,000	28	2,000	-	2,000	2,000	2,000	2,000
Preschool Expense	Office Supplies	98	319	250	250	-	250	-	250	250	250	250
Preschool Expense	Fundraising Expenses	908	1,453	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Preschool Expense	Business Meals	-	-	200	100	(100)	100	-	100	100	100	100
Preschool Expense	Food/Snacks (4)	143	374	300	350	50	350	-	350	350	350	350
Preschool Expense	Utilities- Electricity	1,788	1,788	1,788	1,788	-	1,788	-	1,788	1,788	1,788	1,788
Preschool Expense	Scholarship Program	12,019	25,013	17,700	19,000	1,300	19,000	-	19,000	19,000	19,000	19,000
Preschool Expense	Toys / Learning Tools	118	398	500	400	(100)	400	-	400	400	400	400
Preschool Expense	Playground Equip/Improvements (5)	6	-	2,500	10,000	7,500	10,000	-	-	-	-	-
Total Preschool Expense		198,478	219,073	240,587	238,131	(2,456)	245,421	7,290	235,457	236,191	236,942	237,710

(4) Parent donations help with the cost

(5) Received more grant funding and it was needed more in the preschool this year

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
WATER AND SEWER DEPARTMENT PROGRAM NARRATIVE**

The Water Department is responsible for the operation and maintenance of the water systems of Mountain Village. Systems include: Mountain Village, Ski Ranches, and West Meadows. Water Department staff serves as operators of the Elk Run development system as well. The department is also responsible for the snow removal at the Gondola Parking Garage and the trail from Town Hall to Blue Mesa Parking lot.

The water department staff operates on a seven day a week schedule in the winter and provides seven day twenty-four hour emergency on call coverage year round. The staff also plays a significant part in the winter operating plan as they provide all the manpower for the snow removal at the Gondola Parking Garage and the trail to the Village Center.

DEPARTMENT GOALS

1. Provide clean and safe drinking water to the customers of the Mountain Village water system.
2. Provide prompt and courteous service to all customers, timely locates and inspections on water or sewer system installations and response to system problems.
3. Maintain the system to a higher level than industry standard of less 10% loss due to leakage.
4. Maintain regulatory compliance according to all applicable rules and laws that pertain to public water systems.
5. Perform an effective maintenance program to reduce costs and lessen the severity of breakdowns.
6. Provide service to the residents and guests by the timely and cost effective removal of snow from GPG and walkways.
7. Operating the enterprise does not require general tax subsidy.

DEPARTMENT PERFORMANCE MEASURES

1. 100% of water consumption reports and water sample test results are without deficiencies.
2. A. Track time for response and resolution of customer service issues, and contractor requests with the objective of same day service. B. Track time for response to emergency situations with the goal of one to two hour response.
3. Perform monthly water audit tracking percent of water loss with the objective of less than 10% loss.
4. 100% regulatory compliance.
5. A. Track maintenance costs on hydrants, valves and PRVs and compare with industry average.
B. Reduce down time due to system failures; compared with industry standard of no customers without water.
6. Performing snow removal tasks at GPG by 8AM on light snow days (<3") and by 9AM on medium to heavy (>3") snow days with a goal of 90% or better.
7. Department year end expenditures do not exceed the adopted budget.

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Water & Sewer Fund

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019 Original	2019	2019	2020	2020	2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection
					Forecasted	Adjustments	Proposed	Adjustments				
<u>Summary</u>												
Revenues												
	Water & Sewer Service Fees	2,780,053	3,010,974	2,908,915	2,908,915	-	3,175,212	266,297	3,224,635	3,275,048	3,326,469	3,378,919
	Other Revenues	10,373	8,693	13,450	13,450	-	13,450	-	13,450	13,450	13,450	13,450
	Total Revenues	2,790,426	3,019,667	2,922,365	2,922,365	-	3,188,662	266,297	3,238,085	3,288,498	3,339,919	3,392,369
Operating Expenses												
	Water Operating Costs	936,436	1,049,411	1,138,963	1,048,218	(90,745)	1,186,792	138,574	1,081,325	1,086,420	1,088,280	1,093,504
	Sewer Operating Costs	507,191	537,909	550,736	561,136	10,400	570,784	9,647	571,336	571,712	572,097	572,205
	Water/Sewer Contingency	-	-	33,794	32,187	(1,607)	35,152	2,964	33,053	33,163	33,208	33,314
	Total Operating Costs	1,443,627	1,587,320	1,723,493	1,641,541	(81,952)	1,792,727	151,186	1,685,714	1,691,294	1,693,584	1,699,023
									1,697,324	1,702,905	1,705,194	1,710,633
Capital												
	Capital Costs	382,628	607,301	1,296,950	842,910	(454,040)	1,101,751	258,841	1,409,200	2,532,175	1,566,088	2,950,000
	Total Capital	382,628	607,301	1,296,950	842,910	(454,040)	1,101,751	258,841	1,409,200	2,532,175	1,566,088	2,950,000
Other Source/Uses												
	Tap Fees	255,316	113,108	100,000	100,000	-	100,000	-	100,000	100,000	100,000	100,000
	Tap Fees	21,232	-	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
	Tap Fees	-	-	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
	Water/Sewer Other Sources/Uses	352	-	-	-	-	-	-	-	-	-	-
	Water/Sewer Other Sources/Uses	(142,527)	(149,630)	(170,976)	(159,945)	11,031	(174,224)	(14,279)	(166,325)	(168,572)	(170,746)	(169,667)
	Total Other Sources/Uses	134,373	(36,522)	(63,976)	(52,945)	11,031	(67,224)	(14,279)	(59,325)	(61,572)	(63,746)	(62,667)
	Surplus (Deficit)	1,098,544	788,523	(162,054)	384,969	547,023	226,960	(158,009)	83,846	(996,544)	16,501	(1,319,321)
	Beginning Available Fund Balance	1,970,055	3,068,599	3,875,233	3,857,122		4,242,091		4,469,050	4,552,896	3,556,352	3,572,853
	Ending Available Fund Balance	3,068,599	3,857,122	3,713,179	4,242,091		4,469,050		4,552,896	3,556,352	3,572,853	2,253,533

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Water & Sewer Fund

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
<u>Revenues</u>												
MV Water	MV-Water Base Fees	911,686	935,102	1,023,413	1,023,413	-	1,125,754	102,341	1,148,269	1,171,235	1,194,659	1,218,553
MV Water	MV-Sewer Base Fees	911,686	935,102	1,023,413	1,023,413	-	1,125,754	102,341	1,148,269	1,171,235	1,194,659	1,218,553
MV Water	MV-Water Excess Fees	390,316	360,951	350,000	350,000	-	350,000	-	350,000	350,000	350,000	350,000
MV Water	MV-Water Irrigation Fees	92,682	61,683	66,524	66,524	-	66,524	-	66,524	66,524	66,525	66,526
MV Water	MV-Water Construction	531	6,219	1,577	1,577	-	1,577	-	1,577	1,577	1,577	1,577
MV Water	MV-Snowmaking Fees	287,759	526,709	225,000	225,000	-	250,000	25,000	250,000	250,000	250,000	250,000
Total Mountain Village Revenues		2,594,660	2,825,765	2,689,927	2,689,927	-	2,919,610	229,683	2,964,640	3,010,571	3,057,421	3,105,208
Ski Ranches Water	SR-Water Base Fees	142,206	145,278	174,059	174,059	-	208,871	34,812	213,048	217,309	221,656	226,089
Ski Ranches Water	SR-Water Excess Fees	13,392	11,739	15,697	15,697	-	15,697	-	15,697	15,697	15,697	15,697
Ski Ranches Water	SR-Irrigation Fees	289	443	175	175	-	175	-	175	175	175	175
Ski Ranches Water	SR-Water Construction	32	-	342	342	-	342	-	342	342	342	342
Total Ski Ranches Revenues		155,919	157,460	190,273	190,273	-	225,085	34,812	229,262	233,523	237,870	242,303
Skyfield Water	SKY-Water Base Fees	8,684	8,858	9,009	9,009	-	10,811	1,802	11,027	11,248	11,473	11,702
Skyfield Water	SKY-Water/Standby Fees	8,190	8,190	8,721	8,721	-	8,721	-	8,721	8,721	8,721	8,721
Skyfield Water	SKY-Water Excess Fees	12,600	10,701	10,200	10,200	-	10,200	-	10,200	10,200	10,200	10,200
Skyfield Water	SKY-Water Irrigation Fees	-	-	785	785	-	785	-	785	785	785	785
Total Skyfield Revenues		29,474	27,749	28,715	28,715	-	30,517	1,802	30,733	30,954	31,179	31,408
Other Revenues - Water/Sewer	MV-Water/Sewer Inspection Fees	3,600	2,400	4,500	4,500	-	4,500	-	4,500	4,500	4,500	4,500
Other Revenues - Water/Sewer	SR/SF Water Inspection Fees	300	-	-	-	-	-	-	-	-	-	-
Other Revenues - Water/Sewer	Elk Run Maintenance Fees	2,038	1,013	3,800	3,800	-	3,800	-	3,800	3,800	3,800	3,800
Other Revenues - Water/Sewer	Late Fees	4,335	4,980	4,700	4,700	-	4,700	-	4,700	4,700	4,700	4,700
Other Revenues - Water/Sewer	Water Fines	100	300	450	450	-	450	-	450	450	450	450
Total Other Revenues		10,373	8,693	13,450	13,450	-	13,450	-	13,450	13,450	13,450	13,450

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Water & Sewer Fund

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
Sewer Expense	Salaries & Wages	54,499	63,616	63,649	72,468	8,819	74,280	1,812	74,280	74,280	74,280	74,280
Sewer Expense	Group Insurance	13,113	12,437	12,513	12,513	-	13,514	1,001	13,784	14,060	14,341	14,341
Sewer Expense	Dependent Health Reimbursement	(722)	(723)	(725)	(725)	-	(725)	-	(725)	(725)	(725)	(725)
Sewer Expense	PERA & Payroll Taxes	8,316	9,752	9,790	10,280	490	11,610	1,330	11,796	11,796	11,796	11,796
Sewer Expense	PERA 401K	3,212	5,451	3,819	4,010	191	4,457	447	4,457	4,457	4,457	4,457
Sewer Expense	Workers Compensation	943	976	1,149	1,149	-	1,206	57	1,267	1,330	1,397	1,466
Sewer Expense	Other Employee Benefits	875	200	895	1,795	900	1,795	-	1,831	1,868	1,905	1,943
Sewer Expense	Employee Appreciation	138	169	100	100	-	100	-	100	100	100	100
Sewer Expense	Repair & Maintenance (1)	8,938	9,395	10,000	10,000	-	15,000	5,000	15,000	15,000	15,000	15,000
Sewer Expense	Vehicle Repair & Maintenance	-	1,106	1,082	1,082	-	1,082	-	1,082	1,082	1,082	1,082
Sewer Expense	Sewer Line Checks	26,889	24,720	27,040	27,040	-	27,040	-	27,040	27,040	27,040	27,040
Sewer Expense	Facility Expenses	931	738	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Sewer Expense	Communications	896	988	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Sewer Expense	Travel-Education & Training	478	170	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500
Sewer Expense	General Supplies & Materials	3,829	5,727	5,083	5,083	-	5,083	-	5,083	5,083	5,083	5,083
Sewer Expense	Supplies-Safety	-	249	877	877	-	877	-	877	877	877	877
Sewer Expense	Supplies - Office	1,027	909	800	800	-	800	-	800	800	800	800
Sewer Expense	Regional Sewer O&M	331,965	369,933	360,794	360,794	-	360,794	-	360,794	360,794	360,794	360,794
Sewer Expense	Regional Sewer Overhead	47,499	26,558	44,000	44,000	-	44,000	-	44,000	44,000	44,000	44,000
Sewer Expense	Utilities - Electricity	2,161	2,254	2,547	2,547	-	2,547	-	2,547	2,547	2,547	2,547
Sewer Expense	Utilities - Gasoline	2,204	3,285	3,824	3,824	-	3,824	-	3,824	3,824	3,824	3,824
Total		507,191	537,909	550,736	561,136	10,400	570,784	9,647	571,336	571,712	572,097	572,205
(1) Infiltration Repairs												

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Water & Sewer Fund

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
MV Water Expense	Salaries & Wages	263,493	285,750	290,387	290,387	-	296,486	6,099	296,486	296,486	296,486	296,486
MV Water Expense	Offset Labor	(2,380)	-	(5,000)	8,970	13,970	8,970	-	8,970	8,970	8,970	8,970
MV Water Expense	Housing Allowance	8,967	2,767	8,970	(5,000)	(13,970)	(5,000)	-	(5,000)	(5,000)	(5,000)	(5,000)
MV Water Expense	Group Insurance	63,985	58,406	59,707	59,707	-	64,484	4,777	65,774	67,089	68,431	69,800
MV Water Expense	Dependent Health Reimbursement	(3,724)	(4,565)	(7,809)	(7,809)	-	(7,809)	-	(7,809)	(7,809)	(7,809)	(7,809)
MV Water Expense	PERA & Payroll Taxes	40,845	43,755	44,662	44,662	-	46,341	1,679	47,082	47,082	47,082	47,082
MV Water Expense	PERA 401K	11,930	11,967	15,035	15,035	-	15,337	302	15,337	15,337	15,337	15,337
MV Water Expense	Workers Compensation	5,499	5,261	6,825	6,825	-	7,166	341	7,525	7,901	8,296	8,711
MV Water Expense	Other Employee Benefits	4,200	1,000	4,923	4,923	-	5,169	246	5,273	5,378	5,486	5,595
MV Water Expense	Employee Appreciation	138	566	533	533	-	533	-	533	533	533	533
MV Water Expense	Uniforms	636	1,131	1,170	1,170	-	1,170	-	1,170	1,170	1,170	1,170
MV Water Expense	Legal - Water	32,305	25,465	20,000	20,000	-	20,000	-	20,000	20,000	20,000	20,000
MV Water Expense	Legal - Elk Run	-	-	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
MV Water Expense	Legal - TSG Water	-	-	15,000	15,000	-	15,000	-	15,000	15,000	15,000	15,000
MV Water Expense	Water Consulting	-	-	-	-	-	2,500	2,500	2,500	2,500	2,500	2,500
MV Water Expense	Water Sample Analysis	4,899	16,275	15,000	15,000	-	15,000	-	15,000	15,000	15,000	15,000
MV Water Expense	Water Augmentation Plan (2)	25,330	36,771	30,000	30,000	-	30,000	-	30,000	30,000	30,000	30,000
MV Water Expense	Water Rights (5)	6,524	17,808	-	10,000	10,000	10,000	-	10,000	10,000	10,000	10,000
MV Water Expense	Janitorial/Trash Removal	1,560	1,430	1,586	1,586	-	1,586	-	1,586	1,586	1,586	1,586
MV Water Expense	Repair & Maintenance (3)	27,990	26,064	-	28,000	28,000	38,000	10,000	30,000	30,000	30,000	30,000
MV Water Expense	Vehicle Repair & Maintenance	7,631	3,382	31,445	3,445	(28,000)	3,445	-	3,445	3,445	3,445	3,445
MV Water Expense	Software Support	1,722	3,965	1,500	1,500	-	2,000	500	2,000	2,000	2,000	2,000
MV Water Expense	Backflow Testing	-	-	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
MV Water Expense	Facility Expenses	1,222	738	1,170	1,170	-	1,170	-	1,170	1,170	1,170	1,170
MV Water Expense	Insurance	12,223	15,265	20,000	20,000	-	21,000	1,000	21,000	21,000	21,000	21,000
MV Water Expense	Communications	4,593	4,793	4,329	4,329	-	4,329	-	4,329	4,329	4,329	4,329
MV Water Expense	Internet Services	2,011	2,011	2,208	2,208	-	2,208	-	2,208	2,208	2,208	2,208
MV Water Expense	Dues & Fees	2,459	4,720	1,500	1,500	-	2,000	500	2,000	2,000	2,000	2,000
MV Water Expense	Travel-Education & Training	147	4,528	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
MV Water Expense	Invoice Processing	3,695	4,520	4,000	4,000	-	4,000	-	4,000	4,000	4,000	4,000
MV Water Expense	Online Payment Processing Fees	17,084	19,302	20,000	20,000	-	20,000	-	20,000	20,000	20,000	20,000
MV Water Expense	Postage & Freight	4,539	4,581	5,772	5,772	-	5,772	-	5,772	5,772	5,772	5,772
MV Water Expense	General Supplies & Materials	20,623	22,568	20,955	20,955	-	20,955	-	20,955	20,955	20,955	20,955
MV Water Expense	Supplies - Chlorine	10,564	8,647	15,450	15,450	-	22,000	6,550	22,000	22,000	22,000	22,000
MV Water Expense	Supplies - Office	1,515	1,638	1,714	1,714	-	1,714	-	1,714	1,714	1,714	1,714
MV Water Expense	Meter Purchases	1,716	635	3,200	3,200	-	3,200	-	3,200	3,200	3,200	3,200
MV Water Expense	Business Meals	337	52	150	150	-	150	-	150	150	150	150
MV Water Expense	Utilities - Natural Gas	1,850	1,637	3,401	3,401	-	3,435	34	3,435	3,469	3,469	3,504
MV Water Expense	Utilities - Electricity	278,384	360,365	309,000	309,000	-	312,090	3,090	312,090	315,211	315,211	318,363
MV Water Expense	Utilities - Gasoline	4,746	6,615	9,395	9,395	-	9,489	94	9,489	9,584	9,584	9,680

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Water & Sewer Fund

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
MV Water Expense	Pump Replacement	8,809	25,408	23,397	23,397	-	23,397	-	23,397	23,397	23,397	
MV Water Expense	Tank Maintenance (4)	3,850	-	100,000	-	(100,000)	100,000	100,000	-	-	-	
MV Water Expense	Water Conservation Incentives	(10,957)	3,327	5,000	5,000	-	5,000	-	5,000	5,000	5,000	
Total		870,957	1,028,547	1,097,075	1,007,075	(90,000)	1,144,787	137,712	1,039,280	1,044,327	1,046,172	1,051,347

(2) Augmentation water lease with Trout Lake

(3) 2020 New batteries for Wapiti solar system \$10,000

(4) Paint Double Cabins Tank 2020

(5) Water consultants working with staff and legal on water rights issues.

Ski Ranches Water Expense	Salaries & Wages	23,832	10,282	10,320	10,320	-	10,320	-	10,320	10,320	10,320	10,320
Ski Ranches Water Expense	Group Insurance	672	622	673	673	-	727	54	741	756	771	787
Ski Ranches Water Expense	PERA & Payroll Taxes	3,353	1,655	1,251	1,587	336	1,613	26	1,639	1,639	1,639	1,639
Ski Ranches Water Expense	PERA 401K	601	379	1,587	506	(1,081)	506	-	506	506	506	506
Ski Ranches Water Expense	Water Sample Analysis	954	1,090	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
Ski Ranches Water Expense	Vehicle Repair & Maintenance	10,976	824	11,066	11,066	-	11,066	(0)	11,066	11,066	11,066	11,066
Ski Ranches Water Expense	Dues & Fees	274	247	150	150	-	150	-	150	150	150	150
Ski Ranches Water Expense	General Supplies & Materials	(62)	501	1,560	1,560	-	1,560	(0)	1,560	1,560	1,560	1,560
Ski Ranches Water Expense	Chlorine (6)	1,700	1,000	250	250	-	1,000	750	1,000	1,000	1,000	1,000
Ski Ranches Water Expense	Supplies-Safety	234	36	200	200	-	200	-	200	200	200	200
Ski Ranches Water Expense	Meter Purchases	-	-	500	500	-	500	-	500	500	500	500
Ski Ranches Water Expense	Utilities - Natural Gas	896	547	1,746	1,746	-	1,746	-	1,746	1,746	1,746	1,746
Ski Ranches Water Expense	Utilities - Electricity	1,634	2,392	3,276	3,276	-	3,309	33	3,309	3,342	3,342	3,375
Ski Ranches Water Expense	Utilities - Gasoline	285	349	958	958	-	958	-	958	958	958	958
Ski Ranches Water Expense	Tank And Pipe Replacement	20,129	941	5,850	5,850	-	5,850	-	5,850	5,850	5,850	5,850
Total		65,478	20,864	41,888	41,143	(745)	42,005	862	42,045	42,093	42,108	42,157

(6) Increased water usage

Water/Sewer Capital Expense	Leak Detection System	-	-	30,000	30,000	-	-	(30,000)	-	-	-	-
Water/Sewer Capital Expense	Vehicles	39,724	27,391	-	-	-	-	-	-	-	-	-
Water/Sewer Capital Expense	Miscellaneous FF&E	-	-	-	-	-	-	-	-	-	-	-
Water/Sewer Capital Expense	Arizona Water Line	-	-	-	-	-	-	-	-	-	-	-
Water/Sewer Capital Expense	Ski Ranches Capital	25,191	230,735	250,000	250,000	-	250,000	-	250,000	250,000	250,000	250,000
Water/Sewer Capital Expense	Power Generators (8)	1,500	93,492	55,000	55,000	-	-	(55,000)	-	-	175,000	-
Water/Sewer Capital Expense	Lift 7 Waterline	245,863	-	-	-	-	-	-	-	-	-	-
Water/Sewer Capital Expense	Regional Sewer Capital	70,351	183,754	796,950	292,910	(504,040)	851,751	558,841	1,159,200	2,282,175	1,141,088	2,500,000
Water/Sewer Capital Expense	Wells - New	-	21,637	165,000	165,000	-	-	(165,000)	-	-	-	-
Water/Sewer Capital Expense	San Miguel Pump (7)	-	50,293	-	50,000	50,000	-	(50,000)	-	-	-	200,000
Total		382,628	607,301	1,296,950	842,910	(454,040)	1,101,751	258,841	1,409,200	2,532,175	1,566,088	2,950,000

(7) Repair booster pump 2019, Replace booster pump 2024

(8) Backup generator/ building for wells 6,26 and 30 in 2023

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
INFORMATION TECHNOLOGY AND BROADBAND DEPARTMENT PROGRAM NARRATIVE**

INFORMATION TECHNOLOGY PROGRAM NARRATIVE

Responsible for establishing the Town's technical and cybersecurity vision and leading all aspects of the Town's technology development. Manages the Town's technology resources and support facilities local, wireless, internet, telephone, and all related software programs.

BROADBAND DEPARTMENT PROGRAM NARRATIVE

Mountain Village Broadband's goal is to provide high-speed internet access throughout the Town of Mountain Village with a high degree of reliability and redundancy, including any other surrounding areas as directed. The Focus of Broadband is on the development of a sustainable model that does not restrict but enables sustainable future growth.

INFORMATION TECHNOLOGY DEPARTMENT GOALS

1. Complete network upgrade by the end of 2020 second quarter.
2. Upgrade physical servers to a virtualization platform. End of June 2020.
3. Begin training cable technician staff IT desktop and network support roles. End of December 2020.
4. Fiscal Responsibility. Prepare and stay within the department's approved budget and actively seek opportunities to optimize financial costs and investments when making decisions.
5. Provide Mountain Village the highest level of customer service.

INFORMATION TECHNOLOGY DEPARTMENT PERFORMANCE MEASURES

Item 1

1. Complete internal audit of network infrastructure.
2. Design secure network topologies.
3. Implement network changes.
4. Enhance host and network security firewalls.
5. Add alert mechanisms.
6. Perform a best practices security review.

Item 2

1. Configure virtual servers.
2. Integrate into storage.
3. Integrate into a redundant server environment.
4. Perform deep level learning on virtual server redundant environment.
5. Conduct catastrophic failure testing. Test various fail-over and fail-back scenarios.
6. Perform a best practices security review.
7. Migrate physical servers to the virtual redundant server environment.
8. Integrate into backup systems.

Item 3

1. Create a schedule for cable technicians to transition into IT support role.
2. Continue the exhaustive exercise of training people in the IT support role.
3. Began an asset inventory sheet and begin an upgrade plan to windows 10.
4. Upgrade current Multi-Factor Authentication.
5. Create encrypted password system for IT.
6. Begin best practices security review.
7. Attend security certification class sponsored by the managed security company.

Item 4

1. Year-end expenditure totals do not exceed the adopted budget.

Item 5

1. Respond to all calls within 24 hours in a professional matter.

BROADBAND DEPARTMENT GOALS

1. Have Beta testing completed and switch beta customers to paying subscribers by March 15, 2020.
2. Introduce new fiber service to the Meadows area customers by April 15, 2020.
3. Complete fiber pathway construction by October 30, 2020.

4. Restructure TMVs video service packing options.
5. Fiscal Responsibility. Prepare and stay within the department's approved budget and actively seek opportunities to optimize financial costs and investments when making decisions.
6. Provide Mountain Village the highest level of customer service.

BROADBAND DEPARTMENT PERFORMANCE MEASURES

Item 1

1. Have all fiber spliced in Beta area.
2. ONTs (Customer's home) are programmed and provisioned to head-end. Customer now have new fiber internet service.
3. Triple play services (video, phone, and internet) are cut-over to new fiber network.
4. New fiber service products are fully integrated into the billing system.
5. Feedback from Beta customers prompts quality improvement changes.
6. Beta customers go live and begin paying for new fiber services.
7. Promote product awareness by using marketing and communications strategies.

Item 2

1. All fiber spliced from customers' homes to head-end.
2. ONTs (Customer's home) are set and provisioned to head-end allowing customers to now have TMVs new fiber internet service.
3. Triple play services (video, phone, and internet) are cut-over to new fiber network.
4. New fiber service products are fully integrated into the billing system.

Item 3

1. Lightworks completes Neil Shaw's fiber construction plan.
2. Conduit pathway construction within all streets in TMV have been completed.
3. All revegetation of disturbed areas has been fixed.
4. Micro-fiber has been successfully blown in conduit respectively.
5. Lightworks continues to bore conduit to all homes without conduit.
6. ONTs (Customer's home) are programmed and provisioned at head-end.
7. TMV continues to cut-over customers into the fiber network.

Item 4

1. Perform an analysis on current video packages.
2. Devise a new plan bringing the video service offerings to a success financial model.
3. Re-evaluate the quality of video service to customers.
4. Upgrade video equipment increasing the viewer experience.
5. Upgrade marketing, customer self-service portal and outward facing web page.

Item 5

1. Year-end expenditure totals do not exceed the adopted budget.

Item 6

1. Respond to all calls within 24 hours in a professional matter.

INFORMATION TECHNOLOGY DEPARTMENT ACCOMPLISHMENTS

1. Deployed managed security.
2. Deployed encrypted email.
3. Deployed archive system which keeps copies of office 365 activities.
4. Began the beginning stages of monitoring cyber threat and vulnerabilities.
5. Successfully passed the FBI InfraGard membership vetting process.
6. Significantly improved on-site and COOP response.
7. Completed major over-haul of backup systems.
8. Tested a DR recovery image for one of the critical servers.
9. IT staff began security patching schedule (Patch Tuesday).
10. Continue to upgrade machines to windows 10.

BROADBAND DEPARTMENT ACCOMPLISHMENTS 2019

1. Completed the ARIN registration of new IP block.

2. Purchased necessary equipment for fiber project.
3. Began construction fiber project.
4. Contacted beta customers.
5. Developed website <https://townofmountainvillage.com/fiber/>.
6. All FCC reports are current.
7. We completed approximately 72 service calls and change of service calls per month all within 24 hours of request.
8. We had 2 Internet outages the last 6 months 1 century link and 1 equipment failure outages.
9. We completed 265 service truck rolls and 99cable locates for 1st half of 2019.

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections
Broadband Fund

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019 Original	2019 Forecasted	2019 Adjustments	2020 Proposed	2020 Adjustments	2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection
	<u>Summary</u>											
	<u>Revenues</u>											
	Cable Revenues	890,845	954,525	1,016,752	1,012,672	(4,080)	1,022,472	9,800	1,032,468	1,042,664	1,053,064	1,063,672
	Internet Revenues	947,404	1,034,668	948,479	953,279	4,800	946,666	(9,083)	956,966	967,472	978,188	989,118
	Phone Revenues	37,465	42,665	42,000	42,000	-	43,000	1,000	44,000	45,000	46,000	47,000
	Miscellaneous Revenues	70,155	68,514	68,640	68,640	-	68,640	-	68,640	68,640	68,640	68,640
	Total Revenues	1,945,869	2,100,372	2,075,871	2,076,591	720	2,080,778	1,717	2,102,074	2,123,776	2,145,892	2,168,430
	<u>Expenses</u>											
	Cost of Cable Sales	792,333	810,902	874,963	874,963	-	904,833	29,870	935,755	937,960	940,188	942,439
	Cost of Internet Sales	214,500	205,620	211,116	211,116	-	190,000	(21,116)	200,000	200,000	200,000	200,000
	Cost of Phone Sales	24,240	24,344	26,000	26,000	-	12,000	(14,000)	12,000	12,000	12,000	12,000
	Operations	551,251	617,216	605,999	624,844	18,845	711,023	86,179	662,548	641,360	643,219	645,124
	Broadband Fund Contingency Contingency	55	2,313	3,000	3,000	-	3,000	-	3,000	3,000	3,000	2,500
	Total Expense	1,582,379	1,660,394	1,721,078	1,739,923	18,845	1,820,856	80,933	1,813,303	1,794,320	1,798,406	1,802,064
	<u>Capital</u>											
	Capital Outlay	131,574	227,622	1,561,645	1,066,800	(494,845)	2,181,645	1,114,845	182,800	169,000	169,000	169,000
	Total Capital	131,574	227,622	1,561,645	1,066,800	(494,845)	2,181,645	1,114,845	182,800	169,000	169,000	169,000
	<u>Other Sources/Uses</u>											
	Broadband Other Source/Uses Transfer (To)/From General Fund	-	(10,000)	1,377,588	648,805	(728,783)	2,098,681	1,449,876	72,943	-	-	-
	Broadband Other Source/Uses Transfer To GF - Overhead Allocation	(145,028)	(163,416)	(170,736)	(169,531)	1,205	(176,958)	(7,427)	(178,914)	(178,841)	(181,314)	(179,957)
	Total Other Sources/Uses	(145,028)	(173,416)	1,206,852	479,274	(727,578)	1,921,724	1,442,449	(105,971)	(178,841)	(181,314)	(179,957)
	Surplus (Deficit)	86,889	38,940	-	(250,858)	(250,858)	-	248,388	-	(18,385)	(2,829)	17,409
	Beginning Available Fund Balance	125,029	211,918	-	250,858	-	-	-	-	-	(18,385)	(21,214)
	Ending Available Fund Balance	211,918	250,858	-	-	-	-	-	(18,385)	(21,214)	(21,214)	(3,805)

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections
Broadband Fund

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019 Original	2019	2019	2020	2020	2021 Long	2022 Long	2023 Long	2024 Long
					Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
<u>Revenues</u>												
Cable Revenues	Basic Residential	426,449	495,919	490,000	490,000	-	499,800	9,800	509,796	519,992	530,392	541,000
Cable Revenues	Basic Bulk	163,126	174,808	225,000	225,000	-	225,000	-	225,000	225,000	225,000	225,000
Cable Revenues	Premium Pay Revenue	46,960	40,350	51,005	51,005	-	51,005	-	51,005	51,005	51,005	51,005
Cable Revenues	Bulk Premium	31,437	33,345	30,618	30,618	-	30,618	-	30,618	30,618	30,618	30,618
Cable Revenues	Digital	63,230	57,298	60,000	60,000	-	60,000	-	60,000	60,000	60,000	60,000
Cable Revenues	HDTV	155,414	148,485	156,049	156,049	-	156,049	-	156,049	156,049	156,049	156,049
Cable Revenues	Digital DMX Commercial	4,230	4,320	4,080	-	(4,080)	-	-	-	-	-	-
Total Cable Revenues		890,845	954,525	1,016,752	1,012,672	(4,080)	1,022,472	9,800	1,032,468	1,042,664	1,053,064	1,063,672
Internet Revenues	High Speed Internet	506,835	535,896	500,000	500,000	-	515,000	15,000	525,300	535,806	546,522	557,453
Internet Revenues	Bulk Internet	156,192	176,409	179,083	179,083	-	155,000	(24,083)	155,000	155,000	155,000	155,000
Internet Revenues	Non Subscriber High Speed Internet	234,660	269,528	220,000	220,000	-	220,000	-	220,000	220,000	220,000	220,000
Internet Revenues	Internet Business Class	49,717	52,835	49,396	49,396	-	51,866	-	51,866	51,866	51,866	51,866
Internet Revenues	Dark Fiber Leased Revenues	-	-	-	4,800	4,800	4,800	-	4,800	4,800	4,800	4,800
Total Internet Revenues		947,404	1,034,668	948,479	953,279	4,800	946,666	(9,083)	956,966	967,472	978,188	989,118
Broadband Misc Revenues	High Speed Static Address	4,937	4,638	-	-	-	-	-	-	-	-	-
Broadband Misc Revenues	Other-Advertising Revenue (1)	5,458	6,862	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
Broadband Misc Revenues	Other-Labor (2)	2,815	930	3,000	3,000	-	3,000	-	3,000	3,000	3,000	3,000
Broadband Misc Revenues	Other - Parts (3)	7,525	7,344	4,500	4,500	-	4,500	-	4,500	4,500	4,500	4,500
Broadband Misc Revenues	Leased Fiber Access	20,051	18,520	20,000	20,000	-	4,800	(15,200)	4,800	4,800	4,800	4,800
Broadband Misc Revenues	Other-Connection Fees (4)	8,922	5,331	16,000	16,000	-	20,000	4,000	20,000	20,000	20,000	20,000
Broadband Misc Revenues	Cable Equipment Rental	5,340	5,340	5,340	5,340	-	16,000	10,660	16,000	16,000	16,000	16,000
Broadband Misc Revenues	Other-Leased Access Revenue (5)	-	1,200	4,800	4,800	-	5,340	540	5,340	5,340	5,340	5,340
Broadband Misc Revenues	Other-Late Payment Fees	13,930	13,560	12,500	12,500	-	12,500	-	12,500	12,500	12,500	12,500
Broadband Misc Revenues	Other-NSF Fees	25	125	-	-	-	-	-	-	-	-	-
Broadband Misc Revenues	Other-Recovery Income	985	221	-	-	-	-	-	-	-	-	-
Broadband Misc Revenues	Channel Revenue	121	2,460	-	-	-	-	-	-	-	-	-
Broadband Misc Revenues	Miscellaneous Revenue	47	1,983	-	-	-	-	-	-	-	-	-
Total Miscellaneous Revenues		70,155	68,514	68,640	68,640	-	68,640	-	68,640	68,640	68,640	68,640
Phone Revenues	Basic Phone Service	37,113	42,272	42,000	42,000	-	43,000	1,000	44,000	45,000	46,000	47,000
Phone Revenues	Changes To Service Fee	75	350	-	-	-	-	-	-	-	-	-
Phone Revenues	Long Distance Charges	277	43	-	-	-	-	-	-	-	-	-
Total Phone Revenues		37,465	42,665	42,000	42,000	-	43,000	1,000	44,000	45,000	46,000	47,000

(1) Local ad insertions

(2) Hourly work performed by cable techs

(3) Parts/Equipment bought by customer from MVB

(4) Cable Tech install fees

(5) Programming paid to MVB

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections
Broadband Fund

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019 Original	2019	2019	2020	2020	2021 Long	2022 Long	2023 Long	2024 Long
					Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
<u>Cost of Sales</u>												
Cable Cost of Sales	Basic Programming Fee	604,677	664,190	668,100	668,100	-	694,824	26,724	722,617	722,617	722,617	722,617
Cable Cost of Sales	Copyright Royalties	6,422	5,879	7,418	7,418	-	7,492	74	7,567	7,643	7,719	7,796
Cable Cost of Sales	Broadcast Retransmission	-	-	-	-	-	-	-	-	-	-	-
Cable Cost of Sales	Premium Program Fees	83,380	79,013	93,840	93,840	-	95,717	1,877	97,631	98,607	99,594	100,589
Cable Cost of Sales	Digital - Basic Program Fees	84,543	47,407	89,797	89,797	-	90,695	898	91,602	92,518	93,443	94,378
Cable Cost of Sales	TV Guide Programming	6,786	6,977	6,960	6,960	-	7,169	209	7,312	7,458	7,608	7,760
Cable Cost of Sales	HDTV	3,605	3,621	6,060	6,060	-	6,121	61	6,182	6,244	6,306	6,369
Cable Cost of Sales	Pay Per View Fees	-	-	-	-	-	-	-	-	-	-	-
Cable Cost of Sales	TV Everywhere Fees	2,920	3,815	2,788	2,788	-	2,816	28	2,844	2,872	2,901	2,930
Total Cable Cost of Sales		792,333	810,902	874,963	874,963	-	904,833	29,870	935,755	937,960	940,188	942,439
Phone Cost of Sales	Phone Service Costs	24,240	22,377	26,000	26,000	-	12,000	(14,000)	12,000	12,000	12,000	12,000
Phone Cost of Sales	Connection Fees-Phone	-	1,967	-	-	-	-	-	-	-	-	-
Total Phone Cost of Sales		24,240	24,344	26,000	26,000	-	12,000	(14,000)	12,000	12,000	12,000	12,000
Internet Cost of Sales	Internet Costs	214,500	205,620	211,116	211,116	-	190,000	(21,116)	200,000	200,000	200,000	200,000
Total Internet Cost of Sales		214,500	205,620	211,116	211,116	-	190,000	(21,116)	200,000	200,000	200,000	200,000

Capital

Broadband Fund Capital	Test Equipment (1)	-	2,500	6,500	6,500	-	5,000	(1,500)	-	-	-	-
Broadband Fund Capital	Software Upgrades (2)	-	-	-	19,000	19,000	24,000	5,000	129,000	129,000	129,000	129,000
Broadband Fund Capital	Vehicles (4)	-	30,328	32,500	32,500	-	10,000	(22,500)	35,000	35,000	35,000	35,000
Broadband Fund Capital	Equipment (5)	634	4,922	-	8,800	8,800	20,000	11,200	18,800	5,000	5,000	5,000
Broadband Fund Capital	System Upgrades (3)	130,940	189,872	1,522,645	1,000,000	(522,645)	2,122,645	1,122,645	-	-	-	-
Total Capital		131,574	227,622	1,561,645	1,066,800	(494,845)	2,181,645	1,114,845	182,800	169,000	169,000	169,000

- (1) Ethernet equipment testing at the home
(2) Cyber Security Monitoring
(3) Ongoing FTTH upgrade 10% contingency included

- (4) 2020 - Replace bucket truck used , 2021 replace tech vehicle 2006 Ford F150
(5) Replacement equipment for video services programming receivers

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Broadband Fund

Worksheet	Account Name			2019		2019		2020		2020		2021 Long	2022 Long	2023 Long	2024 Long
		Actuals 2017	Actuals 2018	2019 Original	Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term	Projection	Projection	Projection
<u>Operating Costs</u>															
Operating Costs	Salaries & Wages	252,007	265,518	265,435	275,835	10,400	302,489	26,654	302,489	302,489	302,489	302,489	302,489	302,489	302,489
Operating Costs	Housing Allowance	12,517	12,517	12,840	12,840	-	12,840	-	12,840	12,840	12,840	12,840	12,840	12,840	12,840
Operating Costs	Group Insurance	52,454	49,747	50,000	53,125	3,125	68,750	15,625	70,125	71,528	72,958	72,958	74,417	74,417	74,417
Operating Costs	Dependent Health Reimbursement	(3,764)	(4,017)	(4,356)	(4,356)	-	(4,356)	-	(4,356)	(4,356)	(4,356)	(4,356)	(4,356)	(4,356)	(4,356)
Operating Costs	PERA & Payroll Taxes	38,523	40,851	40,824	42,424	1,600	47,279	4,855	48,035	48,035	48,035	48,035	48,035	48,035	48,035
Operating Costs	PERA 401K	20,790	23,019	22,562	22,562	-	22,592	30	22,592	22,592	22,592	22,592	22,592	22,592	22,592
Operating Costs	Workers Compensation	5,539	4,595	5,775	5,775	-	6,064	289	6,367	6,685	7,020	7,371	7,371	7,371	7,371
Operating Costs	Other Employee Benefits	3,500	800	3,580	4,500	920	4,500	-	4,590	4,682	4,775	4,871	4,871	4,871	4,871
Operating Costs	Uniforms	464	174	500	500	-	500	-	500	500	500	500	500	500	500
Operating Costs	Operations Consulting	-	45,948	-	-	-	-	-	-	-	-	-	-	-	-
Operating Costs	Bad Debt Expense	(589)	6,079	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Operating Costs	Technical - Computer Support (1)	50,379	50,779	47,940	47,940	-	47,940	-	47,940	47,940	47,940	47,940	47,940	47,940	47,940
Operating Costs	Call Center Fees	1,416	1,462	1,573	1,573	-	1,800	227	1,800	1,800	1,800	1,800	1,800	1,800	1,800
Operating Costs	Janitorial/Trash Removal	1,560	1,430	1,586	1,586	-	1,586	-	1,586	1,586	1,586	1,586	1,586	1,586	1,586
Operating Costs	R/M - Head End (2)	20,088	14,118	20,000	20,000	-	25,000	5,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Operating Costs	R/M - Plant (2)	14,012	22,714	25,000	25,000	-	25,000	-	-	-	-	-	-	-	-
Operating Costs	Vehicle Repair & Maintenance	690	1,887	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500	1,500	1,500	1,500
Operating Costs	Facility Expenses	1,199	786	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Operating Costs	Insurance	3,555	4,039	3,675	3,675	-	3,675	-	3,675	3,675	3,675	3,675	3,675	3,675	3,675
Operating Costs	Communications	6,678	6,055	5,578	5,578	-	5,578	-	5,578	5,578	5,578	5,578	5,578	5,578	5,578
Operating Costs	Marketing & Advertising	105	204	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Operating Costs	TCTV 12 Support	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Operating Costs	Dues & Fees	1,585	1,334	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Operating Costs	Travel, Education & Training	3,023	7,383	6,000	6,000	-	6,000	-	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Operating Costs	Contract Labor	635	2,495	5,000	7,500	2,500	1,000	(6,500)	-	-	-	-	-	-	-
Operating Costs	Cable Locates	275	246	600	600	-	600	-	600	600	600	600	600	600	600
Operating Costs	Invoice Processing	3,095	2,225	3,600	3,600	-	3,600	-	3,600	3,600	3,600	3,600	3,600	3,600	3,600
Operating Costs	Online Payment Processing Fees	15,099	17,247	15,600	15,600	-	15,600	-	15,600	15,600	15,600	15,600	15,600	15,600	15,600
Operating Costs	Postage & Freight	4,322	3,271	5,200	5,200	-	5,200	-	5,200	5,200	5,200	5,200	5,200	5,200	5,200
Operating Costs	General Supplies & Materials	2,803	1,322	7,000	7,000	-	7,000	-	7,000	7,000	7,000	7,000	7,000	7,000	7,000
Operating Costs	Supplies - Office	1,910	1,700	2,550	2,550	-	2,550	-	2,550	2,550	2,550	2,550	2,550	2,550	2,550
Operating Costs	DVR'S (3)	4,918	3,324	10,000	10,000	-	50,000	40,000	25,000	5,000	5,000	5,000	5,000	5,000	5,000
Operating Costs	Digital Cable Terminals	1,969	2,005	-	-	-	-	-	-	-	-	-	-	-	-
Operating Costs	Cable Modems	3,078	2,125	3,000	3,000	-	3,000	-	3,000	-	-	-	-	-	-
Operating Costs	Wireless Routers	280	-	-	-	-	-	-	-	-	-	-	-	-	-
Operating Costs	Phone Terminals	-	-	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500	1,500	1,500	1,500
Operating Costs	Business Meals	1,303	994	500	800	300	800	-	800	800	800	800	800	800	800

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections
Broadband Fund

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	
				2019 Original	Forecasted	2019 Adjustments	2020 Proposed					2020 Adjustments
Operating Costs	Employee Appreciation	138	460	500	500	-	500	-	500	500	500	500
Operating Costs	Utilities - Natural Gas	896	547	986	986	-	986	-	986	986	986	986
Operating Costs	Utilities - Electricity	17,220	17,748	21,608	21,608	-	21,608	-	21,608	21,608	21,608	21,608
Operating Costs	Utilities - Gasoline	2,579	3,716	4,343	4,343	-	4,343	-	4,343	4,343	4,343	4,343
Operating Costs	Non-capital Equipment	-	369	-	-	-	-	-	-	-	-	-
Total Operating Costs		551,251	617,216	605,999	624,844	18,845	711,023	86,179	662,548	641,360	643,219	645,124

- (1) Managed network and data base services
- (2) Parts replacement of headend equipment and plant amplifiers
- (3) Initial investment in cable boxes for upgrade

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
TELLURIDE CONFERENCE CENTER PROGRAM NARRATIVE**

The Telluride Conference Center is a full-service, convention, special event, and entertainment facility dedicated to providing a quality experience and to enhance the prominence of the Telluride Region for the benefit of both visitors and locals.

TELLURIDE CONFERENCE CENTER GOALS

1. Manage the contract in such a way that all reports per the agreement are submitted on time and complete, or that a new submittal date is agreed upon by both parties.
2. Conduct a walk-through of the Telluride Conference Center so that all Mountain Village inventory is accounted for annually.
3. Prepare and stay within the Telluride Conference Center's approved marketing and capital budget amount.

TELLURIDE CONFERENCE CENTER PERFORMANCE MEASURES

1. Quarterly reports are submitted before the 15 day of the months January, April, July and October.
2. Verify that all Mountain Village inventory is accounted for annually by a date to be determined.
3. Telluride Conference Center operators do not spend more than what is allocated for in 2020.

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections

Telluride Conference Center (TCC)

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019		2020		2021 Long	2022 Long	2023 Long	2024 Long
				2019 Original	Forecasted	Adjustments	Proposed	Adjustments	Term Projection	Term Projection	Term Projection
TCC Expense	Facility Expenses	58	1,872	-	-	-	-	-	-	-	-
TCC Expense	Contract Labor (1)	5,000	-	50,000	5,000	(45,000)	50,000	45,000	-	-	-
TCC Expense	HOA Dues (3)	88,467	87,796	92,033	90,833	(1,200)	106,300	15,467	124,676	123,429	99,384
TCC Expense	Marketing (2)	100,000	100,000	100,000	100,000	-	100,000	-	100,000	100,000	100,000
TCC Expense	Capital Expenses (2)	5,564	12,875	20,000	20,000	-	20,000	-	20,000	20,000	20,000
Total Expense		199,089	202,543	262,033	215,833	(46,200)	276,300	60,467	244,676	243,429	219,384
TCC Other Sources/Uses	Transfer (To)/From General Fund Operations	193,525	202,543	242,033	195,833	(46,200)	256,300	60,467	224,676	223,429	199,384
TCC Other Sources/Uses	Transfer (To)/From General Fund Cap/MR&R	5,564	-	20,000	20,000	-	20,000	-	20,000	20,000	20,000
Total Other Source/Uses		199,089	202,543	262,033	215,833	(46,200)	276,300	60,467	244,676	243,429	219,384
Surplus (Deficit)		-	-	-	-	-	-	-	-	-	-

(1) 2020 Study/consulting for possible expansion (pushed from 2019)

(2) Contractual obligation

(3) TMVOA dues increased 25% in 2019, FKL dues are increasing 18.32% in 2020 and increases for a few years to build reserves for capital projects.

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
CHONDOLA OPERATIONS PROGRAM NARRATIVE**

The Chondola provides resort transportation services for residents and visitors connecting the Meadows sub area with the Mountain Village Center. The Chondola is a TSG asset and they operate the machine during the winter season daytime hours concurrent with ski area operations. The Town of Mountain Village Transit Department operates the Chondola during the winter season evening hours so that the Chondola operates concurrent hours with the Gondola. Operating and maintenance expenses are assigned to TSG and The Town based on stipulations in the Gondola Operating Agreement generally resulting in a 50-50% shared expense. The Town's portions of the annual costs are then refunded by TMVOA based on stipulations in the Chondola Funding Agreement.

DEPARTMENT GOALS

1. Keep Chondola downtime to a minimum through training and teamwork.
2. Safely transport all guests and employees by attending to every cabin and every guest
3. Provide excellent guest services by interacting with every guest in a professional manner.
4. Control costs by performing routine audits of the department's financial performance.

PERFORMANCE MEASURES

1. Availability goal: > 99.75% of operating hours.
- 2a. The number of riders are tallied and the data is tracked and reported.
- 2b. There are no (0) passenger injuries from operating incidents.
- 2c. There are no (0) employee injuries from operating incidents.
3. Customer satisfaction: score above 4.0 rating on customer surveys
4. The department operates at or below its budget.

CHONDOLA 2019 YTD ACHIEVEMENTS:

- o Chondola Operations Availability Winter 2018-2019: 99.88%
- o Passenger trips Winter 2018-2019: 135,289 (cabins only)
- o Zero (0) passenger injuries
- o Zero (0) Chondola-Ops worker's compensation claims with TMV expense
- o Chondola Passenger Satisfaction Survey Winter 2018-2019: 4.68 on a 5 scale
- o Year-end budget projection: ON BUDGET

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
GONDOLA MAINTENANCE PROGRAM NARRATIVE**

Gondola Maintenance conducts a comprehensive maintenance program to ensure the highest degree of safety for system users and employees alike. Management operates with an annual budget agreement between the Town and its funding partner, the Telluride Mountain Village Owners Association thereby operating with a high level of financial scrutiny and accountability.

DEPARTMENT GOALS

1. Perform both scheduled and unscheduled maintenance tasks thoroughly and competently to ensure trouble free operation.
2. Keep up with all mandated maintenance procedures and inspections in order to be in compliance with all applicable rules and regulations.
3. Perform all duties in a conscientious manner with a focus on both personal and passenger well being.
4. Operate a fiscally responsible department through auditing, inventory management and scheduling management.
5. Utilize a work order system to track all work performed on the gondola system.

PERFORMANCE MEASURES

1. Availability Goal: > 99.75% G-Mtc (mechanical & electrical downtime).
2. CPTSB Inspection Results and Reporting Requirements: Licenses received and maintained in good standing & zero (0) late or failure to report incidents.
3. Employee injuries: Zero (0) WC claims resulting in lost work days or expense to TMV.
4. End of Year Budget Results: On or under budget.
5. Work Orders Completed: 100% completion rate on all PM tasks on or before the scheduled due date.

GONDOLA MAINTENANCE 2019 ACHIEVEMENTS:

- o Winter 18/19 = 99.88%; Summer 2019 = 99.87%; Combined = 99.875%
- o 100% compliance with licensing and reporting requirements.
- o One (1) G-Mtc WC claim resulting in no lost work days - TMV expense of \$133
- o Year-end budget projection: ON BUDGET
- o 95% of scheduled work orders completed on time.

**TOWN OF MOUNTAIN VILLAGE
2020 BUDGET
GONDOLA OPERATIONS PROGRAM NARRATIVE**

To make every guest's experience as unique and un-paralleled as the services we provide so they want to return. The mission is; ride by ride, courteous, friendly, safe, and reliable transportation to meet the needs of the community.

DEPARTMENT GOALS

1. Keep Gondola downtime to a minimum through training and teamwork.
2. Safely transport all guests and employees by attending to every cabin and every guest
3. Provide excellent guest services by interacting with every guest in a professional manner.
4. Control costs by performing routine audits of the department's financial performance.
5. Provide a clean, trash free natural environment at the gondola terminals.

PERFORMANCE MEASURES

1. Availability goals: SUMMER > 99.67%; and WINTER > 99.75% of operating hours.
- 2a. The number of riders are tallied and the data is tracked and reported.
- 2b. There are no (0) passenger injuries from operating incidents.
- 2c. There are no (0) employee injuries from operating incidents.
3. Customer satisfaction: score above 4.0 rating on customer surveys
4. The department operates at or below its budget.
5. Provide > 36 man-hours per year labor allocated to trash and litter pick-up at the terminals.

GONDOLA OPERATIONS 2019 YTD ACHIEVEMENTS:

- o Gondola Operations Availability: Winter Season 2018-19: 99.86%; Summer Season 2019: 99.77%; Combined: 99.815%
- o Passenger trips YTD: 2,381,545
- o Zero (0) passenger injury claims
- o Four (4) G-Ops WC claims with a combined TMV expense of \$2998
- o Gondola Passenger Survey for the Winter 2018-19 Season: 4.83 on a 5 scale
- o Year-end budget projection: WITHIN BUDGET
- o Man hours for trash and litter pick up: 31 hours

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections
Gondola Fund

Worksheet	Account Name			2019	2019	2020	2020	2021 Long	2022 Long	2023 Long	2024 Long	
		Actuals 2017	Actuals 2018	2019 Original	Forecasted	Adjustments	Proposed	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
	<u>Summary</u>											
	Revenues											
	TMVOA Operations Contribution	3,229,844	3,357,231	3,841,128	3,758,574	(82,554)	3,957,059	198,485	3,931,037	3,946,875	3,952,940	4,150,769
	TMVOA Cap & Major Repairs Funding	1,461,922	1,217,591	1,189,578	596,200	(593,378)	316,200	(280,000)	357,000	353,000	275,000	95,000
	TMVOA Funding	4,691,766	4,574,822	5,030,706	4,354,774	(675,932)	4,273,259	(81,515)	4,288,037	4,299,875	4,227,940	4,245,769
	TSG - 1% Lift Ticket Contribution	186,075	188,099	200,000	200,000	-	200,000	-	200,000	200,000	200,000	200,000
	Event Operations Funding	14,157	3,556	-	-	-	-	-	-	-	-	-
	TOT Extended Ops Contribution	36,000	36,000	36,000	36,000	-	36,000	-	36,000	36,000	36,000	36,000
	Miscellaneous Revenue	591	7,165	-	-	-	-	-	-	-	-	-
	CDOT Grant Funding - Ops	149,982	145,719	141,240	141,240	-	141,240	-	141,240	141,240	141,240	141,240
	CDOT Grant Funding - Cap/MR&R	88,000	737,063	390,800	690,800	300,000	470,800	(220,000)	-	-	-	-
	Total Gondola Funding	5,166,571	5,692,423	5,798,746	5,422,814	(375,932)	5,121,299	(301,515)	4,665,277	4,677,115	4,605,180	4,623,009
	Expenditures											
	Gondola Operations	1,655,099	1,716,220	1,958,701	1,895,256	(63,445)	1,939,959	44,703	1,909,452	1,916,668	1,924,115	1,962,500
	Gondola Maintenance	1,140,923	1,271,316	1,348,651	1,340,912	(7,739)	1,407,996	67,084	1,409,104	1,404,886	1,410,848	1,416,997
	Overhead/Fixed Costs	386,335	398,549	455,556	450,556	(5,000)	455,556	5,000	455,556	455,556	455,556	455,556
	MARRS	73,595	65,018	76,246	76,246	-	76,246	-	76,246	76,246	76,246	76,246
	Chondola	319,109	232,529	212,660	198,985	(13,675)	274,901	75,916	279,036	291,415	283,895	431,427
	Contingency	-	21,036	121,554	118,859	(2,695)	124,640	5,781	123,882	124,343	124,520	130,282
	Total Operating Costs	3,575,060	3,704,668	4,173,368	4,080,814	(92,554)	4,279,299	198,485	4,253,277	4,269,115	4,275,180	4,473,009
	Capital/MR&R											
	Major Repairs & Replacements	299,156	1,791,839	1,452,378	1,259,000	(193,378)	675,000	(584,000)	345,000	210,000	150,000	65,000
	Capital	1,250,866	141,778	128,000	28,000	(100,000)	112,000	84,000	12,000	143,000	125,000	30,000
	Total Capital/MR&R	1,550,022	1,933,617	1,580,378	1,287,000	(293,378)	787,000	(500,000)	357,000	353,000	275,000	95,000
	Total Expenditures	5,125,082	5,638,285	5,753,746	5,367,814	(385,932)	5,066,299	(301,515)	4,610,277	4,622,115	4,550,180	4,568,009
	Other Sources											
	Sale of Assets	1,672	-	-	-	-	-	-	-	-	-	-
	Administrative Services	(43,161)	(54,138)	(45,000)	(55,000)	(10,000)	(55,000)	-	(55,000)	(55,000)	(55,000)	(55,000)
	Total Other Sources/Uses	(41,489)	(54,138)	(45,000)	(55,000)	(10,000)	(55,000)	-	(55,000)	(55,000)	(55,000)	(55,000)
	Surplus (Deficit)	-	-	-	-	-	-	-	-	-	-	-

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections
Gondola Fund

Worksheet	Account Name			2019	2019	2020	2020	2021 Long	2022 Long	2023 Long	2024 Long	
		Actuals 2017	Actuals 2018	2019 Original	Forecasted	Adjustments	Proposed	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Gondola - MARRS	Salaries & Wages	55,165	53,265	59,542	59,542	-	59,542	-	59,542	59,542	59,542	59,542
Gondola - MARRS	PERA & Payroll Taxes	8,203	8,201	9,158	9,158	-	9,158	-	9,158	9,158	9,158	9,158
Gondola - MARRS	Workers Compensation	1,387	1,092	2,866	2,866	-	2,866	-	2,866	2,866	2,866	2,866
Gondola - MARRS	Payroll Processing	2,584	2,460	1,680	1,680	-	1,680	-	1,680	1,680	1,680	1,680
Gondola - MARRS	General Supplies & Materials	6,257	-	500	500	-	500	-	500	500	500	500
Gondola - MARRS	MARRS Zip Bikes	-	-	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Gondola - MARRS	Evacuee Clothing	-	-	500	500	-	500	-	500	500	500	500
Total MARRS		73,595	65,018	76,246	76,246	-	76,246	-	76,246	76,246	76,246	76,246
Gondola - FGOA	Technical Support	4,593	3,255	5,500	7,500	2,000	5,500	(2,000)	5,500	5,500	5,500	5,500
Gondola - FGOA	Lightning Detection Service	17,200	1,500	18,000	18,000	-	18,000	-	18,000	18,000	18,000	18,000
Gondola - FGOA	Janitorial/Trash Removal	25,290	24,118	35,000	35,000	-	35,000	-	35,000	35,000	35,000	35,000
Gondola - FGOA	Insurance	32,469	31,747	36,057	36,057	-	37,057	1,000	37,057	37,057	37,057	37,057
Gondola - FGOA	Communications	8,896	17,884	12,000	12,000	-	12,000	-	12,000	12,000	12,000	12,000
Gondola - FGOA	Dues & Fees	7,296	7,019	9,000	6,000	(3,000)	7,500	1,500	7,500	7,500	7,500	7,500
Gondola - FGOA	Utilities - Water/Sewer	7,207	8,257	6,624	6,624	-	6,624	-	6,624	6,624	6,624	6,624
Gondola - FGOA	Utilities - Natural Gas	25,479	32,700	39,375	39,375	-	39,375	-	39,375	39,375	39,375	39,375
Gondola - FGOA	Utilities - Electricity	242,007	254,158	275,000	272,500	(2,500)	275,000	2,500	275,000	275,000	275,000	275,000
Gondola - FGOA	Utilities - Internet	2,137	2,137	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
Gondola - FGOA	Gondola Employee Shuttle Expense	2,858	8,783	13,500	9,000	(4,500)	11,000	2,000	11,000	11,000	11,000	11,000
Gondola - FGOA	Legal - Miscellaneous	10,903	6,991	3,000	6,000	3,000	6,000	-	6,000	6,000	6,000	6,000
Total FGOA		386,335	398,549	455,556	450,556	(5,000)	455,556	5,000	455,556	455,556	455,556	455,556

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections
Gondola Fund

Worksheet	Account Name			2019		2020		2021 Long	2022 Long	2023 Long	2024 Long	
		Actuals 2017	Actuals 2018	2019 Original	Forecasted	2019 Adjustments	2020 Proposed	2020 Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Chondola	Salaries & Wages - Operations (1)	45,671	56,295	54,560	54,560	-	54,560	-	56,197	56,197	56,197	56,197
Chondola	Salaries & Wages - Maintenance	21,476	6,771	15,500	15,500	-	10,500	(5,000)	15,500	10,500	15,500	10,500
Chondola	PERA & Payroll Taxes	10,061	10,072	10,775	10,775	-	11,187	412	11,367	11,354	11,367	11,354
Chondola	Workers Compensation	1,285	2,314	3,675	3,400	(275)	3,570	170	3,749	3,936	4,133	4,339
Chondola	Telski Labor	16,579	22,808	22,500	23,000	500	23,000	-	23,000	23,000	23,000	23,000
Chondola	Telski-Dues, Fees, Licenses	465	1,220	2,750	2,750	-	2,750	-	2,750	2,750	2,750	2,750
Chondola	Telski - Parts & Supplies	37,237	19,754	28,000	28,000	-	28,000	-	28,000	28,000	28,000	28,000
Chondola	Telski - Outside Labor	1,750	1,876	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
Chondola	Telski-Utilities	32,295	25,872	39,900	26,000	(13,900)	30,000	4,000	30,000	30,000	30,000	30,000
Chondola	Major R&R Terminal Rebuilds (4)	-	-	-	-	-	71,334	71,334	73,474	75,678	77,949	80,287
Chondola	Major R&R Grip Jaws (2)	20,635	-	30,000	30,000	-	30,000	-	30,000	30,000	30,000	30,000
Chondola	Major R&R - Cabin Replacement	-	-	-	-	-	-	-	-	-	-	-
Chondola	Gearbox Rebuild (3)	-	10,354	-	-	-	-	-	-	15,000	-	-
Chondola	Controls	17,208	33,998	-	-	-	-	-	-	-	-	-
Chondola	Cabin Refurbs	21,287	22,046	-	-	-	-	-	-	-	-	-
Chondola	Equipment Storage & Material Handling (5)	-	-	-	-	-	-	-	-	-	-	150,000
Chondola	Video Surveillance	38	-	-	-	-	-	-	-	-	-	-
Chondola	Belt Replacement	1,579	-	-	-	-	5,000	5,000	-	-	-	-
Chondola	AC Drives, Motors, Processors	-	19,149	-	-	-	-	-	-	-	-	-
Chondola	Seat Pads	-	-	-	-	-	-	-	-	-	-	-
Chondola	Sound Dampening	91,543	-	-	-	-	-	-	-	-	-	-
Total Chondola		319,109	232,529	212,660	198,985	(13,675)	274,901	75,916	279,036	291,415	283,895	431,427

(1) Includes 2.5% merit increase

(2) There will be no capital grip jaw purchase in 2018.

(3) This is an unbudgeted expense for 2018. It was an emergency parts purchase by TSG.

(4) 2020-2024 Chondola Estimate

(5) 2024 Haul Rope Replacement

Gondola Operations	Salaries & Wages (6)	987,945	1,037,021	1,122,941	1,122,941	-	1,127,437	4,496	1,127,437	1,127,437	1,127,437	1,127,437
Gondola Operations	Seasonal Bonus	34,410	33,050	35,000	35,000	-	35,000	-	35,000	35,000	35,000	35,000
Gondola Operations	Gondola Ops-Admin Mgmt Support	177,722	172,907	176,930	176,930	-	182,238	5,308	182,238	182,238	182,238	182,238
Gondola Operations	Offset Labor	(6,968)	-	-	-	-	-	-	-	-	-	-
Gondola Operations	Group Insurance (9)	156,597	145,995	219,000	168,978	(50,022)	182,496	13,518	186,146	189,869	193,666	197,540
Gondola Operations	Dependent Health Reimbursement	(8,557)	(8,705)	(5,500)	(5,500)	-	(5,500)	-	(5,500)	(5,500)	(5,500)	(5,500)
Gondola Operations	PERA & Payroll Taxes	152,083	160,666	178,091	178,091	-	181,689	3,598	181,689	181,689	181,689	181,689
Gondola Operations	PERA 401K	16,027	17,897	23,931	18,931	(5,000)	17,585	(1,346)	17,585	17,585	17,585	17,585
Gondola Operations	Workers Compensation	44,401	48,177	68,250	52,600	(15,650)	55,230	2,630	57,992	60,891	63,936	67,132
Gondola Operations	Other Employee Benefits	26,373	19,845	29,078	29,078	-	29,078	-	29,660	30,253	30,858	31,475
Gondola Operations	Agency Compliance	4,009	4,948	5,200	5,200	-	1,236	(3,964)	1,236	1,236	1,236	1,236
Gondola Operations	Employee Assistance Program	1,205	1,056	1,236	1,236	-	2,500	1,264	2,500	2,500	2,500	2,500

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections
Gondola Fund

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019 Original	2019	2019	2020	2020	2021 Long	2022 Long	2023 Long	2024 Long
					Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
									Projection	Projection	Projection	Projection
Gondola Operations	Employee Life Insurance	1,806	2,369	2,500	2,500	-	268	(2,232)	268	268	268	268
Gondola Operations	Flex Spending Admin Fees	96	517	268	268	-	5,200	4,932	5,200	5,200	5,200	5,200
Gondola Operations	Uniforms (7)	3,716	787	14,000	11,000	(3,000)	45,000	34,000	7,500	7,500	7,500	7,500
Gondola Operations	Payroll Processing	13,408	13,433	14,302	14,302	-	14,302	-	14,302	14,302	14,302	45,000
Gondola Operations	Vehicle Repair & Maintenance	976	101	2,300	1,000	(1,300)	2,000	1,000	2,000	2,000	2,000	2,000
Gondola Operations	Recruiting	14,743	21,093	13,000	16,000	3,000	16,000	-	16,000	16,000	16,000	16,000
Gondola Operations	Travel, Education & Training	6,025	6,619	8,000	5,000	(3,000)	5,000	-	5,000	5,000	5,000	5,000
Gondola Operations	Supplies (8)	11,884	23,740	26,500	20,000	(6,500)	20,000	-	20,000	20,000	20,000	20,000
Gondola Operations	Operating Incidents	-	-	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Gondola Operations	Blankets - Purchase/Cleaning	2,209	865	5,500	3,500	(2,000)	3,500	-	3,500	3,500	3,500	3,500
Gondola Operations	Business Meals	643	331	500	500	-	500	-	500	500	500	500
Gondola Operations	Employee Appreciation	3,182	3,321	3,000	4,500	1,500	4,500	-	4,500	4,500	4,500	4,500
Gondola Operations	Utilities - Gas & Oil	2,427	1,711	4,200	4,200	-	4,200	-	4,200	4,200	4,200	4,200
Gondola Operations	Grant Success Fees	8,736	8,474	8,474	27,001	18,527	8,500	(18,501)	8,500	8,500	8,500	8,500
Total Gondola Ops		1,655,099	1,716,220	1,958,701	1,895,256	(63,445)	1,939,959	44,703	1,909,452	1,916,668	1,924,115	1,962,500

(6) 2020-Includes 2.5% merit increase

(7) Telski's winter uniform cycle hits for the 2020-2021 winter season - By operating agreement, gondola ops uniforms must match TSG lift ops.

(8) Planned to order maze panels in 2019. No longer needed.

(9) Health insurance running \$31k below projections through June due to lower number of FTYR operators. Expect to hire additional FTYR in second half of year.

Gondola Maintenance	Salaries & Wages (10)	593,643	701,189	720,000	720,000	-	743,984	23,984	743,984	743,984	743,984	743,984
Gondola Maintenance	Housing Allowance	6,669	10,297	10,716	10,716	-	10,716	-	10,716	10,716	10,716	10,716
Gondola Maintenance	Group Insurance	136,613	145,052	144,960	144,960	-	156,557	11,597	159,688	162,882	166,139	169,462
Gondola Maintenance	Dependent Health Reimbursement	(9,480)	(8,191)	(9,672)	(9,672)	-	(9,672)	-	(9,672)	(9,672)	(9,672)	(9,672)
Gondola Maintenance	PERA & Payroll Taxes	90,634	107,038	110,736	110,736	-	116,285	5,549	116,285	116,285	116,285	116,285
Gondola Maintenance	PERA 401K	24,092	31,951	34,695	34,695	-	37,199	2,504	37,199	37,199	37,199	37,199
Gondola Maintenance	Workers Compensation	27,123	23,337	47,289	39,000	(8,289)	40,950	1,950	42,998	45,147	47,405	49,775
Gondola Maintenance	Other Employee Benefits	17,088	9,733	21,480	21,480	-	21,480	-	21,910	22,348	22,795	23,251
Gondola Maintenance	Agency Compliance	466	267	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Gondola Maintenance	Employee Assistance Program	312	650	320	320	-	320	-	320	320	320	320
Gondola Maintenance	Employee Life Insurance	2,367	2,026	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
Gondola Maintenance	Flex Spending Admin Fees	123	364	300	300	-	300	-	300	300	300	300
Gondola Maintenance	Uniforms	6,880	1,430	4,000	3,500	(500)	6,000	2,500	4,000	4,000	4,000	4,000
Gondola Maintenance	Payroll Processing	4,062	4,722	4,827	4,827	-	4,827	-	4,827	4,827	4,827	4,827
Gondola Maintenance	Vehicle Repair & Maintenance (11)	19,956	12,439	15,000	15,000	-	25,000	10,000	25,000	15,000	15,000	15,000
Gondola Maintenance	Trails & Road Maintenance	49	5,339	8,000	5,000	(3,000)	7,500	2,500	7,500	7,500	7,500	7,500
Gondola Maintenance	Facility Expenses (12)	23,585	26,896	20,000	25,000	5,000	30,000	5,000	30,000	30,000	30,000	30,000
Gondola Maintenance	Recruiting	3,135	736	500	1,500	1,000	1,500	-	1,500	1,500	1,500	1,500
Gondola Maintenance	Dues & Fees	12,705	13,283	14,000	14,000	-	14,000	-	14,000	14,000	14,000	14,000
Gondola Maintenance	Travel, Education & Training (13)	7,052	10,734	7,500	7,500	-	10,000	2,500	7,500	7,500	7,500	7,500

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections
Gondola Fund

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019 Original	2019	2019	2020	2020	2021 Long	2022 Long	2023 Long	2024 Long
					Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
									Projection	Projection	Projection	Projection
Gondola Maintenance	Contract Labor	12,817	15,185	25,000	25,000	-	20,000	(5,000)	20,000	20,000	20,000	20,000
Gondola Maintenance	Postage & Freight	471	526	550	2,000	1,450	1,000	(1,000)	1,000	1,000	1,000	1,000
Gondola Maintenance	Supplies	32,965	32,234	40,000	35,000	(5,000)	40,000	5,000	40,000	40,000	40,000	40,000
Gondola Maintenance	Parts	123,792	116,028	120,000	120,000	-	120,000	-	120,000	120,000	120,000	120,000
Gondola Maintenance	Business Meals	673	1,016	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Gondola Maintenance	Employee Appreciation	709	610	550	550	-	550	-	550	550	550	550
Gondola Maintenance	Utilities - Gas & Oil (14)	2,420	6,427	3,400	5,000	1,600	5,000	-	5,000	5,000	5,000	5,000
Total Gondola Maintenance		1,140,923	1,271,316	1,348,651	1,340,912	(7,739)	1,407,996	67,084	1,409,104	1,404,886	1,410,848	1,416,997

(10) Includes 2.5% rate increase and overtime contingency

(11) 2020 Terex major service/2021 Snowcat major service

(12) Revised upward to reflect costs associated with aging infrastructure - roof repairs, bathrooms, etc.

(13) Additional controls and hydraulics training for new system

(14) Revised upwards to reflect backup generator fuel consumption

Gondola Capital/MR&R	Noise Mitigation	-	355,090	35,000	35,000	-	35,000	-	35,000	35,000	35,000	35,000
Gondola Capital/MR&R	Bull Wheel Replacement (15)	-	-	-	-	-	-	-	75,000	75,000	75,000	-
Gondola Capital/MR&R	Gearbox Rebuild	-	-	-	-	-	-	-	100,000	-	-	-
Gondola Capital/MR&R	Boiler Replacement	-	-	-	-	-	-	-	-	-	-	-
Gondola Capital/MR&R	Painting	-	-	-	-	-	-	-	-	-	-	-
Gondola Capital/MR&R	Haul Ropes	126,833	464,495	-	-	-	-	-	-	-	-	-
Gondola Capital/MR&R	Conveyor Drives & Gear Motors	-	-	-	-	-	20,000	20,000	20,000	20,000	-	-
Gondola Capital/MR&R	Conveyor Rebuilds	-	-	-	-	-	150,000	150,000	50,000	50,000	-	-
Gondola Capital/MR&R	Cabin Window Buffing	9,672	-	20,000	20,000	-	10,000	(10,000)	20,000	10,000	20,000	10,000
Gondola Capital/MR&R	Fiber Optics - Control System (16)	-	450,000	723,378	850,000	126,622	-	(850,000)	-	-	-	-
Gondola Capital/MR&R	Cabin Refurbs (17)	161,285	350,042	234,000	234,000	-	20,000	(214,000)	-	-	-	-
Gondola Capital/MR&R	Station Upgrades (18)	-	-	400,000	100,000	(300,000)	400,000	300,000	-	-	-	-
Gondola Capital/MR&R	Electric Motor	-	-	-	-	-	-	-	25,000	-	-	-
Gondola Capital/MR&R	Lighting Array Repairs (19)	-	90,334	20,000	-	(20,000)	40,000	40,000	20,000	20,000	20,000	20,000
Gondola Capital/MR&R	Wayfinding	1,365	81,879	20,000	20,000	-	-	(20,000)	-	-	-	-
Total MR&R		299,156	1,791,839	1,452,378	1,259,000	(193,378)	675,000	(584,000)	345,000	210,000	150,000	65,000

Gondola Capital/MR&R	Gondola Cabins	413,495	323	-	-	-	-	-	-	-	-	-
Gondola Capital/MR&R	Vehicles	25,794	-	-	-	-	-	-	-	-	-	-
Gondola Capital/MR&R	Equipment Replacement (20)	811,577	-	28,000	28,000	-	12,000	(16,000)	12,000	18,000	-	30,000
Gondola Capital/MR&R	Grip Replacements (21)	-	-	-	-	-	-	-	-	125,000	125,000	-
Gondola Capital/MR&R	Bike Racks (22)	-	-	100,000	-	(100,000)	100,000	100,000	-	-	-	-
Gondola Capital/MR&R	Staircases	-	58,970	-	-	-	-	-	-	-	-	-
Gondola Capital/MR&R	Terminal Flooring	-	82,485	-	-	-	-	-	-	-	-	-
Gondola Capital/MR&R	AC Drives/Motors	-	-	-	-	-	-	-	-	-	-	-
Total Capital		1,250,866	141,778	128,000	28,000	(100,000)	112,000	84,000	12,000	143,000	125,000	30,000

Town of Mountain Village 2020 Proposed, 2019 Forecasted, and 2021-2024 Long Term Projections
Gondola Fund

Worksheet	Account Name	Actuals 2017	Actuals 2018	2019 Original	2019 Forecasted	2019 Adjustments	2020 Proposed	2020 Adjustments	2021 Long Term Projection	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection
(15)	Placeholders for all 3 drive bullwheels, subject to condition											
(16)	2019 - Mainline controls system upgrade partially offset with grant funding; 2020 - \$20K Fiber from San Sofia to Town Hall											
(17)	2019 - Phase 6 cabin refurbishments 80% grant offset; 2020 - Refurb 2x Steamboat old Omegas and 1x OM3											
(18)	2019 - TA bumper rails stations 1 and 4, Work chair parking rail station 5, Washbay improvements station 6, Angle station office space, Design work on Station 1 entrance and Angle bathrooms; 2020 - \$150K Entrance modifications station 1, \$350K Bathrooms at angle station, \$50K Angle fire suppression system updates+											
(19)	2020 Station 4 Roof Array replacement											
(20)	2019 - RZR replacement, snowmobile replacement; 2020 - Snowmobile replacement; 2021 - Snowmobile Replacement; 2022 - UTV replacement; 2024 UTV replacement, Snowmobile replacement for replacement and expansion of Oak St. public restrooms.											
(21)	2022 and 2023 - 7 Year jaw/spring replacement schedule											
(22)	2020 - Cabin bike rack solution - Moved from 2019 and added grant funds at 80% match.											