

**TOWN OF MOUNTAIN VILLAGE
TOWN COUNCIL SPECIAL MEETING
WEDNESDAY, OCTOBER 7, 2020 8:30 A.M.
2nd FLOOR CONFERENCE ROOM, MOUNTAIN VILLAGE TOWN HALL
455 MOUNTAIN VILLAGE BLVD, MOUNTAIN VILLAGE, COLORADO
AGENDA**

https://zoom.us/webinar/register/WN_9c79yL-RSNaGVqkslzx9nw

Revised 10/05/20

	Time	Min.	Presenter	
1.	8:30			Call to Order
2.	8:30	10	Swain	2020 Budget Overview
3.	8:40	30	Swain Montgomery	Capital Projects
4.	9:10	20	Swain	Town Council Acting as the Board of Directors for the Dissolved Mountain Village Metropolitan District: Debt Service Fund
5.	9:30	10	Swain Dohnal	Telluride Conference Center
6.	9:40	10	Swain	Tourism Fund & Historical Museum Fund
7.	9:50	15	Katz	Child Development Fund
8.	10:05	45	Soukup	Broadband Services and Information Technology
9.	10:50	15	Haynes	Planning & Development Services: a. Building b. Planning
10.	11:05	25	Haynes	Mountain Village Housing Authority: a. Affordable Housing Development Fund i. San Miguel Regional Housing Authority b. Mortgage Assistance Fund c. Village Court Apartments
11.	11:30	60	Kjome	Public Works: a. Building & Facility Maintenance b. Road & Bridge c. Vehicle Maintenance Shop d. Water & Sewer e. Vehicles & Equipment Acquisitions f. Plaza Services & Public Trash
	12:30	30		Lunch Break
12.	1:00	30	Broady	Public Safety: a. Police b. Community Services c. Municipal Court
13.	1:30	30	Loebe	Transportation & Parking Services: a. Parking Services b. Municipal Bus Service c. Employee Shuttle d. Gondola & Chondola

14.	2:00	30	Loebe	Parks & Recreation
15.	2:30	60	Montgomery Johnston Wisor Holmes Dohnal Swain	Administration: a. Town Manager b. Town Council c. Town Clerk d. Legal e. Human Resources f. Communications & Business Development g. Finance
16.	3:30	30	Grant Committee	Community Grants and Contributions
17.	4:00			Adjourn

Please note that times are approximate and subject to change.

SJ
9/23/2020

You are invited to a Zoom webinar.

When: Oct 7, 2020 08:30 AM Mountain Time (US and Canada)
Topic: Budget Meeting

Register in advance for this webinar:

https://zoom.us/webinar/register/WN_9c79yL-RSNaGVqkslx9nw

Memorandum

October 1, 2020

TO: Mayor Benitez and Members of the Town Council

FROM: Kevin Swain

RE: 2021 Draft Budget October focus sessions

As scheduled for in the 2021 Town Budget process, an October work-session is held whereby a focus session is conducted with each department allowing the Town Council to take a deeper look into each budget and the goals and performance measures established for the coming year for those departments. No Council action is required; however, changes can be recommended to the budget draft so that implementation is done prior to the first reading scheduled for the regular November Town Council meeting.

Budget Changes since the September 17, 2020 Work Session:

- The rental increase for VCA was removed.
- The Legal Budget was modified to the terms of the new contract with Garfield and Hecht P.C.
- The employee wellness benefit budget was calibrated to the recently announced Merchant Ski Pass price of \$1,100.
- \$400,000 from the Fiber project budget for 2020 was moved to 2021 with another \$50,000 added to that project in 2021.
- \$15,000 was added to the IT Department budget for contracted software support.
- \$11,000 was added to the Building and Facility Maintenance budget for Town Hall HVAC repair.
- \$9,322 was added to affordable housing budgets for additional property maintenance and increased TMVOA assessments.

	Financial Summary			
	2020	2021	\$ +/-	%
Revenues	\$ 27,109,868	\$ 27,155,609	\$ 45,741	100.17%
Operating Expenses	23,848,587	24,134,566	285,979	101.20%
Net Surplus/Deficit	3,261,281	3,021,043	(240,238)	92.63%
Capital Outlay and Major Repairs and Replacements	3,180,083	6,100,862	2,920,779	191.85%
Net Impact to Reserves	81,198	(3,079,819)	(3,161,017)	-3792.97%
Ending Reserves Balance	\$ 21,870,800	\$ 18,790,981	\$ (3,079,819)	85.92%
FTE Headcount	138.9	137.9		

Please visit the OpenGov transparency portal at

<https://mountainvillageco.opengov.com/transparency#/49204/>

to review the budget with various filters which allow you to view the budget in many ways.

There remain two meetings on the budget calendar for the Town Council to arrive at adoption of the 2021 Budget. The schedule of events follows.

Town Council schedule to adoption:

November 19, 2020

Council meets for First Reading and Consideration of 2020 Revised Budget and 2021 Proposed Budget, the 2021 fines and fee changes resolution and, first reading of the ordinance levying property taxes for collection in 2021.

December 10, 2020

Second Reading, Public Hearing and Adoption of 2020 Revised Budget and 2021 Budget

Second Reading, Public Hearing and vote on an ordinance levying property taxes for collection in 2021.

Town Council Acting as the Board of Directors for the dissolved Mountain Village Metropolitan District:

Consider and pass a resolution adopting the 2020 Mountain Village Metropolitan District Budget.

Consider and pass a resolution appropriating sums of money for 2021.

Consider and pass a resolution revising the 2020 Budget.

Consider and pass a resolution re-appropriating sums of money for 2020.

Consider and pass a resolution setting the mill levy for property taxes to be collected in 2021.

2021 Financial Planning Management Summary* - Budget

* This summary is a combined town revenue and expenditure summary not prepared in accordance with governmental budgeting and accounting standards, but rather to provide a summary look at the actual revenue and expenditures with debt service allocated to the appropriate fund or operation.

	Governmental Funds				Enterprise (Business-Type) Funds							Governmental Pass Through Funds Special Revenue Funds					
	General Fund	Vehicle Acquisition	Debt Service Fund	Capital Projects	Parking Services	Water/Sewer	Broadband	TCC	VCA	Attordable Housing Development Fund and Mortgage Assistance	Child Development Fund	Total	Percentage of Total	Tourism	Historical Museum	Gondola	
Inflows																	
Revenues	\$10,031,368	\$ -	\$ -	\$ -	\$ 408,000	\$ 3,516,564	\$ 2,110,712	\$ -	\$ 2,353,950	\$ 34,630	\$ 569,762	\$ 19,024,986		\$ 1,856,919	104,789	\$ 4,872,410	\$ 25,859,104
Debt Service Income																	
Property Tax (Income)	-	-	32,000	-	549,506	-	-	-	-	-	-	581,506		-	-	-	581,506
Other Income	-	-	-	-	2,000	-	-	-	3,500	-	-	5,500		-	-	206,000	211,500
Total Debt Service Income	-	-	32,000	-	551,506	-	-	-	3,500	-	-	587,006		-	-	206,000	793,006
Inflow Subtotal (Revenues)	10,031,368	-	32,000	-	959,506	3,516,564	2,110,712	-	2,357,450	34,630	569,762	19,611,992		1,856,919	104,789	5,078,410	26,652,110
Other Sources and Uses (Inflows)																	
Interfund Transfers In	700,136	295,771	-	1,346,546	-	-	432,880	251,538	66,194	415,792	126,770	3,635,627		-	-	-	3,635,627
Loan Proceeds	-	-	-	-	-	-	-	-	-	-	-	-		-	-	-	-
Tap Fees	-	-	-	-	-	107,000	-	-	-	-	-	107,000		-	-	-	107,000
Sale of Assets	-	-	-	400,000	-	-	-	-	-	-	-	400,000		-	-	-	400,000
Other Sources and Uses (Inflows) Total	700,136	295,771	-	1,746,546	-	107,000	432,880	251,538	66,194	415,792	126,770	4,142,627		-	-	-	4,142,627
Total Inflows	10,731,504	295,771	32,000	1,746,546	959,506	3,623,564	2,543,592	251,538	2,423,644	450,422	696,532	23,754,619		1,856,919	104,789	5,078,410	30,794,737
Outflows																	
Operating Expense																	
Cable, Phone, and Internet Service Delivery Costs	-	-	-	-	-	-	1,149,467	-	-	-	-	1,149,467	7.01%	-	-	-	1,149,467
Consulting, Contract Labor, Professional Services	212,558	-	-	-	-	2,500	4,600	-	90,000	-	1,330	310,988	1.90%	-	-	53,000	363,988
Dues, Fees, and Licenses	196,452	-	-	-	23,630	31,150	17,600	131,538	47,413	23,508	750	472,041	2.88%	2,500	2,100	28,950	505,591
Environmental Projects	227,215	-	-	-	-	5,000	-	-	-	-	-	232,215	1.42%	-	-	-	232,215
Equipment and Vehicle Maintenance	139,599	-	-	-	-	68,593	36,500	-	2,907	-	750	248,349	1.51%	-	-	27,000	275,349
Fuel (Vehicles)	151,461	-	-	-	1,000	14,271	4,343	-	3,647	-	200	174,922	1.07%	-	-	9,200	184,122
Funding Support to Other Agencies/Programs	116,963	-	-	-	-	10,000	-	-	-	92,625	45,000	264,588	1.61%	895,033	102,689	-	1,262,310
Government Buildings and Facility Expense	243,184	-	-	-	82,700	303,756	3,586	-	153,500	31,600	45,120	863,446	5.27%	-	-	65,000	928,446
Information Technology	334,782	-	-	-	7,500	4,500	70,699	-	15,500	-	-	432,981	2.64%	-	-	48,552	481,533
Legal Services	310,000	-	-	-	-	40,000	500	-	25,000	-	-	375,500	2.29%	-	-	7,500	383,000
Marketing, Public Communications, and Regional Promotion	107,650	-	-	-	-	-	5,000	100,000	5,000	-	-	217,650	1.33%	908,024	-	-	1,125,674
Other Expenses	604,575	-	-	-	15,000	-	-	-	26,663	60,750	6,600	713,588	4.35%	-	-	222,818	936,406
Salaries and Wages	3,883,675	-	-	-	106,392	396,975	315,329	-	394,719	-	409,496	5,506,586	33.59%	-	-	2,223,977	7,730,563
Other Personnel Expense	1,887,527	-	-	-	48,608	172,894	150,146	-	188,138	-	166,886	2,614,199	15.95%	-	-	891,536	3,505,735
Total Personnel Expense	5,771,202	-	-	-	155,000	569,869	465,475	-	582,857	-	576,382	8,120,785	49.53%	-	-	3,115,513	11,236,298
Property Insurance	124,000	-	-	-	-	21,000	3,675	-	68,604	-	-	217,279	1.33%	-	-	37,057	254,336
Road, Bridge, and Parking Lot Paving, Striping, and Repair	428,001	-	-	-	19,000	-	-	-	15,000	-	-	462,001	2.82%	-	-	-	462,001
Supplies, Parts, and Materials	189,770	-	-	-	19,250	87,929	76,050	-	83,300	-	7,350	463,649	2.83%	-	-	292,945	756,594
Travel, Education, and Conferences	66,850	-	-	-	-	6,500	5,000	-	5,000	-	1,200	84,550	0.52%	-	-	12,500	97,050
Utilities-W/S, Electric, Natural Gas, Internet, Communications	466,356	-	-	-	22,942	330,664	28,172	-	204,309	2,000	10,850	1,065,293	6.50%	-	-	367,875	1,433,168
Water/Sewer Service Delivery	-	-	-	-	-	524,779	-	-	-	-	-	524,779	3.20%	-	-	-	524,779
Total Expense	9,690,618	-	-	-	346,022	2,020,511	1,870,667	231,538	1,328,700	210,483	695,532	16,394,071	100.00%	1,805,557	104,789	4,287,910	22,592,328
Capital and Major Repairs	785,000	227,516	-	1,746,546	29,800	2,080,500	500,000	20,000	181,000	-	1,000	5,571,362		-	-	529,500	6,100,862
Debt Service Expense																	
Principal/Interest	-	-	-	-	531,475	-	-	-	788,277	-	-	1,319,752		-	-	206,000	1,525,752
County Treasurer, Admin, and Trustee Fees	-	-	-	-	19,988	-	-	-	-	-	-	19,988		-	-	-	19,988
Total Debt Service Costs	-	-	-	-	551,463	-	-	-	788,277	-	-	1,339,740		-	-	206,000	1,545,740
Outflows (Expenses) Subtotal	10,475,618	227,516	-	1,746,546	927,285	4,101,011	2,370,667	251,538	2,297,977	210,483	696,532	23,305,173		1,805,557	104,789	5,023,410	30,238,930
Other Sources and Uses (Outflows)																	
Interfund Transfers Out	2,869,297	-	32,000	-	32,775	191,381	172,925	-	142,997	87,889	-	3,529,264		51,362	-	55,000	3,635,626
Other	-	-	-	-	-	-	-	-	-	-	-	-		-	-	-	-
Other Sources and Uses Total (Outflows)	2,869,297	-	32,000	-	32,775	191,381	172,925	-	142,997	87,889	-	3,529,264		51,362	-	55,000	3,635,626
Total Outflows	13,344,915	227,516	32,000	1,746,546	960,060	4,292,392	2,543,592	251,538	2,440,974	298,372	696,532	26,834,437		1,856,919	104,789	5,078,410	33,874,556
Net Budget Surplus (Deficit)	(2,613,411)	68,255	-	-	(554)	(668,828)	-	-	(17,330)	152,050	-	(3,079,818)		-	-	-	(3,079,819)
Outstanding Debt (end of budget year)	\$ -	\$ -	\$ -	\$ -	\$ 6,550,000	\$ -	\$ -	\$ -	\$ 11,475,396	\$ -	\$ -	\$ 18,025,396		\$ -	\$ -	\$ 2,020,000	\$ 20,045,396

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections
General Fund Capital

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection
				2020 Original	Forecasted	2020 Adjustments	2021 Proposed				
General Fund Capital Outlay	Boilers - MR&R	-	-	-	-	-	-	-	-	-	-
General Fund Capital Outlay	Sunset Plaza Project	8	-	-	-	-	-	-	-	-	-
General Fund Capital Outlay	Zamboni Building	-	-	-	-	-	-	-	-	-	-
General Fund Capital Outlay	Plaza Services Capital	345	-	-	-	-	-	-	-	-	-
General Fund Capital Outlay	Wayfinding-Marketing & Development	97,290	78,681	-	-	-	-	-	-	-	-
General Fund Capital Outlay	Police Equipment (1)	-	-	28,000	28,000	-	250,000	222,000	-	-	-
General Fund Capital Outlay	Municipal Offices/Town Hall	5,603	29,316	-	-	-	-	-	-	-	-
General Fund Capital Outlay	Capital Equipment & Improvements (4)	-	-	-	-	-	500,000	500,000	-	-	-
General Fund Capital Outlay	Firehouse Replacements/Repairs (2)	-	53,291	20,000	20,000	-	-	(20,000)	-	-	-
General Fund Capital Outlay	Trail Improvements (3)	67,248	1,721	-	-	-	35,000	35,000	300,000	300,000	300,000
General Fund Capital Outlay	MVB Trail	-	-	-	-	-	-	-	-	-	-
General Fund Capital Outlay	Village Pond Restoration	-	109,026	-	-	-	-	-	-	-	-
General Fund Capital Outlay	Emergency Exit	11,152	-	-	-	-	-	-	-	-	-
Total		181,646	272,035	48,000	48,000	-	785,000	737,000	300,000	300,000	300,000

(1) Body Worn Cameras

(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) 2021 Matching funds for SMART Lawson Hill tunnel project, 2022 - 2025 trails master plan hot list implementation

(4) Generator for Town Hall complex facilities (\$375,000) and Trash Facility/Generator Building (\$125,000)

For October 7, 2020
Special Town Council
2021 Budget Hearings

Mayor and Town Council Members

RE: Body Worn Camera (BWC) Program budget proposal

Colorado State legislature passed Senate Bill 20-217 earlier this year. While there are several parts to this bill, there is a mandate that all Peace Officers of a law enforcement Agency “who interacts with members of the public” use body worn cameras by July 1, 2023. However, with other changes in liability for Law Enforcement officers that may impact both the employer (Town) and staff, the Budget and Finance Committee and I would recommend implementing this program in 2021 if the budget allows. Also, by implementing the BWC program in 2021, we will make sure we are in full statutory compliance before the mandatory date.

I have always been a proponent of video. Mountain Village Police used to have dash mounted cameras in all the patrol vehicles, but when these units went to the end of useful life, we didn't replace these systems. I still am not convinced BWC's are the answer to building community trust or showing the total picture of an incident, I do feel with the combination of vehicle cameras and BWC that the incident can be mostly documented. In most complaints of officers being rude or not responsive to a citizen, the recordings more often show that the officer was being as respectful as the situation allowed. In use of force incidents, the BWC tends to not provide a clear image as the situation can be very dynamic and is moving quickly, and a vehicle mounted camera helps to provide a stable view.

While this is a very expensive unfunded mandate from the state, I do feel that there will be cost savings realized in reduced attorney fees defending our officers in unjustified lawsuits.

After review and virtual presentations by several BWC vendors, I feel the most responsive and responsible vendor is Axon Enterprise Inc, some of the features of these systems include;

- Cameras automatically activates when an officer removes his duty weapon from the holster or takes the Taser 7 off safety
- Automatically activate other officers' cameras and vehicle cameras that are in the area. Able to capture multiple viewpoints of a single incident.
- This is the system that the 7th Judicial District Attorney office is using – instead burning multiple CDs of BWC footage, a link can be provided for viewing.
- Tracks all date/time/personnel who view a video.
- Several regional agencies have opted to use this vendor. We will be able to capitalize on in person training with other agencies.
- Allow public to be given a link that they can upload video of a incident to be included in the report.

This request includes;

- Body Worn Cameras for all MVPD sworn officers and Community Service Officers (CSOs are not included in the mandate but I would like to outfit them with cameras).
- Vehicle mounted camera – as discussed above helps with the overall view of the incident. Most agencies that have already deployed a BWC program are now adding vehicle mounted cameras
- Taser replacement/ upgrade –replace / upgrade current X26P Taser. The Taser 7 will activate the cameras when the safety is disengaged. Other improved features included in upgrade. There is a cost savings to purchase this as a complete system
- Mobile Data Computers / Tablets (MDC) – part of the vehicle mounted system. MDCs also allow officers to complete reports in the field, interact with our communications center for clearances of people and vehicles.

The total budget request for this entire program is \$250, 000. Axon able to spread this over a five-year contract, if that is desired. When discussed at the Budget and Finance Committee meeting it was recommended that we pay all costs in 2021. With either payment method, we will have a five-year contract which includes any needed replacement of equipment, software licensing.

I have looked for any grant opportunities and while there seems to be a lot of reporting that money may be available both at the state and federal level, I have not found any open grants to apply for at this time. I will continue to research the grant possibilities.

We did review two other vendors system in depth and several others promotional literature. While there are some similarities in the systems, Axon stood out for the reasons listed above.

I realize this is a large budget request, I would like to start the program out as best we can having learned from our regional partners that are adding these components now.

A part of this program that I am not requesting currently, but I do have a concern is how much time processing video requests is going to add to current staff. Depending on the type and length of a video, there could be substantial workload to redact identifying information (video and audio) not involved in the incident. There are statutory timelines to release that could add a time burden to staff. For MVPD, I believe this could be up to a 0.5 FTE. I am currently discussing with our regional law enforcement agencies and communications center of a "shared FTE" to assist all the smaller agency's workload. This is a component we just won't know for sure until the program is fully implemented.

Thank you for your consideration.

Respectfully submitted


Chris Broady

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Capital Projects Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection
				2020 Original	Forecasted	Adjustments	Proposed				
Capital Projects Fund Revs	Grant Revenue	9,487	-	-	-	-	400,000	400,000	-	-	-
Capital Projects Fund Revs	Firehouse Buy Out	-	-	-	-	-	-	-	-	-	-
Capital Projects Fund Revs	Interest-Developer Notes	-	-	-	-	-	-	-	-	-	-
Total Revenues		9,487	-	-	-	-	400,000	400,000	-	-	-
Capital Projects Fund	Meadows Improvement Plan	11,248	20,426	-	-	-	-	-	-	-	-
Capital Projects Fund	Meadows Park	-	-	-	-	-	300,000	300,000	-	-	-
Capital Projects Fund	Safety Improvements	-	-	1,496,546	50,000	(1,446,546)	1,446,546	1,396,546	-	-	-
Capital Projects Fund	Town Hall Sub Area Improvements	-	-	-	-	-	-	-	-	-	-
Capital Projects Fund	Shop Remodel (1)	-	-	1,238,000	51,250	(1,186,750)	-	(51,250)	1,250,000	-	-
Capital Projects Fund	Radio Technology & Equipment	9,487	-	-	-	-	-	-	-	-	-
Total Expense		20,735	20,426	2,734,546	101,250	(2,633,296)	1,746,546	1,645,296	1,250,000	-	-
CPF Transfers/Other Sources	Transfer (To)/From General Fund	11,248	-	2,246,546	89,646	(2,156,900)	1,346,546	1,256,900	762,000	-	-
CPF Transfers/Other Sources	Sale of Assets (1)	-	-	488,000	488,000	-	-	(488,000)	-	-	-
CPF Transfers/Other Sources	Transfer (To)/From General Fund	-	-	-	-	-	-	-	-	-	-
Total Other Sources/Uses		11,248	-	2,734,546	577,646	(2,156,900)	1,346,546	768,900	762,000	-	-
Surplus (Deficit)		-	(20,426)	-	476,396	476,396	-	(476,396)	(488,000)	-	-
Beginning Fund Balance		32,030	32,030	-	11,604	-	488,000	-	488,000	-	-
Ending Fund Balance		32,030	11,604	-	488,000	-	488,000	-	-	-	-
(1) Offset by sale of assets											

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections
Municipal Debt Service

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	2020 Forecasted	2020 Adjustments	2021 Proposed					2021 Adjustments
DSF Revs	Tax - Specific Ownership	29,307	27,548	32,000	32,000	-	32,000	-	32,000	32,000	32,000	32,000
DSF Revs	Tax - Property - 2007 Bonds	-	-	-	-	-	-	-	-	-	-	-
DSF Revs	Tax - Property - 2009 Bonds	-	-	-	-	-	-	-	-	-	-	-
DSF Revs	Tax - Property - 2014 Bonds	498,185	550,730	548,019	548,019	-	549,506	1,487	545,594	548,693	551,183	553,007
DSF Revs	Tax - Property - 2005 Bonds	-	-	-	-	-	-	-	-	-	-	-
DSF Revs	Tax - Property - 2006A Bonds	-	-	-	-	-	-	-	-	-	-	-
Total Property Taxes		527,492	578,279	580,019	580,019	-	581,506	1,487	577,594	580,693	583,183	585,007
DSF Revs	2014 Bond Reserve Fund	1,664	2,103	300	300	-	300	-	300	300	300	300
DSF Revs	Interest-2006B Liquidity Fund	2,436	2,669	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500
DSF Revs	Interest-Other Interest	370	-	-	-	-	-	-	-	-	-	-
DSF Revs	Interest Revenue - 2011 Gondola Bonds	531	529	200	200	-	200	-	200	200	200	200
Total Investment Income		5,001	5,301	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
DSF Revs	Contribution- TMVOA	59,608	60,066	59,002	59,002	-	60,894	1,892	533,676	-	-	-
DSF Revs	Contribution-Telski	142,042	143,134	140,598	140,598	-	145,106	4,508	1,271,724	-	-	-
Total Contributions		201,650	203,200	199,600	199,600	-	206,000	6,400	1,805,400	-	-	-
Total Debt Service Fund Revenues		734,143	786,779	781,619	781,619	-	789,506	7,887	2,384,994	582,693	585,183	587,007
Debt Service	Bond Admin Fees/Trustee Charges	1,158	1,183	1,158	1,182	25	1,182	-	1,182	1,182	1,182	1,182
Debt Service	Audit Fees	2,000	1,000	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Debt Service	Bank Fees	-	73	-	-	-	-	-	-	-	-	-
Debt Service	County Treasurer Collection Fees	14,995	16,564	16,763	16,763	-	16,806	43	16,692	16,782	16,854	16,907
Total Administrative Fees		18,153	18,820	19,920	19,945	25	19,988	43	19,874	19,964	20,036	20,089
Debt Service	2007 Bonds - Principal	-	-	-	-	-	-	-	-	-	-	-
Debt Service	2007 Bonds Interest	-	-	-	-	-	-	-	-	-	-	-
Debt Service	2005 Bonds Principal	-	-	-	-	-	-	-	-	-	-	-
Debt Service	2005 Bonds Interest	-	-	-	-	-	-	-	-	-	-	-
Debt Service	2009 Bonds Principal	-	-	-	-	-	-	-	-	-	-	-
Debt Service	2009 Bonds Interest	-	-	-	-	-	-	-	-	-	-	-
Debt Service	2011 Gondola Bonds Principal (1)	115,000	120,000	120,000	120,000	-	130,000	10,000	1,770,000	-	-	-
Debt Service	2011 Gondola Bonds Interest (1)	86,650	83,200	79,600	79,600	-	76,000	(3,600)	35,400	-	-	-
Debt Service	2006A Bonds Principal	-	-	-	-	-	-	-	-	-	-	-
Debt Service	2014 Parking Bonds Principal	275,000	285,000	285,000	285,000	-	295,000	10,000	300,000	315,000	330,000	345,000
Debt Service	2006A Bonds Interest	-	-	-	-	-	-	-	-	-	-	-
Debt Service	2014 Parking Bonds Interest	256,225	250,725	245,025	245,025	-	236,475	(8,550)	227,625	215,625	203,025	189,825

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections
Municipal Debt Service

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	2020 Adjustments	2021 Proposed					2021 Adjustments
Total Bond Principal & Interest		732,875	738,925	729,625	729,625	-	737,475	7,850	2,333,025	530,625	533,025	534,825
Total Expense		751,028	757,745	749,545	749,570	25	757,463	7,893	2,352,899	550,589	553,061	554,914
DSF Revs	Transfer (To)/From General Fund	-	-	-	-	-	-	-	-	-	-	-
DSF Revs	Transfer (To)/From GF Specific Ownership Taxes	(29,307)	(27,548)	(32,000)	(32,000)	-	(32,000)	-	(32,000)	(32,000)	(32,000)	(32,000)
Total Other Source/Uses		(29,307)	(27,548)	(32,000)	(32,000)	-	(32,000)	-	(32,000)	(32,000)	(32,000)	(32,000)
Surplus (Deficit)		(46,191)	1,486	74	49	(25)	43	(6)	95	104	122	93
Beginning Fund Balance		450,279	404,087	405,770	405,573		405,622		405,666	405,761	405,864	405,986
Ending Fund Balance		404,087	405,573	405,844	405,622		405,666		405,761	405,864	405,986	406,080

(1) The 2022 principal budget reflects the intent of the TMVOA and TSG LLC to call the remaining bonds outstanding as soon as legally allowed and noticed.

**TOWN OF MOUNTAIN VILLAGE
2021 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 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Telluride Conference Center (TCC)

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	Adjustments	Proposed					Adjustments
TCC Expense	Facility Expenses	1,872	-	-	-	-	-	-	-	-	-	
TCC Expense	Contract Labor (1)	-	-	50,000	50,000	-	-	(50,000)	-	-	-	
TCC Expense	HOA Dues (3)	87,796	90,768	107,079	113,162	6,083	131,538	18,376	130,291	106,246	100,668	102,681
TCC Expense	Marketing (2)	100,000	100,000	100,000	100,000	-	100,000	-	100,000	100,000	100,000	100,000
TCC Expense	Capital Expenses (2)	12,875	6,471	20,000	20,000	-	20,000	-	20,000	20,000	20,000	20,000
Total Expense		202,543	197,239	277,079	283,162	6,083	251,538	(31,624)	250,291	226,246	220,668	222,681
TCC Other Sources/Uses	Transfer (To)/From General Fund Operations	202,543	197,239	257,079	263,162	6,083	231,538	(31,624)	230,291	206,246	200,668	202,681
TCC Other Sources/Uses	Transfer (To)/From General Fund Cap/MR&R	-	-	20,000	20,000	-	20,000	-	20,000	20,000	20,000	20,000
Total Other Source/Uses		202,543	197,239	277,079	283,162	6,083	251,538	(31,624)	250,291	226,246	220,668	222,681
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.



Trane Turnkey Budget Proposal



Turnkey Proposal For:

Tony Kalyk
Facilities Manager
Town of Mountain Village
415 Mountain Village Boulevard, Su
TELLURIDE, CO 81435 U.S.A.

Local Trane Office:

Trane U.S. Inc. dba Trane
2387 River Road, Unit 110
GRAND JUNCTION, CO 81505

Local Trane Representative:

Derek McPherran
Account Manager
Cell: (970) 773-0822
Office:

Proposal ID: BUDGET ONLY

Date: February 24, 2020



TRANE TURNKEY PROPOSAL

Executive Summary

Trane is pleased to present a solution to help Town of Mountain Village reach its performance goals and objectives. This proposed project will enhance your operation by helping you to optimize your resources, improve the comfort in your facility, and reduce energy costs.

We appreciate the effort from Town of Mountain Village to assist in the HVAC system analysis and business discussions. Because of your efforts, we were able to develop a proposal that offers Turnkey retrofit service solutions to your specific concerns, based on Trane system knowledge and application expertise.

As your partner, Trane is committed to providing Turnkey retrofit services to help achieve a comfortable building environment for the people who occupy the building. For the people who own, manage and maintain the building, Trane is committed to providing reliable HVAC systems and products that improve performance.

Some key features and benefits Town of Mountain Village should expect from this project are highlighted below.

- **Additional 15 nominal cooling tons for peak summer loads**
- **Factory electrical conversion to maintain 208-3 service**
- **Increased cooling efficiency**
- **New web based controls platform to maximize operational efficiency of new Rooftop unit**
- **Trane TCAC advanced air filtration system**

We are pleased to offer you this Budgetary Estimate for performance of the following services for the Equipment listed. Services would be performed using Trane's Exclusive Service Procedure to ensure you get full benefit of our extensive service experience, coupled with the distinct technical experience of an HVAC Equipment manufacturing leader. Our innovative procedure is environmentally and safety conscious, and aligns expectation of work scope while providing efficient and productive delivery of services.

We look forward to partnering with Telluride Mountain Village for your Turnkey retrofits service needs. I will be contacting you soon to discuss the proposal and to schedule the next steps

WE VALUE THE CONFIDENCE YOU HAVE PLACED IN TRANE AND LOOK FORWARD TO PARTNERING WITH YOU.

Derek McPherran
Account Manager, Trane U.S. Inc. dba Trane

Prepared For:
Tony Kalyk

Date:
February 24, 2020

Job Name:
Telluride Conference Center RTU Budget

Proposal Number: BUDGET

Delivery Terms:
Freight Allowed and Prepaid – F.O.B Factory

Payment Terms:
Net 30

Scope of Work

“Scope of Work” and notations within are based on the following coordinated scope of work with Tony Kalyk and based on the site surveys performed on 8/10/2018 and 11/6/2019.

Turnkey Installation of HVAC Equipment and Building Automation System

Replacement of 75 ton Trane RTU manufactured in March 1999 with 90 ton high efficiency rooftop unit

Tag Data - Commercial Rooftop Air Conditioning Units (Large) (Qty: 1)

Item	Tag(s)	Qty	Description	Model Number
A1	S_HG-1	1	90-130 ton Packaged Industrial Rooftop	SLHKC904

Product Data - Commercial Rooftop Air Conditioning Units (Large)

Item: A1 Qty: 1 Tag(s): S_HG-1

DX Cooling, hot water heat

R-410A refrigerant

90 Ton unit

460 Volt 60 Hertz 3 Phase, Factory Design Special for 208-3 conversion

High heat capacity

100% Exhaust - 20 hp with Statitrac building pressure control

40 hp (2-20 hp Motors) Supply motors

Economizer control w/ comparative enthalpy

VAV (DTC) with supply & exhaust VFD with bypass

Nonfused unit disconnect switch

Hot gas bypass valve

Low leak outside air dampers

High capacity evaporator coil & high efficiency condenser coil

Trane Catalytic Air Cleaner

BACnet communication interface module

Factory - powered 15A GFI Convenience outlet

Spring isolators

Duct mounted CO2 sensor (Fld)

Phase monitor

1 year parts and labor warranty

Trane Catalytic Air Cleaner, TCAC

Trane Rooftop Air Handler will be provided with an advanced air filtration system that combines MERV 13 filtration, Ultraviolet Germicidal Irradiation and Catalytic Air Cleaning

Anti-Biological Effect

Photocatalysis does not only render bacteria cells, mold spores, and viruses inactive, but also decomposes the cells themselves. The titanium dioxide photocatalyst has been found to be more effective than any other antibacterial agent. Generally speaking, conversions by titanium dioxide are three times stronger than chlorine and 1.5 times stronger than ozone. **Trane TCAC technology provides a path towards mitigating virus spread that will continue through each flu season.**

Odor Reduction Effect

On the odor reduction application, the hydroxyl radicals accelerate the breakdown of most Volatile Organic Compounds (VOCs) by destroying the molecular bonds. This will help combine the organic gases to form a single molecule that is not harmful to humans, thus enhancing the air cleaning efficiency. Some of the examples of odor molecules are tobacco odor, forest fire smoke, nitrogen dioxide, urine and fecal odor, gasoline, and many other hydrocarbon molecules in the atmosphere.

Our Products Make Buildings Safer

Health care facilities look to sustainable design concepts to reduce infection and improve the indoor environment in hospitals. Genesis Air and Trane provides hospitals with the most advanced air purification equipment on the market. This technology is now available for a wide array of HVAC needs where occupant concentrations are high and virus spread mitigation is a priority.



Mechanical and Electrical Installation

- Provide Mechanical Permit and expedite inspections
- Receive and Transport RTU
- Remove Gas and Electrical Services from existing RTU
- Remove and haul away existing roof mounted package unit
- Prep existing equipment structural curb
- Install TRANE Rooftop Unit
- Connect Gas and Electrical Connections to new equipment.
- Start-up and commission new Package AC/ Heating System
- Confirm and document performance
- Schedule, expedite and Perform Smoke Test
- Crane and Electrical Services

Engineering

- **Upsized unit is heavier than existing unit. Budget includes structural analysis. Additional structural components if needed will be priced once analysis is complete.**

Controls systems and equipment

- Domestic Hot Water
- Trane Intellipak Rooftop Unit
- (4) Exhaust fans
- (3) Fan Coil Units
- (4) Fan Powered VAV Boxes
- (13) VAV Boxes and Wall heaters
- Tracer SC plus Web Based System Controller

Controls systems services included

- Project Management
- Engineered Control Submittals and As-Built Drawings
- Control Panel(s) and Low Voltage Wiring installation
- Control System Programming & Graphics
- Control System Commissioning
- Owner Control System Operational Training – (4) hour
- Ongoing quarterly controls training in Grand Junction
- Remote Support from engineer in Grand Junction Trane Office
- One Year parts and Labor Warranty

Controls systems services not included

- Demolition/removal or replacement of existing devices/sensors quoted as "assumed" to be in working condition
- Any temporary controls
- Repair or replacement of any equipment, valves and actuators being controlled

Proposal Notes/ Clarifications

- All work to be performed during normal business hours (8am to 5pm, M-F, non-holidays)
- Proposal does not include "Premium Time" or Price Contingency therefor
- Equipment Order Release and Services rendered are dependent on receipt of PO/Subcontract and credit approval
- Trane will not perform any work if working conditions could endanger or put at risk the safety of our employees or subcontractors
- Asbestos or hazardous material abatement removal shall be performed by customer
- Current Lead time for Rooftop unit is 12 weeks

Other items to be provided by Trane and to be installed by others (unless otherwise noted)

- Fire Protection/Alarm/Override

Budget Pricing

Tony Kalyk
Facilities Manager
Town of Mountain Village
415 Mountain Village Boulevard, Su
TELLURIDE, CO 81435 U.S.A.

Site Address:
Telluride Conference Center
580 Mountain Village Blvd.
MOUNTAIN VILLAGE, CO 81435
United States

Budget Price

Total Net Price (Including appropriate Sales and/or Use Tax).....\$ 492,487.00

Financial items not included

- Bid Bond
- Payment and Performance Bond

Respectfully submitted,



Derek McPherran
Account Manager
Trane U.S. Inc. dba Trane

This Budgetary Estimate is based upon and any agreement will be subject to customer acceptance of attached Trane Terms and Conditions – Quoted Turnkey.

Budgetary Estimate Date: July 10, 2020

Trane U.S. Inc. dba Trane

TERMS AND CONDITIONS – COMMERCIAL INSTALLATION

“Company” shall mean Trane U.S. Inc. dba Trane.

- 1. Acceptance; Agreement.** These terms and conditions are an integral part of Company's offer and form the basis of any agreement (the “Agreement”) resulting from Company's proposal (the “Proposal”) for the commercial goods and/or services described (the “Work”). **COMPANY'S TERMS AND CONDITIONS ARE SUBJECT TO PERIODIC CHANGE OR AMENDMENT.** The Proposal is subject to acceptance in writing by the party to whom this offer is made or an authorized agent (“Customer”) delivered to Company within 30 days from the date of the Proposal. If Customer accepts the Proposal by placing an order, without the addition of any other terms and conditions of sale or any other modification, Customer's order shall be deemed acceptance of the Proposal subject to Company's terms and conditions. If Customer's order is expressly conditioned upon Company's acceptance or assent to terms and/or conditions other than those expressed herein, return of such order by Company with Company's terms and conditions attached or referenced serves as Company's notice of objection to Customer's terms and as Company's counter-offer to provide Work in accordance with the Proposal and the Company terms and conditions. If Customer does not reject or object in writing to Company within 10 days, Company's counter-offer will be deemed accepted. Customer's acceptance of the Work by Company will in any event constitute an acceptance by Customer of Company's terms and conditions. This Agreement is subject to credit approval by Company. Upon disapproval of credit, Company may delay or suspend performance or, at its option, renegotiate prices and/or terms and conditions with Customer. If Company and Customer are unable to agree on such revisions, this Agreement shall be cancelled without any liability, other than Customer's obligation to pay for Work rendered by Company to the date of cancellation.
- 2. Pricing and Taxes.** Unless otherwise noted, the price in the Proposal includes standard ground transportation and, if required by law, all sales, consumer, use and similar taxes legally enacted as of the date hereof for equipment and material installed by Company. Tax exemption is contingent upon Customer furnishing appropriate certificates evidencing Customer's tax exempt status. Company shall charge Customer additional costs for bonds agreed to be provided. Equipment sold on an uninstalled basis and any taxable labor/labour do not include sales tax and taxes will be added. Following acceptance without addition of any other terms and condition of sale or any other modification by Customer, the prices stated are firm provided that notification of release for immediate production and shipment is received at the factory not later than 3 months from order receipt. If such release is received later than 3 months from order receipt date, prices will be increased a straight 1% (not compounded) for each one-month period (or part thereof) beyond the 3 month firm price period up to the date of receipt of such release. If such release is not received within 6 months after date of order receipt, the prices are subject to renegotiation, or at Company's option, the order will be cancelled. Any delay in shipment caused by Customer's actions will subject prices to increase equal to the percentage increase in list prices during that period of delay and Company may charge Customer with incurred storage fees.
- 3. Exclusions from Work.** Company's obligation is limited to the Work as defined and does not include any modifications to the Work site under the Americans With Disabilities Act or any other law or building code(s). In no event shall Company be required to perform work Company reasonably believes is outside of the defined Work without a written change order signed by Customer and Company.
- 4. Performance.** Company shall perform the Work in accordance with industry standards generally applicable in the area under similar circumstances as of the time Company performs the Work. Company may refuse to perform any Work where working conditions could endanger property or put at risk the safety of persons. Unless otherwise agreed to by Customer and Company, at Customer's expense and before the Work begins, Customer will provide any necessary access platforms, catwalks to safely perform the Work in compliance with OSHA or state industrial safety regulations.
- 5. Payment.** Customer shall pay Company's invoices within net 30 days of invoice date. Company may invoice Customer for all equipment or material furnished, whether delivered to the installation site or to an off-site storage facility and for all Work performed on-site or off-site. No retention shall be withheld from any payments except as expressly agreed in writing by Company, in which case retention shall be reduced per the contract documents and released no later than the date of substantial completion. Under no circumstances shall any retention be withheld for the equipment portion of the order. If payment is not received as required, Company may suspend performance and the time for completion shall be extended for a reasonable period of time not less than the period of suspension. Customer shall be liable to Company for all reasonable shutdown, standby and start-up costs as a result of the suspension. Company reserves the right to add to any account outstanding for more than 30 days a service charge equal to 1.5% of the principal amount due at the end of each month. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due and otherwise enforcing these terms and conditions. If requested, Company will provide appropriate lien waivers upon receipt of payment. Customer agrees that, unless Customer makes payment in advance, Company will have a purchase money security interest in all equipment from Company to secure payment in full of all amounts due Company and its order for the equipment, together with these terms and conditions, form a security agreement. Customer shall keep the equipment free of all taxes and encumbrances, shall not remove the equipment from its original installation point and shall not assign or transfer any interest in the equipment until all payments due Company have been made.
- 6. Time for Completion.** Except to the extent otherwise expressly agreed in writing signed by an authorized representative of Company, all dates provided by Company or its representatives for commencement, progress or completion are estimates only. While Company shall use commercially reasonable efforts to meet such estimated dates, Company shall not be responsible for any damages for its failure to do so.
- 7. Access.** Company and its subcontractors shall be provided access to the Work site during regular business hours, or such other hours as may be requested by Company and acceptable to the Work site' owner or tenant for the performance of the Work, including sufficient areas for staging, mobilization, and storage. Company's access to correct any emergency condition shall not be restricted. Customer grants to Company the right to remotely connect (via phone modem, internet or other agreed upon means) to Customer's building automation system (BAS) and/or HVAC equipment to view, extract, or otherwise collect and retain data from the BAS, HVAC equipment, or other building systems, and to diagnose and remotely make repairs at Customer's request.
- 8. Completion.** Notwithstanding any other term or condition herein, when Company informs Customer that the Work has been completed, Customer shall inspect the Work in the presence of Company's representative, and Customer shall either (a) accept the Work in its entirety in writing, or (b) accept the Work in part and specifically identify, in writing, any exception items. Customer agrees to re-inspect any and all excepted items as soon as Company informs Customer that all such excepted items have been completed. The initial acceptance inspection shall take place within ten (10) days from the date when Company informs Customer that the Work has been completed. Any subsequent re-inspection of excepted items shall take place within five (5) days from the date when Company informs Customer that the excepted items have been completed. Customer's failure to cooperate and complete any of said inspections within the required time limits shall constitute complete acceptance of the Work as of ten (10) days from date when Company informs Customer that the Work, or the excepted items, if applicable, has/have been completed.
- 9. Permits and Governmental Fees.** Company shall secure (with Customer's assistance) and pay for building and other permits and governmental fees, licenses, and inspections necessary for proper performance and completion of the Work which are legally required when bids from Company's subcontractors are received, negotiations thereon concluded, or the effective date of a relevant Change Order, whichever is later. Customer is responsible for necessary approvals, easements, assessments and charges for construction, use or occupancy of permanent structures or for permanent changes to existing facilities. If the cost of such permits, fees, licenses and inspections are not included in the Proposal, Company will invoice Customer for such costs.
- 10. Utilities During Construction.** Customer shall provide without charge to Company all water, heat, and utilities required for performance of the Work.
- 11. Concealed or Unknown Conditions.** In the performance of the Work, if Company encounters conditions at the Work site that are (i) subsurface or otherwise concealed physical conditions that differ materially from those indicated on drawings expressly incorporated herein or (ii) unknown physical conditions of an unusual nature that differ materially from those conditions ordinarily found to exist and generally recognized as inherent in construction activities of the type and character as the Work, Company shall notify Customer of such conditions promptly, prior to significantly disturbing same. If such conditions differ materially and cause an increase in Company's cost of, or time required for, performance of any part of the Work, Company shall be entitled to, and Customer shall consent by Change Order to, an equitable adjustment in the Contract Price, contract time, or both.
- 12. Pre-Existing Conditions.** Company is not liable for any claims, damages, losses, or expenses, arising from or related to conditions that existed in, on, or upon the Work site before the Commencement Date of this Agreement (“Pre-Existing Conditions”), including, without limitation, damages, losses, or expenses involving Pre-Existing Conditions of building envelope issues, mechanical issues, plumbing issues, and/or indoor air quality issues involving mold/mould and/or

fungi. Company also is not liable for any claims, damages, losses, or expenses, arising from or related to work done by or services provided by individuals or entities that are not employed by or hired by Company.

13. Asbestos and Hazardous Materials. Company's Work and other services in connection with this Agreement expressly excludes any identification, abatement, cleanup, control, disposal, removal or other work connected with asbestos, polychlorinated biphenyl ("PCB"), or other hazardous materials (hereinafter, collectively, "Hazardous Materials"). Customer warrants and represents that, except as set forth in a writing signed by Company, there are no Hazardous Materials on the Work site that will in any way affect Company's Work and Customer has disclosed to Company the existence and location of any Hazardous Materials in all areas within which Company will be performing the Work. Should Company become aware of or suspect the presence of Hazardous Materials, Company may immediately stop work in the affected area and shall notify Customer. Customer will be exclusively responsible for taking any and all action necessary to correct the condition in accordance with all applicable laws and regulations. Customer shall be exclusively responsible for and, to the fullest extent permitted by law, shall indemnify and hold harmless Company (including its employees, agents and subcontractors) from and against any loss, claim, liability, fees, penalties, injury (including death) or liability of any nature, and the payment thereof arising out of or relating to any Hazardous Materials on or about the Work site, not brought onto the Work site by Company. Company shall be required to resume performance of the Work in the affected area only in the absence of Hazardous Materials or when the affected area has been rendered harmless. In no event shall Company be obligated to transport or handle Hazardous Materials, provide any notices to any governmental agency, or examine the Work site for the presence of Hazardous Materials.

14. Force Majeure. Company's duty to perform under this Agreement is contingent upon the non-occurrence of an Event of Force Majeure. If Company shall be unable to carry out any material obligation under this Agreement due to an Event of Force Majeure, this Agreement shall at Company's election (i) remain in effect but Company's obligations shall be suspended until the uncontrollable event terminates or (ii) be terminated upon 10 days notice to Customer, in which event Customer shall pay Company for all parts of the Work furnished to the date of termination. An "Event of Force Majeure" shall mean any cause or event beyond the control of Company. Without limiting the foregoing, "Event of Force Majeure" includes: acts of God; acts of terrorism, war or the public enemy; flood; earthquake; tornado; storm; fire; civil disobedience; pandemic insurrections; riots; labor/labour disputes; labor/labour or material shortages; sabotage; restraint by court order or public authority (whether valid or invalid), and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by Company; and the requirements of any applicable government in any manner that diverts either the material or the finished product to the direct or indirect benefit of the government.

15. Customer's Breach. Each of the following events or conditions shall constitute a breach by Customer and shall give Company the right, without an election of remedies, to terminate this Agreement or suspend performance by delivery of written notice: (1) Any failure by Customer to pay amounts when due; or (2) any general assignment by Customer for the benefit of its creditors, or if Customer becomes bankrupt or insolvent or takes the benefit of any statute for bankrupt or insolvent debtors, or makes or proposes to make any proposal or arrangement with creditors, or if any steps are taken for the winding up or other termination of Customer or the liquidation of its assets, or if a trustee, receiver, or similar person is appointed over any of the assets or interests of Customer; (3) Any representation or warranty furnished by Customer in this Agreement is false or misleading in any material respect when made; or (4) Any failure by Customer to perform or comply with any material provision of this Agreement. Customer shall be liable to Company for all Work furnished to date and all damages sustained by Company (including lost profit and overhead).

16. Indemnity. To the fullest extent permitted by law, Company and Customer shall indemnify, defend and hold harmless each other from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or tangible personal property, to the extent caused by the negligence or misconduct of their respective employees or other authorized agents in connection with their activities within the scope of this Agreement. Neither party shall indemnify the other against claims, damages, expenses or liabilities to the extent attributable to the acts or omissions of the other party. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify will continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to expiration or termination.

17. Limitation of Liability. NOTWITHSTANDING ANYTHING TO THE CONTRARY, IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT CONSEQUENTIAL, OR PUNITIVE OR EXEMPLARY DAMAGES (INCLUDING WITHOUT LIMITATION BUSINESS INTERRUPTION, LOST DATA, LOST REVENUE, LOST PROFITS, LOST DOLLAR SAVINGS, OR LOST ENERGY USE SAVINGS, EVEN IF A PARTY HAS BEEN ADVISED OF SUCH POSSIBLE DAMAGES OR IF SAME WERE REASONABLY FORESEEABLE AND REGARDLESS OF WHETHER THE CAUSE OF ACTION IS FRAMED IN CONTRACT, NEGLIGENCE, ANY OTHER TORT, WARRANTY, STRICT LIABILITY, OR PRODUCT LIABILITY). In no event will Company's liability in connection with the provision of products or services or otherwise under this Agreement exceed the entire amount paid to Company by Customer under this Agreement.

18. Patent Indemnity. Company shall protect and indemnify Customer from and against all claims, damages, judgments and loss arising from infringement or alleged infringement of any United States patent by any of the goods manufactured by Company and delivered hereunder, provided that in the event of suit or threat of suit for patent infringement, Company shall promptly be notified and given full opportunity to negotiate a settlement. Company does not warrant against infringement by reason of Customer's design of the articles or the use thereof in combination with other materials or in the operation of any process. In the event of litigation, Customer agrees to reasonably cooperate with Company. In connection with any proceeding under the provisions of this Section, all parties concerned shall be entitled to be represented by counsel at their own expense.

19. Limited Warranty. Company warrants for a period of 12 months from the date of substantial completion ("Warranty Period") commercial equipment manufactured and installed by Company against failure due to defects in material and manufacture and that the labor/labour furnished is warranted to have been properly performed (the "Limited Warranty"). Trane equipment sold on an uninstalled basis is warranted in accordance with Company's standard warranty for supplied equipment. **Product manufactured by Company that includes required startup and is sold in North America will not be warranted by Company unless Company performs the product start-up.** Substantial completion shall be the earlier of the date that the Work is sufficiently complete so that the Work can be utilized for its intended use or the date that Customer receives beneficial use of the Work. If such defect is discovered within the Warranty Period, Company will correct the defect or furnish replacement equipment (or, at its option, parts therefor) and, if said equipment was installed pursuant hereto, labor/labour associated with the replacement of parts or equipment not conforming to this Limited Warranty. Defects must be reported to Company within the Warranty Period. Exclusions from this Limited Warranty include damage or failure arising from: wear and tear; corrosion, erosion, deterioration; Customer's failure to follow the Company-provided maintenance plan; refrigerant not supplied by Trane; and modifications made by others to Company's equipment. Company shall not be obligated to pay for the cost of lost refrigerant. Notwithstanding the foregoing, all warranties provided herein terminate upon termination or cancellation of this Agreement. No warranty liability whatsoever shall attach to Company until the Work has been paid for in full and then said liability shall be limited to the lesser of Company's cost to correct the defective Work and/or the purchase price of the equipment shown to be defective. Equipment, material and/or parts that are not manufactured by Company are not warranted by Company and have such warranties as may be extended by the respective manufacturer. **THE WARRANTY AND LIABILITY SET FORTH IN THIS AGREEMENT ARE IN LIEU OF ALL OTHER WARRANTIES AND LIABILITIES, WHETHER IN CONTRACT OR IN NEGLIGENCE, EXPRESS OR IMPLIED, IN LAW OR IN FACT, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND/OR OTHERS ARISING FROM COURSE OF DEALING OR TRADE. COMPANY MAKES NO REPRESENTATION OR WARRANTY EXPRESS OR IMPLIED REGARDING PREVENTION BY THE WORK, OR ANY COMPONENT THEREOF, OF MOLD/MOULD, FUNGUS, BACTERIA, MICROBIAL GROWTH, OR ANY OTHER CONTAMINATES. COMPANY SPECIFICALLY DISCLAIMS ANY LIABILITY IF THE WORK OR ANY COMPONENT THEREOF IS USED TO PREVENT OR INHIBIT THE GROWTH OF SUCH MATERIALS.**

20. Insurance. Company agrees to maintain the following insurance while the Work is being performed with limits not less than shown below and will, upon request from Customer, provide a Certificate of evidencing the following coverage:

Commercial General Liability	\$2,000,000 per occurrence
Automobile Liability	\$2,000,000 CSL
Workers Compensation	Statutory Limits

If Customer has requested to be named as an additional insured under Company's insurance policy, Company will do so but only subject to Company's manuscript additional insured endorsement under its primary Commercial General Liability policies. In no event does Company waive its right of subrogation.

21. Commencement of Statutory Limitation Period. Except as to warranty claims, as may be applicable, any applicable statutes of limitation for acts or failures to act shall commence to run, and any alleged cause of action stemming therefrom shall be deemed to have accrued, in any and all events not later than the last date that Company or its subcontractors physically performed work on the project site.

22. General. Except as provided below, to the maximum extent provided by law, this Agreement is made and shall be interpreted and enforced in accordance with the laws of the state or province in which the Work is performed, without regard to choice of law principles which might otherwise call for the application of a different state's or province's law. Any dispute arising under or relating to this Agreement that is not disposed of by agreement shall be decided by litigation in a court of competent jurisdiction located in the state or province in which the Work is performed. Any action or suit arising out of or related to this Agreement must be commenced within one year after the cause of action has accrued. To the extent the Work site is owned and/or operated by any agency of the Federal Government, determination of any substantive issue of law shall be according to the Federal common law of Government contracts as enunciated and applied by Federal judicial bodies and boards of contract appeals of the Federal Government. This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments or agreements, oral or written, related to the subject matter hereof. This Agreement may not be amended, modified or terminated except by a writing signed by the parties hereto. No documents shall be incorporated herein by reference except to the extent Company is a signatory thereon. If any term or condition of this Agreement is invalid, illegal or incapable of being enforced by any rule of law, all other terms and conditions of this Agreement will nevertheless remain in full force and effect as long as the economic or legal substance of the transaction contemplated hereby is not affected in a manner adverse to any party hereto. Customer may not assign, transfer, or convey this Agreement, or any part hereof, or its right, title or interest herein, without the written consent of the Company. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of Customer's permitted successors and assigns. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original.

23. Equal Employment Opportunity/Affirmative Action Clause. Company is a federal contractor that complies fully with Executive Order 11246, as amended, and the applicable regulations contained in 41 C.F.R. Parts 60-1 through 60-60, 29 U.S.C. Section 793 and the applicable regulations contained in 41 C.F.R. Part 60-741; and 38 U.S.C. Section 4212 and the applicable regulations contained in 41 C.F.R. Part 60-250 Executive Order 13496 and Section 29 CFR 471, appendix A to subpart A, regarding the notice of employee rights in the United States and with Canadian Charter of Rights and Freedoms Schedule B to the Canada Act 1982 (U.K.) 1982, c. 11 and applicable Provincial Human Rights Codes and employment law in Canada.

24. U.S. Government Work.

The following provision applies only to direct sales by Company to the US Government. The Parties acknowledge that all items or services ordered and delivered under this Agreement are Commercial Items as defined under Part 12 of the Federal Acquisition Regulation (FAR). In particular, Company agrees to be bound only by those Federal contracting clauses that apply to "commercial" suppliers and that are contained in FAR 52.212-5(e)(1). Company complies with 52.219-8 or 52.219-9 in its service and installation contracting business.

The following provision applies only to indirect sales by Company to the US Government. As a Commercial Item Subcontractor, Company accepts only the following mandatory flow down provisions in effect as of the date of this subcontract: 52.203-19; 52.204-21; 52.204-23; 52.219-8; 52.222-21; 52.222-26; 52.222-35; 52.222-36; 52.222-50; 52.225-26; 52.247-64. If the Work is in connection with a U.S. Government contract, Customer certifies that it has provided and will provide current, accurate, and complete information, representations and certifications to all government officials, including but not limited to the contracting officer and officials of the Small Business Administration, on all matters related to the prime contract, including but not limited to all aspects of its ownership, eligibility, and performance. Anything herein notwithstanding, Company will have no obligations to Customer unless and until Customer provides Company with a true, correct and complete executed copy of the prime contract. Upon request, Customer will provide copies to Company of all requested written communications with any government official related to the prime contract prior to or concurrent with the execution thereof, including but not limited to any communications related to Customer's ownership, eligibility or performance of the prime contract. Customer will obtain written authorization and approval from Company prior to providing any government official any information about Company's performance of the work that is the subject of the Proposal or this Agreement, other than the Proposal or this Agreement.

25. Limited Waiver of Sovereign Immunity. If Customer is an Indian tribe (in the U.S.) or a First Nation or Band Council (in Canada), Customer, whether acting in its capacity as a government, governmental entity, a duly organized corporate entity or otherwise, for itself and for its agents, successors, and assigns: (1) hereby provides this limited waiver of its sovereign immunity as to any damages, claims, lawsuit, or cause of action (herein "Action") brought against Customer by Company and arising or alleged to arise out of the furnishing by Company of any product or service under this Agreement, whether such Action is based in contract, tort, strict liability, civil liability or any other legal theory; (2) agrees that jurisdiction and venue for any such Action shall be proper and valid (a) if Customer is in the U.S., in any state or United States court located in the state in which Company is performing this Agreement or (b) if Customer is in Canada, in the superior court of the province or territory in which the work was performed; (3) expressly consents to such Action, and waives any objection to jurisdiction or venue; (4) waives any requirement of exhaustion of tribal court or administrative remedies for any Action arising out of or related to this Agreement; and (5) expressly acknowledges and agrees that Company is not subject to the jurisdiction of Customer's tribal court or any similar tribal forum, that Customer will not bring any action against Company in tribal court, and that Customer will not avail itself of any ruling or direction of the tribal court permitting or directing it to suspend its payment or other obligations under this Agreement. The individual signing on behalf of Customer warrants and represents that such individual is duly authorized to provide this waiver and enter into this Agreement and that this Agreement constitutes the valid and legally binding obligation of Customer, enforceable in accordance with its terms.

1-26.251-10(1019)
Supersedes 1-26.251-10(0315)

**TOWN OF MOUNTAIN VILLAGE
2021 BUDGET
HISTORICAL MUSEUM AND TOURISM FUNDS**

Item 6

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 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Tourism

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	2020 Adjustments	2021 Proposed					2021 Adjustments
Tourism Revs	Lodging Taxes	1,005,648	1,130,092	1,166,389	857,648	(308,742)	678,055	(179,593)	705,177	733,384	762,720	793,228
Tourism Revs	Lodging Taxes	834,041	929,287	957,735	650,960	(306,775)	557,572	(93,388)	579,875	603,070	627,193	652,281
Tourism Revs	Lodging Taxes - Prior Period	6,751	5,311	-	1,555	1,555	-	(1,555)	-	-	-	-
Tourism Revs	Taxes-Restaurant	440,611	492,476	478,134	352,610	(125,524)	295,485	(57,125)	307,305	319,597	332,381	345,676
Tourism Revs	Lodging/Restaurant Tax Penalty	13,560	3,330	4,000	4,000	-	4,000	-	4,000	4,000	4,000	4,000
Tourism Revs	Restaurant Taxes - Prior Period Remittance	394	1,779	-	1,103	1,103	-	(1,103)	-	-	-	-
Tourism Revs	Business Licenses	313,553	321,392	315,307	315,307	-	315,307	-	315,307	315,307	315,307	315,307
Tourism Revs	Penalty - Business License	9,648	7,429	6,500	8,000	1,500	6,500	(1,500)	6,500	6,500	6,500	6,500
Total Revenues		2,624,206	2,891,095	2,928,066	2,191,183	(736,883)	1,856,919	(334,264)	1,918,164	1,981,858	2,048,100	2,116,992
Tourism	MTI Lodging Funding	913,988	1,022,022	1,051,442	747,531	(303,911)	611,635	(135,895)	636,101	661,545	688,007	715,527
Tourism	MTI Business License Funding	294,740	302,108	296,389	296,389	-	296,389	-	296,389	296,389	296,389	296,389
Tourism	Airline Guaranty Lodging Taxes	904,755	1,011,698	1,040,821	739,980	(300,841)	605,457	(134,523)	629,676	654,863	681,057	708,299
Tourism	Airline Guaranty Restaurant Taxes	432,186	484,370	468,571	346,639	(121,933)	289,576	(57,063)	301,159	313,205	325,733	338,763
Tourism	MTI Funding -Additional Requests	31,694	50,995	-	-	-	-	-	-	-	-	-
Tourism	Audit Fees	2,500	1,500	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
Total Expense		2,579,863	2,872,693	2,859,723	2,133,038	(726,685)	1,805,557	(327,481)	1,865,824	1,928,501	1,993,686	2,061,477
Tourism Transfers	Transfer (To)/From General Fund	(44,344)	(18,402)	(68,343)	(58,145)	10,198	(51,363)	6,783	(52,340)	(53,357)	(54,415)	(55,515)
Total Other Sources/Uses		(44,344)	(18,402)	(68,343)	(58,145)	10,198	(51,363)	6,783	(52,340)	(53,357)	(54,415)	(55,515)

Surplus (Deficit)

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Historical Museum

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	2020 Adjustments	2021 Proposed					2021 Adjustments
Historical Museum Revs	Tax - Property .333 Mils Historical Museum	96,497	96,667	104,789	104,789	-	104,789	-	105,837	105,837	106,895	106,895
Historical Museum Revs	Tax - Property - Abatements	(1,556)	(161)	-	-	-	-	-	-	-	-	-
Total Revenues		94,941	96,506	104,789	104,789	-	104,789	-	105,837	105,837	106,895	106,895
Historical Museum	Historical Museum Mil Levy	93,037	94,571	102,688	102,688	-	102,688	-	103,736	103,715	104,774	104,752
Historical Museum	County Treasurer's Fees	1,904	1,935	2,100	2,100	-	2,100	-	2,100	2,121	2,121	2,143
Total Expense		94,941	96,506	104,789	104,789	-	104,789	-	105,837	105,837	106,895	106,895

Surplus (Deficit)

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**TOWN OF MOUNTAINVILLAGE
2021 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. Enrollment is based on current licensing restrictions.
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. 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 2020

1. All files and required documentation up to date. Classrooms are at capacity based on state and county guidelines.

2. The recent health and fire inspections were completed in the spring of 2020. No major violations cited. The state inspector visited in May 2020 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. 2020 Grants and fundraisers:

Telluride Foundation	\$30,000
Temple Hoyne Buell Foundation Scholarship:	\$25,000
Temple Hoyne Buell playground	\$25,000
Just for Kids Grant:	\$5,000
CCAASE Grant:	\$10,000
Strong Start Mill Levy	\$30,000
Anshutz Family Foundation	\$5,000
THB start up – COVID	\$5,000
Help Colorado Now – COVID	\$25,000
First Southwest Bank	\$2,000
<u>Family Date Night Fundraiser</u>	<u>\$0 due to COVID</u>

TOTAL: ***\$162,000***

6. The preschool will begin working on student assessments for the upcoming school year using Teaching Strategies Gold. Parent/teacher conferences will be held mid-November via Zoom. 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 2020.
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. Mountain Munchkins was instructed to return to single paper towel use during COVID-19.
9. The waitlist is reviewed and updated monthly. Priority is given to Town of Mountain Village employees, residents and essential community staff members.

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Child Development Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020 Original	2020	2020	2021	2021	2022 Long	2023 Long	2024 Long	2025 Long
					Forecasted	Adjustments	Proposed	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
	<i>Summary</i>											
Infant Care Revenues	Infant Care Fees	-	-	80,784	46,000	(34,784)	80,784	34,784	80,784	80,784	80,784	80,784
Infant Care Revenues	Enrollment Fees	-	-	520	1,220	700	1,220	-	1,220	1,220	1,220	1,220
Infant Care Revenues	Late Payment Fees	-	-	260	100	(160)	100	-	100	100	100	100
Infant Care Revenues	Grant Proceeds (1)	-	-	4,500	26,067	21,567	4,500	(21,567)	4,500	4,500	4,500	4,500
Infant Care Revenues	Scholarship Grant Proceeds (2)	-	-	10,000	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	3,550	3,550
Infant Care Revenues	Regional Childcare Tax Proceeds	-	-	25,000	15,000	(10,000)	15,000	-	15,000	15,000	15,000	15,000
	Total Infant Care Revenues	-	-	124,614	98,387	(26,227)	115,154	16,767	115,154	115,154	115,154	115,154
Toddler Care Revenues	Toddler Care Fees	251,855	262,532	191,952	118,098	(73,854)	191,952	73,854	191,952	191,952	191,952	191,952
Toddler Care Revenues	Enrollment Fees	2,400	3,120	1,240	1,600	360	1,600	-	1,600	1,600	1,600	1,600
Toddler Care Revenues	Late Payment Fees	420	1,065	640	200	(440)	200	-	200	200	200	200
Toddler Care Revenues	Fund Raising Revenues	-	-	8,450	-	(8,450)	8,450	8,450	8,450	8,450	8,450	8,450
Toddler Care Revenues	Grant Proceeds (1)	7,455	30,738	11,500	21,634	10,134	11,500	(10,134)	11,500	11,500	11,500	11,500
Toddler Care Revenues	Scholarship Grant Proceeds (2)	26,550	29,625	24,000	22,000	(2,000)	25,000	3,000	25,000	25,000	25,000	25,000
Toddler Care Revenues	Regional Childcare Tax Proceeds	10,992	15,008	10,000	15,000	5,000	15,000	-	15,000	15,000	15,000	15,000
	Total Toddler Care Revenues	299,672	342,088	247,782	178,532	(69,250)	253,702	75,170	253,702	253,702	253,702	253,702
Preschool Revenues	Preschool Tuition Fees	172,677	192,090	175,292	113,088	(62,204)	175,292	62,204	175,292	175,292	175,292	175,292
Preschool Revenues	Special Program Fees	450	25	-	-	-	-	-	-	-	-	-
Preschool Revenues	Enrollment Fees	1,262	1,140	975	1,440	465	1,440	-	1,440	1,440	1,440	1,440
Preschool Revenues	Late Payment Fees	520	640	900	40	(860)	40	-	40	40	40	40
Preschool Revenues	Grant Proceeds (1)	-	16,318	11,000	9,134	(1,866)	9,134	-	9,134	9,134	9,134	9,134
Preschool Revenues	Scholarship Grant Proceeds (2)	32,900	20,375	19,000	10,000	(9,000)	10,000	-	10,000	10,000	10,000	10,000
Preschool Revenues	Fundraising Revenues	5,150	5,000	5,000	-	(5,000)	5,000	5,000	5,000	5,000	5,000	5,000
	Total Preschool Revenues	212,959	235,588	212,167	133,702	(78,465)	200,906	67,204	200,906	200,906	200,906	200,906
	Total Revenues	512,631	577,675	584,563	410,621	(173,942)	569,762	159,141	569,762	569,762	569,762	569,762
Infant Care Expense		-	-	166,031	137,089	(28,942)	166,795	29,706	167,332	167,881	168,440	169,010
Toddler Care Expense		449,316	455,622	321,580	247,250	(74,330)	302,366	55,116	302,884	303,412	303,951	304,500
Preschool Expense		219,073	226,808	245,421	199,358	(46,063)	227,371	28,013	227,604	228,279	228,969	229,672
	Total Expenses	668,388	682,430	733,032	583,698	(149,334)	696,532	112,834	697,820	699,572	701,359	703,182
CDF Other Sources/Uses	Transfer (To)/From General Fund	155,494	105,018	148,469	173,077	24,608	126,770	(46,307)	128,058	129,810	131,597	133,420
	Total Other Sources/Uses	155,494	105,018	148,469	173,077	24,608	126,770	(46,307)	128,058	129,810	131,597	133,420
	Surplus (Deficit)	(264)	264	-	-	-	-	-	-	-	-	-

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Child Development Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	2020 Adjustments	2021 Proposed					2021 Adjustments
<i>Infant Care Expense</i>												
Infant Care Expense	Salaries & Wages (4)	-	-	94,352	68,534	(25,818)	94,352	25,818	94,352	94,352	94,352	94,352
Infant Care Expense	Group Insurance	-	-	24,050	25,475	1,425	26,876	1,401	27,414	27,962	28,521	29,092
Infant Care Expense	Dependent Health Reimbursement	-	-	-	-	-	-	-	-	-	-	-
Infant Care Expense	PERA & Payroll Taxes (4)	-	-	14,747	10,883	(3,864)	14,983	4,100	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	1,878
Infant Care Expense	Workers Compensation	-	-	1,265	1,265	-	1,265	-	1,265	1,265	1,265	1,265
Infant Care Expense	Other Employee Benefits	-	-	1,665	1,665	-	2,035	370	2,035	2,035	2,035	2,035
Infant Care Expense	Employee Appreciation	-	-	185	150	(35)	200	50	200	200	200	200
Infant Care Expense	EE Screening	-	-	50	50	-	50	-	50	50	50	50
Infant Care Expense	Bad Debt Expense	-	-	-	-	-	-	-	-	-	-	-
Infant Care Expense	Janitorial/Trash Removal	-	-	2,600	2,600	-	2,652	52	2,652	2,652	2,652	2,652
Infant Care Expense	Rental-Facility	-	-	6,328	6,328	-	6,328	-	6,328	6,328	6,328	6,328
Infant Care Expense	Facility Expense	-	-	300	300	-	300	-	300	300	300	300
Infant Care Expense	Communications	-	-	235	235	-	235	-	235	235	235	235
Infant Care Expense	Internet Services	-	-	485	485	-	485	-	485	485	485	485
Infant Care Expense	Dues, Fees & Licenses	-	-	200	200	-	100	(100)	100	100	100	100
Infant Care Expense	Travel & Education (3)	-	-	500	-	(500)	500	500	500	500	500	500
Infant Care Expense	Nurse Consultant	-	-	150	150	-	150	-	150	150	150	150
Infant Care Expense	General Supplies & Materials (4)	-	-	1,100	700	(400)	1,100	400	1,100	1,100	1,100	1,100
Infant Care Expense	Office Supplies (4)	-	-	350	250	(100)	200	(50)	200	200	200	200
Infant Care Expense	Fundraising Expenses (5)	-	-	500	-	(500)	500	500	500	500	500	500
Infant Care Expense	Business Meals (6)	-	-	50	-	(50)	-	-	-	-	-	-
Infant Care Expense	Food/Snacks (7)	-	-	-	400	400	400	-	400	400	400	400
Infant Care Expense	COVID-19 RELATED EXPENSES	-	-	-	500	500	-	(500)	-	-	-	-
Infant Care Expense	Utilities- Electricity	-	-	1,456	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	10,000
Infant Care Expense	Toys / Learning Tools	-	-	250	250	-	250	-	250	250	250	250
Infant Care Expense	Playground And Landscaping (8)	-	-	3,335	3,335	-	500	(2,835)	500	500	500	500
Total Infant Expense		-	-	166,031	137,089	(28,942)	166,795	29,706	167,332	167,881	168,440	169,010

(3) Strong start provides support for CE for now

(4) 2020 Reductions due to Covid-19 closure

(5) No fundraiser in 2020

(6) Staff nightly trainings are more frequent - meals provided

(7) MM raised enrollment fee to help with cost of snacks

(8) Received grant funding for playground improvements. Will take two years.

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Child Development Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	Adjustments	Proposed					Adjustments
<i>Toddler Care Expense</i>												
Toddler Care Expense	Salaries & Wages (4)	281,090	268,587	187,646	139,000	(48,646)	187,646	48,646	187,646	187,646	187,646	187,646
Toddler Care Expense	Group Insurance	53,232	48,600	39,400	24,537	(14,863)	25,887	1,350	26,404	26,932	27,471	28,020
Toddler Care Expense	Dependent Health Reimbursement	(3,907)	(3,372)	(6,567)	(6,567)	-	(6,567)	-	(6,567)	(6,567)	(6,567)	(6,567)
Toddler Care Expense	PERA & Payroll Taxes (4)	43,159	41,082	29,329	22,073	(7,256)	29,798	7,725	29,798	29,798	29,798	29,798
Toddler Care Expense	PERA 401K	3,726	2,976	3,762	3,762	-	3,762	-	3,762	3,762	3,762	3,762
Toddler Care Expense	Workers Compensation	2,755	2,750	2,349	2,349	-	2,349	-	2,349	2,349	2,349	2,349
Toddler Care Expense	Other Employee Benefits	2,840	4,320	3,925	3,925	-	4,785	860	4,785	4,785	4,785	4,785
Toddler Care Expense	Employee Appreciation	874	656	615	400	(215)	400	-	400	400	400	400
Toddler Care Expense	EE Screening	84	622	100	100	-	100	-	100	100	100	100
Toddler Care Expense	Bad Debt Expense	-	2,535	250	250	-	250	-	250	250	250	250
Toddler Care Expense	Janitorial/Trash Removal	7,150	8,817	5,200	5,200	-	5,200	-	5,200	5,200	5,200	5,200
Toddler Care Expense	Rental-Facility	18,768	18,768	12,656	12,656	-	12,656	-	12,656	12,656	12,656	12,656
Toddler Care Expense	Facility Expense	2,370	135	700	700	-	700	-	700	700	700	700
Toddler Care Expense	Communications	683	849	465	465	-	465	-	465	465	465	465
Toddler Care Expense	Internet Services	1,383	1,383	973	973	-	973	-	973	973	973	973
Toddler Care Expense	Marketing Expense	-	-	-	-	-	-	-	-	-	-	-
Toddler Care Expense	Dues, Fees & Licenses	604	369	450	450	-	450	-	450	450	450	450
Toddler Care Expense	Travel & Education	2,081	3,039	1,500	-	(1,500)	500	500	500	500	500	500
Toddler Care Expense	Contract Labor	-	-	-	-	-	-	-	-	-	-	-
Toddler Care Expense	Nurse Consultant	560	380	300	300	-	300	-	300	300	300	300
Toddler Care Expense	Postage & Freight	20	-	50	50	-	50	-	50	50	50	50
Toddler Care Expense	General Supplies & Materials	3,306	2,373	2,100	1,500	(600)	1,500	-	1,500	1,500	1,500	1,500
Toddler Care Expense	Office Supplies	932	1,323	650	400	(250)	400	-	400	400	400	400
Toddler Care Expense	Fundraising Expenses (5)	1,407	3,721	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500
Toddler Care Expense	Business Meals	315	177	100	100	-	100	-	100	100	100	100
Toddler Care Expense	COVID-19 RELATED EXPENSES	-	-	-	1,000	1,000	-	(1,000)	-	-	-	-
Toddler Care Expense	Food/Snacks (7)	391	365	300	300	-	500	200	500	500	500	500
Toddler Care Expense	Utilities- Electricity	4,368	4,368	2,912	2,912	-	2,912	-	2,912	2,912	2,912	2,912
Toddler Care Expense	Scholarship Program	20,390	32,394	24,000	22,000	(2,000)	25,000	3,000	25,000	25,000	25,000	25,000
Toddler Care Expense	Toys / Learning Tools	734	1,291	250	250	-	250	-	250	250	250	250
Toddler Care Expense	Playground And Landscaping (8)	-	7,116	6,665	6,665	-	500	(6,165)	500	500	500	500
Total Toddler Care Expense		449,316	455,622	321,580	247,250	(74,330)	302,366	55,116	302,884	303,412	303,951	304,500

(4) 2020 Reductions due to Covid-19 closure

(5) No fundraiser in 2020

(7) MM raised enrollment fee to help with cost of snacks

(8) Received grant funding for playground improvements. Will take two years.

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Child Development Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	Adjustments	Proposed					Adjustments
<i>Preschool Expense</i>												
Preschool Expense	Salaries & Wages (4)	123,001	125,998	127,498	106,242	(21,256)	127,498	21,256	127,498	127,498	127,498	127,498
Preschool Expense	Group Insurance	17,191	23,725	31,400	22,000	(9,400)	33,127	11,127	33,790	34,465	35,155	35,858
Preschool Expense	Dependent Health Reimbursement	(2,822)	(2,816)	(2,733)	(2,733)	-	(2,733)	-	(2,733)	(2,733)	(2,733)	(2,733)
Preschool Expense	PERA & Payroll Taxes (4)	18,544	18,635	19,928	16,871	(3,057)	20,247	3,376	20,247	20,247	20,247	20,247
Preschool Expense	PERA 401K	5,371	5,417	6,375	6,375	-	6,375	0	6,375	6,375	6,375	6,375
Preschool Expense	Workers Compensation	1,198	968	1,389	1,389	-	1,389	-	1,389	1,389	1,389	1,389
Preschool Expense	Other Employee Benefits	460	770	1,000	1,000	-	1,430	430	1,000	1,000	1,000	1,000
Preschool Expense	Employee Appreciation	532	311	300	200	(100)	200	-	200	200	200	200
Preschool Expense	EE Screening	-	-	150	150	-	150	-	150	150	150	150
Preschool Expense	Bad Debt Expense	-	-	300	300	-	300	-	300	300	300	300
Preschool Expense	Janitorial/Trash Removal	5,720	7,053	6,240	6,240	-	6,364	124	6,364	6,364	6,364	6,364
Preschool Expense	Vehicle Repair & Maintenance	-	-	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	15	339	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Preschool Expense	Communications	1,258	1,258	1,078	1,078	-	1,078	-	1,078	1,078	1,078	1,078
Preschool Expense	Internet Services	1,383	1,383	1,458	1,458	-	1,458	-	1,458	1,458	1,458	1,458
Preschool Expense	Utilities-Gasoline	145	48	200	200	-	200	-	200	200	200	200
Preschool Expense	Dues, Fees & Licenses	-	-	200	200	-	200	-	200	200	200	200
Preschool Expense	Travel & Education	908	-	500	-	(500)	200	200	200	200	200	200
Preschool Expense	Contract Labor	-	-	100	100	-	100	-	100	100	100	100
Preschool Expense	Nurse Consultant	487	480	480	480	-	480	-	480	480	480	480
Preschool Expense	Enrichment Activities	4,284	1,917	3,000	-	(3,000)	2,000	2,000	2,000	2,000	2,000	2,000
Preschool Expense	General Supplies & Materials	2,332	1,367	2,000	1,500	(500)	2,000	500	2,000	2,000	2,000	2,000
Preschool Expense	Office Supplies	319	42	250	150	(100)	150	-	150	150	150	150
Preschool Expense	Fundraising Expenses (5)	1,453	899	1,000	-	(1,000)	1,000	1,000	1,000	1,000	1,000	1,000
Preschool Expense	Business Meals	-	-	100	100	-	100	-	100	100	100	100
Preschool Expense	Food/Snacks (7)	374	368	350	300	(50)	300	-	300	300	300	300
Preschool Expense	Covid-19 Related Expense	-	-	-	2,000	2,000	-	(2,000)	-	-	-	-
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	25,013	20,640	19,000	10,000	(9,000)	10,000	-	10,000	10,000	10,000	10,000
Preschool Expense	Toys / Learning Tools	398	410	400	300	(100)	300	-	300	300	300	300
Preschool Expense	Playground Equip/Improvements (8)	-	6,059	10,000	10,000	-	-	(10,000)	-	-	-	-
Preschool Expense	Security	-	29	-	-	-	-	-	-	-	-	-
Total Preschool Expense		219,073	226,808	245,421	199,358	(46,063)	227,371	28,013	227,604	228,279	228,969	229,672

(4) 2020 Reductions due to Covid-19 closure

(5) No fundraiser in 2020

(7) MM raised enrollment fee to help with cost of snacks

(8) Received grant funding for playground improvements. Will take two years.

**TOWN OF MOUNTAIN VILLAGE
2021 BUDGET
BROADBAND DEPARTMENT PROGRAM NARRATIVE**

Mountain Village Broadband supplies telecommunications services and products to customers in Mountain Village.

BROADBAND DEPARTMENT GOALS

1. Have 75% Fiber Home installs completed by July 30, 2021.
2. All construction and installation to homes completed Oct 30,2021.
3. Complete fiber construction by July 30, 2021.

BROADBAND DEPARTMENT PERFORMANCE MEASURES

Item 1)

1. ONTs (Customer's home) are set and provisioned to head-end. Customer now have new fiber internet service.
2. Resort Internet Video services cut over to fiber system
3. New fiber service products are fully integrated into the billing system.
4. Fiber services levels are created and tested.

Item 2)

1. All Fiber spliced from resident's curb to head-end.
2. ONTs (Customer's home) are set 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.

Item 3)

1. Lightworks completes Neil Shaw's fiber construction plan.
2. All revegetation of disturbed areas has been fixed.
3. Micro-fiber has been successfully blown into all available conduit respectively.
4. Lightworks continues to bore conduit to all homes without conduit.
5. ONTs (Customer's home) are set and provisioned to head-end.
6. TMV continues to cut-over customers into the fiber network.
7. Construction is on budget and no additional funds needed.

BROADBAND DEPARTMENT ACCOMPLISHMENTS 2020

1. Provisioned all new IP block's to fiber system.
2. Purchased necessary equipment for fiber project.
3. Ongoing construction fiber project.
4. Developed website <https://townofmountainvillage.com/fiber/>.
5. All FCC reports are current.
6. We completed approximately 55 service calls and change of service calls per month all within 24 hours of request.
7. We had 0 Internet outages the last 6 months.
8. We completed 330 service truck rolls and 365cable locates for 2020.

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections
Broadband Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020 Original	2020 Forecasted	2020 Adjustments	2021 Proposed	2021 Adjustments	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection
	<u>Summary</u>											
	<u>Revenues</u>											
	Cable Revenues	954,525	993,838	1,022,472	1,022,472	-	997,472	(25,000)	997,472	997,472	997,472	997,472
	Internet Revenues	1,039,306	1,112,465	946,666	946,666	-	1,010,200	63,534	1,010,200	1,010,200	1,010,200	1,010,200
	Phone Revenues	42,665	40,863	43,000	40,000	(3,000)	35,000	(5,000)	35,000	35,000	35,000	35,000
	Miscellaneous Revenues	63,876	48,369	68,640	62,640	(6,000)	68,040	5,400	68,040	68,040	68,040	68,040
	Total Revenues	2,100,372	2,195,536	2,080,778	2,071,778	(9,000)	2,110,712	38,934	2,110,712	2,110,712	2,110,712	2,110,712
	<u>Expenses</u>											
	Cost of Cable Sales	810,902	836,649	904,833	904,833	-	925,362	20,529	925,362	925,362	925,362	925,362
	Cost of Internet Sales	205,620	257,744	190,000	213,000	23,000	190,000	(23,000)	190,000	190,000	190,000	190,000
	Cost of Phone Sales	24,344	22,326	12,000	12,000	-	12,000	-	12,000	12,000	12,000	12,000
	Operations	617,216	602,877	711,023	728,794	17,771	695,304	(33,490)	696,755	676,235	677,744	679,283
	Broadband Fund Contingency Contingency	2,313	-	3,000	3,000	-	3,000	-	3,000	3,000	3,000	3,000
	Total Expense	1,660,394	1,719,596	1,820,856	1,861,628	40,771	1,825,667	(35,961)	1,827,117	1,806,597	1,808,106	1,809,646
	<u>Capital</u>											
	Capital Outlay	227,622	981,650	2,181,645	1,722,645	(459,000)	545,000	(1,177,645)	30,000	30,000	30,000	30,000
	Total Capital	227,622	981,650	2,181,645	1,722,645	(459,000)	545,000	(1,177,645)	30,000	30,000	30,000	30,000
	<u>Other Sources/Uses</u>											
	Broadband Other Source/Uses Transfer (To)/From General Fund	(10,000)	424,383	2,098,974	1,700,739	(398,235)	-	(1,700,739)	-	-	-	-
	Broadband Other Source/Uses Transfer To GF - Overhead Allocation	(163,416)	(169,531)	(177,250)	(188,244)	(10,994)	(172,925)	15,319	(175,662)	(180,358)	(176,525)	(179,215)
	Total Other Sources/Uses	(173,416)	254,852	1,921,724	1,512,495	(409,229)	(172,925)	(1,685,420)	(175,662)	(180,358)	(176,525)	(179,215)
	Surplus (Deficit)	38,940	(250,858)	-	-	-	(432,880)	(432,880)	77,933	93,757	96,081	91,851
	Beginning Available Fund Balance	211,918	250,858	-	-	-	-	-	(432,880)	(354,947)	(261,190)	(165,109)
	Ending Available Fund Balance	250,858	-	-	-	-	(432,880)	-	(354,947)	(261,190)	(165,109)	(73,258)

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Broadband Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	2020 Forecasted	2020 Adjustments	2021 Proposed					2021 Adjustments
<u>Revenues</u>												
Cable Revenues	Basic Residential	495,919	543,783	499,800	499,800	-	499,800	-	499,800	499,800	499,800	499,800
Cable Revenues	Basic Bulk (6)	174,808	188,693	225,000	225,000	-	200,000	(25,000)	200,000	200,000	200,000	200,000
Cable Revenues	Premium Pay Revenue	40,350	36,474	51,005	51,005	-	51,005	-	51,005	51,005	51,005	51,005
Cable Revenues	Bulk Premium	33,345	27,910	30,618	30,618	-	30,618	-	30,618	30,618	30,618	30,618
Cable Revenues	Digital	57,298	55,870	60,000	60,000	-	60,000	-	60,000	60,000	60,000	60,000
Cable Revenues	HDTV	148,485	136,901	156,049	156,049	-	156,049	-	156,049	156,049	156,049	156,049
Cable Revenues	Digital DMX Commercial	4,320	4,208	-	-	-	-	-	-	-	-	-
Total Cable Revenues		954,525	993,838	1,022,472	1,022,472	-	997,472	(25,000)	997,472	997,472	997,472	997,472
Internet Revenues	High Speed Internet	535,896	568,612	515,000	515,000	-	775,000	260,000	775,000	775,000	775,000	775,000
Internet Revenues	Bulk Internet	176,409	181,120	155,000	155,000	-	175,000	20,000	175,000	175,000	175,000	175,000
Internet Revenues	Non Subscriber High Speed Internet	269,528	302,120	220,000	220,000	-	-	(220,000)	-	-	-	-
Internet Revenues	Internet Business Class	52,835	45,597	51,866	51,866	-	55,000	3,134	55,000	55,000	55,000	55,000
Internet Revenues	High Speed Static Address	4,638	4,689	-	-	-	-	-	-	-	-	-
Internet Revenues	Dark Fiber Leased Revenues	-	10,327	4,800	4,800	-	5,200	400	5,200	5,200	5,200	5,200
Total Internet Revenues		1,039,306	1,112,465	946,666	946,666	-	1,010,200	63,534	1,010,200	1,010,200	1,010,200	1,010,200
Broadband Misc Revenues	Other-Advertising Revenue (1)	6,862	-	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
Broadband Misc Revenues	Other-Labor (2)	930	600	3,000	3,000	-	3,000	-	3,000	3,000	3,000	3,000
Broadband Misc Revenues	Other - Parts (3)	7,344	124	4,500	4,500	-	4,500	-	4,500	4,500	4,500	4,500
Broadband Misc Revenues	Other-Connection Fees (4)	18,520	15,225	20,000	20,000	-	25,000	5,000	25,000	25,000	25,000	25,000
Broadband Misc Revenues	Cable Equipment Rental	5,331	3,991	16,000	16,000	-	16,000	-	16,000	16,000	16,000	16,000
Broadband Misc Revenues	Other-Leased Access Revenue (5)	5,340	5,340	5,340	5,340	-	5,340	-	5,340	5,340	5,340	5,340
Broadband Misc Revenues	Leased Fiber Access	1,200	1,200	4,800	4,800	-	5,200	400	5,200	5,200	5,200	5,200
Broadband Misc Revenues	Other-Late Payment Fees	13,560	11,270	12,500	6,500	(6,000)	6,500	-	6,500	6,500	6,500	6,500
Broadband Misc Revenues	Other-NSF Fees	125	-	-	-	-	-	-	-	-	-	-
Broadband Misc Revenues	Other-Recovery Income	221	559	-	-	-	-	-	-	-	-	-
Broadband Misc Revenues	Channel Revenue	2,460	7,792	-	-	-	-	-	-	-	-	-
Broadband Misc Revenues	Miscellaneous Revenue	1,983	2,269	-	-	-	-	-	-	-	-	-
Total Miscellaneous Revenues		63,876	48,369	68,640	62,640	(6,000)	68,040	5,400	68,040	68,040	68,040	68,040
Phone Revenues	Basic Phone Service	42,272	40,471	43,000	40,000	(3,000)	35,000	(5,000)	35,000	35,000	35,000	35,000
Phone Revenues	Changes To Service Fee	350	325	-	-	-	-	-	-	-	-	-
Phone Revenues	Long Distance Charges	43	67	-	-	-	-	-	-	-	-	-
Total Phone Revenues		42,665	40,863	43,000	40,000	(3,000)	35,000	(5,000)	35,000	35,000	35,000	35,000

(1) Local ad insertions
 (2) Hourly work performed by cable techs

(4) Cable Tech install fees
 (5) Programming paid to MVB

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Broadband Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	2020 Adjustments	2021 Proposed					2021 Adjustments
<u>Operating Costs</u>												
Operating Costs	Salaries & Wages	265,518	284,135	302,489	323,942	21,453	302,489	(21,453)	302,489	302,489	302,489	302,489
Operating Costs	Housing Allowance	12,517	12,652	12,840	12,840	-	12,840	-	12,840	12,840	12,840	12,840
Operating Costs	Group Insurance	49,747	52,587	68,750	68,750	-	72,531	3,781	73,982	75,462	76,971	78,510
Operating Costs	Dependent Health Reimbursement	(4,017)	(3,611)	(4,356)	(4,356)	-	(4,356)	-	(4,356)	(4,356)	(4,356)	(4,356)
Operating Costs	PERA & Payroll Taxes	40,851	43,427	47,279	51,442	4,163	48,035	(3,407)	48,035	48,035	48,035	48,035
Operating Costs	PERA 401K	23,019	23,731	22,592	22,592	-	22,592	-	22,592	22,592	22,592	22,592
Operating Costs	Workers Compensation	4,595	5,125	6,064	6,064	-	6,064	-	6,064	6,064	6,064	6,064
Operating Costs	Other Employee Benefits	800	4,320	4,500	4,500	-	5,280	780	5,280	5,280	5,280	5,280
Operating Costs	Uniforms	174	280	500	500	-	500	-	500	500	500	500
Operating Costs	Operations Consulting	45,948	-	-	-	-	-	-	-	-	-	-
Operating Costs	Bad Debt Expense	6,079	365	5,000	7,500	2,500	7,500	-	7,500	7,500	7,500	7,500
Operating Costs	Legal	-	431	-	-	-	500	500	500	500	500	500
Operating Costs	Technical - Computer Support (12)	50,779	48,775	47,940	47,940	-	48,899	959	48,899	48,899	48,899	48,899
Operating Costs	Call Center Fees	1,462	1,416	1,800	1,800	-	1,800	-	1,800	1,800	1,800	1,800
Operating Costs	Janitorial/Trash Removal	1,430	1,790	1,586	1,586	-	1,586	-	1,586	1,586	1,586	1,586
Operating Costs	R/M - Head End (13)	14,118	20,403	25,000	10,000	(15,000)	10,000	-	10,000	10,000	10,000	10,000
Operating Costs	R/M - Plant (13)	22,714	4,689	25,000	25,000	-	25,000	-	25,000	25,000	25,000	25,000
Operating Costs	Vehicle Repair & Maintenance	1,887	3,093	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500
Operating Costs	Facility Expenses	786	5,910	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Operating Costs	Insurance	4,039	3,866	3,675	3,675	-	3,675	-	3,675	3,675	3,675	3,675
Operating Costs	Communications	6,055	7,479	5,578	5,578	-	5,578	-	5,578	5,578	5,578	5,578
Operating Costs	Marketing & Advertising	204	-	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
Operating Costs	Dues & Fees (14)	1,334	2,083	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Operating Costs	Travel, Education & Training	7,383	32	6,000	6,000	-	5,000	(1,000)	5,000	5,000	5,000	5,000
Operating Costs	Contract Labor	2,495	6,000	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Operating Costs	Cable Locates (15)	246	261	600	600	-	600	-	600	600	600	600
Operating Costs	Invoice Processing	2,225	2,211	3,600	3,600	-	3,600	-	3,600	3,600	3,600	3,600
Operating Costs	Online Payment Processing Fees	17,247	18,671	15,600	20,005	4,405	20,005	-	20,005	20,005	20,005	20,005
Operating Costs	Postage & Freight	3,271	3,710	5,200	5,200	-	5,200	-	5,200	5,200	5,200	5,200
Operating Costs	General Supplies & Materials	1,322	4,487	7,000	7,000	-	7,000	-	7,000	7,000	7,000	7,000
Operating Costs	Supplies - Office	1,700	2,718	2,550	2,550	-	2,550	-	2,550	2,550	2,550	2,550
Operating Costs	DVR'S (16)	3,324	13,055	50,000	50,000	-	10,000	(40,000)	10,000	10,000	10,000	10,000
Operating Costs	Digital Cable Terminals	2,005	2,920	-	-	-	-	-	-	-	-	-
Operating Costs	Cable Modems/ONT's	2,125	1,944	3,000	3,000	-	30,000	27,000	30,000	8,000	8,000	8,000
Operating Costs	Phone Terminals	-	-	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500
Operating Costs	Business Meals	994	656	800	800	-	400	(400)	400	400	400	400

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections
Broadband Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long	2023 Long	2024 Long	2025 Long	
				2020 Original	Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
		Projection	Projection	Projection	Projection	Projection	Projection	Projection	Projection	Projection	Projection	
Operating Costs	Employee Appreciation	460	656	500	500	-	500	-	500	500	500	500
Operating Costs	Covid-19 Related Expenses	-	-	-	250	250	-	(250)	-	-	-	-
Operating Costs	Utilities - Natural Gas	547	1,081	986	986	-	986	-	986	986	986	986
Operating Costs	Utilities - Electricity	17,748	18,772	21,608	21,608	-	21,608	-	21,608	21,608	21,608	21,608
Operating Costs	Utilities - Gasoline	3,716	2,758	4,343	4,343	-	4,343	-	4,343	4,343	4,343	4,343
Operating Costs	Non-capital Equipment	369	-	-	-	-	-	-	-	-	-	-
Total Operating Costs		617,216	602,877	711,023	728,794	17,771	695,304	(33,490)	696,755	676,235	677,744	679,283

- (12) Managed network and data base services
- (13) Parts replacement of headend equipment and plant amplifiers
- (14) Tech dues
- (15) UNCC ticket fees
- (16) Initial investment in cable boxes for upgrade

**TOWN OF MOUNTAIN VILLAGE
2021 BUDGET
INFORMATION TECHNOLOGY**

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. Plan, organize, and control the Town's day to day IT resources activities and collaborates with all important stakeholders. Ensure the Town's IT environment is secure and stable, commensurate with the best interests of customers, employees, and the public. Develop and implement IT architecture strategies to accommodate current and future organizational needs. Sets the strategic direction for the Town and supervises and leads diverse staff to achieve organizational goals and objectives.

INFORMATION TECHNOLOGY DEPARTMENT GOALS

1. Increase IT knowledge with TMV's technology systems and infrastructure. End of Q4.
2. Streamline systems in efficiencies, planning, and cost perspective. End of Q3.
3. Continue training cable technician staff IT desktop and network support roles. End of Q4.
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. Continue to learn more about TMV's fiber technology systems.
2. Participate more in managed security training and awareness.
3. Increase knowledge in TMV's communication systems.
4. Enhance and maintain host and network security systems.
5. Review and refresh all security layers configured from last year.
6. Develop more knowledge with redundant technologies.
7. Gain more practical experience with the new physical fiber network.

Item 2

1. Analyze systems and begin planning on how to improve and upgrade them.
2. Experiment with different systems looking for interoperable advantages.
3. Build more awareness on cyber security layered efficiencies approaches.
4. Redesign the public WiFi for seamless roaming.
5. Fine tune desktop support and systems checklists.

Item 3

1. Promote cable technicians into new IT/Broadband job titles and responsibilities.
2. Create a schedule for cable technician to transition into IT support role.
3. Continue to train staff in the IT support role.
4. Begin best practices security review.
5. 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.

INFORMATION TECHNOLOGY DEPARTMENT ACCOMPLISHMENTS 2019

1. Deployed back-end fiber infrastructure services.
2. Deployed more next generation cyber security.
3. Rapidly deployed the Covid remote workplace demands.
4. Refined cyber security posture based upon threatscape.
5. Completed all essential windows 10 migrations.
6. Delivered an efficient internal WiFi network enabling employees to have access to internal services conveniently.

7. Assumed phone responsibilities improving employees phone experience.
8. Deployed a new cameras system helping improve security systems for MVPD and Gondola operations.
9. Deployed 7 redundant virtual servers.

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Information Technology

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long	2023 Long	2024 Long	2025 Long	
				2020 Original	Forecasted	2020 Adjustments	2021 Proposed	2021 Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Information Technology - GF	Salaries & Wages (12)	-	100,302	140,368	135,368	(5,000)	150,368	15,000	150,368	150,368	150,368	150,368
Information Technology - GF	Housing Allowance	-	8,506	10,344	10,344	-	10,344	-	10,344	10,344	10,344	10,344
Information Technology - GF	Group Insurance	-	8,393	13,500	13,500	-	14,243	743	14,527	14,818	15,114	15,417
Information Technology - GF	Dependent Health Reimbursement	-	(1,504)	-	-	-	-	-	-	-	-	-
Information Technology - GF	PERA & Payroll Taxes	-	15,291	21,939	21,496	(443)	23,878	2,382	23,878	23,878	23,878	23,878
Information Technology - GF	PERA 401K	-	1,950	3,053	3,053	-	4,511	1,458	6,015	7,518	7,518	7,518
Information Technology - GF	Workers Compensation	-	1,174	1,050	1,050	-	1,050	-	1,050	1,050	1,050	1,050
Information Technology - GF	Other Employee Benefits	200	1,080	900	900	-	1,320	420	1,320	1,320	1,320	1,320
Information Technology - GF	Uniforms	-	192	-	-	-	500	500	500	500	500	500
Information Technology - GF	Vehicle Repair & Maintenance	-	-	500	500	-	500	-	500	500	500	500
Information Technology - GF	Phone Maintenance (13)	2,954	347	7,500	7,500	-	7,500	-	7,500	7,500	7,500	7,500
Information Technology - GF	Communications	-	1,122	1,300	1,300	-	3,500	2,200	3,500	3,500	3,500	3,500
Information Technology - GF	Travel, Education & Training (1)	-	965	5,500	1,500	(4,000)	4,000	2,500	4,000	4,000	4,000	4,000
Information Technology - GF	General Supplies & Materials	-	2,269	500	500	-	500	-	500	500	500	500
Information Technology - GF	Business Meals	-	314	-	-	-	350	350	350	350	350	350
Information Technology - GF	COVID-19 Realted Expenses	-	-	-	-	-	-	-	-	-	-	-
Information Technology - GF	Software Support- Contract	69,552	25,228	40,000	20,000	(20,000)	15,000	(5,000)	-	-	-	-
Information Technology - GF	Software Support - Other (2)	1,489	3,435	5,400	5,400	-	5,400	-	5,400	5,400	5,400	5,400
Information Technology - GF	General Hardware Replacement (3)	42,954	33,359	20,000	20,000	-	20,000	-	20,000	20,000	20,000	20,000
Information Technology - GF	Server Replacement (4)	-	-	9,200	9,200	-	9,200	-	9,200	9,200	9,200	9,200
Information Technology - GF	Cyber Security (5)	-	32,875	38,990	38,990	-	39,380	390	40,167	40,167	40,167	40,167
Information Technology - GF	Microsoft Office Licenses (10)	19,005	20,237	23,000	23,000	-	23,000	-	23,000	23,000	23,000	23,000
Information Technology - GF	Hosted E-Mail Services (11)	99	2,448	3,988	3,988	-	3,988	-	3,988	3,988	3,988	3,988
Information Technology - GF	Accounting SW Annual Support Maintenance	30,693	31,073	33,600	33,600	-	35,280	1,680	37,044	38,896	40,841	42,883
Information Technology - GF	Accounting SW Customization/Options	2,250	-	-	-	-	-	-	-	-	-	-
Information Technology - GF	All Data - Vehicle Maintenance	1,500	2,499	1,515	1,515	-	1,515	-	1,515	1,515	1,515	1,515
Information Technology - GF	Live Streaming Software	-	-	-	-	-	-	-	-	-	-	-
Information Technology - GF	PDF SW Upgrades/Licenses	2,883	6,833	9,740	9,740	-	9,740	-	9,740	9,740	9,740	9,740
Information Technology - GF	Firewall (6)	2,212	2,212	11,900	3,900	(8,000)	3,900	-	3,900	3,900	3,900	3,900
Information Technology - GF	CAD Auto Desk Support	1,478	1,054	1,428	1,428	-	1,428	-	1,428	1,428	1,428	1,428
Information Technology - GF	Trimble Pathfinder Software	-	-	-	-	-	-	-	-	-	-	-
Information Technology - GF	Web Site Blocker (7)	-	-	-	-	-	-	-	-	-	-	-
Information Technology - GF	Server Support Fees	-	-	1,500	1,500	-	7,500	6,000	7,500	7,500	7,500	7,500
Information Technology - GF	Spam Filter (8)	1,530	2,198	2,430	2,430	-	2,430	-	2,430	2,430	2,430	2,430
Information Technology - GF	CRM Software (9)	1,146	-	-	-	-	30	30	30	30	30	30
Information Technology - GF	Database Administrator	-	-	3,000	3,000	-	3,000	-	3,000	3,000	3,000	3,000
Information Technology - GF	RMS Software Support - Police	11,445	12,402	12,568	12,568	-	13,196	628	13,196	13,196	13,196	13,196
Information Technology - GF	Legal SW Support	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	34,299	-	-	-	-	11,000	11,000	-	-	-	-
Information Technology - GF	EPPT Startup Costs	-	-	-	6,895	6,895	-	(6,895)	-	-	-	-
Information Technology - GF	EPPT Support Fees	-	-	-	-	-	1,680	1,680	1,680	1,680	1,680	1,680
Information Technology - GF	Montrose Interconnect - Police	3,000	3,000	4,112	4,112	-	4,000	(112)	4,000	4,000	4,000	4,000
Information Technology - GF	VPI Software Support - Police	1,895	1,976	1,961	1,961	-	2,039	78	2,039	2,039	2,039	2,039

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Information Technology

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	2020 Adjustments	2021 Proposed					2021 Adjustments
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	-	-	2,500	1,500	(1,000)	1,500	-	1,500	1,500	1,500	1,500
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	23	1,163	1,163	1,163	1,163
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	6,503	3,461	6,500	6,500	-	6,500	-	6,500	6,500	6,500	6,500
Information Technology - GF	Opengov	29,083	16,903	17,000	17,000	-	17,000	-	17,000	17,000	17,000	17,000
Information Technology - GF	Munirevs Support Fees	18,383	19,118	20,134	20,134	-	20,134	-	20,134	20,134	20,134	20,134
Information Technology - GF	Technical Miscellaneous	300	387	1,200	1,200	-	1,200	-	1,200	1,200	1,200	1,200
Total		336,654	370,245	511,839	472,291	(39,548)	507,345	35,054	485,685	489,331	491,572	493,917

- (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.

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, heat trace program, smart irrigation controls, and the defensible space program. The building division also administers the Renewable Energy Mitigation (REMP) program. The building department's primary goals are building safety and responsive customer service.

BUILDING DIVISION 2021 GOALS AND PERFORMANCE MEASURES

1. Provide Education and Training related to the adopted Building and Energy Codes.
Performance Measure:
 - a. Conduct contractor and architect training on the (IBC and IRC) Electrical Code, Building Regulations and adopted International Code Council series as amended. Expected to complete by the second quarter.
2. Ensure all Building Permit applications are processed in a timely manner.
Performance Measures:
 - 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. Assure necessary training and certifications remain active and are completed.
Performance Measures:
 - a. Building Inspector will complete remaining required exams (two mechanical and two electrical exams in 2021) to achieve the combination building inspector certification.
 - b. Building Official will maintain all certifications.
4. Accurately respond to all customer inquiries in a timely manner regarding building design or Town policies.
Performance Measure:
 - a. Continue to work within the open records request legal timeframes of 72 hour responses, if not quicker.
5. Operate the department in an environmentally sustainable and sensitive manner including the responsible use of electricity, natural gas, fuel, paper, water, and chemicals.
Performance Measures:
 - a. Administer the incentive programs including but not limited to the solar rebate incentive, cedar shake wildfire mitigation program, and the Smart Building Program.
 - b. Work with the Green Team to create a more attractive solar incentive program.
 - c. Building permitting submittals, reviews and approvals are paperless. Ongoing.
 - d. Continue scanning paper files. We have six file drawers remaining – as budget allows.
 - e. Complete scanning historic building and planning files – budget dependent (pay a 3rd party to complete the project, hire a shared employee to assist other departments with their scanning as well, or hire someone temporary or seasonal) This consideration is not included in the proposed budget.
 - f. Continue administering building and energy reducing incentive programs and policies including and not limited to:
 - i. Defensible Space Building Permit Fee Waiver Program
 - ii. Deed Restricted Building Permit Fee Waiver Program
 - iii. Removal of the development permit stand alone fee absent a building permit
 - iv. Cedar Shake Building Permit Fee Waiver Program
 - v. Reduced Solar Building Permit Fee Program (per state regulations)

- vi. Building Fee waivers based upon non-profit status or partnerships with the town.
 - vii. Allow handymen work absent an ICC certification on a case by case basis.
6. Operate within Town Council adopted budget.
 - a. A commitment to not exceed the approved budget each year.
 7. Complete a minor amendment to the building code section of the CDC to clarify the use and issuing of Temporary Certificate of Occupancies. By second quarter.

2020 BUILDING DIVISION ACHIEVEMENTS

1. Adopted the 2018 International Building Codes including the 2018 International Energy Conservation Code Performance Measures:
 - a. 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. **Completed**
 - b. Pay particular attention to how the updated codes may impact construction costs and life safety concerns. **Completed**
 - c. Understand how the updated codes may reduce energy use and/or waste consistent with town goals. **Completed**
 - d. Completed the 2020 NEC Electrical Training for contractors – moved the venue to Montrose from Mountain Village Town Hall and this was completed on September 18th. 40 electrical contractors were in attendance. **Completed**
2. Ensured all Building Permit applications are processed in a timely manner.
 Performance Measures:
 - a. Conduct all inspections within 24 business hours of inspection request. **Completed**
 - 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. **Completed**
3. Accurately responded to all customer inquiries in a timely manner regarding building design or Town policies. **Completed**
4. Operate the department in an environmentally sustainable and sensitive manner including the responsible use of electricity, natural gas, fuel, paper, water, and chemicals.
 Performance Measure
 - a. Administer the incentive programs including but not limited to the solar rebate incentive, cedar shake wildfire mitigation program, and the Smart Building Program. **Completed**
 - b. Work with the Green Team to create a more attractive solar incentive program. **Provided a memo in 2020.**
 - c. Building permitting submittals, reviews and approvals are paperless. **Completed**
 - d. The scanning project was put on hold due to the hiring freeze and subsequent retirement of our part-time administrative assistant.
 - e. Continue administering building and energy reducing incentive programs and policies including and not limited to:
 - i. Defensible Space Building Permit Fee Waiver Program
 - ii. Deed Restricted Building Permit Fee Waiver Program
 - iii. Removal of the development permit stand-alone fee absent a building permit. **Completed**
 - iv. Cedar Shake Building Permit Fee Waiver Program
 - v. Reduced Solar Building Permit Fee Program (per state regulations)
 - vi. Building Fee waivers based upon non-profit status or partnerships with the town.
 - vii. Allow handymen work absent an ICC certification on a case by case basis. **Completed**
 - viii. Smart Build Fee Reduction Program.
5. Operated within Town Council adopted budget. **Completed**
6. Building Inspector met exam goals for 2020. **Completed**

Additional Building Achievements not listed in the 2020 Budget Narrative:

- Successfully assisted the county with streamlining the application and permitting process during the Covid-19 quarantine period and phased construction re-opening. Our efforts kept construction workers employed and working during a health and financial challenging time. Our department worked on a daily basis with the county to problem solve and keep contractors safe and working.
- Provided building services to the county and town of Rico on a case by case basis pursuant to reciprocal agreements.
- Provided Spanish translation services for the town inclusive of Spanish translation services during farm to community share pick up during the Covid-19 quarantine.
- Assisted with VCA building matters on a case by case basis.
- Managed a seamless transition between office and remote workplace changes because our building permitting process was already online and paperless. This maintained a high level of customer service, an ability to keep revenues flowing for the town, and kept our building department busy and employed.
- Our building official received his building official certification.
- Our building inspector passed four of eight exams in 2020 towards the combination building inspector certification, meeting expectations set by the town.
- Fulfilled 45 records requests as of September 2020.

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Building Division

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	2020 Adjustments	2021 Proposed					2021 Adjustments
Building Division	Salaries & Wages	202,617	163,182	184,996	186,125	1,129	190,642	4,517	190,642	190,642	190,642	190,642
Building Division	Group Insurance	34,201	29,351	37,156	37,156	-	39,200	2,044	39,984	40,784	41,599	42,431
Building Division	Dependent Health Reimbursement	(1,628)	(2,797)	(2,292)	(2,292)	-	(2,292)	-	(2,292)	(2,292)	(2,292)	(2,292)
Building Division	PERA & Payroll Taxes	31,229	24,637	28,915	29,557	642	30,274	717	30,274	30,274	30,274	30,274
Building Division	PERA 401K	7,946	4,671	9,250	6,000	(3,250)	6,500	500	7,000	7,000	7,000	7,000
Building Division	Workers Compensation	750	2,245	1,053	1,053	-	1,053	-	1,053	1,053	1,053	1,053
Building Division	Other Employee Benefits	550	2,790	2,461	2,461	-	3,025	564	3,025	3,025	3,025	3,025
Building Division	Uniforms	121	749	500	500	-	500	-	500	500	500	500
Building Division	Consultation Fees (1)	1,736	1,924	7,500	5,000	(2,500)	5,000	-	5,000	5,000	5,000	5,000
Building Division	Vehicle Repair & Maintenance	1,341	128	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500
Building Division	Printing & Binding	-	434	-	-	-	-	-	-	-	-	-
Building Division	UBC/IRC/IBC Book Supplies	605	140	500	500	-	500	-	500	500	500	500
Building Division	Dues, Fees, Licenses	240	225	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Building Division	Travel, Education & Training (2)	1,884	4,437	5,000	3,500	(1,500)	3,500	-	3,500	3,500	3,500	3,500
Building Division	Contract Labor (3)	-	-	4,000	-	(4,000)	10,000	10,000	10,000	10,000	10,000	10,000
Building Division	Bank Fees - Credit Card Fees	2,488	1,992	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Building Division	Supplies	-	-	-	-	-	-	-	-	-	-	-
Building Division	Business Meals	36	-	1,000	500	(500)	500	-	500	500	500	500
Building Division	Employee Appreciation	237	620	300	300	-	300	-	300	300	300	300
Building Division	Books & Periodicals	337	763	500	500	-	500	-	500	500	500	500
Building Division	Utilities - Gasoline	1,111	962	2,205	2,205	-	2,205	-	2,205	2,205	2,205	2,205
Building Division	Non-Capital Equipment	-	-	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500
Building Division	Wetlands Study	-	-	3,000	-	(3,000)	-	-	-	-	-	-
Building Division	Green Gondola Donation Costs	158	-	-	-	-	-	-	-	-	-	-
Building Division	Environmental Projects	-	-	3,000	-	(3,000)	-	-	-	-	-	-
Building Division	Solar Panel Rebates	1,840	-	7,500	1,250	(6,250)	-	(1,250)	-	-	-	-
Building Division	Solar Energy Rebates	-	2,000	-	-	-	50,000	50,000	50,000	50,000	50,000	50,000
Building Division	LED Lighting Rebates	-	-	-	-	-	-	-	-	-	-	-
Building Division	Roof Rebates/Waiver Program (4)	5,149	-	-	-	-	-	-	-	-	-	-
Building Division	Community Environmental Incentives (5)	29,598	26,638	60,000	50,000	(10,000)	50,000	-	50,000	50,000	50,000	50,000
Building Division	Energy Mitigation Expenditures (6)	-	8,475	-	40,257	40,257	41,000	743	15,000	15,000	15,000	15,000
Building Division	Misc & Other	-	-	-	-	-	-	-	-	-	-	-
Total		322,544	273,566	362,544	370,572	8,028	438,407	67,835	413,691	414,491	415,306	416,138

- (1) \$4500 for IBC/IRC contractor training assoc. with code updates
- (2) \$1500 Matt tests \$2500 ICC seminar
- (3) 3rd party plan review if needed, 3rd party scanning services

- (4) This is now a fee waiver program, rather than an expense, it is a reduction in revenues.
- (5) 50K defensible space (TMVOA funds 50% of defensible space)
- (6) Paying for the programmable thermostats project at VCA. Offset by the REMP revenue reserve intended for energy reducing projects.

**TOWN OF MOUNTAIN VILLAGE
2021 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. We assist the Design Review Board and Town Council regarding policy and development decisions, facilitate amendments to the CDC, and associated regulation and policy documents. We identify, verify and enforce design and land use compliance in the community, long-range plan, promoting fire mitigation, forest health, environmental sustainability and assist homeowners and developers through town development processes.

PLANNING SERVICES GOALS

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

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. Schedule Class 3,4 and 5, Covid-19 dependent, with a complete application within 45 days of completeness determination (to allow for noticing requirements to be met).
5. Complete scanning the remaining six filing cabinet drawers of past building permit records. Budget dependent - and may be suspended due to staffing reduction and a recent retirement of a staff member.

Goal 2: Assist the town with enhanced commercial core activities, planning, permitting and compliance in the Village Center.

1. Restructure the planner I position to assist with special event permitting, manage market on the plaza, manage the farm to community program, sandwich board initiative and CDC administration and permitting.
2. Continue to participate and support BDAC efforts
3. Meet with TSG and TMVOA as requested and needed regarding subarea planning efforts.
4. Continue the reduced fee program for signs in the Village Center to encourage compliance.

Goal 3: Safety

1. Keep community interactions safe to protect staff and the public from Covid-19 risk consistent with county health orders and CDC guidelines.
2. Provide updated information and safety equipment frequently so that staff continues to feel comfortable.
3. Continue to support the necessary technologies to provide alternative meetings and decision-making environments for staff and boards.

Goal 4: Community Development Code

1. Conform, simplify and clarify the relationship between the CDC and Comprehensive Plan
 - a. If not completed in 2020, complete the Planned Unit Development and Hotel Condominium Regulation amendments
 - b. Consider whether a 3rd party or staff undertake Comprehensive Plan clarifying and clean up amendments.
2. Continue an annual CDC housekeeping amendment
3. Update the Plaza Use Standards and Guidelines
4. Update the addressing, zoning and base layer maps on display in town hall, for the police department and for online access and use.

Goal 5: Provide advancement opportunities for staff through education and experience in the department.

1. Assure staff certifications and memberships are kept up to date.
2. 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).

3. Identify staff training, strengths, opportunities, education and aspirations consistent with Town Council succession planning goals.
4. Train for GIS proficiency within the department which is normal and customary nationwide for planners.
5. Continue to cross-train as needed to assist with employee absence and succession planning.

2020 PLANNING DIVISION ACHIEVEMENTS

These are based upon stated 2020 Goals.

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

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.
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.
6. Fulfilled 45 records requests in 2020 (thru September – to be updated)
7. Scanning of building permit records are 80% complete; although suspended due to Covid-19 staff reductions, along with our staff persons subsequent retirement.
8. Successfully managed the Covid-19 remote working environment because our planning development processes were already electronic with little to no workflow interruption.
9. Streamlined the planning to building process by removing a step successfully when no building permit was required consistent with Town Council direction given in 2020.

Completed. There were some delay in class 1 approvals in July, largely due to increased seasonal workload and application volume, as well as limited staff due to turnover; however, this delay was minimal (1-2 day increase) and during this period there were no complaints by applicants or constituents.

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

1. Continue to prioritize VCA Phase IV, a subarea planning effort- **this was suspended in September of 2020 and subsequently refocused.**
2. Work with TSG and TMVOA as directed on subarea planning efforts - **emphasis due to Covid-19 shifted to the Business Development Advisory Committee (BDAC) and has been very successful. Planning has had a supporting role in these efforts**

Goal 3: Clarify and streamline the CDC to advance the vision of the community.

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- **ongoing**
 - b. Conform the CDC and Comprehensive Plan-work with legal – **delayed due to Covid-19 and in process**
 - i. Hotel condominium regulations – **in process**
 - ii. PUD process – **in process**
 - c. Annual Housekeeping Amendment – **completed**
 - i. Clarification of building height measurement standards
 - ii. Created Right of Way and Town owned access tract standards
 - iii. Corrected types and inconsistencies
 - iv. Corrected Rezone Limitation inconsistencies
 - v. Modified provisions related to roofing materials to align with DRB standards
 - vi. Amended Code to allow for issuance of a CO or TCO prior to completion of landscaping in certain circumstances.
 - d. Design Variations - **completed**
 - e. Architectural Lighting - **completed**
 - f. *Plaza Use Design Standards update* – **suspended due to limited staffing now a 2021 goal**

- g. Village Center lighting – **consulting budget removed due to Covid-19, not completed**

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

1. Create a powerpoint presentation regarding accommodation zoning designations.
 - a. Meet with attorney's, HOA's, realtors and stakeholders to provide information and education to prevent compliance-related issues moving forward - **completed**
 - b. Share the efficiency lodge inventory list with stakeholders - **completed**
 - c. Create a town compliance plan and policies – **completed**
 - d. The Peaks compliance and close out report – **completed**
 - e. Created a dedicated web page explaining zoning designations – **completed**

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

1. No fee tree permits for foresters - **completed**
2. Respond to site visit and tree removal requests within 24 hours - **completed**
3. Schedule site walks and permit issuance for simple permits within 48 hours - **completed**
4. Implement a budworm treatment packet distribution and placement program on public and private lands – *suspended due to budget and Covid-19.*
5. Re-evaluate and set expectations with West Regional Wildfire Council each year – **completed**
6. Approx. 20 acres mechanically thinned in Lower Mountain Village (Boston Commons) in areas identified as High Fire Risk. This was privately funded and resulted in increased fire protection for the village – **completed**
7. Successfully managed the wood lot as issues arised - **completed**
8. The enhanced funding for the cedar shake program continues to reduce the number of cedar shake roofs in the Mountain Village – **completed.**

Generally speaking, staff has worked over the past year to increase forestry outreach in the community, both through residents and forestry professionals. Effort has been directed towards interpersonal development in order to build relationships that help to implement the overall vision of the Town's forestry program through compliance and partnerships. The development and maintenance of the wood lot has helped with this effort and also assisted homeowners in forestry projects through overall reduced costs and work timelines.

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.

The energy reducing goals and measures shifted from in-house to Lotus Engineering who is contracted to assist with the Town's Climate Action Plan. In their work with the town, they have circulated a number of ideas and thoughts to staff for input. This is ongoing. Planning staff shared ideas with the Green Team in early 2020 as part of their broader workplan discussions.

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

1. Assure staff certifications and memberships are kept up to date - **completed**
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 -**deferred due to Covid-19**
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). – **completed and in process**
4. Identify staff training, strengths, opportunities, education and aspirations consistent with Town Council succession planning goals - **completed**
5. Train for GIS proficiency within the department which is normal and customary nationwide for planners - **suspended due to Covid-19 and staffing limitations.**



DATE: September 8, 2020

TO: Green Team Members

FROM: Cath Jett, Chair

SUBJECT: Creation of a Simple Solar Program REVISED

REQUESTED BUDGET AMOUNT: \$50,000 + staff time

At their July 16th meeting, the Town Council requested that the Green Team review and revitalize the Residential Solar Incentive program.

After that meeting, I reached out to Councilperson Peter Duprey to discuss what his vision for the program is.

Federal Solar Rebates have been declining over the past few years and in 2022, rebates will be eliminated. In addition, the current administration has placed tariffs on Chinese manufactured goods. Most solar panels currently come from China and a tariff on solar panels was not exempt. However, the cost of solar panels from China has been decreasing thereby offsetting the tariff somewhat.

Mr. Duprey would like to make it as easy as possible for homeowners to take advantage of federal government incentives before they sunset next year to reduce the cost barriers. He is hoping to create a financially robust incentive from the town to help kick start the program. We are considering capping the Town's contribution at \$50,000.

At the September 22nd Green Team meeting, the team was presented with an idea of forming a Solar Co-Op with Solar United Neighbors (SUN) who have created several co-ops in other communities in Colorado. Forming the partnership would allow us to hire SUN to help develop the program. Purchasing in bulk would also potentially lower the initial costs to the residents. We could also work in partnership with the Town of Telluride and/or San Miguel County to help lower those costs even more.

The Green Team will be developing a Solar Incentive Subcommittee with a staff member from the Town's Building Department to find the best path forward, perhaps with a collaboration with SUN or a Town incentive or a combination, in order to create the best program possible and ensure resident participation. A community survey will also be developed to better understand the current hurdles seen by constituents. With funding in place for 2021, we can plan in the first quarter and launch the program by March of 2021.

The initiative will be coordinated through the Planning and Building Department and the Green Team.

We propose that TMV design review fees for such solar projects be waived and building fees continue to follow the State of Colorado's solar construction permitting standards of no more than \$500 for residential applications and \$1000 for non-residential applications.

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Housing Office

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection
				2020 Original	Forecasted	2020 Adjustments	2021 Proposed				
Housing Office	Salaries & Wages	15,619	16,161	16,510	16,510	-	16,510	-	16,510	16,510	16,510
Housing Office	Group Insurance	1,866	1,887	2,041	2,041	-	2,153	112	2,197	2,240	2,331
Housing Office	Dependent Health Reimbursement	(326)	(325)	(542)	(325)	217	(325)	-	(325)	(325)	(325)
Housing Office	PERA & Payroll Taxes	2,319	2,401	2,580	2,580	-	2,622	41	2,622	2,622	2,622
Housing Office	PERA 401K	298	309	495	350	(145)	350	-	350	350	350
Housing Office	Workers Compensation	(176)	971	221	221	-	221	-	221	221	221
Housing Office	Other Employee Benefits	30	135	134	134	-	165	31	165	165	165
Total		19,630	21,539	21,439	21,511	72	21,696	185	21,739	21,783	21,827

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

Planning Services

Planning & Zoning	Salaries & Wages (1)	222,320	231,662	244,473	190,000	(54,473)	242,799	52,799	242,799	242,799	242,799	242,799
Planning & Zoning	Housing Allowance	-	-	-	-	-	-	-	-	-	-	-
Planning & Zoning	Group Insurance	35,468	38,989	47,250	35,000	(12,250)	49,849	14,849	50,846	51,863	52,900	53,958
Planning & Zoning	Dependent Health Reimbursement	(2,378)	(3,078)	(702)	(702)	-	(702)	-	(702)	(702)	(702)	(702)
Planning & Zoning	PERA & Payroll Taxes	34,213	35,227	38,211	30,172	(8,039)	38,556	8,384	38,556	38,556	38,556	38,556
Planning & Zoning	PERA 401K	7,708	5,785	12,224	6,000	(6,224)	7,000	1,000	8,000	8,000	8,000	8,000
Planning & Zoning	Workers Compensation	463	614	1,977	1,977	-	1,977	-	1,977	1,977	1,977	1,977
Planning & Zoning	Other Employee Benefits	700	1,575	3,150	3,150	-	3,410	260	3,410	3,410	3,410	3,410
Planning & Zoning	Consultation Fees- Planning (2)	525	1,385	15,000	-	(15,000)	15,000	15,000	15,000	15,000	15,000	15,000
Planning & Zoning	Consulting-Master Planning	198,197	17	-	-	-	-	-	-	-	-	-
Planning & Zoning	Forestry Management	3,884	2,965	25,000	4,000	(21,000)	25,000	21,000	25,000	25,000	25,000	25,000
Planning & Zoning	Communications	4,422	5,173	4,029	4,029	-	4,029	-	4,029	4,029	4,029	4,029
Planning & Zoning	Public Noticing	3,686	2,240	3,500	3,500	-	3,500	-	3,500	3,500	3,500	3,500
Planning & Zoning	Printing & Binding	1,214	1,036	3,500	3,500	-	3,500	-	3,500	3,500	3,500	3,500
Planning & Zoning	Recording Fees	143	506	600	600	-	600	-	600	600	600	600
Planning & Zoning	Dues & Fees	814	734	1,400	1,400	-	1,400	-	1,400	1,400	1,400	1,400
Planning & Zoning	Travel, Education & Training	4,673	4,492	7,000	3,000	(4,000)	7,000	4,000	7,000	7,000	7,000	7,000
Planning & Zoning	Contract Labor	-	-	-	-	-	-	-	-	-	-	-
Planning & Zoning	Postage & Freight	83	95	120	120	-	120	-	120	120	120	120
Planning & Zoning	General Supplies & Material	2,615	2,836	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
Planning & Zoning	Business Meals	4,584	3,861	3,000	1,500	(1,500)	3,000	1,500	3,000	3,000	3,000	3,000
Planning & Zoning	Employee Appreciation	614	341	300	300	-	300	-	300	300	300	300
Planning & Zoning	Other Benefits - DRB	6,747	6,495	7,155	7,155	-	7,155	-	7,155	7,155	7,155	7,155
Planning & Zoning	Live Streaming	4,200	4,256	6,000	3,000	(3,000)	3,000	-	3,000	3,000	3,000	3,000
Planning & Zoning	Books & Periodicals	-	-	250	250	-	250	-	250	250	250	250
Total		534,894	347,206	425,937	300,451	(125,486)	419,243	118,792	421,240	422,257	423,295	424,353

(1) Planner 1 starting back August 2020

(2) Contract with a Lighting/Planning expert for Village Center Lighting CDC Amendments for 2021 LTP - TBD

MOUNTAIN VILLAGE HOUSING AUTHORITY DIVISION 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 in conjunction with the 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 partners with the SMRHA through an IGA who provides further assistance to the Town of Mountain Village, with homeowner education, buying and selling deed-restricted homes and qualifying residents for deed-restricted rental and purchase of homes and apartments (except for VCA). The division is also responsible for developing and implementing new housing projects for rental and ownership options as funding becomes available. The Housing Director oversees these programs and the VCA enterprise. The position is otherwise a sub-responsibility of the Planning and Development Services Director’s job description.

2021 HOUSING DIVISION GOALS

Village Court Apartments

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

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

Measures:

- a. Evaluate and upgrade Keytraks hardware and software (tenant key management system)
- b. Continue replacement of hot water heaters consistent with the replacement schedule.
- c. Fix and automate the irrigation system. Provide and fill dirt and seed where trip hazard areas exist between public sidewalks and landscaping areas.
- d. Fix roof repair issues identified in the capital reserve study
- e. Stucco/stone repair
- f. Evaluate and enhance VCA security with cameras in the parking lot(s) and install emergency lighting where appropriate.
- g. Create a five to a ten-year capital plan based upon the reserve study. By third quarter.

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

Measures:

- a. There is one deferred maintenance item, which are 90 hot water heaters to be replaced that is contained within the existing budget before the end of 2023. The budget reflects a small subsidy from the AHRF in 2021.

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

Measures:

- a. 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 work order requests.
- b. Follow up with a tenant survey specifically regarding safety by the second quarter.
- c. Provide and delineate several guest parking spots to reduce parking conflicts for residents in front of buildings, as identified in the resident satisfaction survey.
- d. Continue to host tenant community activities and other town-sponsored events like National Night Out.
- e. Encourage the VCA Resident Committee to hold regular meetings, manage collective tenant issues and concerns to be discussed with management as appropriate and needed, and invite Town Council members to attend all meetings.

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

Measures:

- a. Pass bi-annual DOLA audit and inspection. Maintain other records per town and federal regulations.

- b. Update policies and regulations consistent with new state or federal laws on an ongoing basis and within the required deadlines.

Goal 5: Operate within the housing authority adopted budget

Measures:

- a. Actively seek opportunities to optimize budget expenditures and revenues.

Goal 6: Operate the apartments in an environmentally sustainable and sensitive manner including the responsible use of electricity, natural gas, fuel, paper, water, and chemicals

Measures:

- a. Install programmable thermostats in all units (50 will be completed by 2020 year-end). Completed by the end of the year.
- b. Perform annual inspections of units and associated repairs, completed by April, Covid-19 dependent.
- c. Continue purchasing energy star appliances and LED lighting, ongoing as appliances need to be repaired or replaced.
- d. Increase the quality of carpet padding to add soundproofing measures.

Goal: Training & Professional Development

Measure

- a. Have the VCA Maintenance Manager attend the Fair Housing Training.
- b. The Property Manager will upkeep all certifications such as CAM with continuing education credits as needed.

Mountain Village Housing Authority

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

Measure

- a. Work with the SMRHA on two workplan items in 2021: 1) Provide assistance as SMRHA performs a deed restriction compliance review in 2021 for Mountain Village 2) Work together to update the MV Housing Guidelines, last updated in 2002.
- b. 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.
- c. Participate in regional meetings and projects to meet MV and regional objectives as directed by Town Council.
- d. 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

- a. Provide materials and administrative assistance to employees to utilize the down payment assistance funding each year.
- b. Continue to fund the employee down payment assistance program at \$60,000 a year as determined by Town Council.
- c. 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.
- d. 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 that could include assisting the Town with updating the MV Housing Guidelines and then conforming to the Guidelines with the workforce housing section of the CDC.

2020 HOUSING DIVISION ACHIEVEMENTS

Village Court Apartments

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

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. **This measure changed to the hiring of a VCA maintenance manager. Sidewalks safety issues were repaired. The parking area was asphalted and restriped (see measure c. below).**
 - b. Secure assistance from public works related to supplemental snow removal and landscaping training and assistance. Implement a coordinated plan. **This is in place.**
 - c. Asphalt and restriped the VCA parking lot. **Completed.**
 - d. Implement a landscape improvement plan short and long term. Publish an RFP by first quarter for the long-term landscape improvement plan. **This workplan item was removed during the budget process in 2019 for 2020. However, we are almost finished adding seven (7) community BBQ charcoal grills to the property.**
 - e. **Hired an assistant manager to bring the VCA office operations and productivity up to industry standards and allow us to be more organized and attentive to the needs of our residents.**
 - f. **Completed the exterior lighting project (by mid-October).**

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. **Completed.**
 - a. Report to Council. This item was shared with the council at their August 13, 2020 regular meeting.
 - b. The draft budget reflects a small subsidy from the Affordable Housing Reserve Fund.

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

Measures:

- a. Respond to all tenants' requests in a professional and customer-service oriented manner within one (1) hour for emergencies, and 48 hours for all other requests. **Completed.**
- b. 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. **Completed.**
- c. 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. **This occurred through the newsletter, the town's Covid-19 webpage resource, regular email correspondence and facebook posts. Luke Adamson and Michelle Haynes participated in Tri-County training. Haynes participated in the regional unmet needs zoom meetings. Food bank boxes were delivered to residents, senior meals, farm to community shares and school lunches. We provided residents with mental-health resources, financial resources and help them problem solve Covid-19 related issues.**
- d. Continue to host tenant community activities and other town-sponsored events like National Night Out. **These activities were suspended due to Covid-19. We did implement a voluntary monthly clean-up night with protective gear and snacks beginning in June of 2020. These clean up days have continued to be hosted on a monthly basis throughout the summer.**

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

Measures:

- a. Pass annual DOLA audit and inspection. Maintain other records per town and federal regulations. **DOLA typically inspects every two years, although we are unsure of the status this year between staffing changes and Covid-19. Records are maintained per town and federal regulations.**
- b. Update policies and regulations consistent with new state or federal laws on an ongoing basis and within the required deadlines. **Completed. We have recently updated our Waitlist Policy and Grill Policy to reflect the waitlist cap of 200 people and the addition of the grills.**

Goal 5: Operate within the housing authority adopted budget

Measures:

- a. Actively seek opportunities to optimize budget expenditures and revenues. **Ongoing. We had to make major adjustments to the budget due to over/under estimates on several projects, including electricity, cable, carpet, and vinyl replacement in part due to the staffing transitions at VCA this year.**

Goal 6: Operate the apartments in an environmentally sustainable and sensitive manner including the responsible use of electricity, natural gas, fuel, paper, water, and chemicals

Measures:

- a. Submeter electric for buildings 1-9, **Completed by the first quarter.**
- b. Install programmable thermostats in all units, **Delayed due to Covid-19 and cost constraints. 50 units will be completed by 2020. Intend to complete in 2021.**
- c. Perform annual inspections of units and associated repairs, completed by April – **delayed due to Covid-19, rescheduled for April 2021.**
- d. Continue purchasing energy star appliances and LED lighting, ongoing as appliances need to be repaired or replaced. **Completed.**
- e. Recycle paper in the VCA office regularly. **Ongoing.**
- f. Replace unsafe and outdated heat registers, **completed by third quarter.**
- g. Replace hollow doors with solid core interior doors as budget allows, ongoing with unit turnovers or if doors need to be replaced. **We removed this from the work plan because of spatial and practical reasons.**
- h. Replace all hallway and stairway lighting with energy-efficient fixtures, **this project was delayed due to staffing limitations and priorities switching to cleaning the property more due to Covid-19. This project will be completed by end of year.**
- i. Complete weatherization of VCA unit windows. This project will be completed by the end of year.
- j. Replaced all medicine cabinets per the replacement schedule.
- k. All entries have been stained. **Completed.**
- l. Replaced all stove hoods per our replacement schedule. **Ongoing with unit turnover.**
- m. Labeled each apartment building with large numbers signage.

Goal: Training & Professional Development

Measure

- a. Promote a lead maintenance supervisor. **This goal was replaced with the hire of a VCA Maintenance Manager.**
- b. Hire a full-time groundskeeper and provide ongoing training with Plaza Services to meet the TMV landscaping standards. **This goal was replaced with the hire of a VCA Maintenance Manager.**
- c. Continue training opportunities appropriate for VCA staff and positions. **Most trainings were suspended in 2020 due to Covid-19.**
- d. **Hire a full-time assistant manager for the VCA office to meet administrative and tenant needs – currently in the hiring process.**
- e. **Luke Adamson, Property Manager, completed all continuing education credits and renewed CAM (Certified Apartment Manager) Certification.**

Items completed in addition to the 2020 Goals and Objectives:

- a. Completed sidewalk safety repairs by September of 2020. **Completed.**
- b. Migration to a cellular/internet based alarm system. **Completed.**
- c. Suspension of late fees.
- d. Removal of credit and debit card fees.
- e. Removal of monthly cat pet fee.
- f. Set up and administration of a hardship application program and associated lease amendment.
- g. Unanticipated alarm and fire suppression hardware and management improvements. **Completed.**
- h. Labeled each apartment building with large number signage
- i. Assisted with the VCA RFP process.
- j. Assisted with information gathering relative to similar governments and workforce housing management, ownership and successful partnership working models.
- k. Drafted the rental reimbursement letter to DOLA and provided necessary background materials.
- l. Created an online VCA inquiry form, online maintenance and repair form, and an online lease renewal form.
- m. Provided assistance with applications for the hardship program and the Telluride foundation Good Neighbor Fund.
- n. Drafted an operating framework for the VCA Resident Committee.

- Drafted an application form for the VCA Resident Committee Applicants
- Set up interviews with the VCA subcommittee and an evaluation tool for resident committee member selection.

Mountain Village Housing Authority

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

Measure

- a. 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. **Completed.**
- b. Participate in regional meetings and projects to meet MV and regional objectives as directed by Town Council. **Completed**
- c. Utilize the Regional Housing Needs Assessment as a guide for future workforce housing development, goals and funding. **Completed**
- d. Worked with the new SMRHA Executive Director to assist her understanding of the MV deed restriction programs and guidelines and how the SMRHA can assist the MV. **Completed**

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

Measure

- a. Provide materials and administrative assistance to employees to utilize the down payment assistance funding each year. **Completed.**
- b. Continue to fund the employee down payment assistance program at \$60,000 a year as determined by Town Council. **Ongoing.**
- c. 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. **Ongoing.**
- d. 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. **Ongoing.**
 - a. Propose a work plan consistent with the Intergovernmental Agreement. Negotiate the work plan within the first quarter. **Met with the SMRHA on September 25, 2020 to review a proposed workplan.**

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Item 10a

Mountain Village Housing Authority

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long	2023 Long	2024 Long	2025 Long	
				2020 Original	Forecasted	Adjustments	Proposed	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Affordable Housing Development Fund												
AHDF Revenues	Community Garden Plot Rents	570	580	550	550	-	550	-	550	550	550	550
AHDF Revenues	Sale Proceeds	-	-	-	-	-	-	-	-	-	-	-
AHDF Revenues	Rental Proceeds	12,480	33,043	34,080	34,080	-	34,080	-	34,080	34,080	34,080	34,080
Total Revenues		13,050	33,623	34,630	34,630	-	34,630	-	34,630	34,630	34,630	34,630
Affordable Housing Development Fund	Community Garden At VCA	-	487	750	750	-	750	-	750	750	750	750
Affordable Housing Development Fund	Rental Unit Utilities	1,079	3,357	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Affordable Housing Development Fund	Rental Unit Lease Fees	-	20,729	21,600	21,600	-	21,600	-	21,600	21,600	21,600	21,600
Affordable Housing Development Fund	HOA And Parking Dues	9,023	12,458	6,304	6,304	-	6,506	202	6,506	6,506	6,506	6,506
Affordable Housing Development Fund	Rental Unit Maintenance	9,617	7,045	2,500	2,500	-	10,000	7,500	10,000	10,000	10,000	10,000
Affordable Housing Development Fund	Future Housing Projects	8,856	14,580	16,475	16,475	-	17,002	527	17,002	17,002	17,002	17,002
Affordable Housing Development Fund	Cassidy Ridge Purchase	-	-	-	-	-	-	-	-	-	-	-
Affordable Housing Development Fund	RHA Operations Funding	107,668	92,625	92,625	92,625	-	92,625	-	92,625	92,625	92,625	92,625
Affordable Housing Development Fund	Housing Authority Consultant	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures		136,243	151,280	142,254	142,254	-	150,483	8,229	150,483	150,483	150,483	150,483
AHDF Transfers	Transfer (To)/From General Fund	493,047	560,214	567,814	404,960	(162,854)	415,792	10,832	432,401	449,675	467,640	486,323
AHDF Transfers	Gain/(Loss) on Sale of Assets	(4,512)	(3,208)	-	-	-	-	-	-	-	-	-
AHDF Transfers	Transfer (To)/From GF Housing Office	(19,630)	(21,539)	(21,439)	(21,511)	(72)	(21,696)	(185)	(21,739)	(21,783)	(21,827)	(21,873)
AHDF Transfers	Transfer (To)/From VCA	-	-	(2,124,016)	-	2,124,016	(82,217)	(82,217)	(99,083)	(26,616)	-	-
AHDF Transfers	Transfer (To)/From Mortgage Assistance	(30,000)	(54,339)	(60,000)	(60,000)	-	(60,000)	-	(60,000)	(60,000)	(60,000)	(60,000)
Total Other Sources/Uses		438,906	481,128	(1,637,641)	323,448	1,961,090	251,880	(71,569)	251,579	341,276	385,812	404,450
Surplus (Deficit)		315,713	363,471	(1,745,265)	215,824	1,961,090	136,027	(79,798)	135,726	225,423	269,959	288,597
Beginning Fund Balance		1,504,953	1,820,666	2,091,257	2,184,136		2,399,961		2,535,987	2,671,714	2,897,137	3,167,096
Ending Fund Balance		1,820,666	2,184,136	345,992	2,399,961		2,535,987		2,671,714	2,897,137	3,167,096	3,455,693

Mortgage Assistance Pool

Item 10b

Mortgage Assistance Revenues	Revenues	-	150	-	-	-	-	-	-	-	-	-
Mortgage Assistance Pool	Employee Mortgage Assistance	30,000	60,000	60,000	60,000	-	60,000	-	60,000	60,000	60,000	60,000
Mortgage Assistance Transfers	Transfer (To)/From AHDF	30,000	54,339	60,000	60,000	-	60,000	-	60,000	60,000	60,000	60,000
Surplus (Deficit)		-	(5,511)	-								
Beginning Fund Balance		5,511	5,511	-								
Ending Fund Balance		5,511	-	-	-	-	-	-	-	-	-	-

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Village Court Apartments

Worksheet

Summary

Revenues

	Actuals 2018	Actuals 2019	2020 Original	2020 Forecasted	2020 Adjustments	2021 Proposed	2021 Adjustments	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection
Rents	2,261,422	2,290,402	2,262,740	2,070,880	(191,860)	2,262,740	191,860	2,318,214	2,375,075	2,433,358	2,493,098
Other Operating Income	124,701	113,920	93,850	189,420	95,570	91,210	(98,210)	88,210	88,210	88,210	88,210
Total Revenues	2,386,123	2,404,321	2,356,590	2,260,300	(96,290)	2,353,950	93,650	2,406,424	2,463,285	2,521,568	2,581,308

Operating Expenditures

Office Operations	188,876	201,175	222,205	197,649	(24,956)	220,524	22,875	215,594	216,175	216,768	217,373
General & Administrative	108,484	114,769	138,181	157,187	19,006	161,106	3,918	176,811	177,530	178,264	179,013
Utilities	376,517	403,479	223,229	349,465	126,236	245,247	(104,218)	248,067	250,944	253,878	256,870
Repair & Maintenance	381,500	495,507	643,043	625,266	(17,777)	687,322	62,057	688,747	690,199	691,681	693,193
Non-routine Repair & Maintenance	316,385	267,306	278,300	138,841	(139,459)	181,000	42,159	201,000	201,000	201,000	201,000
Contingency	-	-	15,050	14,500	(550)	14,500	-	14,500	14,500	14,500	14,500
Total Operating Expenditures	1,371,761	1,482,235	1,520,007	1,482,908	(37,499)	1,509,699	26,791	1,544,719	1,550,349	1,556,091	1,561,948

Capital Outlay

Capital Outlay Expense	398,386	393,920	14,684,000	68,205	(14,615,796)	-	(68,205)	27,500	-	-	-
Total Capital Outlay	398,386	393,920	14,684,000	68,205	(14,615,796)	-	(68,205)	27,500	-	-	-

Debt Service

Phase 4 Debt Service P&I	-	-	378,858	-	(378,858)	-	-	-	-	-	-
US 2014A&B Loan Fund Interest	(5,383)	(7,830)	(3,500)	(3,500)	-	(3,500)	-	(3,500)	(3,500)	(3,500)	(3,500)
Trustee Fees	1,925	1,925	-	-	-	-	-	-	-	-	-
Phase 4 Cost Of Issuance	-	-	100,000	-	(100,000)	-	-	-	-	-	-
Interest Expense-2014A	394,539	381,884	381,884	363,198	(18,686)	354,198	(9,000)	345,198	336,198	327,198	318,198
Bonds-Principal	393,738	406,393	406,393	425,079	18,686	434,079	9,000	443,079	452,079	461,079	470,079
Total Debt Service	784,819	782,372	1,263,635	784,777	(478,858)	784,777	-	784,777	784,777	784,777	784,777

Other Source/Uses

Gain/Loss On Sale Of Assets	-	-	-	-	-	-	-	-	-	-	-
Transfer To GF - Overhead Allocation	(140,169)	(156,163)	(147,964)	(149,949)	(1,985)	(142,997)	6,952	(148,512)	(154,776)	(151,920)	(154,685)
Grant Proceeds	-	-	-	175,837	175,837	-	(175,837)	-	-	-	-
Bond Proceeds	-	-	13,135,000	-	(13,135,000)	-	-	-	-	-	-
AHDF Contribution	-	-	2,124,016	-	(2,124,016)	82,217	82,217	99,083	26,616	-	-
Total Other Sources/Uses	(140,169)	(156,163)	15,111,052	25,888	(15,085,164)	(60,781)	(86,669)	(49,428)	(128,160)	(151,920)	(154,685)

Surplus (Deficit)	(309,013)	(410,369)	-	(49,701)	(49,301)	(1,307)	48,394	-	-	28,780	79,898
Beginning Available Fund Balance	770,390	461,377	-	51,008	-	1,307	-	-	-	-	28,780
Ending Available Fund Balance	461,377	51,008	-	1,307	-	-	-	-	-	28,780	108,678

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Village Court Apartments

Worksheet		Actuals 2018	Actuals 2019	2020 Original	2020 Forecasted	2020 Adjustments	2021 Proposed	2021 Adjustments	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection
Revenues												
VCA Revenues	Phase 4 Potential Rents	-	-	-	-	-	-	-	-	-	-	-
VCA Revenues	Apartment Rents (1)	2,218,060	2,246,678	2,218,972	2,027,112	(191,860)	2,218,972	191,860	2,274,446	2,331,307	2,389,590	2,449,330
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	14,874	15,235	15,280	15,280	-	15,280	-	15,280	15,280	15,280	15,280
VCA Revenues	Allowance For Bad Debt	-	-	-	-	-	-	-	-	-	-	-
Total Rent Revenues		2,261,422	2,290,402	2,262,740	2,070,880	(191,860)	2,262,740	191,860	2,318,214	2,375,075	2,433,358	2,493,098
VCA Revenues	Late Fees (2)	8,488	7,550	6,500	1,760	(4,740)	1,760	-	6,760	6,760	6,760	6,760
VCA Revenues	NSF Fee	245	280	200	200	-	200	-	200	200	200	200
VCA Revenues	Lease Break Fee	13,455	7,949	7,500	15,500	8,000	8,000	(7,500)	8,000	8,000	8,000	8,000
VCA Revenues	Unit Transfer Fees	3,600	1,750	1,400	5,400	4,000	9,400	4,000	1,400	1,400	1,400	1,400
VCA Revenues	Laundry Revenue (3)	50,486	38,433	45,000	60,000	15,000	45,000	(15,000)	45,000	45,000	45,000	45,000
VCA Revenues	Laundry Vending	317	340	350	350	-	350	-	350	350	350	350
VCA Revenues	Carpet Cleaning Revenue	2,920	4,350	-	4,000	4,000	4,000	-	4,000	4,000	4,000	4,000
VCA Revenues	Cleaning Charges Revenue	3,051	2,649	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
VCA Revenues	Repair Charge Revenue	8,961	5,934	4,100	4,100	-	4,100	-	4,100	4,100	4,100	4,100
VCA Revenues	Credit Card Fees (4)	3,480	3,878	4,000	4,000	-	-	(4,000)	-	-	-	-
VCA Revenues	WF Investment Income	8,544	15,926	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
VCA Revenues	Credit Check Revenue	4,300	3,400	4,500	4,500	-	4,500	-	4,500	4,500	4,500	4,500
VCA Revenues	Pet Fees (5)	14,837	11,787	11,000	7,400	(3,600)	7,400	-	7,400	7,400	7,400	7,400
VCA Revenues	Parking Enforcement (6)	1,680	4,900	-	2,000	2,000	2,000	-	2,000	2,000	2,000	2,000
VCA Revenues	Other Misc Revenue	337	4,793	4,800	75,710	70,910	-	(75,710)	-	-	-	-
Total Other Revenues		124,701	113,920	93,850	189,420	95,570	91,210	(98,210)	88,210	88,210	88,210	88,210
Total Revenues		2,386,123	2,404,321	2,356,590	2,260,300	(96,290)	2,353,950	93,650	2,406,424	2,463,285	2,521,568	2,581,308

(1) Rents remain stable until determined by council.

(2) Suspended late fees due to Covid-19

(3) Laundry revenues are periodically increased using reserves from prior periods to purchase or upgrade new equipment.

(4) 2021-2025: Offer on-line payment without fees.

(5) Pet fees are being reduced because we will no longer be charging for felines.

(6) 2020: Other parking enforcement implementation

Office Operations

VCA	Salaries & Wages - Management	108,950	112,550	114,956	100,000	(14,956)	110,178	10,178	110,178	110,178	110,178	110,178
VCA	PERA & Payroll Taxes	16,682	17,363	17,968	15,880	(2,088)	17,496	1,616	17,496	17,496	17,496	17,496
VCA	Workers' Compensation	379	800	4,228	4,228	-	4,228	-	4,228	4,228	4,228	4,228
VCA	Group Insurance	25,323	25,676	27,000	23,625	(3,375)	28,485	4,860	29,055	29,636	30,229	30,833
VCA	Dependent Health Reimbursement	(315)	(1,444)	-	-	-	-	-	-	-	-	-
VCA	PERA 401K	987	2,183	3,449	3,449	-	3,449	-	3,449	3,449	3,449	3,449
VCA	Other Employee Benefits	60	2,245	1,800	1,800	-	2,200	400	2,200	2,200	2,200	2,200
VCA	Housing Allowance	16,900	20,416	20,888	15,766	(5,122)	20,888	5,122	20,888	20,888	20,888	20,888
VCA	Computer & Software Support (7)	6,750	8,033	9,566	17,401	7,835	15,500	(1,901)	10,000	10,000	10,000	10,000
VCA	Postage/Freight	-	55	150	150	-	150	-	150	150	150	150

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Village Court Apartments

Worksheet		Actuals 2018	Actuals 2019	2020		2021		2022 Long	2023 Long	2024 Long	2025 Long	
				2020 Original	Forecasted	Adjustments	Proposed	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
VCA	Dues, Licenses & Fees (8)	3,063	1,479	4,000	3,000	(1,000)	3,000	-	4,000	4,000	4,000	4,000
VCA	Travel & Training	1,579	5,079	3,500	-	(3,500)	2,000	2,000	1,000	1,000	1,000	1,000
VCA	Telephone	3,191	2,600	6,000	3,000	(3,000)	3,000	-	3,000	3,000	3,000	3,000
VCA	Credit / Collections Costs & Fees	3,604	3,512	3,500	3,500	-	3,500	-	3,500	3,500	3,500	3,500
VCA	Parking Permits	490	277	-	-	-	-	-	-	-	-	-
VCA	Outside Consulting	435	-	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
VCA	Employee Appreciation (9)	200	-	200	600	-	700	100	700	700	700	700
VCA	Business Meals	599	350	-	250	250	750	500	750	750	750	750
Total Office Operations		188,876	201,175	222,205	197,649	(24,956)	220,524	22,875	215,594	216,175	216,768	217,373

(7) Yardi software support/licenses, keytrack 2020 setup (\$4207), add Yardi license 2020 onward (\$1288)

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

(9) \$200 staff \$500 VCA Resident Committee

General & Administrative

VCA	Legal Fees (10)	9,061	12,880	15,000	25,000	10,000	25,000	-	40,000	40,000	40,000	40,000
VCA	Communications	189	-	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
VCA	Events/Promotions	1,062	2,045	2,000	3,000	1,000	5,000	2,000	5,000	5,000	5,000	5,000
VCA	Association Dues	24,192	30,240	34,171	34,171	-	35,265	1,093	35,970	36,689	37,423	38,172
VCA	Credit Card Charge	5,659	5,649	11,422	5,649	(5,773)	5,649	-	5,649	5,649	5,649	5,649
VCA	Repairs & Maintenance-Equipment (11)	1,920	349	1,825	1,000	(825)	1,825	825	1,825	1,825	1,825	1,825
VCA	Insurance	56,045	54,344	56,000	68,604	12,604	68,604	-	68,604	68,604	68,604	68,604
VCA	Operating Lease - Copier	1,386	1,581	2,463	2,463	-	2,463	-	2,463	2,463	2,463	2,463
VCA	General Supplies	2,238	4,279	2,300	2,300	-	2,300	-	2,300	2,300	2,300	2,300
VCA	Janitorial (12)	2,858	-	3,000	3,000	-	3,000	-	3,000	3,000	3,000	3,000
VCA	VCA Damages To Tenant	954	744	1,500	3,500	2,000	3,500	-	3,500	3,500	3,500	3,500
VCA	Bad Debt Expense	2,920	2,658	7,500	7,500	-	7,500	-	7,500	7,500	7,500	7,500
Total General & Administrative		108,484	114,769	138,181	157,187	19,006	161,106	3,918	176,811	177,530	178,264	179,013

(10) Increased due to VCA RFP legal fees

(11) Repair or replace keytrack system and software

(12) Back up outsource cleaning contract (if needed)

Utilities

VCA	Water/Sewer(13)	117,040	123,499	128,182	128,182	-	141,000	12,818	143,820	146,697	149,631	152,623
VCA	Waste Disposal	45,998	45,419	40,800	50,000	9,200	50,000	-	50,000	50,000	50,000	50,000
VCA	Cable (14)	51,370	62,743	-	32,000	32,000	-	(32,000)	-	-	-	-
VCA	Electricity (15)	161,315	166,954	49,000	134,036	85,036	49,000	(85,036)	49,000	49,000	49,000	49,000
VCA	Electricity- Maintenance Bldg	794	2,934	3,247	3,247	-	3,247	-	3,247	3,247	3,247	3,247
VCA	Propane- Maintenance Facility	-	1,931	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Total Utilities		376,517	403,479	223,229	349,465	126,236	245,247	(104,218)	248,067	250,944	253,878	256,870

(13) Rate increase 10% for water/sewer in 2021.

(14) Basic Cable no longer provided beginning in 2020 as leases end for any unit at VCA

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

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Village Court Apartments

Worksheet		Actuals 2018	Actuals 2019	2020 Original	2020 Forecasted	2020 Adjustments	2021 Proposed	2021 Adjustments	2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection
Repair & Maintenance												
VCA	Salaries & Wages - Maintenance	164,985	148,512	221,627	175,000	(46,627)	222,276	47,276	222,276	222,276	222,276	222,276
VCA	PERA & Payroll Taxes	24,259	22,707	34,640	27,790	(6,850)	35,298	7,508	35,298	35,298	35,298	35,298
VCA	Workers' Compensation	2,470	6,266	9,188	9,188	-	9,188	-	9,188	9,188	9,188	9,188
VCA	Group Insurance	42,662	46,640	67,500	61,500	(6,000)	71,213	9,713	72,637	74,089	75,571	77,083
VCA	Dependent Health Reimbursement	(1,553)	(932)	-	-	-	-	-	-	-	-	-
VCA	PERA 401K	6,701	1,496	11,081	11,081	-	11,081	-	11,081	11,081	11,081	11,081
VCA	Employee Appreciation	400	-	500	500	-	600	100	600	600	600	600
VCA	Other Benefits	141	6,061	4,500	4,500	-	5,500	1,000	5,500	5,500	5,500	5,500
VCA	Housing Allowance	21,787	30,607	41,376	36,376	(5,000)	41,376	5,000	41,376	41,376	41,376	41,376
VCA	Travel, Education & Meals (16)	4,128	2,051	3,000	1,500	(1,500)	3,000	1,500	3,000	3,000	3,000	3,000
VCA	Vehicle Fuel	3,575	3,671	3,647	3,647	-	3,647	-	3,647	3,647	3,647	3,647
VCA	Maintenance - Supplies (17)	51,267	70,449	63,000	63,000	-	75,000	12,000	75,000	75,000	75,000	75,000
VCA	Uniforms	989	962	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
VCA	Parking Supplies (18)	-	-	5,000	500	(4,500)	1,000	500	1,000	1,000	1,000	1,000
VCA	Maintenance -Subcontract (19)	11,889	92,230	85,000	125,000	40,000	85,000	(40,000)	85,000	85,000	85,000	85,000
VCA	Apartment Turnover (20)	-	-	1,500	1,500	-	2,500	1,000	2,500	2,500	2,500	2,500
VCA	Carpet Cleaning (21)	4,555	4,530	2,300	6,000	3,700	6,000	-	6,000	6,000	6,000	6,000
VCA	Snow Removal (22)	-	14,233	15,000	15,000	-	30,000	15,000	30,000	30,000	30,000	30,000
VCA	Fire Alarm Monitoring System	5,040	5,040	5,040	5,040	-	6,000	960	6,000	6,000	6,000	6,000
VCA	Fire System Repair/Inspections (23)	17,065	10,259	12,000	23,000	11,000	25,000	2,000	25,000	25,000	25,000	25,000
VCA	Equipment & Tools	3,918	4,312	4,000	4,000	-	4,000	-	4,000	4,000	4,000	4,000
VCA	Telephone	6,000	7,039	5,062	5,062	-	5,062	-	5,062	5,062	5,062	5,062
VCA	Commercial Rental Space	-	8,058	10,000	10,000	-	10,000	-	10,000	10,000	10,000	10,000
VCA	Vehicle Repair & Maintenance	325	2,566	1,082	1,082	-	1,082	-	1,082	1,082	1,082	1,082
VCA	Landscaping (24)	3,673	5,128	30,000	13,000	(17,000)	30,000	17,000	30,000	30,000	30,000	30,000
VCA	Laundry Equip And Repair & Maint (25)	7,223	3,624	6,000	21,000	15,000	2,500	(18,500)	2,500	2,500	2,500	2,500
Total Repair & Maintenance		381,500	495,507	643,043	625,266	(17,777)	687,322	62,057	688,747	690,199	691,681	693,193

(16) Fair Housing Training for VCA Maintenance Manager

(22) Building Roofs snow removal sub-contracted

(17) Weatherstripping for 347 windows, cubby doors, power washer in 2021, material increases for certain products, COVID-19 supply issues

(23) Add glycol, major fix and repair due to fire alarm management

(18) Reprinting parking passes or changing them as needed

(19) Window cleaning (\$6,500), weatherstripping (\$50,000), deck boards phased (\$25,000) Misc electric per reserve study (\$15,000), rest of the programmable thermostat electrical work (\$20,000)

(24) Flower baskets, includes six grills, landscape material and grill pads

(20) Apartment cleaning when property attendant is using PTO

(25) Offset by laundry revenue reserves (tokens, new machines, repairs and new token machine)

(21) Units and common areas

Major Repair & Replacement

VCA	Roof Repairs	12,188	9,316	5,000	5,000	-	12,000	7,000	12,000	12,000	12,000	12,000
VCA	Painting/Staining (22)	382	-	2,000	2,000	-	7,500	5,500	7,500	7,500	7,500	7,500
VCA	Carpet Replacement (23)	59,915	128,013	100,000	30,000	(70,000)	45,000	15,000	45,000	45,000	45,000	45,000
VCA	Cabinet Refacing/Replacement	-	-	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
VCA	Window Repair (24)	2,850	-	6,000	6,000	-	12,000	6,000	12,000	12,000	12,000	12,000
VCA	Vinyl Replacement - Floor Repair (25)	52,703	105,319	100,000	15,000	(85,000)	14,000	(1,000)	14,000	14,000	14,000	14,000
VCA	Appliances	156,527	8,314	20,000	20,000	-	20,000	-	40,000	40,000	40,000	40,000

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Village Court Apartments

Worksheet	Actuals 2018	Actuals 2019	2020		2021		2022 Long	2023 Long	2024 Long	2025 Long	
			2020 Original	Forecasted	Adjustments	Proposed	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
VCA	4,994	2,402	2,300	5,500	3,200	10,500	5,000	10,500	10,500	10,500	10,500
VCA	23,348	-	-	-	-	-	-	-	-	-	-
VCA	-	8,463	-	12,341	12,341	4,000	(8,341)	4,000	4,000	4,000	4,000
VCA	-	-	15,000	15,000	-	15,000	-	15,000	15,000	15,000	15,000
VCA	-	3,500	20,000	20,000	-	20,000	-	20,000	20,000	20,000	20,000
VCA	864	1,600	3,000	3,000	-	3,000	-	3,000	3,000	3,000	3,000
VCA	2,072	379	-	-	-	-	-	-	-	-	-
VCA	543	-	-	-	-	13,000	13,000	13,000	13,000	13,000	13,000
VCA	-	-	-	-	-	-	-	-	-	-	-
Total Major Repairs & Replacements	316,385	267,306	278,300	138,841	(139,459)	181,000	42,159	201,000	201,000	201,000	201,000

(22) Staining outside entrances

(23) Finish replacing old flooring

(24) Weatherization and repairs also missing screens

(25) Finish replacing old flooring

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

(27) Restriping Costs

(28) 2020 Start repairing sidewalks

(29) 2021 Security cameras and emergency lighting, possible emergency phone

Capital

VCA	VCA Expansion Costs (29)	255	393,931	14,635,000	9,723	(14,625,278)	-	(9,723)	-	-	-	-
VCA	Capital Equipment	-	-	-	-	-	-	-	-	-	-	-
VCA	Vehicles (30)	46,438	-	-	-	-	-	27,500	-	-	-	-
VCA	Building 8 Laundry Facility	99,544	(11)	-	-	-	-	-	-	-	-	-
VCA	Parking Improvements (31)	252,150	-	49,000	58,482	9,482	-	(58,482)	-	-	-	-
Total Capital		398,386	393,920	14,684,000	68,205	(14,615,796)	-	(68,205)	27,500	-	-	-

(29) Leaving funds in for the capital reserve study only.

(30) Replacing 2006 F-150 Pick up

(31) 2020 Chip seal and stripe higher due to area needing chip seal was previously not included in the bid due to phase IV

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. Prioritize the completion of work orders based on safety, short and long-term cost savings, and timing of request.
3. Operate the department in an environmentally sustainable and sensitive manner including the responsible use of electricity, natural gas, fuel, paper, water, and chemicals.
4. Perform all tasks in the safest possible manner
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 2hrs
2. All work orders reviewed, prioritized and closed daily.
3. Wherever possible, reduce the use of electricity, natural gas, fuel, paper, water, and chemicals.
4. Track work time lost to injury with zero injury as the goal.
5. Operate within Town Council adopted budget.

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Building & Facility Maintenance

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020 Original	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection
					Forecasted	Adjustments	Proposed	Adjustments				
Building & Facility Maintenance	Salaries & Wages	77,001	88,548	97,615	97,615	-	97,615	-	97,615	97,615	97,615	97,615
Building & Facility Maintenance	Offset Labor	-	(70)	-	-	-	-	-	-	-	-	-
Building & Facility Maintenance	Group Insurance	18,652	19,899	27,000	27,000	-	28,485	1,485	29,055	29,636	30,229	30,833
Building & Facility Maintenance	Dependent Health Reimbursement	(1,621)	(1,785)	(720)	(720)	-	(720)	-	(720)	(720)	(720)	(720)
Building & Facility Maintenance	PERA & Payroll Taxes	11,845	13,472	15,257	15,257	-	15,501	244	15,501	15,501	15,501	15,501
Building & Facility Maintenance	PERA 401K	4,529	5,362	5,042	5,042	-	5,042	-	5,042	5,042	5,042	5,042
Building & Facility Maintenance	Workers Compensation	1,235	3,133	5,733	5,733	-	5,733	-	5,733	5,733	5,733	5,733
Building & Facility Maintenance	Other Employee Benefits	400	1,800	1,800	1,800	-	2,200	400	2,200	2,200	2,200	2,200
Building & Facility Maintenance	Uniforms	412	615	500	500	-	500	-	500	500	500	500
Building & Facility Maintenance	R&M-Boilers / Snowmelt	53,083	35,783	45,000	39,000	(6,000)	45,000	6,000	45,000	45,000	45,000	45,000
Building & Facility Maintenance	Vehicle Repair & Maintenance	854	272	850	850	-	850	-	850	850	850	850
Building & Facility Maintenance	Street Light Repair & Replace	1,641	300	9,000	9,000	-	9,000	-	9,000	9,000	9,000	9,000
Building & Facility Maintenance	Facility Maintenance (1)	3,048	6,983	32,500	8,500	(24,000)	32,500	24,000	8,500	8,500	8,500	8,500
Building & Facility Maintenance	Facility Expenses - Town Hall	23,851	28,462	28,000	28,000	-	28,000	-	28,000	28,000	28,000	28,000
Building & Facility Maintenance	HVAC Maintenance - Town Hall (2)	543	1,545	15,000	5,500	(9,500)	3,500	(2,000)	3,500	5,500	3,500	3,500
Building & Facility Maintenance	Elevator Maintenance - Town Hall	3,252	2,693	4,500	3,500	(1,000)	3,500	-	3,500	3,500	3,500	3,500
Building & Facility Maintenance	Other Public Amenities	-	-	-	-	-	-	-	-	-	-	-
Building & Facility Maintenance	Communications	1,214	1,234	1,560	1,560	-	1,560	-	1,560	1,560	1,560	1,560
Building & Facility Maintenance	Dues & Fees, Licenses	-	1	-	-	-	-	-	-	-	-	-
Building & Facility Maintenance	Travel, Education & Training	-	1,847	1,500	-	(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	784	2,048	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Building & Facility Maintenance	Employee Appreciation	339	293	300	300	-	300	-	300	300	300	300
Building & Facility Maintenance	Utilities - Gasoline	2,546	1,497	3,183	3,183	-	3,183	-	3,183	3,183	3,183	3,183
Total		203,608	213,933	295,620	253,620	(42,000)	285,249	31,629	261,819	264,400	262,993	263,597

(1) Town of Mountain Village Restroom flooring replacement Madeline Hotel 2021

(2) Clean air ducts tri-annually

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 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Road & Bridge

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	2020 Adjustments	2021 Proposed					2021 Adjustments
Road & Bridge	Salaries & Wages	341,127	344,449	365,706	365,706	-	365,706	-	365,706	365,706	365,706	365,706
Road & Bridge	Offset Labor	-	(2,005)	-	-	-	-	-	-	-	-	-
Road & Bridge	Group Insurance	95,449	94,910	105,764	105,764	-	111,581	5,817	113,813	116,089	118,411	120,779
Road & Bridge	Dependent Health Reimbursement	(6,869)	(6,206)	(6,280)	(6,280)	-	(6,280)	-	(6,280)	(6,280)	(6,280)	(6,280)
Road & Bridge	PERA & Payroll Taxes	52,349	52,267	57,160	57,160	-	58,074	914	58,074	58,074	58,074	58,074
Road & Bridge	PERA 401K	14,515	15,574	17,985	17,985	-	17,985	-	17,985	17,985	17,985	17,985
Road & Bridge	Workers Compensation	9,858	10,827	14,884	14,884	-	14,884	-	14,884	14,884	14,884	14,884
Road & Bridge	Other Employee Benefits	1,400	6,597	6,709	6,709	-	8,063	1,354	8,063	8,063	8,063	8,063
Road & Bridge	Uniforms	1,166	1,249	1,200	1,200	-	1,200	-	1,200	1,200	1,200	1,200
Road & Bridge	Janitorial/Trash Removal	1,430	1,790	1,800	1,800	-	1,800	-	1,800	1,800	1,800	1,800
Road & Bridge	Vehicle Repair & Maintenance	30,060	30,496	45,966	60,000	14,034	45,000	(15,000)	45,000	45,000	45,000	45,000
Road & Bridge	Facility Expenses	834	1,025	730	1,500	770	750	(750)	750	750	750	750
Road & Bridge	Communications	3,301	2,868	3,500	3,500	-	3,500	-	3,500	3,500	3,500	3,500
Road & Bridge	Public Noticing	385	314	500	500	-	500	-	500	500	500	500
Road & Bridge	Dues, Fees & Licenses	234	268	250	250	-	250	-	250	250	250	250
Road & Bridge	Travel, Education, Training	2,412	1,688	2,260	-	(2,260)	1,500	1,500	1,500	1,500	1,500	1,500
Road & Bridge	Contract Labor	1,520	6,143	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
Road & Bridge	Paving Repair	394,718	395,848	400,000	150,000	(250,000)	400,000	250,000	400,000	400,000	400,000	400,000
Road & Bridge	Striping	12,036	11,451	12,480	12,480	-	15,000	2,520	15,000	15,000	15,000	15,000
Road & Bridge	Guardrail Repair	6,500	15,722	500	500	-	2,000	1,500	2,000	2,000	2,000	2,000
Road & Bridge	Bridge Repair & Maintenance	-	4,170	18,000	10,000	(8,000)	10,000	-	10,000	10,000	10,000	10,000
Road & Bridge	Postage & Freight	-	42	100	100	-	100	-	100	100	100	100
Road & Bridge	General Supplies & Materials	7,254	8,252	7,972	7,972	-	7,972	-	7,972	7,972	7,972	7,972
Road & Bridge	Supplies - Office	1,533	1,287	1,406	1,406	-	1,406	-	1,406	1,406	1,406	1,406
Road & Bridge	Supplies - Sand / Deicer	22,748	31,018	25,000	25,000	-	25,000	-	25,000	25,000	25,000	25,000
Road & Bridge	Supplies - Signs & Safety	11,545	6,325	8,000	8,000	-	8,000	-	8,000	8,000	8,000	8,000
Road & Bridge	Gen Supplies - CAD	250	-	-	-	-	-	-	-	-	-	-
Road & Bridge	Business Meals	39	33	200	-	(200)	200	200	200	200	200	200
Road & Bridge	Employee Appreciation	803	863	733	733	-	733	-	733	733	733	733
Road & Bridge	COVID-19 Related Expenses	-	-	-	500	500	-	(500)	-	-	-	-
Road & Bridge	Utilities - Electricity	1,116	860	1,574	1,574	-	1,574	-	1,574	1,574	1,574	1,574
Road & Bridge	Utilities - Gasoline	25,437	39,599	35,150	35,150	-	35,150	-	35,150	35,150	35,150	35,150
Total		1,033,147	1,077,722	1,134,249	889,093	(245,156)	1,136,648	247,555	1,138,880	1,141,156	1,143,478	1,145,846

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 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Vehicle Maintenance

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020 Original	2020	2020	2021	2021	2022 Long	2023 Long	2024 Long	2025 Long
					Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
								Projection	Projection	Projection	Projection	Projection
Vehicle Maintenance	Salaries & Wages	249,806	238,018	257,749	257,749	-	257,749	-	257,749	257,749	257,749	257,749
Vehicle Maintenance	Offset Labor	(245)	(140)	-	-	-	-	-	-	-	-	-
Vehicle Maintenance	Group Insurance	50,766	50,309	54,000	54,000	-	56,970	2,970	58,109	59,272	60,457	61,666
Vehicle Maintenance	Dependent Health Reimbursement	(4,341)	(4,333)	(4,839)	(4,839)	-	(4,839)	-	(4,839)	(4,839)	(4,839)	(4,839)
Vehicle Maintenance	PERA & Payroll Taxes	38,149	35,924	40,286	40,286	-	40,930	644	40,930	40,930	40,930	40,930
Vehicle Maintenance	PERA 401K	18,619	17,195	20,878	20,878	-	20,878	-	20,878	20,878	20,878	20,878
Vehicle Maintenance	Workers Compensation	3,321	3,531	5,513	5,513	-	5,513	-	5,513	5,513	5,513	5,513
Vehicle Maintenance	Other Employee Benefits	800	4,095	4,475	4,475	-	5,500	1,025	5,500	5,500	5,500	5,500
Vehicle Maintenance	Uniforms	617	591	600	600	-	600	-	600	600	600	600
Vehicle Maintenance	Janitorial/Trash Removal	6,591	7,381	7,500	7,500	-	7,500	-	7,500	7,500	7,500	7,500
Vehicle Maintenance	Vehicle Repair & Maintenance	2,301	1,125	2,250	2,250	-	2,250	-	2,250	2,250	2,250	2,250
Vehicle Maintenance	Facility Expense (1)	349	13,289	500	500	-	500	-	500	500	500	500
Vehicle Maintenance	Communications	1,486	1,496	1,365	1,365	-	1,365	-	1,365	1,365	1,365	1,365
Vehicle Maintenance	Dues, Fees, Licenses	325	-	200	200	-	200	-	200	200	200	200
Vehicle Maintenance	Dues & Fees, Fuel Depot	666	1,106	675	800	125	800	-	800	800	800	800
Vehicle Maintenance	Travel, Education, Training	1,846	2,839	2,500	-	(2,500)	2,500	2,500	2,500	2,500	2,500	2,500
Vehicle Maintenance	Postage & Freight	-	50	100	100	-	100	-	100	100	100	100
Vehicle Maintenance	Trash / Waste Removal	6,528	6,403	5,500	5,500	-	5,500	-	5,500	5,500	5,500	5,500
Vehicle Maintenance	General Supplies & Materials	19,935	22,972	26,000	26,000	-	26,000	-	26,000	26,000	26,000	26,000
Vehicle Maintenance	Supplies - Office	285	55	300	300	-	300	-	300	300	300	300
Vehicle Maintenance	Supplies - Building Maintenance	109	509	1,000	500	(500)	1,000	500	1,000	1,000	1,000	1,000
Vehicle Maintenance	Safety Supplies	512	909	800	800	-	800	-	800	800	800	800
Vehicle Maintenance	Supplies - Fuel Depot (2)	2,768	16,251	3,000	3,000	-	3,000	-	3,000	3,000	3,000	3,000
Vehicle Maintenance	Employee Appreciation	519	546	450	450	-	450	-	450	450	450	450
Vehicle Maintenance	Utilities - Natural Gas	2,401	2,958	4,352	4,352	-	4,352	-	4,352	4,352	4,352	4,352
Vehicle Maintenance	Utilities - Electricity	5,597	5,421	8,421	8,421	-	8,421	-	8,421	8,421	8,421	8,421
Vehicle Maintenance	Utilities - Gasoline	3,726	2,995	4,000	4,000	-	4,000	-	4,000	4,000	4,000	4,000
Vehicle Maintenance	Utilities - Oil Depot	9,830	9,339	12,296	12,296	-	12,296	-	12,296	12,296	12,296	12,296
Total		423,267	440,836	459,870	456,995	(2,875)	464,634	7,639	465,774	466,936	468,121	469,330

(1) Replace damaged electric line 2019

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

**TOWN OF MOUNTAIN VILLAGE
2021 BUDGET
WATER AND SEWER DEPARTMENT PROGRAM NARRATIVE**

Item 11d

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 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Water & Sewer Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	Adjustments	Proposed					Adjustments
<u>Summary</u>												
Revenues												
	Water & Sewer Service Fees	3,010,974	3,137,524	3,175,212	3,232,731	57,519	3,507,914	275,183	3,564,002	3,621,214	3,679,569	3,739,091
	Other Revenues	8,693	10,294	13,450	8,650	(4,800)	8,650	-	8,650	8,650	8,650	8,650
	Total Revenues	3,019,667	3,147,818	3,188,662	3,241,381	52,719	3,516,564	275,183	3,572,652	3,629,864	3,688,219	3,747,741
Operating Expenses												
	Water Operating Costs	1,059,411	988,626	1,196,792	1,097,222	(99,570)	1,421,410	324,189	1,122,286	1,123,690	1,125,121	1,126,581
	Sewer Operating Costs	537,909	500,570	570,784	562,367	(8,417)	564,101	1,734	563,886	564,177	564,474	564,776
	Water/Sewer Contingency	-	-	35,352	35,000	(352)	35,000	-	35,000	35,000	35,000	35,000
	Total Operating Costs	1,597,320	1,489,196	1,802,927	1,694,588	(108,339)	2,020,511	325,923	1,721,172	1,722,867	1,724,595	1,726,357
									1,697,324	1,702,905	1,705,194	1,710,633
Capital												
	Capital Costs	607,301	801,557	1,101,751	825,650	(276,101)	2,080,500	1,254,850	2,659,750	2,906,500	1,856,500	1,640,000
	Total Capital	607,301	801,557	1,101,751	825,650	(276,101)	2,080,500	1,254,850	2,659,750	2,906,500	1,856,500	1,640,000
Other Source/Uses												
	Tap Fees	113,108	112,829	100,000	100,000	-	100,000	-	100,000	100,000	100,000	100,000
	Tap Fees	-	6,000	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	-	-	-	-	-	-	-	-	-	-	-
	Water/Sewer Other Sources/Uses	(149,630)	(159,945)	(174,511)	(171,353)	3,158	(191,381)	(20,027)	(165,476)	(171,999)	(168,371)	(170,967)
	Total Other Sources/Uses	(36,522)	(41,116)	(67,511)	(64,353)	3,158	(84,381)	(20,027)	(58,476)	(64,999)	(61,371)	(63,967)
	Surplus (Deficit)	778,523	815,948	216,473	656,789	440,316	(668,828)	(1,325,617)	(866,746)	(1,064,502)	45,753	317,416
	Beginning Available Fund Balance	3,068,599	3,847,122	4,242,091	4,663,070		5,319,859		4,651,031	3,784,285	2,719,783	2,765,536
	Ending Available Fund Balance	3,847,122	4,663,070	4,458,564	5,319,859		4,651,031		3,784,285	2,719,783	2,765,536	3,082,952

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Water & Sewer Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	Adjustments	Proposed					
<u>Revenues</u>												
MV Water	MV-Water Base Fees	935,102	1,042,419	1,125,754	1,153,324	27,570	1,268,657	115,332	1,294,030	1,319,910	1,346,309	1,373,235
MV Water	MV-Sewer Base Fees	935,102	1,042,419	1,125,754	1,153,324	27,570	1,268,657	115,332	1,294,030	1,319,910	1,346,309	1,373,235
MV Water	MV-Water Excess Fees	360,951	410,288	350,000	350,000	-	350,000	-	350,000	350,000	350,000	350,000
MV Water	MV-Water Irrigation Fees	61,683	84,974	66,524	66,524	-	66,524	-	66,524	66,525	66,526	66,526
MV Water	MV-Water Construction	6,219	2,508	1,577	1,577	-	1,577	-	1,577	1,577	1,577	1,577
MV Water	MV-Snowmaking Fees	526,709	327,165	250,000	250,000	-	250,000	-	250,000	250,000	250,000	250,000
Total Mountain Village Revenues		2,825,765	2,909,773	2,919,610	2,974,750	55,140	3,205,414	230,665	3,256,161	3,307,923	3,360,720	3,414,573
Ski Ranches Water	SR-Water Base Fees	145,278	174,776	208,871	209,836	965	251,803	41,967	256,839	261,976	267,216	272,560
Ski Ranches Water	SR-Water Excess Fees	11,739	17,325	15,697	15,697	-	15,697	-	15,697	15,697	15,697	15,697
Ski Ranches Water	SR-Irrigation Fees	443	1,026	175	175	-	175	-	175	175	175	175
Ski Ranches Water	SR-Water Construction	-	5	342	342	-	342	-	342	342	342	342
Total Ski Ranches Revenues		157,460	193,132	225,085	226,050	965	268,017	41,967	273,053	278,190	283,430	288,774
Skyfield Water	SKY-Water Base Fees	8,858	10,630	10,811	12,756	1,945	15,307	2,551	15,613	15,926	16,244	16,569
Skyfield Water	SKY-Water/Standby Fees	8,190	8,190	8,721	8,190	(531)	8,190	-	8,190	8,190	8,190	8,190
Skyfield Water	SKY-Water Excess Fees	10,701	15,800	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		27,749	34,619	30,517	31,931	1,414	34,482	2,551	34,788	35,101	35,419	35,744
Other Revenues - Water/Sewer	MV-Water/Sewer Inspection Fees	2,400	2,400	4,500	2,500	(2,000)	2,500	-	2,500	2,500	2,500	2,500
Other Revenues - Water/Sewer	SR/SF Water Inspection Fees	-	150	-	-	-	-	-	-	-	-	-
Other Revenues - Water/Sewer	Elk Run Maintenance Fees	1,013	944	3,800	1,000	(2,800)	1,000	-	1,000	1,000	1,000	1,000
Other Revenues - Water/Sewer	Late Fees	4,980	5,600	4,700	4,700	-	4,700	-	4,700	4,700	4,700	4,700
Other Revenues - Water/Sewer	Water Fines	300	1,200	450	450	-	450	-	450	450	450	450
Total Other Revenues		8,693	10,294	13,450	8,650	(4,800)	8,650	-	8,650	8,650	8,650	8,650
Sewer Expense	Salaries & Wages	63,616	74,125	74,280	74,280	-	74,280	-	74,280	74,280	74,280	74,280
Sewer Expense	Group Insurance	12,437	12,577	13,514	13,514	-	14,257	743	14,542	14,833	15,130	15,433
Sewer Expense	Dependent Health Reimbursement	(723)	(1,485)	(725)	(725)	-	(725)	-	(725)	(725)	(725)	(725)
Sewer Expense	PERA & Payroll Taxes	9,752	11,149	11,610	11,610	-	11,796	186	11,796	11,796	11,796	11,796
Sewer Expense	PERA 401K	5,451	6,320	4,457	4,457	-	4,457	-	4,457	4,457	4,457	4,457
Sewer Expense	Workers Compensation	976	821	1,206	1,206	-	1,206	-	1,206	1,206	1,206	1,206
Sewer Expense	Other Employee Benefits	200	900	1,795	1,795	-	1,100	(695)	1,100	1,100	1,100	1,100
Sewer Expense	Employee Appreciation	169	97	100	100	-	100	-	100	100	100	100
Sewer Expense	Repair & Maintenance (1)	9,395	15,614	15,000	15,000	-	15,000	-	15,000	15,000	15,000	15,000
Sewer Expense	Vehicle Repair & Maintenance	1,106	115	1,082	1,082	-	1,082	-	1,082	1,082	1,082	1,082

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Water & Sewer Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	2020 Adjustments	2021 Proposed					2021 Adjustments
Sewer Expense	Sewer Line Checks	24,720	24,853	27,040	20,000	(7,040)	20,000	-	20,000	20,000	20,000	20,000
Sewer Expense	Facility Expenses	738	879	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Sewer Expense	Communications	988	1,110	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Sewer Expense	Travel-Education & Training	170	1,712	1,500	-	(1,500)	1,500	1,500	1,500	1,500	1,500	1,500
Sewer Expense	General Supplies & Materials	5,727	2,594	5,083	5,083	-	5,083	-	5,083	5,083	5,083	5,083
Sewer Expense	Supplies-Safety	249	109	877	500	(377)	500	-	500	500	500	500
Sewer Expense	Supplies - Office	909	1,206	800	800	-	800	-	800	800	800	800
Sewer Expense	COVID-19 RELATED EXPENSES	-	-	-	500	500	500	-	-	-	-	-
Sewer Expense	Regional Sewer O&M	369,933	308,745	360,794	360,794	-	360,794	-	360,794	360,794	360,794	360,794
Sewer Expense	Regional Sewer Overhead	26,558	34,847	44,000	44,000	-	44,000	-	44,000	44,000	44,000	44,000
Sewer Expense	Utilities - Electricity	2,254	2,168	2,547	2,547	-	2,547	-	2,547	2,547	2,547	2,547
Sewer Expense	Utilities - Gasoline	3,285	2,115	3,824	3,824	-	3,824	-	3,824	3,824	3,824	3,824
Total		537,909	500,570	570,784	562,367	(8,417)	564,101	1,734	563,886	564,177	564,474	564,776
(1) Infiltration Repairs												
MV Water Expense	Salaries & Wages	285,750	278,005	296,486	296,486	-	308,405	11,919	308,405	308,405	308,405	308,405
MV Water Expense	Housing Allowance	2,767	-	8,970	8,970	-	8,970	-	8,970	8,970	8,970	8,970
MV Water Expense	Offset Labor	-	-	(5,000)	(5,000)	-	(5,000)	-	(5,000)	(5,000)	(5,000)	(5,000)
MV Water Expense	Group Insurance	58,406	57,523	64,484	64,484	-	68,031	3,547	69,391	70,779	72,195	73,639
MV Water Expense	Dependent Health Reimbursement	(4,565)	(3,100)	(7,809)	(7,809)	-	(7,809)	-	(7,809)	(7,809)	(7,809)	(7,809)
MV Water Expense	PERA & Payroll Taxes	43,755	42,371	46,341	46,341	-	48,975	2,634	48,975	48,975	48,975	48,975
MV Water Expense	PERA 401K	11,967	15,213	15,337	15,337	-	15,337	-	15,337	15,337	15,337	15,337
MV Water Expense	Workers Compensation	5,261	4,906	7,166	7,166	-	7,166	-	7,166	7,166	7,166	7,166
MV Water Expense	Other Employee Benefits	1,000	4,797	5,169	5,169	-	6,193	1,024	6,193	6,193	6,193	6,193
MV Water Expense	Employee Appreciation	566	292	533	533	-	533	-	533	533	533	533
MV Water Expense	Uniforms	1,131	1,187	1,170	1,170	-	1,170	-	1,170	1,170	1,170	1,170
MV Water Expense	Legal - Water	25,465	26,291	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	-	2,880	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
MV Water Expense	Water Sample Analysis	16,275	24,060	15,000	15,000	-	15,000	-	15,000	15,000	15,000	15,000
MV Water Expense	Water Augmentation Plan (2)	36,771	28,799	30,000	30,000	-	30,000	-	30,000	30,000	30,000	30,000
MV Water Expense	Water Rights (5)	17,808	10,296	10,000	10,000	-	10,000	-	10,000	10,000	10,000	10,000
MV Water Expense	Janitorial/Trash Removal	1,430	1,790	1,586	1,586	-	1,586	-	1,586	1,586	1,586	1,586
MV Water Expense	Repair & Maintenance (3)	26,064	26,250	38,000	38,000	-	38,000	-	38,000	38,000	38,000	38,000
MV Water Expense	Vehicle Repair & Maintenance	3,382	2,245	3,445	3,445	-	3,445	-	3,445	3,445	3,445	3,445
MV Water Expense	Software Support	3,965	1,716	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
MV Water Expense	Backflow Testing	-	3,453	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
MV Water Expense	Facility Expenses	738	966	1,170	1,170	-	1,170	-	1,170	1,170	1,170	1,170
MV Water Expense	Insurance	15,265	14,490	21,000	21,000	-	21,000	-	21,000	21,000	21,000	21,000

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Water & Sewer Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	2020 Adjustments	2021 Proposed					2021 Adjustments
MV Water Expense	Communications	4,793	4,935	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	4,720	5,499	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
MV Water Expense	Travel-Education & Training	4,528	615	5,000	-	(5,000)	5,000	5,000	5,000	5,000	5,000	5,000
MV Water Expense	Invoice Processing	4,520	4,225	4,000	4,000	-	4,000	-	4,000	4,000	4,000	4,000
MV Water Expense	Online Payment Processing Fees	19,302	25,010	20,000	25,000	5,000	25,000	-	25,000	25,000	25,000	25,000
MV Water Expense	Postage & Freight	4,581	5,238	5,772	5,772	-	5,772	-	5,772	5,772	5,772	5,772
MV Water Expense	General Supplies & Materials	22,568	10,266	20,955	20,955	-	20,955	-	20,955	20,955	20,955	20,955
MV Water Expense	Supplies - Chlorine	8,647	16,611	22,000	22,000	-	22,000	-	22,000	22,000	22,000	22,000
MV Water Expense	Supplies - Office	1,638	1,347	1,714	1,714	-	1,714	-	1,714	1,714	1,714	1,714
MV Water Expense	Meter Purchases	635	2,463	3,200	3,200	-	3,200	-	3,200	3,200	3,200	3,200
MV Water Expense	Business Meals	52	107	150	80	(70)	80	-	80	80	80	80
MV Water Expense	COVID-19 RELATED EXPENSES	-	-	-	500	500	500	-	-	-	-	-
MV Water Expense	Utilities - Natural Gas	1,637	2,088	3,435	3,435	-	3,435	-	3,435	3,435	3,435	3,435
MV Water Expense	Utilities - Electricity	360,365	285,966	312,090	312,090	-	312,090	-	312,090	312,090	312,090	312,090
MV Water Expense	Utilities - Gasoline	6,615	5,792	9,489	9,489	-	9,489	-	9,489	9,489	9,489	9,489
MV Water Expense	Pump Replacement	25,408	28,760	23,397	23,397	-	23,397	-	23,397	23,397	23,397	23,397
MV Water Expense	Tank Maintenance (4)	-	-	100,000	-	(100,000)	300,000	300,000	-	-	-	-
Grants and Contributions	San Miguel Watershed Coalition	10,000	10,000	10,000	10,000	-	10,000	-	10,000	10,000	10,000	10,000
MV Water Expense	Water Conservation Incentives	3,327	7,044	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
Total		1,038,547	962,406	1,154,787	1,055,217	(99,570)	1,379,340	324,123	1,080,200	1,081,588	1,083,004	1,084,448

(2) Augmentation water lease with Trout Lake

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

(4) Double Cabins Tank 2021

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

Ski Ranches Water Expense	Salaries & Wages	10,282	6,782	10,320	10,320	-	10,320	-	10,320	10,320	10,320	10,320
Ski Ranches Water Expense	Group Insurance	622	576	727	727	-	767	40	782	798	814	830
Ski Ranches Water Expense	PERA & Payroll Taxes	1,655	1,089	1,613	1,613	-	1,639	26	1,639	1,639	1,639	1,639
Ski Ranches Water Expense	PERA 401K	379	347	506	506	-	506	-	506	506	506	506
Ski Ranches Water Expense	Water Sample Analysis	1,090	3,517	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
Ski Ranches Water Expense	Repair & Maintenance	824	6,960	11,066	11,066	-	11,066	-	11,066	11,066	11,066	11,066
Ski Ranches Water Expense	Dues & Fees	247	261	150	150	-	150	-	150	150	150	150
Ski Ranches Water Expense	General Supplies & Materials	501	475	1,560	1,560	-	1,560	-	1,560	1,560	1,560	1,560
Ski Ranches Water Expense	Chlorine (6)	1,000	-	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Ski Ranches Water Expense	Supplies-Safety	36	200	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	547	1,081	1,746	1,746	-	1,746	-	1,746	1,746	1,746	1,746
Ski Ranches Water Expense	Utilities - Electricity	2,392	4,704	3,309	3,309	-	3,309	-	3,309	3,309	3,309	3,309
Ski Ranches Water Expense	Utilities - Gasoline	349	229	958	958	-	958	-	958	958	958	958
Ski Ranches Water Expense	Tank And Pipe Replacement	941	-	5,850	5,850	-	5,850	-	5,850	5,850	5,850	5,850
Total		20,864	26,221	42,005	42,005	-	42,070	66	42,086	42,101	42,117	42,134

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Water & Sewer Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection
				2020 Original	Forecasted	2020 Adjustments	2021 Proposed				
(6) Increased water usage											
Water/Sewer Capital Expense	Leak Detection System	-	19,950	-	-	-	-	-	-	-	-
Water/Sewer Capital Expense	Vehicles	27,391	-	-	-	-	-	-	-	-	-
Water/Sewer Capital Expense	Miscellaneous FF&E (10)	-	-	-	-	-	35,000	35,000	-	-	-
Water/Sewer Capital Expense	Arizona Water Line	-	-	-	-	-	-	-	-	-	-
Water/Sewer Capital Expense	Ski Ranches Capital (9)	230,735	239,522	250,000	250,000	-	250,000	-	250,000	250,000	250,000
Water/Sewer Capital Expense	Power Generators (8)	93,492	25,282	-	-	-	-	-	175,000	-	-
Water/Sewer Capital Expense	Lift 7 Waterline	-	-	-	-	-	-	-	-	-	-
Water/Sewer Capital Expense	Regional Sewer Capital	183,754	328,769	851,751	475,650	(376,101)	1,795,500	1,319,850	2,409,750	2,481,500	1,606,500
Water/Sewer Capital Expense	Wells - New	21,637	137,226	-	-	-	-	-	-	-	-
Water/Sewer Capital Expense	San Miguel Pump (7)	50,293	50,808	-	100,000	100,000	-	(100,000)	-	-	200,000
Total		607,301	801,557	1,101,751	825,650	(276,101)	2,080,500	1,254,850	2,659,750	2,906,500	1,856,500

(7) Repair booster pump 2020, Replace booster pump 2025

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

(9) Water line replacement

(10) 2- new sensus hand held meter readers

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections
Vehicle & Equipment Acquisition Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	2020 Adjustments	2021 Proposed					2021 Adjustments
Revenues	Insurance Claim Proceeds	-	26,048	-	-	-	-	-	-	-	-	
Revenues	Grant Revenue-Transportation	-	-	-	-	-	-	-	-	-	-	
Revenues	Grant Revenue - Public Works	-	-	-	-	-	-	-	-	-	-	
Total Revenues		-	26,048	-	-	-	-	-	-	-	-	
Vehicle & Equipment Expense	Grant Success Fees	-	-	-	-	-	-	-	-	-	-	
Vehicle & Equipment Expense	Vehicle Acquisition	-	-	-	-	-	-	-	-	-	-	
Vehicle & Equipment Expense	Road & Bridge Vehicles	-	53,704	-	-	-	-	-	-	-	-	
Vehicle & Equipment Expense	Parks & Recreation Vehicles	-	-	-	-	-	-	-	-	-	-	
Vehicle & Equipment Expense	Employee Shuttle Vehicles	26,412	-	-	-	-	-	-	-	-	-	
Vehicle & Equipment Expense	Municipal Bus Vehicles	-	-	-	-	-	-	-	-	-	-	
Vehicle & Equipment Expense	Plaza Services Vehicles (3)	36,545	22,151	-	-	-	15,000	15,000	-	-	-	
Vehicle & Equipment Expense	Building Maintenance Vehicles (4)	-	-	-	-	-	-	-	38,000	-	-	
Vehicle & Equipment Expense	Police Department Vehicles (8)	40,741	-	88,000	88,000	-	-	(88,000)	46,000	46,000	46,000	
Vehicle & Equipment Expense	Community Services Vehicles	-	28,346	-	-	-	-	-	-	-	-	
Vehicle & Equipment Expense	Vehicle Maintenance Vehicles (5)	-	-	-	-	-	-	-	28,000	-	-	
Vehicle & Equipment Expense	Building Division Vehicles	-	-	-	-	-	-	-	-	-	-	
Vehicle & Equipment Expense	Heavy Equipment Acquisition	-	-	-	-	-	-	-	-	-	-	
Vehicle & Equipment Expense	Road & Bridges Heavy Equipment (6)	130,405	19,630	-	-	-	190,000	190,000	-	-	-	
Vehicle & Equipment Expense	Bobcat Lease Exchange	8,424	5,530	10,716	10,716	-	10,716	-	10,716	10,716	10,716	
Vehicle & Equipment Expense	Shop Equipment	5,859	-	8,000	-	(8,000)	8,000	8,000	8,000	8,000	8,000	
Vehicle & Equipment Expense	Parks & Recreation Equipment (1)	30,100	-	30,000	30,000	-	-	(30,000)	-	-	-	
Vehicle & Equipment Expense	Plaza Services Equipment (7)	-	-	-	-	-	-	-	30,000	-	-	
Vehicle & Equipment Expense	Police Equipment (2)	-	5,702	3,800	3,800	-	3,800	-	3,800	3,800	3,800	
Total Expenditures		278,486	135,063	140,516	132,516	(8,000)	227,516	95,000	106,516	126,516	68,516	68,516
V&E AF Other Sources/Uses	Gain/Loss On Sale Of Assets	3,999	13,820	-	-	-	-	-	-	-	-	
V&E AF Other Sources/Uses	Transfer (To)/From General Fund	356,833	157,616	182,671	172,271	(10,400)	295,771	123,500	138,471	164,471	89,071	89,071
Total Other Sources/Uses		360,832	171,436	182,671	172,271	(10,400)	295,771	123,500	138,471	164,471	89,071	89,071
Surplus (Deficit)		82,346	62,421	42,155	39,755	(2,400)	68,255	28,500	31,955	37,955	20,555	20,555
Beginning Fund Balance		337,155	419,501	432,587	481,922		521,677		589,932	621,886	659,841	680,396
Ending Fund Balance		419,501	481,922	474,742	521,677		589,932		621,886	659,841	680,396	700,951

(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.

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 lawn and plant care; plaza maintenance, and 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
2021 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 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections
Plaza & Trash Services

Worksheet	Account Name	Actuals		2020		2021		2022 Long	2023 Long	2024 Long	2025 Long	
		2018	2019	Original	Forecasted	Adjustments	Proposed	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Plaza Services	Salaries & Wages	487,360	483,775	533,265	503,265	(30,000)	501,373	(1,892)	501,373	501,373	501,373	501,373
Plaza Services	Seasonal Bonus	2,057	1,485	-	-	-	-	-	-	-	-	-
Plaza Services	Offset Labor	(245)	-	-	-	-	-	-	-	-	-	-
Plaza Services	Group Insurance	124,743	119,435	136,540	136,540	-	144,050	7,510	146,931	149,869	152,867	155,924
Plaza Services	Dependent Health Reimbursement	(3,636)	(3,861)	(3,426)	(3,426)	-	(3,426)	-	(3,426)	(3,426)	(3,426)	(3,426)
Plaza Services	PERA & Payroll Taxes	75,213	73,852	83,349	79,918	(3,431)	79,918	(300)	79,618	79,618	79,618	79,618
Plaza Services	PERA 401K	20,090	20,015	24,933	24,933	-	24,933	-	24,933	24,933	24,933	24,933
Plaza Services	Workers Compensation	19,453	19,678	23,781	23,781	-	23,781	-	23,781	23,781	23,781	23,781
Plaza Services	Other Employee Benefits	2,165	9,306	10,740	10,740	-	12,683	1,943	12,683	12,683	12,683	12,683
Plaza Services	Uniforms	1,930	1,887	2,200	2,200	-	2,200	-	2,200	2,200	2,200	2,200
Plaza Services	Consultant Services	-	-	6,000	6,000	-	6,000	-	6,000	6,000	6,000	6,000
Plaza Services	Janitorial/Trash Removal (1)	26,288	33,826	32,000	32,000	-	32,000	-	32,000	32,000	32,000	32,000
Plaza Services	Vehicle Repair & Maintenance	2,285	3,979	9,262	9,262	-	9,262	-	9,262	9,262	9,262	9,262
Plaza Services	Repairs & Maintenance-Equipment	1,026	1,696	3,937	3,937	-	3,937	-	3,937	3,937	3,937	3,937
Plaza Services	R&M-Landscape, Plaza, Irrigation (2)	24,098	29,545	48,996	28,996	(20,000)	49,000	20,004	49,000	49,000	49,000	49,000
Plaza Services	Facility Expenses	6,514	4,038	5,054	5,054	-	5,054	-	5,054	5,054	5,054	5,054
Plaza Services	Communications	3,874	3,906	6,793	6,793	-	6,793	-	6,793	6,793	6,793	6,793
Plaza Services	Public Notice	-	312	302	302	-	302	-	302	302	302	302
Plaza Services	Dues & Fees	330	499	1,000	500	(500)	500	-	500	500	500	500
Plaza Services	Travel, Education & Training	2,331	2,383	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
Plaza Services	Contract Labor (3)	10,725	11,313	10,000	10,000	-	10,000	-	10,000	10,000	10,000	10,000
Plaza Services	Weed Control	8,065	8,330	12,500	12,500	-	12,500	-	12,500	12,500	12,500	12,500
Plaza Services	Postage & Freight	-	-	210	210	-	210	-	210	210	210	210
Plaza Services	General Supplies & Materials	19,277	22,091	25,036	25,036	-	25,036	-	25,036	25,036	25,036	25,036
Plaza Services	Office Supplies	339	135	831	831	-	831	-	831	831	831	831
Plaza Services	Business Meals	-	164	200	-	(200)	200	200	200	200	200	200
Plaza Services	Employee Appreciation	852	1,020	1,063	1,063	-	1,063	-	1,063	1,063	1,063	1,063
Plaza Services	COVID-19 Related Expenses	-	-	-	30,000	30,000	20,000	(10,000)	20,000	20,000	20,000	20,000
Plaza Services	Pots & Hanging Baskets	6,817	7,092	10,000	10,000	-	10,000	-	10,000	10,000	10,000	10,000
Plaza Services	Paver-Planter Repair	68,604	82,510	100,000	60,000	(40,000)	100,000	40,000	100,000	100,000	100,000	100,000
Plaza Services	Plaza Beautification Non Capital	18,809	7,021	10,000	10,000	-	10,000	-	10,000	10,000	10,000	10,000
Plaza Services	Christmas Decorations	28,646	22,955	25,000	25,000	-	25,000	-	25,000	25,000	25,000	25,000
Plaza Services	Utilities - Water/Sewer	28,246	58,051	32,000	32,000	-	32,000	-	32,000	32,000	32,000	32,000
Plaza Services	Utilities - Natural Gas	149,132	210,809	178,972	178,972	-	178,972	-	178,972	178,972	178,972	178,972
Plaza Services	Utilities - Electricity	46,673	45,122	72,580	72,580	-	72,580	-	72,580	72,580	72,580	72,580
Plaza Services	Utilities - Gasoline	12,305	10,143	11,299	11,299	-	11,299	-	11,299	11,299	11,299	11,299
Total		1,194,366	1,292,510	1,416,917	1,352,786	(64,131)	1,410,251	57,465	1,413,132	1,416,070	1,419,068	1,422,125
Trash Services	Salaries & Wages	22,418	21,577	20,800	20,800	-	20,800	-	20,800	20,800	20,800	20,800
Trash Services	Group Insurance	3,109	3,144	3,547	3,547	-	3,742	195	3,742	3,742	3,742	3,742
Trash Services	PERA & Payroll Taxes	3,332	3,222	3,251	3,251	-	3,303	52	3,303	3,303	3,303	3,303
Trash Services	Commercial Trash Removal (1)	29,599	29,917	30,000	30,000	-	30,000	-	30,000	30,000	30,000	30,000
Trash Services	Ann. Spring Clean Up/Hazardous Waste Disposal	4,122	1,289	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Trash Services	General Supplies & Materials	2,126	2,533	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
Total		64,707	61,684	61,098	61,098	-	61,345	247	61,345	61,345	61,345	61,345

- (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 bills snow removal for Chondola, back flow prevention testing.

**TOWN OF MOUNTAIN VILLAGE
2021 BUDGET
POLICE DEPARTMENT PROGRAM NARRATIVE**

Item 12a

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 1 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.

2020 PERFORMANCE MEASURES ACHIEVEMENTS (through June)

1. Regularly scheduled direct feedback
 - a. *We have not been able to hold any community events due to the pandemic restrictions. We are working on a virtual gathering, still unsure what the looks like.*
2. Patrol no less than 30 miles per shift
 - a. *Exceeded goal at an average of **61.4** patrol miles per shift.*
3. Calls for service, within 8 minutes, little or no complaints
 - a. *The average response time is **8 minutes 01 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 49 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 continues foot patrols in the core, have increased recently to address the common consumption area and the Dismount zone ordinances. No issues with CCA. Compliance is better for the Dismount zone, signage has been added, but education continues on this with Telluride Ski and Gold Guest Services as well as other Town staff assistance*
5. Year End Expenditure totals do not exceed the adopted budget
 - a. *A sworn officer resigned in May to take another law enforcement position. In the process of hiring a replacement but anticipate three months of vacancy salary and benefit saving for 2020. Otherwise the police department is on track for year-end budget*
6. Environmental goal
 - a. *Continue to attempt as many “green options” as possible.*

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Police Department

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020 Original	2020	2020	2021	2021	2022 Long	2023 Long	2024 Long	2025 Long
					Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
								Projection	Projection	Projection	Projection	
Police Department	Salaries & Wages	429,717	509,101	525,976	525,976	-	525,976	-	525,976	525,976	525,976	525,976
Police Department	Housing Allowance	66,489	61,252	75,975	75,975	-	75,975	-	75,975	75,975	75,975	75,975
Police Department	Group Insurance	76,687	89,069	104,737	104,737	-	110,498	5,761	112,708	114,962	117,261	119,606
Police Department	Dependent Health Reimbursement	(3,694)	(4,052)	(9,272)	(9,272)	-	(9,272)	-	(9,272)	(9,272)	(9,272)	(9,272)
Police Department	FPPA/PERA Pensions & Medicare	65,187	78,265	82,210	82,210	-	83,525	1,315	83,525	83,525	83,525	83,525
Police Department	Death & Disability Insurance	7,770	10,337	9,991	9,991	-	9,991	-	9,991	9,991	9,991	9,991
Police Department	PERA 401K & FPPA 457	16,498	18,650	27,094	27,094	-	27,094	-	27,094	27,094	27,094	27,094
Police Department	Workers Compensation	9,325	7,778	18,576	18,576	-	18,576	-	18,576	18,576	18,576	18,576
Police Department	Other Employee Benefits	1,550	6,975	6,936	6,936	-	8,525	1,589	8,525	8,525	8,525	8,525
Police Department	Janitorial/Trash Removal (1)	4,400	5,500	5,400	5,400	-	5,508	108	5,508	5,508	5,508	5,508
Police Department	Repair & Maintenance	110	5,000	-	-	-	-	-	-	-	-	-
Police Department	Vehicle Repair & Maintenance (10)	10,185	10,372	8,000	8,000	-	8,000	-	8,000	8,000	8,000	8,000
Police Department	Repairs & Maintenance-Equipment	884	92	500	500	-	500	-	500	500	500	500
Police Department	Camera Repair & Maintenance (2)	12,411	13,801	13,000	13,000	-	10,000	(3,000)	5,000	5,000	5,000	5,000
Police Department	Rental-Equipment	1,074	1,094	1,622	1,622	-	1,622	-	1,622	1,622	1,622	1,622
Police Department	Facility Expenses (3)	4,284	3,586	9,800	6,300	(3,500)	9,800	3,500	6,300	6,300	6,300	6,300
Police Department	Communications	2,640	3,861	2,900	2,900	-	2,900	-	2,900	2,900	2,900	2,900
Police Department	Communications-Cell Phone	6,141	6,201	6,200	6,200	-	6,200	-	6,200	6,200	6,200	6,200
Police Department	Phone Equipment	-	52	100	100	-	100	-	100	100	100	100
Police Department	Dispatch (4)	66,503	73,889	70,000	70,000	-	72,000	2,000	74,160	76,385	78,676	81,037
Police Department	Dues & Fees	898	653	900	900	-	800	(100)	800	800	800	800
Police Department	Travel, Education & Training	7,447	9,693	8,500	8,500	-	8,500	-	8,500	8,500	8,500	8,500
Police Department	Emergency Medical Services	372	810	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Police Department	Contract Labor (5)	-	105	7,200	2,000	(5,200)	2,000	-	2,000	2,000	2,000	2,000
Police Department	Investigation (6)	3,757	730	-	-	-	-	-	-	-	-	-
Police Department	Evidence Processing	1,198	2,037	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500
Police Department	Medical Clearance	600	400	1,250	1,250	-	1,250	-	1,250	1,250	1,250	1,250
Police Department	Postage & Freight	503	159	400	400	-	400	-	400	400	400	400
Police Department	Bank Fees - Credit Card Fees	587	702	700	700	-	700	-	700	700	700	700
Police Department	General Supplies & Material	5,817	3,076	6,200	6,200	-	6,200	-	6,200	6,200	6,200	6,200
Police Department	Uniforms (7)	2,950	1,915	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Police Department	Uniforms-Officer Equip	958	431	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Police Department	Vehicle Equipment	-	534	-	-	-	-	-	-	-	-	-
Police Department	Evidence Supplies	636	-	350	350	-	350	-	350	350	350	350
Police Department	Firearms-Ammo, Repair & Maintenance (8)	2,928	3,586	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
Police Department	Materials/Working Supplies	-	45	225	225	-	225	-	225	225	225	225
Police Department	Intoxilizer-Supplies	330	109	700	700	-	500	(200)	500	500	500	500
Police Department	Detoxification	650	-	2,000	2,000	-	1,000	(1,000)	1,000	1,000	1,000	1,000
Police Department	Parking Expenses	-	-	250	250	-	250	-	250	250	250	250
Police Department	Business Meals	315	395	500	500	-	500	-	500	500	500	500
Police Department	Employee Appreciation	738	320	800	800	-	800	-	800	800	800	800
Police Department	Books & Periodicals (9)	6,237	6,875	7,250	7,250	-	7,250	-	7,250	7,250	7,250	7,250
Police Department	SMC Juvenile Diversion	10,000	10,000	10,000	10,000	-	10,000	-	10,000	10,000	10,000	10,000

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Police Department

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	2020 Adjustments	2021 Proposed					2021 Adjustments
Police Department	Utilities - Natural Gas	1,501	2,970	1,561	1,561	-	1,561	-	1,561	1,561	1,561	1,561
Police Department	Utilities - Electricity	4,475	3,241	4,550	4,550	-	4,550	-	4,550	4,550	4,550	4,550
Police Department	Utilities - Gasoline	7,471	7,458	9,380	9,380	-	9,380	-	9,380	9,380	9,380	9,380
Total		838,532	957,066	1,031,462	1,022,762	(8,700)	1,032,734	9,972	1,028,604	1,033,083	1,037,674	1,042,380

- (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 Highland Way residence
- (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
2021 BUDGET
COMMUNITY SERVICES PROGRAM NARRATIVE**

Item 12b

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 –

2020 PERFORMANCE MEASURES ACHIEVEMENTS (through June)

1. *Parking is enforced consistently – Seven days a week from 6 am to 6 pm.*
 - a. *One CSO was furloughed from March through August. This has had a noticeable impact on 7 day, consistent enforcement*
2. *100% response to calls for assistance in a timely manner. (within 10 minutes of receiving call)*
 - a. *Response time is tracking at 8:01 minutes per call*
3. *Manage animal control to the general satisfaction of Town Council and residents.*
 - a. *33 animal related calls for service year to date – resolved. (47 in 2019, 47 in 2018)*
4. *Department year-end expenditure totals do not exceed the adopted budget.*
 - a. *Community Service is tracking under budget.*
5. *Environmental goal*
 - a. *Continue to attempt as many “green options” as possible.*

**TOWN OF MOUNTAIN VILLAGE
2021 BUDGET
MUNICIPAL COURT PROGRAM NARRATIVE**

Item 12c

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.

2020 PERFORMANCE MEASURES ACHIEVEMENTS (through June)

1. *Court convened 12 times per year.*
 - a. *Court held 5 of 6 times so far this year. April Court not held due to pandemic*
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 on budget*
4. *Environmental goal*
 - a. *Continuing to offer as many electronic options through the court system as possible*

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Municipal Court

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	2020 Adjustments	2021 Proposed					2021 Adjustments
Municipal Court	Salaries & Wages	18,281	18,713	18,951	18,951	-	18,951	-	18,951	18,951	18,951	18,951
Municipal Court	Group Insurance	3,109	3,144	3,376	3,376	-	3,562	186	3,633	3,706	3,780	3,855
Municipal Court	Dependent Health Reimbursement	(267)	(181)	(348)	(348)	-	(348)	-	(348)	(348)	(348)	(348)
Municipal Court	PERA & Payroll Taxes	2,769	2,864	2,962	2,962	-	3,009	47	3,009	3,009	3,009	3,009
Municipal Court	PERA 401K	1,102	1,124	1,166	1,166	-	1,166	-	1,166	1,166	1,166	1,166
Municipal Court	Workers Compensation	78	68	160	160	-	160	-	160	160	160	160
Municipal Court	Other Employee Benefits	1,549	1,595	2,009	2,009	-	2,475	466	2,475	2,475	2,475	2,475
Municipal Court	Equipment Rental	1,074	1,094	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500
Municipal Court	Communications	492	440	484	484	-	500	16	500	500	500	500
Municipal Court	Dues & Fees	40	60	80	80	-	80	-	80	80	80	80
Municipal Court	Travel, Education & Training	682	856	2,100	200	(1,900)	2,100	1,900	2,100	2,100	2,100	2,100
Municipal Court	Postage & Freight	7	-	100	100	-	100	-	100	100	100	100
Municipal Court	General Supplies & Material	1,066	1,304	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Municipal Court	Employee Appreciation	-	-	-	-	-	-	-	-	-	-	-
Total		29,981	31,080	33,539	31,639	(1,900)	34,254	2,615	34,326	34,399	34,473	34,548

Community Services

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	2020 Adjustments	2021 Proposed					2021 Adjustments
Community Services	Salaries & Wages	30,081	32,979	33,258	33,258	-	33,258	-	33,258	33,258	33,258	33,258
Community Services	Group Insurance	8,706	8,804	9,450	9,450	-	9,970	520	10,169	10,373	10,580	10,792
Community Services	Dependent Health Reimbursement	(432)	(253)	-	-	-	-	-	-	-	-	-
Community Services	PERA & Payroll Taxes	4,764	5,111	5,198	5,198	-	5,281	83	5,281	5,281	5,281	5,281
Community Services	PERA 401K	472	873	399	399	-	399	-	399	399	399	399
Community Services	Workers Compensation	563	691	938	938	-	938	-	938	938	938	938
Community Services	Other Employee Benefits	140	630	620	620	-	770	150	770	770	770	770
Community Services	Uniforms	1,136	251	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Community Services	Vehicle Repairs & Maintenance	99	12	800	800	-	800	-	800	800	800	800
Community Services	Communications-Cell Phone	630	610	650	650	-	650	-	650	650	650	650
Community Services	Travel, Education & Training	987	797	2,000	-	(2,000)	2,000	2,000	2,000	2,000	2,000	2,000
Community Services	General Supplies	1,657	1,043	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Community Services	Animal Control	120	85	200	200	-	200	-	200	200	200	200
Community Services	Employee Appreciation	150	200	200	200	-	200	-	200	200	200	200
Community Services	Utilities - Gasoline	2,945	2,275	3,144	3,144	-	3,144	-	3,144	3,144	3,144	3,144
Total		52,017	54,109	58,856	56,856	(2,000)	59,609	2,753	59,809	60,012	60,219	60,431

**TOWN OF MOUNTAIN VILLAGE
2021 BUDGET
PARKING SERVICES FUND**

Item 13a

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 2020 YTD ACHIEVEMENTS (through 8/31/2020):

- o Total parked cars at 75,872 (noon snapshot counts)
- o Total utilization = 42.7%
- o Year-end revenue projection: UNDER BUDGET
- o Year-end expense projection: ON BUDGET
- o Call Center contacts (29) to total user ratio (15,521 parking sessions): 0.19%
- o Man hours for trash and litter pick up: 41.75 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; 2019 = 36,256; 2020YTD = 35,461

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections
Parking Services Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	2020 Adjustments	2021 Proposed					2021 Adjustments
Parking Fund Revenues	Permits - Parking	14,115	11,350	12,000	7,772	(4,228)	10,000	2,228	12,000	12,000	12,000	12,000
Parking Fund Revenues	Parking Meter Revenues	21,914	25,527	22,587	18,721	(3,866)	17,000	(1,721)	22,587	22,587	22,587	22,587
Parking Fund Revenues	Gondola Parking Garage Revs	87,360	93,914	79,903	79,708	(195)	65,000	(14,708)	79,903	79,903	79,903	79,903
Parking Fund Revenues	Special Event Parking (1)	50,628	135,833	106,000	-	(106,000)	106,000	106,000	125,000	125,000	125,000	125,000
Parking Fund Revenues	Heritage Parking Garage Revs	207,257	247,733	209,163	154,782	(54,381)	175,000	20,218	175,000	175,000	175,000	175,000
Parking Fund Revenues	Contributions-Shared Expense	5,985	-	-	-	-	-	-	-	-	-	-
Parking Fund Revenues	Parking In Lieu Buyouts	-	-	-	-	-	-	-	-	-	-	-
Parking Fund Revenues	Parking Fines	40,283	49,968	38,465	22,075	(16,390)	35,000	12,925	35,000	35,000	35,000	35,000
Parking Fund Revenues	Parking Fines Bad Debt Allowance	-	-	-	-	-	-	-	-	-	-	-
Total Parking Revenues		427,542	564,325	468,118	283,058	(185,060)	408,000	124,942	449,490	449,490	449,490	449,490
General Parking Expense	Salaries & Wages	81,292	95,293	102,825	85,000	(17,825)	106,392	21,392	106,392	106,392	106,392	106,392
General Parking Expense	Group Insurance	19,899	20,124	22,620	22,620	-	23,865	1,244	24,342	24,829	25,325	25,832
General Parking Expense	Dependent Health Reimbursement	(1,019)	(686)	(741)	(741)	-	(741)	-	(741)	(741)	(741)	(741)
General Parking Expense	PERA & Payroll Taxes	12,189	14,320	16,072	13,498	(2,574)	16,895	3,397	16,895	16,895	16,895	16,895
General Parking Expense	PERA 401K	2,424	3,591	2,056	3,600	1,544	3,600	-	3,600	3,600	3,600	3,600
General Parking Expense	Workers Compensation	1,763	1,919	3,229	3,229	-	3,229	-	3,229	3,229	3,229	3,229
General Parking Expense	Other Employee Benefits	60	1,440	1,880	1,880	-	1,760	(120)	1,760	1,760	1,760	1,760
General Parking Expense	Parking in Lieu Refunds	-	80,000	-	-	-	-	-	-	-	-	-
General Parking Expense	Communications	3,122	3,834	3,708	3,708	-	3,708	-	3,708	3,708	3,708	3,708
General Parking Expense	General Supplies & Materials	-	1,279	1,061	1,750	689	1,750	-	1,750	1,750	1,750	1,750
General Parking Expense	Wayfinding	17,325	22,312	-	-	-	-	-	-	-	-	-
General Parking Expense	Business Meals	43	79	-	-	-	-	-	-	-	-	-
General Parking Expense		137,098	243,505	152,709	134,544	(18,166)	160,457	25,914	160,935	161,421	161,918	162,425
GPG Parking Expense	Rental Equipment	4,680	4,290	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
GPG Parking Expense	Maintenance - GPG	701	4,280	10,000	10,000	-	10,000	-	10,000	10,000	10,000	10,000
GPG Parking Expense	Striping	1,200	1,270	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500
GPG Parking Expense	Credit Card Processing Fees	2,552	3,074	3,600	3,100	(500)	3,100	-	3,100	3,100	3,100	3,100
GPG Parking Expense	General Supplies & Materials (2)	5,694	1,081	5,000	15,000	10,000	15,000	-	5,000	5,000	5,000	5,000
GPG Parking Expense	Utilities - Electric	18,277	19,560	19,234	19,234	-	19,234	-	19,234	19,234	19,234	19,234
GPG Parking Expense	Utilities - Gasoline	779	683	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
GPG Parking Expense	Internet Costs	-	-	750	-	(750)	-	-	-	-	-	-
GPG Parking Expense	Elevator Maintenance Intercept	5,171	14,981	7,000	7,000	-	7,000	-	7,000	7,000	7,000	7,000
GPG Parking Expense	Asphalt Repair	-	1,540	7,500	2,500	(5,000)	2,500	-	2,500	2,500	2,500	2,500
GPG Parking Expense	Concrete Repair	-	-	7,500	2,500	(5,000)	2,500	-	2,500	2,500	2,500	2,500
GPG Parking Expense	Painting (3)	3,585	73	2,000	2,000	-	2,000	-	25,000	25,000	25,000	25,000
GPG Parking Expense	Electrical	-	4,920	-	-	-	-	-	-	-	-	-
Gondola Parking Garage Expense		42,640	55,751	70,084	68,834	(1,250)	68,834	-	81,834	81,834	81,834	81,834

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections
Parking Services Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long	2023 Long	2024 Long	2025 Long	
				2020 Original	Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
Surface Lots Parking Expense	Surface Lots Maintenance	27,908	-	7,500	7,500	-	7,500	-	7,500	7,500	7,500	7,500
Surface Lots Parking Expense	Striping	4,060	4,076	4,000	4,000	-	4,000	-	4,000	4,000	4,000	4,000
Surface Lots Parking Expense	Credit Card Processing Fees	1,700	1,683	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Surface Lots Parking Expense	Parking Meter Supplies	7,270	9,667	10,000	10,000	-	10,000	-	10,000	10,000	10,000	10,000
Surface Lots Parking Expense	Surface Lot Leases	5,400	5,400	5,400	5,400	-	5,400	-	5,400	5,400	5,400	5,400
(Village Core) Surface Lots Expense		46,338	20,826	28,900	28,900	-	28,900	-	28,900	28,900	28,900	28,900
HPG Parking Expense	Maintenance - Heritage	6,767	4,000	10,000	10,000	-	10,000	-	10,000	10,000	10,000	10,000
HPG Parking Expense	Elevator Maintenance - Heritage	5,781	6,035	6,500	6,500	-	6,500	-	6,500	6,500	6,500	6,500
HPG Parking Expense	Striping	-	16	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
HPG Parking Expense	GSFE - Hotel Madeline	42,995	42,995	44,700	44,700	-	44,700	-	44,700	44,700	44,700	44,700
HPG Parking Expense	Credit Card Processing Fees	10,027	13,129	13,130	13,130	-	13,130	-	13,130	13,130	13,130	13,130
HPG Parking Expense	General Supplies & Materials	140	-	5,150	2,500	(2,650)	2,500	-	2,500	2,500	2,500	2,500
HPG Parking Expense	Internet Costs	-	-	700	-	(700)	-	-	-	-	-	-
HPG Parking Expense	Tech Support	7,159	4,155	10,000	7,500	(2,500)	7,500	-	7,500	7,500	7,500	7,500
Heritage Parking Garage Expense		72,868	70,329	92,680	86,830	(5,850)	86,830	-	86,830	86,830	86,830	86,830
Meadows Parking Expense	Maintenance	-	-	-	-	-	-	-	-	-	-	-
Meadows Parking Expense	Striping	1,000	1,016	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Meadows Parking Lot Expense		1,000	1,016	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Capital Parking Expense	Bobcat Lease Exchange	5,615	2,920	4,800	4,800	-	4,800	-	4,800	4,800	4,800	4,800
Capital Parking Expense	Capital Costs GPG (2)	-	91,346	75,000	-	(75,000)	25,000	25,000	150,000	95,000	65,000	50,000
Parking Capital Expense		5,615	94,266	79,800	4,800	(75,000)	29,800	25,000	154,800	99,800	69,800	54,800
Total Parking Expenses		305,559	485,695	425,173	324,908	(100,266)	375,821	50,914	514,299	459,785	430,282	415,789
Other Sources/Uses	Transfer (To)/From General Fund	-	-	-	-	-	-	-	-	-	-	-
Other Sources/Uses	Transfer To GF - Overhead Allocation	(33,571)	(42,374)	(33,620)	(32,369)	1,251	(32,775)	(406)	(34,563)	(35,938)	(35,194)	(35,750)
Other Sources/Uses		(33,571)	(42,374)	(33,620)	(32,369)	1,251	(32,775)	(406)	(34,563)	(35,938)	(35,194)	(35,750)
Surplus (Deficit)		88,412	36,256	9,325	(74,218)	(83,543)	(596)	73,622	(99,371)	(46,234)	(15,986)	(2,048)
Beginning Fund Balance		144,010	232,422	170,442	268,678		194,460		193,864	94,493	48,259	32,273
Ending Fund Balance		232,422	268,678	179,767	194,460		193,864		94,493	48,259	32,273	30,225

(1) Bluegrass cancelled 2020

(2) 2020-2021 - \$10K added for production of additional signage

(3) 2022-2025 - Phased painting of structural steel throughout garage

(2) 2020 - all capital deferred; 2021 - \$25K GPG security cameras; 2022 - \$150K GPG top deck recoat; 2023 - \$75K Main reamp overlay \$20K Meadows chipseal; 2024 - \$50K Concrete sealing \$15K NVC chipseal; 2025 - \$50K Placeholder

**TOWN OF MOUNTAIN VILLAGE
2021 BUDGET
MUNICIPAL BUS PROGRAM NARRATIVE**

Item 13b

Mountain Village Transit Department provides a safe and customer friendly transit system within Mountain Village by operating fixed route bus service during the summer to the Meadows and seasonally to Telluride and within the Mountain Village Core. To make every guest's experience as unique and unparalleled as the services we provide so they want to return. 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 2020 YTD ACHIEVEMENTS:

- o Zero (0) vehicle accidents YTD
- o Zero (0) WC claims YTD
- o 9,547 passenger trips
- o Bus Passenger Survey: 4.69 (2020 summer season)
- o Year-end budget projection: ON BUDGET
- o YTD man hours for trash & litter pick up: 23.50

**TOWN OF MOUNTAIN VILLAGE
2021 BUDGET
EMPLOYEE COMMUTER SHUTTLE**

Item 13c

COMMUTER SHUTTLE

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

DEPARTMENT GOALS

1. Provide Town employees with regional 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. Departments 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: < \$2.50 per rider Town subsidy
- 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 2020 YTD ACHIEVEMENTS:

- o Total passenger trips: 3,598
- o Utilization: 47.0%
- o YTD TMV gross subsidy: Projected to be under target subsidy for 2020
- o 100% semi-annual driver training compliance
- o Zero (0) vehicle accidents
- o Year-end budget projection: UNDER BUDGET

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Municipal Bus (2)

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long	2023 Long	2024 Long	2025 Long	
				2020 Original	Forecasted	Adjustments	Proposed	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Municipal Bus	Salaries & Wages	234,933	256,215	271,095	291,095	20,000	273,596	(17,499)	273,596	273,596	273,596	
Municipal Bus	Seasonal Bonus	457	-	-	-	-	-	-	-	-	-	
Municipal Bus	Housing Allowance	-	-	-	-	-	-	-	-	-	-	
Municipal Bus	Offset Labor	(172,907)	(181,874)	(182,238)	(160,000)	22,238	(182,238)	(22,238)	(182,238)	(182,238)	(182,238)	
Municipal Bus	Group Insurance	60,567	61,251	65,880	65,880	-	69,503	3,623	70,893	72,311	73,758	
Municipal Bus	Dependent Health Reimbursement	(2,721)	(2,183)	(2,628)	(2,628)	-	(2,628)	-	(2,628)	(2,628)	(2,628)	
Municipal Bus	PERA & Taxes	36,366	38,759	42,372	46,226	3,854	43,447	(2,779)	43,447	43,447	43,447	
Municipal Bus	Retirement Benefits 401K	10,382	12,032	14,910	14,910	-	14,910	-	14,910	14,910	14,910	
Municipal Bus	Workers Compensation	2,436	5,407	4,020	4,020	-	4,020	-	4,020	4,020	4,020	
Municipal Bus	Other Employee Benefits	1,820	4,140	3,580	3,580	-	5,060	1,480	5,060	5,060	5,060	
Municipal Bus	Janitorial/Trash Removal	1,430	1,790	1,560	1,660	100	1,660	-	1,660	1,660	1,660	
Municipal Bus	Vehicle Repair & Maintenance	13,554	17,392	10,000	15,000	5,000	15,000	-	15,000	15,000	15,000	
Municipal Bus	Facility Expenses	1,196	1,166	2,500	2,500	-	2,500	-	2,500	2,500	2,500	
Municipal Bus	Communications	1,865	1,939	3,500	2,000	(1,500)	2,000	-	2,000	2,000	2,000	
Municipal Bus	Dues, Fees, Licenses	-	-	325	325	-	325	-	325	325	325	
Municipal Bus	Travel, Education, Training	40	-	750	750	-	750	-	750	750	750	
Municipal Bus	Postage & Freight	68	32	-	-	-	-	-	-	-	-	
Municipal Bus	General Supplies & Materials (1)	521	2,014	2,500	2,500	-	2,500	-	2,500	2,500	2,500	
Municipal Bus	Supplies-Uniforms	-	-	2,000	1,000	(1,000)	1,000	-	1,000	1,000	1,000	
Municipal Bus	Operating Incidents	841	-	2,000	1,000	(1,000)	1,000	-	1,000	1,000	1,000	
Municipal Bus	Business Meals	56	445	700	250	(450)	500	250	500	500	500	
Municipal Bus	Employee Appreciation	-	-	450	450	-	450	-	450	450	450	
Municipal Bus	COVID-19 Related Expenses	-	-	-	1,200	1,200	1,200	-	1,200	1,200	1,200	
Municipal Bus	Utilities - Natural Gas	254	502	600	600	-	600	-	600	600	600	
Municipal Bus	Utilities - Electricity	716	502	2,000	1,000	(1,000)	1,000	-	1,000	1,000	1,000	
Municipal Bus	Utilities - Gasoline	23,468	22,386	29,805	24,805	(5,000)	24,805	-	24,805	24,805	24,805	
Municipal Bus	SMART Contribution (2)	-	-	-	-	-	-	-	-	-	-	
Municipal Bus	Internet Services	2,137	2,137	2,250	2,250	-	2,250	-	2,250	2,250	2,250	
Total		217,479	244,051	277,932	320,374	42,442	283,211	(37,163)	284,601	286,019	287,465	288,941

(1) \$20K overage due to gondola shutdown early in March and late opening for summer season. Overage will be offset by TMOVA \$56K and reflected in general fund revenues.

(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 2018	Actuals 2019	2020		2021		2022 Long	2023 Long	2024 Long	2025 Long	
				2020 Original	Forecasted	Adjustments	Proposed	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Employee Shuttle	Salaries And Wages - Admin	11,590	12,295	12,569	13,660	1,091	13,660	-	13,660	13,660	13,660	
Employee Shuttle	Group Insurance	2,487	2,515	2,552	2,552	-	2,692	140	2,746	2,801	2,857	
Employee Shuttle	PERA & Payroll Taxes	1,831	1,869	1,965	2,169	205	2,169	-	2,169	2,169	2,169	
Employee Shuttle	Workers Compensation	268	160	170	192	22	192	-	195	195	195	
Employee Shuttle	Other Employee Benefits	40	180	180	180	-	220	40	220	220	220	
Employee Shuttle	Agency Compliance	490	730	550	550	-	550	-	550	550	550	
Employee Shuttle	Vehicle Repair & Maintenance	25,644	5,124	20,000	20,000	-	20,000	-	20,000	20,000	20,000	
Employee Shuttle	Dues & Fees	96	-	-	-	-	-	-	-	-	-	
Employee Shuttle	General Supplies & Materials	292	586	500	500	-	500	-	500	500	500	
Employee Shuttle	Utilities - Gasoline	29,621	25,643	50,128	25,000	(25,128)	40,000	15,000	40,000	40,000	40,000	
Total		72,359	49,102	88,614	64,803	(23,811)	79,984	15,180	80,040	80,095	80,151	80,209

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

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections
Gondola Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020 Original	2020	2020	2021	2021	2022 Long	2023 Long	2024 Long	2025 Long
					Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
		<u>Summary</u>										
Revenues												
	TMVOA Operations Contribution	3,357,231	3,446,607	3,957,059	2,842,383	(1,114,676)	4,023,556	1,181,173	4,006,438	4,013,155	4,198,582	4,027,658
	TMVOA Cap & Major Repairs Funding	1,217,591	484,874	316,200	169,500	(146,700)	209,500	40,000	375,500	260,000	155,000	74,000
	TMVOA Funding	4,574,822	3,931,481	4,273,259	3,011,883	(1,261,376)	4,233,056	1,221,173	4,381,938	4,273,155	4,353,582	4,101,658
	TSG - 1% Lift Ticket Contribution	188,099	212,387	200,000	150,000	(50,000)	150,000	-	155,000	160,000	170,000	175,000
	Event Operations Funding	3,556	6,262	-	-	-	-	-	-	-	-	-
	TOT Extended Ops Contribution	36,000	36,000	36,000	36,000	-	36,000	-	36,000	36,000	36,000	36,000
	Miscellaneous Revenue	7,165	781	-	-	-	-	-	-	-	-	-
	CDOT Grant Funding - Ops	145,719	141,241	141,240	1,195,512	1,054,272	133,354	(1,062,158)	130,000	130,000	130,000	130,000
	CDOT Grant Funding - Cap/MR&R	737,063	699,570	470,800	-	(470,800)	320,000	320,000	280,000	-	-	-
	Total Gondola Funding	5,692,423	5,027,722	5,121,299	4,393,395	(727,904)	4,872,410	479,015	4,982,938	4,599,155	4,689,582	4,442,658
Expenditures												
	Gondola Operations	1,716,220	1,838,698	1,939,959	1,937,442	(2,518)	1,952,917	15,475	1,944,768	1,951,195	1,990,201	1,959,288
	Gondola Maintenance	1,271,316	1,279,880	1,407,996	1,400,849	(7,147)	1,436,841	35,992	1,427,644	1,431,014	1,436,451	1,450,456
	Overhead/Fixed Costs	398,549	445,396	455,556	410,632	(44,924)	456,132	45,500	456,132	456,132	456,132	456,132
	MARRS	65,018	68,079	76,246	82,260	6,014	79,363	(2,897)	79,363	79,363	79,363	79,363
	Chondola	232,529	171,266	274,901	217,712	(57,190)	242,657	24,945	244,531	246,451	397,435	248,419
	Contingency	21,036	-	124,640	120,000	(4,640)	120,000	-	120,000	120,000	120,000	120,000
	Total Operating Costs	3,704,668	3,803,319	4,279,299	4,168,895	(110,404)	4,287,910	119,015	4,272,438	4,284,155	4,479,582	4,313,658
Capital/MR&R												
	Major Repairs & Replacements	1,791,839	1,149,756	675,000	155,000	(520,000)	480,000	325,000	475,000	135,000	125,000	60,000
	Capital	141,778	34,688	112,000	14,500	(97,500)	49,500	35,000	180,500	125,000	30,000	14,000
	Total Capital/MR&R	1,933,617	1,184,444	787,000	169,500	(617,500)	529,500	360,000	655,500	260,000	155,000	74,000
	Total Expenditures	5,638,285	4,987,763	5,066,299	4,338,395	(727,904)	4,817,410	479,015	4,927,938	4,544,155	4,634,582	4,387,658
Other Sources												
	Sale of Assets	-	-	-	-	-	-	-	-	-	-	-
	Administrative Services	(54,138)	(39,959)	(55,000)	(55,000)	-	(55,000)	-	(55,000)	(55,000)	(55,000)	(55,000)
	Total Other Sources/Uses	(54,138)	(39,959)	(55,000)	(55,000)	-	(55,000)	-	(55,000)	(55,000)	(55,000)	(55,000)
	Surplus (Deficit)	-	-	-	-	-	-	-	-	-	-	-

**TOWN OF MOUNTAIN VILLAGE
2021 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 2020 YTD ACHIEVEMENTS:

- o Chondola Operations Availability Winter 2019-2020: 99.89%
- o Passenger trips Winter 2019-2020: 112,444 (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 2019-2020: 4.59 on a 5 scale
- o Year-end budget projection: UNDER BUDGET

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections
Gondola Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	Adjustments	Proposed					Adjustments
Gondola - MARRS	Salaries & Wages (*)	53,265	55,328	59,542	62,042	2,500	59,542	(2,500)	59,542	59,542	59,542	59,542
Gondola - MARRS	PERA & Payroll Taxes	8,201	8,354	9,158	9,852	694	9,455	(397)	9,455	9,455	9,455	9,455
Gondola - MARRS	Workers Compensation	1,092	1,362	2,866	2,866	-	2,866	-	2,866	2,866	2,866	2,866
Gondola - MARRS	Payroll Processing	2,460	3,035	1,680	5,000	3,320	5,000	-	5,000	5,000	5,000	5,000
Gondola - MARRS	General Supplies & Materials	-	-	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)	-	-	-	-	-	-
Total MARRS		65,018	68,079	76,246	82,260	6,014	79,363	(2,897)	79,363	79,363	79,363	79,363

*** Training two new MARRS riders 2020**

Gondola - FGOA	Technical Support	3,255	5,896	5,500	5,500	-	5,500	-	5,500	5,500	5,500	5,500
Gondola - FGOA	Lightning Detection Service	1,500	17,200	18,000	17,200	(800)	17,200	-	17,200	17,200	17,200	17,200
Gondola - FGOA	Janitorial/Trash Removal	24,118	35,267	35,000	27,500	(7,500)	35,000	7,500	35,000	35,000	35,000	35,000
Gondola - FGOA	Insurance	31,747	35,185	37,057	37,057	-	37,057	-	37,057	37,057	37,057	37,057
Gondola - FGOA	Communications	17,884	17,755	12,000	12,000	-	12,000	-	12,000	12,000	12,000	12,000
Gondola - FGOA	Dues & Fees	7,019	5,945	7,500	6,000	(1,500)	6,000	-	6,000	6,000	6,000	6,000
Gondola - FGOA	Utilities - Water/Sewer	8,257	8,785	6,624	9,000	2,376	9,000	-	9,000	9,000	9,000	9,000
Gondola - FGOA	Utilities - Natural Gas	32,700	44,033	39,375	39,375	-	39,375	-	39,375	39,375	39,375	39,375
Gondola - FGOA	Utilities - Electricity	254,158	264,643	275,000	240,000	(35,000)	275,000	35,000	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	8,783	3,656	11,000	7,000	(4,000)	10,000	3,000	10,000	10,000	10,000	10,000
Gondola - FGOA	Legal - Miscellaneous	6,991	4,894	6,000	7,500	1,500	7,500	-	7,500	7,500	7,500	7,500
Total FGOA		398,549	445,396	455,556	410,632	(44,924)	456,132	45,500	456,132	456,132	456,132	456,132

Chondola	Salaries & Wages - Operations	56,295	51,404	54,560	54,560	-	54,560	-	54,560	54,560	54,560	54,560
Chondola	Salaries & Wages - Maintenance	6,771	11,102	10,500	10,500	-	10,500	-	10,500	10,500	10,500	10,500
Chondola	PERA & Payroll Taxes	10,072	9,438	11,187	10,332	(856)	10,332	-	10,332	10,332	10,332	10,332
Chondola	Workers Compensation	2,314	2,872	3,570	3,570	-	3,570	-	3,570	3,570	3,570	3,570
Chondola	Telski Labor	22,808	22,454	23,000	23,000	-	23,000	-	23,000	23,000	23,000	23,000
Chondola	Telski-Dues, Fees, Licenses	1,220	941	2,750	2,750	-	2,750	-	2,750	2,750	2,750	2,750
Chondola	Telski - Parts & Supplies	19,754	38,752	28,000	28,000	-	28,000	-	28,000	28,000	28,000	28,000
Chondola	Telski - Outside Labor	1,876	150	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
Chondola	Telski-Utilities	25,872	20,348	30,000	30,000	-	30,000	-	30,000	30,000	30,000	30,000
Chondola	Major R&R Terminal Rebuilds (1)	-	-	71,334	20,000	(51,334)	74,945	54,945	76,819	78,739	79,723	80,707
Chondola	Major R&R Grip Jaws	-	7,936	30,000	30,000	-	-	(30,000)	-	-	-	-
Chondola	Major R&R - Cabin Replacement	-	-	-	-	-	-	-	-	-	-	-
Chondola	Gearbox Rebuild	10,354	-	-	-	-	-	-	-	-	-	-
Chondola	Controls	33,998	790	-	-	-	-	-	-	-	-	-

**TOWN OF MOUNTAIN VILLAGE
2021 BUDGET
GONDOLA OPERATIONS PROGRAM NARRATIVE**

To make every guest's experience as unique 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 2020 YTD ACHIEVEMENTS:

- o Gondola Operations Availability: Winter Season 2019-20: 99.90%; Summer Season to Date 2020: 99.78%; Combined: 99.84%
- o Passenger trips YTD: 1,736,290, -27.09%
- o Zero (0) passenger injuries
- o Three (3) G-Ops WC claims with TMV expense
- o Gondola Passenger Survey for the Winter 2019-20 Season: 4.80
- o Gondola Passenger Survey for the Summer 2020 Season to Date: 4.70
- o Year-end budget projection: UNDER BUDGET
- o Man hours for trash and litter pick up: 32.0 hours

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections
Gondola Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long	2023 Long	2024 Long	2025 Long	
				2020 Original	Forecasted	Adjustments	Proposed	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Chondola	Cabin Refurbs	22,046	-	-	-	-	-	-	-	-	-	
Chondola	Haul Rope Replacement (2)	-	-	-	-	-	-	-	-	150,000	-	
Chondola	Video Surveillance	-	-	-	-	-	-	-	-	-	-	
Chondola	Belt Replacement	-	-	5,000	-	(5,000)	-	-	-	-	-	
Chondola	Major R&R - Painting	-	5,079	-	-	-	-	-	-	-	-	
Chondola	AC Drives, Motors, Processors	19,149	-	-	-	-	-	-	-	-	-	
Chondola	Seat Pads	-	-	-	-	-	-	-	-	-	-	
Chondola	Sound Dampening	-	-	-	-	-	-	-	-	-	-	
Total Chondola		232,529	171,266	274,901	217,712	(57,190)	242,657	24,945	244,531	246,451	397,435	248,419

(1) 2020-2024 Chondola Estimate
(2) 2024 Haul Rope Replacement

Gondola Operations	Salaries & Wages	1,037,021	1,105,229	1,127,437	1,127,437	-	1,127,437	-	1,127,437	1,127,437	1,127,437	1,127,437
Gondola Operations	Seasonal Bonus	33,050	36,218	35,000	35,000	-	35,000	-	35,000	35,000	35,000	35,000
Gondola Operations	Gondola Ops-Admin Mgmt Support	172,907	181,874	182,238	160,000	(22,238)	182,238	22,238	182,238	182,238	182,238	182,238
Gondola Operations	Offset Labor	-	-	-	-	-	-	-	-	-	-	-
Gondola Operations	Group Insurance (3)	145,995	144,562	182,496	162,496	(20,000)	192,534	30,037	196,384	200,312	204,318	208,404
Gondola Operations	Dependent Health Reimbursement	(8,705)	(7,183)	(5,500)	(5,500)	-	(5,500)	-	(5,500)	(5,500)	(5,500)	(5,500)
Gondola Operations	PERA & Payroll Taxes	160,666	170,903	181,689	181,689	-	184,595	2,906	184,595	184,595	184,595	184,595
Gondola Operations	PERA 401K	17,897	16,606	17,585	17,585	-	17,585	-	17,585	17,585	17,585	17,585
Gondola Operations	Workers Compensation	48,177	52,886	55,230	64,230	9,000	64,230	-	64,230	64,230	64,230	64,230
Gondola Operations	Other Employee Benefits	19,845	24,380	29,078	29,078	-	29,078	-	29,078	29,078	29,078	29,078
Gondola Operations	Agency Compliance	4,948	6,622	1,236	2,500	1,264	2,500	-	2,500	2,500	2,500	2,500
Gondola Operations	Employee Assistance Program	1,056	1,123	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
Gondola Operations	Employee Life Insurance	2,369	1,949	5,200	5,200	-	5,200	-	5,200	5,200	5,200	5,200
Gondola Operations	Flex Spending Admin Fees	517	45	268	268	-	268	-	268	268	268	268
Gondola Operations	Uniforms (4)	787	7,999	45,000	42,500	(2,500)	7,500	(35,000)	7,500	10,000	45,000	10,000
Gondola Operations	Payroll Processing	13,433	17,737	14,302	29,052	14,750	29,052	-	29,052	29,052	29,052	29,052
Gondola Operations	Vehicle Repair & Maintenance	101	-	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Gondola Operations	Recruiting	21,093	16,623	16,000	12,000	(4,000)	15,000	3,000	16,000	16,000	16,000	16,000
Gondola Operations	Travel, Education & Training	6,619	4,652	5,000	2,500	(2,500)	2,500	-	2,500	2,500	2,500	2,500
Gondola Operations	Supplies	23,740	20,584	20,000	16,000	(4,000)	18,000	2,000	20,000	20,000	20,000	20,000
Gondola Operations	Operating Incidents	-	209	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Gondola Operations	Blankets - Purchase/Cleaning	865	1,957	3,500	1,206	(2,294)	-	(1,206)	-	-	-	-
Gondola Operations	Business Meals	331	137	500	500	-	500	-	500	500	500	500
Gondola Operations	Employee Appreciation	3,321	5,593	4,500	4,500	-	4,500	-	4,500	4,500	4,500	4,500
Gondola Operations	COVID-19 Related Expenses	-	-	-	30,000	30,000	30,000	-	15,000	15,000	15,000	15,000
Gondola Operations	Utilities - Gas & Oil	1,711	992	4,200	4,200	-	4,200	-	4,200	4,200	4,200	4,200
Gondola Operations	Grant Success Fees	8,474	27,001	8,500	8,500	-	-	(8,500)	-	-	-	-
Total Gondola Ops		1,716,220	1,838,698	1,939,959	1,937,442	(2,518)	1,952,917	15,475	1,944,768	1,951,195	1,990,201	1,959,288

**TOWN OF MOUNTAIN VILLAGE
2021 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 2020 ACHIEVEMENTS (11/15/2019 – 9/28/2020):

- Winter 19/20 = 99.76%; Summer 2020 = 99.88%; Combined = 99.82%
- 100% compliance with licensing and reporting requirements.
- One (1) G-Mtc WC claim resulting in no lost work days - TMV expense of \$423
- Year-end budget projection: UNDER BUDGET
- 97.7% of scheduled work orders completed on time.

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections
Gondola Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020 Original	2020	2020	2021	2021	2022 Long	2023 Long	2024 Long	2025 Long
					Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
									Projection	Projection	Projection	Projection
(3) 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.												
(4) Telski's winter uniform cycle hits for the 2020-2021 winter season - By operating agreement, gondola ops uniforms must match TSG lift ops.												
Gondola Maintenance	Salaries & Wages	701,189	685,674	743,984	710,000	(33,984)	743,984	33,984	743,984	743,984	743,984	743,984
Gondola Maintenance	Housing Allowance	10,297	10,372	10,716	10,716	-	10,716	-	10,716	10,716	10,716	10,716
Gondola Maintenance	Group Insurance	145,052	146,689	156,557	156,557	-	165,167	8,611	168,471	171,840	175,277	178,783
Gondola Maintenance	Dependent Health Reimbursement	(8,191)	(6,932)	(9,672)	(9,672)	-	(9,672)	-	(9,672)	(9,672)	(9,672)	(9,672)
Gondola Maintenance	PERA & Payroll Taxes	107,038	104,642	116,285	114,450	(1,835)	119,846	5,397	119,846	119,846	119,846	119,846
Gondola Maintenance	PERA 401K	31,951	31,388	37,199	37,199	-	37,199	-	37,199	37,199	37,199	37,199
Gondola Maintenance	Workers Compensation	23,337	39,538	40,950	40,950	-	40,950	-	40,950	40,950	40,950	40,950
Gondola Maintenance	Other Employee Benefits	9,733	22,200	21,480	21,480	-	21,480	-	21,480	21,480	21,480	21,480
Gondola Maintenance	Agency Compliance	267	1,324	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Gondola Maintenance	Employee Assistance Program	650	342	320	320	-	320	-	320	320	320	320
Gondola Maintenance	Employee Life Insurance	2,026	2,656	2,500	2,500	-	2,500	-	2,500	2,500	2,500	2,500
Gondola Maintenance	Flex Spending Admin Fees	364	257	300	300	-	300	-	300	300	300	300
Gondola Maintenance	Uniforms	1,430	2,552	6,000	6,000	-	4,000	(2,000)	4,000	4,000	6,000	4,000
Gondola Maintenance	Payroll Processing	4,722	5,234	4,827	9,000	4,173	9,000	-	9,000	9,000	9,000	9,000
Gondola Maintenance	Vehicle Repair & Maintenance (5)	12,439	9,552	25,000	25,000	-	25,000	-	12,500	12,500	12,500	25,000
Gondola Maintenance	Trails & Road Maintenance	5,339	4,616	7,500	7,500	-	7,500	-	7,500	7,500	7,500	7,500
Gondola Maintenance	Facility Expenses (6)	26,896	25,568	30,000	30,000	-	30,000	-	30,000	30,000	30,000	30,000
Gondola Maintenance	Recruiting	736	1,463	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500
Gondola Maintenance	Dues & Fees	13,283	16,350	14,000	14,000	-	14,000	-	14,000	14,000	14,000	14,000
Gondola Maintenance	Travel, Education & Training	10,734	5,081	10,000	5,000	(5,000)	10,000	5,000	10,000	10,000	10,000	10,000
Gondola Maintenance	Contract Labor	15,185	25,372	20,000	25,000	5,000	25,000	-	25,000	25,000	25,000	25,000
Gondola Maintenance	Postage & Freight	526	1,809	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Gondola Maintenance	Supplies	32,234	30,514	40,000	25,000	(15,000)	40,000	15,000	40,000	40,000	40,000	40,000
Gondola Maintenance	Parts	116,028	107,213	120,000	150,000	30,000	120,000	(30,000)	120,000	120,000	120,000	120,000
Gondola Maintenance	Business Meals	1,016	557	1,000	500	(500)	500	-	500	500	500	500
Gondola Maintenance	Employee Appreciation	610	234	550	550	-	550	-	550	550	550	550
Gondola Maintenance	COVID-19 Related Expenses	-	-	-	10,000	10,000	10,000	-	10,000	10,000	10,000	10,000
Gondola Maintenance	Utilities - Gas & Oil (7)	6,427	5,615	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
Total Gondola Maintenance		1,271,316	1,279,880	1,407,996	1,400,849	(7,147)	1,436,841	35,992	1,427,644	1,431,014	1,436,451	1,450,456

(5) 2020 Snowcat major service/2021 Terex major service/2025 snowcat major service

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

(7) Revised upwards to reflect backup generator fuel consumption

Gondola Capital/MR&R	Noise Mitigation	355,090	-	35,000	-	(35,000)	-	-	-	-	-	-
Gondola Capital/MR&R	Bull Wheel Replacement (8)	-	-	-	-	-	-	-	75,000	75,000	75,000	-
Gondola Capital/MR&R	Gearbox Rebuild (9)	-	-	-	-	-	100,000	100,000	-	-	-	-

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections
Gondola Fund

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long	2023 Long	2024 Long	2025 Long	
				2020 Original	Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
								Projection	Projection	Projection	Projection	
Gondola Capital/MR&R	Ski/Board Racks Upgrade	-	320	-	-	-	-	-	-	-	-	
Gondola Capital/MR&R	Painting	-	-	-	-	-	-	-	-	-	-	
Gondola Capital/MR&R	Haul Ropes	464,495	-	-	-	-	-	-	-	-	-	
Gondola Capital/MR&R	Conveyor Drives & Gear Motors	-	-	20,000	-	(20,000)	-	-	-	-	-	
Gondola Capital/MR&R	Conveyor Rebuilds (10)	-	-	150,000	-	(150,000)	275,000	275,000	-	-	-	
Gondola Capital/MR&R	Cabin Window Buffing	-	18,678	10,000	10,000	-	20,000	10,000	10,000	20,000	20,000	
Gondola Capital/MR&R	Fiber Optics - Control System (11)	450,000	819,684	-	-	-	20,000	20,000	-	-	-	
Gondola Capital/MR&R	Cabin Refurbs (12)	350,042	221,824	20,000	50,000	30,000	20,000	(30,000)	20,000	20,000	20,000	
Gondola Capital/MR&R	Station Upgrades (13)	-	70,832	400,000	55,000	(345,000)	-	(55,000)	350,000	-	-	
Gondola Capital/MR&R	Electric Motor (14)	-	-	-	-	-	25,000	25,000	-	-	-	
Gondola Capital/MR&R	Lighting Array Repairs (15)	90,334	-	40,000	40,000	-	20,000	(20,000)	20,000	20,000	20,000	
Gondola Capital/MR&R	Wayfinding	81,879	18,418	-	-	-	-	-	-	-	-	
Total MR&R		1,791,839	1,149,756	675,000	155,000	(520,000)	480,000	325,000	475,000	135,000	125,000	60,000
Gondola Capital/MR&R	Gondola Cabins	323	5,000	-	-	-	-	-	-	-	-	
Gondola Capital/MR&R	Vehicles	-	-	-	-	-	-	-	-	-	-	
Gondola Capital/MR&R	Equipment Replacement (16)	-	28,506	12,000	12,000	-	12,000	-	18,000	-	30,000	14,000
Gondola Capital/MR&R	Grip Replacements (17)	-	-	-	-	-	-	-	125,000	125,000	-	-
Gondola Capital/MR&R	Bike Racks (18)	-	1,182	100,000	2,500	(97,500)	37,500	35,000	37,500	-	-	
Gondola Capital/MR&R	Staircases	58,970	-	-	-	-	-	-	-	-	-	
Gondola Capital/MR&R	Terminal Flooring	82,485	-	-	-	-	-	-	-	-	-	
Gondola Capital/MR&R	AC Drives/Motors	-	-	-	-	-	-	-	-	-	-	
Total Capital		141,778	34,688	112,000	14,500	(97,500)	49,500	35,000	180,500	125,000	30,000	14,000

(8) Placeholders for all 3 drive bullwheels, subject to condition

(9) 2021 Gearbox rebuilds (every 5 years); 80% grant funded in 2021

(10) 80% grant funded in 2021

(11) 2021 Fiber optic comm-line from angle to market station

(12) 2020 - Refurb 2x Steamboat old Omegas and 1x OM3; 2021-2025 placeholder for potential damages

(13) 2020 Angle station fire suppression system upgrades; 2022 Angle station bathrooms

(14) AC motor rebuild every 5 years; 80 % grant funded 2021

(15) 2020 Station 4 roof array replacement; 2021-2025 placeholders

(16) 2020 - Snowmobile replacement; 2021 - Snowmobile Replacement; 2022 - UTV replacement; 2024 UTV replacement, Snowmobile replacement; 2025 snowmobile replacements

(17) 2022 and 2023 - 7 Year jaw/spring replacement schedule

(18) 2021 door Racks for 30 Om 3/4 cabins

529,500 360,000 655,500 260,000 155,000 74,000

**TOWN OF MOUNTAIN VILLAGE
2021 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 2020 ACHIEVEMENTS:

- Stakeholder relations: on-going with TSG, USFS, SMC, TOT, SMVC, TPTA, TMVOA
- Year-end budget projection: UNDER BUDGET
- All venues ready to open at beginning of winter season. Delayed opening for summer season venues due to COVID / furloughs
- Zero (0) workers comp claims
- Performed 60+ man-hours of weed control activities

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Parks & Recreation

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long	2023 Long	2024 Long	2025 Long	
				2020 Original	Forecasted	Adjustments	Proposed	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Parks & Recreation	Salaries & Wages	239,505	212,099	206,441	170,000	(36,441)	206,441	36,441	206,441	206,441	206,441	
Parks & Recreation	Seasonal Bonus	3,076	1,039	2,000	-	(2,000)	-	-	-	-	-	
Parks & Recreation	Offset Labor	-	(13,770)	(5,000)	(10,233)	(5,233)	(5,000)	5,233	(5,000)	(5,000)	(5,000)	
Parks & Recreation	Group Insurance	53,478	54,082	58,050	58,050	-	61,243	3,193	62,468	63,717	64,991	
Parks & Recreation	Dependent Health Reimbursement	(5,723)	(5,705)	(5,200)	(5,200)	-	(5,200)	-	(5,200)	(5,200)	(5,200)	
Parks & Recreation	PERA & Payroll Taxes	36,082	31,688	32,267	26,996	(5,271)	32,783	5,787	32,783	32,783	32,783	
Parks & Recreation	PERA 401K	8,823	9,185	10,140	8,000	(2,140)	8,000	-	8,000	8,000	8,000	
Parks & Recreation	Workers Compensation	8,762	2,416	5,000	1,000	(4,000)	5,000	4,000	5,000	5,000	5,000	
Parks & Recreation	Other Employee Benefits	957	3,870	5,862	5,862	-	5,830	(32)	5,830	5,830	5,830	
Parks & Recreation	Uniforms	1,964	2,054	2,000	1,000	(1,000)	2,000	1,000	2,000	2,000	2,000	
Parks & Recreation	Consultant Services	20,000	3,640	-	-	-	-	-	-	-	-	
Parks & Recreation	Weed Control	770	-	2,000	2,000	-	2,000	-	2,000	2,000	2,000	
Parks & Recreation	Repair & Maintenance	689	-	-	-	-	-	-	-	-	-	
Parks & Recreation	Vehicle Repair & Maintenance	6,769	3,975	7,500	5,000	(2,500)	7,500	2,500	7,500	7,500	7,500	
Parks & Recreation	Equipment Rental	-	-	-	-	-	-	-	-	-	-	
Parks & Recreation	Facility Expense	143	110	2,500	1,000	(1,500)	2,500	1,500	2,500	2,500	2,500	
Parks & Recreation	Communications	1,829	1,909	2,000	2,000	-	2,000	-	2,000	2,000	2,000	
Parks & Recreation	Dues & Fees	299	250	260	260	-	260	-	260	260	260	
Parks & Recreation	Hotel Madeline HOA Dues	6,492	7,108	-	-	-	-	-	-	-	-	
Parks & Recreation	Hotel Madeline Shared Facility Expense	43,747	43,131	53,500	61,000	7,500	65,000	4,000	65,000	65,000	65,000	
Parks & Recreation	Travel, Education & Conference	2,426	3,484	3,500	-	(3,500)	3,500	3,500	3,500	3,500	3,500	
Parks & Recreation	Contract Labor	-	6,263	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	
Parks & Recreation	Postage And Freight	-	-	200	200	-	200	-	200	200	200	
Parks & Recreation	General Supplies & Materials	1,979	3,632	5,000	5,000	-	5,000	-	5,000	5,000	5,000	
Parks & Recreation	Trail Maintenance Materials (1)	11,149	6,374	60,000	25,000	(35,000)	25,000	-	10,000	10,000	10,000	
Parks & Recreation	Trail Materials - Dog Stations	370	440	250	1,500	1,250	500	(1,000)	500	500	500	
Parks & Recreation	Business Meals	493	231	655	200	(455)	200	-	200	200	200	
Parks & Recreation	Employee Appreciation	186	173	300	300	-	300	-	300	300	300	
Parks & Recreation	Utilities - Natural Gas	1,880	2,356	2,928	2,928	-	2,928	-	2,928	2,928	2,928	
Parks & Recreation	Utilities - Electricity	1,021	798	1,654	1,654	-	1,654	-	1,654	1,654	1,654	
Parks & Recreation	Utilities - Gasoline	5,904	8,046	7,500	6,000	(1,500)	6,000	-	6,000	6,000	6,000	
Parks & Recreation	Open Space - Playgrounds	944	-	1,000	1,000	-	1,000	-	1,000	1,000	1,000	
Parks & Recreation	Boulder Activity	-	250	500	500	-	500	-	500	500	500	
Parks & Recreation	Frisbee Golf Activity	66	100	1,000	1,000	-	1,000	-	1,000	1,000	1,000	
Parks & Recreation	Platform Tennis Courts (2)	223	6,038	17,500	7,500	(10,000)	12,500	5,000	2,500	2,500	2,500	
Parks & Recreation	Nordic Trails & Grooming	4,445	599	2,500	2,500	-	2,500	-	2,500	2,500	2,500	
Parks & Recreation	Ice Rink Expenses Lot 50/51	12,191	10,505	17,500	12,500	(5,000)	15,000	2,500	15,000	15,000	15,000	
Parks & Recreation	Ice Rink - Lot 50/51 Electric	24,636	18,365	26,270	20,000	(6,270)	25,000	5,000	25,000	25,000	25,000	
Parks & Recreation	Zamboni Room - Natural Gas	12,240	5,305	15,000	15,000	-	15,000	-	15,000	15,000	15,000	
Parks & Recreation	Bike Park Expenses	3,142	-	-	-	-	-	-	-	-	-	
Parks & Recreation	Wayfinding	-	1,747	-	-	-	-	-	-	-	-	
Parks & Recreation	Contribution USFS Ranger	25,000	25,000	25,000	25,000	-	-	(25,000)	-	-	-	
Total		536,834	457,666	573,576	460,517	(113,059)	514,139	53,622	490,363	491,613	492,887	494,187

(1) 2020 - \$25K plank replacement on pedestrian bridges; 2021 - \$25K plank replacement on pedestrian bridges; 2022 - \$35K plank replacement on pedestrian bridges

(2) 2020 - \$7.5K warming hut deck repairs; 2021 - \$12.5K court resurfacing

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 each Director is achieving their goals and objectives throughout the year and adjust where needed
2. Ensure that we achieve our revenue and expense targets for 2021 at a time of greater budget uncertainty
3. Maintain a high level of employee satisfaction
4. Ensure the long-term financial stability of the Town through strategic and effective management practices.
5. 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.
6. Work with Green Team to reach the environmental goals of the Town, as laid out in the Zero Waste and Climate Action Plans
7. 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
8. Improve IT and Broadband capacity and services
9. 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 and ensuring that each employee has a development plan
10. Work with the Conference Center team and staff to develop the turnaround and capital plan for the Conf Center
11. Implement improvement plan that came out of the 2020 VCA tenant survey and continue to evaluate and prioritize feedback from the VCA tenant Committee

DEPARTMENT PERFORMANCE MEASURES

1. Achieve an average of 90% of each department’s goals annually by measuring their departmental achievements pursuant to our annual review process.
2. Continue to operate within the COVID/Recession Policy budget levels and take actions accordingly if revenues are adversely affected.
3. 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%, 2020 = 88%)
4. 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
5. 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
6. Ensure the Green Team remains relevant in the development and execution of environmental programs
- 7.. 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)
8. 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. Uptime of Broadband operations is 99%.
9. Develop the following at the Town Manager and Director levels in 2021:
 - a. A roadmap for succession including key positions – completed by January 31, 2020
 - b. Formal succession planning policy and plan – completed within first quarter 2020
 - c. Identify timeframes for succession development – complete by first quarter 2021
 - d. Identify high potential employees – complete by second quarter 2021

- e. Prepare development plans for high potential employees to be included in performance evaluations – complete end of third quarter 2021
 - f. Conduct gap analysis to identify what skills are needed vs. what skills exist and associated training and mentorship needs – complete by December of 2021 (complete each year by December for incorporation in the following year’s performance evaluation)
10. Work with Council and staff to determine a path forward for the Conference Center both operationally and capital planning for implementation in 2021
 11. Complete the implementation plan for VCA improvements in 2021 as approved by Town Council

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Town Manager

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	Adjustments	Proposed					Adjustments
Town Manager	Salaries & Wages (1)	160,867	167,655	171,246	218,976	47,730	171,664	(47,312)	171,664	171,664	171,664	171,664
Town Manager	Group Insurance	12,437	12,577	13,500	13,500	-	14,243	743	14,527	14,818	15,114	15,417
Town Manager	PERA & Payroll Taxes	24,991	25,784	26,766	34,773	8,008	27,194	(7,579)	27,194	27,194	27,194	27,194
Town Manager	PERA 401K	14,461	15,072	15,412	15,412	-	15,450	38	15,450	15,450	15,450	15,450
Town Manager	Workers Compensation	323	(178)	1,389	389	(1,000)	389	-	389	389	389	389
Town Manager	Other Employee Benefits	200	900	900	900	-	1,100	200	1,100	1,100	1,100	1,100
Town Manager	Outside Counsel - Litigation	-	5,649	-	-	-	-	-	-	-	-	-
Town Manager	Grant Lobbying Fees	18,000	18,000	18,000	14,000	(4,000)	-	(14,000)	-	-	-	-
Town Manager	Professional Services (2)	13,639	15,100	20,000	-	(20,000)	28,273	28,273	15,287	-	-	-
Town Manager	Consulting Service	-	-	500	500	-	500	-	500	500	500	500
Town Manager	Communications	1,234	730	1,300	1,300	-	1,300	-	1,300	1,300	1,300	1,300
Town Manager	Dues & Fees (3)	7,622	8,703	8,710	8,710	-	7,497	(1,213)	8,710	8,710	8,710	8,710
Town Manager	Travel, Education & Training	-	-	500	-	(500)	500	500	500	500	500	500
Town Manager	General Supplies & Materials	311	747	500	500	-	500	-	500	500	500	500
Town Manager	Business Meals	604	283	500	500	-	500	-	500	500	500	500
Town Manager	Employee Appreciation	62	80	100	100	-	100	-	100	100	100	100
Total		254,752	271,102	279,324	309,561	30,237	269,209	(40,351)	257,721	242,725	243,021	243,323

(1) 2020 is increased due to the PTO lump sum pay out option exercised by employee(s).

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

(3) Colorado Municipal League \$5,855 and Colorado Association of Ski Towns \$2,426 (which will be reduced by 50% for 2021)

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 compensation 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. 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 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Town Council

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020 Original	2020	2020	2021	2021	2022 Long	2023 Long	2024 Long	2025 Long
					Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
				2020 Original	Forecasted	Adjustments	Proposed	Adjustments	Projection	Projection	Projection	Projection
Town Council	Board Compensation (1)	51,767	55,345	55,069	55,069	-	56,921	1,853	56,921	56,921	56,921	56,921
Town Council	PERA & Payroll Taxes	8,092	8,661	8,489	8,489	-	9,039	550	9,039	9,039	9,039	9,039
Town Council	Workers Compensation	116	20	161	161	-	161	-	161	161	161	161
Town Council	Other Benefits	6,300	5,537	6,300	6,300	-	7,700	1,400	7,700	7,700	7,700	7,700
Town Council	Consultant Services	-	-	-	-	-	-	-	-	-	-	-
Town Council	Communications (2)	701	1,457	750	1,016	266	1,231	215	1,231	1,231	1,231	1,231
Town Council	Dues and Fees	1,099	-	-	-	-	-	-	-	-	-	-
Town Council	Travel, Education & Training (3)	3,226	1,975	7,500	3,500	(4,000)	7,500	4,000	7,500	7,500	7,500	7,500
Town Council	General Supplies & Materials	244	759	750	750	-	750	-	750	750	750	750
Town Council	Business Meals-Town Council	12,399	10,737	9,850	2,000	(7,850)	9,850	7,850	9,850	9,850	9,850	9,850
Town Council	Special Occasion	259	854	1,208	1,000	(208)	1,000	-	1,000	1,000	1,000	1,000
Total		84,204	85,346	90,077	78,285	(11,792)	94,152	15,868	94,152	94,152	94,152	94,152

(1) A portion of board compensation is for utility reimbursements which increase annually.

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

(3) Cut budget by 30% based on actuals SJ

Legal

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020 Original	2020	2020	2021	2021	2022 Long	2023 Long	2024 Long	2025 Long
					Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
				2020 Original	Forecasted	Adjustments	Proposed	Adjustments	Projection	Projection	Projection	Projection
Legal	Outside Counsel - General	301	-	25,000	25,000	-	-	(25,000)	-	-	-	-
Legal	Outside Counsel - Litigation	13,277	13,746	-	-	-	-	-	-	-	-	-
Legal	Outside Counsel - Extraordinary	5,000	-	-	-	-	-	-	-	-	-	-
Legal	Legal - Prosecution Services	-	-	-	-	-	30,000	30,000	30,000	30,000	30,000	30,000
Legal	Legal - Extraordinary	19,318	38,065	30,000	30,000	-	-	(30,000)	-	-	-	-
Legal	Legal - Litigation	40,507	36,736	30,000	30,000	-	30,000	-	30,000	30,000	30,000	30,000
Legal	Legal - General (3)	336,343	332,801	291,525	291,525	-	250,000	(41,525)	250,000	250,000	250,000	250,000
Legal	Out Of Pocket Expense	26	806	-	-	-	-	-	-	-	-	-
Total		414,772	422,153	376,525	376,525	-	310,000	(66,525)	310,000	310,000	310,000	310,000

(3) Until the decision is made to in house legal or another contract, we will leave the legal budget as it has been.

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, main line telephone call management, building maintenance coordination, information requests, liquor licensing, notary services and special projects.

DEPARTMENT GOALS

1. Prepare all Town Council documentation, oversee coordination of meeting schedules and incorporating Zoom meeting protocols
2. Maintain Town documents and respond to CORA requests
3. Liquor license administration
4. Monitor Town contracts, agreements and leases for compliance
5. Operate the department within budget
6. Provide professional and polite customer service, office management and maintenance coordination
7. Provide ongoing updates to the Town Code to keep it current after new legislation is passed
8. Continuing education for Town Clerk and Senior Deputy Town Clerk as needed
9. Purge all digital records required by the records retention schedule
10. Operate the department in an environmentally sustainable and sensitive manner including the responsible use of electricity, natural gas, fuel, paper, water, and chemicals
11. Prepare for and complete a successful 2021 election

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. Serve as staff support on Grant Committee and Green Team.
2. Maintain all Town Administrative documents in a document management system according to the adopted retention schedule; including Contract Management and work to continue to incorporate Finance, Planning and Development Services, Human Resources, Mountain Munchkins and Public Works in 2021.
3. Research, evaluate and prepare all liquor license applications accurately and in time for inclusion in Council packets for Town Council consideration if necessary. 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 Town Clerk related 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 Zoom meeting set up, 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 Senior Deputy Town Clerk 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 2020

1. 100% compliance and completion of the production of packets, minutes and agendas for at least 29 Town Council meetings according to SOP deadlines and requirements. Learned new protocols for virtual meetings due to COVID-19.
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. 100% of Town Clerk website maintenance and postings were performed within 48 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 quarterly reviews 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 10/07/20
 9. Town Clerk and Senior Deputy Clerk completed training at annual CMCA conference in October. Both clerks applied for and received full scholarships for the conference.
 10. Town Clerk and Senior Deputy Town Clerk working towards MMC (Master Municipal Clerk) certification.
 11. 100% of all digital records required to be purged by the records retention schedule have been purged by March 2020 and 100% of all paper documents allowed to be destroyed by State Archivist destroyed by year end 2020.
 12. Implemented use of green cleaning products and recycled paper and pens. Staff strives to reduce, reuse and recycle daily.
 13. Initiate a mock election to prepare for 2021 June election
 14. Completed cross training of Town Clerk and Senior Deputy Clerk duties to ensure full department coverage.
 15. Clerks Department has provided support to other departments as needed during COVID-19. Senior Deputy Clerk cross trained in Human Resources to facilitate the new staffing transition.

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Town Clerk

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020 Original	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection
					Forecasted	Adjustments	Proposed	Adjustments				
Town Clerk's Office	Salaries & Wages (1)	191,634	187,059	189,516	165,180	(24,336)	133,040	(32,140)	133,040	133,040	133,040	133,040
Town Clerk's Office	Group Insurance	37,310	37,732	40,500	30,000	(10,500)	28,485	(1,515)	29,055	29,636	30,229	30,833
Town Clerk's Office	Dependent Health Reimbursement	(3,617)	(3,611)	(3,378)	(3,378)	-	(3,378)	-	(3,378)	(3,378)	(3,378)	(3,378)
Town Clerk's Office	PERA & Payroll Taxes	29,078	28,100	29,621	26,231	(3,391)	21,127	(5,104)	21,127	21,127	21,127	21,127
Town Clerk's Office	PERA 401K	5,627	8,614	7,581	6,853	(728)	6,604	(249)	6,604	6,604	6,604	6,604
Town Clerk's Office	Workers Compensation	186	162	318	170	(148)	170	-	170	170	170	170
Town Clerk's Office	Other Employee Benefits	600	1,800	2,700	1,800	(900)	2,200	400	2,200	2,200	2,200	2,200
Town Clerk's Office	Consultant Services	-	-	2,500	-	(2,500)	-	-	-	-	-	-
Town Clerk's Office	Janitorial/Trash Removal (2)	18,270	23,149	22,000	22,550	550	23,001	451	23,001	23,001	23,001	23,001
Town Clerk's Office	Security Monitoring - Town Hall (3)	372	623	395	612	217	612	-	612	612	612	612
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	7,660	9,194	10,000	10,000	-	10,000	-	10,000	10,000	10,000	10,000
Town Clerk's Office	Communications	17,565	18,253	16,100	16,144	44	16,144	-	16,144	16,144	16,144	16,144
Town Clerk's Office	Election Expenses	-	6,190	-	-	-	6,000	6,000	-	6,000	-	6,000
Town Clerk's Office	Public Noticing	123	164	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	665	720	600	600	-	600	-	600	600	600	600
Town Clerk's Office	Travel, Education & Training (4)	3,158	4,236	11,500	1,000	(10,500)	5,000	4,000	5,000	5,000	5,000	5,000
Town Clerk's Office	Digitizing Documentation (5)	-	448	1,500	-	(1,500)	-	-	-	-	-	-
Town Clerk's Office	Postage & Freight	1,920	922	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500
Town Clerk's Office	General Supplies & Material	5,055	4,785	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
Town Clerk's Office	Business Meals	652	347	850	600	(250)	600	-	600	600	600	600
Town Clerk's Office	Employee Appreciation	274	293	300	200	(100)	200	-	200	200	200	200
Town Clerk's Office	COVID-19 Related Expenses	-	-	-	2,000	2,000	2,000	-	-	-	-	-
Town Clerk's Office	Utilities - Natural Gas	5,752	6,423	6,615	6,615	-	6,615	-	6,615	6,615	6,615	6,615
Town Clerk's Office	Utilities - Electricity	14,718	14,695	17,174	17,174	-	17,174	-	17,174	17,174	17,174	17,174
Town Clerk's Office	Utilities - Water/Sewer	7,537	9,072	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		361,634	376,466	391,388	339,347	(52,041)	311,190	(28,157)	303,759	310,341	304,933	311,538

(1) Department re-structured from 3 employees to two.

(2) 2% increase across the board for janitorial services

(3) New monthly rate is \$153/qtr for cell emergency line Used to be \$93/quarter

(4) Includes Data Base Training for 2021 Election

(5) One time cost to transfer cassette tapes to thumb drive

2021 BUDGET

LEGAL DEPARTMENT PROGRAM NARRATIVE

The Town has entered into a professional services contract with Garfield & Hecht, P.C., whereby the Town receives general legal counsel and Paul Wisor, an attorney with Garfield & Hecht, serves 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. Wisor or other attorneys from Garfield & Hecht 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. The engagement letter by and between the Town and Garfield & Hecht provides legal fees will be capped at \$250,000 for the first twelve month period of Garfield & Hecht's representation of the Town. This \$250,000 cap does not include major litigation, water work or other work for which the Town may be reimbursed by third parties such as real estate developers.

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, as requested and subject to public health orders; 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 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Town Council

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020 Original	2020	2020	2021	2021	2022 Long	2023 Long	2024 Long	2025 Long
					Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
									Projection	Projection	Projection	Projection
Town Council	Board Compensation (1)	51,767	55,345	55,069	55,069	-	56,921	1,853	56,921	56,921	56,921	56,921
Town Council	PERA & Payroll Taxes	8,092	8,661	8,489	8,489	-	9,039	550	9,039	9,039	9,039	9,039
Town Council	Workers Compensation	116	20	161	161	-	161	-	161	161	161	161
Town Council	Other Benefits	6,300	5,537	6,300	6,300	-	7,700	1,400	7,700	7,700	7,700	7,700
Town Council	Consultant Services	-	-	-	-	-	-	-	-	-	-	-
Town Council	Communications (2)	701	1,457	750	1,016	266	1,231	215	1,231	1,231	1,231	1,231
Town Council	Dues and Fees	1,099	-	-	-	-	-	-	-	-	-	-
Town Council	Travel, Education & Training (3)	3,226	1,975	7,500	3,500	(4,000)	7,500	4,000	7,500	7,500	7,500	7,500
Town Council	General Supplies & Materials	244	759	750	750	-	750	-	750	750	750	750
Town Council	Business Meals-Town Council	12,399	10,737	9,850	2,000	(7,850)	9,850	7,850	9,850	9,850	9,850	9,850
Town Council	Special Occasion	259	854	1,208	1,000	(208)	1,000	-	1,000	1,000	1,000	1,000
Total		84,204	85,346	90,077	78,285	(11,792)	94,152	15,868	94,152	94,152	94,152	94,152

(1) A portion of board compensation is for utility reimbursements which increase annually.

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

(3) Cut budget by 30% based on actuals SJ

Legal

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020 Original	2020	2020	2021	2021	2022 Long	2023 Long	2024 Long	2025 Long
					Forecasted	Adjustments	Proposed	Adjustments	Term	Term	Term	Term
									Projection	Projection	Projection	Projection
Legal	Outside Counsel - General	301	-	25,000	25,000	-	-	(25,000)	-	-	-	-
Legal	Outside Counsel - Litigation	13,277	13,746	-	-	-	-	-	-	-	-	-
Legal	Outside Counsel - Extraordinary	5,000	-	-	-	-	-	-	-	-	-	-
Legal	Legal - Prosecution Services	-	-	-	-	-	30,000	30,000	30,000	30,000	30,000	30,000
Legal	Legal - Extraordinary	19,318	38,065	30,000	30,000	-	-	(30,000)	-	-	-	-
Legal	Legal - Litigation	40,507	36,736	30,000	30,000	-	30,000	-	30,000	30,000	30,000	30,000
Legal	Legal - General (3)	336,343	332,801	291,525	291,525	-	250,000	(41,525)	250,000	250,000	250,000	250,000
Legal	Out Of Pocket Expense	26	806	-	-	-	-	-	-	-	-	-
Total		414,772	422,153	376,525	376,525	-	310,000	(66,525)	310,000	310,000	310,000	310,000

(3) Until the decision is made to in house legal or another contract, we will leave the legal budget as it has been.

**TOWN OF MOUNTAIN VILLAGE
2021 BUDGET
HUMAN RESOURCES DEPARTMENT PROGRAM NARRATIVE**

Item 15e

Human Resources provides the organizational framework that promotes teamwork, productivity, efficiency, guest service and safety.

DEPARTMENT GOALS

1. Administer and enforce town policies in compliance with state/federal laws and town goals
2. Assure compliance with the town's drug & alcohol policies in compliance with DOT regulations and oversee onsite drug and alcohol testing collection.
3. Promote the town's commitment to environmental sustainability by educating and engaging employees and applicants.
4. Prepare and stay within the HR department's approved budget.
5. Maintain accurate personnel files in compliance with the Colorado Retention Schedule and ensure accurate information for payroll
6. Assist management with timely and lawful recruitment processes to maintain proper staffing levels and reduce turnover.
7. Oversee the Safety Committee, workers compensation, and safety programs to provide a safe workplace and minimize workplace injuries
8. Administer attractive benefits and compensation package to attract and retain high-performing, well-qualified employees
9. Combine performance management with employee development. Assist management with evaluating staff, performance documentation and conducting performance reviews. Assist with succession planning. Coordinate staff training, professional development and employee appreciation/recognition opportunities.

PERFORMANCE MEASURES

1. Annually update employee handbook, policies & procedures, and housing allowances. Continue ongoing communication/training with MSEC, CML, CIRSA, and Pinnacol regarding current laws, policies & procedures. Review unemployment claims, workers compensation claims, and personnel actions. Participate in MSEC Employment Law Conference and other various trainings.
2. All required testing/training is complete; required employee and supervisor training is completed timely; records are accurate, timely and retained in accordance with the DOT regulations and the Colorado Record Retention Schedule; policies are updated and adhered to.
3. Alongside the Green Team, provide ongoing employee education, policies and programs to encourage a culture of responsible environmental stewardship in recruiting, employee orientations, and monthly newsletters. Transition to more e-docs.
4. Department year end expenditure totals do not exceed the adopted budget. Actively seek opportunities to optimize financial costs when making decisions.
5. Maintain all employee files in accordance with the record retention schedule and audit compliance. Process all new hire paperwork on or before the first day of work. Conduct new employee orientation for all employees, providing an overview of benefits, UltiPro, safety policies and ensuring they experience a positive start as a new employee
6. Assist department management with hiring processes and interviewing utilizing Director and Coordinator to actively participate in hiring decisions. Seek creative ways to attract quality employees and reduce turnover. Oversee the employee housing program with Gondola and VCA collaboration. Assist directors and managers with succession planning
7. Update the Worker's Compensation Cost Containment Program. Oversee and increase the attendance and awareness of the monthly safety committee meetings. Oversee safety inspections, and safety & loss control programs. Process workers compensation claims within 48 hours. Investigate accidents and coordinate with management to implement safety measures. Administer and update the safety incentives program to encourage a proactive approach to a safe workplace resulting in an accident free/no loss time workplace (to include 1-yr accident free awards, hard hat awards and TMV safety bucks). Utilize the return to work program after injuries. Conduct annual Motor Vehicle Record review.
8. Administer all benefit programs and assist employees in program utilization. Conduct monthly/quarterly benefit program utilization reminders for staff encouraging stronger use of all offered benefits. Conduct an open enrollment experience providing an overview of employee's current benefits and using less paper documents. Increase employee's 401k contributions with ongoing education.
Conduct an annual review of compensation and benefits ensuring compensation is staying up to date with the market.
Conduct annual employee satisfaction survey with overall results greater than 80% and no individual category below 70%.
9. Provide ongoing supervisor training on evaluating and documenting employee performance. Continue to re-evaluate goals and performance measures annually and align with town goals. Conduct performance reviews annually for all year round employees
10. Schedule ongoing trainings regarding guest service, safety, policies, and benefits. Coordinate the annual employee appreciation picnic, regular employee potlucks, employee recreation day, and other employee appreciation programs. Assist with succession planning. Administer monthly Guest Service Awards program

2020 ACCOMPLISHMENTS

1. Implemented 2021 CIRSA loss control standards and training requirements

2. Added an additional employee housing unit in 2020. The Employee Housing Program developed by the HR Coordinator provides furnished housing units for up to 18 seasonal TMV employees at Village Court Apartments.
3. 2020 Employee satisfaction survey showed that 88% are either satisfied or very satisfied with their employment with the town.
4. Maintaining worker's compensation Cost Containment Certification
5. Maintain low worker's compensation claim amounts with Pinnacol resulting in low MOD and a dividend to Town at year end
6. CEBT approved dividend due to no elective procedures during the COVID shutdown resulted in a dividend of approximately \$58,300

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Human Resources

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long	2023 Long	2024 Long	2025 Long	
				2020 Original	Forecasted	Adjustments	Proposed	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Human Resources	Salaries & Wages (1)	146,084	139,337	150,772	157,003	6,231	130,000	(27,003)	130,000	130,000	130,000	130,000
Human Resources	Group Insurance	24,873	21,983	27,000	27,000	-	28,485	1,485	29,055	29,636	30,229	30,833
Human Resources	Dependent Health Reimbursement	(2,170)	(2,166)	(2,160)	(2,160)	-	(2,160)	-	(2,160)	(2,160)	(2,160)	(2,160)
Human Resources	PERA & Payroll Taxes	22,330	20,884	23,566	24,540	974	20,644	(3,896)	20,644	20,644	20,644	20,644
Human Resources	PERA 401K	10,386	9,453	6,542	7,272	730	2,600	(4,672)	3,900	5,200	6,500	6,500
Human Resources	Workers Compensation	124	108	257	257	-	257	-	257	257	257	257
Human Resources	Other Employee Benefits	(1,068)	1,578	1,800	1,800	-	2,200	400	2,200	2,200	2,200	2,200
Human Resources	Agency Compliance (2)	2,701	3,127	4,300	4,300	-	4,300	-	4,300	4,300	4,300	4,300
Human Resources	Employee Assistance Program	1,384	2,626	3,485	1,272	(2,213)	1,000	(272)	1,000	1,000	1,000	1,000
Human Resources	Life Insurance	30,855	30,358	32,448	35,939	3,491	36,000	61	36,000	36,000	36,000	36,000
Human Resources	Employee Hotline (3)	-	200	5,000	1,000	(4,000)	1,000	-	1,000	1,000	1,000	1,000
Human Resources	Safety Programs	7,620	5,177	6,000	6,000	-	6,000	-	6,000	6,000	6,000	6,000
Human Resources	Employee Functions	14,000	11,368	15,000	8,800	(6,200)	20,000	11,200	20,000	20,000	20,000	20,000
Human Resources	HR Payroll Software (4)	43,488	49,371	48,000	48,000	-	50,000	2,000	52,000	54,000	54,000	56,000
Human Resources	Consultant Services (5)	-	-	30,000	-	(30,000)	-	-	-	30,000	-	-
Human Resources	HR Housing - Expense (6)	2,825	4,598	3,350	3,350	-	5,670	2,320	5,670	5,670	5,670	5,670
Human Resources	Communications	1,398	1,791	1,335	1,335	-	1,335	-	1,335	1,335	1,335	1,335
Human Resources	Recruiting	26,443	18,358	20,000	20,000	-	20,000	-	20,000	20,000	20,000	20,000
Human Resources	Dues & Fees	6,277	6,382	6,382	6,593	211	6,600	7	6,600	6,600	6,600	6,600
Human Resources	Travel, Education & Training	13,364	892	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
Human Resources	Postage & Freight	154	104	204	150	(54)	150	-	150	150	150	150
Human Resources	General Supplies & Materials	1,025	1,170	1,224	300	(924)	1,000	700	1,000	1,000	1,000	1,000
Human Resources	Business Meals	74	-	100	100	-	100	-	100	100	100	100
Human Resources	Employee Appreciation	165	167	200	200	-	200	-	200	200	200	200
Human Resources	Special Occasion Expense	485	293	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000
Human Resources	Books & Periodicals	-	-	-	-	-	-	-	-	-	-	-
Total		352,818	327,158	390,805	359,050	(31,755)	341,381	(17,669)	345,251	379,132	351,025	353,629

(1) 2020 increased because of PTO payouts for two employees.

(2) Continue to complete in-house drug screens when possible

(3) \$80/hr when used. Otherwise, no annual costs

(4) Yearly increase in software expenses

(5) Conducting another salary survey in 2023, 5 years from last one

(6) Factoring in continued use of VCA employee housing

TOWN OF MOUNTAIN VILLAGE**2021 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 manages the Business Development Advisory Committee and executes strategies and programs. Staff also 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 assists an action-driven Green Team when necessary 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, 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 inquiries 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.
3. Manage ReadyOp communication system.

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. Manage and maintain the Town's website with an improved search function, and user-friendly layout.
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. Manage and maintain online form capability for appropriate downloadable pdf forms currently are on our website.

Item 6

1. Refine the Broadband customer database for more targeted marketing efforts.
2. Assist the broadband department and broadband consultant 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 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 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 at least 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 5 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 while actively seeking opportunities to optimize financial costs and maintaining a similar community impact of work.
2. Serve as the Town representative, when necessary, on regional sustainability groups including Carbon Neutral Coalition, Sneffels Energy Board and Green Team.
3. Assist in directing and facilitating the town's sustainability efforts, offering Green Team staff support when necessary.
4. 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.
5. Maintain efforts to reach the town's greenhouse gas (GHG) reduction targets for a 2050 carbon neutrality goal 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 when necessary by phone or in person to update regional organizations on TMV's sustainability efforts. Contribute to regional efforts when appropriate.

Item 3

1. Help in the execution of TMV sustainability efforts when necessary through communication assistance and town policy navigation.

Item 4

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 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.

2020 ACCOMPLISHMENTS

Communications and Marketing

1. The department has continued to increase town communication users, subscribers and followers across all channels: website, email marketing, ReadyOp and social media. We have also seen more community outreach with an increase in local media coverage and public service announcements.
2. As of 7/1/20 there is a 12% increase in website users YOY, 26% in email subscribers, 18% increase in ReadyOp subscribers, and 23% in social media followers across all platforms.
3. As of 7/1/20 there is a 157% percent increase in media mentions compared to the previous year.
4. As of 7/1/20, staff increased the volume of public service announcements by 700% over 2019 YOY.
5. Social media channels flourished with a 27% increase in post link clicks over last year's comparison period. This leads us to believe our followers find our content relevant and click to read more information. This could also be attributed to our new website which is better suited for social media integration.
6. The various website *Contact Us* forms were highly utilized by our community in the first half of 2020 with nearly 100 submissions, all responded to within 24 hours or by Monday on the weekend for non-emergency inquiries.

Business Development and Community Engagement

7. Held 12 meetings in the first half of 2020 in response to the economic hardship brought on by the COVID-19 pandemic. Implementing a COVID-19 BDAC work plan has generated many great efforts including Village Center vitalization and Dine-outside webpage, Sunset Stroll event, and a Marketing Assistance Fund.
8. Created a safe and responsible Market on the Plaza with a reduction in vendors and increased social distancing. Sales, although declined, did not fall as far as expected, only 14% YOY

Sustainability

9. Launched a new Greenhouse Gas reporting strategy and Climate Action Plan with Lotus Engineering.
10. Served 85 families (174 participants) in the Farm to Community program distributing food for 23 consecutive weeks.

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Communications & Business Development

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020 Original	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection
					Forecasted	Adjustments	Proposed	Adjustments				
Communications & Business Development	Salaries & Wages	139,368	210,799	135,515	143,912	8,397	148,000	4,088	148,000	148,000	148,000	148,000
Communications & Business Development	Group Insurance	23,833	39,528	27,000	27,000	-	28,485	1,485	29,055	29,636	30,229	30,833
Communications & Business Development	Dependent Health Reimbursement	(529)	(2,445)	(2,000)	(2,000)	-	(2,000)	-	(2,000)	(2,000)	(2,000)	(2,000)
Communications & Business Development	PERA & Payroll Taxes	21,464	29,013	21,181	22,493	1,312	23,502	1,009	23,502	23,502	23,502	23,502
Communications & Business Development	PERA 401K	2,826	4,976	3,388	3,388	-	4,440	1,052	5,920	7,400	7,400	7,400
Communications & Business Development	Workers Compensation	124	168	194	194	-	194	-	194	194	194	194
Communications & Business Development	Other Employee Benefits	600	1,800	1,900	1,900	-	1,900	-	1,900	1,900	1,900	1,900
Communications & Business Development	Uniforms	-	856	-	-	-	-	-	-	-	-	-
Communications & Business Development	Consultant Services	8,882	1,250	5,000	5,000	-	5,000	-	5,000	5,000	5,000	5,000
Communications & Business Development	Green Team Expense	1,199	15	-	-	-	2,420	2,420	-	-	-	-
Communications & Business Development	Green Team Compost	-	-	20,000	20,000	-	20,000	-	20,000	20,000	20,000	20,000
Communications & Business Development	Green Team Green House Gas	12,000	48,150	19,000	19,000	-	15,395	(3,605)	19,000	19,000	19,000	19,000
Communications & Business Development	Green Team Communications/Education	-	14,518	7,570	7,570	-	6,000	(1,570)	7,570	7,570	7,570	7,570
Communications & Business Development	Green Team MV Clean Up	-	2,104	1,400	1,400	-	1,400	-	1,400	1,400	1,400	1,400
Communications & Business Development	Green Team Bike to Work	-	23	30	30	-	-	(30)	30	30	30	30
Communications & Business Development	Green Team Green Lights	1,314	451	-	-	-	1,000	1,000	-	-	-	-
Communications & Business Development	Green Team Dues & Fees	-	2,000	2,000	2,000	-	3,785	1,785	2,000	2,000	2,000	2,000
Communications & Business Development	Farm to Community Initiative (1)	23,245	33,714	40,000	72,000	32,000	40,000	(32,000)	40,000	40,000	40,000	40,000
Communications & Business Development	Facility Rent	300	3,000	-	-	-	-	-	-	-	-	-
Communications & Business Development	Dues & Fees	1,591	5,133	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Communications & Business Development	Travel, Education & Training (2)	6,645	8,373	3,000	3,000	-	7,000	4,000	7,000	7,000	7,000	7,000
Communications & Business Development	Live Video Streaming	16,004	13,663	15,000	15,000	-	15,000	-	15,000	15,000	15,000	15,000
Communications & Business Development	Marketing-Business	60,208	4,621	-	-	-	-	-	-	-	-	-
Communications & Business Development	Marketing-Business Development	495	3,988	27,000	18,000	(9,000)	18,000	-	18,000	18,000	18,000	18,000
Communications & Business Development	Print Collateral	-	10,575	-	6,000	6,000	6,000	-	6,000	6,000	6,000	6,000
Communications & Business Development	Marketing-Software	873	10,024	5,000	7,000	2,000	7,000	-	7,000	7,000	7,000	7,000
Communications & Business Development	Marketing-Design	11,903	10,890	6,000	6,000	-	6,000	-	6,000	6,000	6,000	6,000
Communications & Business Development	Marketing-Public Relations	-	434	-	-	-	-	-	-	-	-	-
Communications & Business Development	Marketing-Video	2,500	6,000	1,500	1,500	-	1,500	-	1,500	1,500	1,500	1,500
Communications & Business Development	Postage & Freight	54	349	500	500	-	500	-	500	500	500	500
Communications & Business Development	Surveys	-	-	-	-	-	-	-	-	-	-	-
Communications & Business Development	Photos	5,108	3,590	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Communications & Business Development	General Supplies & Materials	2,722	7,262	2,000	2,000	-	2,000	-	2,000	2,000	2,000	2,000
Communications & Business Development	Business Meals	1,438	1,549	400	400	-	400	-	400	400	400	400
Communications & Business Development	Employee Appreciation	208	387	200	200	-	200	-	200	200	200	200
Communications & Business Development	COVID-19 Related Expenses	-	-	-	-	-	-	-	-	-	-	-
Communications & Business Development	BDAC Stimulus (3)	-	-	-	420,000	420,000	100,000	(320,000)	-	-	-	-
Communications & Business Development	Books & Periodicals	213	282	-	-	-	-	-	-	-	-	-
Communications & Business Development	Communications - Phone	2,150	2,898	2,872	2,872	-	2,872	-	2,872	2,872	2,872	2,872
Communications & Business Development	Website Hosting	5,626	6,840	3,500	4,500	1,000	4,500	-	4,500	4,500	4,500	4,500
Communications & Business Development	Website Management	35,243	33,398	17,000	17,000	-	17,000	-	17,000	17,000	17,000	17,000
Communications & Business Development	E-Mail Communication	16,217	12,184	8,000	5,000	(3,000)	5,000	-	5,000	5,000	5,000	5,000
Communications & Business Development	Print Advertising (4)	18,158	21,586	9,000	9,000	-	11,500	2,500	11,500	11,500	11,500	11,500
Communications & Business Development	Promo Items/Info	-	1,025	950	950	-	950	-	950	950	950	950
Communications & Business Development	Special Events Marketing	-	4,250	2,000	3,000	1,000	3,000	-	3,000	3,000	3,000	3,000
Communications & Business Development	Broadcast Programming	-	-	1,200	1,200	-	1,200	-	1,200	1,200	1,200	1,200
Communications & Business Development	Online Advertising	583	5,400	1,000	1,000	-	1,000	-	1,000	1,000	1,000	1,000

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Communications & Business Development

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	2020 Adjustments	2021 Proposed					2021 Adjustments
Communications & Business Development	Social Media	3,854	7,036	5,000	5,000	-	5,000	-	5,000	5,000	5,000	
Total		426,418	571,659	397,300	857,010	459,710	519,144	(337,866)	421,193	423,254	423,847	424,452

- (1) Funds were increased in 2020 to serve 85 families, for 23 weeks. This adjusted amount also accounts for the \$8000 received from grant funding. In 2021, funds will reduce to the original scope of serving 70 families for 14 weeks.
- (2) An additional \$4,000 annually for University of Colorado Denver Masters of Public Relations program, taking one class a semester
- (3) In preparation for economic hardships continuing into 2021, a business relief fund will be available for any BDAC initiatives Town Council approves.
- (4) This upcoming year is an election year we will increase advertising costs for election and open seats.

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 budget deadlines required by law. Operate the Finance Department budget within its adopted budget.
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. Business License: process all business license applications and issue licenses to business owners and handle all inquiries in a courteous and professional manner.
5. Asset Management: Maintain fixed asset records that present accurately the current fixed asset ownership detail as well as the depreciation records and methods. 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. 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. Manage the Town's property and liability insurance coverages.
6. Liabilities and Obligations Management: Long Term Debt: Review all debt annually for refinancing opportunities to reduce interest costs. Ensure all filing requirements imposed by lenders and rating agencies are adhered to. 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.
7. 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 2020

1. 2020 Budget adopted and filed with the State of Colorado in a timely manner.
2. 2018 CAFR GFOA Award received. 2019 Audit report and CAFR issued in July 2020. 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 June 30, 2020 97% 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 2020 audit.
8. The quarterly investment reports have been filed with Town Council timely this fiscal year. At June 30, 2020 the book yield on the Town's general investment portfolio was 1.16% with 3 years average duration. At June 30, 2020 the benchmark 3 year treasury yield curve rate was .18%.
9. Department is under budget as of July 31, 2020.
10. There is a refinancing structure for the 2014 G.O. Refunding Parking Bonds are currently under study and review by the Budget and Finance Committee.
11. Paperless billing subscriptions are up by 11% year over last at June 30, 2020.

Town of Mountain Village 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections

Finance

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long	2023 Long	2024 Long	2025 Long	
				2020 Original	Forecasted	Adjustments	Proposed	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Finance	Salaries & Wages (1)	419,233	417,948	429,524	458,000	28,476	429,524	(28,476)	429,524	429,524	429,524	429,524
Finance	Group Insurance	71,516	74,445	81,000	81,000	-	85,455	4,455	87,164	88,907	90,686	92,499
Finance	Dependent Health Reimbursement	(1,447)	(1,826)	(2,100)	(2,100)	-	(2,100)	-	(2,100)	(2,100)	(2,100)	(2,100)
Finance	PERA & Payroll Taxes	65,188	64,178	67,135	72,730	5,596	68,208	(4,522)	68,208	68,208	68,208	68,208
Finance	PERA 401K	25,217	21,160	32,153	27,153	(5,000)	27,153	-	27,153	27,153	27,153	27,153
Finance	Workers Compensation	372	324	400	400	-	400	-	400	400	400	400
Finance	Other Employee Benefits	1,200	5,400	5,400	5,400	-	6,600	1,200	6,600	6,600	6,600	6,600
Finance	Bad Debt Expense (2)	13,463	-	-	-	-	-	-	-	-	-	-
Finance	Professional Consulting (3)	12,000	12,500	14,000	14,000	-	14,000	-	14,000	14,000	14,000	14,000
Finance	County Treasurer Collect Fee 2% (4)	82,113	82,913	89,390	89,390	-	89,390	-	89,390	89,390	89,390	89,390
Finance	Auditing Fees (5)	30,035	28,060	31,000	31,000	-	31,000	-	31,000	31,000	31,000	31,000
Finance	Insurance (6)	102,660	111,408	124,000	124,000	-	124,000	-	124,000	124,000	124,000	124,000
Finance	Public Noticing (7)	-	-	-	-	-	-	-	-	-	-	-
Finance	Dues & Fees (8)	194	836	300	900	600	900	-	900	900	900	900
Finance	Travel, Education & Training (9)	1,052	1,137	2,500	500	(2,000)	2,500	2,000	2,500	2,500	2,500	2,500
Finance	Postage & Freight (10)	2,430	1,797	3,000	3,000	-	3,000	-	3,000	3,000	3,000	3,000
Finance	Bank Fees (11)	119	98	1,000	1,000	-	5,000	4,000	5,000	5,000	5,000	5,000
Finance	Bank Fees - Credit Card Fees	686	238	600	600	-	600	-	600	600	600	600
Finance	MUNIREvs Online Payment Fees (12)	3,788	4,782	5,700	5,700	-	5,700	-	5,700	5,700	5,700	5,700
Finance	General Supplies & Material	2,898	3,159	2,900	2,900	-	2,900	-	2,900	2,900	2,900	2,900
Finance	Business Meals	55	-	-	-	-	-	-	-	-	-	-
Finance	Employee Appreciation (13)	600	352	600	600	-	600	-	600	600	600	600
Finance	Books & Periodicals	-	-	-	-	-	-	-	-	-	-	-
Total		833,372	828,910	888,502	916,173	27,672	894,831	(21,343)	896,540	898,283	900,061	901,875

(1) Six full time employees in Finance. PTO payouts in 2020.

(2) No bad debt is anticipated for write off this year.

(3) Munirevs and Lodgingrevs monthly fee and additional \$1,625 for Business License modification for Housing data collection.

(4) The County Treasurer collects a fee from Mountain Village property taxes.

(5) A portion of the annual audit fees allocated to general government.

(6) Annual premiums for General Fund Property, casualty and cyber crime Insurance including an allowance for a 2020 CIRSA Membership contribution increase.

(7) Colorado and National Accounting Association Memberships

(8) There is no longer public noticing being prepared for finance department specific needs. All noticing done by the Town Clerks office.

(9) One new staff member requiring training.

(10) For mailing of miscellaneous billings and AP check remittances.

(11) Bank charges by transaction fee analysis

(12) Utilization of on line payment system growing.

(13) \$100 per employee allowance directed by Town Council in 2019 for 2020.

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 2021 Proposed, 2020 Forecasted, and 2022-2025 Long Term Projections
Grants & Contributions

Worksheet	Account Name	Actuals 2018	Actuals 2019	2020		2021		2022 Long Term Projection	2023 Long Term Projection	2024 Long Term Projection	2025 Long Term Projection	
				2020 Original	Forecasted	2020 Adjustments	2021 Proposed					2021 Adjustments
Grants and Contributions	Telluride Foundation Fee	8,850	8,363	9,140	9,793	653	7,463	(2,331)	7,433	7,433	7,433	7,433
Grants and Contributions	San Miguel Resource Center	20,000	20,000	18,000	18,000	-	18,000	-	-	-	-	-
Grants and Contributions	Ah Haa School for the Arts	-	5,000	5,000	5,000	-	5,000	-	-	-	-	-
Grants and Contributions	One To One	5,000	8,000	8,000	8,000	-	9,000	1,000	-	-	-	-
Grants and Contributions	Telluride Humane Society	-	-	4,000	4,000	-	-	(4,000)	-	-	-	-
Grants and Contributions	Watershed Education Program	3,000	3,000	3,000	3,000	-	-	(3,000)	-	-	-	-
Grants and Contributions	T-Ride Ski & Snowboard Club	5,000	5,000	7,500	7,500	-	7,000	(500)	-	-	-	-
Grants and Contributions	KOTO	-	4,000	7,500	7,500	-	-	(7,500)	-	-	-	-
Grants and Contributions	True North	7,500	10,000	12,500	12,500	-	12,000	(500)	-	-	-	-
Grants and Contributions	Telluride TV	10,000	10,000	7,500	7,500	-	-	(7,500)	-	-	-	-
Grants and Contributions	Center for Mental Health	-	7,500	7,500	7,500	-	7,500	-	-	-	-	-
Grants and Contributions	Tri County Health Network	30,000	-	12,077	12,077	-	10,000	(2,077)	-	-	-	-
Grants and Contributions	Telluride Nordic Association	-	-	-	-	-	4,000	-	-	-	-	-
Grants and Contributions	Friends of Colorado Avalanche Info Center	-	-	-	-	-	3,000	3,000	-	-	-	-
Grants and Contributions	Telluride Institute	-	-	4,000	4,000	-	5,000	1,000	-	-	-	-
Grants and Contributions	Telluride Mountain Club	-	10,000	-	-	-	5,000	5,000	-	-	-	-
Grants and Contributions	Miscellaneous Contributions (1)	-	5,000	-	-	-	-	-	99,100	99,100	99,100	99,100
Grants and Contributions	Pinhead Institute	-	-	5,000	5,000	-	5,000	-	-	-	-	-
Grants and Contributions	SM Sustainable Resources Coordinator	-	-	-	-	-	-	-	-	-	-	-
Grants and Contributions	Telluride Adaptive Sports Program	8,500	9,000	9,000	9,000	-	9,000	-	-	-	-	-
Grants and Contributions	EcoAction Partners	5,000	-	-	-	-	-	-	-	-	-	-
Total		102,850	104,863	119,717	120,370	653	106,963	(17,408)	106,533	106,533	106,533	106,533

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

To: Mayor & Town Council

From: Mountain Village Community Grants Committee (Laila Benitez, Natalie Binder, Liz Caton, Whitney Pearce, Christina Lambert and Kathrine Warren)

Date: 9/30/2020

Re: Mountain Village Community Grants Committee Recommendations on Grant Funding for the 2021 Budget

The Grant Committee met on September 16, 2020 to review the 18 applications that the Town received for grant funding. Careful consideration was given to each application and thoughtful discussion took place. The attached spreadsheet shows the committee's recommendations and comments. The Telluride Foundation was very helpful with facilitating the grant application process on behalf of the Town of Mountain Village.

Recommendations to Town Council:

Organization Name, 2021 Requested Amount (by the organization) and Recommended Amount (by the committee, in bold):

- Ah Haa School for the Arts: \$5,000/ **\$5,000**
- Eco Action Partners: \$10,945/ **\$0**
- Friends of Colorado Avalanche Information Center: \$3,000/ **\$3,000**
- Midwestern Colorado Mental Health Center DBA the Center for Mental Health: \$7,500/ **\$7,500**
- San Miguel Educational Fund DBA KOTO Community Radio: \$7,500/ **\$0**
- San Miguel Mentoring Program DBA One to One Mentoring: \$10,000/ **\$9,000**
- San Miguel Resource Center: \$20,000/ **\$18,000**
- San Miguel Watershed Coalition (\$10,000 will be allocated under the Town of Mountain Village Public Works/Water Budget): \$10,000/ **\$0**
- Sheep Mountain Alliance, Telluride Institute Watershed Education Program: \$10,000/ **\$0**
- Sound Board: \$55,000/ **\$0**
- Telluride Adaptive Sports Program: \$9,000/ **\$9,000**
- Telluride Institute: \$6,000/ **\$5,000**
- Telluride Mountain Club: \$10,000/ **\$5,000**
- Telluride Nordic Association: \$5,000/ **\$4,000**
- Telluride Ski and Snowboard Club: \$10,000/ **\$7,000**
- The Pinhead Institute: \$10,000/ **\$5,000**
- Tri-County Health Network (TCH Network): \$12,560/ **\$10,000**
- True North Youth Program: \$15,000/ **\$12,000**
- **Grand Total:** \$188,945/ **\$99,500**

Committee members rated each application using the following criteria:

History, mission, program purpose aligns with TMV's priorities goals strategies	Program has funding, infrastructure, knowledge or experience to meet stated objectives	Program addresses a potential unmet need in relation to TMV goals	Program activity has an impact on the TMV community	Program activity has potential to benefit TMV business community lodging restaurants retail	Measurements to evaluate the program are well defined	Program activity will have positive impacts on guest experience	Request is proportionate with expected benefits	Success of applicant bringing additional funding partners
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Several committee members will be present at the budget meeting to answer any Council questions on the recommendations. Committee members would like to thank Council for the opportunity to serve on this very important committee.

2021 Town of Mountain Village Grant Application Matrix:

Organization Name	Project Name	Dollar Amount Requested for 2021	Dollar Amount Recommended	Dollar Amount Granted in 2020 by TMV if applicable	Dollar Amount Granted in 2019 by TMV if applicable	Program Description	Mission Statement	Comments
Ah Haa School for the Arts	Ah Haa Youth Programming	\$5,000	\$5,000	\$5,000	\$5,000	to support the school's ongoing youth art programming; funds will be allocated specifically for our youth program, including covering costs to create, produce and offer online, in-person and free youth programming, as well as allocate tuition assistance to families in need.	The Ah Haa School for the Arts is a community center of learning and culture that offers a wide variety of programs and inspires individuals of all ages to explore, develop and celebrate their creativity.	Supportive of last year's funding level. Liked that they moved a lot of their classes online and grab and go options.
Eco Action Partners	Greenhouse Gas Reduction Community Programs	\$10,945	\$0	\$0	\$0	Eco Action Partners (EAP) coordinates programs focused on Greenhouse Gas (GHG) emission reductions. We partner with local stakeholders, including governments, businesses, individuals and schools to address concerns and opportunities related to our region's energy use and waste. We request funding for programs that support the sustainability goals of the Town of Mountain Village.	Eco Action Partners' mission is to track regional greenhouse gas emissions and coordinate programs with local stakeholders including governments, individuals, businesses, schools and events to reduce waste and energy use and support a variety of projects that promote a more sustainable future.	They were asked to not apply for a grant and to go through the Green Team Committee. They will need to send requests/proposals through the Green Team and then it goes to Town Council.
Friends of Colorado Avalanche Information Center	New Weather Station	\$3,000	\$3,000	\$0	\$0	to support a new weather station that will be located in the La Plata Mountains, a key geographic area, to gather weather and wind information; this station will provide valuable data to inform our North and South San Juan forecasting zones which include the Town of Mountain Village.	The Friends of CAIC's mission is to support avalanche forecasting and education in Colorado.	This is not a local organization but we feel it is very important to our community being a ski town.
Midwestern Colorado Mental Health Center dba The Center for Mental Health	Services for the Uninsured, Underinsured, and Indigent	\$7,500	\$7,500	\$7,500	\$7,500	we provide comprehensive mental health and substance use services. Care is offered to anyone who needs it, yet with a focus on those who can least afford that care; funding will allow us to offer the full continuum of care to all, including the uninsured, underinsured, and indigent.	Mission: provide opportunities for growth and change that promote health and well-being in our communities. We provide help, hope, and healing to those coping with mental health issues or substance use struggles.	Mental health services are crucial to the community. We would like to see more meaningful (e.g. event specific) messaging go out to the community. We would like to remind the organization that they cannot receive grants from TMV and TMVOA for the same program or project in the past or current year per our guidelines.
San Miguel Educational Fund dba KOTO Community Radio	News, Public Affairs & Crisis Communications	\$7,500	\$0	\$7,500	\$4,000	KOTO Radio seeks continued financial support for news, public affairs and crisis communications.	KOTO Radio's mission is to entertain, educate, and inform, while reflecting the needs, desires, and diversity of our community.	KOTO is a wonderful asset to the community but they are still not streaming our Town Council meetings. The proposed program or project has been approved for a TMVOA grant in the past or current year which is listed as a funding exclusion in our program guidelines. We encourage applicant to apply for TMVOA funds for 2021.

San Miguel Mentoring Program dba One to One Mentoring	One to One Mentoring	\$10,000	\$9,000	\$8,500	\$8,000	for its community and peer mentoring programs for youth ages 5-18 in San Miguel County and the West End.	One to One Mentoring empowers youth in San Miguel County and the West End of Montrose County to achieve their social, emotional and academic potential through professionally supported mentor relationships.	They bring a lot of fundraising to Mountain Village but couldn't do most of the big fundraisers this year due to Covid-19. We would like to remind the organization that they cannot receive grants from TMV and TMVOA for the same program or project in the past or current year per our guidelines.
San Miguel Resource Center	Domestic Violence and Sexual Assault Victim Services and Community Outreach Program	\$20,000	\$18,000	\$18,000	\$20,000	to provide emergency and on-going supportive services to victims of domestic violence and sexual assault in Mountain Village. Services can be accessed by Mountain Village's residents, visitors and workers. Additionally, SMRC provides violence prevention education to Mountain Village's youth as well as community outreach and education to Mountain Village's residents and workforce.	The mission of the San Miguel Resource Center (SMRC) is to empower and advocate for individuals affected by domestic violence and sexual assault through intervention and supportive services while promoting social change through prevention education and community awareness.	We are very supportive especially during Covid-19. The program is needed and valued.
San Miguel Watershed Coalition	Mountain Village Watershed Stewardship	\$10,000	\$0 please see comments	\$10,000	\$10,000	SMWC conducts 24 site visits to sampling locations in TMV. Monitoring at these sites ensures the quality of surface water, municipal water, aquatic species, and riparian plant communities within Mountain Village. SMWC will hold at least four public meetings in the upper watershed and host informational booths at the Market on the Plaza to engage TMV residents and visitors in the San Miguel River Restoration planning effort.	The Coalition works to advance the ecological health of the watershed through the collaborative efforts of the entire community. Our ultimate goal is to realize a watershed that is healthy in every respect, while offering a sustainable and quality lifestyle for all who live within it.	This is very important and is going to be put in the TMV Public Works/Water 2021 Budget. \$10,000.
Sheep Mountain Alliance, Telluride Institute Watershed Education Program	Telluride Wildlife Monitoring Project	\$10,000	\$0			Sheep Mountain Alliance (SMA) and Telluride Institute's Watershed Education Program (WEP) are collaborating to launch the Telluride Wildlife Monitoring Project – a place-based citizen science program that engages K-12 students in the R-1 School District and residents, second homeowners, and visitors to the Telluride region. This program will take place within the Telluride Valley Floor and focus on topics related to science, ecology, environmental issues, and natural and cultural history.	Sheep Mountain Alliance (SMA) is a small, grassroots organization dedicated to protecting the environment of Southwest Colorado and the people who are a part of it. The Watershed Education Program (WEP) provides free hands-on STEAM education for grades K-12 in the San Miguel Watershed.	Do not see direct benefits to Mountain Village
Sound Board	Strat up	\$55,000	\$0	\$0	\$0	Sound Board provides technical and applied skills for young adults through a 90-day apprenticeship to learn about the sound engineering trade with the impact goal to increase their social mobility. Donation of the use of an audio system options: one set of stereo speakers, two wireless microphones, and an audio control.	Sound Board serves young adults (18 and older) by providing them with work experience through a 90-day apprentice program in the San Miguel County community. Sounds Board donates the use of a basic audio equipment to local non-profit organizations.	Did not receive enough information. Do not see direct benefits to Mountain Village at this time.
Telluride Adaptive Sports Program	General Operating Support	\$9,000	\$9,000	\$9,000	\$9,000	for General Operating Support; TASP is a vital part of the Mountain Village community and beyond, operating as the only service provider for individuals with disabilities in the region.	The Telluride Adaptive Sports Program (TASP) enriches the lives of people with disabilities by providing year-round therapeutic outdoor recreational opportunities that develop life skills, encourage personal growth and promote independence.	We are in full support of TASP! We would like to remind the organization that they cannot receive grants from TMV and TMVOA for the same program or project in the past or current year per our guidelines.

Telluride Institute	Prospect Basin Fens Project	\$6,000	\$5,000	\$4,000		The Prospect Basin Fens Project is focused on restoring and assessing the ecological health of the fens located in Prospect Basin; this project promotes educational, service and environmental stewardship opportunities in the Prospect Basin Fens, which are a part of the watershed located directly above Town of Mountain Village.	The Telluride Institute is an innovative non-profit organization that fosters the transition to a sustainable world. We work with communities, businesses, and the public sector to create and advance real solutions that support the health of environments, cultures, and economies.	The committee agrees that it's very important to support the health of the wetlands.
Telluride Mountain Club	Regional Trail Projects: Outreach & Education, Construction & Maintenance	\$10,000	\$5,000	\$0	\$10,000	to support TMC's regional trail outreach & education, construction & maintenance projects.	To advocate for safe, accessible, enjoyable and respectful opportunities for human-powered recreational activities in the Telluride region, through education, awareness and collaboration.	We would like to see Telluride Mountain Club representatives in Mountain Village.
Telluride Nordic Association	Operating Funds for trail grooming at Priest Lake and Trout Lake	\$5,000	\$4,000	\$0	\$0	to offset a portion of the expenses associated with operating the Nordic skiing trails at Trout Lake and Priest Lake (Matterhorn). Costs associated with the down valley River Trail is not apart of this request.	The Telluride Nordic Association is non-profit organization dedicated to the education and enhancement of Nordic Skiing for individuals of all ages and abilities in the Telluride Region.	We do not own the trails and they are not in Mountain Village but we are all responsible for them and users of them especially during Covid-19. We request that TNA communicate directly with our communications department so we know what is going on with the trails. Including when they are groomed. Our communications department will make sure this information is added to the website and eblasts.
Telluride Ski and Snowboard Club	Telluride Ski and Snowboard Club Cross Country Program	\$10,000	\$7,000	\$7,500	\$5,000	we included all young athletes that were interested, including those who could not afford transportation, equipment or coaching dues. By utilizing cross country trails in the Telluride Mountain Village, we will bring our young athletes, staff, guests, volunteers and families into the Mountain Village to not only utilize your trail system, but also your restaurants and retail businesses.	Our Mission To instill and nurture a passion for all snow sports along with developing character, discipline and desire, which encourages young athletes to reach their highest potential.	Really nice for those who do not downhill ski.
The Pinhead Institute	Pinhead Internship Program	\$10,000	\$5,000	\$5,000		to acquire and implement internships for two rising high school seniors living in Mountain Village, as well as fund their travel, food, and housing; These two students will be placed with STEM mentors for approximately six weeks during the summer of 2021.	The Pinhead Institute is a Smithsonian Affiliate based in Telluride, Colo. that promotes and provides STEM education throughout rural Southwest Colorado. In its eighteenth year of service, Pinhead is the only organization to provide high-level STEM experiences in the region.	Pinhead hadn't had an opportunity to use last years funds due to Covid-19. Hopefully they can still use some of those funds this coming year.
Tri-County Health Network	Immigration Legal Services	\$12,560	\$10,000	\$12,077	\$5,000	to support our Immigration Legal Services (ILS) within our Multicultural Advocacy Program.	Our mission is to collaborate with our communities to improve health for everyone.	We would like to make sure there is appropriate outreach regarding this specific service to Mountain Village residents. Our population needs to be directly targeted: Meadows, Bus Stops.
True North Youth Program	General Operating Support for positive youth development programming in our rural region	\$15,000	\$12,000	\$12,500	\$10,000	to support five core programs: Community Service Learning, Positive Youth Development through Outdoor Recreation, Rising Stars Summer Bridge Program, Academic Tutoring and Support, and a College and Career Readiness program. These programs serve students all along our rural San Miguel Watershed, many of them living in and around Mountain Village.	True North inspires individual determination and teaches self-advocacy by providing year round positive youth development programs for teens in our rural San Miguel region who have limited access to resources, opportunities, and support.	This is a great program! The committee was impressed that they still found ways to tutor kids during Covid-19.
			\$99,500					