

**TOWN OF MOUNTAIN VILLAGE  
TOWN COUNCIL SPECIAL MEETING  
WEDNESDAY, OCTOBER 5, 2022, 8:30 A.M.  
2nd FLOOR CONFERENCE ROOM, MOUNTAIN VILLAGE TOWN HALL  
455 MOUNTAIN VILLAGE BLVD, MOUNTAIN VILLAGE, COLORADO  
AGENDA**

[https://us06web.zoom.us/webinar/register/WN\\_r0S18IfcRv67zEVyzPozaA](https://us06web.zoom.us/webinar/register/WN_r0S18IfcRv67zEVyzPozaA)

**Revised 10/3/2022**

	<b>Time</b>	<b>Min.</b>	<b>Presenter</b>	
<b>1.</b>	8:30			Call to Order
<b>2.</b>	8:30	30	Wisor	Village Court Apartments Phase IV Discussion
<b>3.</b>	9:00	10	Wisor Lemley	2023 Budget Overview
<b>4.</b>	9:10	60	Wisor Holmes Johnston Dohnal Lemley	Administration: a. Town Manager/Legal b. Human Resources c. Town Council d. Town Clerk e. Communications & Business Development f. Finance
<b>5.</b>	10:10	30	Lemley Kjome Loebe	Capital Projects
<b>6.</b>	10:40	15	Lemley Broady	Public Safety: a. Police b. Community Services c. Municipal Court
<b>7.</b>	10:55	60	Lemley 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
<b>8.</b>	11:55	30	Lemley Loebe	Transportation & Parking Services: a. Parking Services b. Municipal Bus Service c. Gondola & Chondola
<b>9.</b>	12:25	15		Lunch
<b>10.</b>	12:40	15	Grant Committee	Community Grants and Contributions
<b>11.</b>	12:55	15	Lemley Loebe	Parks & Recreation

12.	1:10	15	Lemley Dohnal	Tourism Fund & Historical Museum Fund
13.	1:25	15	Lemley Dohnal	Telluride Conference Center
14.	1:40	15	Lemley Katz	Child Development Fund
15.	1:55	20	Lemley Soukup	Broadband Services and Information Technology
16.	2:15	15	Lemley Haynes	Planning & Development Services: a. Building b. Planning
17.	2:30	60	Lemley Haynes	Mountain Village Housing Authority: a. Affordable Housing Development Fund b. Mortgage Assistance Fund c. Village Court Apartments
18.	3:30	10	Lemley	Town Council Acting as the Board of Directors for the Dissolved Mountain Village Metropolitan District: Debt Service Fund
19.	3:40			Adjourn

**Please note that times are approximate and subject to change.**

Register in advance for this webinar:

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After registering, you will receive a confirmation email containing information about joining the webinar.

Zoom participation in public meetings is being offered as a courtesy, however technical difficulties can happen and the Town bears no responsibility for issues that could prevent individuals from participating remotely. Physical presence in Council chambers is recommended for those wishing to make public comments or participate in public hearings.

## Agenda Item 3

### Memorandum

September 30, 2022

To: Town Council

From: Lizbeth Lemley, Paul Wisor

RE: 2023 Budget Workshop

Included in this packet is the preliminary 2023 budget for discussion during the upcoming budget workshop.

### Town Goals

The Town's budget is produced, in part, to assist the Town as it pursues its 2023 goals. While the Town goals are largely aspirational, each Town goal is supported by concrete departmental goals. Each department goal is accompanied by a financial impact, measurable outcomes, and an environmental impact. The department goals can be found in each department narrative. For ease of reference, each Town goal, and the associated department goals, are set forth in **Exhibit A**. The Town goals for 2023 are as follows:

- Provide world class service to the Town's residents, second homeowners, guests, and partners.
- Actively identify and implement solutions to address the Town's affordable housing crisis.
- Pursue capital improvements to support and maintain a world-class, year-round destination.
- Pursue policies to ensure effective use of taxpayer dollars.
- Implement policies and procedures to ensure destination resiliency, including fire mitigation and emergency preparedness.
- Establish Mountain Village as the leader in environmental sustainability.
- Expand opportunities for business development within Mountain Village.
- Improve internal operations and make Mountain Village the employer of choice.
- Strengthen regional relationships and identify opportunities of regional cooperation.

### Budget Presentation

In addition to the budget narrative discussed above, each fund presentation includes a summary detailing the funding sources for the fund, budget assumptions, variance analysis by budget category, recession planning notes and long-term considerations for the fund. In addition to the summary, the detailed budget is also included for reference.

During the workshop staff will review their goals and budget assumptions to obtain council feedback and direction.

General budget assumptions are noted below. Significant changes have not been made to the budget since initially presented to Council on September 22. These budget assumptions, included with the original packet, are included below for your reference.

## **General Fund**

### **Revenues**

This preliminary draft reflects a 7% decrease in sales tax collections in 2023. We have adjusted sales taxes related to lodging down 15% as we are anticipating a drop in average daily rates which were historically high in 2022. This decrease was partially offset by an anticipated increase in collections from remote sellers.

The preliminary property tax valuation shows a decrease in value over prior year of -.1% and a corresponding decrease in property taxes. This is due to the state legislature lowering the residential assessment rate from 7.15% to 6.95%. This decrease was offset by the addition of new construction. This amount may change with the final valuation from San Miguel County in December.

Building and development revenues are based on projected permit valuations which are projected to be in line with 2022 activity. We will continue to update these projections.

Overall, General Fund revenues are projected to decrease 4.5% over forecasted 2022 revenues. Revenues for 2022 are forecasted to be 18% over the original budget.

### **Operating Expenses**

A 3% merit increase is included in this budget for 2023. A salary scale adjustment has been included in the 2022 forecast and carried into 2023. The Town will also see a 2.5% increase in Medical Insurance costs in 2023. These assumptions carry through all funds.

The Town added new positions late in 2022 for an Assistant Town Manager, an additional Building Inspector, an additional Planner, an IT Technician, and a Community Enhancement Coordinator. These positions are funded for a full year in 2023. An additional Police Officer and two seasonal Parks & Recreation staff have been added to the 2023 budget.

The budget also includes software upgrades/changes for both the Town's Finance and Human Resources systems.

Also budgeted are increases in natural gas and electricity expenses in 2023 based on the current short term energy outlook and increases in the costs of routine maintenance costs such as annual paving.

General Fund operating expenses are projected to increase 10.0% in 2023.

### **Capital Outlay**

General Fund capital outlay budgeted in 2023 includes improvements to Town Hall Council Chambers and public restrooms, Meadows Trail realignment and Trail improvements.

### **Transfers to other funds**

The increase in transfers to other funds in 2023 is due to a \$4.3 million transfer to the Affordable Housing Development Fund for the development of Lot 644 and a transfer to the Telluride Conference Center Fund to cover the replacement of the HVAC system. The transfer to the Affordable Housing Development Fund is expected to be returned to the General Fund in 2024.

### **Capital Projects Fund**

The 2023 budget includes the completion of safety improvements to San Joaquin Road. Nearly half of the cost of this project is projected to be offset by grant funding.

### **Parking Services Fund**

The preliminary budget for this fund includes a Gondola Parking Garage Expansion in 2024. The final price of this project has not been determined. The Town is currently working with a parking consultant to determine a Town wide parking strategy to allow cover the cost of this project. All expansion related amounts including additional revenues, debt funding, grants and project costs will be updated when available.

### **Tourism Fund**

All marketing expenses previously accounted for in the General Fund will be moved to the Tourism Fund in 2023.

### **Affordable Housing Development Fund**

The Affordable Housing Development Fund reflects the purchase of land in Illium for a future development. The second project is the development of Lot 644. The initial contribution to the project of \$4.3 million will be funded by a transfer from the General Fund and will be repaid to the General Fund upon the sale of the units projected to occur in 2024. The Town has earmarked \$1 million annually to apply to projects as they are identified. Additionally, Housing administrative expenses previously recorded in the General Fund have been moved to this fund beginning in 2023.

### **Village Court Apartments**

Rents have not been adjusted in this draft as staff will be presenting Council with additional information and rent structure scenarios to consider at the upcoming budget workshop.

VCA Phase IV capital costs have been moved to 2023 and 2024. Staff is working with a consultant to redesign the project to meet the needs of the community while keeping the project affordable. Corresponding revenues and expenses will be updated as we get more detailed information. Additionally, staff is working with a municipal advisor on potential financing structures for the debt on this transaction and will update the budget accordingly.

Completion of a long-term replacement study has been included in the 2023 budget to assist the Town in identifying and budgeting for future capital repairs and replacements.

### **Broadband Fund**

The preliminary 2023 budget includes the capital costs to complete the fiber project and future capital to continue to maintain and upgrade the system. The budget also includes the addition of a Field Technician, Administrative Staff member and a Broadband Director.

### **Telluride Conference Center**

The 2023 budget includes the potential replacement of the HVAC system in the center.

### **Gondola Fund**

The Gondola Fund budget includes funds appropriated for consulting to assist in planning for future operations and capital requirements of the system. The budget also includes significant capital expenses for station upgrades and grip replacements.

### **Water & Sewer Fund**

Water and sewer rates reflect an increase of 10% for MV and 20% for Ski Ranches and West Meadows/Skyfield to continue funding sewer capital. Projected sewer capital amounts are preliminary and will be updated when received.

TO: Mountain Village Town Council  
 FROM: Paul Wisor, Town Manager  
 DATE: September 27, 2022  
 RE: 2023 Town and Departmental Goal Summary

**Executive Summary:**

The following charts summarize the Town’s 2023 goals as well as the associated departmental goals intended to support each of the 2023 Town goals. The department goals can be found in each department narrative, but this document is intended to aid Council and the public by articulating the 2023 Town goals and department goals in one place.

2023 Town Goal:

**Provide world-class service to the Town’s residents, second homeowners, guests, and partners.**

	Supporting Department Goal	Financial Implications	Measurement	Environmental Impact	Department
1.	<b>Flower bed installation and improvement:</b> Improvements to flower beds in impacted areas associated with the MV Blvd safety improvements project.	<b>\$5,000</b>	Project completion by <b>November 1, 2023</b>	N/A	Public Works
2.	<b>IPTV Services:</b> Transition away from Dish Wally services.	<b>\$25,000-\$35,000 each year.</b> This is a pass-through equipment charge to customers who want the service.	Project completion by <b>11/15/2025</b> and within budget.	<b>Carbon Neutrality Fuel Reduction</b> IPTV service should reduce truck rolls by 50% and reduce energy consumption at the Headend.	Broadband

3.	<b>Streamline Building Processes:</b> Small jobs program (allow work absent an ICC for small projects), HERS inspection requirements streamline, planning use of community core)	<b>\$0</b>	Implement handyman program by <b>March of 2023</b> , Streamline HERS inspection requirements by <b>May of 2023</b> , planning use of community core – <b>ongoing</b> .	N/A	Building
4.	<b>Facilitate implementation of new building incentive program:</b> Provide rebates to residential and commercial properties for retrofits and upgrades with significant energy savings and greenhouse gas (GHG) emissions reductions. As shown in the Town’s past reports, buildings are the largest source of GHG emissions in Mountain Village. Staff is aggressively implementing incentives to lower GHGs within the building sector.	<b>\$50,000*</b> TMVOA will be providing a match of \$25,000	The success of this program will be determined by the <b>number of participants, projected energy savings, projected long-term cost savings, and fiscal amount of rebates distributed.</b>	<b>Carbon Neutrality Energy Efficiencies:</b> Increase building efficiencies to generate a significant decrease in the Town’s GHG emissions.	Building
5.	<b>Compliance with Colorado’s HB-1110:</b> Develop a plan to update website functionality to comply with state law to be fully accessible to all users regardless of auditory, cognitive, neurological, physical, speech or visual disabilities and begin execution to track completion by July 1, 2024	<b>\$2,000</b> - Additional software cost for website add-ons	Accessibility plan completion by <b>July, 1, 2023</b>	<b>Zero Waste Reduction of Paper:</b> Growing website use to reduce print communication	Communications

6.	<b>Angle Station Public Restroom Remodel:</b> Major renovation of this facility is required to meet customer needs and expectations.	<b>\$150,000</b>	Project completion <b>11/15/2023</b> and <b>within</b> budget	<b>Carbon Neutrality</b> <i>Decreased Water Usage:</i> Existing fixtures to be replaced with modern low-flow devices.	Transit
7.	<b>Extend Reflection Plaza Ice Skating Season:</b> Design and fabrication of a sunshade which will extend the ice skating season on Reflection Plaza until the last day of the ski season.	<b>\$20,000*</b> Per OS-1A-MVB Conveyance Agreement, Hotel Madeline will reimburse the Town for the cost of the shade structure	Viability of Ice Surface Until <b>Closing Day of the Ski Area.</b>	<b>Carbon Neutrality</b> <i>Energy Efficiencies</i> Shade will lower the energy use needed to maintain the ice rink.	Parks & Rec
8.	<b>Oak Street Bike Parking Facility:</b> Construction of a designated bicycle parking facility along the fence line, just beyond the public bathrooms of Oak Street Plaza to allow the prohibition of parking bicycles on the plaza.	<b>\$35,000</b>	Project completion <b>6/30/2023</b> and <b>within</b> budget	<b>Carbon Neutrality</b> <i>Multimodal Transportation:</i> Encourages Utilization of Non-Motorized Active Transportation	Transit

9.	<b>Strong Family Partnerships:</b> Serve as a community resource for families. Facilitate parent nights in partnership with lead teachers. Create a Parent Advisory Board and host meetings	<b>\$3,000</b> – food and materials for parent trainings/meetings	Four parenting nights will be offered. Materials and resources sent weekly	<b>Zero Waste</b> <i>Reduction of Paper:</i> Email resources to reduce print communication	Munchkins
10.	<b>Planning Application Processing:</b> Achieve full staffing levels otherwise continue to maintain 3 <sup>rd</sup> party assistance with planning applications until we are fully staffed.*	<b>\$140,000</b>	Actively recruit and fill positions as soon as possible.	N/A	Planning
11.	<b>Recruit/hire/train /retain MVPD staff:</b> currently down four sworn Officers (of 8 positions). Also have one Community Service Officer opening (of 2 positions)	Staff costs are in 2023 budget – grants have been applied for training needs	Fully staffed and all employees completed Field training September 2023	N/A	MVPD

12.	<b>2023 Election:</b> Conduct successful July 2023 election meeting State, County and Municipal rules, Colorado Revised Statutes, policies and procedures of election processes and procedures.	<b>\$6,500:</b> Ordinary election expenses including ballots,	Conduct a successful election with increased public engagement.	N/A	Town Clerk
13.	<b>VCA Capital Improvements.</b> <ul style="list-style-type: none"> <li>• Replace a clay tile roof with metal</li> <li>• paint interior hallways in buildings 10-14</li> </ul>	<b>\$130,000</b>	All scheduled in 2023	<b>Carbon Neutrality</b> <i>Energy Reduction:</i> Water heater efficiency will reduce electric costs.	Housing
14.	<b>VCA Aesthetic Improvements</b> <ul style="list-style-type: none"> <li>• Replace the community garden fencing</li> <li>• Wood chip in the community garden and dog park</li> <li>• Noxious weed eradication in these areas</li> </ul> Wood staining rails and common areas	<b>\$17,000</b>	All improvements will occur in 2023.	<b>Zero Waste</b> <i>Wood Chip Repurpose</i> Wood chips can be produced in house and are a sustainable way to repurpose dead and down wood from the wood lot.	Housing

2023 Town Goal:

**Actively identify and implement solutions to address the Town’s affordable housing crisis.**

	Supporting Department Goal	Financial Implications	Measurement	Environmental Impact	Department
1.	<b>2023 Compliance Verification</b> for all deed-restricted units in the Mountain Village	<b>\$0</b> – staff time only	We would send the compliance materials out and verify compliance by <b>Fall of 2023</b>	<b>Zero Waste</b> <i>Reduction of Paper:</i> Our intent is to send compliance materials electronically.	Housing
2.	<b>Community housing development progression</b> in and outside of Mountain Village: Alexander Property, Lot 644, VCA Phase IV, Norwood Property.	<b>\$7.5 million</b> for the acquisition of the Alexander property, to be spent in either December 2022 or early 2023. <b>\$4.3 million</b> in equity investment in Lot 644, to be recouped at end of 2023 <b>\$20 million</b> in debt issuance for VCA Phase IV.	<b>Quarterly updates</b> as to the stage of development and construction and design processes. Completion of Lot 644 and Phase IV by <b>December 2023.</b>	<b>Carbon Neutrality</b> <i>Energy Efficiencies</i> <i>With a combination of grant funding to support net zero efforts, electrification, a focus on building housing to reduce vehicle trips and commuting miles, and assuring these developments are on public transportation routes all promote sustainability in our region</i>	Town Manager
3.	<b>Access to Affordable Housing:</b> Develop a program to assist future homeowners in accessing housing constructed by Mountain Village through low interest/low down payment loans. Develop a program to provide community members the opportunity to	<b>N/A</b> - Staff will be utilized for development of these programs.	Finalization of programs prior to completion of Lot 644.	<b>Carbon Neutrality</b> <i>Fuel Reduction</i> Reduction of the Increase housing closer to Mountain Village and within close proximity to regional transit.	Town Manager

	partner with Mountain Village by investing in Mountain Village housing projects.				
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2023 Town Goal:

**Pursue capital improvements to support and maintain a world class, year round destination.**

	Supporting Department Goal	Financial Implications	Measurement	Environmental Impact	Department
1.	<b>Town Hall HVAC Upgrade:</b> Phase I of replacement/upgrade of HVAC compressors, air handlers, and condensing units.	<b>\$22,000</b>	Phase I (25%) Completion by <b>July 1, 2023</b>	<b>Carbon Neutrality</b> <i>Improved HVAC System Efficiency.</i>	Public Works
2.	<b>Boiler Maintenance and Upgrades:</b> Perform all preventative and necessary maintenance on Town boiler systems. Upgrade Heritage and Conference Center Plaza boiler system to Wi-Fi compatible controls.	<b>\$50,000</b>	Project completion by first snowfall - <b>November 1, 2023.</b>	<b>Carbon Neutrality</b> <i>Boiler System Efficiency:</i> Reduced natural gas use and improved operational efficiency.	Public Works

3.	<b>Upgrade and replace bear proof trash and recycle containers:</b> Purchase replacement containers and/or refurbish bear-proof trash enclosures that are reaching end of useful life.	<b>\$15,000</b>	Project completion by <b>October 1, 2023.</b>	<b>Wildlife Management</b> <i>Secure trash and recycle storage.</i>	Public Works
4.	<b>Paving:</b> Execute paving project on San Joaquin Boulevard.	<b>\$500,000</b>	Completion by <b>November 1, 2023</b>	N/A	Public Works
5.	<b>Safety Improvements:</b> Implement safety improvements along San Joaquin and MV Blvd.	<b>\$2,000,000 total</b> with <b>\$925,954</b> offset through awarded CDOT grant.	Project completion by <b>November 1, 2023.</b>	<b>Carbon Neutrality</b> <i>Multimodal Transportation:</i> Encourages Utilization of Non-Motorized Active Transportation	Public Works

6.	<b>Vehicle lift replacement:</b> Replacement of vehicle service lift.	<b>\$8,000</b>	Project completion by <b>November 1, 2023</b>	N/A	Public Works
7.	<b>Water Meter Replacement:</b> Execute phase one of a three-year replacement of all water meters from Sensus Meters to industry standard Neptune Meters. Last replaced 1997-2000, the current Sensus infrastructure no longer offers meter reading devices (MXU's)	<b>\$1,500,000*</b> <b>\$750,000</b> Department of Reclamation grant is under review to offset the cost.	Phase I completion by <b>November 15, 2023</b>	<b>Carbon Neutrality</b> <i>Water Conservation:</i> New meters and billing systems will provide more accurate water readings and on-demand information to homeowners and the Town and will limit truck rolls.	Public Works
8.	<b>SCADA System Upgrade:</b> Execute phase two of a five-year upgrade of the SCADA system. SCADA is the control system for the Town water system.	<b>\$155,000</b>	Phase II Completion by <b>November 15, 2023</b>	<b>Carbon Neutrality</b> <i>Water Conservation:</i> Increased operational efficiency resulting in water conservation.	Public Works

9.	<p><b>Keep Headend and Plant operational:</b> The Headend controls all networking operations. It is critical that different subsystems are properly maintained.</p>	<p><b>\$40,000.</b> This includes inspections utility costs, and general maintenance.</p>	<p>Air conditioners do not exceed 79.9F. Generator passes all bi-yearly inspections. Reduce expense by 5% as coax plant is turned off.</p>	<p><b>Carbon Neutrality</b> <i>Energy Efficiencies</i> The new redundant ACs are energy efficient reducing carbon emissions. The fiber network is passive which also reduces electricity.</p>	Public Works
10.	<p><b>Complete drops construction.</b></p>	<p><b>\$190,000.</b> This is a pass-through fiber construction charge to the subscriber.</p>	<p><b>10/31/2023.</b></p>	<p><b>Carbon Neutrality</b> <i>Energy Efficiencies</i> The fiber network is more energy efficient than the cable coax network.</p>	Public Works
11.	<p><b>Receive grant funding</b> for the Town's capital projects which have now taken priority due to aging infrastructure and growth in local and visitor rates and safety concerns.</p>	<p>Projects already identified for 2023 have grant funding line items within the relevant department budgets. Staff will seek budget amendments throughout 2023 for additional matching funds.</p>	<p>Staff will submit applications <b>within the deadline</b> for the Town's priority projects with <b>accurate tracking</b> of grant awards and Town matching.</p>	N/A	Economic Development

12.	<b>Complete All Budgeted Lift Specific 2023 Capital and Major Repairs and Replacements Projects:</b> 50% Grip Rebuild, ABB Drive Six Year Service, Controls System Modifications, Exit Bumper Rail Installation Stations 5 and 6, Cabin Refurbishments and Window Polishing.	<b>\$345,000*</b> CDOT <b>\$160,000</b> FASTER capital grant is expected to offset the cost.	Project completion by <b>11/15/2023</b> and <b>within budget</b>	N/A	Transit
13.	<b>Vehicle Replacements:</b> Replace three gondola vehicles which have more than exceeded their ULBs (useful life benchmarks). Two 2006 Toyota Highlanders will be replaced by two Ford Transit Connects. 2007 GMC Yukon support vehicle will be replaced by a Ford Ranger	<b>\$107,700</b> CDOT <b>\$64,000</b> FASTER capital grant is expected to offset the cost. <i>Originally budgeted in 2022, but pushed to 2023 due to lack of availability</i>	Procurement and disposal <b>performed according to CDOT Requirements</b>  Vehicles delivered and accepted by <b>6/15/2023</b>	<b>Carbon Neutrality</b> <i>Increased Fuel Economy:</i> 2023 Ford Ranger 25% more fuel efficient than 2007 GMC Yukon.	Transit
14.	<b>Complete server and network migrations.</b> Finish moving data from old servers to new servers. Upgrade core switches to 10GB.	N/A	Completed by <b>5/31/2023.</b>	N/A	Information Technology

15.	<b>Complete camera and Heritage Parking lot upgrades.</b>	<b>Equipment already purchased.</b>	Completed by <b>4/15/2023.</b>	N/A	Information Technology
16.	<b>Bus Replacements:</b> Replace two buses which have exceeded their ULBs (useful life benchmarks). New buses will increase reliability and efficiency factors.	<b>\$184,000*</b> CDOT <b>\$148,000</b> FASTER capital grant is expected to partially offset the cost. <i>Originally budgeted in 2022, but pushed to 2023 due to lack of availability</i>	<b>Reliability Goal – Zero Downtime</b> in First Year of Operation  <b>Customer Satisfaction – Increase</b> in CS Satisfaction Scores  Procurement and Disposal <b>Performed</b> According to CDOT Requirements  Vehicles Delivered and Accepted <b>by 6/15/2023</b>	<b>Carbon Neutrality</b> <i>Improved Fuel Economy</i> 2023 Ford Transit Vans 27% more fuel efficient than E350 Cutaway Buses.	Transit
17.	<b>Complete Gondola Parking Garage Expansion Engineering:</b> Construction ready plans with firm estimates of project cost.	<b>\$25,000</b>	Within Budget and Completed By <b>End of Q1 2023</b>	N/A	Transit

18.	<b>Gondola Parking Garage Phase 1 of 4 Structural Steel Painting:</b> This project may be put on hold pending results of expansion planning and engineer's recommendations.	<b>\$250,000</b>	<b>Within Budget</b>  Completion of Project <b>9/30/23</b>	N/A	Transit
19.	<b>TMV - Lawson Underpass:</b> Continued collaboration with regional partners on planning and construction with a targeted implementation timeline of summer 2024.	<b>\$0 in 2023</b> <b>\$Up to \$300,000 in 2024*</b>  <i>TAP Construction Grant Applied For.</i>	Ad Plan Set Complete by <b>End of Q2 2023.</b>	<b>Carbon Neutrality</b> <i>Multimodal Transportation</i> Reduced Air Pollution and GHG Emissions by Providing Safe Active Transportation Corridor for bike and pedestrian traffic	Parks & Rec
20.	<b>Hazard Tree Removal:</b> On-going removal of standing dead and deadfall on Town owned open space parcels, along road rights-of-way, trails, and other critical Town infrastructure to enhance public safety, wildfire mitigation, and general beautification.	<b>\$45,000</b> Summer Seasonals <b>\$20,000</b> Equipment Purchase – Chipper <b>\$14,000</b> Equipment Purchase – Dump Trailer <b>\$79,000 TOTAL</b>	All Hazard Trees on Mountain Village Boulevard and Jurassic Trail Removed Before <b>10/31/2023.</b>	<b>Wildfire Mitigation</b>	Parks & Rec

21.	<b>Trails Master Plan Project Implementation:</b> Identify priority projects to tackle in 2023 from both construction and design / engineering perspectives. Explore outside funding opportunities for said projects.	<b>\$300,000</b>	Proposed Projects Completed Prior To <b>Beginning of Winter 2023-34 Season.</b>	<b>Carbon Neutrality</b> <i>Multimodal Transportation</i> Reduced Air Pollution and GHG Emissions by Providing Safe Active Transportation Corridors	Parks & Rec
22.	<b>Town Council:</b> Manage and ensure smooth and seamless Town Council meetings. Implement consistent practices for hybrid in-person/ Zoom meetings to ensure successful meetings. Research and implement Council Chambers upgrades in conjunction with IT Department for implementation in 2022-2023.	<b>\$500,000</b> funds have been included in General Fund Capital. We are working to begin this project in 2022.	RFP issued and contractor selected by October <b>31, 2022</b> and upgrade completed by <b>May, 2023</b>	<b>Carbon Neutrality</b> <i>Paper and Fuel Reduction</i> Create re-usable signage and allow for virtual public participation. This will lower potential travel emissions.	Town Clerk
23.	<b>VCA Capital Improvements Plan.</b> Develop a 10-year timeline for capital improvements with line-item details and associated budget costs.	<b>\$ 40,000</b>	VCA will produce a Request for Proposal 1 <sup>st</sup> quarter with a report by 3 <sup>rd</sup> quarter	<b>Carbon Neutrality</b> <i>Energy Reduction:</i> Proactively address capital improvements to ensure efficient energy use and safety.	Housing

2023 Town Goal:

**Pursue policies to ensure effective use of taxpayer dollars.**

Supporting Department Goal		Financial Implications	Measurement	Environmental Impact	Department
1.	<b>Completion of Smart Irrigation Controller and Weather Station Installation:</b> Complete Phase 2 of 2 - upgrading all Town irrigation controllers to WaterSense labeled smart irrigation controllers and installing local weather stations.	N/A - Staff Time, Inventory has been purchased.	Project completion by <b>August 1, 2023.</b>	<b>Water Conservation</b> <i>Irrigation Efficiency</i> Water conservation through increased irrigation control and efficiency.	Public Works
2.	<b>GIS Data Collection:</b> Execute phase one of a three-year infrastructure mapping project.	N/A - Staff time only	Document <b>33%</b> of existing sewer infrastructure by <b>November 15, 2023</b>	<b>Carbon Neutrality</b> <i>Sewer System Efficiency:</i> Faster response to fix issues and reduce Inflow and Infiltration (I&I), reducing sewer plant treatment. pedestrian and bicycle use.	Public Works
3.	<b>Solar Panel Installation:</b> Oversee installation of 75kw rooftop solar array (Phase I of II) on the Town Shop.	<b>\$150,000 total*</b> <b>\$77,503</b> offset through awarded EIAF grant.	Project completion by <b>July 15, 2023.</b>	<b>Carbon Neutrality</b> <i>Onsite Solar:</i> Net metering to offset Town Shop power use.	Public Works

4.	<b>GIS Data Collection:</b> Execute phase one of a two-year infrastructure mapping project.	<b>N/A</b> - Staff time only	Document <b>50%</b> of existing water infrastructure by <b>October 2023.</b>	<b>Carbon Neutrality</b> Water Conservation: Having more accurate infrastructure mapping will allow for faster isolation during water breaks, reducing water loss.	Public Works
5.	<b>Enroll Munchkins to capacity:</b> Ensure each classroom is enrolled at 100% capacity based on state required ratios.	<b>N/A</b> – No change to Town’s current budget	Revenues portray infant, toddler and preschool classrooms were at full capacity for 2023	<b>Carbon Neutrality</b> <i>Fuel Reduction</i> Providing childcare is a pillar for our local workforce and allows for fewer miles driven to access this critical service.	Munchkins
6.	<b>Compliance with Colorado’s Rules and Regulations for Childcare Centers:</b> Ensure all files are current and health and safety inspections are completed, and all violations corrected within 30 days.	<b>N/A</b> - No change to Town’s current budget	Receive zero violations on visit from licensing inspector in 2023.	<b>Zero Waste</b> <i>Reduction of Paper:</i> Files to be kept electronically	Munchkins

7.	<b>Implementation of Consultant Recommendations:</b> Global rate structure overhaul, implementation of day user fees, enforcement strategies, capital expansion funding strategies, evaluation of managed parking solutions	<b>TBD Pending Completion of Consultant's Scope</b>	<b>Revenues and Utilization Rates</b>	<b>Carbon Neutrality Emission and Fuel Reduction</b> Reduction in single occupancy vehicles	Transit
8.	<b>Update Town Maps:</b> Work with the GIS/IT division to update Town Maps (e.g. the official zoning map, address map, base map, built and unbuilt, open space map)	<b>\$0</b> (See GIS budget)	Updated by the fall of 2023 and establish an inter-departmental for ongoing map updates	N/A	Planning
9.	<b>Finalizing necessary Community Development Code amendments</b> to conform the CDC to the amended Comprehensive Plan amendment and/or general housekeeping amendments	<b>\$10,000</b>	Schedule CDC amendment updates mid-year through end of year	N/A	Planning

10.	<b>Document Management:</b> 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. Distribute quarterly contract management reports.	N/A	<b>Quarterly</b> reviews of contracts and weekly document entries.	<b>Carbon Neutrality</b> <i>Paper Reduction</i> Reports are distributed electronically to avoid excessive paper usage.	Town Clerk
11.	<b>Formation of a WWTP Authority:</b> Work with the Town of Telluride to form a wastewater treatment plant authority for the purpose of more efficiently owning, constructing, financing and operating the new wastewater treatment plant.	<b>\$50,000</b> (pro rata share of attorney fees associated with formation of the authority). Anticipated savings of \$21,000,000 in anticipated principal payments on debt service under current operating agreement. Provides for increase debt capacity.	Formation of authority by <b>end of 2023</b> .	<b>Natural Resource Management</b> <i>Increase Water Quality</i> Construction of the plant will result in significant improvements to water quality.	Town Manager
12.	<b>Finalization of Gondola Planning:</b> Work with Town Council and regional partners to finalize and implement a plan to replace the existing gondola in an efficient and collaborative manner.	N/A – Staff time	Complete by <b>March 2023</b>	<b>Carbon Neutrality</b> <i>Energy Efficiencies</i> Construction of a new gondola will likely bring a more energy efficient system to region.	Town Manager

2023 Town Goal:

**Implement policies and procedures to ensure destination resiliency, including fire mitigation and emergency preparedness.**

Supporting Department Goal		Financial Implications	Measurement	Environmental Impact	Department
1.	<b>Cyber Security:</b> Cyber security audit. Attend remote cyber security training. Research next generation firewall new product services.	<b>\$15,000</b> for cyber security. Training included with managed cyber security.	Completed by <b>11/15/2023</b> .	N/A	Information Technology
2.	<b>Create a ground-penetrating radio plan</b> that accurately captures the Town’s utility infrastructure.	N/A	Accurately locate and capture <b>at least 50%</b> of all Public Works utility infrastructure into ArcGIS format by <b>October 2023</b> .	<b>Carbon Neutrality</b> <i>Energy Efficiency</i> Accurate location data makes sourcing and repairing infrastructure breaks faster and more effective.	Information Technology
3.	<b>Mountain Village Forest Assessment</b>	\$150,000	Begin to assess the forestry assessment data and set goals by spring of 2023	<b>Natural Resources Management</b> <i>Forest Ecosystem Assessment</i> Non-evasive means to begin assessing our forest ecosystem through emerging technology is environmentally friendly.	Planning

4.	<b>National Incident Management System (NIMS /ICS) training:</b> all town staff and Council members train to required general and specific positions various Emergency Management roles	<b>N/A</b> - Most training is available online or paid for by State OEM budgets	Completed tabletop exercise to work toward a full functional drill in 2024	N/A	MVPD
5.	<b>Town wide building access systems:</b> Various systems by department - with IT, building facility and department head assistance, identify a viable system. May include upgraded camera systems also	<b>N/A</b> - Need to identify total costs. Will work on a phased approach to reduce budget impact year over year.	Desired system identified, tested and installation begins 2024 budget	N/A	MVPD
6.	<b>Technology upgrades:</b> Complete VoIP phones upgrade. in an emergency or continuing operations plan (COOP) able to move to a different physical location	<b>N/A</b> - Included within the PD and IT budgets	Test COOP of town hall to relocate to the municipal building for one day October 2023	N/A	MVPD

7.	<b>Implement an Accounting system upgrade:</b> Upgrading the accounting system will allow for paperless AP processing and approvals. This will reduce the manual processing time across the organization, shortening the payment cycle and creating an electronic approval audit trail.	<b>\$46,500</b> – Cost for upgrading Incode. Annual subscription costs will not increase.	Implementation by December 31, 2023.	<b>Zero Waste</b> <i>Reduction of Paper:</i> This process will eliminate the need for paper approvals and supporting documents. All will be stored electronically.	Finance
8.	<b>Implement online storage of accounting records:</b> Implement a records retention module with the upgraded accounting system giving users across the organization direct access to documents needed to perform the functions of their departments.	Included in the upgrade cost above	Implementation by December 31, 2023.	<b>Zero Waste</b> <i>Reduction of Paper:</i> This process will eliminate the need to provide access to hard copies of all documents.	Finance
9.	<b>Streamline Town payment systems:</b> Implement a single payment portal that can be used across departments to process payments. The system will update the accounting software directly. This will provide continuity for users both inside and outside of the organization as well as reducing the labor required to manually enter transactions.	No significant increase in costs anticipated	Implementation by December 31, 2023.	<b>No environmental impact</b>	Finance

2023 Town Goal:

**Establish Mountain Village as the leader in environmental sustainability.**

	Supporting Department Goal	Financial Implications	Measurement	Environmental Impact	Department
1.	<p><b>Climate Action Road Map:</b> Build off the Town’s previous 2020 Climate Action Plan to create a more concrete roadmap of incentives, policy, and infrastructure to reach our environmental goals of Carbon Neutrality and Zero Waste by our set dates.</p>	<p><b>\$30,000</b> – As part of the current environmental budget. *</p> <p>Will be applying for grant funds to offset costs.</p>	<p>Roadmap completion by <b>October 2023</b></p>	<p><b>Carbon Neutrality and Zero Waste</b> <i>Planning and Execution</i> Develop a clear and aggressive structure to reach our environmental goals, set action expectations and actively execute.</p>	<p>Economic Development</p>
2.	<p><b>Implement the June 2022 Single-Use Plastics Reduction Ordinance</b> while offering clear support and educational opportunities to effected Mountain Village businesses.</p>	<p><b>N/A</b> - Staff will be utilizing the bag fee remittance to expand solid waste diversion programs and for associated education and outreach efforts.</p>	<p>Staff will work for <b>100% compliance</b> and coordinate with finance to track and bag fee payment processing</p>	<p><b>Zero Waste</b> <i>Reduction of Plastic</i> Eliminate the use of single-use plastic bags and expanded polystyrene takeout food containers for all retailers within Mountain Village.</p>	<p>Economic Development</p>

2023 Town Goal:

**Expand opportunities for business development within Mountain Village.**

	Supporting Department Goal	Financial Implications	Measurement	Environmental Impact	Department
1.	<b>Additional Building Inspector:</b> Recruit and hire for this new position in anticipation of multi-family and hotel development along with succession planning efforts.	<b>\$58,000</b>	Position filled with qualified candidate by <b>April of 2023</b> .	N/A	Building
2.	<b>Oversee the Telluride Tourism Bureau (TTB):</b> Ensure a shift in the region’s marketing messaging to create an individual brand identity for Mountain Village.	<b>N/A</b> - No change to Town’s current budget	Maintain contract performance measures*	<b>Carbon Neutrality</b> <i>Occupancy and Traffic:</i> Staff will continue to monitor the balance between growing hotel occupancy and the impact to our environment.	Communications
3.	<b>Development of an Economic Dashboard</b> through GIS and regional collaboration to provide current and future business owners a snapshot of our economy to encourage commercial growth and diversity.	<b>N/A</b> – Staff time	Complete by <b>October 2023</b>	<b>Carbon Neutrality</b> <i>Energy Efficiencies</i> By having more diverse offerings, visitors and homeowners will reduce travel distances to seek goods.	Economic Development

4.	<b>Promoting and supporting the Town's new Public Arts Commission</b>	<b>N/A</b> – Staff time	Quantity of quality public art pieces that engage visitors in the Village Center through <b>increased visitation rates.</b>	N/A	Economic Development
5.	<b>Telluride Conference Center (TCC) study execution and planning for recommendation implantation.</b>	<b>N/A</b> – Study costs are within the 2022 budget. Implementation and capital improvement costs will be discussed within 2023	Staff and consultants will create execution benchmarks.	N/A	Economic Development
6.	<b>Manage Contract</b> and optimize the Center's financial potential.	<b>N/A</b> - No change to Town's current budget	<b>Increase</b> YOY revenue by <b>3%</b>	N/A	Economic Development

7.	<b>Liquor Licensing:</b> 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.	N/A	<b>100%</b> of liquor licenses processed pursuant to required deadlines and all licenses compliant with state and local requirements	<b>Carbon Neutrality</b> <i>Paper Reduction</i> Utilize reusable signage for public hearing notices for new licenses as well as special events.	Town Clerk
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2023 Town Goal:

**Improve internal operations and make Mountain Village the employer of choice.**

	Supporting Department Goal	Financial Implications	Measurement	Environmental Impact	Department
1.	<b>Performance Reviews:</b> Facilitate implementation of leadership development training model to staff to support a transition to a pay for performance process and culture. This is expected to be a three-year project supported by leadership development management consulting firm, Weber Business Services, LLC.	<b>\$49,990</b> – initial costs of consulting firm for 3 year project completion Total costs ~\$149,860	Project begins early 2023 and is expected to be complete in 2025.	<b>Environmental Education</b> <i>Training and Culture:</i> Incorporate the Town’s environmental goals within leadership development and the defining Town culture	Human Resources

2.	<p><b>New HRIS Software:</b> Facilitate implementation of new HR and Finance software. Highlights include new and improved Performance Review Module utilizing internal Biz Library Learn Management trainings (will be utilized in direct conjunction with consultant firm), includes recruitment job board use (governmentjobs.com – largest public sector specific job board), and government specific accounting system use.</p>	<p><b>\$47,587</b> – costs of implementation in 2022.</p>	<p>Initial platform module to begin implementation phase 10/2022 – 4/2023. Final phase to be implemented late 2023 with organization wide use.</p>	<p><b>Zero Waste</b>  <i>Paper Reduction:</i>  Easier use of employee and employer self-service, reducing overall paper use, includes e-forms and policy modules (replacing current HR/payroll forms)</p>	<p>Human Resources</p>
3.	<p><b>Training:</b> Train network and server administrator TMV's systems.</p>	<p>N/A</p>	<p>Completed by <b>12/31/2023</b>.</p>	<p>N/A</p>	<p>Information Technology</p>
4.	<p><b>Town Council Compensation:</b>  Compensation for the elected members, Mayor and six Council Members</p>	<p><b>\$400/month</b> for Council members and <b>\$800/month</b> for the Mayor per Ordinance 2015-04.</p> <p>Council members also receive compensation toward basic water, sewer, cable and internet services.</p>	<p>Complete <b>100%</b> of timely compensation payments</p>	<p>N/A</p>	<p>Town Clerk</p>

		<p>Additionally, a ski pass or gift card is provided.</p> <p>Medical, dental, vision and \$20,000 in life insurance is available to Council members. Members are eligible for the Town's Employee Assistance Program and may participate in the Town's 401k.</p>			
5.	<p><b>Business Meals</b> budget includes dinner for all regular Council meetings and additional 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.</p>	<p><b>\$6000</b></p>	N/A	<p><b>Carbon Neutrality</b> <i>Locally Sourced Food</i> The Town sources meals for local establishments or in-house</p>	Town Clerk
6.	<p><b>Staff Career Development:</b> Provide staff members resources to further professional development. Create a strong team of qualified, professional educators.</p>	<p><b>\$10,000-</b> No change to Town's current budget-utilize funding from the State of Colorado professional development opportunities</p>	Staff members will complete ECE 101 and 103	N/A	Munchkins

7.	<b>Department and Employee Development.</b> Continue to work with individual departments to improve processes and functions to achieve efficiencies and enhanced performance. Work with the HR Director to begin development and implementation of a new performance review system.	<b>Staff time</b> will be used to enhance department functions. <b>\$49,990</b> – initial costs of consulting firm for 3-year performance review project completion Total costs ~\$149,860	Performance project <b>begins early 2023</b> and is expected to be <b>completed in 2025</b> .	<b>Environmental Education Training and Culture:</b> Incorporate the Town’s environmental goals within leadership development and the defining Town culture	Town Manager
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2023 Town Goal:

**Strengthen regional relationships and identify opportunities of regional cooperation.**

	Supporting Department Goal	Financial Implications	Measurement	Environmental Impact	Department
1.	<b>Education and Collaboration</b> with regional offices, neighboring GIS departments, & GIS professionals, as well as expand education for the Town's GIS department	<b>\$8000</b> for GIS Certificate from CU Boulder	Certificate completed by <b>December of 2023</b>	<b>Carbon Neutrality Energy Efficiency</b> Expansion of regional GIS data provides more efficient communication pathways and improves emergency management plans.	Information Technology
2.	<b>Council Travel and Education:</b> The Mayor and Council may travel to CML, CAST or other meetings and trainings.	<b>\$7500</b>	N/A	N/A	Town Clerk

## Agenda Item 3a

Town of Mountain Village 2023 Budget Overview						
Budget Category	Fund Type	2022 Original Budget	2022 Updated Forecast	2023 Preliminary Budget	Variance	Variance explanation
Revenues	Governmental Funds	26,108,614	29,295,060	28,197,185	-3.7%	Decrease in projected lodging taxes -4.2% (lodging rates projected to decline)  Increase in grant funding 2.6% (grant funds for safety improvements offset by the decline in municipal bus grant used in 2022)  Decrease in contributions -1.8% ( Contributions from TMVOA and TSG to cover debt service on the Gondola bonds end in 2022 with the payoff of the bonds. This was offset by increase in TMVOA Gondola Fund contributions in 2023)
Revenues	Enterprise Funds	9,483,499	9,512,560	10,708,425	12.6%	Increase in service related revenues 7.5% (increase in water/sewer base rates, new broadband customers, new parking fees)  Increase in fee revenue 2.6% (new housing mitigation fee)  Increase in grant funding 3.8% (grant for water meter replacement offset by the expenditure of EV charging station grant in 2022)  Decrease in miscellaneous revenues -1.3% (parking in lieu fees received in 2022 not anticipated in 2023, mortgage assistance repayment recieved in 2022 not anticipated in 2023)
<b>Total Revenues</b>		<b>35,592,113</b>	<b>38,807,620</b>	<b>38,905,610</b>	<b>0.3%</b>	
Operating Expenses	Governmental Funds	22,548,978	23,503,776	23,659,844	0.7%	Increase in personnel costs 7.2% (budgeted for full staffing, merit increase new positions, and wage adjustment instituted Q4 2022)  Increase in professional service fees 1.1% (Gondola consulting, legal expenses, offset by a decrease in planning services with completion of master planning and the addition of new staff)  Increase in miscellaneous expenses 1.3% (utilities, training, supply costs, utilities, etc)  Decrease in airline guaranty funding -1.3% (due to decrease in projected lodging tax)  Decrease in debt service on Gondola Bonds -7.6% (to be repaid in 2022)

						Increase in personnel costs 7.3% full staffing, new positions, wage increases) Increase in debt service 6.7% (projected debt service on land purchase AHDF) Increase in maintenance expenses 2.8% (roof repairs VCA and general maintenance items) Miscellaneous increases 2.2% (utilities, leases, professional services)
<b>Operating Expenses</b>	<b>Enterprise Funds</b>	7,843,711	7,514,428	8,944,438	19.0%	
<b>Total Operating Expenses</b>		30,392,689	31,018,204	32,604,282	5.1%	
<b>Capital Outlay</b>	<b>Governmental Funds</b>	4,175,762	2,848,771	4,347,507	52.6%	2023 projects include: San Joaquin safety improvements, public restroom renovations, council chamber upgrades, gondola station upgrades, annual vehicle and equipment replacements
<b>Capital Outlay</b>	<b>Enterprise Funds</b>	18,214,800	12,439,868	24,443,270	96.5%	2023 projects include: Affordable Housing project Lot 644 development and the beginning of VCA Phase IV, regional sewer upgrades, ongoing broadband investment, conference center HVAC replacement
<b>Total Capital Outlay</b>		22,390,562	15,288,639	28,790,777	88.3%	
<b>Other Sources/(Uses)</b>	<b>Governmental Funds</b>	(338,514)	(463,141)	(5,727,916)	1136.8%	The 2023 budget includes a transfer to the AHDF for the development of Lot 644. This contribution will be returned to the General Fund in 2024 sale of the developed units
<b>Other Sources/(Uses)</b>	<b>Enterprise Funds</b>	20,460,519	8,853,022	25,849,723	192.0%	The 2023 increase is due to projected debt issuance for VCA Phase IV construction offset by the transfer from the General Fund for the development of the Lot 644 affordable housing project
<b>Total Other Sources/(Uses)</b>		20,122,005	8,389,881	20,121,807	139.8%	
<b>Surplus (Deficit)</b>	<b>Governmental Funds</b>	(954,640)	2,479,372	(5,538,082)		
<b>Surplus (Deficit)</b>	<b>Enterprise Funds</b>	3,885,507	(1,588,714)	3,170,440		
<b>Total Surplus (Deficit)</b>		2,930,867	890,658	(2,367,642)		
<b>Beginning Fund Balance</b>		26,400,904	28,005,063	28,895,721		
<b>Ending Fund Balance</b>		29,331,771	28,895,721	26,528,079		

**Fund:** General Fund  
**Fund Type:** Governmental

**Funding Sources:** Sales tax, property tax, Building & Planning revenues, licensing revenues, intergovernmental revenues, fines, investment income

**2023 Budget Assumptions:** Lodging tax is projected to decrease by 15% in 2023 due to an anticipated decline in average daily rates.  
 Restaurant taxes are projected to remain constant with 2022 forecasts.  
 Marketing expenses previously accounted for in the general fund will be accounted for directly in the Tourism fund going forward.  
 Contribution to the AHDF in 2023 for the development of Lot 644, to be returned to the General Fund in 2024  
 Capital outlay for renovations to chambers and public restrooms has been budgeted.  
 Housing expenses previously accounted for in the general fund will be accounted for in the ADHF going forward.

General Fund					
Budget Category	2022	2022	2023	Variance	Variance explanation
	Original Budget	Updated Forecast	Preliminary Budget		
<b>Revenues</b>	13,910,819	16,485,641	15,751,755	-4.5%	Decrease in projected lodging taxes
<b>Operating Expenses</b>	11,809,337	12,072,918	13,303,573	10.2%	Increases in personnel costs (full staffing, new positions, wage increases) *See individual department summaries for details*
<b>Capital Outlay</b>	398,500	396,000	1,318,000	232.8%	Town Hall renovations (council chambers, public restrooms)
<b>Other Sources/(Uses)</b>	(2,267,282)	(2,155,720)	(6,914,666)	220.8%	Transfer to ADHF for Lot 644 Development contribution, to be returned in 2024
<b>Surplus (Deficit)</b>	(564,300)	1,861,003	(5,784,484)	-410.8%	
<b>Beginning Fund Balance</b>	15,749,342	17,775,998	19,637,001	10.5%	
<b>Ending Fund Balance</b>	15,185,042	19,637,001	13,852,517	-29.5%	Lot 644 contribution to be returned to the General Fund in 2024

**Recession Planning:** Recession planning notes are included in each General Fund department summary.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
***General Fund Summary***

	Actuals 2020	Actuals 2021	2022 Original	2022 Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	2023 % Adjustments	2024 Long Term Projection	2025 Long Term Projection	2026 Long Term Projection	2027 Long Term Projection
<b><u>Revenues</u></b>												
Taxes	9,733,930	12,851,739	12,387,385	14,513,780	2,126,395	13,834,432	(679,348)	-4.7%	13,999,101	14,252,733	14,511,438	14,775,317
Licenses & Permits	395,985	650,384	412,328	508,900	96,572	507,950	(950)	-0.2%	507,950	507,950	507,950	507,950
Intergovernmental Proceeds	572,124	512,566	420,500	386,310	(34,190)	384,557	(1,753)	-0.5%	384,557	384,557	384,557	384,557
Charges for Services	302,874	738,212	399,961	532,571	132,610	509,486	(23,085)	-4.3%	509,486	509,486	509,486	509,486
Fines and Forfeits	68,175	3,248	11,841	89,526	77,685	7,576	(81,950)	-91.5%	7,576	7,576	7,576	7,576
Interest on Investments	190,386	(47,411)	100,000	185,000	85,000	165,000	(20,000)	-10.8%	165,000	165,000	165,000	165,000
Miscellaneous Revenues	733,731	249,683	55,464	96,214	40,750	169,414	73,200	76.1%	49,414	49,414	49,414	49,414
Contributions	145,915	86,250	123,340	173,340	50,000	173,340	-	0.0%	173,340	173,340	173,340	173,340
<b>Total Revenues</b>	<b>12,143,120</b>	<b>15,044,671</b>	<b>13,910,819</b>	<b>16,485,641</b>	<b>2,574,822</b>	<b>15,751,755</b>	<b>(733,886)</b>	<b>-4.5%</b>	<b>15,796,424</b>	<b>16,050,056</b>	<b>16,308,761</b>	<b>16,572,640</b>
<b><u>Operating Expenditures</u></b>												
Legislation & Council	80,322	124,693	148,464	141,201	(7,262)	196,792	55,591	39.4%	200,044	229,759	233,778	237,936
Town Attorney	330,138	217,380	559,263	550,592	(8,670)	602,488	51,895	9.4%	602,638	602,794	602,955	603,121
Town Manager	298,504	683,532	364,280	452,870	88,589	726,246	273,377	60.4%	727,167	728,111	729,079	730,072
Town Clerk's Office	331,546	287,949	340,150	340,273	122	363,034	22,761	6.7%	357,242	364,168	358,713	365,677
Finance	914,710	863,838	1,033,384	1,037,871	4,486	1,150,565	112,694	10.9%	1,136,967	1,149,561	1,162,676	1,176,336
Information Technology	415,883	515,967	722,314	721,393	(921)	837,061	115,668	16.0%	780,675	784,448	788,387	837,501
Human Resources	357,350	342,943	395,844	459,161	63,317	530,194	71,033	15.5%	510,193	482,408	439,672	441,999
Communications and Business Development	1,462,463	496,810	625,233	502,821	(122,411)	331,684	(171,137)	-34.0%	332,215	332,760	333,318	333,891
Municipal Court	32,026	27,765	36,890	37,439	550	39,994	2,555	6.8%	40,209	40,432	40,664	40,905
Police Department	969,254	993,149	1,136,850	1,148,795	11,945	1,359,477	210,682	18.3%	1,358,967	1,362,556	1,365,814	1,369,155
Community Services	51,315	59,548	64,973	63,933	(1,040)	72,831	8,897	13.9%	73,079	73,333	73,593	73,861
Community Grants and Contributions	120,370	112,338	130,550	133,650	3,100	151,038	17,388	13.0%	151,038	151,038	151,038	151,038
Roads and Bridges	775,945	978,600	1,177,103	1,191,036	13,933	1,347,165	156,130	13.1%	1,349,772	1,352,444	1,355,182	1,357,990
Vehicle Maintenance	410,962	459,305	524,079	521,225	(2,854)	529,120	7,895	1.5%	530,620	532,160	533,741	535,364
Municipal Bus	295,158	228,506	312,823	308,353	(4,470)	356,155	47,801	15.5%	357,600	359,082	360,602	362,161
Employee Shuttle	41,663	33,222	-	-	-	-	-	na	-	-	-	-
Parks & Recreation	400,381	437,359	554,641	562,220	7,579	677,624	115,404	20.5%	663,147	676,708	678,310	679,952
Plaza Services	1,175,247	1,317,808	1,626,688	1,675,041	48,353	1,843,506	168,465	10.1%	1,847,750	1,852,103	1,856,567	1,861,147
Public Refuse Removal	62,742	64,486	68,299	68,299	-	71,742	3,443	5.0%	71,810	71,879	71,949	72,020
Building/Facility Maintenance	240,966	289,125	310,572	362,282	51,710	372,931	10,649	2.9%	365,639	366,366	367,110	367,874
Building Division	324,810	477,765	602,994	560,169	(42,825)	677,393	117,224	20.9%	678,918	680,481	682,084	683,728
Housing Division Office	22,182	75,839	171,961	171,476	(485)	-	(171,476)	-100.0%	-	-	-	-
Planning and Development Services	279,860	581,040	806,983	967,818	160,835	971,533	3,715	0.4%	973,447	975,408	977,417	979,476
Contingency	-	-	95,000	95,000	-	95,000	-	0.0%	95,000	95,000	95,000	95,000
<b>Total Operating Expenditures</b>	<b>9,393,796</b>	<b>9,668,966</b>	<b>11,809,337</b>	<b>12,072,918</b>	<b>263,581</b>	<b>13,303,573</b>	<b>1,230,655</b>	<b>10.2%</b>	<b>13,204,137</b>	<b>13,262,998</b>	<b>13,257,650</b>	<b>13,356,204</b>

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
**General Fund Summary**

	Actuals 2020	Actuals 2021	2022 Original	2022 Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	2023 % Adjustments	2024 Long Term Projection	2025 Long Term Projection	2026 Long Term Projection	2027 Long Term Projection
<b>Capital Outlay</b>												
Capital Outlay Expense	21,481	226,182	398,500	396,000	(2,500)	1,318,000	922,000	232.8%	440,000	767,500	435,000	305,000
<b>Total Capital Outlay</b>	<b>21,481</b>	<b>226,182</b>	<b>398,500</b>	<b>396,000</b>	<b>(2,500)</b>	<b>1,318,000</b>	<b>922,000</b>	<b>232.8%</b>	<b>440,000</b>	<b>767,500</b>	<b>435,000</b>	<b>305,000</b>
<b>Other Source/Uses</b>												
Gain/Loss On Sale Of Assets	-	-	-	-	-	-	-	na	-	-	-	-
Insurance Proceeds	-	13,410	-	-	-	-	-	na	-	-	-	-
Transfer From Overhead Allocations	573,280	660,365	648,199	617,610	(30,589)	657,672	40,063	6.5%	644,844	639,825	621,666	643,457
Transfer (To)/From Tourism Fund	67,643	100,857	405,949	337,011	(68,938)	124,546	(212,465)	-63.0%	126,202	127,891	129,614	131,371
Transfer (To)/From Parking Services	-	-	-	-	-	-	-	na	19,953	(154,807)	(153,892)	113,079
Transfer (To)/From Debt Service Fund	(691,433)	-	-	-	-	-	-	na	-	-	-	-
Transfer (To)/From DSF - Specific Ownership Taxes	24,724	23,976	32,000	25,000	(7,000)	25,000	-	0.0%	25,000	25,000	25,000	25,000
Transfer (To)/From Capital Projects Fund	(51,701)	(79,765)	(1,983,546)	(1,182,000)	801,546	(1,074,046)	107,954	-9.1%	-	-	-	-
Transfer (To)/From Child Development Fund	(124,813)	(93,226)	(197,808)	(171,590)	26,217	(196,264)	(24,673)	14.4%	(192,960)	(194,765)	(196,620)	(198,526)
Transfer (To)/From Broadband Fund	(1,610,146)	(592,515)	-	(223,081)	(223,081)	(102,233)	120,848	-54.2%	(43,604)	(623,636)	69,013	(10,871)
Transfer (To)/From Conference Center Fund	(211,666)	(233,360)	(159,565)	(314,565)	(155,000)	(831,246)	(516,681)	164.3%	(225,668)	(227,681)	(229,735)	(231,830)
Transfer (To)/From AHDF (Sales Tax)	(524,406)	(803,876)	(761,301)	(990,989)	(229,688)	(915,846)	75,142	-7.6%	(934,141)	(952,801)	(971,835)	(991,250)
Transfer (To)/From AHDF (Housing Office)	22,182	75,587	171,961	171,476	(485)	-	(171,476)	-100.0%	-	-	-	-
Transfer (To)/From AHDF - Lot 644	-	-	-	-	-	(4,300,000)	(4,300,000)	na	4,300,000	-	-	-
Transfer (To)/From Vehicle Acquisition	(109,221)	(240,872)	(423,171)	(424,590)	(1,420)	(302,250)	122,340	-28.8%	(215,800)	(755,300)	(248,300)	(105,300)
<b>Total Other Sources/Uses</b>	<b>(2,635,557)</b>	<b>(1,169,419)</b>	<b>(2,267,282)</b>	<b>(2,155,720)</b>	<b>111,562</b>	<b>(6,914,666)</b>	<b>(4,758,947)</b>	<b>220.8%</b>	<b>3,503,826</b>	<b>(2,116,275)</b>	<b>(955,089)</b>	<b>(624,869)</b>
<b>Surplus (Deficit)</b>	<b>92,286</b>	<b>3,980,104</b>	<b>(564,300)</b>	<b>1,861,004</b>	<b>2,425,304</b>	<b>(5,784,484)</b>	<b>(7,645,488)</b>	<b>-410.8%</b>	<b>5,656,112</b>	<b>(96,717)</b>	<b>1,661,022</b>	<b>2,286,567</b>
<b>Beginning Fund Balance</b>	<b>13,703,611</b>	<b>13,795,895</b>	<b>15,749,342</b>	<b>17,775,998</b>		<b>19,637,002</b>			<b>13,852,518</b>	<b>19,508,630</b>	<b>19,411,913</b>	<b>21,072,935</b>
<b>Ending Fund Balance</b>	<b>13,795,895</b>	<b>17,775,998</b>	<b>15,185,042</b>	<b>19,637,002</b>		<b>13,852,518</b>			<b>19,508,630</b>	<b>19,411,913</b>	<b>21,072,935</b>	<b>23,359,502</b>

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**General Fund Revenues**

Worksheet	Account Name			2022	2022 \$	2023	2023 \$	2023 %	2024 Long	2025 Long	2026 Long	2027 Long	
		Actuals 2020	Actuals 2021	2022 Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
General Fund Revenues	Tax - Property	4,092,373	4,065,571	4,286,513	4,286,513	-	4,283,515	(2,998)	-0.1%	4,283,515	4,369,185	4,456,569	4,545,700
General Fund Revenues	Tax - Property - Abatements	(57,760)	(34,530)	133,078	133,078	-	133,078	-	0.0%	133,078	133,078	133,078	133,078
General Fund Revenues	Tax - Specific Ownership	191,134	208,220	185,000	185,000	-	185,000	-	0.0%	185,000	185,000	185,000	185,000
General Fund Revenues	Tax - Construction Use 1.5%	249,941	447,940	300,000	300,000	-	300,000	-	0.0%	300,000	300,000	300,000	300,000
General Fund Revenues	Tax - Construction Use 3%	506,338	896,015	600,000	659,000	59,000	659,000	-	0.0%	659,000	659,000	659,000	659,000
General Fund Revenues	Tax-Cigarette	11,047	13,531	9,400	9,400	-	9,400	-	0.0%	9,400	9,400	9,400	9,400
General Fund Revenues	Tax - Property - Interest/Penalty	13,466	10,440	15,000	15,000	-	15,000	-	0.0%	15,000	15,000	15,000	15,000
General Fund Revenues	Sales Taxes	4,712,647	7,218,572	6,847,394	8,854,789	2,007,395	8,233,439	(621,350)	-7.0%	8,398,108	8,566,070	8,737,391	8,912,139
General Fund Revenues	Sales Taxes - Interest	1,373	1,709	1,000	1,000	-	1,000	-	0.0%	1,000	1,000	1,000	1,000
General Fund Revenues	Sales Taxes - Penalties	5,893	7,234	5,000	5,000	-	5,000	-	0.0%	5,000	5,000	5,000	5,000
General Fund Revenues	Sales Taxes - Prior Period Remittances	7,477	17,037	5,000	65,000	60,000	10,000	(55,000)	-84.6%	10,000	10,000	10,000	10,000
<b>Total Taxes</b>		<b>9,733,930</b>	<b>12,851,739</b>	<b>12,387,385</b>	<b>14,513,780</b>	<b>2,126,395</b>	<b>13,834,432</b>	<b>(679,348)</b>	<b>-4.7%</b>	<b>13,999,101</b>	<b>14,252,733</b>	<b>14,511,438</b>	<b>14,775,317</b>
General Fund Revenues	License-Liquor	2,856	2,981	3,500	3,500	-	3,500	-	0.0%	3,500	3,500	3,500	3,500
General Fund Revenues	License-Pet	135	90	128	100	(28)	100	-	0.0%	100	100	100	100
General Fund Revenues	Permit-Construction	251,487	462,585	262,500	345,500	83,000	345,500	-	0.0%	345,500	345,500	345,500	345,500
General Fund Revenues	Permit-Electrical-Mountain Village	11,319	9,331	10,000	10,000	-	10,000	-	0.0%	10,000	10,000	10,000	10,000
General Fund Revenues	Permit-Electrical-Town of Telluride	51,163	67,444	55,000	55,000	-	55,000	-	0.0%	55,000	55,000	55,000	55,000
General Fund Revenues	Permit-Plumbing-Mountain Village	13,492	12,248	10,000	18,000	8,000	18,000	-	0.0%	18,000	18,000	18,000	18,000
General Fund Revenues	Permit-Plumbing-Town of Telluride	40,154	45,880	40,000	40,000	-	40,000	-	0.0%	40,000	40,000	40,000	40,000
General Fund Revenues	Permit-Mechanical	5,072	7,637	200	4,000	3,800	4,000	-	0.0%	4,000	4,000	4,000	4,000
General Fund Revenues	TCO Fee	-	975	-	500	500	-	(500)	-100.0%	-	-	-	-
General Fund Revenues	Construction Parking Fees	19,201	40,400	30,000	30,000	-	30,000	-	0.0%	30,000	30,000	30,000	30,000
General Fund Revenues	Construction Parking Late Pay Fees	170	58	-	150	150	150	-	0.0%	150	150	150	150
General Fund Revenues	Permit - Tree Removal	-	50	-	450	450	-	(450)	-100.0%	-	-	-	-
General Fund Revenues	Permit & Other Licenses	775	625	-	500	500	500	-	0.0%	500	500	500	500
General Fund Revenues	Permits-Excavation	160	80	1,000	1,200	200	1,200	-	0.0%	1,200	1,200	1,200	1,200
<b>Total Permits &amp; License</b>		<b>395,985</b>	<b>650,384</b>	<b>412,328</b>	<b>508,900</b>	<b>96,572</b>	<b>507,950</b>	<b>(950)</b>	<b>-0.2%</b>	<b>507,950</b>	<b>507,950</b>	<b>507,950</b>	<b>507,950</b>
General Fund Revenues	Conservation Trust Funds	14,665	17,368	13,402	15,000	1,598	15,000	-	0.0%	15,000	15,000	15,000	15,000
General Fund Revenues	Mineral Lease Revenue	684	1,654	583	5,231	4,648	2,500	(2,731)	-52.2%	2,500	2,500	2,500	2,500
General Fund Revenues	Severance Tax Revenues	231	12	332	342	10	250	(92)	-26.9%	250	250	250	250
General Fund Revenues	County Road & Bridge Taxes	298,820	294,408	275,450	295,450	20,000	295,450	-	0.0%	295,450	295,450	295,450	295,450
General Fund Revenues	Motor Vehicle Registration	6,119	6,155	4,900	4,900	-	4,900	-	0.0%	4,900	4,900	4,900	4,900
General Fund Revenues	Highway User Tax Funds	59,053	69,994	65,387	65,387	-	66,457	1,070	1.6%	66,457	66,457	66,457	66,457
General Fund Revenues	Smart Contribution	192,552	122,975	60,446	-	(60,446)	-	-	na	-	-	-	-
<b>Total Intergovernmental Revenues</b>		<b>572,124</b>	<b>512,566</b>	<b>420,500</b>	<b>386,310</b>	<b>(34,190)</b>	<b>384,557</b>	<b>(1,753)</b>	<b>-0.5%</b>	<b>384,557</b>	<b>384,557</b>	<b>384,557</b>	<b>384,557</b>
General Fund Revenues	Fee-2% Collection - Material Tax	3,812	6,582	2,708	2,708	-	2,708	-	0.0%	2,708	2,708	2,708	2,708
General Fund Revenues	Fee-Plan Review	162,507	300,659	170,625	187,000	16,375	187,000	-	0.0%	187,000	187,000	187,000	187,000
General Fund Revenues	Fee-Planning DRB Fees	63,650	195,230	65,000	130,000	65,000	130,000	-	0.0%	130,000	130,000	130,000	130,000
General Fund Revenues	Fee- Recording	73	75	350	100	(250)	100	-	0.0%	100	100	100	100
General Fund Revenues	Fee-Plan/Zone/Plat	-	-	2,000	-	(2,000)	-	-	na	-	-	-	-
General Fund Revenues	Fee-MVHA Qualification Fee	-	2,330	4,600	-	(4,600)	-	-	na	-	-	-	-
General Fund Revenues	Fee - Energy Mitigation	-	42,025	15,000	73,085	58,085	50,000	(23,085)	-31.6%	50,000	50,000	50,000	50,000
General Fund Revenues	Black Hills Gas Franchise Fee	37,236	38,758	39,678	39,678	-	39,678	-	0.0%	39,678	39,678	39,678	39,678
General Fund Revenues	Road Impact Fees	34,519	148,732	100,000	100,000	-	100,000	-	0.0%	100,000	100,000	100,000	100,000

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**General Fund Revenues**

Worksheet	Account Name	Actuals		2022	2022 \$	2023	2023 \$	2023 %	2024 Long	2025 Long	2026 Long	2027 Long	
		2020	2021	Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments	Term	Term	Term	Term
		Projection	Projection	Projection	Projection	Projection	Projection	Projection	Projection	Projection	Projection	Projection	
General Fund Revenues	Road Cut Fees	-	-	-	-	-	-	na	-	-	-	-	
General Fund Revenues	Equipment Rental	1,076	3,721	-	-	-	-	na	-	-	-	-	
General Fund Revenues	Towing Fees	-	100	-	-	-	-	na	-	-	-	-	
<b>Total Charges for Services</b>		<b>302,874</b>	<b>738,212</b>	<b>399,961</b>	<b>532,571</b>	<b>132,610</b>	<b>509,486</b>	<b>(23,085)</b>	<b>-4.3%</b>	<b>509,486</b>	<b>509,486</b>	<b>509,486</b>	<b>509,486</b>
General Fund Revenues	Fines-Traffic	2,245	1,090	5,000	1,500	(3,500)	1,500	-	0.0%	1,500	1,500	1,500	1,500
General Fund Revenues	Fines-Criminal	1,650	750	1,764	1,000	(764)	1,000	-	0.0%	1,000	1,000	1,000	1,000
General Fund Revenues	Fines-False Alarms	-	50	276	276	-	276	-	0.0%	276	276	276	276
General Fund Revenues	Fines-Miscellaneous/PD	780	502	4,250	4,250	-	4,250	-	0.0%	4,250	4,250	4,250	4,250
General Fund Revenues	Fines-Miscellaneous Building	63,500	856	551	82,500	81,949	550	(81,950)	-99.3%	550	550	550	550
<b>Total Fines &amp; Forfeits</b>		<b>68,175</b>	<b>3,248</b>	<b>11,841</b>	<b>89,526</b>	<b>77,685</b>	<b>7,576</b>	<b>(81,950)</b>	<b>-91.5%</b>	<b>7,576</b>	<b>7,576</b>	<b>7,576</b>	<b>7,576</b>
General Fund Revenues	Interest On Investments	184,372	44,721	100,000	185,000	85,000	165,000	(20,000)	-10.8%	165,000	165,000	165,000	165,000
General Fund Revenues	Gain/Loss On Investments	6,013	(92,132)	-	-	-	-	-	na	-	-	-	-
<b>Total Interest on Investments</b>		<b>190,386</b>	<b>(47,411)</b>	<b>100,000</b>	<b>185,000</b>	<b>85,000</b>	<b>165,000</b>	<b>(20,000)</b>	<b>-10.8%</b>	<b>165,000</b>	<b>165,000</b>	<b>165,000</b>	<b>165,000</b>
General Fund Revenues	Grant Revenue Police	-	-	-	-	-	20,000	20,000	na	-	-	-	-
General Fund Revenues	Grant Revenue-Miscellaneous (1)	671,388	204,333	21,000	21,000	-	100,000	79,000	376.2%	-	-	-	-
General Fund Revenues	HR Housing - Revenue	4,340	-	3,350	3,350	-	3,350	-	0.0%	3,350	3,350	3,350	3,350
General Fund Revenues	Miscellaneous Revenue - Shop	-	-	500	500	-	500	-	0.0%	500	500	500	500
General Fund Revenues	Miscellaneous Revenue - Marketing	-	-	475	475	-	475	-	0.0%	475	475	475	475
General Fund Revenues	Miscellaneous Revenue - Police	109	3,704	1,000	26,000	25,000	1,000	(25,000)	-96.2%	1,000	1,000	1,000	1,000
General Fund Revenues	Miscellaneous Revenue - Municipal Bus	18,451	-	1,000	-	(1,000)	-	-	na	-	-	-	-
General Fund Revenues	Miscellaneous Revenue - Building	(1,444)	1,000	750	750	-	750	-	0.0%	750	750	750	750
General Fund Revenues	Miscellaneous Revenue - Finance	788	8,593	2,500	4,000	1,500	4,000	-	0.0%	4,000	4,000	4,000	4,000
General Fund Revenues	Munirevs Credit Card Fees	2,464	2,670	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000
General Fund Revenues	Permitting Credit Card Fees	1,510	1,556	5,000	2,000	(3,000)	2,000	-	0.0%	2,000	2,000	2,000	2,000
General Fund Revenues	Miscellaneous Revenue -Clerk	490	179	200	1,000	800	200	(800)	-80.0%	200	200	200	200
General Fund Revenues	Miscellaneous Revenue - General	7,081	5,075	1,100	4,100	3,000	4,100	-	0.0%	4,100	4,100	4,100	4,100
General Fund Revenues	Maintenance Shop Lease	12	11	12	12	-	12	-	0.0%	12	12	12	12
General Fund Revenues	Van Rider Revenue	8,448	-	-	-	-	-	-	na	-	-	-	-
General Fund Revenues	Transfer Station Lease	1,200	1,200	1,200	1,200	-	1,200	-	0.0%	1,200	1,200	1,200	1,200
General Fund Revenues	David Reed Lease	(1,398)	(1,398)	(1,398)	(1,398)	-	(1,398)	-	0.0%	(1,398)	(1,398)	(1,398)	(1,398)
General Fund Revenues	Ice Rink Revenues	-	2,378	-	-	-	-	-	na	-	-	-	-
General Fund Revenues	Vending Cart/Plaza Use Rents	6,850	14,461	7,500	24,000	16,500	24,000	-	0.0%	24,000	24,000	24,000	24,000
General Fund Revenues	Vending/Plaza Application Fees	2,171	2,866	5,775	2,825	(2,950)	2,825	-	0.0%	2,825	2,825	2,825	2,825
General Fund Revenues	Farm to Community Application Fees/Donations	11,272	3,055	3,500	3,500	-	3,500	-	0.0%	3,500	3,500	3,500	3,500
General Fund Revenues	Market on the Plaza Bag Sales	-	-	-	900	900	900	-	0.0%	900	900	900	900
<b>Total Miscellaneous Revenues</b>		<b>733,731</b>	<b>249,683</b>	<b>55,464</b>	<b>96,214</b>	<b>40,750</b>	<b>169,414</b>	<b>73,200</b>	<b>76.1%</b>	<b>49,414</b>	<b>49,414</b>	<b>49,414</b>	<b>49,414</b>
General Fund Revenues	Contributions - TMVOA	138,131	58,725	50,000	50,000	-	50,000	-	0.0%	50,000	50,000	50,000	50,000
General Fund Revenues	Contributions-TMVOA Employee Shuttle	-	-	-	50,000	50,000	50,000	-	0.0%	50,000	50,000	50,000	50,000
General Fund Revenues	Contributions-TMVOA Employee Shuttle	3,340	-	3,340	3,340	-	3,340	-	0.0%	3,340	3,340	3,340	3,340
General Fund Revenues	Environmental Services Contribution (2)	4,444	27,525	70,000	70,000	-	70,000	-	0.0%	70,000	70,000	70,000	70,000
<b>Total Contributions</b>		<b>145,915</b>	<b>86,250</b>	<b>123,340</b>	<b>173,340</b>	<b>50,000</b>	<b>173,340</b>	<b>-</b>	<b>0.0%</b>	<b>173,340</b>	<b>173,340</b>	<b>173,340</b>	<b>173,340</b>
<b>Total General Fund Revenues</b>		<b>12,143,120</b>	<b>15,044,671</b>	<b>13,910,819</b>	<b>16,485,641</b>	<b>2,574,822</b>	<b>15,751,755</b>	<b>(733,886)</b>	<b>-4.5%</b>	<b>15,796,424</b>	<b>16,050,056</b>	<b>16,308,761</b>	<b>16,572,640</b>

(1) 2020 BDAC Grant carryover, CDOT Mag Grant, and Forestry Funding - 2022 Grad student grant funded program.

(2) Defensible Space

## Agenda Item 4a

TO: Mountain Village Town Council  
 FROM: Paul Wisor, Town Manager  
 DATE: September 8, 2022  
 RE: Town Manager Narrative

### Program Narrative

While maintaining all other department functions, in 2023, the Town Manager’s department is focusing on the following missions.

*Visioning:* Beyond the comprehensive plan, provide a vision for the future of Mountain Village to become an iconic resort destination while recognizing challenges such as shorter winters, less water, and increased population will become a reality sooner rather than later.

*Leadership:* Provide leadership and guidance to all of Mountain Village staff so we can provide world class service to the community and Mountain Village is seen as a municipal leader among ski communities across the country.

*Collaboration:* Enhance efforts to work with the Town of Telluride, San Miguel County, SMART, TMVOA, non-profits, TSG, and other regional partners.

The goals set forth below will assist in fulfilling this mission.

### Program Goals

Goal	Financial Implications	Measurement	Environmental Impact	Overall Town Goal
<b>1. Development of Affordable Housing:</b> Continue to pursue solutions to the affordable housing crisis through the development of Lot 644, VCA Phase IV, due diligence review and design of Alexander property	<b>\$7.5 million</b> for the acquisition of the Alexander property, to be spent in either December 2022 or early 2023. <b>\$4.3 million</b> in equity investment in Lot 644, to be recouped at end of 2023	<b>Quarterly updates</b> as to the stage of development and construction and design processes. Completion of Lot 644 and Phase IV by <b>December 2023.</b>	<b>Carbon Neutrality</b> <i>Energy Efficiencies</i> With a combination of grant funding to support net zero efforts, electrification, a focus on building housing to reduce vehicle trips and commuting	Actively identify and implement solutions to address the Town’s affordable housing crisis.

		\$20 million in debt issuance for VCA Phase IV.		miles, and assuring these developments are on public transportation routes all promote sustainability in our region	
2.	<b>Access to Affordable Housing:</b> Develop a program to assist future homeowners in accessing housing constructed by Mountain Village through low interest/low down payment loans. Develop a program to provide community members the opportunity to partner with Mountain Village by investing in Mountain Village housing projects.	N/A - Staff will be utilized for development of these programs.	Finalization of programs prior to completion of Lot 644.	<b>Carbon Neutrality</b> <i>Fuel Reduction</i> Reduction of the Increase housing closer to Mountain Village and within close proximity to regional transit.	Actively identify and implement solutions to address the Town's affordable housing crisis.
3.	<b>Formation of a WWTP Authority:</b> Work with the Town of Telluride to form a wastewater treatment plant authority for the purpose of more efficiently owning, constructing, financing and operating the new wastewater treatment plant.	\$50,000 (pro rata share of attorney fees associated with formation of the authority). Anticipated savings of \$21,000,000 in anticipated principal payments on debt service under current operating agreement. Provides for increase debt capacity.	Formation of authority by <b>end of 2023.</b>	<b>Natural Resource Management</b> <i>Increase Water Quality</i> Construction of the plant will result in significant improvements to water quality.	Pursue policies to ensure effective use of taxpayer dollars.

4.	<b>Finalization of Gondola Planning:</b> Work with Town Council and regional partners to finalize and implement a plan to replace the existing gondola in an efficient and collaborative manner.	<b>N/A</b> – Staff time	Complete by <b>March 2023</b>	<b>Carbon Neutrality</b> <i>Energy Efficiencies</i> Construction of a new gondola will likely bring a more energy efficient system to region.	Pursue policies to ensure effective use of taxpayer dollars.
5.	<b>Department and Employee Development.</b> Continue to work with individual departments to improve processes and functions to achieve efficiencies and enhanced performance. Work with the HR Director to begin development and implementation of a new performance review system.	<b>Staff time</b> will be used to enhance department functions. <b>\$49,990</b> – initial costs of consulting firm for 3-year performance review project completion Total costs ~\$149,860	Performance project <b>begins early 2023</b> and is expected to be <b>completed in 2025.</b>	<b>Environmental Education</b> <i>Training and Culture:</i> Incorporate the Town’s environmental goals within leadership development and the defining Town culture	Improve internal operations and make Mountain Village the employer of choice.

Department : Town Manager  
Fund: General Fund

Town Manager Department - General Fund					
Budget Category	2022 Original Budget	2022 Updated Forecast	2023 Preliminary Budget	Variance	Variance Detail
Operating Expenses	364,280	452,870	726,246	60.4%	Increase in department staffing 44.6% (1 new position, 1 new allocation) Increase in professional services 14.0% Increase in training and business meals with larger department 1.7%

Recession Planning: Should General Fund revenues decline in 2023, training, business meals and any non essential professional services would be scaled.

Department : Legal  
Fund: General Fund

Legal Department - General Fund					
Budget Category	2022 Original Budget	2022 Updated Forecast	2023 Preliminary Budget	Variance	Variance explanation
Operating Expenses	559,263	550,592	602,488	9.4%	Increase in projected legal expenses next year 9.1%

Recession Planning: Legal expenses vary from year to year and are difficult to predict. They would likely not change regardless of the economic environment.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**Town Manager**

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022			2023			2024 Long	2025 Long	2026 Long	2027 Long
				2022 Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments	Term	Term	Term	Term
Town Manager	Salaries & Wages (3)	214,310	514,980	242,500	303,197	60,697	453,372	150,175	49.5%	453,372	453,372	453,372	453,372
Town Manager	Housing Allowance	-	887	-	-	-	-	-	na	-	-	-	-
Town Manager	Group Insurance	13,217	32,820	14,272	18,793	4,521	37,849	19,056	101.4%	38,606	39,378	40,166	40,969
Town Manager	Dependent Health Reimbursement	-	(360)	-	-	-	-	-	na	-	-	-	-
Town Manager	PERA & Payroll Taxes	33,343	82,382	38,727	48,421	9,693	72,404	23,983	49.5%	72,404	72,404	72,404	72,404
Town Manager	PERA 401K	15,519	21,773	18,000	22,078	4,078	31,076	8,998	40.8%	31,076	31,076	31,076	31,076
Town Manager	Workers Compensation	(38)	38	389	389	-	389	-	0.0%	389	389	389	389
Town Manager	Other Employee Benefits	900	705	1,100	3,120	2,020	3,276	156	5.0%	3,440	3,612	3,792	3,982
Town Manager	Outside Counsel - Litigation	-	-	-	-	-	-	-	na	-	-	-	-
Town Manager	Grant Lobbying Fees	10,500	-	-	-	-	-	-	na	-	-	-	-
Town Manager	Professional Services	-	-	35,774	35,774	-	100,000	64,226	179.5%	100,000	100,000	100,000	100,000
Town Manager	Consulting Service (4)	-	18,282	1,000	1,000	-	-	(1,000)	-100.0%	-	-	-	-
Town Manager	Communications (1)	1,363	874	1,600	1,600	-	2,080	480	30.0%	2,080	2,080	2,080	2,080
Town Manager	Dues & Fees (2)	8,281	7,068	7,068	9,513	2,445	10,200	687	7.2%	10,200	10,200	10,200	10,200
Town Manager	Travel, Education & Training	-	-	2,500	2,500	-	5,000	2,500	100.0%	5,000	5,000	5,000	5,000
Town Manager	General Supplies & Materials	104	654	500	500	-	500	-	0.0%	500	500	500	500
Town Manager	Business Meals	189	3,229	750	5,885	5,135	10,000	4,115	69.9%	10,000	10,000	10,000	10,000
Town Manager	COVID-19 Related Expenses	816	200	-	-	-	-	-	na	-	-	-	-
Town Manager	Employee Appreciation	-	-	100	100	-	100	-	0.0%	100	100	100	100
<b>Total</b>		<b>298,504</b>	<b>683,532</b>	<b>364,280</b>	<b>452,870</b>	<b>88,589</b>	<b>726,246</b>	<b>273,377</b>	<b>60.4%</b>	<b>727,167</b>	<b>728,111</b>	<b>729,079</b>	<b>730,072</b>

(1) 2.6 cell phones @ \$50 per month plus \$400 for replacement phone if needed

(2) \$6,450 CML, \$2,550 CAST, \$300 2 for CAST dinner, \$200 CCMA memberships, CBA for TM \$350, \$350 CO Supreme Ct for TM

(3) Addition of an Assistant Town Manager and allocation of Director of Operations.

(4) External consulting for 2023 anticipated projects.

Legal

Worksheet	Account Name	Actuals 2020	Actuals 2021						2024 Long	2025 Long	2026 Long	2027 Long	
				2022 Original	2022 Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	2023 % Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Legal	Salaries & Wages	-	-	65,000	66,120	1,120	67,055	935	1.4%	67,055	67,055	67,055	67,055
Legal	Group Insurance	-	-	14,272	4,303	(9,969)	4,389	86	2.0%	4,477	4,566	4,658	4,751
Legal	Dependent Health Reimbursement	-	-	(1,440)	(1,440)	-	(1,440)	-	0.0%	(1,440)	(1,440)	(1,440)	(1,440)
Legal	PERA & Payroll Taxes	-	-	10,381	10,559	179	10,709	149	1.4%	10,709	10,709	10,709	10,709
Legal	PERA 401K	-	-	5,850	5,850	-	6,035	185	3.2%	6,035	6,035	6,035	6,035
Legal	Workers Compensation	-	-	400	400	-	400	-	0.0%	400	400	400	400
Legal	Other Employee Benefits	-	235	1,200	1,200	-	1,260	60	5.0%	1,323	1,389	1,459	1,532
Legal	Outside Counsel - General	5,000	18,791	-	-	-	-	-	na	-	-	-	-
Legal	Outside Counsel - Litigation	3,254	695	-	-	-	-	-	na	-	-	-	-
Legal	Outside Counsel - Extraordinary	-	-	-	-	-	-	-	na	-	-	-	-
Legal	Legal - Prosecution Services	-	-	12,000	12,000	-	12,000	-	0.0%	12,000	12,000	12,000	12,000
Legal	Legal - Extraordinary	246	7,178	-	-	-	-	-	na	-	-	-	-
Legal	Legal - Litigation	7,037	12,611	300,000	300,000	-	300,000	-	0.0%	300,000	300,000	300,000	300,000
Legal	Legal - General	273,043	176,770	150,000	150,000	-	200,000	50,000	33.3%	200,000	200,000	200,000	200,000
Legal	Communications	-	-	1,600	1,600	-	2,080	480	30.0%	2,080	2,080	2,080	2,080
Legal	Dues & Fees	-	-	-	-	-	-	-	na	-	-	-	-
Legal	Travel, Education & Training	-	-	-	-	-	-	-	na	-	-	-	-
Legal	General Supplies & Materials	-	-	-	-	-	-	-	na	-	-	-	-
Legal	Business Meals	-	-	-	-	-	-	-	na	-	-	-	-
Legal	Employee Appreciation	-	-	-	-	-	-	-	na	-	-	-	-
Legal	COVID-19 Related Expenses	41,447	-	-	-	-	-	-	na	-	-	-	-
Legal	Out Of Pocket Expense	111	1,100	-	-	-	-	-	na	-	-	-	-
<b>Total</b>		<b>330,138</b>	<b>217,380</b>	<b>559,263</b>	<b>550,592</b>	<b>(8,670)</b>	<b>602,488</b>	<b>51,895</b>	<b>9.4%</b>	<b>602,638</b>	<b>602,794</b>	<b>602,955</b>	<b>603,121</b>

## Agenda Item 4b

TO: Mountain Village Town Council  
 FROM: Jaime Holmes, Director of Human Resources  
 DATE: September 27, 2022  
 RE: Human Resources Budget Narrative

### Program Narrative

While maintaining all other department functions, in 2023, the Town’s Human Resources department is focusing on the following missions.

*Human Resources:* Continue to provide the organizational framework that promotes teamwork, productivity, efficiency, guest services and safety.

The goals set forth below will assist in fulfilling this mission.

### Program Goals

Goal	Financial Implications	Measurement	Environmental Impact	Overall Town Goal
<b>1. Performance Reviews:</b> Facilitate implementation of leadership development training model to staff to support a transition to a pay for performance process and culture. This is expected to be a three-year project supported by leadership development management consulting firm, Weber Business Services, LLC.	<b>\$49,990</b> – initial costs of consulting firm for 3 year project completion Total costs ~\$149,860	Project begins early 2023 and is expected to be complete in 2025.	<b>Environmental Education Training and Culture:</b> Incorporate the Town’s environmental goals within leadership development and the defining Town culture	Improve internal operations and make Mountain Village the employer of choice.

2.	<p><b>New HRIS Software:</b> Facilitate implementation of new HR and Finance software. Highlights include new and improved Performance Review Module utilizing internal Biz Library Learn Management trainings (will be utilized in direct conjunction with consultant firm), includes recruitment job board use (governmentjobs.com – largest public sector specific job board), and government specific accounting system use.</p>	<p><b>\$47,587</b> – costs of implementation in 2022.</p>	<p>Initial platform module to begin implementation phase 10/2022 – 4/2023. Final phase to be implemented late 2023 with organization wide use.</p>	<p><b>Zero Waste Paper Reduction:</b> Easier use of employee and employer self-service, reducing overall paper use, includes e-forms and policy modules (replacing current HR/payroll forms)</p>	<p>Improve internal operations and make Mountain Village the employer of choice.</p>
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Department : Human Resources  
Fund: General Fund

Human Resources Department - General Fund					
	2022	2022	2023		
Budget Category	Original Budget	Updated Forecast	Preliminary Budget	Variance	Variance explanation
Operating Expenses	395,844	459,161	530,184	15.5%	Increase in training 9% (Leadership & Performance Review training - 3 yr program) Increase in personnel costs 5.2%

**Recession Planning:** In the event of an economic downturn the need for recruiting expenses would decrease. Training not already contracted would be reviewed for possible elimination. Special occasion and employee function budgets would be reevaluated for possible reductions.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**Human Resources**

Worksheet	Account Name	Actuals 2020	Actuals 2021							2024 Long Term Projection	2025 Long Term Projection	2026 Long Term Projection	2027 Long Term Projection
				2022 Original	2022 Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	2023 % Adjustments				
Human Resources	Salaries & Wages	157,387	137,090	157,602	161,458	3,856	180,184	18,726	11.6%	180,184	180,184	180,184	180,184
Human Resources	Group Insurance	23,197	26,324	28,544	28,544	-	29,115	571	2.0%	29,697	30,291	30,897	31,515
Human Resources	Dependent Health Reimbursement	(1,286)	(1,440)	(1,440)	(1,440)	-	(1,440)	-	0.0%	(1,440)	(1,440)	(1,440)	(1,440)
Human Resources	PERA & Payroll Taxes	24,454	21,952	25,169	25,785	616	28,775	2,991	11.6%	28,775	28,775	28,775	28,775
Human Resources	PERA 401K	7,473	4,053	5,357	5,652	295	7,207	1,555	27.5%	9,009	9,009	9,009	9,009
Human Resources	Workers Compensation	110	77	257	257	-	257	-	0.0%	257	257	257	257
Human Resources	Other Employee Benefits	2,414	2,022	2,200	2,200	-	2,310	110	5.0%	2,426	2,547	2,674	2,808
Human Resources	Employee Assistance Program (8)	1,402	312	300	550	250	550	-	0.0%	550	550	550	550
Human Resources	Life Insurance	29,778	29,502	36,000	36,000	-	36,000	-	0.0%	36,000	36,000	36,000	36,000
Human Resources	Agency Compliance	1,506	5,119	4,300	5,200	900	5,200	-	0.0%	5,200	5,200	5,200	5,200
Human Resources	Employee Hotline (9)	(60)	-	500	500	-	250	(250)	-50.0%	250	250	250	250
Human Resources	Uniforms	-	-	-	500	500	500	-	0.0%	500	500	500	500
Human Resources	Employee Functions (2)	16,045	21,364	30,000	30,000	-	30,000	-	0.0%	30,000	30,000	30,000	30,000
Human Resources	HR Payroll Software (3)	61,179	39,493	52,000	105,000	53,000	102,000	(3,000)	-2.9%	79,500	51,000	52,530	54,106
Human Resources	Safety Programs (1)	3,424	3,636	6,000	6,000	-	6,000	-	0.0%	6,000	6,000	6,000	6,000
Human Resources	Consultant Services (4)	-	4,100	-	-	-	-	-	na	-	-	-	-
Human Resources	HR Housing - Expense	3,994	1,239	5,670	5,670	-	6,000	330	5.8%	6,000	6,000	6,000	6,000
Human Resources	Communications	1,037	1,056	1,335	1,335	-	1,335	-	0.0%	1,335	1,335	1,335	1,335
Human Resources	Recruiting (5)	12,151	36,299	27,000	27,000	-	35,000	8,000	29.6%	35,000	35,000	35,000	35,000
Human Resources	Dues & Fees	6,766	6,219	6,600	7,500	900	7,500	-	0.0%	7,500	7,500	7,500	7,500
Human Resources	Travel, Education & Training (6)	3,333	1,341	5,000	8,000	3,000	50,000	42,000	525.0%	50,000	50,000	5,000	5,000
Human Resources	Postage & Freight	119	-	150	150	-	150	-	0.0%	150	150	150	150
Human Resources	General Supplies & Materials	1,191	599	1,000	1,000	-	1,000	-	0.0%	1,000	1,000	1,000	1,000
Human Resources	Business Meals	-	-	100	100	-	100	-	0.0%	100	100	100	100
Human Resources	Employee Appreciation	1,038	675	200	200	-	200	-	0.0%	200	200	200	200
Human Resources	Special Occasion Expense (7)	152	1,593	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000
Human Resources	COVID-19 Related Expenses	547	318	-	-	-	-	-	na	-	-	-	-
Human Resources	Books & Periodicals	-	-	-	-	-	-	-	na	-	-	-	-
<b>Total</b>		<b>357,350</b>	<b>342,943</b>	<b>395,844</b>	<b>459,161</b>	<b>63,317</b>	<b>530,194</b>	<b>71,033</b>	<b>15.5%</b>	<b>510,193</b>	<b>482,408</b>	<b>439,672</b>	<b>441,999</b>

- (1) Will be offering CPR to Town Employees. Safety program purchases the credits for certifications.
- (2) Increased years of service award amounts to \$50/year, increased great service award to \$25 from \$20, increased EE of the year award from \$100 to \$1000
- (3) Actual full annual costs for current software, UKG: 2021 \$82,080, 2022 \$84,542, 2023 \$87,924, 2024 \$92,320 (costs are shared with TMVOA/Gondola). Changing software in 2023. New software costs, NeoGov: 2023 \$47,587 + \$50,000 Implementation costs, 2024 \$71,380, 2025 \$95,174
- (4) New software costs, NeoGov: 2023 \$47,587 + \$50,000 Implementation costs, 2024 \$71,380, 2025 \$95,174
- (5) May need to utilize recruitment firm for Dir of Planning position.
- (6) Training budget increased due to adding consultant for Leadership and Performance Review Town training. This is a 3 year effort to end in 2025.
- (7) Increase due to increase in expenditures over time
- (8) As of 7/2020, EAP is included in CEBT (no additional costs) for FTE. PT EE's are an additional expense
- (9) Included in Employers Council costs. Incurs \$80/hr if utilized.

# Agenda Item 4c

TO: Mountain Village Town Council  
 FROM: Susan Johnston, Town Clerk  
 DATE: September 24, 2022  
 RE: Town Council Budget Narrative

**Program Narrative**  
 While maintaining all other department functions, in 2023, the Town’s Legislation department is focusing on the following missions.

*Community Representation:* This democratically elected governing body is responsible for adopting policies and procedures with the intent to foster a community where people want to live, work and visit.

The goals set forth below will assist in fulfilling this mission.

**Program Goals**

Goal	Financial Implications	Measurement	Environmental Impact	
1.	<p><b>Town Council Compensation:</b>            Compensation for the elected members, Mayor and six Council Members</p>	<p><b>\$400/month</b> for Council members and <b>\$800/month</b> for the Mayor per Ordinance 2015-04.</p> <p>Council members also receive compensation toward basic water, sewer, cable and internet services.</p> <p>Additionally, a ski pass or gift card is provided.</p> <p>Medical, dental, vision and \$20,000 in life insurance is available to Council</p>	<p>Complete <b>100%</b> of timely compensation payments</p>	<p>N/A</p>

		members. Members are eligible for the Town's Employee Assistance Program and may participate in the Town's 401k.		
2.	<b>Council Travel and Education:</b> The Mayor and Council may travel to CML, CAST or other meetings and trainings.	\$7500	N/A	N/A
3.	<b>Business Meals</b> budget includes dinner for all regular Council meetings and additional 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.	\$6000	N/A	<b>Carbon Neutrality</b> <i>Locally Sourced Food</i> The Town sources meals for local establishments or in-house

Department : Town Council  
Fund: General Fund

Town Council Department - General Fund					
Budget Category	2022 Original Budget	2022 Updated Forecast	2023 Preliminary Budget	Variance	Variance explanation
Operating Expenses	148,464	141,201	196,792	39.4%	Increase in personnel expenses due to increased eligible insurance participants and increase in utility reimbursement rates 23.7% Shift of Zoom and Live Streaming fees from Clerks budget to Council budget 15.7%

**Recession Planning:** In the event of an economic downturn, staff would recommend decreasing training, business meals and special occasion appropriations.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

***Town Council***

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022			2023			2024 Long Term Projection	2025 Long Term Projection	2026 Long Term Projection	2027 Long Term Projection
				2022 Original	Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	2023 % Adjustments				
Town Council	Board Compensation (1)	55,122	54,308	63,523	38,400	(25,123)	38,400	-	0.0%	38,400	38,400	38,400	38,400
Town Council	Group Insurance (2)	-	4,514	42,816	42,816	-	74,580	31,764	74.2%	76,072	103,939	106,018	108,138
Town Council	Dependent Health Reimbursement	-	(240)	-	-	-	-	-	na	-	-	-	-
Town Council	PERA & Payroll Taxes	9,235	8,949	10,145	6,132	(4,012)	6,132	-	0.0%	6,132	6,132	6,132	6,132
Town Council	Workers Compensation	(12)	24	100	100	-	100	-	0.0%	100	100	100	100
Town Council	Other Benefits	6,736	8,467	8,400	33,523	25,123	35,199	1,676	5.0%	36,959	38,807	40,747	42,785
Town Council	Uniforms	-	-	-	1,750	1,750	1,750	-	0.0%	1,750	1,750	1,750	1,750
Town Council	Consultant Services	-	27,561	-	-	-	-	-	na	-	-	-	-
Town Council	Communications (3)	764	988	2,231	2,231	-	9,181	6,950	311.5%	9,181	9,181	9,181	9,181
Town Council	Live Video Streaming (4)	1,875	4,650	-	-	-	15,200	15,200	na	15,200	15,200	15,200	15,200
Town Council	Travel, Education & Training	4,576	6,191	7,500	7,500	-	7,500	-	0.0%	7,500	7,500	7,500	7,500
Town Council	General Supplies & Materials (5)	-	200	750	1,750	1,000	1,750	-	0.0%	1,750	1,750	1,750	1,750
Town Council	Business Meals-Town Council	1,850	8,811	12,000	6,000	(6,000)	6,000	-	0.0%	6,000	6,000	6,000	6,000
Town Council	Special Occasion	177	270	1,000	1,000	-	1,000	-	0.0%	1,000	1,000	1,000	1,000
<b>Total</b>		<b>80,322</b>	<b>124,693</b>	<b>148,464</b>	<b>141,201</b>	<b>(7,262)</b>	<b>196,792</b>	<b>55,591</b>	<b>39.4%</b>	<b>200,044</b>	<b>229,759</b>	<b>233,778</b>	<b>237,936</b>

(1) An allowance for utility reimbursements, which increase annually, are now being allocated to other benefits, rather than compensation.

(2) Phasing in group health insurance for Town Council members starting 2021

(3) The 2023 increase is to include Zoom subscription and cloud recording. This was moved from the Clerks budget to the Council budget in 2023.

(4) Moving from Clerk's Budget

(5) The increase in this budget for 2022 was for the purchase of the OWL for TC meetings.

# Agenda Item 4d

TO: Mountain Village Town Council  
 FROM: Susan Johnston, Town Clerk  
 DATE: September 24, 2022  
 RE: Clerks Budget Narrative

**Program Narrative**  
 While maintaining all other department functions, in 2023, the Town’s Clerk’s department is focusing on the following missions.

*Providing Public Servies:* Oversee 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.

The goals set forth below will assist in fulfilling this mission.

**Program Goals**

Goal	Financial Implications	Measurement	Environmental Impact	Overall Town Goal
<b>1. Town Council:</b> Manage and ensure smooth and seamless Town Council meetings. Implement consistent practices for hybrid in-person/ Zoom meetings to ensure successful meetings. Research and implement Council Chambers upgrades in conjunction with IT Department for implementation in 2022-2023.	<b>\$500,000</b> funds have been included in General Fund Capital. We are working to begin this project in 2022.	RFP issued and contractor selected by October <b>31, 2022</b> and upgrade completed by <b>May, 2023</b>	<b>Carbon Neutrality</b> <i>Paper and Fuel Reduction</i> Create re-usable signage and allow for virtual public participation. This will lower potential travel emissions.	Pursue capital improvements to support and maintain a world class, year round destination.

2.	<b>2023 Election:</b> Conduct successful July 2023 election meeting State, County and Municipal rules, Colorado Revised Statutes, policies and procedures of election processes and procedures.	<b>\$6,500:</b> Ordinary election expenses including ballots,	Conduct a successful election with increased public engagement.	N/A	Provide world class service to the Town's residents, second homeowners, guests, and partners.
3.	<b>Document Management:</b> 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. Distribute quarterly contract management reports.	N/A	<b>Quarterly</b> reviews of contracts and weekly document entries.	<b>Carbon Neutrality</b> <i>Paper Reduction</i> Reports are distributed electronically to avoid excessive paper usage.	Pursue policies to ensure effective use of taxpayer dollars.
4.	<b>Liquor Licensing:</b> 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.	N/A	<b>100%</b> of liquor licenses processed pursuant to required deadlines and all licenses compliant with state and local requirements	<b>Carbon Neutrality</b> <i>Paper Reduction</i> Utilize reusable signage for public hearing notices for new licenses as well as special events.	Expand opportunities for business development within Mountain Village.

Department : Town Clerk  
Fund: General Fund

Town Clerk Department - General Fund					
Budget Category	2022 Original Budget	2022 Updated Forecast	2023 Preliminary Budget	Variance	Variance explanation
Operating Expenses	340,150	340,273	363,034	6.7%	Increase in personnel costs 5.9% Increase due to election year expenses 3.1% Increase in training budget for two attendees 1% Janitorial & utility increases 1% Decrease due to shift in live streaming expense to Council budget -4.5%

Recession Planning: In the event of an economic downturn, staff would reduce the training and supplies budget.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

***Town Clerk***

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022			2023			2024 Long	2025 Long	2026 Long	2027 Long
				2022 Original	Forecasted	2022 \$ Adjustments	Proposed	2023 \$ Adjustments	2023 % Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Town Clerk's Office	Salaries & Wages	164,700	134,743	140,041	142,561	2,520	159,339	16,778	11.8%	159,339	159,339	159,339	159,339
Town Clerk's Office	Group Insurance	29,856	21,792	28,544	28,544	-	29,115	571	2.0%	29,697	30,291	30,897	31,515
Town Clerk's Office	Dependent Health Reimbursement	(2,353)	(1,215)	(1,440)	(1,440)	-	(1,440)	-	0.0%	(1,440)	(1,440)	(1,440)	(1,440)
Town Clerk's Office	PERA & Payroll Taxes	22,776	20,117	22,365	22,767	402	25,446	2,679	11.8%	25,446	25,446	25,446	25,446
Town Clerk's Office	PERA 401K	6,814	5,849	5,558	5,558	-	5,558	-	0.0%	5,558	5,558	5,558	5,558
Town Clerk's Office	Workers Compensation	166	61	170	170	-	170	-	0.0%	170	170	170	170
Town Clerk's Office	Other Employee Benefits	1,800	1,880	2,200	2,400	200	2,520	120	5.0%	2,646	2,778	2,917	3,063
Town Clerk's Office	Codification Services	-	2,427	4,000	4,000	-	4,000	-	0.0%	4,000	4,000	4,000	4,000
Town Clerk's Office	Janitorial/Trash Removal (1)	22,496	22,588	26,401	26,401	-	27,721	1,320	5.0%	27,721	27,721	27,721	27,721
Town Clerk's Office	Security Monitoring - Town Hall (2)	1,014	285	612	612	-	612	-	0.0%	612	612	612	612
Town Clerk's Office	Repairs & Maintenance-Equipment (3)	-	-	3,000	3,000	-	3,000	-	0.0%	3,000	3,000	3,000	3,000
Town Clerk's Office	Rental- Equipment	6,979	7,599	11,000	11,000	-	11,000	-	0.0%	11,000	11,000	11,000	11,000
Town Clerk's Office	Communications	17,926	7,400	16,144	16,144	-	16,444	300	1.9%	16,444	16,444	16,444	16,444
Town Clerk's Office	Election Expenses (6)	-	6,194	-	-	-	6,500	6,500	na	-	6,200	-	6,200
Town Clerk's Office	Public Noticing	189	145	750	750	-	750	-	0.0%	750	750	750	750
Town Clerk's Office	Recording Fees	-	(26)	100	100	-	100	-	0.0%	100	100	100	100
Town Clerk's Office	Dues & Fees	669	550	600	600	-	650	50	8.3%	650	650	650	650
Town Clerk's Office	Travel, Education & Training (4)	387	59	5,000	2,000	(3,000)	5,000	3,000	150.0%	5,000	5,000	5,000	5,000
Town Clerk's Office	Digitizing Documentation	1,089	-	-	-	-	-	-	na	-	-	-	-
Town Clerk's Office	Live Video Streaming	7,144	5,300	15,200	15,200	-	-	(15,200)	-100.0%	-	-	-	-
Town Clerk's Office	Postage & Freight	1,031	1,037	1,500	1,500	-	1,500	-	0.0%	1,500	1,500	1,500	1,500
Town Clerk's Office	General Supplies & Material (5)	1,422	4,310	5,500	5,500	-	6,000	500	9.1%	6,000	6,000	6,000	6,000
Town Clerk's Office	Election Equipment Programming	-	-	-	-	-	4,000	4,000	na	4,000	4,000	4,000	4,000
Town Clerk's Office	Business Meals	237	29	600	600	-	600	-	0.0%	600	600	600	600
Town Clerk's Office	Employee Appreciation	-	400	200	200	-	250	50	25.0%	250	250	250	250
Town Clerk's Office	COVID-19 Related Expenses	1,745	550	-	-	-	-	-	na	-	-	-	-
Town Clerk's Office	Utilities - Natural Gas	4,131	4,888	6,780	6,780	-	7,201	420	6.2%	7,201	7,201	7,201	7,201
Town Clerk's Office	Utilities - Electricity	13,269	14,092	17,174	17,174	-	17,741	567	3.3%	17,741	17,741	17,741	17,741
Town Clerk's Office	Utilities - Water/Sewer	10,963	9,800	11,056	11,056	-	12,162	1,106	10.0%	12,162	12,162	12,162	12,162
Town Clerk's Office	Internet Service	17,095	17,095	17,095	17,095	-	17,095	-	0.0%	17,095	17,095	17,095	17,095
<b>Total</b>		<b>331,546</b>	<b>287,949</b>	<b>340,150</b>	<b>340,273</b>	<b>122</b>	<b>363,034</b>	<b>22,761</b>	<b>6.7%</b>	<b>357,242</b>	<b>364,168</b>	<b>358,713</b>	<b>365,677</b>

(1) Ajax increased by 3% and Cost of paper products increasing; Visitor numbers increasing which impacts public restrooms

(2) Billed quarterly

(3) Office Printer Cleaning

(4) Kimberly will attend Institute in 2023, 2024

(5) Office fully open, supplies for new offices, cost of goods increase

(6) Access Support and possible update for 2023 Election

## Agenda Item 4e

TO: Mountain Village Town Council  
 FROM: Zoe Dohnal, Director of Operations and Development  
 DATE: September 8, 2022  
 RE: Economic Development, Environmental Efficiencies, and Grant Administration Budget Narrative

### Program Narrative

While maintaining all other department functions, in 2023, the Town’s Economic Development, Environmental Efficiencies, and Grant Administration department is focusing on the following missions.

*Environmental Efficiencies:* Make measurable progress towards the Town's goal of zero waste by 2030 through increased solid waste diversion and the goal of carbon neutrality by 2050 by addressing the largest sources of greenhouse gas emissions.

*Grant Administration:* Secure grant awards for Town of Mountain Village capital projects and department operations to alleviate the cost burden on the Town and Mountain Village taxpayers

*Economic Development:* Assist businesses expanding within or locating to the Town that will encourage investment in the community and enhance the quality of life for our constituents.

The goals set forth below will assist in fulfilling this mission.

### Program Goals

Goal	Financial Implications	Measurement	Environmental Impact
<b>1. Climate Action Road Map:</b> Build off the Town’s previous 2020 Climate Action Plan to create a more concrete roadmap of incentives, policy, and infrastructure to reach our environmental goals of Carbon Neutrality and Zero Waste by our set dates.	<b>\$30,000</b> – As part of the current environmental budget. *  Will be applying for grant funds to offset costs.	Roadmap completion by <b>October 2023</b>	<b>Carbon Neutrality and Zero Waste</b> <i>Planning and Execution</i> Develop a clear and aggressive structure to reach our environmental goals, set action expectations and actively execute.

2.	<b>Implement the June 2022 Single-Use Plastics Reduction Ordinance</b> while offering clear support and educational opportunities to effected Mountain Village businesses.	<b>N/A</b> - Staff will be utilizing the bag fee remittance to expand solid waste diversion programs and for associated education and outreach efforts.	Staff will work for <b>100% compliance</b> and coordinate with finance to track and bag fee payment processing	<b>Zero Waste</b> <i>Reduction of Plastic</i> Eliminate the use of single-use plastic bags and expanded polystyrene takeout food containers for all retailers within Mountain Village.
3.	<b>Receive grant funding</b> for the Town’s capital projects which have now taken priority due to aging infrastructure and growth in local and visitor rates and safety concerns.	<b>N/A</b> – Grant matches are budgeted within corresponding department budgets. Should additional grant opportunities occur, staff will work under council direction to amend the budget appropriately.	Staff will submit applications <b>within the deadline</b> for the Town’s priority projects with <b>accurate tracking</b> of grant awards and Town matching.	<b>N/A</b>
4.	<b>Development of an Economic Dashboard</b> through GIS and regional collaboration to provide current and future business owners a snapshot of our economy to encourage commercial growth and diversity.	<b>N/A</b> – Staff time	Complete by <b>October 2023</b>	<b>Carbon Neutrality</b> <i>Energy Efficiencies</i> By having more diverse offerings, visitors and homeowners will reduce travel distances to seek goods.
5.	<b>Promoting and supporting the Town’s new Public Arts Commission</b>	<b>N/A</b> – Staff time	Quantity of quality public art pieces that engage visitors in the Village Center through <b>increased visitation rates</b> .	<b>N/A</b>

**Department :** Communications & Business Development  
**Fund:** General Fund

Communications & Business Development Department - General Fund					
Budget Category	2022	2022	2023	Variance	Notes
	Original Budget	Updated Forecast	Preliminary Budget		
Operating Expenses	625,233	502,821	331,684	-34.0%	The decrease in operating expenses is primarily due to the allocation of personnel costs to the Tourism Fund and Town Manager budget, offset by an increase in department training costs

**Recession Planning:** In the event of an economic downturn, staff would reduce the training and supplies budget. The two other large budget items, BDAC stimulus and Farm to Community initiative, would likely be even more important if the community is experiencing the effects of an economic down turn.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
***Communications & Business Development***

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022		2023		2023 %		2024 Long	2025 Long	2026 Long	2027 Long
				2022 Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Communications & Business Development	Salaries & Wages (6)	144,090	180,837	237,428	238,678	1,250	102,887	(135,791)	-56.9%	102,887	102,887	102,887	102,887
Communications & Business Development	Group Insurance	26,433	29,690	42,816	42,816	-	21,836	(20,980)	-49.0%	22,273	22,718	23,172	23,636
Communications & Business Development	Dependent Health Reimbursement	(1,517)	(2,160)	(2,160)	(2,160)	-	-	2,160	-100.0%	-	-	-	-
Communications & Business Development	PERA & Payroll Taxes	21,865	28,458	37,917	38,117	200	16,431	(21,686)	-56.9%	16,431	16,431	16,431	16,431
Communications & Business Development	PERA 401K	4,366	6,184	5,920	5,920	-	2,058	(3,862)	-65.2%	2,058	2,058	2,058	2,058
Communications & Business Development	Workers Compensation	105	59	194	194	-	194	-	0.0%	194	194	194	194
Communications & Business Development	Other Employee Benefits	1,800	2,820	3,300	1,800	(1,500)	1,890	90	5.0%	1,985	2,084	2,188	2,297
Communications & Business Development	Uniforms (1)	-	726	300	180	(120)	600	420	233.3%	600	600	600	600
Communications & Business Development	Consultant Services (2)	-	10,000	5,000	5,000	-	3,000	(2,000)	-40.0%	3,000	3,000	3,000	3,000
Communications & Business Development	Environmental Efficiencies Expense	-	-	3,815	3,815	-	3,000	(815)	-21.4%	3,000	3,000	3,000	3,000
Communications & Business Development	Environmental Incentive Programs	5,965	14,840	20,000	20,000	-	27,050	7,050	35.3%	27,050	27,050	27,050	27,050
Communications & Business Development	Environmental Efficiencies Consulting (3)	35,885	-	15,000	15,000	-	5,000	(10,000)	-66.7%	5,000	5,000	5,000	5,000
Communications & Business Development	Environmental Efficiencies Comm/Education	107	2,841	6,000	6,000	-	5,000	(1,000)	-16.7%	5,000	5,000	5,000	5,000
Communications & Business Development	Environmental Efficiencies MV Clean Up	-	2,629	1,400	1,400	-	1,800	400	28.6%	1,800	1,800	1,800	1,800
Communications & Business Development	Environmental Efficiencies Green Lights (4)	1,000	-	-	-	-	-	-	na	-	-	-	-
Communications & Business Development	Environmental Efficiencies Dues & Fees	2,000	2,000	4,850	4,850	-	5,150	300	6.2%	5,150	5,150	5,150	5,150
Communications & Business Development	Facility Rent	-	-	-	-	-	-	-	na	-	-	-	-
Communications & Business Development	Dues & Fees	545	1,980	2,000	2,100	100	2,100	-	0.0%	2,100	2,100	2,100	2,100
Communications & Business Development	Farm to Community Initiative	71,214	60,000	60,000	60,000	-	60,000	-	0.0%	60,000	60,000	60,000	60,000
Communications & Business Development	Travel, Education & Training (5)	69	9,347	13,000	6,500	(6,500)	17,000	10,500	161.5%	17,000	17,000	17,000	17,000
Communications & Business Development	Marketing-Business	8,760	2,202	-	-	-	-	-	na	-	-	-	-
Communications & Business Development	Marketing-Business Development (6)	6,277	-	18,000	-	(18,000)	-	-	na	-	-	-	-
Communications & Business Development	Print Collateral (6)	10,177	13,692	22,000	-	(22,000)	-	-	na	-	-	-	-
Communications & Business Development	Marketing-Software (6)	6,891	12,123	10,000	-	(10,000)	-	-	na	-	-	-	-
Communications & Business Development	Marketing-Design (6)	8,057	12,429	6,000	-	(6,000)	-	-	na	-	-	-	-
Communications & Business Development	Marketing-Video (6)	1,350	-	1,500	-	(1,500)	-	-	na	-	-	-	-
Communications & Business Development	Postage & Freight (6)	-	177	500	-	(500)	-	-	na	-	-	-	-
Communications & Business Development	Photos (6)	432	1,462	2,000	-	(2,000)	-	-	na	-	-	-	-
Communications & Business Development	General Supplies & Materials (6)	1,143	4,430	3,000	-	(3,000)	3,000	3,000	na	3,000	3,000	3,000	3,000
Communications & Business Development	Business Meals (6)	339	628	400	300	(100)	500	200	66.7%	500	500	500	500
Communications & Business Development	Employee Appreciation (6)	17	315	300	150	(150)	150	-	0.0%	150	150	150	150
Communications & Business Development	COVID-19 Related Expenses	364	-	-	-	-	-	-	na	-	-	-	-
Communications & Business Development	BDAC Stimulus	1,071,167	54,797	50,000	50,000	-	50,000	-	0.0%	50,000	50,000	50,000	50,000
Communications & Business Development	Communications - Phone (9) (6)	1,854	1,588	3,602	2,161	(1,441)	3,038	877	40.6%	3,038	3,038	3,038	3,038
Communications & Business Development	Website Hosting (6)	1,106	748	4,500	-	(4,500)	-	-	na	-	-	-	-
Communications & Business Development	Website Development (6)	17,190	17,190	17,000	-	(17,000)	-	-	na	-	-	-	-
Communications & Business Development	E-Mail Communication	269	276	5,000	-	(5,000)	-	-	na	-	-	-	-
Communications & Business Development	Print Advertising (6)	8,577	19,336	11,500	-	(11,500)	-	-	na	-	-	-	-
Communications & Business Development	Promo Items/Info	-	-	950	-	(950)	-	-	na	-	-	-	-
Communications & Business Development	Special Events Marketing (6)	4,300	3,375	5,000	-	(5,000)	-	-	na	-	-	-	-
Communications & Business Development	Broadcast Programming	-	-	1,200	-	(1,200)	-	-	na	-	-	-	-
Communications & Business Development	Online Advertising (6)	-	-	1,000	-	(1,000)	-	-	na	-	-	-	-
Communications & Business Development	Social Media	264	1,791	5,000	-	(5,000)	-	-	na	-	-	-	-

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
**Communications & Business Development**

Worksheet	Account Name			2022	2022 \$	2023	2023 \$	2023 %	2024 Long	2025 Long	2026 Long	2027 Long	
		Actuals 2020	Actuals 2021	2022 Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments	Term	Term	Term	Term
Total		1,462,463	496,810	625,233	502,821	(122,411)	331,684	(171,137)	-34.0%	332,215	332,760	333,318	333,891

- (1) Communications staff interact with the community often, as a representative of the Town, having logo-d clothing and name tags is essential. This line item was cut during Covid, but I am reintroducing it as in-person meetings have continued.
- (2) Training for building incentive program with Colorado Energy Office and non-profits
- (3) Utilizing outside expertise for executing environmental initiatives (i.e. building incentives, compost/recycling) And as the staff is doing GHG in-house, this line item is reduced.
- (4) EAP is not continuing this program in 2022, funds are reallocated to general environmental expenses
- (5) With an additional staff member, I will be increasing this line item to ensure employee development. In addition, cost of travel has increased.
- (6) Marketing specific expenses will be transferred the the Tourism fund and accounted for in that fund going forward.

## Agenda Item 4f

TO: Mountain Village Town Council  
 FROM: Lizbeth Lemley, Finance Director  
 DATE: September 23, 2022  
 RE: Finance Budget Narrative

### Program Narrative

While maintaining all other department functions, in 2023, the Town’s Finance department is focusing on the following missions.

*Improving Process Efficiencies:* The finance department will be working to improve several processes in 2023 which will result in less time spent across the organization for daily processing duties while improving accuracy.

*Communication:* Continue to improve reporting transparency and presentation to expand the public’s understanding of the Town’s financial position.

### Program Goals

Goal	Financial Implications	Measurement	Environmental Impact	Overall Town Goal
<p><b>1. Implement an Accounting system upgrade:</b> Upgrading the accounting system will allow for paperless AP processing and approvals. This will reduce the manual processing time across the organization, shortening the payment cycle and creating an electronic approval audit trail.</p>	<p><b>\$46,500</b> – Cost for upgrading Incode. Annual subscription costs will not increase.</p>	<p>Implementation by December 31, 2023.</p>	<p><b>Zero Waste Reduction of Paper:</b>            This process will eliminate the need for paper approvals and supporting documents. All will be stored electronically.</p>	<p>Improve internal operations and make Mountain Village the employer of choice.</p>

2.	<p><b>Implement online storage of accounting records:</b> Implement a records retention module with the upgraded accounting system giving users across the organization direct access to documents needed to perform the functions of their departments.</p>	<p>Included in the upgrade cost above</p>	<p>Implementation by December 31, 2023.</p>	<p><b>Zero Waste Reduction of Paper:</b> This process will eliminate the need to provide access to hard copies of all documents.</p>	<p>Improve internal operations and make Mountain Village the employer of choice.</p>
3.	<p><b>Streamline Town payment systems:</b> Implement a single payment portal that can be used across departments to process payments. The system will update the accounting software directly. This will provide continuity for users both inside and outside of the organization as well as reducing the labor required to manually enter transactions.</p>	<p>No significant increase in costs anticipated</p>	<p>Implementation by December 31, 2023.</p>	<p><b>No environmental impact</b></p>	<p>Improve internal operations and make Mountain Village the employer of choice.</p>

**Department :** Finance Department  
**Fund:** General Fund

Finance Department - General Fund					
	2022	2022	2023		
Budget Category	Original Budget	Updated Forecast	Preliminary Budget	Variance	Variance explanation
Operating Expenses	1,033,384	1,037,871	1,150,565	10.9%	Increase in personnel expenses 9.5% (full staffing)

**Recession Planning:** In the event of an economic downturn the department would not fill an open position, decrease the training budget and would defer the implementation of new software (currently in the IT budget).

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

***Finance***

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022			2023			2024 Long	2025 Long	2026 Long	2027 Long
				2022 Original	Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	2023 % Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Finance	Salaries & Wages	477,577	423,659	531,166	522,276	(8,890)	577,795	55,519	10.6%	557,795	557,795	557,795	557,795
Finance	Group Insurance	78,220	78,258	85,631	65,631	(20,000)	87,344	21,713	33.1%	89,091	90,872	92,690	94,544
Finance	Dependent Health Reimbursement	(2,096)	(1,440)	(2,100)	(390)	1,710	(390)	-	0.0%	(390)	(390)	(390)	(390)
Finance	PERA & Payroll Taxes	71,115	56,324	84,827	83,407	(1,420)	92,274	8,866	10.6%	89,080	89,080	89,080	89,080
Finance	PERA 401K	23,356	16,679	35,328	27,328	(8,000)	39,952	12,625	46.2%	39,952	39,952	39,952	39,952
Finance	Workers Compensation	331	230	400	250	(150)	250	-	0.0%	250	250	250	250
Finance	Other Employee Benefits	5,300	5,640	7,200	7,200	-	7,560	360	5.0%	7,938	8,335	8,752	9,189
Finance	Uniforms	-	-	-	1,000	1,000	1,000	-	0.0%	1,000	1,000	1,000	1,000
Finance	Bad Debt Expense (1)	-	-	-	-	-	-	-	na	-	-	-	-
Finance	Professional Consulting (2)	12,260	13,025	14,000	14,000	-	14,000	-	0.0%	14,000	14,000	14,000	14,000
Finance	County Treasurer Collect Fee 2% (3)	87,040	86,723	90,860	90,860	-	90,675	(186)	-0.2%	92,488	94,338	96,225	98,149
Finance	Auditing Fees (4)	26,660	36,460	31,000	39,500	8,500	41,500	2,000	5.1%	41,500	41,500	41,500	41,500
Finance	Insurance (5)	119,427	125,418	126,000	155,386	29,386	163,155	7,769	5.0%	171,313	179,879	188,873	198,316
Finance	Communications (12)	8	1,201	2,472	2,472	-	2,700	228	9.2%	2,700	2,700	2,700	2,700
Finance	Public Noticing	-	-	-	-	-	-	-	na	-	-	-	-
Finance	Dues & Fees (6)	964	205	900	1,100	200	600	(500)	-45.5%	1,100	1,100	1,100	1,100
Finance	Travel, Education & Training (7)	-	170	3,500	3,500	-	3,500	-	0.0%	3,500	3,500	3,500	3,500
Finance	Contract Labor	-	612	-	-	-	-	-	na	-	-	-	-
Finance	Postage & Freight (8)	4,006	1,979	4,000	3,000	(1,000)	3,000	-	0.0%	3,000	3,000	3,000	3,000
Finance	Bank Fees (9)	960	6,650	5,000	7,500	2,500	7,500	-	0.0%	7,500	7,500	7,500	7,500
Finance	Bank Fees - Credit Card Fees	277	-	600	600	-	600	-	0.0%	600	600	600	600
Finance	MUNIREvs Online Payment Fees (10)	4,720	5,533	5,700	7,800	2,100	7,800	-	0.0%	7,800	7,800	7,800	7,800
Finance	Online Payment Fees (13)	-	13	-	-	-	2,000	2,000	na	2,000	2,000	2,000	2,000
Finance	General Supplies & Material (11)	3,295	2,594	5,000	3,500	(1,500)	6,700	3,200	91.4%	3,700	3,700	3,700	3,700
Finance	Business Meals	-	18	-	100	100	100	-	0.0%	100	100	100	100
Finance	Employee Appreciation	165	746	600	750	150	750	-	0.0%	750	750	750	750
Finance	COVID-19 Related Expenses	1,124	986	-	-	-	-	-	na	-	-	-	-
Finance	Books & Periodicals	-	159	200	200	-	200	-	0.0%	200	200	200	200
Finance	Utilities - Gasoline	-	1,994	1,100	900	(200)	-	(900)	-100.0%	-	-	-	-
<b>Total</b>		<b>914,710</b>	<b>863,838</b>	<b>1,033,384</b>	<b>1,037,871</b>	<b>4,486</b>	<b>1,150,565</b>	<b>112,694</b>	<b>10.9%</b>	<b>1,136,967</b>	<b>1,149,561</b>	<b>1,162,676</b>	<b>1,176,336</b>

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

(2) \$12k Lodgingrevs monthly fee, \$2k STR regulations.

(3) The County Treasurer collects a fee from Mountain Village property taxes as a percentage of taxes collected.

(4) A portion of the annual audit fees allocated to general government, includes a 5% increase plus financial preparation.

(5) Annual premiums for General Fund Property, casualty and cyber crime Insurance including an allowance for a 2022 CIRSA Membership contribution increase.

(6) Colorado and National Accounting Association Memberships

(7) GFOA conference for 2, CML, CGFOA X 2, miscellaneous training.

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

(9) Bank charges by transaction fee analysis. Expect these to increase as funds credit decreases with excess funds moved to higher earning accounts with other banking institutions.

(10) Utilization of online payment system. Increases with and increase in total collections.

(11) Increased to include a centralized payment system in 2023. Includes addition of desktop scanners for online record retention initiative.

(13) 5 cell phones

(14) Centralized payment processing

**Agenda Item 5**

**Town of Mountain Village 5 Year Capital Plan**

<b>Fund</b>	<b>Project</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>Total</b>
	Police Equipment	50,000	50,000	50,000	50,000	50,000	-	250,000
	Municipal Offices/Town Hall	46,000	-	-	-	-	-	46,000
	Trail Improvements	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
	Meadows Train Realignment		200,000					200,000
	Council Chamber Upgrades	-	500,000	-	-	-	-	500,000
	Town Hall Public Restrooms	-	150,000	-	-	-	-	150,000
	Security Lock Replacements	-	40,000	-	-	-	-	40,000
	Road & Bridge Vehicles	-	-	-	-	55,000	-	55,000
	Municipal Bus Vehicles	184,000	-	-	-	-	-	184,000
	Plaza Services Vehicles	-	35,000	55,000	-	55,000	-	145,000
	Building Maintenance Vehicles	53,000	-	-	-	-	-	53,000
	Police Department Vehicles	62,000	65,000	65,000	65,000	65,000	65,000	387,000
	Police Department Ballistic Equipment	-	-	-	37,500	-	-	37,500
	Police Dept Phone Recording System	-	40,000	-	-	-	-	40,000
	Police Dept License Plate Readers	-	5,000	5,000	5,000	5,000	5,000	25,000
	Police Department Radios	-	23,000	-	-	-	-	23,000
	IT - Server Cluster	-	-	45,000	-	-	-	45,000
	IT - Town Camera Systems	-	-	-	250,000	-	-	250,000
	IT - Firewall	-	10,000	-	-	-	-	10,000
	IT - Public Wifi	-	-	-	125,000	-	-	125,000
	IT - Core Switches	-	-	40,000	-	-	-	40,000
	IT - Phone System	-	-	-	-	80,000	-	80,000
	Building Division Vehicles	-	50,000	-	-	-	-	50,000
	Vehicle Maintenance Vehicles	-	35,000	-	-	-	-	35,000
	Road & Bridge Heavy Equipment	-	31,500	-	500,000	-	-	531,500
	Bobcat Lease Exchange	21,627	23,000	23,000	23,000	23,000	23,000	136,627
	Shop Equipment	8,000	8,000	8,000	8,000	8,000	8,000	48,000
	Parks & Rec Equipment	35,000	-	-	-	-	-	35,000
	Plaza Services Equipment	125,181	-	30,000	-	-	-	155,181
	Bull Wheel Replacement	55,605	-	-	-	-	-	55,605
	Gearbox Rebuild	-	-	-	-	150,000	-	150,000
	Cabin Window Buffing	10,158	20,000	10,000	20,000	10,000	20,000	90,158
	Cabin Refurbishment	20,000	20,000	20,000	20,000	20,000	20,000	120,000
	Station Upgrades (13)	125,000	260,000	50,000	50,000	-	-	485,000
	Lighting Array Repairs	-	20,000	20,000	20,000	20,000	20,000	100,000
	Fiber Optics Control System	-	50,000	-	-	-	-	50,000
<b>Gondola</b>	Painting					150,000		150,000

Fund	Project	2022	2023	2024	2025	2026	2027	Total
Gondola	AC Drives/Motors	-	30,000	-	-	55,000	-	85,000
	Wayfinding	-	10,000	10,000	10,000	10,000	10,000	50,000
	Driveline Rebuilds	16,461						16,461
	Conveyor Rebuilds	45,792						45,792
	Security Lock Replacements	-	65,000	-	-	-	-	65,000
	Vehicles	-	107,007	-	-	-	-	107,007
	Equipment Replacement	20,947	-	37,500	15,000	15,000	22,000	110,447
	Grip Replacements	-	200,000	200,000	-	-	-	400,000
Capital Projects	Safety Improvements	45,000	2,000,000	-	-	-	-	2,045,000
	Shop Remodel	1,625,000	-	-	-	-	-	1,625,000
Childcare	Remodel / Expansion	340,600	-	-	-	-	-	340,600
	Security Lock Replacements	-	10,000	-	-	-	-	10,000
Parking Services	Bobcat Lease Exchange	9,600	9,600	9,600	9,600	9,600	9,600	57,600
	Security Cameras HPG	12,000	-	-	-	-	-	12,000
	Gondola Parking Garage Expansion	75,000	25,000	20,000,000	-	-	-	20,100,000
	GPG Structural Steel Painting		250,000	250,000	250,000	250,000	-	1,000,000
	Capital Costs GPG	356,000	20,000	65,000	100,000	100,000	100,000	741,000
AHDF	Future Housing Projects	180,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,180,000
	Illium land purchase	7,500,000	-	-	-	-	-	7,500,000
	Lot 644 Access Road/Other costs	-	600,000	-	-	-	-	600,000
	Lot 644 Equity	867,330	3,432,670	(4,300,000)	-	-	-	-
VCA	VCA Expansion Costs	-	15,000,000	5,000,000	-	-	-	20,000,000
	VCA Fiber Installation	-	55,000	-	-	-	-	55,000
	VCA Vehicles	-	27,500	-	-	-	-	27,500
	Annual Repairs / Maintenance	219,000	184,000	184,000	219,000	219,000	184,000	1,209,000
Water & San	SCADA Replacement	75,000	155,000	75,000	75,000	75,000	-	455,000
	Vehicles	31,338	-	55,000	-	-	-	86,338
	Miscellaneous FF&E	35,000	12,000	12,000	-	-	-	59,000
	Ski Ranches Capital	250,000	250,000	250,000	250,000	250,000	250,000	1,500,000
	New Meters	-	750,000	750,000	-	-	-	1,500,000
	Regional Sewer Capital	2,107,000	2,107,000	2,107,000	2,107,000	2,107,000	2,107,000	12,642,000
	New Wells - YBR	21,000	-	-	-	-	-	21,000
	San Miguel Pump	-	-	-	250,000	-	-	250,000
Broadband	Test Equipment	10,000	10,000	-	-	-	-	20,000
	Software Upgrades	5,000	5,000	-	-	-	-	10,000
	Generator	-	-	-	-	-	-	-
	Vehicle	-	40,000	-	-	-	-	40,000
	System Upgrades	300,000	50,000	30,000	700,000	30,000	95,000	1,205,000
	HVAC System	-	600,000	-	-	-	-	600,000

Fund	Project	2022	2023	2024	2025	2026	2027	Total
TCC	Security Lock Replacements	-	10,000	-	-	-	-	10,000
	Capital	20,000	20,000	20,000	20,000	20,000	20,000	120,000

**Town of Mountain Village 5 Year Capital Plan**

Summary by Fund							
	2022	2023	2024	2025	2026	2027	Total
General Fund / Vehicle Replacement Fund	884,808	1,565,500	621,000	1,363,500	641,000	401,000	5,476,808
Gondola Fund	293,963	782,007	347,500	135,000	430,000	92,000	2,080,470
Capital Projects Fund	1,670,000	2,000,000	-	-	-	-	3,670,000
Childcare Fund	340,600	10,000	-	-	-	-	350,600
Parking Services Fund	452,600	304,600	20,324,600	359,600	359,600	109,600	21,910,600
Affordable Housing Development Fund	8,547,330	5,032,670	(3,300,000)	1,000,000	1,000,000	1,000,000	13,280,000
Village Court Apartments	219,000	15,266,500	5,184,000	219,000	219,000	184,000	21,291,500
Water & Sanitation Fund	2,519,338	3,274,000	3,249,000	2,682,000	2,432,000	2,357,000	16,513,338
Broadband Fund	315,000	105,000	30,000	700,000	30,000	95,000	1,275,000
Telluride Conference Center	20,000	630,000	20,000	20,000	20,000	20,000	730,000
Total	15,262,639	28,970,277	26,476,100	6,479,100	5,131,600	4,258,600	86,578,316

Project	Total	Funding Notes
Gondola Parking Garage Expansion	20,000,000	grants and debt paid with parking fees
Illium land purchase	7,500,000	loan
Lot 644 Equity	4,300,000	General Fund balance - to be repaid on sale in 2024
VCA Expansion Costs	20,000,000	contributions, grants and debt
Regional Sewer Capital	9,885,000	Fund balance, potential debt
	<u>61,685,000</u>	

**Fund:** Capital Projects Fund  
**Fund Type:** Governmental

**Funding Sources:** General Fund transfers and grant funding.

**2023 Budget Assumptions:** The San Joaquin safety improvements budgeted for in 2022 were moved to 2023. The Town was unable to contract to have this project completed in 2022. The anticipated costs of the projects have increased.

Grant proceeds associated with this program have been budgeted in 2023. Additional grant funding was secured for this project.

Capital Projects Fund					
Budget Category	2022	2022	2023	Variance	Variance explanation
	Original Budget	Updated Forecast	Preliminary Budget		
Revenues	400,000	-	925,954	na	Additional grant funds were received for the San Joaquin safety project and were moved to 2023 with the project costs.
Operating Expenses	-	-	-	0.0%	
Capital Outlay	2,871,546	1,670,000	2,000,000	19.8%	The projected cost of the San Juan safety improvements
Other Sources/(Uses)	1,983,546	1,670,000	1,074,046	-35.7%	The General Fund transfer for 2023 is the net of the cost of the project and the grant proceeds
Surplus (Deficit)	(488,000)	-	-	0.0%	
Beginning Fund Balance	488,000	-	-	0.0%	
Ending Fund Balance	-	-	-	0.0%	

**Recession Planning:** The Town would look to complete this project in 2023 as nearly 50% of the cost of the project will be covered by grant funding. However, the grant funding does not expire in 2023 and if the costs of the project increase significantly the Town could decide to postpone the project.

**Long term considerations:** There are currently no large scale projects projected other than the San Joaquin in this fund. Future projects will be brought before council.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
***Capital Projects Fund***

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022		2023		2023 % Adjustments	2024 Long Term Projection	2025 Long Term Projection	2026 Long Term Projection	2027 Long Term Projection
				2022 Original	Forecasted	2022 \$ Adjustments	Proposed					
Capital Projects Fund Revs	Grant Revenue	-	-	400,000	-	(400,000)	925,954	925,954	na	-	-	-
Capital Projects Fund Revs	Interest-Developer Notes	-	-	-	-	-	-	-	na	-	-	-
<b>Total Revenues</b>		-	-	<b>400,000</b>	-	<b>(400,000)</b>	<b>925,954</b>	<b>925,954</b>	<b>na</b>	-	-	-
Capital Projects Fund	Meadows Improvement Plan	-	-	-	-	-	-	-	na	-	-	-
Capital Projects Fund	Meadows Park	-	-	-	-	-	-	-	na	-	-	-
Capital Projects Fund	Safety Improvements	16,629	80,017	1,396,546	45,000	(1,351,546)	2,000,000	1,955,000	4344.4%	-	-	-
Capital Projects Fund	Town Hall Sub Area Improvements	-	-	-	-	-	-	-	na	-	-	-
Capital Projects Fund	Shop Remodel (1)	46,677	(252)	1,475,000	1,625,000	150,000	-	(1,625,000)	-100.0%	-	-	-
Capital Projects Fund	GPG - Deck Sealants	-	-	-	-	-	-	-	na	-	-	-
<b>Total Expense</b>		<b>63,305</b>	<b>79,765</b>	<b>2,871,546</b>	<b>1,670,000</b>	<b>(1,201,546)</b>	<b>2,000,000</b>	<b>330,000</b>	<b>19.8%</b>	-	-	-
CPF Transfers/Other Sources	Transfer (To)/From General Fund	51,701	79,765	1,983,546	1,182,000	(801,546)	1,074,046	(107,954)	-9.1%	-	-	-
CPF Transfers/Other Sources	Sale of Assets (1)	-	-	-	488,000	488,000	-	(488,000)	-100.0%	-	-	-
CPF Transfers/Other Sources	Transfer (To)/From General Fund	-	-	-	-	-	-	-	na	-	-	-
<b>Total Other Sources/Uses</b>		<b>51,701</b>	<b>79,765</b>	<b>1,983,546</b>	<b>1,670,000</b>	<b>(313,546)</b>	<b>1,074,046</b>	<b>(595,954)</b>	<b>-35.7%</b>	-	-	-
<b>Surplus (Deficit)</b>		<b>(11,604)</b>	-	<b>(488,000)</b>	-	<b>488,000</b>	-	-		-	-	-
<b>Beginning Fund Balance</b>		<b>11,604</b>	-	<b>488,000</b>	-		-			-	-	-
<b>Ending Fund Balance</b>		-	-	-	-		-			-	-	-
<b>(1) Offset by sale of assets</b>												

Department : General Fund Capital Department  
Fund: General Fund

General Fund Capital Department - General Fund					
Budget Category	2022 Original Budget	2022 Updated Forecast	2023 Preliminary Budget	Variance	Variance explanation
Capital Outlay	398,500	396,000	1,318,000	232.8%	Town Hall public restroom remodels 35.6% Meadows Trail relocation 50.5% Police equipment increase over 2022 17.2% New firewall 2.5%

Recession Planning: In the event of an economic downturn the Council Chamber remodel project could be scaled back and the restroom remodel could be deferred.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**General Fund Capital**

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022		2022 \$	2023	2023 \$	2023 %	2024 Long	2025 Long	2026 Long	2027 Long
				2022 Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments	Term	Term	Term	Term
General Fund Capital Outlay	Adventure Rock Replacement (1)	-	-	2,500	-	(2,500)	-	-	na	-	-	-	-
General Fund Capital Outlay	Sunset Plaza Project	-	-	-	-	-	-	-	na	-	-	-	-
General Fund Capital Outlay	Zamboni Building	-	-	-	-	-	-	-	na	-	-	-	-
General Fund Capital Outlay	Plaza Services Capital	-	-	-	-	-	-	-	na	-	-	-	-
General Fund Capital Outlay	Wayfinding-Marketing & Development	-	-	-	-	-	-	-	na	-	-	-	-
General Fund Capital Outlay	Police Equipment (2)	20,646	109,378	50,000	50,000	-	118,000	68,000	136.0%	55,000	92,500	55,000	5,000
General Fund Capital Outlay	Municipal Offices/Town Hall (3)	694	-	46,000	46,000	-	690,000	644,000	1400.0%	-	-	-	-
General Fund Capital Outlay	Capital Equipment & Improvements (4)	-	116,804	-	-	-	10,000	10,000	na	85,000	375,000	80,000	-
General Fund Capital Outlay	Firehouse Replacements/Repairs	142	-	-	-	-	-	-	na	-	-	-	-
General Fund Capital Outlay	Trail Improvements (5)	-	-	300,000	300,000	-	300,000	-	0.0%	300,000	300,000	300,000	300,000
General Fund Capital Outlay	Meadows Trail (6)	-	-	-	-	-	200,000	200,000	na	-	-	-	-
General Fund Capital Outlay	Village Pond Restoration	-	-	-	-	-	-	-	na	-	-	-	-
General Fund Capital Outlay	Emergency Exit	-	-	-	-	-	-	-	na	-	-	-	-
<b>Total</b>		<b>21,481</b>	<b>226,182</b>	<b>398,500</b>	<b>396,000</b>	<b>(2,500)</b>	<b>1,318,000</b>	<b>922,000</b>	<b>232.8%</b>	<b>440,000</b>	<b>767,500</b>	<b>435,000</b>	<b>305,000</b>

(1) 2021 - Based on safety inspection by an outside consultant

(2) Body cameras \$50k 2022-2026; Ballistic equipment \$50k 2022-2026; Ballistic equipment \$37.5 k 2025; Phone recording system \$40k 2023; License plate readers \$5k 2023-2027; radios \$23k 2023

(3) Council Chamber remodel with audio visual upgrades \$500,000 and public restroom remodels \$140,000

(4) 2021 - Trash Facility/Generator Building Town of Mountain Village share, IT Equipment: Firewall \$10k 2023; Cluster Server \$45k 2024; Core Switches \$40k 2024; Town cameras \$250k 2025; Public Wi-Fi \$125k 2025; Phone system \$80k 2026

(5) 2023 widen shoulders (dedicated bike lanes) MVB from Market Plaza to Blue Mesa and Adams Ranch or Russell to Double Eagle; eliminate sidewalk gaps on private property from Lost Creek to Madeline fire lane.

(6) 2023 realignment

## Agenda Item 6a

TO: Mountain Village Town Council  
 FROM: Chris Broady, Chief of Police  
 DATE: September 26, 2022  
 RE: Public Safety Budget Narrative

### Program Narrative

While maintaining all other department functions, in 2023, the Mountain Village Police Department will focus on the following mission, as well as the goals listed below.

*The success of our department will be measured in our ability to maintain the quality of life in Mountain Village while respecting the rights and liberties of all.*

*Our pledge is to embrace all the citizens in solving problems, both routine to law enforcement and those unique to our community*

### Program Goals

Goal	Financial Implications	Measurement	Environmental Impact	Overall Town Goal
1. <b>Recruit/hire/train /retain staff</b> - currently down four sworn Officers (of 8 positions). Also have one Community Service Officer opening (of 2 positions)	Staff costs are in 2023 budget – grants have been applied for training needs	Fully staffed and all employees completed Field training September 2023	none	Provide world class service to the Town’s residents, second homeowners, guests, and partners.

2.	<p><b>National Incident Management System (NIMS /ICS) training</b> - all town staff and Council members train to required general and specific positions various Emergency Management roles</p>	<p>None anticipated. Most training is available online or paid for by State OEM budgets</p>	<p>Completed tabletop exercise to work toward a full functional drill in 2024</p>	<p>none</p>	<p>Implement policies and procedures to ensure destination resiliency, including fire mitigation and emergency preparedness.</p>
3.	<p><b>Town wide building access systems</b> Various systems by department - with IT, building facility and department head assistance, identify a viable system. May include upgraded camera systems also</p>	<p>Need to identify total costs. Will work on a phased approach to reduce budget impact year over year.</p>	<p>Desired system identified, tested and installation begins 2024 budget</p>	<p>none</p>	<p>Implement policies and procedures to ensure destination resiliency, including fire mitigation and emergency preparedness.</p>
4.	<p><b>Technology upgrades</b> – Complete VoIP phones upgrade. in an emergency or continuing operations plan (COOP) able to move to a different physical location</p>	<p>Included within the PD and IT budgets</p>	<p>Test COOP of town hall to relocate to the municipal building for one day October 2023</p>	<p>none</p>	<p>Implement policies and procedures to ensure destination resiliency, including fire mitigation and emergency preparedness.</p>

Department : Police Department  
Fund: General Fund

Police Department - General Fund					
Budget Category	2022 Original Budget	2022 Updated Forecast	2023 Preliminary Budget	Variance	Variance explanation
Operating Expenses	1,136,850	1,148,795	1,359,477	18.3%	Increase in personnel expenses 17.9% (additional officer, full staff, market adj) Increase in dispatch fees .7% Decrease in facility expense -.3% (painting in 2022, office furniture in 2023)

**Recession Planning:** In the event of an economic downturn the police department would consider not filling an open position if one was open and would defer the purchase of office furniture. Reductions in non-essential training would be considered as well.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**Police Department**

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022		2022 \$	2023		2023 \$	2023 %	2024 Long	2025 Long	2026 Long	2027 Long
				2022 Original	Forecasted	Adjustments	Proposed	Adjustments		Term	Term	Term	Term	
Police Department	Salaries & Wages (7)	529,982	544,543	590,253	590,253	-	739,988	149,735		25.4%	739,988	739,988	739,988	739,988
Police Department	Housing Allowance	56,468	63,864	77,874	77,874	-	88,782	10,908		14.0%	88,782	88,782	88,782	88,782
Police Department	Group Insurance	99,135	100,284	110,607	110,607	-	127,376	16,769		15.2%	129,924	132,522	135,173	137,876
Police Department	Dependent Health Reimbursement	(4,137)	(4,763)	(4,636)	(4,636)	-	(4,636)	-		0.0%	(4,636)	(4,636)	(4,636)	(4,636)
Police Department	FPPA/PERA Pensions & Medicare	79,080	84,203	94,263	94,263	-	118,176	23,913		25.4%	118,176	118,176	118,176	118,176
Police Department	Death & Disability Insurance	10,415	12,119	11,599	11,599	-	11,599	-		0.0%	11,599	11,599	11,599	11,599
Police Department	PERA 401K & FPPA 457	20,016	20,569	21,094	21,094	-	21,094	-		0.0%	21,094	21,094	21,094	21,094
Police Department	Workers Compensation	12,871	7,257	18,576	18,576	-	18,576	-		0.0%	18,576	18,576	18,576	18,576
Police Department	Other Employee Benefits	6,875	7,285	8,525	9,300	775	11,025	1,725		18.5%	11,576	12,155	12,763	13,401
Police Department	Janitorial/Trash Removal	5,100	5,100	5,509	5,509	-	5,700	191		3.5%	5,700	5,700	5,700	5,700
Police Department	Repair & Maintenance	-	-	-	-	-	-	-		na	-	-	-	-
Police Department	Vehicle Repair & Maintenance	6,090	5,593	8,000	8,000	-	8,000	-		0.0%	8,000	8,000	8,000	8,000
Police Department	Repairs & Maintenance-Equipment	564	1,056	500	500	-	500	-		0.0%	500	500	500	500
Police Department	Camera Repair & Maintenance	10,493	-	10,000	10,000	-	10,000	-		0.0%	10,000	10,000	10,000	10,000
Police Department	Rental-Equipment	916	1,062	1,500	1,500	-	1,500	-		0.0%	1,500	1,500	1,500	1,500
Police Department	Facility Expenses (1)	5,395	4,159	17,300	17,300	-	13,500	(3,800)		-22.0%	13,500	13,500	13,500	13,500
Police Department	Communications	3,933	4,701	8,900	8,900	-	8,900	-		0.0%	8,900	8,900	8,900	8,900
Police Department	Communications-Cell Phone (2)	4,176	4,516	9,500	9,500	-	9,500	-		0.0%	9,500	9,500	9,500	9,500
Police Department	Phone Equipment	970	-	100	100	-	100	-		0.0%	100	100	100	100
Police Department	Dispatch (3)	67,920	68,166	80,630	80,630	-	89,096	8,466		10.5%	89,096	89,096	89,096	89,096
Police Department	Dues & Fees (4)	953	678	1,800	1,800	-	1,800	-		0.0%	1,800	1,800	1,800	1,800
Police Department	Travel, Education & Training (5)	6,907	8,442	8,500	14,000	5,500	14,000	-		0.0%	10,000	10,000	10,000	10,000
Police Department	Emergency Medical Services	-	-	1,000	1,000	-	1,000	-		0.0%	1,000	1,000	1,000	1,000
Police Department	Contract Labor	203	-	2,000	2,000	-	2,000	-		0.0%	2,000	2,000	2,000	2,000
Police Department	Investigation	-	-	-	-	-	-	-		na	-	-	-	-
Police Department	Evidence Processing	2,283	2,000	2,000	2,000	-	2,000	-		0.0%	2,000	2,000	2,000	2,000
Police Department	Medical Clearance	-	-	1,250	1,250	-	1,250	-		0.0%	1,250	1,250	1,250	1,250
Police Department	Postage & Freight	286	98	400	400	-	400	-		0.0%	400	400	400	400
Police Department	Bank Fees - Credit Card Fees	682	586	700	1,000	300	1,000	-		0.0%	1,000	1,000	1,000	1,000
Police Department	General Supplies & Material	3,215	6,326	6,200	6,200	-	6,200	-		0.0%	6,200	6,200	6,200	6,200
Police Department	Uniforms (6)	1,908	2,214	2,000	2,000	-	3,500	1,500		75.0%	3,500	3,500	3,500	3,500
Police Department	Uniforms-Officer Equip	634	1,966	2,000	2,000	-	3,500	1,500		75.0%	3,500	3,500	3,500	3,500
Police Department	Vehicle Equipment	561	60	-	-	-	-	-		na	-	-	-	-
Police Department	Evidence Supplies	-	-	350	350	-	350	-		0.0%	350	350	350	350
Police Department	Firearms-Ammo, Repair & Maintenance	1,625	1,795	2,500	2,500	-	2,500	-		0.0%	2,500	2,500	2,500	2,500
Police Department	Materials/Working Supplies	-	-	225	225	-	225	-		0.0%	225	225	225	225
Police Department	Intoxilizer-Supplies	-	1,061	500	500	-	500	-		0.0%	500	500	500	500
Police Department	Detoxification	-	-	1,000	1,000	-	1,000	-		0.0%	1,000	1,000	1,000	1,000
Police Department	Parking Expenses	-	-	250	250	-	250	-		0.0%	250	250	250	250
Police Department	Business Meals	123	559	500	650	150	650	-		0.0%	650	650	650	650
Police Department	COVID-19 Related Expenses	4,260	1,237	-	-	-	-	-		na	-	-	-	-
Police Department	Employee Appreciation	1,154	258	800	1,000	200	1,125	125		12.5%	1,125	1,125	1,125	1,125
Police Department	Books & Periodicals	7,059	7,477	7,250	7,250	-	7,830	580		8.0%	8,222	8,633	8,633	8,633
Police Department	SMC Juvenile Diversion	10,000	10,000	10,000	10,000	-	10,000	-		0.0%	10,000	10,000	10,000	10,000

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

***Police Department***

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022		2023		2023 %	2024 Long Term Projection	2025 Long Term Projection	2026 Long Term Projection	2027 Long Term Projection	
				2022 Original	Forecasted	2022 \$ Adjustments	2023 Proposed						2023 \$ Adjustments
Police Department	Utilities - Natural Gas	1,250	1,736	1,600	3,000	1,400	3,090	90	3.0%	3,090	3,090	3,090	3,090
Police Department	Utilities - Electricity	3,947	4,092	4,550	4,550	-	4,700	150	3.3%	4,700	4,700	4,700	4,700
Police Department	Utilities - Gasoline	5,942	12,850	9,380	13,000	3,620	11,830	(1,170)	-9.0%	11,830	11,830	11,830	11,830
<b>Total</b>		<b>969,254</b>	<b>993,149</b>	<b>1,136,850</b>	<b>1,148,795</b>	<b>11,945</b>	<b>1,359,477</b>	<b>210,682</b>	<b>18.3%</b>	<b>1,358,967</b>	<b>1,362,556</b>	<b>1,365,814</b>	<b>1,369,155</b>

- (1) Moved painting pd from 2021 to 2022 - 2023 replace office furniture
- (2) 2021 added Cradle point devices for MDCs (\$37/month per unit x7cars)
- (3) 2021 3.09% Plus 16.66% FTE Regional Data Specialist \$9468
- (4) 2021 joined LinX \$4433 install 809 per year after
- (5) 2022 - leadership training for new deputy chief (POST grant reimbursed)
- (6) 2023 - hiring new officers
- (7) additional sworn officer 2023 and beyond

# Agenda Items 6b & 6c

Department : Municipal Court Department  
 Fund: General Fund

Police Department - General Fund					
	2022	2022	2023		
Budget Category	Original Budget	Updated Forecast	Preliminary Budget	Variance	Variance explanation
Operating Expenses	36,890	37,439	39,994	6.8%	Increase in personnel expenses due wage increase 6.8%

**Recession Planning:** In the event of an economic downturn the training budget would be decreased.

Department : Community Services Department  
 Fund: General Fund

Community Services Department - General Fund					
	2022	2022	2023		
Budget Category	Original Budget	Updated Forecast	Preliminary Budget	Variance	Variance explanation
Operating Expenses	64,973	63,933	72,831	13.9%	Increase in personnel expenses 13.9% (wage increase and full staff budgeted)

**Recession Planning:** In the event of an economic downturn the department would consider not filling an open position if one was open and would decrease the training budget.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**Municipal Court**

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022		2023		2023 %	2024 Long Term	2025 Long Term	2026 Long Term	2027 Long Term	
				2022 Original	Forecasted	2022 \$ Adjustments	2023 Proposed						2023 \$ Adjustments
Municipal Court	Salaries & Wages	20,267	16,403	20,902	21,182	280	23,207	2,025	9.6%	23,207	23,207	23,207	23,207
Municipal Court	Group Insurance	3,304	2,717	3,568	3,568	-	3,639	71	2.0%	3,712	3,786	3,862	3,939
Municipal Court	Dependent Health Reimbursement	(175)	(143)	(175)	(175)	-	(175)	-	0.0%	(175)	(175)	(175)	(175)
Municipal Court	PERA & Payroll Taxes	2,976	2,623	3,338	3,383	45	3,706	323	9.6%	3,706	3,706	3,706	3,706
Municipal Court	PERA 401K	1,152	921	1,342	1,342	-	1,342	-	0.0%	1,342	1,342	1,342	1,342
Municipal Court	Workers Compensation	69	48	160	160	-	160	-	0.0%	160	160	160	160
Municipal Court	Other Employee Benefits	2,125	2,145	2,475	2,700	225	2,835	135	5.0%	2,977	3,126	3,282	3,446
Municipal Court	Equipment Rental	1,002	1,062	1,500	1,500	-	1,500	-	0.0%	1,500	1,500	1,500	1,500
Municipal Court	Communications	416	499	500	500	-	500	-	0.0%	500	500	500	500
Municipal Court	Dues & Fees	60	60	80	80	-	80	-	0.0%	80	80	80	80
Municipal Court	Travel, Education & Training (1)	175	626	2,100	2,100	-	2,100	-	0.0%	2,100	2,100	2,100	2,100
Municipal Court	Postage & Freight	55	-	100	100	-	100	-	0.0%	100	100	100	100
Municipal Court	General Supplies & Material	598	804	1,000	1,000	-	1,000	-	0.0%	1,000	1,000	1,000	1,000
Municipal Court	Employee Appreciation	-	-	-	-	-	-	-	na	-	-	-	-
<b>Total</b>		<b>32,026</b>	<b>27,765</b>	<b>36,890</b>	<b>37,439</b>	<b>550</b>	<b>39,994</b>	<b>2,555</b>	<b>6.8%</b>	<b>40,209</b>	<b>40,432</b>	<b>40,664</b>	<b>40,905</b>

(1) 2021 still plan for 2 conferences per year

**Community Services**

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022		2023		2023 %	2024 Long Term	2025 Long Term	2026 Long Term	2027 Long Term	
				2022 Original	Forecasted	2022 \$ Adjustments	2023 Proposed						2023 \$ Adjustments
Community Services	Salaries & Wages	30,323	36,365	37,451	36,451	(1,000)	43,915	7,464	20.5%	43,915	43,915	43,915	43,915
Community Services	Group Insurance	9,252	9,213	9,990	9,990	-	10,190	200	2.0%	10,394	10,602	10,814	11,030
Community Services	Dependent Health Reimbursement	(323)	(252)	-	-	-	-	-	na	-	-	-	-
Community Services	PERA & Payroll Taxes	5,395	5,674	5,981	5,821	(160)	7,013	1,192	20.5%	7,013	7,013	7,013	7,013
Community Services	PERA 401K	884	921	399	399	-	399	-	0.0%	399	399	399	399
Community Services	Workers Compensation	817	387	938	938	-	938	-	0.0%	938	938	938	938
Community Services	Other Employee Benefits	630	658	770	840	70	882	42	5.0%	926	972	1,021	1,072
Community Services	Uniforms	70	306	1,000	1,000	-	1,000	-	0.0%	1,000	1,000	1,000	1,000
Community Services	Vehicle Repairs & Maintenance	655	6	800	800	-	800	-	0.0%	800	800	800	800
Community Services	Communications-Cell Phone (2)	734	528	1,100	1,100	-	1,100	-	0.0%	1,100	1,100	1,100	1,100
Community Services	Travel, Education & Training	-	-	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000
Community Services	General Supplies	736	736	1,000	1,000	-	1,000	-	0.0%	1,000	1,000	1,000	1,000
Community Services	Animal Control	-	258	200	200	-	200	-	0.0%	200	200	200	200
Community Services	Employee Appreciation	10	200	200	250	50	250	-	0.0%	250	250	250	250
Community Services	Utilities - Gasoline	2,132	4,548	3,144	3,144	-	3,144	-	0.0%	3,144	3,144	3,144	3,144
<b>Total</b>		<b>51,315</b>	<b>59,548</b>	<b>64,973</b>	<b>63,933</b>	<b>(1,040)</b>	<b>72,831</b>	<b>8,897</b>	<b>13.9%</b>	<b>73,079</b>	<b>73,333</b>	<b>73,593</b>	<b>73,861</b>

(2) 2021 added Cradlepoint for MDC (\$37/month)

## Agenda Item 7a

TO: Mountain Village Town Council  
 FROM: Finn Kjome, Public Works Director  
       JD Wise, Assistant Public Works Director  
 DATE: September 21, 2022  
 RE: Public Works – Facility Maintenance Budget Narrative

### Program Narrative

While maintaining all other department functions, in 2023, the Town’s Facility Maintenance department is focusing on the following missions.

*Facility Maintenance:* Maintaining and repair all TMV-owned buildings and facilities to ensure energy-efficient operations.

The goals set forth below will assist in fulfilling this mission.

### Program Goals

Goal	Financial Implications	Measurement	Environmental Impact	Overall Town Goal
1. <b>Town Hall HVAC Upgrade:</b> Phase I of replacement/upgrade of HVAC compressors, air handlers, and condensing units.	<b>\$22,000</b>	Phase I (25%) Completion by <b>July 1, 2023</b>	<b>Carbon Neutrality</b> <i>Improved HVAC System Efficiency.</i>	Pursue capital improvements to support and maintain a world class, year round destination.
2. <b>Boiler Maintenance and Upgrades:</b> Perform all preventative and necessary maintenance on Town boiler systems. Upgrade Heritage and Conference Center Plaza boiler system to Wi-Fi compatible controls.	<b>\$50,000</b>	Project completion by first snowfall - <b>November 1, 2023.</b>	<b>Carbon Neutrality</b> <i>Boiler System Efficiency:</i> Reduced natural gas use and improved operational efficiency.	Pursue capital improvements to support and maintain a world class, year round destination.

**Department :** Building & Facility Maintenance Department  
**Fund:** General Fund

Building & Facility Maintenance Department - General Fund					
Budget Category	2022 Original Budget	2022 Updated Forecast	2023 Preliminary Budget	Variance	Variance explanation
Operating Expenses	310,572	362,282	372,931	2.9%	Increase in personnel costs 4.2% Town Hall HVAC repairs 6.0% Increase in Prospect Plaza facility expenses 3.7% Decrease in boiler maintenance -11.0%

**Recession Planning:** Facility maintenance would continue in an economic downturn to protect the value of Town owned assets. Training expenses could be deferred to reduce costs.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
***Building & Facility Maintenance***

Worksheet	Account Name	Actuals		2022			2023			2024 Long	2025 Long	2026 Long	2027 Long
		2020	2021	Original	Forecasted	\$ Adjustments	Proposed	\$ Adjustments	% Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Building & Facility Maintenance	Salaries & Wages	108,538	107,608	125,365	125,365	-	137,858	12,493	10.0%	137,858	137,858	137,858	137,858
Building & Facility Maintenance	Offset Labor	(3,330)	-	-	-	-	-	-	na	-	-	-	-
Building & Facility Maintenance	Group Insurance	26,433	23,484	28,544	28,544	-	29,115	571	2.0%	29,697	30,291	30,897	31,515
Building & Facility Maintenance	Dependent Health Reimbursement	(2,276)	(3,060)	(3,600)	(3,600)	-	(3,600)	-	0.0%	(3,600)	(3,600)	(3,600)	(3,600)
Building & Facility Maintenance	PERA & Payroll Taxes	18,519	15,361	20,021	20,021	-	22,016	1,995	10.0%	22,016	22,016	22,016	22,016
Building & Facility Maintenance	PERA 401K	6,626	2,980	5,299	5,299	-	5,299	-	0.0%	5,299	5,299	5,299	5,299
Building & Facility Maintenance	Workers Compensation	3,917	1,391	5,733	5,733	-	5,733	-	0.0%	5,733	5,733	5,733	5,733
Building & Facility Maintenance	Other Employee Benefits	1,800	1,880	2,200	2,400	200	2,520	120	5.0%	2,646	2,778	2,917	3,063
Building & Facility Maintenance	Uniforms	415	468	500	500	-	500	-	0.0%	500	500	500	500
Building & Facility Maintenance	R&M-Boilers / Snowmelt (3)	39,234	42,735	45,000	85,000	40,000	45,000	(40,000)	-47.1%	45,000	45,000	45,000	45,000
Building & Facility Maintenance	Vehicle Repair & Maintenance	1,175	845	850	850	-	850	-	0.0%	850	850	850	850
Building & Facility Maintenance	Street Light Repair & Replace	3,324	10,999	15,000	15,000	-	15,000	-	0.0%	7,000	7,000	7,000	7,000
Building & Facility Maintenance	Facility Maintenance (1)	3,426	17,061	8,500	12,000	3,500	12,000	-	0.0%	12,000	12,000	12,000	12,000
Building & Facility Maintenance	Facility Expenses - Town Hall	20,730	38,390	36,000	36,000	-	36,000	-	0.0%	36,000	36,000	36,000	36,000
Building & Facility Maintenance	Facility Expenses - Prospect Plaza (4)	-	-	-	6,960	-	20,880	13,920	200.0%	20,880	20,880	20,880	20,880
Building & Facility Maintenance	HVAC Maintenance - Town Hall (2)	1,917	13,140	3,500	3,500	-	25,500	22,000	628.6%	25,500	25,500	25,500	25,500
Building & Facility Maintenance	Elevator Maintenance - Town Hall	3,097	3,258	3,500	3,500	-	3,500	-	0.0%	3,500	3,500	3,500	3,500
Building & Facility Maintenance	Communications	1,011	1,056	1,560	1,560	-	1,560	-	0.0%	1,560	1,560	1,560	1,560
Building & Facility Maintenance	Dues & Fees, Licenses	60	983	100	1,200	1,100	1,200	-	0.0%	1,200	1,200	1,200	1,200
Building & Facility Maintenance	Travel, Education & Training	-	1,944	3,000	3,000	-	3,000	-	0.0%	3,000	3,000	3,000	3,000
Building & Facility Maintenance	Postage & Freight	32	119	200	200	-	200	-	0.0%	200	200	200	200
Building & Facility Maintenance	General Supplies And Materials	2,319	3,662	4,000	4,000	-	4,000	-	0.0%	4,000	4,000	4,000	4,000
Building & Facility Maintenance	Employee Appreciation	423	180	300	250	(50)	250	-	0.0%	250	250	250	250
Building & Facility Maintenance	Utilities - Gasoline	3,577	4,641	5,000	5,000	-	4,550	(450)	-9.0%	4,550	4,550	4,550	4,550
<b>Total</b>		<b>240,966</b>	<b>289,125</b>	<b>310,572</b>	<b>362,282</b>	<b>44,750</b>	<b>372,931</b>	<b>10,649</b>	<b>2.9%</b>	<b>365,639</b>	<b>366,366</b>	<b>367,110</b>	<b>367,874</b>

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

(2) Clean air ducts tri-annually, Town Hall condenser replacement

(3) 2022 Replace glycol Madeline Snowmelt

(4) Expenses associated with new Prospect Plaza commercial space (dues, cleaning, etc)

## Agenda Item 7b

TO: Mountain Village Town Council  
 FROM: Finn Kjome, Public Works Director  
       JD Wise, Assistant Public Works Director  
 DATE: September 21, 2022  
 RE: Public Works – Road and Bridge / Sewer Budget Narrative

### Program Narrative

While maintaining all other department functions, in 2023, the Town’s Road and Bridge / Sewer department is focusing on the following missions. This is reflected in the top goals for the coming year.

*Road Maintenance and Repair:* Continue to maintain safe roadways for the public and perform necessary road improvements.

*Sewer Infrastructure:* Maintain clear pathways to the wastewater treatment plant.

The goals set forth below will assist in fulfilling this mission.

### Program Goals

Goal	Financial Implications	Measurement	Environmental Impact	Overall Town Goal
1. <b>Paving:</b> Execute paving project on San Joaquin Boulevard.	<b>\$500,000</b>	Completion by <b>November 1, 2023</b>	N/A	Pursue capital improvements to support and maintain a world class, year round destination.
2. <b>GIS Data Collection:</b> Execute phase one of a three-year infrastructure mapping project.	<b>Staff time only</b>	Document <b>33%</b> of existing sewer infrastructure by <b>November 15, 2023</b>	<b>Carbon Neutrality</b> <i>Sewer System Efficiency:</i>	Pursue policies to ensure effective use of taxpayer dollars.

				Faster response to fix issues and reduce Inflow and Infiltration (I&I), reducing sewer plant treatment. pedestrian and bicycle use.	
3.	<b>Safety Improvements:</b> Implement safety improvements along San Joaquin and MV Blvd.	<b>\$2,000,000 total</b> with <b>\$925,954</b> offset through awarded CDOT grant.	Project completion by <b>November 1, 2023.</b>	<b>Carbon Neutrality</b> <i>Multimodal Transportation:</i> Encourages Utilization of Non-Motorized Active Transportation	Pursue capital improvements to support and maintain a world class, year round destination.

**Department :** Road & Bridge Department  
**Fund:** General Fund

Road & Bridge Department - General Fund					
	2022	2022	2023		
Budget Category	Original Budget	Updated Forecast	Preliminary Budget	Variance	Variance explanation
Operating Expenses	1,177,103	1,191,036	1,347,165	13.1%	Increase in the cost of asphalt 8.4% Increase in personnel expenses 4.5%

**Recession Planning:** Annual road maintenance and repairs would need to occur at the same level during an economic slowdown. Non-essential training would be deferred, and if necessary the paving could be potentially scaled back although that would not be recommended as an initial cut.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**Road & Bridge**

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022		2023		2023 %	2024 Long	2025 Long	2026 Long	2027 Long	
				2022 Original	Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Road & Bridge	Salaries & Wages (1)	314,919	292,198	402,700	402,700	-	446,901	44,201	11.0%	446,901	446,901	446,901	446,901
Road & Bridge	Offset Labor	(100)	(4,200)	-	-	-	-	-	na	-	-	-	-
Road & Bridge	Group Insurance	98,216	72,470	106,677	106,677	-	108,811	2,134	2.0%	110,987	113,206	115,471	117,780
Road & Bridge	Dependent Health Reimbursement	(6,387)	(3,877)	(6,280)	(6,280)	-	(6,280)	-	0.0%	(6,280)	(6,280)	(6,280)	(6,280)
Road & Bridge	PERA & Payroll Taxes	51,773	42,802	64,311	64,311	-	71,370	7,059	11.0%	71,370	71,370	71,370	71,370
Road & Bridge	PERA 401K	17,605	11,787	22,512	22,512	-	22,512	-	0.0%	22,512	22,512	22,512	22,512
Road & Bridge	Workers Compensation	13,375	3,774	14,884	14,884	-	14,884	-	0.0%	14,884	14,884	14,884	14,884
Road & Bridge	Other Employee Benefits	6,600	6,736	7,513	8,196	683	8,606	410	5.0%	9,036	9,488	9,962	10,460
Road & Bridge	Uniforms	964	1,016	1,800	1,800	-	1,800	-	0.0%	1,800	1,800	1,800	1,800
Road & Bridge	Janitorial/Trash Removal	1,967	1,910	2,000	2,500	500	2,500	-	0.0%	2,500	2,500	2,500	2,500
Road & Bridge	Vehicle Repair & Maintenance	69,356	55,264	45,000	45,000	-	45,000	-	0.0%	45,000	45,000	45,000	45,000
Road & Bridge	Facility Expenses	2,359	1,232	750	750	-	750	-	0.0%	750	750	750	750
Road & Bridge	Communications	2,479	2,536	3,000	3,000	-	3,000	-	0.0%	3,000	3,000	3,000	3,000
Road & Bridge	Public Noticing	308	500	500	500	-	500	-	0.0%	500	500	500	500
Road & Bridge	Dues, Fees & Licenses	563	14	250	300	50	300	-	0.0%	300	300	300	300
Road & Bridge	Travel, Education, Training	-	1,944	1,500	1,700	200	1,700	-	0.0%	1,700	1,700	1,700	1,700
Road & Bridge	Contract Labor	155	14,793	5,000	5,000	-	5,000	-	0.0%	5,000	5,000	5,000	5,000
Road & Bridge	Paving Repair (2)	125,745	381,584	400,000	400,000	-	500,000	100,000	25.0%	500,000	500,000	500,000	500,000
Road & Bridge	Striping (3)	12,044	15,400	16,000	22,000	6,000	22,000	-	0.0%	22,000	22,000	22,000	22,000
Road & Bridge	Guardrail Repair	2,943	-	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000
Road & Bridge	Bridge Repair & Maintenance	3,590	3,510	10,000	16,500	6,500	10,000	(6,500)	-39.4%	10,000	10,000	10,000	10,000
Road & Bridge	Postage & Freight	-	-	100	100	-	100	-	0.0%	100	100	100	100
Road & Bridge	General Supplies & Materials	7,417	8,178	7,972	7,972	-	10,000	2,028	25.4%	10,000	10,000	10,000	10,000
Road & Bridge	Supplies - Office	1,144	959	1,406	1,406	-	1,406	-	0.0%	1,406	1,406	1,406	1,406
Road & Bridge	Supplies - Sand / Deicer	23,963	27,437	25,000	25,000	-	25,000	-	0.0%	25,000	25,000	25,000	25,000
Road & Bridge	Supplies - Signs/Safety (4)	413	-	-	-	-	10,000	10,000	na	10,000	10,000	10,000	10,000
Road & Bridge	Business Meals	-	201	200	200	-	200	-	0.0%	200	200	200	200
Road & Bridge	Employee Appreciation	873	676	734	734	-	1,085	351	47.8%	1,085	1,085	1,085	1,085
Road & Bridge	COVID-19 Related Expenses	352	-	-	-	-	-	-	na	-	-	-	-
Road & Bridge	Utilities - Electricity	1,206	1,250	1,574	1,574	-	1,621	47	3.0%	1,621	1,621	1,621	1,621
Road & Bridge	Utilities - Gasoline	22,104	38,506	40,000	40,000	-	36,400	(3,600)	-9.0%	36,400	36,400	36,400	36,400
<b>Total</b>		<b>775,945</b>	<b>978,600</b>	<b>1,177,103</b>	<b>1,191,036</b>	<b>13,933</b>	<b>1,347,165</b>	<b>156,130</b>	<b>13.1%</b>	<b>1,349,772</b>	<b>1,352,444</b>	<b>1,355,182</b>	<b>1,357,990</b>

(1) GIS position moved from R&B/Water-Sewer to IT 4/2021

(2) Cost of Asphalt

(3) Cost of painting increased.

(4) Replace signs along the roads.

## Agenda Item 7c

TO: Mountain Village Town Council  
 FROM: Finn Kjome, Public Works Director  
       JD Wise, Assistant Public Works Director  
 DATE: September 21, 2022  
 RE: Public Works – Vehicle Maintenance Budget Narrative

### Program Narrative

While maintaining all other department functions, in 2023, the Town’s Vehicle Maintenance department is focusing on the following missions.

*Fleet Vehicle and Equipment Maintenance:* Continue to provide maintenance and repair on all TMV fleet vehicles and equipment.

*Shop Improvements:* Continue to identify and implement opportunities for operational efficiencies and improvements.

The goals set forth below will assist in fulfilling this mission.

### Program Goals

Goal	Financial Implications	Measurement	Environmental Impact	Overall Town Goal
1. <b>Vehicle lift replacement:</b> Replacement of vehicle service lift.	<b>\$8,000</b>	Project completion by <b>November 1, 2023</b>	N/A	Pursue capital improvements to support and maintain a world class, year round destination.

2.	<b>Solar Panel Installation:</b> Oversee installation of 75kw rooftop solar array (Phase I of II) on the Town Shop.	<b>\$150,000 total*</b> <b>\$77,503</b> offset through awarded EIAF grant.	Project completion by <b>July 15, 2023.</b>	<b>Carbon Neutrality</b> <i>Onsite Solar:</i> Net metering to offset Town Shop power use.	Pursue policies to ensure effective use of taxpayer dollars.
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**Department :** Vehicle Maintenance Department  
**Fund:** General Fund

Vehicle Maintenance Department - General Fund					
	2022	2022	2023		
Budget Category	Original Budget	Updated Forecast	Preliminary Budget	Variance	Variance explanation
Operating Expenses	524,079	521,225	529,120	1.5%	Increase in personnel expenses 1.5%

**Recession Planning:** Required vehicle maintenance would be necessary to protect the value of the Town's assets and to continue operations. Cutbacks could be made in the areas of non-essential personnel related costs such as training.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
**Vehicle Maintenance**

Worksheet	Account Name	Actuals		2022			2023			2024 Long	2025 Long	2026 Long	2027 Long
		2020	2021	Original	Forecasted	\$ Adjustments	Proposed	\$ Adjustments	% Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Vehicle Maintenance	Salaries & Wages	232,609	255,451	299,963	289,963	(10,000)	295,782	5,819	2.0%	295,782	295,782	295,782	295,782
Vehicle Maintenance	Group Insurance	52,866	50,395	58,109	58,109	-	59,272	1,162	2.0%	60,457	61,666	62,899	64,157
Vehicle Maintenance	Dependent Health Reimbursement	(4,191)	(4,320)	(4,839)	(4,839)	-	(4,839)	-	0.0%	(4,839)	(4,839)	(4,839)	(4,839)
Vehicle Maintenance	PERA & Payroll Taxes	38,081	37,155	47,904	46,307	(1,597)	47,236	929	2.0%	47,236	47,236	47,236	47,236
Vehicle Maintenance	PERA 401K	17,681	18,758	22,801	22,801	-	22,801	-	0.0%	22,801	22,801	22,801	22,801
Vehicle Maintenance	Workers Compensation	3,851	2,105	5,513	5,513	-	5,513	-	0.0%	5,513	5,513	5,513	5,513
Vehicle Maintenance	Other Employee Benefits	3,600	3,760	5,500	6,000	500	6,300	300	5.0%	6,615	6,946	7,293	7,658
Vehicle Maintenance	Uniforms	576	548	600	800	200	800	-	0.0%	800	800	800	800
Vehicle Maintenance	Janitorial/Trash Removal (1)	7,037	7,774	8,800	10,000	1,200	10,000	-	0.0%	10,000	10,000	10,000	10,000
Vehicle Maintenance	Vehicle Repair & Maintenance	3,170	4,888	3,000	3,000	-	3,000	-	0.0%	3,000	3,000	3,000	3,000
Vehicle Maintenance	Facility Expense	185	1,384	500	2,000	1,500	2,000	-	0.0%	2,000	2,000	2,000	2,000
Vehicle Maintenance	Communications	1,305	1,414	1,400	1,400	-	1,400	-	0.0%	1,400	1,400	1,400	1,400
Vehicle Maintenance	Dues, Fees, Licenses (2)	-	50	200	1,300	1,100	1,300	-	0.0%	1,300	1,300	1,300	1,300
Vehicle Maintenance	Dues & Fees, Fuel Depot	4,733	2,579	800	2,000	1,200	2,000	-	0.0%	2,000	2,000	2,000	2,000
Vehicle Maintenance	Travel, Education, Training	-	-	2,500	2,500	-	2,500	-	0.0%	2,500	2,500	2,500	2,500
Vehicle Maintenance	Postage & Freight	8	-	100	100	-	100	-	0.0%	100	100	100	100
Vehicle Maintenance	Trash / Waste Removal	5,731	5,777	5,500	5,500	-	5,500	-	0.0%	5,500	5,500	5,500	5,500
Vehicle Maintenance	General Supplies & Materials	20,568	17,585	26,000	24,500	(1,500)	24,500	-	0.0%	24,500	24,500	24,500	24,500
Vehicle Maintenance	Supplies - Office	418	260	300	300	-	300	-	0.0%	300	300	300	300
Vehicle Maintenance	Supplies - Building Maintenance	438	927	1,000	1,100	100	1,100	-	0.0%	1,100	1,100	1,100	1,100
Vehicle Maintenance	Safety Supplies	181	313	800	800	-	800	-	0.0%	800	800	800	800
Vehicle Maintenance	Supplies - Fuel Depot (3)	176	25,259	3,000	6,704	3,704	6,704	-	0.0%	6,704	6,704	6,704	6,704
Vehicle Maintenance	Employee Appreciation	296	440	450	450	-	500	50	11.1%	500	500	500	500
Vehicle Maintenance	Utilities - Natural Gas	2,372	2,836	4,461	5,200	739	5,512	312	6.0%	5,512	5,512	5,512	5,512
Vehicle Maintenance	Utilities - Electricity	5,521	4,992	7,421	7,421	-	7,644	223	3.0%	7,644	7,644	7,644	7,644
Vehicle Maintenance	Utilities - Gasoline	5,424	9,642	10,000	10,000	-	9,100	(900)	-9.0%	9,100	9,100	9,100	9,100
Vehicle Maintenance	Utilities - Oil Depot	8,327	9,333	12,296	12,296	-	12,296	-	0.0%	12,296	12,296	12,296	12,296
<b>Total</b>		<b>410,962</b>	<b>459,305</b>	<b>524,079</b>	<b>521,225</b>	<b>(2,854)</b>	<b>529,120</b>	<b>7,895</b>	<b>1.5%</b>	<b>530,620</b>	<b>532,160</b>	<b>533,741</b>	<b>535,364</b>

(1) Maintenance Shop Cleaning

(1) State Inspections

(3) 2021 replaced Gasboy fuel depot system old system not supported, replaced with Fuel Master

## Agenda Item 7d

TO: Mountain Village Town Council  
 FROM: Finn Kjome, Public Works Director  
       JD Wise, Assistant Public Works Director  
 DATE: September 21, 2022  
 RE: Public Works – Water Department Budget Narrative

### Program Narrative

While maintaining all other department functions, in 2023, the Town’s Water department is focusing on the following missions.

*Water Infrastructure:* Provide safe and reliable drinking water to the Town of Mountain Village and neighboring water customers.

*Customer Service:* Improve operational efficiencies to ensure timely response to water breaks or faults in infrastructure.

The goals set forth below will assist in fulfilling this mission.

### Program Goals

Goal	Financial Implications	Measurement	Environmental Impact	Overall Town Goal
<b>1. Water Meter Replacement:</b> Execute phase one of a three-year replacement of all water meters from Sensus Meters to industry standard Neptune Meters. Last replaced 1997-2000, the current Sensus infrastructure no longer offers meter reading devices (MXU’s)	<b>\$1,500,000*</b> <b>\$750,000</b> Department of Reclamation grant is under review to offset the cost.	Phase I completion by <b>November 15, 2023</b>	<b>Carbon Neutrality</b> <i>Water Conservation:</i> New meters and billing systems will provide more accurate water readings and on-demand information to homeowners and the Town and will limit truck rolls.	Pursue capital improvements to support and maintain a world class, year round destination.

2.	<b>SCADA System Upgrade:</b> Execute phase two of a five-year upgrade of the SCADA system. SCADA is the control system for the Town water system.	<b>\$155,000</b>	Phase II Completion by <b>November 15, 2023</b>	<b>Carbon Neutrality</b> <i>Water Conservation:</i> Increased operational efficiency resulting in water conservation.	Pursue capital improvements to support and maintain a world class, year round destination.
3.	<b>GIS Data Collection:</b> Execute phase one of a two-year infrastructure mapping project.	<b>N/A</b> - Staff time only	Document <b>50%</b> of existing water infrastructure by <b>October 2023.</b>	<b>Carbon Neutrality</b> <i>Water Conservation:</i> Having more accurate infrastructure mapping will allow for faster isolation during water breaks, reducing water loss.	Pursue policies to ensure effective use of taxpayer dollars.

**Fund:** Water & Sewer Fund  
**Fund Type:** Enterprise

**Funding Sources:** Water usage fees, sewer fees, tap fees

**Budget Assumptions:** Base rates increased by 10% for Mountain Village and 20% for Ski Ranches to fund capital requirements

Regional Sewer Capital estimated held consistent with 2022 projections of \$2.1 million

Water meter replacement project scheduled to begin in 2023. The Town is pursuing grant funding to offset the cost of the meter replacement.

Water & Sewer Fund Summary					
Budget Category	2022	2022	2023	Variance	Variance explanation
	Original Budget	Updated Forecast	Preliminary Budget		
<b>Revenues</b>	3,823,717	3,823,717	4,541,928	18.8%	Water & Sewer Fee increases 9.0% Grants to offset meter replacements 9.8%
<b>Operating Expenses</b>	1,905,805	1,926,235	2,008,247	4.3%	Increases in personnel costs 3.5% Increases in cost of supplies and utilities 1%
<b>Capital Outlay</b>	2,497,000	2,519,338	3,274,000	30.0%	Meter replacements 30%, SCADA Replacement 3%, Vehicles/Misc/Wells (3%)
<b>Other Sources/(Uses)</b>	(100,531)	(86,195)	(86,712)	0.6%	
<b>Surplus (Deficit)</b>	(679,619)	(708,051)	(827,031)	16.8%	
<b>Beginning Available Fund Balance</b>	6,692,459	6,895,181	6,187,130	-10.3%	
<b>Ending Available Fund Balance</b>	6,012,840	6,187,130	5,360,099	-13.4%	

**Recession Planning:** A recession would likely not impact revenues, but could potentially impact the collectibility of the revenue. Should this become an issue it would be necessary to scale back any non essential capital projects as the expenses related to maintaining and operating the system would not decrease. For the years 2023 and 2024 water meter replacements would be scaled back or eliminated.

**Long term considerations:** The Town continues to work with its partners on projecting and structuring long term Regional Sewer upgrades. The Town has focused on building fund balance in anticipation of these expenses.

Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget

Water/Sewer Fund

Worksheet	Account Name	Actuals		2022	2022 \$	2023	2023 \$	2023 %	2024 Long	2025 Long	2026 Long	2027 Long	
		2020	2021	Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments	Term	Term	Term	Term
		Projection	Projection	Projection	Projection				Projection	Projection	Projection	Projection	
<b>Summary</b>													
<b>Revenues</b>													
Water & Sewer Service Fees		3,375,036	3,570,569	3,815,067	3,815,067	-	4,158,278	343,211	9.0%	4,227,374	4,297,853	4,369,741	4,443,066
Grant Revenues		-	-	-	-	-	375,000	375,000	na	375,000	-	-	-
Other Revenues		7,488	12,489	8,650	8,650	-	8,650	-	0.0%	8,650	8,650	8,650	8,650
<b>Total Revenues</b>		<b>3,382,523</b>	<b>3,583,058</b>	<b>3,823,717</b>	<b>3,823,717</b>	<b>-</b>	<b>4,541,928</b>	<b>718,211</b>	<b>18.8%</b>	<b>4,611,024</b>	<b>4,306,503</b>	<b>4,378,391</b>	<b>4,451,716</b>
<b>Operating Expenses</b>													
Water Operating Costs		996,323	1,222,010	1,157,716	1,172,684	14,968	1,242,558	69,875	6.0%	1,239,423	1,235,335	1,160,198	1,239,310
Sewer Operating Costs		600,368	733,811	713,090	718,551	5,461	730,688	12,137	1.7%	731,043	731,406	714,977	732,160
Water/Sewer Contingency		-	-	35,000	35,000	-	35,000	-	0.0%	35,000	35,000	35,000	35,000
<b>Total Operating Costs</b>		<b>1,596,691</b>	<b>1,955,821</b>	<b>1,905,805</b>	<b>1,926,235</b>	<b>20,429</b>	<b>2,008,247</b>	<b>82,012</b>	<b>4.3%</b>	<b>2,005,465</b>	<b>2,001,741</b>	<b>1,910,175</b>	<b>2,006,470</b>
<b>Capital</b>													
Capital Costs		491,323	717,619	2,497,000	2,519,338	22,338	3,274,000	754,662	30.0%	3,249,000	2,682,000	2,432,000	2,357,000
<b>Total Capital</b>		<b>491,323</b>	<b>717,619</b>	<b>2,497,000</b>	<b>2,519,338</b>	<b>22,338</b>	<b>3,274,000</b>	<b>754,662</b>	<b>30.0%</b>	<b>3,249,000</b>	<b>2,682,000</b>	<b>2,432,000</b>	<b>2,357,000</b>
<b>Other Source/Uses</b>													
Tap Fees	MV Tap Fees	33,680	215,840	100,000	100,000	-	100,000	-	0.0%	100,000	100,000	100,000	100,000
Tap Fees	SR - Tap Fees	-	-	5,000	5,000	-	5,000	-	0.0%	5,000	5,000	5,000	5,000
Tap Fees	SKY - Tap Fees	-	-	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000
Water/Sewer Other Sources/Uses	Sale Of Assts	2,253	-	-	-	-	-	-	na	-	-	-	-
Water/Sewer Other Sources/Uses	Transfer to GF - Overhead Allocation	(170,876)	(219,652)	(207,531)	(193,195)	14,336	(193,712)	(517)	0.3%	(197,566)	(194,538)	(181,553)	(193,568)
<b>Total Other Sources/Uses</b>		<b>(134,943)</b>	<b>(3,812)</b>	<b>(100,531)</b>	<b>(86,195)</b>	<b>14,336</b>	<b>(86,712)</b>	<b>(517)</b>	<b>0.6%</b>	<b>(90,566)</b>	<b>(87,538)</b>	<b>(74,553)</b>	<b>(86,568)</b>
<b>Surplus (Deficit)</b>		<b>1,159,566</b>	<b>905,806</b>	<b>(679,619)</b>	<b>(708,051)</b>	<b>(28,432)</b>	<b>(827,031)</b>	<b>(118,980)</b>		<b>(734,008)</b>	<b>(464,777)</b>	<b>(38,338)</b>	<b>1,678</b>
<b>Beginning Available Fund Balance</b>		<b>4,829,809</b>	<b>5,989,375</b>	<b>6,692,459</b>	<b>6,895,181</b>		<b>6,187,130</b>			<b>5,360,100</b>	<b>4,626,092</b>	<b>4,161,315</b>	<b>4,122,978</b>
<b>Ending Available Fund Balance</b>		<b>5,989,375</b>	<b>6,895,181</b>	<b>6,012,840</b>	<b>6,187,130</b>		<b>5,360,100</b>			<b>4,626,092</b>	<b>4,161,315</b>	<b>4,122,978</b>	<b>4,124,656</b>

0.006

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**Water/Sewer Fund**

Worksheet	Account Name			2022	2022 \$	2023	2023 \$	2023 %	2024 Long	2025 Long	2026 Long	2027 Long	
		Actuals 2020	Actuals 2021	2022 Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
<b><u>Revenues</u></b>													
MV Water	MV-Water Base Fees	1,154,425	1,274,509	1,395,522	1,395,522	-	1,535,075	139,552	10.0%	1,565,776	1,597,092	1,629,033	1,661,614
MV Water	MV-Sewer Base Fees	1,154,425	1,274,509	1,395,522	1,395,522	-	1,535,075	139,552	10.0%	1,565,776	1,597,092	1,629,033	1,661,614
MV Water	MV-Water Excess Fees	441,638	344,649	350,000	350,000	-	350,000	-	0.0%	350,000	350,000	350,000	350,000
MV Water	MV-Water Irrigation Fees	76,665	77,840	66,524	66,524	-	66,524	-	0.0%	66,524	66,525	66,526	66,526
MV Water	MV-Water Construction	765	433	1,577	1,577	-	1,577	-	0.0%	1,577	1,577	1,577	1,577
MV Water	MV-Snowmaking Fees	264,571	286,771	250,000	250,000	-	250,000	-	0.0%	250,000	250,000	250,000	250,000
<b>Total Mountain Village Revenues</b>		<b>3,092,490</b>	<b>3,258,711</b>	<b>3,459,146</b>	<b>3,459,146</b>	<b>-</b>	<b>3,738,250</b>	<b>279,104</b>	<b>8.1%</b>	<b>3,799,653</b>	<b>3,862,285</b>	<b>3,926,170</b>	<b>3,991,331</b>
Ski Ranches Water	SR-Water Base Fees	209,836	251,421	302,164	302,164	-	362,597	60,433	20.0%	369,849	377,246	384,790	392,486
Ski Ranches Water	SR-Water Excess Fees	50,364	36,024	15,697	15,697	-	15,697	-	0.0%	15,697	15,697	15,697	15,697
Ski Ranches Water	SR-Irrigation Fees	920	682	175	175	-	175	-	0.0%	175	175	175	175
Ski Ranches Water	SR-Water Construction	263	33	342	342	-	342	-	0.0%	342	342	342	342
<b>Total Ski Ranches Revenues</b>		<b>261,383</b>	<b>288,160</b>	<b>318,378</b>	<b>318,378</b>	<b>-</b>	<b>378,811</b>	<b>60,433</b>	<b>19.0%</b>	<b>386,063</b>	<b>393,460</b>	<b>401,004</b>	<b>408,700</b>
Skyfield Water	SKY-Water Base Fees	12,862	15,307	18,369	18,369	-	22,042	3,674	20.0%	22,483	22,933	23,392	23,859
Skyfield Water	SKY-Standby Fees	8,190	8,190	8,190	8,190	-	8,190	-	0.0%	8,190	8,190	8,190	8,190
Skyfield Water	SKY-Water Excess Fees	111	201	10,200	10,200	-	10,200	-	0.0%	10,200	10,200	10,200	10,200
Skyfield Water	SKY-Water Irrigation Fees	-	-	785	785	-	785	-	0.0%	785	785	785	785
<b>Total Skyfield Revenues</b>		<b>21,163</b>	<b>23,698</b>	<b>37,544</b>	<b>37,544</b>	<b>-</b>	<b>41,217</b>	<b>3,674</b>	<b>9.8%</b>	<b>41,658</b>	<b>42,108</b>	<b>42,567</b>	<b>43,034</b>
Other Revenues -Water/Sewer	MV-Water Water Inspection Fees	900	5,400	2,500	2,500	-	2,500	-	0.0%	2,500	2,500	2,500	2,500
Other Revenues -Water/Sewer	SR/SF Water Inspection Fees	-	-	-	-	-	-	-	na	-	-	-	-
Other Revenues -Water/Sewer	Elk Run Maintenance Fees	2,338	1,810	1,000	1,000	-	1,000	-	0.0%	1,000	1,000	1,000	1,000
Other Revenues -Water/Sewer	Late Fees	4,150	5,279	4,700	4,700	-	4,700	-	0.0%	4,700	4,700	4,700	4,700
Other Revenues -Water/Sewer	Water Fines	100	-	450	450	-	450	-	0.0%	450	450	450	450
		<b>7,488</b>	<b>12,489</b>	<b>8,650</b>	<b>8,650</b>	<b>-</b>	<b>8,650</b>	<b>-</b>	<b>0.0%</b>	<b>8,650</b>	<b>8,650</b>	<b>8,650</b>	<b>8,650</b>

\* Rate increases are due to ongoing major sewer upgrades and replacements and the ongoing Ski Ranches capital improvements.

Sewer Expense	Salaries & Wages	76,587	86,605	87,260	89,660	2,400	99,190	9,530	10.6%	99,190	99,190	99,190	99,190
Sewer Expense	Group Insurance	13,217	13,162	14,272	14,272	-	14,557	285	2.0%	14,848	15,145	15,448	15,757
Sewer Expense	Dependent Health Reimbursement	(2,096)	(2,160)	(2,160)	(2,160)	-	(2,160)	-	0.0%	(2,160)	(2,160)	(2,160)	(2,160)
Sewer Expense	PERA & Payroll Taxes	12,302	11,720	13,935	14,319	383	15,841	1,522	10.6%	15,841	15,841	15,841	15,841
Sewer Expense	PERA 401K	6,348	6,442	4,457	6,457	2,000	7,439	982	15.2%	7,439	7,439	7,439	7,439
Sewer Expense	Workers Compensation	1,105	628	1,206	1,206	-	1,206	-	0.0%	1,206	1,206	1,206	1,206
Sewer Expense	Other Employee Benefits	900	940	1,100	1,200	100	1,260	60	5.0%	1,323	1,389	1,459	1,532
Sewer Expense	Employee Appreciation	307	101	100	100	-	125	25	25.0%	125	125	125	125
Sewer Expense	Repair & Maintenance	8,718	15,922	15,000	15,000	-	15,000	-	0.0%	15,000	15,000	15,000	15,000
Sewer Expense	Vehicle Repair & Maintenance	-	1,371	1,082	1,207	125	1,207	-	0.0%	1,207	1,207	1,207	1,207
Sewer Expense	Sewer Line Checks	15,997	10,572	20,000	20,000	-	20,000	-	0.0%	20,000	20,000	20,000	20,000
Sewer Expense	Facility Expenses	1,345	706	1,000	1,000	-	1,000	-	0.0%	1,000	1,000	1,000	1,000
Sewer Expense	Communications	1,016	1,092	1,200	1,200	-	1,200	-	0.0%	1,200	1,200	1,200	1,200
Sewer Expense	Travel-Education & Training	-	92	1,500	1,500	-	1,500	-	0.0%	1,500	1,500	1,500	1,500
Sewer Expense	General Supplies & Materials	5,295	7,296	5,083	5,083	-	5,083	-	0.0%	5,083	5,083	5,083	5,083
Sewer Expense	Supplies-Safety	48	141	500	500	-	500	-	0.0%	500	500	500	500
Sewer Expense	Supplies - Office	609	916	800	1,000	200	1,000	-	0.0%	1,000	1,000	1,000	1,000

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Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget

Water/Sewer Fund

Worksheet	Account Name	Actuals		2022		2022 \$		2023		2023 \$		2023 %		2024 Long	2025 Long	2026 Long	2027 Long
		2020	2021	Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments	Term	Term	Term	Term	Projection	Projection	Projection	Projection
Sewer Expense	COVID-19 RELATED EXPENSES	50	10,613	500	500	-	500	-	0.0%	500	500	500	500	500	500	500	500
Sewer Expense	Regional Sewer O&M	414,393	402,513	495,707	495,707	-	495,707	-	0.0%	495,707	495,707	495,707	495,707	495,707	495,707	495,707	495,707
Sewer Expense	Regional Sewer Overhead	39,716	159,164	44,000	44,000	-	44,000	-	0.0%	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000
Sewer Expense	Utilities - Electricity	2,415	2,522	2,547	2,800	253	2,892	92	3.3%	2,892	2,892	2,892	2,892	2,892	2,892	2,892	2,892
Sewer Expense	Utilities - Gasoline	2,096	3,453	4,000	4,000	-	3,640	(360)	-9.0%	3,640	3,640	3,640	3,640	3,640	3,640	3,640	3,640
<b>Total</b>		<b>600,368</b>	<b>733,811</b>	<b>713,090</b>	<b>718,551</b>	<b>5,461</b>	<b>730,688</b>	<b>12,137</b>	<b>8.0%</b>	<b>731,043</b>	<b>731,406</b>	<b>731,778</b>	<b>732,160</b>				
MV Water Expense	Salaries & Wages	317,844	268,280	326,115	326,115	-	370,857	44,742	13.7%	370,857	370,857	370,857	370,857	370,857	370,857	370,857	370,857
MV Water Expense	Housing Allowance	-	2,661	9,194	9,194	-	9,194	-	0.0%	9,194	9,194	9,194	9,194	9,194	9,194	9,194	9,194
MV Water Expense	Offset Labor	-	-	(5,000)	(5,000)	-	(5,000)	-	0.0%	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
MV Water Expense	Group Insurance	64,618	52,623	73,215	73,215	-	74,679	1,464	2.0%	76,173	77,696	79,250	80,835	76,173	77,696	79,250	80,835
MV Water Expense	Dependent Health Reimbursement	(2,645)	(2,723)	(2,500)	(2,500)	-	(2,500)	-	0.0%	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)
MV Water Expense	PERA & Payroll Taxes	48,837	39,159	52,081	52,081	-	59,226	7,145	13.7%	59,226	59,226	59,226	59,226	59,226	59,226	59,226	59,226
MV Water Expense	PERA 401K	17,990	17,127	15,337	15,337	-	15,337	-	0.0%	15,337	15,337	15,337	15,337	15,337	15,337	15,337	15,337
MV Water Expense	Workers Compensation	4,936	2,552	7,166	7,166	-	7,166	-	0.0%	7,166	7,166	7,166	7,166	7,166	7,166	7,166	7,166
MV Water Expense	Other Employee Benefits	4,800	3,917	6,193	6,756	563	7,094	338	5.0%	7,448	7,821	8,212	8,623	7,448	7,821	8,212	8,623
MV Water Expense	Employee Appreciation	766	323	533	533	-	584	51	9.6%	584	584	584	584	584	584	584	584
MV Water Expense	Uniforms	543	646	1,170	1,170	-	1,170	-	0.0%	1,170	1,170	1,170	1,170	1,170	1,170	1,170	1,170
MV Water Expense	Legal - Water	6,037	8,016	20,000	20,000	-	20,000	-	0.0%	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
MV Water Expense	Legal - Elk Run (1)	-	375	5,000	-	(5,000)	-	-	na	-	-	-	-	-	-	-	-
MV Water Expense	Legal - TSG Water	-	-	10,000	10,000	-	10,000	-	0.0%	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
MV Water Expense	Water Consulting	3,297	1,055	2,500	1,000	(1,500)	1,000	-	0.0%	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
MV Water Expense	Water Sample Analysis	12,252	7,710	15,000	15,000	-	15,000	-	0.0%	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
MV Water Expense	Water Augmentation Plan	28,813	27,084	30,000	32,000	2,000	32,000	-	0.0%	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000
MV Water Expense	Water System Analysis	1,084	-	-	-	-	-	-	na	-	-	-	-	-	-	-	-
MV Water Expense	Water Rights	4,921	11,509	15,000	15,000	-	15,000	-	0.0%	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
MV Water Expense	Janitorial/Trash Removal	1,660	1,660	1,870	1,870	-	2,300	430	23.0%	2,300	2,300	2,300	2,300	2,300	2,300	2,300	2,300
MV Water Expense	Repair & Maintenance	7,152	27,205	38,000	38,000	-	38,000	-	0.0%	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000
MV Water Expense	Vehicle Repair & Maintenance	2,967	5,258	4,000	4,000	-	4,000	-	0.0%	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
MV Water Expense	Software Support (2)	3,193	1,581	3,200	3,200	-	4,500	1,300	40.6%	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500
MV Water Expense	Backflow Testing	-	-	2,500	-	(2,500)	-	-	na	-	-	-	-	-	-	-	-
MV Water Expense	Facility Expenses	1,345	706	1,170	1,170	-	1,170	-	0.0%	1,170	1,170	1,170	1,170	1,170	1,170	1,170	1,170
MV Water Expense	Insurance	15,402	15,570	21,000	21,000	-	24,150	3,150	15.0%	24,150	24,150	24,150	24,150	24,150	24,150	24,150	24,150
MV Water Expense	Communications	4,371	4,636	4,329	5,000	671	5,000	-	0.0%	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
MV Water Expense	Internet Services	2,011	2,011	2,208	2,208	-	2,208	-	0.0%	2,208	2,208	2,208	2,208	2,208	2,208	2,208	2,208
MV Water Expense	Dues & Fees	2,180	1,922	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
MV Water Expense	Travel-Education & Training	185	3,348	5,000	5,000	-	5,000	-	0.0%	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
MV Water Expense	Invoice Processing	4,048	4,127	4,500	4,500	-	4,500	-	0.0%	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500
MV Water Expense	Online Payment Processing Fees	27,784	31,396	27,000	27,000	-	27,000	-	0.0%	27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000
MV Water Expense	Postage & Freight	4,480	4,768	5,772	5,772	-	5,772	-	0.0%	5,772	5,772	5,772	5,772	5,772	5,772	5,772	5,772
MV Water Expense	General Supplies & Materials	32,441	27,083	20,955	20,955	-	20,955	-	0.0%	20,955	20,955	20,955	20,955	20,955	20,955	20,955	20,955
MV Water Expense	Supplies - Chlorine (3)	6,222	5,576	22,000	22,000	-	36,000	14,000	63.6%	31,000	25,000	25,000	25,000	31,000	25,000	25,000	25,000
MV Water Expense	Supplies - Office	1,120	1,074	1,714	1,714	-	1,714	-	0.0%	1,714	1,714	1,714	1,714	1,714	1,714	1,714	1,714
MV Water Expense	Meter Purchases (4)	676	2,091	3,200	3,200	-	3,200	-	0.0%	3,200	3,200	3,200	3,200	3,200	3,200	3,200	3,200
MV Water Expense	Business Meals	70	51	80	80	-	80	-	0.0%	80	80	80	80	80	80	80	80
MV Water Expense	COVID-19 RELATED EXPENSES	813	224	500	500	-	500	-	0.0%	500	500	500	500	500	500	500	500
MV Water Expense	Utilities - Natural Gas	1,161	1,693	3,521	3,521	-	3,739	218	6.2%	3,739	3,739	3,739	3,739	3,739	3,739	3,739	3,739
MV Water Expense	Utilities - Electricity	307,108	290,322	312,090	312,090	-	322,389	10,299	3.3%	322,389	322,389	322,389	322,389	322,389	322,389	322,389	322,389
MV Water Expense	Utilities - Gasoline	7,375	11,598	12,000	12,000	-	10,920	(1,080)	-9.0%	10,920	10,920	10,920	10,920	10,920	10,920	10,920	10,920
MV Water Expense	Pump Replacement	7,497	20,751	23,396	23,396	-	23,396	-	0.0%	23,396	23,396	23,396	23,396	23,396	23,396	23,396	23,396

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**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**Water/Sewer Fund**

Worksheet	Account Name	Actuals		2022		2022 \$		2023		2023 \$		2023 %		2024 Long	2025 Long	2026 Long	2027 Long
		2020	2021	Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments	Term	Term	Term	Term	Projection	Projection	Projection	Projection
MV Water Expense	Tank Maintenance (5)	-	281,141	-	2,500	2,500	-	(2,500)	-100.0%	-	-	-	-	-	-	10,000	-
MV Water Expense	San Miguel Watershed Coalition (6)	10,000	10,000	10,000	20,000	10,000	10,000	(10,000)	-50.0%	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
MV Water Expense	Water Conservation Incentives	2,825	2,322	5,000	5,000	-	5,000	-	0.0%	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
<b>Total</b>		<b>968,177</b>	<b>1,198,428</b>	<b>1,118,008</b>	<b>1,124,742</b>	<b>6,734</b>	<b>1,194,300</b>	<b>69,558</b>	<b>6.2%</b>	<b>1,191,149</b>	<b>1,187,045</b>	<b>1,198,990</b>	<b>1,190,985</b>				

(1) Move to Ski Ranches Legal  
(2) 2023-Allen Bradley support for SCADA

(3) 2023-2 new chlorine analyzers 2024- 1 new chlorine analyzer  
(4) 2025-26 Replace water meters

(5) 2026-Tank inspections  
(6) 2022- Water Model

Ski Ranches Water Expense	Salaries & Wages	5,433	8,536	6,500	6,500	-	6,500	-	0.0%	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500
Ski Ranches Water Expense	Group Insurance	607	342	782	782	-	817	35	4.5%	834	850	867	885	834	850	867	885
Ski Ranches Water Expense	PERA & Payroll Taxes	861	1,313	1,038	1,038	-	1,038	-	0.0%	1,038	1,038	1,038	1,038	1,038	1,038	1,038	1,038
Ski Ranches Water Expense	PERA 401K	299	485	507	507	-	507	-	0.0%	507	507	507	507	507	507	507	507
Ski Ranches Water Expense	Legal	-	-	-	5,000	5,000	5,000	-	0.0%	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Ski Ranches Water Expense	Water Sample Analysis	647	777	3,500	3,500	-	3,500	-	0.0%	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500
Ski Ranches Water Expense	Repair & Maintenance	9,671	4,807	11,066	13,000	1,934	13,000	-	0.0%	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000
Ski Ranches Water Expense	Dues & Fees	827	771	500	800	300	800	-	0.0%	800	800	800	800	800	800	800	800
Ski Ranches Water Expense	General Supplies & Materials	172	924	1,560	1,560	-	1,560	-	0.0%	1,560	1,560	1,560	1,560	1,560	1,560	1,560	1,560
Ski Ranches Water Expense	Chlorine	2,000	424	1,000	1,000	-	1,000	-	0.0%	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Ski Ranches Water Expense	Supplies-Safety	-	94	200	200	-	200	-	0.0%	200	200	200	200	200	200	200	200
Ski Ranches Water Expense	Meter Purchases	-	340	500	500	-	500	-	0.0%	500	500	500	500	500	500	500	500
Ski Ranches Water Expense	Utilities - Natural Gas	455	632	1,746	1,746	-	1,804	58	3.3%	1,804	1,804	1,804	1,804	1,804	1,804	1,804	1,804
Ski Ranches Water Expense	Utilities - Electricity	876	3,533	4,000	5,000	1,000	5,310	310	6.2%	5,310	5,310	5,310	5,310	5,310	5,310	5,310	5,310
Ski Ranches Water Expense	Utilities - Gasoline	448	604	958	958	-	872	(86)	-9.0%	872	872	872	872	872	872	872	872
Ski Ranches Water Expense	Tank And Pipe Replacement	5,850	-	5,850	5,850	-	5,850	-	0.0%	5,850	5,850	5,850	5,850	5,850	5,850	5,850	5,850
<b>Total</b>		<b>28,146</b>	<b>23,582</b>	<b>39,707</b>	<b>47,941</b>	<b>8,234</b>	<b>48,258</b>	<b>317</b>	<b>0.7%</b>	<b>48,274</b>	<b>48,291</b>	<b>48,308</b>	<b>48,325</b>				

Water/Sewer Capital Expense	Leak Detection System	-	-	-	-	-	-	-	na	-	-	-	-	-	-	-	-
Water/Sewer Capital Expense	SCADA Replacement (7)	-	-	75,000	75,000	-	155,000	80,000	106.7%	75,000	75,000	75,000	75,000	75,000	75,000	75,000	0.03
Water/Sewer Capital Expense	Leak Detection System	-	-	-	-	-	-	-	na	55,000	-	-	-	-	-	-	-
Water/Sewer Capital Expense	Vehicles (8)	-	-	30,000	31,338	-	-	(31,338)	-100.0%	12,000	-	-	-	-	-	-	-
Water/Sewer Capital Expense	Miscellaneous FF&E (9)	-	-	35,000	35,000	-	12,000	(23,000)	-65.7%	-	-	-	-	-	-	-	-
Water/Sewer Capital Expense	Meter Replacements	-	-	-	-	-	750,000	750,000	na	750,000	-	-	-	-	-	-	0.30
Water/Sewer Capital Expense	Ski Ranches Capital	217,528	254,778	250,000	250,000	-	250,000	-	0.0%	250,000	250,000	250,000	250,000	250,000	250,000	250,000	-
Water/Sewer Capital Expense	Power Generators	-	-	-	-	-	-	-	na	-	-	-	-	-	-	-	(0.03)
Water/Sewer Capital Expense	Regional Sewer Capital	106,102	455,943	2,107,000	2,107,000	-	2,107,000	-	0.0%	2,107,000	2,107,000	2,107,000	2,107,000	2,107,000	2,107,000	2,107,000	-
Water/Sewer Capital Expense	Wells - New	12,574	6,898	-	21,000	21,000	-	(21,000)	-100.0%	-	-	-	-	-	-	-	-
Water/Sewer Capital Expense	San Miguel Pump (10)	155,119	-	-	-	-	-	-	na	-	250,000	-	-	-	-	-	-
<b>Total</b>		<b>491,323</b>	<b>717,619</b>	<b>2,497,000</b>	<b>2,519,338</b>	<b>21,000</b>	<b>3,274,000</b>	<b>754,662</b>	<b>30.0%</b>	<b>3,249,000</b>	<b>2,682,000</b>	<b>2,432,000</b>	<b>2,357,000</b>				

(7) 2023 \$75,000 for SCADA equipment and \$80,000 for new server 2023 \$75,000 for SCADA equipment and \$80,000 for new server 2024-2026 new SCADA equipment

(8) 2022-Replace 2008 Dodge Dakota, 2024-Replace 2013 F250 Pickup

(9) 2022- Replace Turbo Meters, 2023-2024 replace well turbo meters 4/year

(10) 2025- Replace 1 booster pump and motor

## Agenda Item 7e

**Fund:** Vehicle Acquisition Fund  
**Fund Type:** Governmental

**Funding Sources:** General Fund transfers and grant funding.

**2023 Budget Assumptions:** Vehicle replacements budgeted for 2023 include:  
 Plaza Services - replace 2008 Pickup  
 Police Department - replace patrol vehicle  
 Vehicle Maintenance - replace 2007 Pickup  
 Building Division - new SUV (hybrid or EV)  
 Road & Bridges - new snow plow blade for loader

Vehicle Acquisition Fund					
Budget Category	2022 Original Budget	2022 Updated Forecast	2023 Preliminary Budget	Variance	Variance explanation
<b>Revenues</b>	147,200	147,200	-	-100.0%	2022 grant funding was for municipal bus purchase, no grants anticipated in 2023
<b>Operating Expenses</b>	-	-	-	0.0%	Increase in operating expenses (previously accounted for in the general fund) 5.4%, decrease in airline guaranty funding (7.1%) due to a projected decrease in lodging tax
<b>Capital Outlay</b>	487,716	488,808	247,500	-49.4%	2022 included large purchases for a sweeper and bus, no large purchases anticipated in 2023
<b>Other Sources/(Uses)</b>	438,171	439,590	317,250	-27.8%	Decrease in General Fund transfer due to lower expenditures in 2023
<b>Surplus (Deficit)</b>	97,655	97,982	69,750	-28.8%	
<b>Beginning Fund Balance</b>	564,742	553,212	651,194	17.7%	
<b>Ending Fund Balance</b>	662,396	651,194	720,944	10.7%	

**Recession Planning:** A General Fund transfer of 130% of annual expenditures, less any grant funding, is made annually. The additional 30% transferred was directed by Council to build fund balance ensuring required equipment could be purchased in the event of an economic downturn. Should the Town experience a material drop in revenues, fund balance would be used to fulfill the budgeted purchases without a transfer from the General Fund.

**Long term considerations:** Standard vehicle replacments are projected for the coming years, however, a grader is scheduled for replacement in 2025 for \$500,000.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
**Vehicle & Equipment Acquisition Fund**

Worksheet	Account Name			2022	2022 \$	2023	2023 \$	2023 %	2024 Long	2025 Long	2026 Long	2027 Long
		Actuals 2020	Actuals 2021	2022 Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments	Term	Term	Term
									Projection	Projection	Projection	Projection
Revenues	Insurance Claim Proceeds	-	-	-	-	-	-	na	-	-	-	-
Revenues	Grant Revenue-Transportation	-	-	147,200	147,200	-	-	(147,200)	-100.0%	-	-	-
Revenues	Grant Revenue - Public Works	-	-	-	-	-	-	na	-	-	-	-
<b>Total Revenues</b>		-	-	<b>147,200</b>	<b>147,200</b>	-	-	<b>(147,200)</b>	<b>-100.0%</b>	-	-	-
Vehicle & Equipment Expense	Grant Success Fees	-	-	-	-	-	-	na	-	-	-	-
Vehicle & Equipment Expense	Vehicle Acquisition	-	-	-	-	-	-	na	-	-	-	-
Vehicle & Equipment Expense	Road & Bridge Vehicles (1)	-	-	-	-	-	-	na	-	-	55,000	-
Vehicle & Equipment Expense	Parks & Recreation Vehicles	-	-	-	-	-	-	na	-	-	-	-
Vehicle & Equipment Expense	Employee Shuttle Vehicles	-	-	-	-	-	-	na	-	-	-	-
Vehicle & Equipment Expense	Municipal Bus Vehicles	-	-	184,000	184,000	-	-	(184,000)	-100.0%	-	-	-
Vehicle & Equipment Expense	Plaza Services Vehicles (2)	-	7,863	-	-	-	35,000	35,000	na	55,000	-	55,000
Vehicle & Equipment Expense	Building Maintenance Vehicles (3)	-	-	38,000	53,000	15,000	-	(53,000)	-100.0%	-	-	-
Vehicle & Equipment Expense	Police Department Vehicles	85,176	-	62,000	62,000	-	65,000	3,000	4.8%	65,000	65,000	65,000
Vehicle & Equipment Expense	Community Services Vehicles	-	-	-	-	-	-	-	na	-	-	-
Vehicle & Equipment Expense	Vehicle Maintenance Vehicles (4)	-	-	-	-	-	35,000	35,000	na	-	-	-
Vehicle & Equipment Expense	Building Division Vehicles (5)	-	-	-	-	-	50,000	50,000	na	-	-	-
Vehicle & Equipment Expense	Heavy Equipment Acquisition	-	-	-	-	-	-	-	na	-	-	-
Vehicle & Equipment Expense	Road & Bridges Heavy Equipment (6)	-	184,249	-	-	-	31,500	31,500	na	-	500,000	-
Vehicle & Equipment Expense	Bobcat Lease Exchange	8,340	9,563	10,716	21,627	10,911	23,000	1,373	6.3%	23,000	23,000	23,000
Vehicle & Equipment Expense	Shop Equipment	-	9,063	8,000	8,000	-	8,000	-	0.0%	8,000	8,000	8,000
Vehicle & Equipment Expense	Parks & Recreation Equipment	-	-	35,000	35,000	-	-	(35,000)	-100.0%	-	-	-
Vehicle & Equipment Expense	Plaza Services Equipment (7)	-	-	150,000	125,181	(24,819)	-	(125,181)	-100.0%	30,000	-	-
Vehicle & Equipment Expense	Police Equipment	-	-	-	-	-	-	-	na	-	-	-
<b>Total Expenditures</b>		<b>93,516</b>	<b>210,738</b>	<b>487,716</b>	<b>488,808</b>	<b>1,092</b>	<b>247,500</b>	<b>(241,308)</b>	<b>-49.4%</b>	<b>181,000</b>	<b>596,000</b>	<b>206,000</b>
V&E AF Other Sources/Uses	Gain/Loss On Sale Of Assets	-	25,452	15,000	15,000	-	15,000	-	0.0%	15,000	15,000	15,000
V&E AF Other Sources/Uses	Transfer (To)/From General Fund	109,221	240,872	423,171	424,590	1,420	302,250	(122,340)	-28.8%	215,800	755,300	248,300
<b>Total Other Sources/Uses</b>		<b>109,221</b>	<b>266,324</b>	<b>438,171</b>	<b>439,590</b>	<b>1,420</b>	<b>317,250</b>	<b>(122,340)</b>	<b>-27.8%</b>	<b>230,800</b>	<b>770,300</b>	<b>263,300</b>
<b>Surplus (Deficit)</b>		<b>15,705</b>	<b>55,586</b>	<b>97,655</b>	<b>97,982</b>	<b>328</b>	<b>69,750</b>	<b>(28,232)</b>		<b>49,800</b>	<b>174,300</b>	<b>57,300</b>
<b>Beginning Fund Balance</b>		<b>481,922</b>	<b>497,626</b>	<b>564,742</b>	<b>553,212</b>		<b>651,195</b>		<b>720,945</b>	<b>770,745</b>	<b>945,045</b>	<b>1,002,345</b>
<b>Ending Fund Balance</b>		<b>497,627</b>	<b>553,212</b>	<b>662,396</b>	<b>651,195</b>		<b>720,945</b>		<b>770,745</b>	<b>945,045</b>	<b>1,002,345</b>	<b>1,026,645</b>

(1) 2026-Replace 2013 Ford F250 Pickup

(2) 2023-Replace 2008 GMC 1500 Pickup, 2026-Replace 2008 F250 Pickup

(3) 2022-Replace 2007 GMC 1500 Pickup

(4) 2023-Replace 2007 Ford F150

(5) 2023- New EV SUV for Building Dept.

(6) 2023 new snow plow blade for cat loader, 2025-Replace 2007 Caterpillar Grader

(7) 2022-Replace 2011 Plaza Sweeper, 2024-Replace EZ Go Carts & Ranger

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**Grants & Contributions**

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022		2023		2023 % Adjustments	2024 Long Term Projection	2025 Long Term Projection	2026 Long Term Projection	2027 Long Term Projection	
				2022 Original	Forecasted	2022 \$ Adjustments	2023 Proposed						2023 \$ Adjustments
Grants and Contributions	Telluride Foundation Fee (1)	9,793	7,838	8,550	9,150	600	10,538	1,388	15.2%	10,538	10,538	10,538	10,538
Grants and Contributions	Ah Haa School for the Arts	5,000	5,000	-	-	-	5,000	5,000	na	-	-	-	-
Grants and Contributions	Center for Mental Health	7,500	7,500	8,000	8,000	-	-	(8,000)	-100.0%	-	-	-	-
Grants and Contributions	San Miguel Resource Center	18,000	18,000	18,000	18,000	-	18,000	-	0.0%	-	-	-	-
Grants and Contributions	One To One	8,000	9,000	10,000	10,000	-	13,500	3,500	35.0%	-	-	-	-
Grants and Contributions	GoHawkeye Foundation	-	-	-	-	-	1,500	1,500	na	-	-	-	-
Grants and Contributions	Telluride Mountain Club	-	5,000	6,000	6,000	-	9,000	3,000	50.0%	-	-	-	-
Grants and Contributions	Telluride Humane Society	4,000	-	-	-	-	-	-	na	-	-	-	-
Grants and Contributions	Watershed Education Program	3,000	-	5,000	5,000	-	4,000	(1,000)	-20.0%	-	-	-	-
Grants and Contributions	T-Ride Ski & Snowboard Club	7,500	7,000	7,500	7,500	-	9,000	1,500	20.0%	-	-	-	-
Grants and Contributions	KOTO	7,500	5,000	-	-	-	-	-	na	-	-	-	-
Grants and Contributions	True North	12,500	12,000	13,500	13,500	-	13,500	-	0.0%	-	-	-	-
Grants and Contributions	Telluride TV	1,875	-	-	-	-	-	-	na	-	-	-	-
Grants and Contributions	Tri County Health Network	12,077	10,000	13,500	13,500	-	13,500	-	0.0%	-	-	-	-
Grants and Contributions	Telluride Nordic Association	-	4,000	5,000	5,000	-	5,000	-	0.0%	-	-	-	-
Grants and Contributions	Friends of Colorado Avalanche Info Center	-	3,000	4,000	4,000	-	5,000	1,000	25.0%	-	-	-	-
Grants and Contributions	Telluride Institute	-	5,000	-	-	-	4,000	4,000	na	-	-	-	-
Grants and Contributions	Miscellaneous Contributions (2)	9,625	-	-	2,500	2,500	-	(2,500)	-100.0%	140,500	140,500	140,500	140,500
Grants and Contributions	Pinhead Institute	5,000	5,000	10,000	10,000	-	11,000	1,000	10.0%	-	-	-	-
Grants and Contributions	San Miguel Educational Fund	-	-	3,500	3,500	-	5,000	1,500	42.9%	-	-	-	-
Grants and Contributions	Telluride Education Foundation	-	-	5,000	5,000	-	5,500	500	10.0%	-	-	-	-
Grants and Contributions	Sheep Mountain Alliance	-	-	4,000	4,000	-	5,500	1,500	37.5%	-	-	-	-
Grants and Contributions	Telluride Adaptive Sports Program	9,000	9,000	9,000	9,000	-	12,500	-	0.0%	-	-	-	-
<b>Total</b>		<b>120,370</b>	<b>112,338</b>	<b>130,550</b>	<b>133,650</b>	<b>3,100</b>	<b>151,038</b>	<b>13,888</b>	<b>10.4%</b>	<b>151,038</b>	<b>151,038</b>	<b>151,038</b>	<b>151,038</b>

(1) The Foundation fee is 7.5% of grants awarded.

(2) 2020 Telluride Institute and Telluride TV add ons, 2022 San Miguel Rural Philanthropy Days

# Agenda Item 7f

TO: Mountain Village Town Council  
 FROM: Finn Kjome, Public Works Director  
       JD Wise, Assistant Public Works Director  
 DATE: September 21, 2022  
 RE: Public Works – Plaza Services and Trash Budget Narrative

**Program Narrative**  
 While maintaining all other department functions, in 2023, the Town’s Plaza Services department is focusing on the following missions.

*Plaza and Landscape Maintenance:* Continue to maintain Town landscapes and plazas to the highest of standards.

*Irrigation:* Continue to operate Town irrigation systems in a sustainable manner.

*Trash and Recycling:* Continue to provide safe and adequate trash and recycling opportunities for the public.

The goals set forth below will assist in fulfilling this mission.

**Program Goals**

Goal	Financial Implications	Measurement	Environmental Impact	Overall Town Goal
<b>1. Flower bed installation and improvement:</b> Improvements to flower beds in impacted areas associated with the MV Blvd safety improvements project.	<b>\$5,000</b>	Project completion by <b>November 1, 2023</b>	<b>N/A</b>	Provide world class service to the Town’s residents, second homeowners, guests, and partners.

2.	<b>Completion of Smart Irrigation Controller and Weather Station Installation:</b> Complete Phase 2 of 2 - upgrading all Town irrigation controllers to WaterSense labeled smart irrigation controllers and installing local weather stations.	<b>Staff Time</b> – Inventory has been purchased.	Project completion by <b>August 1, 2023.</b>	<b>Water Conservation</b> <i>Irrigation Efficiency</i> Water conservation through increased irrigation control and efficiency.	Pursue policies to ensure effective use of taxpayer dollars.
3.	<b>Upgrade and replace bear proof trash and recycle containers:</b> Purchase replacement containers and/or refurbish bear-proof trash enclosures that are reaching end of useful life.	<b>\$15,000</b>	Project completion by <b>October 1, 2023.</b>	<b>Wildlife Management</b> <i>Secure trash and recycle storage.</i>	Pursue capital improvements to support and maintain a world class, year round destination.

**Department :** Plaza & Trash Services Department  
**Fund:** General Fund

Plaza & Trash Services Department - General Fund					
	2022	2022	2023		
Budget Category	Original Budget	Updated Forecast	Preliminary Budget	Variance	Variance explanation
Operating Expenses	1,694,987	1,743,340	1,915,248	9.9%	Increase in personnel expenses 8.0% (anticipates full staffing in 2023 new rates) Utility increases .8% Janatorial increase .6% (additional cleaning, rate increase) Tree trimming contract .5%

**Recession Planning:** In the event of an economic slowdown, paver/planter repair and plaza beautification have been identified as expenditures that could potentially be scaled back or deferred.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
***Plaza & Trash Services***

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022				2023 %	2024 Long Term Projection	2025 Long Term Projection	2026 Long Term Projection	2027 Long Term Projection	
				2022 Original	Forecasted	2022 \$ Adjustments	2023 Proposed						2023 \$ Adjustments
Plaza Services	Salaries & Wages	410,216	512,247	675,776	675,776	-	777,475	101,699	15.0%	777,475	777,475	777,475	777,475
Plaza Services	Seasonal Bonus	16,829	3,624	-	-	-	-	-	na	-	-	-	-
Plaza Services	Offset Labor	-	(16,505)	-	-	-	-	-	na	-	-	-	-
Plaza Services	Group Insurance	120,939	111,611	155,075	155,075	-	172,734	17,659	11.4%	176,188	179,712	183,306	186,972
Plaza Services	Dependent Health Reimbursement	(3,673)	(3,270)	(3,427)	(3,427)	-	(3,427)	-	0.0%	(3,427)	(3,427)	(3,427)	(3,427)
Plaza Services	PERA & Payroll Taxes	71,797	75,977	107,921	107,921	-	124,163	16,241	15.0%	124,163	124,163	124,163	124,163
Plaza Services	PERA 401K	19,679	18,796	32,419	32,419	-	32,419	-	0.0%	32,419	32,419	32,419	32,419
Plaza Services	Workers Compensation	19,969	6,917	21,000	21,000	-	21,000	-	0.0%	21,000	21,000	21,000	21,000
Plaza Services	Other Employee Benefits	8,300	8,147	12,683	15,036	2,353	15,788	752	5.0%	16,577	17,406	18,276	19,190
Plaza Services	Uniforms	1,560	2,286	2,500	2,500	-	2,700	200	8.0%	2,700	2,700	2,700	2,700
Plaza Services	Consultant Services	-	600	-	-	-	-	-	na	-	-	-	-
Plaza Services	Janitorial/Trash Removal (1)	31,118	32,823	35,200	35,200	-	45,000	9,800	27.8%	45,000	45,000	45,000	45,000
Plaza Services	Vehicle Repair & Maintenance	3,626	11,910	5,000	5,000	-	5,000	-	0.0%	5,000	5,000	5,000	5,000
Plaza Services	Repairs & Maintenance-Equipment	914	3,912	3,937	3,937	-	3,937	-	0.0%	3,937	3,937	3,937	3,937
Plaza Services	R&M-Landscape, Plaza, Irrigation	25,141	49,358	49,000	49,000	-	49,000	-	0.0%	49,000	49,000	49,000	49,000
Plaza Services	Facility Expenses (2)	5,140	3,582	5,054	18,000	12,946	18,000	-	0.0%	18,000	18,000	18,000	18,000
Plaza Services	Communications	3,487	5,765	6,793	6,793	-	6,793	-	0.0%	6,793	6,793	6,793	6,793
Plaza Services	Public Notice	-	-	302	302	-	302	-	0.0%	302	302	302	302
Plaza Services	Dues & Fees	484	378	500	500	-	500	-	0.0%	500	500	500	500
Plaza Services	Travel, Education & Training	2,854	150	2,500	2,500	-	2,500	-	0.0%	2,500	2,500	2,500	2,500
Plaza Services	Contract Labor (3)	7,115	2,610	12,000	42,500	30,500	50,500	8,000	18.8%	50,500	50,500	50,500	50,500
Plaza Services	Weed Control	7,088	2,907	-	-	-	-	-	na	-	-	-	-
Plaza Services	Postage & Freight	-	-	210	210	-	210	-	0.0%	210	210	210	210
Plaza Services	General Supplies & Materials	18,760	23,630	25,036	25,036	-	25,036	-	0.0%	25,036	25,036	25,036	25,036
Plaza Services	Office Supplies	258	758	500	500	-	500	-	0.0%	500	500	500	500
Plaza Services	Business Meals	-	-	200	200	-	200	-	0.0%	200	200	200	200
Plaza Services	Employee Appreciation	733	1,240	1,063	1,063	-	1,772	709	66.7%	1,772	1,772	1,772	1,772
Plaza Services	Pots & Hanging Baskets	7,783	9,636	10,000	11,000	1,000	11,000	-	0.0%	11,000	11,000	11,000	11,000
Plaza Services	COVID-19 Related Expenses	40,701	23,191	20,000	20,000	-	20,000	-	0.0%	20,000	20,000	20,000	20,000
Plaza Services	Paver-Planter Repair	47,435	28,518	90,000	75,000	(15,000)	75,000	-	0.0%	75,000	75,000	75,000	75,000
Plaza Services	Plaza Beautification Non Capital	370	-	10,000	10,000	-	10,000	-	0.0%	10,000	10,000	10,000	10,000
Plaza Services	Christmas Decorations	21,496	21,963	25,000	25,000	-	25,000	-	0.0%	25,000	25,000	25,000	25,000
Plaza Services	Utilities - Water/Sewer	32,671	34,904	32,000	32,000	-	32,000	-	0.0%	32,000	32,000	32,000	32,000
Plaza Services	Utilities - Natural Gas	162,094	232,568	183,446	200,000	16,554	212,400	12,400	6.2%	212,400	212,400	212,400	212,400
Plaza Services	Utilities - Electricity	82,913	86,825	85,000	85,000	-	87,805	2,805	3.3%	87,805	87,805	87,805	87,805
Plaza Services	Utilities - Gasoline	7,450	20,750	20,000	20,000	-	18,200	(1,800)	-9.0%	18,200	18,200	18,200	18,200
<b>Total</b>		<b>1,175,247</b>	<b>1,317,808</b>	<b>1,626,688</b>	<b>1,675,041</b>	<b>48,353</b>	<b>1,843,506</b>	<b>168,465</b>	<b>10.1%</b>	<b>1,847,750</b>	<b>1,852,103</b>	<b>1,856,567</b>	<b>1,861,147</b>
Trash Services	Salaries & Wages	24,019	29,988	25,000	25,000	-	27,912	2,912	11.6%	27,912	27,912	27,912	27,912
Trash Services	Group Insurance	3,304	2,497	3,307	3,307	-	3,373	66	2.0%	3,440	3,509	3,579	3,651
Trash Services	PERA & Payroll Taxes	3,857	3,793	3,993	3,993	-	4,458	465	11.6%	4,458	4,458	4,458	4,458
Trash Services	Commercial Trash Removal	25,003	21,520	30,000	30,000	-	30,000	-	0.0%	30,000	30,000	30,000	30,000
Trash Services	Ann. Spring Clean Up/Hazardous Waste Disposal	3,473	3,290	1,000	1,000	-	1,000	-	0.0%	1,000	1,000	1,000	1,000
Trash Services	General Supplies & Materials	3,086	3,398	5,000	5,000	-	5,000	-	0.0%	5,000	5,000	5,000	5,000
<b>Total</b>		<b>62,742</b>	<b>64,486</b>	<b>68,299</b>	<b>68,299</b>	<b>-</b>	<b>71,742</b>	<b>3,443</b>	<b>5.0%</b>	<b>71,810</b>	<b>71,879</b>	<b>71,949</b>	<b>72,020</b>

(1) Additional Cleaning for the Maintenance Shop.

(2) Irrigation Tech housing and office rent at Black Hills Building

(3) \$30,500 See Forever Landscape Maintenance Contract, \$8000 Contracted tree trimming

## Agenda Item 8a

TO: Mountain Village Town Council  
 FROM: Jim Loebe, Director of Transportation  
 DATE: September 8, 2022  
 RE: Parking Budget Narrative

### Program Narrative

While maintaining all other department functions, in 2023, the parking services is focusing on the following missions, which are reflected in the top goals for the coming year:

*User Experience:* Provide excellent parking services and choices for the residents, guests, and employees of Mountain Village.

### Program Goals

Goal	Financial Implications	Measurement	Environmental Impact	Overall Town Goal
<b>1. Complete Gondola Parking Garage Expansion</b> <b>Engineering:</b> Construction ready plans with firm estimates of project cost.	<b>\$25,000</b>	Within Budget and Completed By <b>End of Q1 2023</b>	<b>N/A</b>	Pursue capital improvements to support and maintain a world class, year round destination.
<b>2. Implementation of Consultant Recommendations:</b> Global rate structure overhaul, implementation of day user fees, enforcement strategies, capital expansion funding strategies, evaluation of managed parking solutions	<b>TBD Pending Completion of Consultant's Scope</b>	<b>Revenues and Utilization Rates</b>	<b>Carbon Neutrality</b> <i>Emission and Fuel Reduction</i> Reduction in single	Pursue policies to ensure effective use of taxpayer dollars.

				occupancy vehicles	
3.	<b>Gondola Parking Garage Phase 1 of 4 Structural Steel Painting:</b> This project may be put on hold pending results of expansion planning and engineer's recommendations.	\$250,000	<b>Within Budget</b>  Completion of Project <b>9/30/23</b>	<b>N/A</b>	Pursue capital improvements to support and maintain a world class, year round destination.

**Fund:** Parking Services Fund  
**Fund Type:** Enterprise

**Funding Sources:** Parking fees (permits,garages, meters and special events), parking fines

**2023 Budget Assumptions:** This budget includes the implementation of paid day parking in the Gondola Parking Garage to begin late 2023.

The airport parking lease is budgeted for the full year.

A four year GPG refinishing and painting project is budgeted to begin in 2023.

Parking Services Fund					
Budget Category	2022	2022	2023	Variance	Variance explanation
	Original Budget	Updated Forecast	Preliminary Budget		
<b>Revenues</b>	454,000	677,500	817,000	20.6%	Increase in parking revenues new paid parking structure 32.5%
<b>Operating Expenses</b>					Increase in lot leases 10.1% (full year of airport lease) Increases in personnel costs 7.3% Increase in HPG maintenance expenses 5.6% (heater replacements) Wayfinding 2.2%
	362,909	444,361	540,340	21.6%	Decrease in GPG maintenance painting expense -3.8%
<b>Capital Outlay</b>	344,800	452,600	304,600	-32.7%	Decrease in GPG capital outlay -30% (resurfacing completed in 2022)
<b>Other Sources/(Uses)</b>	(39,519)	(44,568)	(52,120)	16.9%	The overhead allocation increases in 2023
<b>Surplus (Deficit)</b>	(293,228)	(264,029)	(80,060)	-69.7%	
<b>Beginning Available Fund Balance</b>	451,037	521,491	257,462	-50.6%	
<b>Ending Available Fund Balance</b>	157,809	257,462	177,402	-31.1%	

**Recession Planning:** Should visitors to the community decrease causing a decrease in parking revenues, the department would likely not fill the open Community Service Officer position shared with the police department. However, this department has 1.6 FTE and snow removal labor so a significant decrease in staffing would not be feasible. All routine maintenance would still need to occur, so the Town would look to push the painting project out one year.

**Long Term Considerations:** The Town is planning for the GPG parking garage expansion to begin in 2024. The anticipated funding for this project will be grants and a debt issuance. The Town is working with a consultant to identify and implement a parking fee structure that will cover debt service and required maintenance in the future.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
***Parking Services Fund***

Worksheet	Account Name	Actuals		2022			2023			2024 Long	2025 Long	2026 Long	2027 Long
		2020	2021	Original	Forecasted	\$ Adjustments	Proposed	\$ Adjustments	% Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Parking Fund Revenues	Permits - Parking	8,695	11,557	12,000	12,000	-	12,000	-	0.0%	12,000	12,000	12,000	12,000
Parking Fund Revenues	Parking Meter Revenues	23,650	36,797	30,000	30,000	-	30,000	-	0.0%	30,000	30,000	30,000	30,000
Parking Fund Revenues	Gondola Parking Garage Revs	115,701	129,528	118,000	110,000	(8,000)	110,000	-	0.0%	110,000	110,000	110,000	110,000
Parking Fund Revenues	Special Event Parking	-	-	-	140,000	140,000	140,000	-	0.0%	140,000	140,000	140,000	140,000
Parking Fund Revenues	Heritage Parking Garage Revs	238,270	267,109	249,000	230,000	(19,000)	230,000	-	0.0%	230,000	230,000	230,000	230,000
Parking Fund Revenues	Additional Parking Revenues (5)	-	-	-	30,000	-	250,000	-	0.0%	500,000	900,000	900,000	900,000
Parking Fund Revenues	Parking In Lieu Buyouts	130,000	13,000	-	62,500	62,500	-	(62,500)	-100.0%	-	-	-	-
Parking Fund Revenues	Parking Fines	22,807	55,889	45,000	45,000	-	45,000	-	0.0%	45,000	45,000	45,000	45,000
Parking Fund Revenues	Grant Revenues	-	-	-	18,000	18,000	-	(18,000)	-100.0%	-	-	-	-
<b>Total Parking Revenues</b>		<b>539,123</b>	<b>513,880</b>	<b>454,000</b>	<b>677,500</b>	<b>193,500</b>	<b>817,000</b>	<b>(80,500)</b>	<b>-11.9%</b>	<b>1,067,000</b>	<b>1,467,000</b>	<b>1,467,000</b>	<b>1,467,000</b>
General Parking Expense	Salaries & Wages	89,905	103,509	108,000	108,000	-	135,504	27,504	25.5%	135,504	135,504	135,504	135,504
General Parking Expense	Group Insurance	21,147	21,059	24,342	24,342	-	24,829	487	2.0%	25,325	25,832	26,348	26,875
General Parking Expense	Dependent Health Reimbursement	(586)	(684)	(741)	(741)	-	(741)	-	0.0%	(741)	(741)	(741)	(741)
General Parking Expense	PERA & Payroll Taxes	13,942	15,900	17,248	17,248	-	21,640	4,392	25.5%	21,640	21,640	21,640	21,640
General Parking Expense	PERA 401K	3,423	3,788	3,600	3,600	-	3,600	-	0.0%	3,600	3,600	3,600	3,600
General Parking Expense	Workers Compensation	2,195	1,090	3,229	3,229	-	3,229	-	0.0%	3,229	3,229	3,229	3,229
General Parking Expense	Other Employee Benefits	1,447	1,504	1,760	1,920	160	2,016	96	5.0%	2,117	2,223	2,334	2,450
General Parking Expense	Consultant Services	75	4,781	-	-	-	-	-	na	-	-	-	-
General Parking Expense	Communications	6,150	2,944	3,708	6,500	2,792	6,500	-	0.0%	6,500	6,500	6,500	6,500
General Parking Expense	General Supplies & Materials	1,424	196	1,750	1,750	-	1,750	-	0.0%	1,750	1,750	1,750	1,750
General Parking Expense	Parking Meter Supplies	7,559	8,884	10,000	10,000	-	10,000	-	0.0%	10,000	10,000	10,000	10,000
General Parking Expense	Wayfinding/Signage	8,531	6,396	2,500	10,000	7,500	20,000	10,000	100.0%	10,000	10,000	10,000	10,000
General Parking Expense	EV Charging Station Expenses (1)	-	-	-	1,500	1,500	1,500	-	0.0%	1,500	1,500	1,500	6,000
General Parking Expense	Business Meals	25	60	250	250	-	250	-	0.0%	250	250	250	250
General Parking Expense	Employee Appreciation	-	196	-	-	-	-	-	na	-	-	-	-
<b>General Parking Expense</b>		<b>155,237</b>	<b>169,623</b>	<b>175,645</b>	<b>187,597</b>	<b>11,952</b>	<b>230,077</b>	<b>42,479</b>	<b>22.6%</b>	<b>220,674</b>	<b>221,286</b>	<b>221,914</b>	<b>227,058</b>
GPG Parking Expense	Rental Equipment	5,430	5,580	6,000	6,000	-	6,000	-	0.0%	6,000	6,000	6,000	6,000
GPG Parking Expense	Maintenance - GPG	724	12,919	10,000	10,000	-	10,000	-	0.0%	10,000	10,000	10,000	10,000
GPG Parking Expense	Striping	2,500	3,260	5,000	5,000	-	5,000	-	0.0%	5,000	5,000	5,000	5,000
GPG Parking Expense	Credit Card Processing Fees	5,016	5,984	6,000	6,000	-	6,000	-	0.0%	6,000	6,000	6,000	6,000
GPG Parking Expense	General Supplies & Materials	3,411	2,636	10,000	5,000	(5,000)	5,000	-	0.0%	5,000	5,000	5,000	5,000
GPG Parking Expense	Operating Incidents	-	1,059	-	1,000	1,000	1,000	-	0.0%	1,000	1,000	1,000	1,000
GPG Parking Expense	Utilities - Electric	18,360	18,455	19,234	19,234	-	19,869	635	3.3%	19,869	19,869	19,869	19,869
GPG Parking Expense	Utilities - Gasoline	330	750	1,000	1,500	500	1,365	(135)	-9.0%	1,365	1,365	1,365	1,365
GPG Parking Expense	Elevator Maintenance Intercept	6,842	42,280	10,000	15,000	5,000	15,000	-	0.0%	15,000	15,000	15,000	15,000
GPG Parking Expense	Asphalt Repair	-	2,023	2,500	2,500	-	2,500	-	0.0%	2,500	2,500	2,500	2,500
GPG Parking Expense	Concrete Repair	-	-	2,500	2,500	-	2,500	-	0.0%	2,500	2,500	2,500	2,500
GPG Parking Expense	Painting (2)	275	-	-	17,000	-	-	(17,000)	-100.0%	-	-	-	-
<b>Gondola Parking Garage Expense</b>		<b>42,888</b>	<b>94,946</b>	<b>72,234</b>	<b>90,734</b>	<b>1,500</b>	<b>74,234</b>	<b>(16,500)</b>	<b>-18.2%</b>	<b>74,234</b>	<b>74,234</b>	<b>74,234</b>	<b>74,234</b>
Surface Lots Parking Expense	Surface Lots Maintenance	622	-	7,500	7,500	-	7,500	-	0.0%	7,500	7,500	7,500	7,500
Surface Lots Parking Expense	Striping	4,330	5,000	5,000	5,000	-	5,000	-	0.0%	5,000	5,000	5,000	5,000
Surface Lots Parking Expense	Credit Card Processing Fees	1,547	2,042	2,000	3,000	1,000	3,000	-	0.0%	3,000	3,000	3,000	3,000
Surface Lots Parking Expense	Surface Lot Leases (3)	5,400	5,400	5,400	50,400	45,000	95,400	45,000	89.3%	90,000	90,000	90,000	90,000
<b>(Village Core) Surface Lots Expense</b>		<b>11,899</b>	<b>12,442</b>	<b>19,900</b>	<b>65,900</b>	<b>46,000</b>	<b>110,900</b>	<b>45,000</b>	<b>68.3%</b>	<b>105,500</b>	<b>105,500</b>	<b>105,500</b>	<b>105,500</b>
HPG Parking Expense	Maintenance - Heritage (4)	23,489	23,258	10,000	10,000	-	35,000	25,000	250.0%	10,000	10,000	10,000	10,000
HPG Parking Expense	Elevator Maintenance - Heritage	6,186	11,681	7,500	7,500	-	7,500	-	0.0%	7,500	7,500	7,500	7,500

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
**Parking Services Fund**

Worksheet	Account Name	Actuals		2022		2022 \$		2023		2023 \$		2023 %		2024 Long	2025 Long	2026 Long	2027 Long
		2020	2021	Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments	Term	Term	Term	Term	Projection	Projection	Projection	Projection
HPG Parking Expense	Striping	-	1,250	2,500	2,500	-	2,500	-	0.0%					2,500	2,500	2,500	2,500
HPG Parking Expense	GSFE - Hotel Madeline	46,527	45,004	46,000	53,500	7,500	53,500	-	0.0%					53,500	53,500	53,500	53,500
HPG Parking Expense	Credit Card Processing Fees	12,790	14,845	18,130	18,130	-	18,130	-	0.0%					18,130	18,130	18,130	18,130
HPG Parking Expense	General Supplies & Materials	-	208	2,500	2,500	-	2,500	-	0.0%					2,500	2,500	2,500	2,500
HPG Parking Expense	Tech Support	3,435	4,549	7,500	5,000	(2,500)	5,000	-	0.0%					5,000	5,000	5,000	5,000
<b>Heritage Parking Garage Expense</b>		<b>92,427</b>	<b>100,795</b>	<b>94,130</b>	<b>99,130</b>	<b>5,000</b>	<b>124,130</b>	<b>25,000</b>	<b>25.2%</b>					<b>99,130</b>	<b>99,130</b>	<b>99,130</b>	<b>99,130</b>
Meadows Parking Expense	Maintenance	-	-	-	-	-	-	-	na					-	-	-	-
Meadows Parking Expense	Striping	1,000	1,000	1,000	1,000	-	1,000	-	0.0%					1,000	1,000	1,000	1,000
<b>Meadows Parking Lot Expense</b>		<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>1,000</b>	<b>-</b>	<b>0.0%</b>					<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
Capital Parking Expense	Bobcat Lease Exchange	3,891	4,544	4,800	9,600	4,800	9,600	-	0.0%					9,600	9,600	9,600	9,600
Capital Parking Expense	Security Cameras	-	40,037	-	12,000	12,000	-	(12,000)	-100.0%					-	-	-	-
Capital Parking Expense	GPG Expansion Costs (5)	-	-	-	75,000	75,000	25,000	(50,000)	-66.7%					20,000,000	-	-	-
Capital Parking Expense	Capital Costs (6)	1,524	12,706	340,000	356,000	16,000	270,000	(86,000)	-24.2%					315,000	350,000	350,000	100,000
<b>Parking Capital Expense</b>		<b>5,415</b>	<b>57,287</b>	<b>344,800</b>	<b>452,600</b>	<b>107,800</b>	<b>304,600</b>	<b>(148,000)</b>	<b>-32.7%</b>					<b>20,324,600</b>	<b>359,600</b>	<b>359,600</b>	<b>109,600</b>
<b>Total Parking Expenses</b>		<b>308,866</b>	<b>436,093</b>	<b>707,709</b>	<b>896,961</b>	<b>172,252</b>	<b>844,940</b>	<b>(52,021)</b>	<b>-5.8%</b>					<b>20,825,138</b>	<b>860,750</b>	<b>861,378</b>	<b>616,522</b>
Other Sources/Uses	Transfer (To)/From General Fund	-	-	-	-	-	-	-	-					(19,953)	154,807	153,892	(113,079)
Other Sources/Uses	Grant Proceeds for GPG Expansion (5)	-	-	-	-	-	-	-	-					10,000,000	-	-	-
Other Sources/Uses	Debt Proceeds (5)	-	-	-	-	-	-	-	-					10,000,000	-	-	-
Other Sources/Uses	Debt Service (5)	-	-	-	-	-	-	-	-					(350,000)	(700,000)	(700,000)	(700,000)
Other Sources/Uses	Insurance Proceeds	-	15,345	-	-	-	-	-	na					-	-	-	-
Other Sources/Uses	Transfer To GF - Overhead Allocation	(32,278)	(38,298)	(39,519)	(44,568)	(5,049)	(52,120)	(7,552)	16.9%					(49,310)	(48,704)	(47,692)	(48,904)
<b>Other Sources/Uses</b>		<b>(32,278)</b>	<b>(22,953)</b>	<b>(39,519)</b>	<b>(44,568)</b>	<b>(5,049)</b>	<b>(52,120)</b>	<b>(7,552)</b>	<b>16.9%</b>					<b>19,580,737</b>	<b>(593,897)</b>	<b>(593,800)</b>	<b>(861,983)</b>
<b>Surplus (Deficit)</b>		<b>197,979</b>	<b>54,834</b>	<b>(293,228)</b>	<b>(264,029)</b>	<b>16,199</b>	<b>(80,061)</b>	<b>(36,032)</b>						<b>(177,401)</b>	<b>12,353</b>	<b>11,822</b>	<b>(11,504)</b>
<b>Beginning Fund Balance</b>		<b>268,678</b>	<b>466,657</b>	<b>451,037</b>	<b>521,491</b>		<b>257,462</b>							<b>177,401</b>	<b>-</b>	<b>12,353</b>	<b>24,175</b>
<b>Ending Fund Balance</b>		<b>466,657</b>	<b>521,491</b>	<b>157,809</b>	<b>257,462</b>		<b>177,401</b>							<b>-</b>	<b>12,353</b>	<b>24,175</b>	<b>12,671</b>

- (1) Assure maintenance and Cloud plans - \$1500 per station / per year. Two stations purchased in 2022 have 5 year prepaid plans.
- (2) 2022 - SGM Consulting on paint spec; 2023-2026 - Phased painting of structural steel throughout garage \$250K / year for four years.
- (3) 2022 - Airport lease (\$7.5K for 6 mos) + NVC; 2023 - Airport lease + NVC; 2024-27 - Airport lease only assuming 109R gets underway.
- (4) 2023 - added \$15K for hydronic unit heater replacements (partially offset by Madeline)

- (5) The Town will be working with a consultant to design an overall parking strategy to enable the Parking Fund to cover debt service on the expansion of the GPG parking garage. All numbers (revenue, capital outlay, grant proceeds, debt financing) are preliminary at this time and will be updated as information is available.
- (6) 2022 - \$250K Top Deck Recoat. \$75K Main Ramp Overlay \$31K charging stations (offset by grant funds); 2023-2026 - Phased painting of structural steel throughout garage \$250K / year for four years. 2023 - \$20K Meadows Chipseal; 2024 - \$50K Concrete sealing, \$15K NVC Chip Seal; 2025 - \$100K Placeholder; 2026 - \$100K Placeholder; 2027 - \$100K Placeholder

## Agenda Item 8b

TO: Mountain Village Town Council  
 FROM: Jim Loebe, Director of Transportation  
 DATE: September 8, 2022  
 RE: Municipal Bus Program Budget Narrative

### Program Narrative

While maintaining all other department functions, in 2023, the municipal bus program is focusing on the following project, which is reflected as the main goal for the coming year:

*User Experience:* Provide safe, reliable, and efficient fixed route bus service for the residents, guests, and employees of Mountain Village.

### Program Goals

Goal	Financial Implications	Measurement	Environmental Impact	Overall Town Goal
<b>1. Bus Replacements:</b> Replace two buses which have exceeded their ULBs (useful life benchmarks). New buses will increase reliability and efficiency factors.	<b>\$184,000*</b>  CDOT <b>\$148,000</b> FASTER capital grant is expected to partially offset the cost. <i>Originally budgeted in 2022, but pushed to 2023 due to lack of availability</i>	<b>Reliability Goal – Zero Downtime</b> in First Year of Operation  <b>Customer Satisfaction – Increase</b> in CS Satisfaction Scores  Procurement and Disposal <b>Performed</b> According to CDOT Requirements  Vehicles Delivered and Accepted <b>by 6/15/2023</b>	<b>Carbon Neutrality</b> <i>Improved Fuel Economy</i> 2023 Ford Transit Vans 27% more fuel efficient than E350 Cutaway Buses.	Pursue capital improvements to support and maintain a world class, year round destination.

**Department :** Municipal Bus Service Department  
**Fund:** General Fund

Municipal Bus Service Department - General Fund					
	2022	2022	2023		
Budget Category	Original Budget	Updated Forecast	Preliminary Budget	Variance	Variance explanation
Operating Expenses	312,823	308,353	356,155	15.5%	Increase in personnel expenses 15.9% Decrease in projected fuel costs -.4%

**Recession Planning:** In the event of an economic slowdown, while bus service would continue route frequency would be reevaluated potentially creating savings in personnel costs. However, it would be important to continue servicing the transportation needs of guests, residents and the workforce.

Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget

***Municipal Bus***

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022		2023		2023 %		2024 Long	2025 Long	2026 Long	2027 Long
				2022 Original	Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	2023 % Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Municipal Bus	Salaries & Wages	287,755	265,755	316,861	319,361	2,500	360,549	41,188	12.9%	360,549	360,549	360,549	360,549
Municipal Bus	Offset Labor	(162,008)	(213,141)	(182,238)	(184,581)	(2,343)	(184,581)	-	0.0%	(184,581)	(184,581)	(184,581)	(184,581)
Municipal Bus	Group Insurance	64,365	64,099	57,819	57,819	-	58,975	1,156	2.0%	60,155	61,358	62,585	63,837
Municipal Bus	Dependent Health Reimbursement	(1,956)	(2,016)	(2,628)	(2,628)	-	(2,628)	-	0.0%	(2,628)	(2,628)	(2,628)	(2,628)
Municipal Bus	PERA & Taxes	44,795	41,173	50,603	51,002	399	57,580	6,578	12.9%	57,580	57,580	57,580	57,580
Municipal Bus	Retirement Benefits 401K	12,378	12,040	12,910	12,910	-	12,910	-	0.0%	12,910	12,910	12,910	12,910
Municipal Bus	Workers Compensation	1,908	(130)	4,020	4,020	-	4,020	-	0.0%	4,020	4,020	4,020	4,020
Municipal Bus	Other Employee Benefits	5,240	3,456	5,060	5,060	-	5,313	253	5.0%	5,579	5,858	6,150	6,458
Municipal Bus	Janitorial/Trash Removal	1,660	1,660	1,826	1,500	(326)	1,500	-	0.0%	1,500	1,500	1,500	1,500
Municipal Bus	Vehicle Repair & Maintenance (1)	12,231	17,533	12,500	12,500	-	12,500	-	0.0%	12,500	12,500	12,500	12,500
Municipal Bus	Facility Expenses	2,466	1,364	2,500	2,500	-	2,500	-	0.0%	2,500	2,500	2,500	2,500
Municipal Bus	Communications	1,813	2,704	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000
Municipal Bus	Dues, Fees, Licenses	-	-	325	325	-	325	-	0.0%	325	325	325	325
Municipal Bus	Travel, Education, Training	-	-	750	750	-	750	-	0.0%	750	750	750	750
Municipal Bus	Postage & Freight	-	-	-	-	-	-	-	na	-	-	-	-
Municipal Bus	General Supplies & Materials	781	60	2,500	2,500	-	2,500	-	0.0%	2,500	2,500	2,500	2,500
Municipal Bus	Supplies-Uniforms	-	-	1,000	1,500	500	1,500	-	0.0%	1,500	1,500	1,500	1,500
Municipal Bus	Operating Incidents	-	-	1,000	1,000	-	1,000	-	0.0%	1,000	1,000	1,000	1,000
Municipal Bus	Business Meals	-	72	500	500	-	500	-	0.0%	500	500	500	500
Municipal Bus	Employee Appreciation	77	20	450	450	-	450	-	0.0%	450	450	450	450
Municipal Bus	COVID-19 Related Expenses	648	-	1,200	-	(1,200)	-	-	na	-	-	-	-
Municipal Bus	Utilities - Natural Gas	212	294	615	615	-	652	37	6.0%	652	652	652	652
Municipal Bus	Utilities - Electricity	704	730	1,000	1,000	-	1,030	30	3.0%	1,030	1,030	1,030	1,030
Municipal Bus	Utilities - Gasoline	19,953	30,696	20,000	16,000	(4,000)	14,560	(1,440)	-9.0%	14,560	14,560	14,560	14,560
Municipal Bus	Internet Services	2,137	2,137	2,250	2,250	-	2,250	-	0.0%	2,250	2,250	2,250	2,250
<b>Total</b>		<b>295,158</b>	<b>228,506</b>	<b>312,823</b>	<b>308,353</b>	<b>(4,470)</b>	<b>356,155</b>	<b>47,801</b>	<b>15.5%</b>	<b>357,600</b>	<b>359,082</b>	<b>360,602</b>	<b>362,161</b>

(1) 2022 - Prius front end repair

***Employee Shuttle (1)***

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022		2023		2023 %		2024 Long	2025 Long	2026 Long	2027 Long
				2022 Original	Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	2023 % Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Employee Shuttle	Salaries And Wages - Admin	14,760	15,206	-	-	-	-	-	na	-	-	-	-
Employee Shuttle	Group Insurance	2,643	2,632	-	-	-	-	-	na	-	-	-	-
Employee Shuttle	PERA & Payroll Taxes	2,312	2,258	-	-	-	-	-	na	-	-	-	-
Employee Shuttle	Workers Compensation	178	112	-	-	-	-	-	na	-	-	-	-
Employee Shuttle	Other Employee Benefits	180	-	-	-	-	-	-	na	-	-	-	-
Employee Shuttle	Agency Compliance	200	50	-	-	-	-	-	na	-	-	-	-
Employee Shuttle	Vehicle Repair & Maintenance	12,544	10,990	-	-	-	-	-	na	-	-	-	-
Employee Shuttle	Dues & Fees	-	-	-	-	-	-	-	na	-	-	-	-
Employee Shuttle	General Supplies & Materials	47	245	-	-	-	-	-	na	-	-	-	-
Employee Shuttle	Utilities - Gasoline	8,798	1,729	-	-	-	-	-	na	-	-	-	-
<b>Total</b>		<b>41,663</b>	<b>33,222</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>na</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

(1) SMART took over all services effective 1/1/2022

## Agenda Item 8c

TO: Mountain Village Town Council  
 FROM: Jim Loebe, Director of Transportation  
 DATE: September 8, 2022  
 RE: Gondola Budget Narrative

### Program Narrative

While maintaining all other department functions, in 2023, the Town’s Gondola department is focusing on the following missions. This is reflected in the top goals for the coming year.

*Safety:* Provide safe and reliable aerial tramway transportation services by adhering to the scheduled capital replacement plan and ongoing maintenance requirements.

*Customer Experience:* Provide a memorable/enjoyable experience for all system users by ensuring that operational staff are well-trained and all facilities are clean, presentable, and up-to-date.

### Program Goals

Goal	Financial Implications	Measurement	Environmental Impact	Overall Town Goal
1. <b>Complete All Budgeted Lift Specific 2023 Capital and Major Repairs and Replacements Projects:</b> 50% Grip Rebuild, ABB Drive Six Year Service, Controls System Modifications, Exit Bumper Rail Installation Stations 5 and 6, Cabin Refurbishments and Window Polishing.	<b>\$345,000*</b> CDOT <b>\$160,000</b> FASTER capital grant is expected to offset the cost.	Project completion by <b>11/15/2023</b> and <b>within</b> budget	<b>N/A</b>	Pursue capital improvements to support and maintain a world class, year round destination.

2.	<b>Angle Station Public Restroom Remodel:</b> Major renovation of this facility is required to meet customer needs and expectations.	<b>\$150,000</b>	Project completion <b>11/15/2023</b> and <b>within</b> budget	<b>Carbon Neutrality</b> <i>Decreased Water Usage:</i> Existing fixtures to be replaced with modern low-flow devices.	Provide world class service to the Town's residents, second homeowners, guests, and partners.
3.	<b>Vehicle Replacements:</b> Replace three gondola vehicles which have more than exceeded their ULBs (useful life benchmarks). Two 2006 Toyota Highlanders will be replaced by two Ford Transit Connects. 2007 GMC Yukon support vehicle will be replaced by a Ford Ranger	<b>\$107,700</b> CDOT <b>\$64,000</b> FASTER capital grant is expected to offset the cost. <i>Originally budgeted in 2022, but pushed to 2023 due to lack of availability</i>	Procurement and disposal <b>performed according to CDOT Requirements</b>  Vehicles delivered and accepted by <b>6/15/2023</b>	<b>Carbon Neutrality</b> <i>Increased Fuel Economy:</i> 2023 Ford Ranger 25% more fuel efficient than 2007 GMC Yukon.	Pursue capital improvements to support and maintain a world class, year round destination.
4.	<b>Oak Street Bike Parking Facility:</b> Construction of a designated bicycle parking facility along the fence line, just beyond the public bathrooms of Oak Street Plaza to allow the prohibition of parking bicycles on the plaza.	<b>\$35,000</b>	Project completion <b>6/30/2023</b> and <b>within</b> budget	<b>Carbon Neutrality</b> <i>Multimodal Transportation:</i> Encourages Utilization of Non-Motorized Active Transportation	Provide world class service to the Town's residents, second homeowners, guests, and partners.

5.	<b>Gondola Operations Assistant Manager:</b> Recruit and hire for this new position as succession plan for outgoing transit manager. This position will also allow gondola operations to refocus organizational priorities to better serve front line employees and external guest services.	<b>\$70,000</b>	Position <b>filled</b> with qualified candidate by <b>6/30/2023</b>	<b>N/A</b>	Improve internal operations and make Mountain Village the employer of choice.
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**Fund:** Gondola Fund  
**Fund Type:** Governmental - Special Revenue

**Funding Sources:** Grants, TMVOA contributions, TSG 1% of Lift Ticket sales

**2023 Budget Assumptions:** Consulting costs budgeted in 2023 for future planning of Gondola operations and capital outlay.  
 Full staffing at new rates.  
 Station upgrades originally budgeted in 2022 have been moved to 2023.

<b>Gondola Fund</b>					
<b>Budget Category</b>	<b>2022 Original Budget</b>	<b>2022 Updated Forecast</b>	<b>2023 Preliminary Budget</b>	<b>Variance</b>	<b>Variance Explanation</b>
<b>Revenues</b>	5,323,010	5,099,585	6,384,193	25.2%	Increase in contributions 22.9% to cover increases in operating and capital costs Increase in grant funding 2.3%
<b>Operating Expenses</b>	4,850,010	4,750,622	5,547,186	16.8%	Increase in personnel costs 8.5% (full staffing, wage increases), Consulting for future planning 6.3%, Chondola terminal rebuild 1.6%
<b>Capital Outlay</b>	418,000	293,963	782,007	166.0%	Station upgrades 68%, Grip Replacements 68%, Transit vehicle purchases 36%
<b>Other Sources/(Uses)</b>	(55,000)	(55,000)	(55,000)	0.0%	
<b>Surplus (Deficit)</b>	-	-	-	0.0%	
<b>Beginning Fund Balance</b>	-	-	-	0.0%	
<b>Ending Fund Balance</b>	-	-	-	0.0%	

**Recession Planning:** Gondola funding is not subject to fluctuations in Town revenues.

**Long Term Considerations:** The agreement pertaining to the operations of the Gondola system expires in 2027. Significant planning for future operations and the capital investment in the system has begun and will continue in the upcoming years.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
**Gondola Fund**

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022 Original	2022 Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	2023 % Adjustments	2024 Long Term Projection	2025 Long Term Projection	2026 Long Term Projection	2027 Long Term Projection
	<b><u>Summary</u></b>												
	<b>Revenues</b>												
	TMVOA Operations Contribution	2,667,150	1,600,657	4,536,010	4,324,275	(211,735)	5,183,987	859,712	19.9%	5,180,862	5,231,883	5,208,302	5,222,635
	TMVOA Cap & Major Repairs Funding	168,295	127,705	418,000	249,959	(168,041)	558,007	308,048	123.2%	187,500	135,000	430,000	92,000
	<b>TMVOA Funding</b>	<b>2,835,445</b>	<b>1,728,362</b>	<b>4,954,010</b>	<b>4,574,234</b>	<b>(379,776)</b>	<b>5,741,994</b>	<b>1,167,760</b>	<b>25.5%</b>	<b>5,368,362</b>	<b>5,366,883</b>	<b>5,638,302</b>	<b>5,314,635</b>
	TSG - 1% Lift Ticket Contribution	187,360	215,902	200,000	244,899	44,899	244,899	-	0.0%	244,899	244,899	244,899	244,899
	Event Operations Funding	6,831	-	-	-	-	-	-	na	-	-	-	-
	TOT Extended Ops Contribution	36,000	36,000	36,000	36,000	-	36,000	-	0.0%	36,000	36,000	36,000	36,000
	Miscellaneous Revenue	972	454	-	-	-	-	-	na	-	-	-	-
	Van Rider Revenue	-	-	-	4,300	4,300	4,300	-	0.0%	4,300	4,300	4,300	4,300
	Grant Funding - Ops	1,195,511	2,656,532	133,000	196,148	63,148	133,000	(63,148)	-32.2%	133,000	133,000	133,000	133,000
	Grant Funding - Cap/MR&R (1)	-	275,995	-	44,004	44,004	224,000	179,996	409.0%	160,000	-	-	-
	<b>Total Gondola Funding</b>	<b>4,262,119</b>	<b>4,913,245</b>	<b>5,323,010</b>	<b>5,099,585</b>	<b>(223,425)</b>	<b>6,384,193</b>	<b>1,284,608</b>	<b>25.2%</b>	<b>5,946,560</b>	<b>5,785,082</b>	<b>6,056,500</b>	<b>5,732,833</b>
	<b>Expenditures</b>												
	Gondola Operations	2,021,581	2,157,906	2,429,145	2,381,128	(48,017)	2,651,007	269,879	11.3%	2,657,610	2,701,923	2,671,456	2,678,716
	Gondola Maintenance	1,393,983	1,387,002	1,497,699	1,491,899	(5,800)	1,618,238	126,339	8.5%	1,622,803	1,627,492	1,632,311	1,637,264
	Overhead & Fixed Costs	407,954	431,487	469,306	480,554	11,248	805,900	325,346	67.7%	805,900	805,900	805,900	805,900
	MARRS	70,301	68,674	79,417	79,417	-	79,417	-	0.0%	79,417	79,417	79,417	79,417
	Chondola	167,757	155,554	254,443	197,624	(56,819)	272,624	75,000	38.0%	258,331	260,349	262,416	264,536
	Contingency	-	-	120,000	120,000	-	120,000	-	0.0%	120,000	120,000	120,000	120,000
	<b>Total Operating Costs</b>	<b>4,061,576</b>	<b>4,200,623</b>	<b>4,850,010</b>	<b>4,750,622</b>	<b>(99,388)</b>	<b>5,547,186</b>	<b>796,564</b>	<b>16.8%</b>	<b>5,544,060</b>	<b>5,595,082</b>	<b>5,571,500</b>	<b>5,585,833</b>
	<b>Capital/MR&amp;R</b>												
	Major Repairs & Replacements	155,903	630,404	300,000	273,016	(26,984)	445,000	171,984	63.0%	110,000	120,000	360,000	70,000
	Capital	12,392	58,706	118,000	20,947	(97,053)	337,007	316,060	1508.9%	237,500	15,000	70,000	22,000
	<b>Total Capital/MR&amp;R</b>	<b>168,295</b>	<b>689,110</b>	<b>418,000</b>	<b>293,963</b>	<b>(124,037)</b>	<b>782,007</b>	<b>488,044</b>	<b>166.0%</b>	<b>347,500</b>	<b>135,000</b>	<b>430,000</b>	<b>92,000</b>
	<b>Total Expenditures</b>	<b>4,229,871</b>	<b>4,889,733</b>	<b>5,268,010</b>	<b>5,044,585</b>	<b>(223,425)</b>	<b>6,329,193</b>	<b>1,284,608</b>	<b>25.5%</b>	<b>5,891,560</b>	<b>5,730,082</b>	<b>6,001,500</b>	<b>5,677,833</b>
	<b>Other Sources</b>												
	Sale of Assets	-	6,124	-	-	-	-	-	na	-	-	-	-
	Administrative Services	(32,248)	(29,636)	(55,000)	(55,000)	-	(55,000)	-	0.0%	(55,000)	(55,000)	(55,000)	(55,000)
	<b>Total Other Sources/Uses</b>	<b>(32,248)</b>	<b>(23,512)</b>	<b>(55,000)</b>	<b>(55,000)</b>	<b>-</b>	<b>(55,000)</b>	<b>-</b>	<b>0.0%</b>	<b>(55,000)</b>	<b>(55,000)</b>	<b>(55,000)</b>	<b>(55,000)</b>
	<b>Surplus (Deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**Gondola Fund**

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022			2023			2024 Long	2025 Long	2026 Long	2027 Long
				2022 Original	Forecasted	2022 \$ Adjustments	Proposed	2023 \$ Adjustments	2023 % Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
<b>(1) 2023 - \$64K CDOT FASTER Support Vehicles, \$160K Grip replacements; 2024 - \$160K Grip replacements.</b>													
Gondola - MARRS	Salaries & Wages (*)	53,731	55,704	59,542	59,542	-	59,542	-	0.0%	59,542	59,542	59,542	59,542
Gondola - MARRS	PERA & Payroll Taxes	8,460	8,770	9,509	9,509	-	9,509	-	0.0%	9,509	9,509	9,509	9,509
Gondola - MARRS	Workers Compensation	1,170	825	2,866	2,866	-	2,866	-	0.0%	2,866	2,866	2,866	2,866
Gondola - MARRS	Payroll Processing	4,141	3,036	5,000	5,000	-	5,000	-	0.0%	5,000	5,000	5,000	5,000
Gondola - MARRS	General Supplies & Materials	796	339	500	500	-	500	-	0.0%	500	500	500	500
Gondola - MARRS	MARRS Zip Bikes	2,003	-	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000
Gondola - MARRS	Evacuee Clothing	-	-	-	-	-	-	-	na	-	-	-	-
<b>Total MARRS</b>		<b>70,301</b>	<b>68,674</b>	<b>79,417</b>	<b>79,417</b>	<b>-</b>	<b>79,417</b>	<b>-</b>	<b>0.0%</b>	<b>79,417</b>	<b>79,417</b>	<b>79,417</b>	<b>79,417</b>

Gondola - FGOA	Technical Support	3,311	2,770	5,500	4,000	(1,500)	5,500	1,500	37.5%	5,500	5,500	5,500	5,500
Gondola - FGOA	Lightning Detection Service	17,200	17,275	17,500	15,554	(1,946)	17,500	1,946	12.5%	17,500	17,500	17,500	17,500
Gondola - FGOA	Consulting Fees	-	-	-	-	-	300,000	300,000	na	300,000	300,000	300,000	300,000
Gondola - FGOA	Janitorial/Trash Removal	32,055	33,445	35,000	35,000	-	35,000	-	0.0%	35,000	35,000	35,000	35,000
Gondola - FGOA	Insurance	36,644	38,431	38,431	40,500	2,069	46,575	6,075	15.0%	46,575	46,575	46,575	46,575
Gondola - FGOA	Communications	14,493	13,096	12,000	17,000	5,000	19,550	2,550	15.0%	19,550	19,550	19,550	19,550
Gondola - FGOA	Dues & Fees	7,825	6,946	7,500	7,500	-	7,500	-	0.0%	7,500	7,500	7,500	7,500
Gondola - FGOA	Utilities - Water/Sewer	10,301	10,425	9,000	11,000	2,000	12,100	1,100	10.0%	12,100	12,100	12,100	12,100
Gondola - FGOA	Utilities - Natural Gas	34,780	29,359	39,375	50,000	10,625	53,100	3,100	6.2%	53,100	53,100	53,100	53,100
Gondola - FGOA	Utilities - Electricity	236,039	264,603	275,000	275,000	-	284,075	9,075	3.3%	284,075	284,075	284,075	284,075
Gondola - FGOA	Utilities - Internet	2,137	2,137	2,500	2,500	-	2,500	-	0.0%	2,500	2,500	2,500	2,500
Gondola - FGOA	Gondola Employee Shuttle Expense (2)	3,340	13,000	20,000	15,000	(5,000)	15,000	-	0.0%	15,000	15,000	15,000	15,000
Gondola - FGOA	Legal - Miscellaneous	9,829	-	7,500	7,500	-	7,500	-	0.0%	7,500	7,500	7,500	7,500
<b>Total FGOA</b>		<b>407,954</b>	<b>431,487</b>	<b>469,306</b>	<b>480,554</b>	<b>11,248</b>	<b>805,900</b>	<b>325,346</b>	<b>67.7%</b>	<b>805,900</b>	<b>805,900</b>	<b>805,900</b>	<b>805,900</b>

**(2) 2022 - Gondola-centric early AM and late PM vanpool**

Chondola	Salaries & Wages - Operations	40,326	40,391	61,961	61,961	-	61,961	-	0.0%	61,961	61,961	61,961	61,961
Chondola	Salaries & Wages - Maintenance	5,477	13,429	7,500	7,500	-	7,500	-	0.0%	7,500	7,500	7,500	7,500
Chondola	PERA & Payroll Taxes	6,915	8,337	11,093	11,093	-	11,093	-	0.0%	11,093	11,093	11,093	11,093
Chondola	Workers Compensation	2,279	1,136	3,570	3,570	-	3,570	-	0.0%	3,570	3,570	3,570	3,570
Chondola	Telski Labor	24,271	22,664	29,000	29,000	-	29,000	-	0.0%	29,000	29,000	29,000	29,000
Chondola	Telski-Dues, Fees, Licenses	939	993	1,500	1,500	-	1,500	-	0.0%	1,500	1,500	1,500	1,500
Chondola	Telski - Parts & Supplies	23,530	30,872	28,000	28,000	-	28,000	-	0.0%	28,000	28,000	28,000	28,000
Chondola	Telski - Outside Labor	525	2,841	5,000	5,000	-	5,000	-	0.0%	5,000	5,000	5,000	5,000
Chondola	Telski-Utilities	18,408	30,507	30,000	30,000	-	30,000	-	0.0%	30,000	30,000	30,000	30,000
Chondola	Major R&R Terminal Rebuilds	3,812	4,384	76,819	20,000	(56,819)	95,000	75,000	375.0%	80,707	82,725	84,792	86,912
Chondola	Major R&R Grip Jaws	41,275	-	-	-	-	-	-	na	-	-	-	-
Chondola	Controls	-	-	-	-	-	-	-	na	-	-	-	-
Chondola	Haul Rope Replacement	-	-	-	-	-	-	-	na	-	-	-	-
Chondola	Major R&R - Painting	-	-	-	-	-	-	-	na	-	-	-	-
Chondola	Sound Dampening	-	-	-	-	-	-	-	na	-	-	-	-
<b>Total Chondola</b>		<b>167,757</b>	<b>155,554</b>	<b>254,443</b>	<b>197,624</b>	<b>(56,819)</b>	<b>272,624</b>	<b>75,000</b>	<b>38.0%</b>	<b>258,331</b>	<b>260,349</b>	<b>262,416</b>	<b>264,536</b>

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
**Gondola Fund**

Worksheet	Account Name			2022		2022 \$		2023		2023 \$		2023 %		2024 Long	2025 Long	2026 Long	2027 Long
		Actuals 2020	Actuals 2021	2022 Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments	Projection	Projection	Projection	Projection				
Gondola Operations	Salaries & Wages	1,180,640	1,283,090	1,484,643	1,519,437	34,794	1,717,713	198,276	13.0%	1,717,713	1,717,713	1,717,713	1,717,713				
Gondola Operations	Seasonal Bonus	40,161	31,078	59,280	28,500	(30,780)	35,000	6,500	22.8%	35,000	35,000	35,000	35,000				
Gondola Operations	Gondola Ops-Admin Mgmt Support	162,008	213,141	182,238	184,581	2,343	184,581	-	0.0%	184,581	184,581	184,581	184,581				
Gondola Operations	Group Insurance	173,014	216,947	206,584	194,999	(11,585)	198,899	3,900	2.0%	202,877	206,935	211,073	215,295				
Gondola Operations	Dependent Health Reimbursement	(6,745)	(7,110)	(5,500)	(5,500)	-	(5,500)	-	0.0%	(5,500)	(5,500)	(5,500)	(5,500)				
Gondola Operations	PERA & Payroll Taxes	192,673	203,035	246,565	247,206	641	279,908	32,703	13.2%	279,908	279,908	279,908	279,908				
Gondola Operations	PERA 401K	16,136	20,931	17,585	17,585	-	17,585	-	0.0%	17,585	17,585	17,585	17,585				
Gondola Operations	Workers Compensation	57,676	44,546	64,230	35,000	(29,230)	65,000	30,000	85.7%	65,000	65,000	65,000	65,000				
Gondola Operations	Other Employee Benefits	50,200	44,840	50,000	50,000	-	52,500	2,500	5.0%	55,125	57,881	60,775	63,814				
Gondola Operations	Agency Compliance	6,580	6,706	4,000	6,800	2,800	6,800	-	0.0%	6,800	6,800	6,800	6,800				
Gondola Operations	Employee Assistance Program	513	-	2,500	1,500	(1,000)	1,500	-	0.0%	1,500	1,500	1,500	1,500				
Gondola Operations	Employee Life Insurance	2,140	3,121	5,000	5,000	-	5,000	-	0.0%	5,000	5,000	5,000	5,000				
Gondola Operations	Flex Spending Admin Fees	257	203	268	268	-	268	-	0.0%	268	268	268	268				
Gondola Operations	Uniforms	39,745	4,037	7,500	7,500	-	7,500	-	0.0%	7,500	45,000	7,500	7,500				
Gondola Operations	Payroll Processing	26,390	19,166	29,052	29,052	-	29,052	-	0.0%	29,052	29,052	29,052	29,052				
Gondola Operations	Vehicle Repair & Maintenance	-	6,792	2,500	2,500	-	2,500	-	0.0%	2,500	2,500	2,500	2,500				
Gondola Operations	Recruiting	8,549	13,490	16,000	10,000	(6,000)	10,000	-	0.0%	10,000	10,000	10,000	10,000				
Gondola Operations	Travel, Education & Training	1,259	6,922	7,500	12,500	5,000	12,500	-	0.0%	12,500	12,500	12,500	12,500				
Gondola Operations	Supplies	13,588	16,549	18,000	16,000	(2,000)	16,000	-	0.0%	16,000	16,000	16,000	16,000				
Gondola Operations	Operating Incidents	-	-	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000				
Gondola Operations	Blankets - Purchase/Cleaning	1,206	-	-	-	-	-	-	na	-	-	-	-				
Gondola Operations	Business Meals	435	805	500	500	-	500	-	0.0%	500	500	500	500				
Gondola Operations	Employee Appreciation	5,399	4,671	4,500	6,500	2,000	6,500	-	0.0%	6,500	6,500	6,500	6,500				
Gondola Operations	COVID-19 Related Expenses	45,814	21,015	20,000	5,000	(15,000)	1,000	(4,000)	-80.0%	1,000	1,000	1,000	1,000				
Gondola Operations	Utilities - Gas & Oil	3,943	3,931	4,200	4,200	-	4,200	-	0.0%	4,200	4,200	4,200	4,200				
Gondola Operations	Grant Success Fees	-	-	-	-	-	-	-	na	-	-	-	-				
<b>Total Gondola Ops</b>		<b>2,021,581</b>	<b>2,157,906</b>	<b>2,429,145</b>	<b>2,381,128</b>	<b>(48,017)</b>	<b>2,651,007</b>	<b>269,879</b>	<b>11.3%</b>	<b>2,657,610</b>	<b>2,701,923</b>	<b>2,671,456</b>	<b>2,678,716</b>				
Gondola Maintenance	Salaries & Wages	725,242	770,474	792,758	792,758	-	899,808	107,050	13.5%	899,808	899,808	899,808	899,808				
Gondola Maintenance	Housing Allowance	10,327	10,644	10,986	10,986	-	10,986	-	0.0%	10,986	10,986	10,986	10,986				
Gondola Maintenance	Group Insurance	151,059	153,336	168,471	168,471	-	171,840	3,369	2.0%	175,277	178,783	182,358	186,006				
Gondola Maintenance	Dependent Health Reimbursement	(7,706)	(7,800)	(9,672)	(9,672)	-	(9,672)	-	0.0%	(9,672)	(9,672)	(9,672)	(9,672)				
Gondola Maintenance	PERA & Payroll Taxes	117,569	116,917	128,358	128,358	-	145,454	17,096	13.3%	145,454	145,454	145,454	145,454				
Gondola Maintenance	PERA 401K	34,365	36,331	37,199	37,199	-	37,199	-	0.0%	37,199	37,199	37,199	37,199				
Gondola Maintenance	Workers Compensation	33,546	23,018	40,950	40,950	-	40,950	-	0.0%	40,950	40,950	40,950	40,950				
Gondola Maintenance	Other Employee Benefits	20,000	25,580	21,480	21,480	-	22,554	1,074	5.0%	23,682	24,866	26,109	27,415				
Gondola Maintenance	Agency Compliance	155	340	1,000	1,000	-	1,000	-	0.0%	1,000	1,000	1,000	1,000				
Gondola Maintenance	Employee Assistance Program	171	-	320	320	-	320	-	0.0%	320	320	320	320				
Gondola Maintenance	Employee Life Insurance	2,883	2,967	2,500	2,500	-	2,500	-	0.0%	2,500	2,500	2,500	2,500				
Gondola Maintenance	Flex Spending Admin Fees	257	150	300	300	-	300	-	0.0%	300	300	300	300				
Gondola Maintenance	Uniforms	5,715	2,870	4,000	4,000	-	4,000	-	0.0%	4,000	4,000	4,000	4,000				
Gondola Maintenance	Payroll Processing	8,059	5,180	9,000	9,000	-	9,000	-	0.0%	9,000	9,000	9,000	9,000				
Gondola Maintenance	Vehicle Repair & Maintenance	28,756	22,816	25,000	25,000	-	25,000	-	0.0%	25,000	25,000	25,000	25,000				
Gondola Maintenance	Trails & Road Maintenance	5,310	1,588	7,500	7,500	-	7,500	-	0.0%	7,500	7,500	7,500	7,500				
Gondola Maintenance	Facility Expenses	25,562	20,243	30,000	30,000	-	30,000	-	0.0%	30,000	30,000	30,000	30,000				

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
**Gondola Fund**

Worksheet	Account Name	Actuals		2022		2022 \$		2023		2023 \$		2023 %		2024 Long	2025 Long	2026 Long	2027 Long
		2020	2021	Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments	Term	Term	Term	Term	Projection	Projection	Projection	Projection
Gondola Maintenance	Recruiting	1,040	465	1,500	2,500	1,000	2,500	-	0.0%	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Gondola Maintenance	Dues & Fees	8,914	13,329	14,000	14,000	-	14,000	-	0.0%	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000
Gondola Maintenance	Travel, Education & Training	2,277	7,040	10,000	10,000	-	10,000	-	0.0%	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Gondola Maintenance	Contract Labor	23,151	34,754	25,000	25,000	-	25,000	-	0.0%	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Gondola Maintenance	Postage & Freight	540	527	1,000	1,000	-	1,000	-	0.0%	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Gondola Maintenance	Supplies	27,950	25,641	40,000	40,000	-	40,000	-	0.0%	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Gondola Maintenance	Parts	153,098	110,749	120,000	120,000	-	120,000	-	0.0%	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000
Gondola Maintenance	Business Meals	111	1,070	500	500	-	500	-	0.0%	500	500	500	500	500	500	500	500
Gondola Maintenance	Employee Appreciation	796	553	550	2,750	2,200	1,500	(1,250)	-45.5%	1,500	1,500	1,500	1,500	1,500	1,500	1,500	
Gondola Maintenance	COVID-19 Related Expenses	9,334	3,440	10,000	1,000	(9,000)	-	(1,000)	-100.0%	-	-	-	-	-	-	-	
Gondola Maintenance	Utilities - Gas & Oil	5,502	4,780	5,000	5,000	-	5,000	-	0.0%	5,000	5,000	5,000	5,000	5,000	5,000	5,000	
<b>Total Gondola Maintenance</b>		<b>1,393,983</b>	<b>1,387,002</b>	<b>1,497,699</b>	<b>1,491,899</b>	<b>(5,800)</b>	<b>1,618,238</b>	<b>126,339</b>	<b>8.5%</b>	<b>1,622,803</b>	<b>1,627,492</b>	<b>1,632,311</b>	<b>1,637,264</b>				
Gondola MR&R	Noise Mitigation	-	-	-	-	-	-	-	na	-	-	-	-	-	-	-	-
Gondola MR&R	Bull Wheel Replacement	-	55,605	-	55,605	55,605	-	(55,605)	-100.0%	-	-	150,000	-	-	-	-	
Gondola MR&R	Gearbox Rebuild	-	-	-	-	-	-	-	na	-	-	-	-	-	-	-	
Gondola MR&R	Ski/Board Racks Upgrade	125	-	-	-	-	-	-	na	-	-	-	-	-	-	-	
Gondola MR&R	Gearbox Purchase - Critical Spare Parts	-	141,433	-	-	-	-	-	na	-	-	-	-	-	-	-	
Gondola MR&R	Haul Ropes	-	-	-	-	-	-	-	na	-	-	-	-	-	-	-	
Gondola MR&R	Conveyor Drives & Gear Motors	-	-	-	-	-	-	-	na	-	-	-	-	-	-	-	
Gondola MR&R	Conveyor Rebuilds	-	-	-	-	-	-	-	na	-	-	-	-	-	-	-	
Gondola MR&R	Cabin Window Buffing	10,400	17,459	10,000	10,158	158	20,000	9,842	96.9%	10,000	20,000	10,000	20,000	10,000	20,000	20,000	
Gondola MR&R	Fiber Optics - Control System	-	17,033	-	-	-	50,000	50,000	na	-	-	-	-	-	-	-	
Gondola MR&R	Cabin Refurbs	57,867	21,021	20,000	20,000	-	20,000	-	0.0%	20,000	20,000	20,000	20,000	20,000	20,000	20,000	
Gondola MR&R	Station Upgrades (3)	56,731	32,859	250,000	125,000	(125,000)	325,000	200,000	160.0%	50,000	50,000	150,000	-	-	-	-	
Gondola MR&R	Electric Motor	-	-	-	-	-	-	-	na	-	-	-	-	-	-	-	
Gondola MR&R	Lighting Array Repairs	30,780	-	20,000	-	(20,000)	20,000	20,000	na	20,000	20,000	20,000	20,000	20,000	20,000	20,000	
Gondola MR&R	Grant funded Projects - Driveline Rebuilds	-	115,458	-	16,461	16,461	-	(16,461)	-100.0%	-	-	-	-	-	-	-	
Gondola MR&R	Grant funded Projects - Conveyor Rebuilds	-	229,536	-	45,792	45,792	-	(45,792)	-100.0%	-	-	-	-	-	-	-	
Gondola MR&R	Wayfinding	-	-	-	-	-	10,000	10,000	na	10,000	10,000	10,000	10,000	10,000	10,000	10,000	
<b>Total MR&amp;R</b>		<b>155,903</b>	<b>630,404</b>	<b>300,000</b>	<b>273,016</b>	<b>(26,984)</b>	<b>445,000</b>	<b>171,984</b>	<b>63.0%</b>	<b>110,000</b>	<b>120,000</b>	<b>360,000</b>	<b>70,000</b>				
Gondola Capital	Gondola Cabins	-	-	-	-	-	-	-	na	-	-	-	-	-	-	-	
Gondola Capital	Vehicles (4)	-	-	100,000	-	(100,000)	107,007	107,007	na	-	-	-	-	-	-	-	
Gondola Capital	Equipment Replacement	11,818	-	18,000	20,947	2,947	-	(20,947)	-100.0%	37,500	15,000	15,000	22,000	37,500	15,000	15,000	
Gondola Capital	Grip Replacements	-	-	-	-	-	200,000	200,000	na	200,000	-	-	-	-	-	-	
Gondola Capital	Bike Racks	574	58,706	-	-	-	-	-	na	-	-	-	-	-	-	-	
Gondola Capital	Staircases	-	-	-	-	-	-	-	na	-	-	-	-	-	-	-	
Gondola Capital	Terminal Flooring	-	-	-	-	-	-	-	na	-	-	-	-	-	-	-	
Gondola Capital	AC Drives/Motors	-	-	-	-	-	30,000	30,000	na	-	-	55,000	-	-	-	-	
<b>Total Capital</b>		<b>12,392</b>	<b>58,706</b>	<b>118,000</b>	<b>20,947</b>	<b>(97,053)</b>	<b>337,007</b>	<b>316,060</b>	<b>1508.9%</b>	<b>237,500</b>	<b>15,000</b>	<b>70,000</b>	<b>22,000</b>				

(3) 2023 - \$150k angle station public restroom remodel; \$50 Station 6 Lightbox Art refresh; \$35k Oak Street Bike Parking Facility; \$25k turn around bumper rails stations 5 & 6  
(4) 2023 - Purchase of two Transit Connects and one Colorado grant funding dependent

# Agenda Item 10

## Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget

### Grants & Contributions

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022		2023		2023 % Adjustments	2024 Long Term Projection	2025 Long Term Projection	2026 Long Term Projection	2027 Long Term Projection	
				2022 Original	Forecasted	2022 \$ Adjustments	2023 Proposed						2023 \$ Adjustments
Grants and Contributions	Telluride Foundation Fee (1)	9,793	7,838	8,550	9,150	600	10,538	1,388	15.2%	10,538	10,538	10,538	10,538
Grants and Contributions	Ah Haa School for the Arts	5,000	5,000	-	-	-	5,000	5,000	na	-	-	-	-
Grants and Contributions	Center for Mental Health	7,500	7,500	8,000	8,000	-	-	(8,000)	-100.0%	-	-	-	-
Grants and Contributions	San Miguel Resource Center	18,000	18,000	18,000	18,000	-	18,000	-	0.0%	-	-	-	-
Grants and Contributions	One To One	8,000	9,000	10,000	10,000	-	13,500	3,500	35.0%	-	-	-	-
Grants and Contributions	GoHawkeye Foundation	-	-	-	-	-	1,500	1,500	na	-	-	-	-
Grants and Contributions	Telluride Mountain Club	-	5,000	6,000	6,000	-	9,000	3,000	50.0%	-	-	-	-
Grants and Contributions	Telluride Humane Society	4,000	-	-	-	-	-	-	na	-	-	-	-
Grants and Contributions	Watershed Education Program	3,000	-	5,000	5,000	-	4,000	(1,000)	-20.0%	-	-	-	-
Grants and Contributions	T-Ride Ski & Snowboard Club	7,500	7,000	7,500	7,500	-	9,000	1,500	20.0%	-	-	-	-
Grants and Contributions	KOTO	7,500	5,000	-	-	-	-	-	na	-	-	-	-
Grants and Contributions	True North	12,500	12,000	13,500	13,500	-	13,500	-	0.0%	-	-	-	-
Grants and Contributions	Telluride TV	1,875	-	-	-	-	-	-	na	-	-	-	-
Grants and Contributions	Tri County Health Network	12,077	10,000	13,500	13,500	-	13,500	-	0.0%	-	-	-	-
Grants and Contributions	Telluride Nordic Association	-	4,000	5,000	5,000	-	5,000	-	0.0%	-	-	-	-
Grants and Contributions	Friends of Colorado Avalanche Info Center	-	3,000	4,000	4,000	-	5,000	1,000	25.0%	-	-	-	-
Grants and Contributions	Telluride Institute	-	5,000	-	-	-	4,000	4,000	na	-	-	-	-
Grants and Contributions	Miscellaneous Contributions (2)	9,625	-	-	2,500	2,500	-	(2,500)	-100.0%	140,500	140,500	140,500	140,500
Grants and Contributions	Pinhead Institute	5,000	5,000	10,000	10,000	-	11,000	1,000	10.0%	-	-	-	-
Grants and Contributions	San Miguel Educational Fund	-	-	3,500	3,500	-	5,000	1,500	42.9%	-	-	-	-
Grants and Contributions	Telluride Education Foundation	-	-	5,000	5,000	-	5,500	500	10.0%	-	-	-	-
Grants and Contributions	Sheep Mountain Alliance	-	-	4,000	4,000	-	5,500	1,500	37.5%	-	-	-	-
Grants and Contributions	Telluride Adaptive Sports Program	9,000	9,000	9,000	9,000	-	12,500	-	0.0%	-	-	-	-
<b>Total</b>		<b>120,370</b>	<b>112,338</b>	<b>130,550</b>	<b>133,650</b>	<b>3,100</b>	<b>151,038</b>	<b>13,888</b>	<b>10.4%</b>	<b>151,038</b>	<b>151,038</b>	<b>151,038</b>	<b>151,038</b>

(1) The Foundation fee is 7.5% of grants awarded.

(2) 2020 Telluride Institute and Telluride TV add ons, 2022 San Miguel Rural Philanthropy Days

## Agenda Item 11

TO: Mountain Village Town Council  
 FROM: Jim Loebe, Director of Transportation  
 DATE: September 8, 2022  
 RE: Parks and Recreation Budget Narrative

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### Program Narrative

While maintaining all other department functions, in 2023, the Town’s Parks and Recreation department is focusing on the following missions. This is reflected in the top goals for the coming year.

*Safety:* Identify and mitigate environmental hazards throughout the Town.

*User Experience:* Provide accessible, affordable, diverse, and well-maintained recreational opportunities to all Mountain Village residents and visitors.

### Program Goals

Goal	Financial Implications	Measurement	Environmental Impact	Overall Town Goal
1. <b>TMV - Lawson Underpass:</b> Continued collaboration with regional partners on planning and construction with a targeted implementation timeline of summer 2024.	<p><b>\$0 in 2023</b>  <b>\$Up to \$300,000 in 2024*</b></p> <p><i>TAP Construction Grant Applied For.</i></p>	Ad Plan Set Complete by <b>End of Q2 2023.</b>	<p><b>Carbon Neutrality</b>  <i>Multimodal Transportation</i>            Reduced Air Pollution and GHG Emissions by Providing Safe Active Transportation Corridor for bike and pedestrian traffic</p>	Pursue capital improvements to support and maintain a world class, year round destination.

2.	<b>Hazard Tree Removal:</b> On-going removal of standing dead and deadfall on Town owned open space parcels, along road rights-of-way, trails, and other critical Town infrastructure to enhance public safety, wildfire mitigation, and general beautification.	<b>\$45,000</b> Summer Seasonals <b>\$20,000</b> Equipment Purchase – Chipper <b>\$14,000</b> Equipment Purchase – Dump Trailer <b>\$79,000 TOTAL</b>	All Hazard Trees on Mountain Village Boulevard and Jurassic Trail Removed Before <b>10/31/2023</b> .	<b>Wildfire Mitigation</b>	Pursue capital improvements to support and maintain a world class, year round destination.
3.	<b>Trails Master Plan Project Implementation:</b> Identify priority projects to tackle in 2023 from both construction and design / engineering perspectives. Explore outside funding opportunities for said projects.	<b>\$300,000</b>	Proposed Projects Completed Prior To <b>Beginning of Winter 2023-34 Season.</b>	<b>Carbon Neutrality</b> <i>Multimodal Transportation</i> Reduced Air Pollution and GHG Emissions by Providing Safe Active Transportation Corridors	Pursue capital improvements to support and maintain a world class, year round destination.
4.	<b>Extend Reflection Plaza Ice Skating Season:</b> Design and fabrication of a sunshade which will extend the ice skating season on Reflection Plaza until the last day of the ski season.	<b>\$20,000*</b> Per OS-1A-MVB Conveyance Agreement, Hotel Madeline will reimburse the Town for the cost of the shade structure	Viability of Ice Surface Until <b>Closing Day of the Ski Area.</b>	<b>Carbon Neutrality</b> <i>Energy Efficiencies</i> Shade will lower the energy use needed to maintain the ice rink.	Provide world class service to the Town’s residents, second homeowners, guests, and partners.

**Department :** Parks & Recreation Department  
**Fund:** General Fund

Parks & Recreation Department - General Fund					
	2022	2022	2023		
Budget Category	Original Budget	Updated Forecast	Preliminary Budget	Variance	Variance explanation
Operating Expenses	556,641	562,220	677,624	20.5%	Increase in personnel expenses 16.4% (includes new seasonal staff and wage inc) Contribution to USFS Ranger program 4.5% (last made in 2020) Increase in platform tennis court expense 2.4% Decrease in ice rink expenses -2.0% Decrease in equipment rentals -1.0%

**Recession Planning:** In the event of an economic slowdown, any non-essential maintenance work could be deferred in necessary. Additionally, newly positions could remain unfilled if significant cuts were necessary and other non-essential personnel related costs could be cut such as training.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
**Parks & Recreation**

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022		2023		2023 %	2024 Long Term Projection	2025 Long Term Projection	2026 Long Term Projection	2027 Long Term Projection	
				2022 Original	Forecasted	2022 \$ Adjustments	2023 Proposed						2023 \$ Adjustments
Parks & Recreation	Salaries & Wages (4)	139,401	174,551	230,988	230,988	-	307,564	76,576	33.2%	307,564	307,564	307,564	307,564
Parks & Recreation	Offset Labor	(10,233)	(2,313)	(5,000)	(5,000)	-	(5,000)	-	0.0%	(5,000)	(5,000)	(5,000)	(5,000)
Parks & Recreation	Group Insurance	50,218	41,722	61,369	61,369	-	62,596	1,227	2.0%	63,848	65,125	66,428	67,756
Parks & Recreation	Dependent Health Reimbursement	(3,779)	(4,248)	(5,200)	(5,200)	-	(5,200)	-	0.0%	(5,200)	(5,200)	(5,200)	(5,200)
Parks & Recreation	PERA & Payroll Taxes	23,776	25,428	36,889	36,889	-	49,118	12,229	33.2%	49,118	49,118	49,118	49,118
Parks & Recreation	PERA 401K	7,115	7,665	8,000	8,000	-	10,000	2,000	25.0%	10,000	10,000	10,000	10,000
Parks & Recreation	Workers Compensation	506	1,735	2,500	2,500	-	2,500	-	0.0%	2,500	2,500	2,500	2,500
Parks & Recreation	Other Employee Benefits	3,910	3,102	4,730	5,160	430	5,418	258	5.0%	5,689	5,973	6,272	6,586
Parks & Recreation	Uniforms	619	1,374	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000
Parks & Recreation	Consultant Services	-	639	-	-	-	-	-	na	-	-	-	-
Parks & Recreation	Weed Control	-	394	5,000	3,000	(2,000)	3,000	-	0.0%	3,000	3,000	3,000	3,000
Parks & Recreation	Janitorial/Trash Removal	-	1,650	-	3,600	3,600	3,600	-	0.0%	3,600	3,600	3,600	3,600
Parks & Recreation	Repair & Maintenance	120	144	-	-	-	-	-	na	-	-	-	-
Parks & Recreation	Vehicle Repair & Maintenance	12,537	4,157	7,500	7,500	-	7,500	-	0.0%	7,500	7,500	7,500	7,500
Parks & Recreation	Equipment Rental	-	4,956	2,000	6,000	4,000	-	(6,000)	-100.0%	-	-	-	-
Parks & Recreation	Facility Expense	62	331	2,500	1,250	(1,250)	1,500	250	20.0%	1,500	1,500	1,500	1,500
Parks & Recreation	Communications	1,528	1,388	2,000	1,500	(500)	2,000	500	33.3%	2,000	2,000	2,000	2,000
Parks & Recreation	Dues & Fees	108	(54)	260	260	-	260	-	0.0%	260	260	260	260
Parks & Recreation	Hotel Madeline Dues/Shared Facility Expense	61,608	63,167	65,000	71,100	6,100	71,100	-	0.0%	71,100	71,100	71,100	71,100
Parks & Recreation	Travel, Education & Conference	-	15	3,500	3,500	-	3,500	-	0.0%	3,500	3,500	3,500	3,500
Parks & Recreation	Contract Labor	5,820	5,219	5,000	5,000	-	5,000	-	0.0%	5,000	5,000	5,000	5,000
Parks & Recreation	Striping	880	1,000	1,000	1,000	-	1,000	-	0.0%	1,000	1,000	1,000	1,000
Parks & Recreation	Postage And Freight	-	333	200	200	-	200	-	0.0%	200	200	200	200
Parks & Recreation	General Supplies & Materials	2,801	871	5,000	2,500	(2,500)	2,500	-	0.0%	2,500	2,500	2,500	2,500
Parks & Recreation	Trail Maintenance Materials	9,055	8,367	25,000	15,000	(10,000)	15,000	-	0.0%	15,000	15,000	15,000	15,000
Parks & Recreation	Trail Materials - Dog Stations	1,045	558	500	2,000	1,500	2,000	-	0.0%	2,000	2,000	2,000	2,000
Parks & Recreation	Business Meals	83	70	200	200	-	200	-	0.0%	200	200	200	200
Parks & Recreation	Employee Appreciation	383	205	300	500	200	500	-	0.0%	500	500	500	500
Parks & Recreation	Utilities - Natural Gas	1,490	1,873	3,001	4,000	999	4,248	248	6.2%	4,248	4,248	4,248	4,248
Parks & Recreation	Utilities - Electricity	1,010	1,040	1,654	1,654	-	1,709	55	3.3%	1,709	1,709	1,709	1,709
Parks & Recreation	Utilities - Gasoline	3,411	8,757	6,000	10,000	4,000	9,100	(900)	-9.0%	9,100	9,100	9,100	9,100
Parks & Recreation	Open Space - Playgrounds	-	115	1,000	1,000	-	1,000	-	0.0%	1,000	1,000	1,000	1,000
Parks & Recreation	Boulder Activity	-	2,336	500	500	-	500	-	0.0%	500	500	500	500
Parks & Recreation	Frisbee Golf Activity	898	571	1,000	1,000	-	1,000	-	0.0%	1,000	1,000	1,000	1,000
Parks & Recreation	Platform Tennis Courts (1)	11,215	16,505	7,500	7,500	-	21,000	13,500	180.0%	5,000	17,000	17,000	17,000
Parks & Recreation	Nordic Trails & Grooming	295	151	2,500	2,500	-	2,500	-	0.0%	2,500	2,500	2,500	2,500
Parks & Recreation	Ice Rink Expenses Lot 50/51 (2)	26,238	33,039	25,000	28,000	3,000	17,000	(11,000)	-39.3%	17,000	17,000	17,000	17,000
Parks & Recreation	Ice Rink - Lot 50/51 Electric	21,004	19,444	25,000	25,000	-	25,825	825	3.3%	25,825	25,825	25,825	25,825
Parks & Recreation	Zamboni Room - Natural Gas	2,255	10,454	10,250	10,250	-	10,886	636	6.2%	10,886	10,886	10,886	10,886
Parks & Recreation	Wayfinding (3)	-	648	10,000	10,000	-	10,000	-	0.0%	10,000	10,000	10,000	10,000
Parks & Recreation	Contribution USFS Ranger	25,000	-	-	-	-	25,000	25,000	na	25,000	25,000	25,000	25,000
<b>Total</b>		<b>400,381</b>	<b>437,359</b>	<b>554,641</b>	<b>562,220</b>	<b>7,579</b>	<b>677,624</b>	<b>115,404</b>	<b>20.5%</b>	<b>663,147</b>	<b>676,708</b>	<b>678,310</b>	<b>679,952</b>

(1) 2021 - \$10K Court resurfacing; 2025 - \$10K Court resurfacing

(2) 2021 - \$10K Major compressor overhaul #1; 2022 - \$10K Major compressor overhaul #2

(3) 2022 - \$10,000 All new trails signage; 2023-2026 - Sign production and maintenance

(4) Added \$45K in 2023-2027 for two seasonal summer employees 5/1-10/31.

## Agenda Item 12

TO: Mountain Village Town Council  
 FROM: Zoe Dohnal, Director of Operations and Development  
 DATE: September 8, 2022  
 RE: Communications, Public Information, Marketing and Tourism Budget Narrative

### Program Narrative

While maintaining all other department functions, in 2023, the Town’s Marketing and Communications department is focusing on the following missions.

*Communications:* Maintain the Town’s website with a continued focus on site navigation, responsive design and relevant information for website visitors and accommodating accessibility needs.

*Marketing and Tourism:* Sustainably increase the current and future tax base of Mountain Village ensuring a balance between quality of life and the growing economy.

The goals set forth below will assist in fulfilling this mission.

### Program Goals

Goal	Financial Implications	Measurement	Environmental Impact	Overall Town Goal
1. <b>Compliance with Colorado’s HB-1110:</b> Develop a plan to update website functionality to comply with state law to be fully accessible to all users regardless of auditory, cognitive, neurological, physical, speech or visual disabilities and begin execution to track completion by July 1, 2024	<b>\$2,000</b> - Additional software cost for website add-ons	Accessibility plan completion by <b>July 1, 2023</b>	<b>Zero Waste</b> <i>Reduction of Paper:</i> Growing website use to reduce print communication	Provide world class service to the Town’s residents, second homeowners, guests, and partners.

2.	<b>Oversee the Telluride Tourism Bureau (TTB):</b> Ensure a shift in the region’s marketing messaging to create an individual brand identity for Mountain Village.	<b>None</b> - No change to Town’s current budget	Maintain contract performance measures*	<b>Carbon Neutrality</b> <i>Occupancy and Traffic:</i> Staff will continue to monitor the balance between growing hotel occupancy and the impact to our environment.	Expand opportunities for business development within Mountain Village.
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**\*TTB Current Contract Performance Measures**

- Telluride.com’s pages views and session **at or over 1.5 pages**, average session duration **at or over 1 minute**, and a bounce rate of **less than 60%**
- Marketing campaign’s average click through rate (CTR) **at or over 1%**
- **Increase** Town occupancy by **2% YOY**
- **Increase** Town tax revenues by **8% YOY**

**Fund:** Tourism Fund  
**Fund Type:** Governmental - Special Revenue

**Funding Sources:** Lodging taxes, restaurant taxes, business license fees. These revenues are restricted for the purpose of advertising and marketing local tourism. 50% of lodging taxes and 100% of restaurant taxes, less a 2% administration fee, are remitted to the airline guaranty program. The remaining 50% of lodging taxes and business license revenue are available for marketing purposes.

**2023 Budget Assumptions:** Lodging tax is projected to decrease by 15% in 2023 due to an anticipated decline in average daily rates.

Restaurant taxes are projected to remain constant with 2022 forecasts.

Marketing expenses previously accounted for in the general fund and charged back to the Tourism fund at year end will be accounted for directly in the Tourism fund going forward.

Tourism Fund Summary					
Budget Category	2022	2022	2023	Variance	Variance explanation
	Original Budget	Updated Forecast	Preliminary Budget		
Revenues	3,901,546	5,143,595	4,522,306	-12.1%	Decrease in projected lodging taxes 12.0%
Operating Expenses	3,495,597	4,286,202	4,221,107	-1.5%	Increase in operating expenses (previously accounted for in the general fund) 5.6% Decrease in airline guaranty funding (7.2%) due to a projected decrease in lodging tax
Capital Outlay	-	-	-	0.0%	
Other Sources/(Uses)	(405,949)	(337,011)	(124,546)	-63.0%	Operating expenses previously recorded in the general fund and charged back at year end will be accounted for in operating expenses going forward.
Surplus (Deficit)	-	520,382	176,653	-66.1%	
Beginning Fund Balance	-	-	520,382	na	
Ending Fund Balance	-	520,382	697,035	33.9%	

**Recession Planning:** Should tax revenues decrease more than anticipated, there would be a decrease in airline guaranty funding. It would be necessary to continue marketing the community during any slow down. Fund balance could be used to complete the marketing plan.

**Long term considerations:** Town staff will continue to monitor the success of the marketing initiatives and adjust the marketing plan accordingly.

**Fund:** Historical Museum Fund  
**Fund Type:** Governmental - Special Revenue

**Funding Sources:** Property tax. A dedicated mill levy was approved by voters for the purpose of providing funding to the Telluride Historical Museum.

**2023 Budget Assumptions:** Revenue is based on the counties preliminary valuation at .333 mills

<b>Historical Museum Fund Summary</b>					
<b>Budget Category</b>	<b>2022</b>		<b>2023</b>		<b>Variance explanation</b>
	<b>Original Budget</b>	<b>Updated Forecast</b>	<b>Preliminary Budget</b>	<b>Variance</b>	
<b>Revenues</b>	108,879	108,879	108,803	-0.1%	Decrease due to a -.1% decrease in valuation
<b>Operating Expenses</b>	108,879	108,879	108,803	-0.1%	
<b>Capital Outlay</b>	-	-	-	0.0%	
<b>Other Sources/(Uses)</b>	-	-	-	0.0%	
<b>Surplus (Deficit)</b>	-	-	-	0.0%	
<b>Beginning Fund Balance</b>	-	-	-	<b>0.0%</b>	
<b>Ending Fund Balance</b>	-	-	-	0.0%	

**Recession Planning:** This is a dedicated property tax that is paid out as it is collected. Any decrease in revenue would be fully offset by a decrease in museum funding.

**Long term considerations:** N/A

Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget

Tourism

Worksheet	Account Name	Actuals		2022			2023			2024 Long	2025 Long	2026 Long	2027 Long
		2020	2021	Original	Forecasted	\$ Adjustments	Proposed	\$ Adjustments	% Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Tourism Revs	Lodging Taxes - Condos/Private Homes	1,205,168	2,244,364	2,056,090	2,780,569	724,479	2,365,402	(415,167)	-14.9%	2,412,710	2,460,964	2,510,184	2,560,387
Tourism Revs	Lodging Taxes - Hotel Rooms	761,487	1,005,419	948,768	1,289,699	340,931	1,094,326	(195,373)	-15.1%	1,116,213	1,138,537	1,161,308	1,184,534
Tourism Revs	Lodging Taxes - Prior Period	3,286	6,678	-	4,041	4,041	-	(4,041)	-100.0%	-	-	-	-
Tourism Revs	Taxes-Restaurant	385,851	550,880	551,187	680,078	128,891	680,078	-	0.0%	693,680	707,553	721,704	736,138
Tourism Revs	Lodging/Restaurant Tax Penalty	2,770	3,779	4,000	4,000	-	4,000	-	0.0%	4,000	4,000	4,000	4,000
Tourism Revs	Restaurant Taxes - Prior Period	1,103	442	-	2,707	2,707	-	(2,707)	-100.0%	-	-	-	-
Tourism Revs	Business Licenses	325,546	349,775	335,000	360,000	25,000	360,000	-	0.0%	360,000	360,000	360,000	360,000
Tourism Revs	Penalty - Business License	10,527	16,135	6,500	20,000	13,500	16,000	(4,000)	-20.0%	16,000	16,000	16,000	16,000
Tourism Revs	Prior Period Business License	418	1,380	-	2,500	2,500	2,500	-	0.0%	2,500	2,500	2,500	2,500
<b>Total Revenues</b>		<b>2,696,156</b>	<b>4,178,852</b>	<b>3,901,546</b>	<b>5,143,595</b>	<b>1,242,049</b>	<b>4,522,306</b>	<b>(621,289)</b>	<b>-12.1%</b>	<b>4,605,102</b>	<b>4,689,554</b>	<b>4,775,695</b>	<b>4,863,559</b>
Tourism - General Operating Expense	Salaries & Wages	-	-	-	-	-	157,126	157,126	na	157,126	157,126	157,126	157,126
Tourism - General Operating Expense	Group Insurance	-	-	-	-	-	26,203	26,203	na	26,203	26,203	26,203	26,203
Tourism - General Operating Expense	PERA & Payroll Taxes	-	-	-	-	-	25,093	25,093	na	25,093	25,093	25,093	25,093
Tourism - General Operating Expense	PERA 401K	-	-	-	-	-	5,499	5,499	na	5,499	5,499	5,499	5,499
Tourism - General Operating Expense	Workers Compensation	-	-	-	-	-	150	150	na	150	150	150	150
Tourism - General Operating Expense	Other Employee Benefits	-	-	-	-	-	2,268	2,268	na	2,381	2,500	2,625	2,757
Tourism - General Operating Expense	Uniforms	-	-	-	120	120	400	280	233.3%	400	400	400	400
Tourism - General Operating Expense	Communications	-	-	-	1,441	1,441	2,025	584	40.5%	2,025	2,025	2,025	2,025
Tourism - General Operating Expense	Travel, Education & Training (5)	-	-	-	6,500	6,500	16,500	10,000	153.8%	16,500	16,500	16,500	16,500
Tourism - General Operating Expense	General Supplies & Materials	-	-	-	3,000	3,000	4,000	1,000	33.3%	4,000	4,000	4,000	4,000
Tourism - General Operating Expense	Employee Appreciation	-	-	-	150	150	200	50	33.3%	200	200	200	200
Tourism - General Operating Expense	Marketing-Business Development	-	-	-	18,000	18,000	15,000	(3,000)	-16.7%	15,000	15,000	15,000	15,000
Tourism - General Operating Expense	Print Collateral	-	-	-	22,000	22,000	22,000	-	0.0%	22,000	22,000	22,000	22,000
Tourism - General Operating Expense	Marketing-Software	-	-	-	10,000	10,000	11,000	1,000	10.0%	11,000	11,000	11,000	11,000
Tourism - General Operating Expense	Marketing-Design	-	-	-	6,000	6,000	6,000	-	0.0%	6,000	6,000	6,000	6,000
Tourism - General Operating Expense	Marketing-Video	-	-	-	1,500	1,500	1,500	-	0.0%	1,500	1,500	1,500	1,500
Tourism - General Operating Expense	Postage & Freight	-	-	-	500	500	500	-	0.0%	500	500	500	500
Tourism - General Operating Expense	Photos	-	-	-	2,000	2,000	2,000	-	0.0%	2,000	2,000	2,000	2,000
Tourism - General Operating Expense	Website Hosting	-	-	-	2,500	2,500	5,500	3,000	120.0%	5,500	5,500	5,500	5,500
Tourism - General Operating Expense	Website Development	-	-	-	17,000	17,000	19,000	2,000	11.8%	19,000	19,000	19,000	19,000
Tourism - General Operating Expense	E-Mail Communication	-	-	-	5,000	5,000	5,000	-	0.0%	5,000	5,000	5,000	5,000
Tourism - General Operating Expense	Print Advertising	-	-	-	11,500	11,500	18,000	6,500	56.5%	18,000	18,000	18,000	18,000
Tourism - General Operating Expense	Promo Items/Info	-	-	-	950	950	1,900	950	100.0%	1,900	1,900	1,900	1,900
Tourism - General Operating Expense	Special Events Marketing	-	-	-	5,000	5,000	7,000	2,000	40.0%	7,000	7,000	7,000	7,000
Tourism - General Operating Expense	Social Media	-	-	-	5,000	5,000	3,000	(2,000)	-40.0%	3,000	3,000	3,000	3,000
<b>Total Operating Expense</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>118,161</b>	<b>118,161</b>	<b>356,864</b>	<b>238,703</b>	<b>202.0%</b>	<b>356,978</b>	<b>357,097</b>	<b>357,222</b>	<b>357,353</b>
Tourism - Marketing Expense	Marketing - External	-	-	1,480,553	1,500,000	19,447	1,500,000	-	0.0%	1,500,000	1,500,000	1,500,000	1,500,000
Tourism - Marketing Expense	MTI Lodging Funding	975,121	1,611,948	-	-	-	-	-	na	-	-	-	-
Tourism - Marketing Expense	MTI Business License Funding	306,406	330,087	-	-	-	-	-	na	-	-	-	-
Tourism - Marketing Expense	Airline Guaranty Lodging Taxes	965,271	1,595,665	1,472,381	1,996,412	524,031	1,695,267	(301,145)	-15.1%	1,729,172	1,763,755	1,799,031	1,835,011
Tourism - Marketing Expense	Airline Guaranty Restaurant Taxes	379,214	540,295	540,163	669,129	128,966	666,476	(2,653)	-0.4%	679,806	693,402	707,270	721,416
Tourism - Marketing Expense	Audit Fees	2,500	-	2,500	2,500	-	2,500	-	0.0%	2,500	2,500	2,500	2,500
<b>Total Marketing Expense</b>		<b>2,628,513</b>	<b>4,077,995</b>	<b>3,495,597</b>	<b>4,168,041</b>	<b>672,444</b>	<b>3,864,243</b>	<b>(303,798)</b>	<b>-7.3%</b>	<b>3,911,478</b>	<b>3,959,658</b>	<b>4,008,801</b>	<b>4,058,927</b>

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

***Tourism***

Worksheet	Account Name								2024 Long	2025 Long	2026 Long	2027 Long	
		Actuals 2020	Actuals 2021	2022 Original	2022 Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	2023 % Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Tourism Transfers	Transfer (To)/From General Fund	(67,643)	(100,857)	(405,949)	(337,011)	68,938	(124,546)	212,465	-63.0%	(126,202)	(127,891)	(129,614)	(131,371)
<b>Total Other Sources/Uses</b>		<b>(67,643)</b>	<b>(100,857)</b>	<b>(405,949)</b>	<b>(337,011)</b>	<b>68,938</b>	<b>(124,546)</b>	<b>212,465</b>	<b>-63.0%</b>	<b>(126,202)</b>	<b>(127,891)</b>	<b>(129,614)</b>	<b>(131,371)</b>
<b>Surplus (Deficit)</b>		-	-	-	520,382	520,382	176,652	(343,729)	(3)	210,444	244,909	280,059	315,908
<b>Beginning Fund Balance</b>		-	-	-	-	-	520,382	-	-	697,034	907,478	1,152,387	1,432,446
<b>Ending Fund Balance</b>		-	-	-	520,382	-	697,034	-	-	907,478	1,152,387	1,432,446	1,748,354

(1)Marketing expenses previously recorded in the General Fund will be recorded directly in the Tourism Fund beginning in 2023.

***Historical Museum***

Worksheet	Account Name								2024 Long	2025 Long	2026 Long	2027 Long	
		Actuals 2020	Actuals 2021	2022 Original	2022 Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	2023 % Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Historical Museum Revs	Tax - Property .333 Mills Historical Museum	104,761	103,201	108,879	108,879	-	108,803	(76)	-0.1%	111,057	111,057	113,278	113,278
Historical Museum Revs	Tax - Property - Abatements	(2,596)	(893)	-	-	-	-	-	na	-	-	-	-
<b>Total Revenues</b>		<b>102,165</b>	<b>102,308</b>	<b>108,879</b>	<b>108,879</b>	<b>-</b>	<b>108,803</b>	<b>(76)</b>	<b>-0.1%</b>	<b>111,057</b>	<b>111,057</b>	<b>113,278</b>	<b>113,278</b>
Historical Museum	Historical Museum Mil Levy	100,114	100,256	106,696	106,696	-	106,621	(75)	-0.1%	108,830	108,830	111,006	111,006
Historical Museum	County Treasurer's Fees	2,050	2,052	2,184	2,184	-	2,182	(2)	-0.1%	2,227	2,227	2,272	2,272
<b>Total Expense</b>		<b>102,165</b>	<b>102,308</b>	<b>108,879</b>	<b>108,879</b>	<b>-</b>	<b>108,803</b>	<b>(76)</b>	<b>-0.1%</b>	<b>111,057</b>	<b>111,057</b>	<b>113,278</b>	<b>113,278</b>
<b>Surplus (Deficit)</b>		-	-	-	-	-	-	-	-	-	-	-	-

## Agenda Item 13

TO: Mountain Village Town Council  
 FROM: Zoe Dohnal, Director of Operations and Development  
 DATE: September 8, 2022  
 RE: Telluride Conference Center Budget Narrative

**Program Narrative**

While maintaining all other department functions, in 2023, the Telluride Conference Center will focus on the following missions.

*Economic Development:* Maintain the Telluride Conference Center is a full-service convention, special event, and entertainment facility dedicated to providing a quality experience and enhancing the prominence of the Telluride Region for the benefit of both visitors and locals.

The goals set forth below will assist in fulfilling this mission.

**Program Goals**

Goal	Financial Implications	Measurement	Environmental Impact	Overall Town Goal
<b>1. Telluride Conference Center (TCC) study execution and planning for recommendation implantation.</b>	<b>N/A</b> – Study costs are within the 2022 budget. Implementation and capital improvement costs will be discussed within 2023	Staff and consultants will create execution benchmarks.	<b>N/A</b>	Expand opportunities for business development within Mountain Village.

2.	<b>Manage Contract</b> and optimize the Center's financial potential.	<b>N/A</b> - No change to Town's current budget	<b>Increase</b> YOY revenue by <b>3%</b>	<b>N/A</b>	Expand opportunities for business development within Mountain Village.
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**Fund:** Telluride Conference Center (TCC) Fund  
**Fund Type:** Enterprise

**Funding Sources:** Transfers from the General Fund

**2023 Budget Assumptions:** The 2023 budget includes replacement of the aging HVAC system  
 Association dues are budgeted to decline in 2023

Telluride Conference Center Summary					
Budget Category	2022	2022	2023	Variance	Variance explanation
	Original Budget	Updated Forecast	Preliminary Budget		
Revenues	-	-	-	0.0%	
Operating Expenses	139,565	294,565	211,246	-28.3%	Decrease in association dues -11.3% Decrease in consulting fees -17% (consulting to be completed in 2022)
Capital Outlay	20,000	20,000	620,000	3000.0%	Replacement of the HVAC system
Other Sources/(Uses)	159,565	314,565	831,246	164.3%	Transfer from the General Fund to cover operating and capital expenses
Surplus (Deficit)	-	-	-	0.0%	
Beginning Available Fund Balance	-	-	-	0.0%	
Ending Available Fund Balance	-	-	-	0.0%	

**Recession Planning:** In the event of an economic downturn capital and marketing expenses would be scaled back to lessen the contribution required from the General Fund.

**Long term considerations:** Staff is working with a consultant to identify the most advantageous structure for operating this center into the future.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**Telluride Conference Center (TCC)**

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022		2022 \$	2023	2023 \$	2023 %				
				2022 Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments				
TCC Expense	Facility Expenses	-	-	-	-	-	-	-	na	-	-	-	-
TCC Expense	Consulting (3)	4,600	-	-	50,000	50,000	-	(50,000)	-100.0%	-	-	-	-
TCC Expense	Legal Costs	-	-	-	5,000	5,000	5,000	-	0.0%	5,000	5,000	5,000	5,000
TCC Expense	HOA Dues	107,066	119,478	139,565	139,565	-	106,246	(33,319)	-23.9%	100,668	102,681	104,735	106,830
TCC Expense	Marketing (1)	100,000	100,000	-	100,000	100,000	100,000	-	0.0%	100,000	100,000	100,000	100,000
TCC Expense	Capital Expenses (2)	-	13,882	20,000	20,000	-	620,000	600,000	3000.0%	20,000	20,000	20,000	20,000
<b>Total Expense</b>		<b>211,666</b>	<b>233,360</b>	<b>159,565</b>	<b>314,565</b>	<b>155,000</b>	<b>831,246</b>	<b>516,681</b>	<b>164.3%</b>	<b>225,668</b>	<b>227,681</b>	<b>229,735</b>	<b>231,830</b>
TCC Other Sources/Uses	Transfer (To)/From General Fund Operations	211,666	219,478	139,565	294,565	155,000	211,246	(83,319)	-28.3%	205,668	207,681	209,735	211,830
TCC Other Sources/Uses	Transfer (To)/From General Fund Cap/MR&R	-	13,882	20,000	20,000	-	620,000	600,000	3000.0%	20,000	20,000	20,000	20,000
<b>Total Other Source/Uses</b>		<b>211,666</b>	<b>233,360</b>	<b>159,565</b>	<b>314,565</b>	<b>155,000</b>	<b>831,246</b>	<b>516,681</b>	<b>164.3%</b>	<b>225,668</b>	<b>227,681</b>	<b>229,735</b>	<b>231,830</b>
<b>Surplus (Deficit)</b>		-	-	-	-	-	-	-		-	-	-	-

(1) Marketing agreement

(2) Contractual obligation as well as the HVAC system within the Telluride Conference Center which requires replacement. The system is 23 years old, which is 8 years past the industry standard for replacement. Despite a potential remodel to the TCC, this investment will be necessary to maintain its value

(3) RFP for study on optimizing TCC infrastructure and operations.

## Agenda Item 14

TO: Mountain Village Town Council  
 FROM: Dawn Katz, Director of Childcare  
 DATE: September 27, 2022  
 RE: Childcare Budget Narrative

### Program Narrative

While maintaining all other department functions, in 2023, Mountain Munchkins will focus on the following missions. This is reflected in the top goals for the coming year.

*Regional Childcare:* Provide affordable, high-quality childcare and preschool to families who live and work in the Mountain Village and Telluride Region

*Parent Resources:* Provides a friendly, informative environment for children and families

### Program Goals

		Financial Implications	Measurement	Environmental Impact	Overall Town Goal
1.	<b>Compliance with Colorado’s Rules and Regulations for Childcare Centers:</b> Ensure all files are current and health and safety inspections are completed, and all violations corrected within 30 days.	<b>None</b> - No change to Town’s current budget	Receive zero violations on visit from licensing inspector in 2023.	<b>Zero Waste Reduction of Paper:</b> Files to be kept electronically	Pursue policies to ensure effective use of taxpayer dollars.
2.	<b>Staff Career Development:</b> Provide staff members resources to further professional development. Create a strong team of qualified, professional educators.	<b>\$10,000-</b> No change to Town’s current budget- utilize funding from the State of Colorado	Staff members will complete ECE 101 and 103	<b>N/A</b>	Improve internal operations and make

		professional development opportunities			Mountain Village the employer of choice.
3.	<b>Enroll to capacity:</b> Ensure each classroom is enrolled at 100% capacity based on state required ratios.	<b>None</b> – No change to Town’s current budget	Revenues portray infant, toddler and preschool classrooms were at full capacity for 2023	<b>Carbon Neutrality Fuel Reduction</b> Providing childcare is a pillar for our local workforce and allows for fewer miles driven to access this critical service.	Pursue policies to ensure effective use of taxpayer dollars.
4.	<b>Strong Family Partnerships:</b> Serve as a community resource for families. Facilitate parent nights in partnership with lead teachers. Create a Parent Advisory Board and host meetings	<b>\$3,000</b> – food and materials for parent trainings/meetings	Four parenting nights will be offered. Materials and resources sent weekly	<b>Zero Waste Reduction of Paper:</b> Email resources to reduce print communication	Provide world class service to the Town’s residents, second homeowners, guests, and partners.

**Fund:** Child Development Fund  
**Fund Type:** Enterprise

**Funding Sources:** Childcare fees, grants, transfers from the General Fund

**2023 Budget Assumptions:** Revenues are budgeted to increase with the completion of the expansion, fewer health related closures and full staffing

Child Development Fund Summary					
Budget Category	2022	2022	2023	Variance	Variance explanation
	Original Budget	Updated Forecast	Preliminary Budget		
Revenues	564,628	395,585	468,169	18.3%	Revenues projected to increase with fewer closures and full staffing in 2023
Operating Expenses	762,441	567,175	664,238	17.1%	Increase due to a return to full staffing with pay increase
Capital Outlay	-	340,600	-	-100.0%	Grant funded expansion completed in 2022
Other Sources/(Uses)	197,813	512,190	196,069	-61.7%	2022 includes the capital grant funding the expansion
Surplus (Deficit)	-	-	-	0.0%	
Beginning Available Fund Balance	-	-	-	0.0%	
Ending Available Fund Balance	-	-	-	0.0%	

**Recession Planning:** Should enrollment drop significantly the operating expenses, the largest being personnel expense, would decrease as well. There are no significant capital expenditures planned in the coming years, so a decrease in revenues would be offset by lowered staffing costs and an increase in General Fund transfers to maintain child care services in the community.

**Long term considerations:** The Town is researching additional funding opportunities to offset the growing General Fund contribution while providing the same level of service to the community.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
***Child Development Fund***

Worksheet	Account Name			2022	2022 \$	2023	2023 \$	2023 %	2024 Long	2025 Long	2026 Long	2027 Long	
		Actuals 2020	Actuals 2021	2022 Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
<b><i>Summary</i></b>													
Infant Care Revenues	Infant Care Fees	50,772	66,698	80,784	52,000	(28,784)	80,784	28,784	55.4%	80,784	80,784	80,784	80,784
Infant Care Revenues	Enrollment Fees	1,820	700	1,220	500	(720)	1,220	720	144.0%	1,220	1,220	1,220	1,220
Infant Care Revenues	Late Payment Fees	200	145	100	100	-	100	-	0.0%	100	100	100	100
Infant Care Revenues	Grant Proceeds	34,947	53,879	4,500	10,000	5,500	10,000	-	0.0%	4,500	4,500	4,500	4,500
Infant Care Revenues	Scholarship Grant Proceeds	6,120	7,412	5,000	5,000	-	5,000	-	0.0%	5,000	5,000	5,000	5,000
Infant Care Revenues	Fund Raising Revenues	-	-	3,550	3,550	-	3,550	-	0.0%	3,550	3,550	3,550	3,550
Infant Care Revenues	Regional Strong Start Grant	15,000	-	15,000	15,000	-	15,000	-	0.0%	15,000	15,000	15,000	15,000
<b>Total Infant Care Revenues</b>		<b>108,859</b>	<b>128,834</b>	<b>110,154</b>	<b>86,150</b>	<b>(24,004)</b>	<b>115,654</b>	<b>29,504</b>	<b>34.2%</b>	<b>110,154</b>	<b>110,154</b>	<b>110,154</b>	<b>110,154</b>
Toddler Care Revenues	Toddler Care Fees	96,239	107,340	191,952	99,636	(92,316)	125,245	25,609	25.7%	125,245	125,245	125,245	125,245
Toddler Care Revenues	Enrollment Fees	1,700	1,060	1,600	1,000	(600)	1,600	600	60.0%	1,600	1,600	1,600	1,600
Toddler Care Revenues	Late Payment Fees	300	600	200	200	-	200	-	0.0%	200	200	200	200
Toddler Care Revenues	Fund Raising Revenues	285	105	8,450	8,450	-	8,450	-	0.0%	8,450	8,450	8,450	8,450
Toddler Care Revenues	Grant Proceeds	42,067	88,224	11,500	10,600	(900)	10,600	-	0.0%	11,500	11,500	11,500	11,500
Toddler Care Revenues	Scholarship Grant Proceeds	13,128	10,062	25,000	11,000	(14,000)	11,000	-	0.0%	11,000	11,000	11,000	11,000
Toddler Care Revenues	Regional Strong Start Grant	15,000	-	15,000	15,000	-	15,000	-	0.0%	15,000	15,000	15,000	15,000
<b>Total Toddler Care Revenues</b>		<b>168,719</b>	<b>207,391</b>	<b>253,702</b>	<b>145,886</b>	<b>(107,816)</b>	<b>172,095</b>	<b>26,209</b>	<b>18.0%</b>	<b>172,995</b>	<b>172,995</b>	<b>172,995</b>	<b>172,995</b>
Preschool Revenues	Preschool Tuition Fees	113,448	129,707	175,292	136,129	(39,163)	153,000	16,871	12.4%	153,000	153,000	153,000	153,000
Preschool Revenues	Special Program Fees	-	-	-	-	-	-	-	na	-	-	-	-
Preschool Revenues	Enrollment Fees	1,440	1,360	1,440	1,440	-	1,440	-	0.0%	1,440	1,440	1,440	1,440
Preschool Revenues	Late Payment Fees	210	700	40	380	340	380	-	0.0%	40	40	40	40
Preschool Revenues	Grant Proceeds	27,083	32,047	9,000	10,600	1,600	10,600	-	0.0%	10,600	10,600	10,600	10,600
Preschool Revenues	Scholarship Grant Proceeds	3,460	12,720	10,000	10,000	-	10,000	-	0.0%	10,000	10,000	10,000	10,000
Preschool Revenues	Fundraising Revenues	165	-	5,000	5,000	-	5,000	-	0.0%	5,000	5,000	5,000	5,000
<b>Total Preschool Revenues</b>		<b>145,806</b>	<b>176,534</b>	<b>200,772</b>	<b>163,549</b>	<b>(37,223)</b>	<b>180,420</b>	<b>16,871</b>	<b>10.3%</b>	<b>180,080</b>	<b>180,080</b>	<b>180,080</b>	<b>180,080</b>
<b>Total Revenues</b>		<b>423,384</b>	<b>512,759</b>	<b>564,628</b>	<b>395,585</b>	<b>(169,043)</b>	<b>468,169.48</b>	<b>72,584</b>	<b>18.3%</b>	<b>463,229</b>	<b>463,229</b>	<b>463,229</b>	<b>463,229</b>
Infant Care Expense		113,177	146,766	200,631	130,341	(70,291)	158,609	28,268	21.7%	159,008	159,417	159,838	160,271
Toddler Care Expense		286,006	279,345	313,566	235,512	(78,053)	266,028	30,516	13.0%	266,791	267,577	268,386	269,220
Preschool Expense		149,014	179,875	248,244	201,322	(46,922)	229,796	28,473	14.1%	230,391	231,001	231,625	232,264
Capital - Expansion		-	-	-	340,600	340,600	10,000	(330,600)	-97.1%	-	-	-	-
<b>Total Expenses</b>		<b>548,197</b>	<b>605,986</b>	<b>762,441</b>	<b>907,775</b>	<b>145,334</b>	<b>664,433.24</b>	<b>87,258</b>	<b>9.6%</b>	<b>656,190</b>	<b>657,995</b>	<b>659,849</b>	<b>661,755</b>
CDF Other Sources/Uses	Capital Grants	-	-	-	340,600	340,600	-	(340,600)	-100.0%	-	-	-	-
CDF Other Sources/Uses	Transfer (To)/From General Fund	124,813	93,227	197,813	171,590	(26,222)	196,264	355,273	207.0%	192,960	194,765	196,620	198,526
<b>Total Other Sources/Uses</b>		<b>124,813</b>	<b>93,227</b>	<b>197,813</b>	<b>512,190</b>	<b>314,378</b>	<b>196,263.76</b>	<b>14,673</b>	<b>2.9%</b>	<b>192,960</b>	<b>194,765</b>	<b>196,620</b>	<b>198,526</b>
<b>Surplus (Deficit)</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**Child Development Fund**

Worksheet	Account Name								2024 Long	2025 Long	2026 Long	2027 Long	
		Actuals 2020	Actuals 2021	2022 Original	2022 Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	2023 % Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
<b><u>Infant Care Expense</u></b>													
Infant Care Expense	Salaries & Wages	60,154	88,741	127,648	77,400	(50,248)	101,400	24,000	31.0%	101,400	101,400	101,400	101,400
Infant Care Expense	Group Insurance	25,474	19,978	27,414	14,292	(13,122)	14,578	286	2.0%	14,869	15,167	15,470	15,780
Infant Care Expense	Dependent Health Reimbursement	(825)	(816)	-	-	-	-	-	na	-	-	-	-
Infant Care Expense	PERA & Payroll Taxes	10,860	12,499	20,385	12,361	(8,025)	16,194	3,833	31.0%	16,194	16,194	16,194	16,194
Infant Care Expense	PERA 401K	405	1,412	1,878	1,878	-	1,878	-	0.0%	1,878	1,878	1,878	1,878
Infant Care Expense	Workers Compensation	1,214	191	1,265	1,265	-	1,265	-	0.0%	1,265	1,265	1,265	1,265
Infant Care Expense	Other Employee Benefits	1,215	1,222	2,035	2,035	-	2,137	102	5.0%	2,244	2,356	2,474	2,597
Infant Care Expense	Employee Appreciation	22	152	200	200	-	200	-	0.0%	200	200	200	200
Infant Care Expense	EE Screening	-	50	50	150	100	150	-	0.0%	150	150	150	150
Infant Care Expense	Bad Debt Expense	-	-	-	-	-	-	-	na	-	-	-	-
Infant Care Expense	Janitorial/Trash Removal	477	4,094	2,652	3,456	804	3,456	-	0.0%	3,456	3,456	3,456	3,456
Infant Care Expense	Rental-Facility	5,775	6,300	6,328	6,328	-	6,328	-	0.0%	6,328	6,328	6,328	6,328
Infant Care Expense	Facility Expense	-	-	300	300	-	300	-	0.0%	300	300	300	300
Infant Care Expense	Communications	-	-	235	235	-	235	-	0.0%	235	235	235	235
Infant Care Expense	Internet Services	461	461	485	485	-	485	-	0.0%	485	485	485	485
Infant Care Expense	Dues, Fees & Licenses	-	-	100	100	-	100	-	0.0%	100	100	100	100
Infant Care Expense	Travel & Education	-	1,436	500	500	-	500	-	0.0%	500	500	500	500
Infant Care Expense	Nurse Consultant	380	-	150	150	-	150	-	0.0%	150	150	150	150
Infant Care Expense	General Supplies & Materials	1,119	1,147	1,100	1,100	-	1,100	-	0.0%	1,100	1,100	1,100	1,100
Infant Care Expense	Office Supplies	305	770	200	200	-	200	-	0.0%	200	200	200	200
Infant Care Expense	Fundraising Expenses	-	-	500	500	-	500	-	0.0%	500	500	500	500
Infant Care Expense	Business Meals	-	-	-	200	200	200	-	0.0%	200	200	200	200
Infant Care Expense	Food/Snacks	-	-	-	-	-	-	-	na	-	-	-	-
Infant Care Expense	COVID-19 RELATED EXPENSES	86	210	-	-	-	-	-	na	-	-	-	-
Infant Care Expense	Utilities- Electricity	2,103	1,354	1,456	1,456	-	1,504	48	3.3%	1,504	1,504	1,504	1,504
Infant Care Expense	Scholarship Program	3,528	7,412	5,000	5,000	-	5,000	-	0.0%	5,000	5,000	5,000	5,000
Infant Care Expense	Toys / Learning Tools	-	45	250	250	-	250	-	0.0%	250	250	250	250
Infant Care Expense	Playground And Landscaping	424	108	500	500	-	500	-	0.0%	500	500	500	500
<b>Total Infant Expense</b>		<b>113,177</b>	<b>146,766</b>	<b>200,631</b>	<b>130,341</b>	<b>(70,291)</b>	<b>158,609</b>	<b>28,268</b>	<b>21.7%</b>	<b>159,008</b>	<b>159,417</b>	<b>159,838</b>	<b>160,271</b>

**Toddler Care Expense**

Toddler Care Expense	Salaries & Wages	177,024	187,395	196,711	137,285	(59,426)	161,285	24,000	17.5%	161,285	161,285	161,285	161,285
Toddler Care Expense	Group Insurance	24,549	16,696	26,405	25,083	(1,322)	25,585	502	2.0%	26,096	26,618	27,151	27,694
Toddler Care Expense	Dependent Health Reimbursement	(1,943)	(1,476)	(6,567)	(843)	5,724	(843)	-	0.0%	(843)	(843)	(843)	(843)
Toddler Care Expense	PERA & Payroll Taxes	28,949	28,460	31,415	21,924	(9,490)	25,757	3,833	17.5%	25,757	25,757	25,757	25,757
Toddler Care Expense	PERA 401K	4,336	4,432	3,762	3,149	(613)	3,149	-	0.0%	3,149	3,149	3,149	3,149
Toddler Care Expense	Workers Compensation	1,579	2,869	2,349	494	(1,855)	2,349	1,855	375.5%	2,349	2,349	2,349	2,349
Toddler Care Expense	Other Employee Benefits	3,915	3,456	4,785	4,785	-	5,024	239	5.0%	5,275	5,539	5,816	6,107
Toddler Care Expense	Employee Appreciation	333	268	400	400	-	400	-	0.0%	400	400	400	400
Toddler Care Expense	EE Screening	50	5	100	213	113	213	-	0.0%	213	213	213	213

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
***Child Development Fund***

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022			2023			2024 Long	2025 Long	2026 Long	2027 Long
				2022 Original	Forecasted	2022 \$ Adjustments	Proposed	2023 \$ Adjustments	2023 % Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Toddler Care Expense	Bad Debt Expense	-	-	250	250	-	250	-	0.0%	250	250	250	250
Toddler Care Expense	Janitorial/Trash Removal	8,654	8,163	5,200	7,290	2,090	7,290	-	0.0%	7,290	7,290	7,290	7,290
Toddler Care Expense	Rental-Facility	11,319	12,348	12,656	12,348	(308)	12,348	-	0.0%	12,348	12,348	12,348	12,348
Toddler Care Expense	Facility Expense	132	490	700	700	-	700	-	0.0%	700	700	700	700
Toddler Care Expense	Communications	641	690	465	465	-	465	-	0.0%	465	465	465	465
Toddler Care Expense	Internet Services	922	922	973	973	-	973	-	0.0%	973	973	973	973
Toddler Care Expense	Marketing Expense	-	-	-	-	-	-	-	na	-	-	-	-
Toddler Care Expense	Dues, Fees & Licenses	426	-	450	450	-	450	-	0.0%	450	450	450	450
Toddler Care Expense	Travel & Education	-	257	500	500	-	500	-	0.0%	500	500	500	500
Toddler Care Expense	Contract Labor	-	-	-	-	-	-	-	na	-	-	-	-
Toddler Care Expense	Nurse Consultant	600	-	300	300	-	300	-	0.0%	300	300	300	300
Toddler Care Expense	Postage & Freight	-	11	50	50	-	50	-	0.0%	50	50	50	50
Toddler Care Expense	General Supplies & Materials	971	876	1,500	2,000	500	2,000	-	0.0%	2,000	2,000	2,000	2,000
Toddler Care Expense	Office Supplies	552	275	400	400	-	400	-	0.0%	400	400	400	400
Toddler Care Expense	Fundraising Expenses	-	-	1,500	1,500	-	1,500	-	0.0%	1,500	1,500	1,500	1,500
Toddler Care Expense	Business Meals	129	-	100	100	-	100	-	0.0%	100	100	100	100
Toddler Care Expense	COVID-19 RELATED EXPENSES	1,199	25	-	800	800	800	-	0.0%	800	800	800	800
Toddler Care Expense	Food/Snacks	327	121	500	500	-	500	-	0.0%	500	500	500	500
Toddler Care Expense	Utilities- Electricity	1,565	2,647	2,912	2,646	(266)	2,733	87	3.3%	2,733	2,733	2,733	2,733
Toddler Care Expense	Scholarship Program	14,522	10,062	25,000	11,000	(14,000)	11,000	-	0.0%	11,000	11,000	11,000	11,000
Toddler Care Expense	Toys / Learning Tools	168	228	250	250	-	250	-	0.0%	250	250	250	250
Toddler Care Expense	Playground And Landscaping	5,087	125	500	500	-	500	-	0.0%	500	500	500	500
<b>Total Toddler Care Expense</b>		<b>286,006</b>	<b>279,345</b>	<b>313,566</b>	<b>235,512</b>	<b>(78,053)</b>	<b>266,028</b>	<b>30,516</b>	<b>13.0%</b>	<b>266,791</b>	<b>267,577</b>	<b>268,386</b>	<b>269,220</b>

***Preschool Expense***

Preschool Expense	Salaries & Wages	74,419	100,890	144,826	109,712	(35,114)	133,712	24,000	21.9%	133,712	133,712	133,712	133,712
Preschool Expense	Group Insurance	21,742	17,111	33,790	25,506	(8,284)	26,016	510	2.0%	26,536	27,067	27,609	28,161
Preschool Expense	Dependent Health Reimbursement	(1,688)	(1,368)	(2,733)	(2,733)	-	(2,733)	-	0.0%	(2,733)	(2,733)	(2,733)	(2,733)
Preschool Expense	PERA & Payroll Taxes	12,302	15,410	23,129	17,521	(5,608)	21,354	3,833	21.9%	21,354	21,354	21,354	21,354
Preschool Expense	PERA 401K	2,830	2,421	6,375	6,375	-	6,375	-	0.0%	6,375	6,375	6,375	6,375
Preschool Expense	Workers Compensation	976	(115)	1,389	1,389	-	1,389	-	0.0%	1,389	1,389	1,389	1,389
Preschool Expense	Other Employee Benefits	3,170	1,222	1,430	1,430	-	1,502	72	5.0%	1,577	1,655	1,738	1,825
Preschool Expense	Employee Appreciation	194	94	200	200	-	200	-	0.0%	200	200	200	200
Preschool Expense	EE Screening	70	75	150	150	-	150	-	0.0%	150	150	150	150
Preschool Expense	Bad Debt Expense	-	-	300	300	-	300	-	0.0%	300	300	300	300
Preschool Expense	Janitorial/Trash Removal	5,900	6,119	6,364	8,448	2,084	8,448	-	0.0%	8,448	8,448	8,448	8,448
Preschool Expense	Vehicle Repair & Maintenance	-	-	750	750	-	750	-	0.0%	750	750	750	750
Preschool Expense	Rental-Facility	9,020	9,840	9,920	9,920	-	9,920	-	0.0%	9,920	9,920	9,920	9,920
Preschool Expense	Facility Expense	94	170	1,000	1,000	-	1,000	-	0.0%	1,000	1,000	1,000	1,000
Preschool Expense	Communications	1,258	1,258	1,078	1,078	-	1,078	-	0.0%	1,078	1,078	1,078	1,078
Preschool Expense	Internet Services	1,383	1,383	1,458	1,458	-	1,458	-	0.0%	1,458	1,458	1,458	1,458

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
**Child Development Fund**

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022			2023			2024 Long	2025 Long	2026 Long	2027 Long
				2022 Original	Forecasted	2022 \$ Adjustments	Proposed	2023 \$ Adjustments	2023 % Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Preschool Expense	Utilities-Gasoline	-	-	200	200	-	200	-	0.0%	200	200	200	200
Preschool Expense	Dues, Fees & Licenses	-	-	200	200	-	200	-	0.0%	200	200	200	200
Preschool Expense	Travel & Education	-	274	200	200	-	200	-	0.0%	200	200	200	200
Preschool Expense	Contract Labor	-	-	100	100	-	100	-	0.0%	100	100	100	100
Preschool Expense	Nurse Consultant	930	-	480	480	-	480	-	0.0%	480	480	480	480
Preschool Expense	Enrichment Activities	-	156	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000
Preschool Expense	General Supplies & Materials	2,228	3,504	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000
Preschool Expense	Office Supplies	444	806	150	150	-	150	-	0.0%	150	150	150	150
Preschool Expense	Fundraising Expenses	63	-	1,000	1,000	-	1,000	-	0.0%	1,000	1,000	1,000	1,000
Preschool Expense	Business Meals	75	60	100	100	-	100	-	0.0%	100	100	100	100
Preschool Expense	Food/Snacks	210	271	300	300	-	300	-	0.0%	300	300	300	300
Preschool Expense	Covid-19 Related Expense	1,173	159	-	-	-	-	-	na	-	-	-	-
Preschool Expense	Utilities- Electricity	1,975	2,155	1,788	1,788	-	1,847	59	3.3%	1,847	1,847	1,847	1,847
Preschool Expense	Scholarship Program	7,855	12,720	10,000	10,000	-	10,000	-	0.0%	10,000	10,000	10,000	10,000
Preschool Expense	Toys / Learning Tools	178	677	300	300	-	300	-	0.0%	300	300	300	300
Preschool Expense	Playground Equip/Improvements (1)	2,213	4,583	-	-	-	-	-	na	-	-	-	-
Preschool Expense	Expansion/Remodel	-	-	-	340,600	340,600	10,000	(330,600)	-97.1%	-	-	-	-
<b>Total Preschool Expense</b>		<b>149,014</b>	<b>179,875</b>	<b>248,244</b>	<b>541,922</b>	<b>293,678</b>	<b>239,796</b>	<b>(302,127)</b>	<b>-55.8%</b>	<b>230,391</b>	<b>231,001</b>	<b>231,625</b>	<b>232,264</b>

(1) Grant funded

# Agenda Item 15

TO: Mountain Village Town Council  
 FROM: Jim Soukup, Broadband Department  
 DATE: September 22, 2022  
 RE: Broadband Budget Narrative

**Program Narrative**  
 While maintaining all other department functions, in 2023, the Town’s Broadband department is focusing on the following missions. This is reflected in the top goals for the coming year.

*Internet Uptime:* Provide reliable internet services by adhering to the scheduled capital replacement plan and ongoing maintenance requirements.

*Customer Experience:* Provide a memorable/enjoyable experience for all system users by ensuring that operational staff are well-trained.

**Program Goals**

Goal	Financial Implications	Measurement	Environmental Impact	Overall Town Goal
1.	<b>IPTV Services:</b> Transition away from Dish Wally services.  <b>\$25,000-\$35,000 each year.</b> This is a pass-through equipment charge to customers who want the service.	Project completion by <b>11/15/2025</b> and within budget.	<b>Carbon Neutrality Fuel Reduction</b> IPTV service should reduce truck rolls by 50% and reduce energy consumption at the Headend.	Provide world class service to the Town’s residents, second homeowners, guests, and partners.

2.	<p><b>Keep Headend and Plant operational:</b> The Headend controls all networking operations. It is critical that different subsystems are properly maintained.</p>	<p><b>\$40,000.</b> This includes inspections utility costs, and general maintenance.</p>	<p>Air conditioners do not exceed 79.9F. Generator passes all bi-yearly inspections. Reduce expense by 5% as coax plant is turned off.</p>	<p><b>Carbon Neutrality</b> <i>Energy Efficiencies</i> The new redundant ACs are energy efficient reducing carbon emissions. The fiber network is passive which also reduces electricity.</p>	<p>Pursue capital improvements to support and maintain a world class, year round destination.</p>
4.	<p><b>Complete drops construction.</b></p>	<p><b>\$190,000.</b> This is a pass-through fiber construction charge to the subscriber.</p>	<p><b>10/31/2023.</b></p>	<p><b>Carbon Neutrality</b> <i>Energy Efficiencies</i> The fiber network is more energy efficient than the cable coax network.</p>	<p>Pursue capital improvements to support and maintain a world class, year round destination.</p>

**Fund:** Broadband Fund  
**Fund Type:** Enterprise

**Funding Sources:** Subscriber fees, contributions from the General Fund

**2023 Budget Assumptions:** The 2023 budget includes additional staff to improve customer service, response times and fiber installation.

The budget also includes upgrading technical support to improve customer support.

Broadband Fund Summary					
Budget Category	2022 Original Budget	2022 Updated Forecast	2023 Preliminary Budget	Variance	Variance explanation
<b>Revenues</b>	2,192,400	2,066,879	2,145,954	3.8%	Projected increase in new subscribers 3.9%, and decrease in phone revenues -.1%.
<b>Operating Expenses</b>	1,544,087	1,722,896	1,857,058	7.8%	Increase in personnel costs 8.8% (additional staff) Increase in technical support (upgrade) 1.6% Increase in COS due to increase in subscribers .6% Decrease in legal expense -2.7% Decrease in subscriber equipment purchases (net Roku,ONT) -.7%,
<b>Capital Outlay</b>	353,000	395,000	212,000	-46.3%	Capital outlay decline due to completion of fiber project in 2022 offset by the purchase of a new truck, fiber trailer and equipment
<b>Other Sources/(Uses)</b>	(168,142)	50,280	(76,896)	-252.9%	The decrease is due to a decrease in the required transfer from the General Fund
<b>Surplus (Deficit)</b>	127,171	(737)	-	0.0%	
<b>Beginning Available Fund Balance</b>	-	737	-	-100.0%	
<b>Ending Available Fund Balance</b>	127,171	-	-	0.0%	

**Recession Planning:** If an economic slow down caused a decrease in subscribers or impacted the collectibility of revenues, the fund would decrease additional staffing added in the 2023 budget. If the drop was more significant the Town would need to consider cutting any non-essential capital expenditures such as a fiber trailer, vehicle and office furniture.

**Long Term Considerations:** The fiber project will be substantially completed in 2022, but the fund will continue to incur costs to maintain and upgrade the system in the future. The largest projected capital expenditure is anticipated in 2025 with redundancy improvement efforts in the core.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
**Broadband Fund**

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022 Original	2022 Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	2023 % Adjustments				
	<b><u>Summary</u></b>												
	<b><u>Revenues</u></b>												
	Cable Revenues	975,791	846,946	615,000	580,037	(34,963)	596,717	16,680	2.9%	609,504	618,144	626,784	635,424
	Internet Revenues	1,161,287	1,326,721	1,471,860	1,448,298	(23,562)	1,514,005	65,707	4.5%	1,525,525	1,537,045	1,548,565	1,560,085
	Phone Revenues	35,488	26,764	35,000	19,071	(15,929)	11,071	(8,000)	-41.9%	3,071	-	-	-
	Miscellaneous Revenues	51,843	27,508	70,540	19,473	(51,067)	24,161	4,688	24.1%	24,644	25,136	25,639	26,151
	<b>Total Revenues</b>	<b>2,224,411</b>	<b>2,227,939</b>	<b>2,192,400</b>	<b>2,066,879</b>	<b>(125,521)</b>	<b>2,145,954</b>	<b>79,075</b>	<b>3.8%</b>	<b>2,162,744</b>	<b>2,180,325</b>	<b>2,200,988</b>	<b>2,221,660</b>
	<b><u>Expenses</u></b>												
	Cost of Cable Sales	793,119	729,905	451,200	407,623	(43,577)	415,923	8,300	2.0%	416,000	421,423	426,000	431,000
	Cost of Internet Sales	179,615	160,428	258,000	263,669	5,669	272,521	8,852	3.4%	274,594	276,668	278,742	280,815
	Cost of Phone Sales	19,293	16,762	25,200	14,606	(10,594)	7,971	(6,635)	-45.4%	2,211	-	-	-
	Operations	714,711	851,367	806,687	1,033,998	227,311	1,160,643	126,645	12.2%	1,110,857	1,132,923	1,155,432	1,178,367
	Broadband Fund Contingency	-	-	3,000	3,000	-	-	(3,000)	-100.0%	-	-	-	-
	<b>Total Expense</b>	<b>1,706,738</b>	<b>1,758,462</b>	<b>1,544,087</b>	<b>1,722,896</b>	<b>178,809</b>	<b>1,857,058</b>	<b>134,162</b>	<b>7.8%</b>	<b>1,803,662</b>	<b>1,831,014</b>	<b>1,860,174</b>	<b>1,890,182</b>
	<b><u>Capital</u></b>												
	Capital Outlay	1,939,290	851,903	353,000	395,000	42,000	212,000	(168,000)	-42.5%	225,000	795,000	95,000	160,000
	<b>Total Capital</b>	<b>1,939,290</b>	<b>851,903</b>	<b>353,000</b>	<b>395,000</b>	<b>42,000</b>	<b>212,000</b>	<b>(168,000)</b>	<b>-42.5%</b>	<b>225,000</b>	<b>795,000</b>	<b>95,000</b>	<b>160,000</b>
	<b><u>Other Sources/Uses</u></b>												
	Broadband Other Source/Uses	1,610,146	592,515	-	223,081	223,081	102,233	(120,848)	-54.2%	43,604	623,636	(69,013)	10,871
	Broadband Other Source/Uses	(188,529)	(209,352)	(168,142)	(172,801)	(4,659)	(179,129)	(6,328)	3.7%	(177,686)	(177,946)	(176,801)	(182,349)
	<b>Total Other Sources/Uses</b>	<b>1,421,617</b>	<b>383,163</b>	<b>(168,142)</b>	<b>50,280</b>	<b>218,422</b>	<b>(76,896)</b>	<b>(127,176)</b>	<b>-252.9%</b>	<b>(134,082)</b>	<b>445,689</b>	<b>(245,814)</b>	<b>(171,478)</b>
	<b>Surplus (Deficit)</b>	-	<b>737</b>	<b>127,171</b>	<b>(737)</b>	<b>(127,908)</b>	-	<b>(14,263)</b>		-	-	-	-
	<b>Beginning Available Fund Balance</b>	-	-	-	<b>737</b>		-			-	-	-	-
	<b>Ending Available Fund Balance</b>	-	<b>737</b>	<b>127,171</b>	-		-			-	-	-	-

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**Broadband Fund**

Worksheet	Account Name	Actuals		2022		2022 \$		2023		2023 \$		2023 %	
		2020	2021	Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments				
<b><u>Revenues</u></b>													
Video Revenues	Basic Residential	570,495	360,327	-	-	-	-	-	-	-	-	-	na
Video Revenues	Fiber Video - Residential	5,797	149,936	468,000	422,184	(45,816)	453,864	31,680	7.5%	462,504	471,144	479,784	488,424
Video Revenues	Basic Bulk/Commercial Fiber (6)	159,566	171,093	147,000	157,853	10,853	142,853	(15,000)	-9.5%	147,000	147,000	147,000	147,000
Video Revenues	Premium Pay Revenue	40,932	27,982	-	-	-	-	-	na	-	-	-	-
Video Revenues	Bulk Premium	27,686	23,027	-	-	-	-	-	na	-	-	-	-
Video Revenues	Digital	52,926	34,052	-	-	-	-	-	na	-	-	-	-
Video Revenues	HDTV	116,979	79,569	-	-	-	-	-	na	-	-	-	-
Video Revenues	Digital DMX Commercial	1,410	960	-	-	-	-	-	na	-	-	-	-
<b>Total Video Revenues</b>		<b>975,791</b>	<b>846,946</b>	<b>615,000</b>	<b>580,037</b>	<b>(34,963)</b>	<b>596,717</b>	<b>16,680</b>	<b>2.9%</b>	<b>609,504</b>	<b>618,144</b>	<b>626,784</b>	<b>635,424</b>
Phone Revenues	Basic Phone Service	34,764	26,712	35,000	19,071	(15,929)	11,071	(8,000)	-41.9%	3,071	-	-	-
Phone Revenues	Other Phone Service Fees	725	52	-	-	-	-	-	na	-	-	-	-
<b>Total Phone Revenues</b>		<b>35,488</b>	<b>26,764</b>	<b>35,000</b>	<b>19,071</b>	<b>(15,929)</b>	<b>11,071</b>	<b>(8,000)</b>	<b>-41.9%</b>	<b>3,071</b>	-	-	-
Internet Revenues	High Speed Internet	646,479	852,634	1,176,060	1,005,293	(170,767)	1,083,053	77,760	7.7%	1,094,573	1,106,093	1,117,613	1,129,133
Internet Revenues	Fiber Wi-Fi	-	-	2,000	-	(2,000)	-	-	na	-	-	-	-
Internet Revenues	Bulk/Commercial Internet	166,534	214,861	108,600	222,645	114,045	208,859	(13,786)	-6.2%	208,859	208,859	208,859	208,859
Internet Revenues	Non Subscriber High Speed Internet	300,760	219,828	-	178,493	178,493	178,493	-	0.0%	178,493	178,493	178,493	178,493
Internet Revenues	Internet Business Class	37,639	31,165	180,000	25,629	(154,371)	30,000	4,371	17.1%	30,000	30,000	30,000	30,000
Internet Revenues	High Speed Static Address	5,587	3,433	-	3,867	3,867	4,000	133	3.4%	4,000	4,000	4,000	4,000
Internet Revenues	Dark Fiber Leased Revenues	4,288	4,800	5,200	12,371	7,171	9,600	(2,771)	-22.4%	9,600	9,600	9,600	9,600
<b>Total Internet Revenues</b>		<b>1,161,287</b>	<b>1,326,721</b>	<b>1,471,860</b>	<b>1,448,298</b>	<b>(23,562)</b>	<b>1,514,005</b>	<b>65,707</b>	<b>4.5%</b>	<b>1,525,525</b>	<b>1,537,045</b>	<b>1,548,565</b>	<b>1,560,085</b>
Broadband Misc Revenues	Other-Advertising Revenue	-	-	2,500	-	(2,500)	-	-	na	-	-	-	-
Broadband Misc Revenues	Other-Labor	60	120	3,000	3,000	-	3,000	-	0.0%	3,060	3,121	3,184	3,247
Broadband Misc Revenues	Other - Parts	7,820	1,435	4,500	-	(4,500)	-	-	na	-	-	-	-
Broadband Misc Revenues	Other-Connection Fees	14,715	6,865	25,000	3,456	(21,544)	5,161	1,705	49.3%	5,264	5,369	5,476	5,586
Broadband Misc Revenues	Cable Equipment Rental	2,710	2,031	16,000	287	(15,713)	3,000	2,713	945.3%	3,060	3,121	3,184	3,247
Broadband Misc Revenues	Fiber DVR	-	-	2,500	-	(2,500)	-	-	na	-	-	-	-
Broadband Misc Revenues	Other-Leased Access Revenue	5,340	5,340	5,340	(990)	(6,330)	-	990	-100.0%	-	-	-	-
Broadband Misc Revenues	Leased Fiber Access	-	-	5,200	-	(5,200)	-	-	na	-	-	-	-
Broadband Misc Revenues	Other-Late Payment Fees	8,500	11,203	6,500	13,335	6,835	12,000	(1,335)	-10.0%	12,240	12,485	12,734	12,989
Broadband Misc Revenues	Other-Recovery Income	-	25	-	-	-	-	-	na	-	-	-	-
Broadband Misc Revenues	Channel Revenue	12,215	1,478	-	375	375	-	(375)	-100.0%	-	-	-	-
Broadband Misc Revenues	Miscellaneous Revenue	484	(989)	-	10	10	1,000	990	9900.0%	1,020	1,040	1,061	1,082
<b>Total Miscellaneous Revenues</b>		<b>51,843</b>	<b>27,508</b>	<b>70,540</b>	<b>19,473</b>	<b>(51,067)</b>	<b>24,161</b>	<b>4,688</b>	<b>24.1%</b>	<b>24,644</b>	<b>25,136</b>	<b>25,639</b>	<b>26,151</b>

**Cost of Sales**

Video Cost of Sales	Basic Programming Fee (1)	660,289	506,863	-	2,200	2,200	4,500	2,300	104.5%	-	-	-	-
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**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**Broadband Fund**

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022		2023		2023 %					
				2022 Original	Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	2023 % Adjustments				
Video Cost of Sales	Fiber Video Services	8,040	142,061	445,000	404,423	(40,577)	410,423	6,000	1.5%	415,000	420,423	425,000	430,000
Video Cost of Sales	Copyright Royalties	12,326	507	6,200	1,000	(5,200)	1,000	-	0.0%	1,000	1,000	1,000	1,000
Video Cost of Sales	Premium Program Fees	66,348	46,279	-	-	-	-	-	na	-	-	-	-
Video Cost of Sales	Digital - Basic Program Fees	32,009	22,907	-	-	-	-	-	na	-	-	-	-
Video Cost of Sales	TV Guide Programming	7,387	6,328	-	-	-	-	-	na	-	-	-	-
Video Cost of Sales	HDTV	3,109	2,512	-	-	-	-	-	na	-	-	-	-
Video Cost of Sales	TV Everywhere Fees	3,612	2,448	-	-	-	-	-	na	-	-	-	-
<b>Total Video Cost of Sales</b>		<b>793,119</b>	<b>729,905</b>	<b>451,200</b>	<b>407,623</b>	<b>(43,577)</b>	<b>415,923</b>	<b>8,300</b>	<b>2.0%</b>	<b>416,000</b>	<b>421,423</b>	<b>426,000</b>	<b>431,000</b>
Phone Cost of Sales	Phone Service Costs	19,293	16,762	25,200	14,606	(10,594)	7,971	(6,635)	-45.4%	2,211	-	-	-
Phone Cost of Sales	Connection Fees-Phone	-	-	-	-	-	-	-	na	-	-	-	-
<b>Total Phone Cost of Sales</b>		<b>19,293</b>	<b>16,762</b>	<b>25,200</b>	<b>14,606</b>	<b>(10,594)</b>	<b>7,971</b>	<b>(6,635)</b>	<b>-45.4%</b>	<b>2,211</b>	<b>-</b>	<b>-</b>	<b>-</b>
Internet Cost of Sales	ISP & T1	156,620	160,428	258,000	263,669	5,669	272,521	8,852	3.4%	274,594	276,668	278,742	280,815
Internet Cost of Sales	IP Addresses in Lieu	22,995	-	-	-	-	-	-	na	-	-	-	-
<b>Total Internet Cost of Sales</b>		<b>179,615</b>	<b>160,428</b>	<b>258,000</b>	<b>263,669</b>	<b>5,669</b>	<b>272,521</b>	<b>8,852</b>	<b>3.4%</b>	<b>274,594</b>	<b>276,668</b>	<b>278,742</b>	<b>280,815</b>

(1) Demo Hulu \$122 and Demo Resort Internet Roku IPTV systems 6x40

**Capital**

Broadband Fund Capital	Test Equipment (2)	1,249	-	40,000	10,000	(30,000)	10,000	-	0.0%	-	-	-	-
Broadband Fund Capital	Software Upgrades	-	-	20,000	5,000	(15,000)	5,000	-	0.0%	-	-	-	-
Broadband Fund Capital	Vehicles (3)	-	-	-	-	-	40,000	40,000	na	-	-	-	-
Broadband Fund Capital	Equipment (4)	-	-	88,000	80,000	(8,000)	107,000	42,000	52.5%	195,000	95,000	65,000	65,000
Broadband Fund Capital	System Upgrades (5)	1,938,040	851,903	205,000	300,000	95,000	50,000	(250,000)	-83.3%	30,000	700,000	30,000	95,000
<b>Total Capital</b>		<b>1,939,290</b>	<b>851,903</b>	<b>353,000</b>	<b>395,000</b>	<b>42,000</b>	<b>212,000</b>	<b>(168,000)</b>	<b>-42.5%</b>	<b>225,000</b>	<b>795,000</b>	<b>95,000</b>	<b>160,000</b>

(2) new fiber splicer

(3) New service truck with topper

(4) fiber trailer also XGS PON 10 gig card for adran 5000, AC unit. Back OLT

(5) 2022 mainline construction change orders. VCA includes fiber wrap and fiber installs 222 units

**Operating Costs**

Operating Costs	Salaries & Wages	337,739	332,479	327,498	327,498	-	445,394	117,896	36.0%	454,302	463,388	472,656	482,109
Operating Costs	Housing Allowance	12,470	12,110	12,840	12,840	-	13,097	257	2.0%	13,359	13,626	13,898	14,176
Operating Costs	Group Insurance	63,440	62,064	68,504	68,504	-	87,378	18,874	27.6%	89,125	90,908	92,726	94,580
Operating Costs	Dependent Health Reimbursement	(3,493)	(3,480)	(4,356)	(4,356)	-	(6,610)	(2,254)	51.7%	(6,742)	(6,877)	(7,014)	(7,154)
Operating Costs	PERA & Payroll Taxes	48,740	53,160	52,301	52,301	-	71,129	18,828	36.0%	72,552	74,003	75,483	76,993
Operating Costs	PERA 401K	24,316	25,300	23,961	23,961	-	18,924	(5,037)	-21.0%	19,303	19,689	20,083	20,484
Operating Costs	Workers Compensation	5,909	4,047	6,064	6,064	-	6,681	617	10.2%	6,815	6,951	7,090	7,232
Operating Costs	Other Employee Benefits	4,320	4,257	5,280	5,760	480	7,344	1,584	27.5%	7,491	7,641	7,794	7,949
Operating Costs	Uniforms (6)	1,191	-	600	600	-	612	12	2.0%	624	637	649	662
Operating Costs	Consulting / Marketing	-	-	-	50,000	50,000	51,000	1,000	2.0%	52,020	53,060	54,122	55,204
Operating Costs	Bad Debt Expense (7)	-	-	7,500	30,000	22,500	30,600	600	2.0%	7,500	7,500	7,500	7,500
Operating Costs	Legal (8)	3,097	-	500	50,000	49,500	3,060	(46,940)	-93.9%	3,121	3,184	3,247	3,312
Operating Costs	Technical - Computer Support (9)	60,180	76,622	120,000	120,000	-	148,000	28,000	23.3%	150,960	153,979	157,059	160,200
Operating Costs	Call Center Fees	1,534	1,180	1,800	4,100	2,300	4,182	82	2.0%	4,266	4,351	4,438	4,527

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
**Broadband Fund**

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022		2022 \$	2023		2023 \$	2023 %				
				2022 Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments					
Operating Costs	Janitorial/Trash Removal	1,660	1,660	1,745	2,345	600	2,391	46	2.0%		2,439	2,488	2,538	2,589
Operating Costs	R/M - Head End (10)	29,762	5,709	25,000	13,000	(12,000)	13,650	650	5.0%		13,525	13,796	14,072	14,353
Operating Costs	R/M - Plant (11)	4,268	4,623	25,000	25,000	-	26,250	1,250	5.0%		26,775	27,311	27,857	28,414
Operating Costs	Vehicle Repair & Maintenance	1,783	2,644	1,500	3,000	1,500	3,060	60	2.0%		3,121	3,184	3,247	3,312
Operating Costs	Facility Expenses (12)	16,056	17,473	3,500	9,100	5,600	9,282	182	2.0%		9,468	9,657	9,850	10,047
Operating Costs	Insurance	5,400	5,749	3,675	4,175	500	4,801	626	15.0%		4,344	4,431	4,519	4,610
Operating Costs	Communications (13)	8,117	6,988	5,578	8,678	3,100	8,852	174	2.0%		9,029	9,209	9,393	9,581
Operating Costs	Marketing & Advertising (14)	-	-	5,000	12,800	7,800	13,056	256	2.0%		13,317	13,583	13,855	14,132
Operating Costs	Dues & Fees (15)	8,556	2,437	2,000	2,000	-	2,040	40	2.0%		2,081	2,122	2,165	2,208
Operating Costs	Travel, Education & Training	2,150	1,108	2,000	7,000	5,000	7,140	140	2.0%		7,283	7,428	7,577	7,729
Operating Costs	Contract Labor (16)	-	21,052	1,000	4,000	3,000	4,080	80	2.0%		4,162	4,245	4,330	4,416
Operating Costs	Cable Locates	827	771	600	600	-	612	12	2.0%		624	637	649	662
Operating Costs	Invoice Processing	1,924	1,962	3,600	3,600	-	3,672	72	2.0%		3,745	3,820	3,897	3,975
Operating Costs	Online Payment Processing Fees	20,993	23,361	20,005	20,005	-	20,405	400	2.0%		20,813	21,229	21,654	22,087
Operating Costs	Postage & Freight	3,174	3,102	5,200	5,200	-	5,304	104	2.0%		5,410	5,518	5,629	5,741
Operating Costs	General Supplies & Materials	2,324	14,742	9,500	9,500	-	9,690	190	2.0%		9,884	10,081	10,283	10,489
Operating Costs	Supplies - Office	2,203	1,329	2,550	2,550	-	2,601	51	2.0%		2,653	2,706	2,760	2,815
Operating Costs	DVR'S/ROKU's (17)	9,898	250	-	28,000	28,000	56,000	28,000	100.0%		29,131	29,714	30,308	30,914
Operating Costs	Digital Cable Terminals	5,373	(120)	-	-	-	-	-	na		-	-	-	-
Operating Costs	Cable Modems/ONT's (18)	975	132,284	37,383	87,383	50,000	47,383	(40,000)	-45.8%		28,000	28,560	29,131	29,714
Operating Costs	Wireless Routers	604	-	-	-	-	-	-	na		-	-	-	-
Operating Costs	Phone Terminals	-	-	1,500	-	(1,500)	-	-	na		-	-	-	-
Operating Costs	Business Meals	400	178	400	800	400	816	16	2.0%		832	849	866	883
Operating Costs	Employee Appreciation	509	756	500	600	100	612	12	2.0%		624	637	649	662
Operating Costs	Covid-19 Related Expenses	2,836	220	-	-	-	-	-	na		-	-	-	-
Operating Costs	Utilities - Natural Gas	455	632	1,011	1,062	51	1,097	35	3.3%		1,104	1,126	1,149	1,149
Operating Costs	Utilities - Electricity	20,301	23,244	21,606	22,686	1,080	24,093	1,407	6.2%		23,603	24,075	24,556	25,048
Operating Costs	Utilities - Gasoline	4,720	11,474	4,343	8,643	4,300	7,865	(778)	-9.0%		8,992	9,172	9,355	9,543
Operating Costs	Non-capital Equipment (19)	-	-	-	5,000	5,000	5,100	100			5,202	5,306	5,412	5,520
<b>Total Operating Costs</b>		<b>714,711</b>	<b>851,367</b>	<b>806,687</b>	<b>1,033,998</b>	<b>227,311</b>	<b>1,160,643</b>	<b>126,645</b>	<b>12.2%</b>		<b>1,110,857</b>	<b>1,132,923</b>	<b>1,155,432</b>	<b>1,178,367</b>

(6) Uniforms for public facing staff

(7) Drops that were not billed in a timely manner. Total is \$61,535

(8) Potential managed services or sale

(9) Adtran professional services, Adtran(MSI, TA5000, AOE) \$12,000 ,Zcorum \$18,000, Broadhub License, Aspen Wireless fees

(10) racks, ac repair, generator, fiber patch cables, sfp, fiber jumpers, attenuators, battery backups, switches, APs, cameras, new servers, tools

(11) Mods, internal amps, SAs, fiber face plates, dmarc boxes, dog houses, fittings, connectors, coax cable, ethernet cable, rj45 connectors, fiber jumpers, attenuators, tools

(12) Cable Office rental Black Hills \$17,472 current office \$7656 and VCA rental sub-lease \$9600

(13) 2022 7/14 369-4521 \$129.13 disconnect hopefully soon. \$699 purchased small cell pro for headend. In 2023, adding Internet charges for Hector \$110, Jory \$115, and Daelin \$100

(14) Crowdfiber, \$650 door hangers, cert letter

(15) NCTC?, ACA \$360, Arin \$1000, Socket labs \$479. RadB \$425 annual

(16) Wally, Roku help

(17) 700 Roku new IPTV service pass through to customer

(18) 500 slim ONT \$100 per ONT's for fiber

(19) Office furniture - Black Hills Building

## Agenda Item 15a

TO: Mountain Village Town Council  
 FROM: Jim Soukup, IT Department  
 DATE: September 22, 2022  
 RE: IT Narrative

### Program Narrative

While maintaining all other department functions, in 2023, the Town’s IT department is focusing on the following missions. This is reflected in the top goals for the coming year.

*Information Technology (IT):* Provides a wide range of services from desktop support, cyber security, cloud management, network and server operations, mobile workforce infrastructure, and continuity of operations throughout the organization.

*Geographic Information Systems (GIS):* Manage the Town’s GIS technology by ensuring the data’s quality, accessibility and value to best serve the citizens and its employees.

### Program Goals

Goal	Financial Implications	Measurement	Environmental Impact	Overall Town Goal
<b>1. Cyber Security:</b> Cyber security audit. Attend remote cyber security training. Research next generation firewall new product services.	<b>\$15,000</b> for cyber security. Training included with managed cyber security.	Completed by <b>11/15/2023</b> .	<b>N/A</b>	Implement policies and procedures to ensure destination resiliency, including fire mitigation and emergency preparedness.

2.	<b>Complete server and network migrations.</b> Finish moving data from old servers to new servers. Upgrade core switches to 10GB.	N/A	Completed by <b>5/31/2023.</b>	N/A	Pursue capital improvements to support and maintain a world class, year round destination.
3.	<b>Training:</b> Train network and server administrator TMV's systems.	N/A	Completed by <b>12/31/2023.</b>	N/A	Improve internal operations and make Mountain Village the employer of choice.
4.	<b>Complete camera and Heritage Parking lot upgrades.</b>	<b>Equipment already purchased.</b>	Completed by <b>4/15/2023.</b>	N/A	Pursue capital improvements to support and maintain a world class, year round destination.
5.	<b>Create a ground-penetrating radio plan</b> that accurately captures the Town's utility infrastructure.	N/A	Accurately locate and capture <b>at least 50%</b> of all Public Works utility infrastructure into ArcGIS format by <b>October 2023.</b>	<b>Carbon Neutrality</b> <i>Energy Efficiency</i>	Implement policies and procedures to ensure destination

				Accurate location data makes sourcing and repairing infrastructure breaks faster and more effective.	resiliency, including fire mitigation and emergency preparedness.
6.	<b>Education and Collaboration</b> with regional offices, neighboring GIS departments, & GIS professionals, as well as expand education for the Town's GIS department	<b>\$8000</b> for GIS Certificate from CU Boulder	Certificate completed by <b>December of 2023</b>	<b>Carbon Neutrality</b> <i>Energy Efficiency</i> Expansion of regional GIS data provides more efficient communication pathways and improves emergency management plans.	Strengthen regional relationships and identify opportunities of regional cooperation.

**Department :** Information Technology Department  
**Fund:** General Fund

Information Technology Department - General Fund					
	2022	2022	2023		
Budget Category	Original Budget	Updated Forecast	Preliminary Budget	Variance	Variance explanation
<b>Operating Expenses</b>	722,314	721,393	837,061	16.0%	Increase in personnel expenses 5.5% (includes IT tech allocation) New finance software 6.5% Increase in cyber security efforts 3.9% The budget also includes annual licensing increases

**Recession Planning:** In the event of an economic slowdown, the finance software upgrade could be deferred.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

***Information Technology***

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022					2023					2024 Long	2025 Long	2026 Long	2027 Long
				2022 Original	Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	2023 % Adjustments	Term Projection	Term Projection	Term Projection	Term Projection				
Information Technology - GF	Salaries & Wages	130,929	188,124	217,838	255,254	37,416	283,171	27,917	10.9%	283,171	283,171	283,171	283,171				
Information Technology - GF	Housing Allowance	10,327	10,644	10,644	10,644	-	10,644	-	0.0%	10,644	10,644	10,644	10,644				
Information Technology - GF	Group Insurance	15,860	21,454	31,399	31,399	-	36,394	4,995	15.9%	37,122	37,864	38,622	39,394				
Information Technology - GF	Dependent Health Reimbursement	(2,096)	(2,160)	(2,160)	(2,160)	-	(2,160)	-	0.0%	(2,160)	(2,160)	(2,160)	(2,160)				
Information Technology - GF	PERA & Payroll Taxes	20,261	30,123	34,789	40,764	5,975	45,222	4,458	10.9%	45,222	45,222	45,222	45,222				
Information Technology - GF	PERA 401K	3,944	5,446	7,280	7,280	-	9,406	2,125	29.2%	9,406	9,406	9,406	9,406				
Information Technology - GF	Workers Compensation	1,586	1,037	1,600	1,600	-	1,600	-	0.0%	1,600	1,600	1,600	1,600				
Information Technology - GF	Other Employee Benefits	1,080	2,538	2,420	3,120	700	3,276	156	5.0%	3,440	3,612	3,792	3,982				
Information Technology - GF	Uniforms	324	428	500	500	-	750	250	50.0%	750	750	750	750				
Information Technology - GF	Vehicle Repair & Maintenance	-	-	500	500	-	500	-	0.0%	500	500	500	500				
Information Technology - GF	Phone Maintenance	7,889	3,533	7,500	7,500	-	7,500	-	0.0%	7,500	7,500	7,500	7,500				
Information Technology - GF	Communications (1)	1,049	3,152	3,944	4,589	645	4,818	229	5.0%	4,818	4,818	4,818	4,818				
Information Technology - GF	Dues & Fees	-	43	-	-	-	-	-	na	-	-	-	-				
Information Technology - GF	Travel, Education & Training (2)	5,090	1,580	7,000	7,000	-	7,700	700	10.0%	7,700	7,700	7,700	7,700				
Information Technology - GF	General Supplies & Materials	706	1,597	500	1,000	500	1,100	100	10.0%	1,100	1,100	1,100	1,100				
Information Technology - GF	Supplies - Signs & Safety	4,589	3,992	8,000	8,000	-	8,000	-	0.0%	8,000	8,000	8,000	8,000				
Information Technology - GF	Business Meals (3)	127	418	350	700	350	400	(300)	-42.9%	400	400	400	400				
Information Technology - GF	COVID-19 Related Expenses	7,517	200	-	-	-	-	-	na	-	-	-	-				
Information Technology - GF	Software Support- Contract (4)	8,122	3,000	30,000	5,000	(25,000)	5,000	-	0.0%	5,000	5,000	5,000	5,000				
Information Technology - GF	Software Support - Other (5)	403	5,119	5,400	5,400	-	5,400	-	0.0%	5,400	5,400	5,400	5,400				
Information Technology - GF	General Hardware Replacement (6)	19,601	24,014	25,000	29,500	4,500	31,350	1,850	6.3%	31,350	31,350	31,350	31,350				
Information Technology - GF	Server Replacement (7)	10,463	-	14,200	14,200	-	5,200	(9,000)	-63.4%	5,200	5,200	5,200	5,200				
Information Technology - GF	Cyber Security (8)	38,954	32,000	40,167	40,167	-	44,184	4,017	10.0%	44,184	44,184	44,184	44,184				
Information Technology - GF	Microsoft Office Licenses	4,209	19,602	24,150	24,150	-	25,358	1,208	5.0%	25,358	25,358	25,358	25,358				
Information Technology - GF	Hosted E-Mail Services	-	2,448	4,187	4,187	-	-	(4,187)	-100.0%	-	-	-	-				
Information Technology - GF	Accounting SW Annual Support Maintenance (9)	33,722	36,970	48,705	48,705	-	51,140	2,435	5.0%	53,697	56,382	59,201	62,161				
Information Technology - GF	Accounting SW Customization/Options (18)	144	500	-	-	-	47,000	47,000	na	-	-	-	-				
Information Technology - GF	Password Manager	-	1,680	3,150	3,150	-	3,308	158	5.0%	3,473	3,647	3,829	4,020				
Information Technology - GF	All Data - Vehicle Maintenance	1,500	1,500	1,515	1,515	-	1,515	-	0.0%	1,515	1,515	1,515	1,515				
Information Technology - GF	Live Streaming Software	-	-	-	-	-	-	-	na	-	-	-	-				
Information Technology - GF	PDF SW Upgrades/Licenses	7,920	9,028	10,227	10,227	-	11,250	1,023	10.0%	11,250	11,250	11,250	11,250				
Information Technology - GF	Firewall (10)	-	-	3,900	3,900	-	13,000	9,100	233.3%	-	-	-	45,000				
Information Technology - GF	CAD Auto Desk Support	1,149	1,658	-	-	-	-	-	na	-	-	-	-				
Information Technology - GF	GIS Hardware/Software (11)	-	7,999	25,000	25,000	-	27,000	2,000	8.0%	27,000	27,000	27,000	27,000				
Information Technology - GF	Web Site Blocker	-	-	-	-	-	-	-	na	-	-	-	-				
Information Technology - GF	Server Support Fees	1,246	5,659	7,500	7,500	-	8,250	750	10.0%	8,250	8,250	8,250	8,250				
Information Technology - GF	Spam Filter	2,277	6,867	9,108	-	(9,108)	-	-	na	-	-	-	-				
Information Technology - GF	CRM Software (12)	-	1,428	4,440	4,440	-	4,884	444	10.0%	4,884	4,884	4,884	4,884				
Information Technology - GF	Database Administrator (13)	-	-	3,000	3,000	-	3,000	-	0.0%	3,000	3,000	3,000	3,000				
Information Technology - GF	RMS Software Support - Police	12,379	12,875	13,856	13,856	-	13,856	-	0.0%	13,856	13,856	13,856	13,856				
Information Technology - GF	Legal SW Support	-	-	2,184	2,184	-	2,184	-	0.0%	2,184	2,184	2,184	2,184				
Information Technology - GF	Cyber Security - Audit Fees (19)	640	-	-	-	-	15,000	15,000	na	15,000	15,000	15,000	15,000				
Information Technology - GF	Cyber Security - Study	-	-	-	-	-	-	-	na	-	-	-	-				
Information Technology - GF	AV Room Upgrade (20)	-	10,465	24,000	5,000	(19,000)	5,000	-	0.0%	5,000	5,000	5,000	5,000				
Information Technology - GF	EPPT Startup Costs	-	-	-	-	-	-	-	na	-	-	-	-				
Information Technology - GF	EPPT Support Fees	-	-	1,680	1,680	-	1,680	-	0.0%	1,680	1,680	1,680	1,680				
Information Technology - GF	Montrose Interconnect - Police	4,061	3,705	5,000	5,000	-	5,000	-	0.0%	5,000	5,000	5,000	5,000				

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

***Information Technology***

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022					2023				2024 Long	2025 Long	2026 Long	2027 Long
				2022 Original	Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	2023 % Adjustments	Term Projection	Term Projection	Term Projection	Term Projection			
Information Technology - GF	VPI Software Support - Police (14)	1,961	1,602	2,200	2,200	-	2,200	-	0.0%	2,200	2,200	2,200	2,200			
Information Technology - GF	Building Permit Support Fees	7,650	7,650	7,650	7,650	-	7,650	-	0.0%	7,650	7,650	7,650	7,650			
Information Technology - GF	Ready Op Subscription	2,000	-	-	-	-	-	-	na	-	-	-	-			
Information Technology - GF	Exevault (15)	500	990	-	2,100	2,100	2,520	420	20.0%	2,520	2,520	2,520	2,520			
Information Technology - GF	Printer Maintenance	-	-	1,500	1,500	-	1,500	-	0.0%	1,500	1,500	1,500	1,500			
Information Technology - GF	Document Management	-	-	500	500	-	550	50	10.0%	550	550	550	550			
Information Technology - GF	ESRI Map Subscription	3,000	4,205	10,000	10,000	-	11,000	1,000	10.0%	11,000	11,000	11,000	11,000			
Information Technology - GF	E-Recycle	-	275	2,500	2,500	-	2,500	-	0.0%	2,500	2,500	2,500	2,500			
Information Technology - GF	Fingerprint SW Support - Police	-	-	1,163	1,163	-	1,163	-	0.0%	1,163	1,163	1,163	1,163			
Information Technology - GF	Muni Metrix License	1,495	1,495	1,495	1,495	-	1,495	-	0.0%	1,495	1,495	1,495	1,495			
Information Technology - GF	Notification Services	-	2,000	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000			
Information Technology - GF	Online Back Up Support Fee (17)	4,484	3,210	16,500	16,500	-	18,150	1,650	10.0%	18,150	18,150	18,150	18,150			
Information Technology - GF	Opengov	16,903	16,903	17,000	17,000	-	17,000	-	0.0%	17,000	17,000	17,000	17,000			
Information Technology - GF	Munirevs Support Fees	19,883	18,955	20,134	20,134	-	20,134	-	0.0%	20,134	20,134	20,134	20,134			
Information Technology - GF	Technical Miscellaneous	2,035	16	1,200	1,200	-	1,320	120	10.0%	1,320	1,320	1,320	1,320			
<b>Total</b>		<b>415,883</b>	<b>515,967</b>	<b>722,314</b>	<b>721,393</b>	<b>(921)</b>	<b>837,061</b>	<b>115,668</b>	<b>16.0%</b>	<b>780,675</b>	<b>784,448</b>	<b>788,387</b>	<b>837,501</b>			

- (1) Includes Town Clerk Zoom fees
- (2) Added GIS Training
- (3) Team and Vendor building
- (4) Instead of contracted services, this is a part time employee
- (5) 3rd party software
- (6) New employees and on going replacements
- (7) Server ordered in 2022, 2024 capital purchase for a new cluster is needed
- (8) Crowdstrike
- (9) Moved to the cloud
- (10) 2023 3 year renewal or purchase new system

- (11) GIS additional licenses for pubic works department, broadband and planning
- (12) IT management system may add second user
- (13) Town Clerk election database
- (14) 2022 upgrade to VoIP phones - need system upgrade (waiting on dollar amount) 2023 VPI
- (15) Purchased by files.com March 2022. files.com increased service cost.
- (16) Started using ESRI cloud solutions, upgrade to Enterprise license
- (17) Adding more retention and continuity of operations
- (18) Finance Software upgrade \$37k, document management \$10k
- (19) Annual audit and new firewall review and deployment.
- (20) Accounting Room AV Upgrade.

## Agenda Item 16a

TO: Mountain Village Town Council  
 FROM: Michelle Haynes, Assistant Town Manager  
 DATE: October 5, 2022  
 RE: Building Division Budget Narrative

### Program Narrative

While maintaining all other functions, in 2023, the Building Division is focusing on the following missions. This is reflected in the top goals for the coming year.

*Building Administration:* Administers and enforces building regulations, contractor license program and requirements. Also performs mechanical and electrical inspections for Mountain Village and the Town of Telluride in lieu of the State of Colorado. Maintains all necessary certifications.

*Incentive Programs:* Make measurable progress towards the Town of Mountain Village’s goal of carbon neutrality by 2050 by administering the energy and resource-reducing incentive programs, including and not limited to the cedar shake incentive program, housing mitigation program, renewable energy mitigation program, solar incentive program, defensible space program and fee reduction program for deed-restricted properties. All permitting is electronic and online.

### Program Goals

Goal	Financial Implications	Measurement	Environmental Impact	Overall Town Goal
1. <b>Additional Building Inspector:</b> Recruit and hire for this new position in anticipation of multi-family and hotel development along with succession planning efforts.	\$58,000	Position filled with qualified candidate by <b>April of 2023</b> .	N/A	Expand opportunities for business development within Mountain Village.

2.	<p><b>Streamline Processes:</b> Small jobs program (allow work absent an ICC for small projects), HERS inspection requirements streamline, planning use of community core)</p>	<p><b>\$0</b></p>	<p>Implement handyman program by <b>March of 2023</b>, Streamline HERS inspection requirements by <b>May of 2023</b>, planning use of community core – <b>ongoing</b>.</p>	<p><b>N/A</b></p>	<p>Provide world class service to the Town’s residents, second homeowners, guests, and partners.</p>
3.	<p><b>Facilitate implementation of new building incentive program</b> - Provide rebates to residential and commercial properties for retrofits and upgrades with significant energy savings and greenhouse gas (GHG) emissions reductions. As shown in the Town’s past reports, buildings are the largest source of GHG emissions in Mountain Village. Staff is aggressively implementing incentives to lower GHGs within the building sector.</p>	<p><b>\$50,000*</b> TMVOA will be providing a match of \$25,000</p>	<p>The success of this program will be determined by the <b>number of participants, projected energy savings, projected long-term cost savings</b>, and fiscal amount of <b>rebates distributed</b>.</p>	<p><b>Carbon Neutrality Energy Efficiencies:</b> Increase building efficiencies to generate a significant decrease in the Town’s GHG emissions.</p>	<p>Provide world class service to the Town’s residents, second homeowners, guests, and partners.</p>

**Department :** Building Department  
**Fund:** General Fund

Building Department - General Fund					
	2022	2022	2023		
Budget Category	Original Budget	Updated Forecast	Preliminary Budget	Variance	Variance explanation
Operating Expenses	602,994	560,169	677,393	20.9%	Increase in personnel expenses 17.9% (includes additional building inspector) Increase in contract labor/consultation 2.7% (plan review assistance) Increase in training with addition of new staff .4%

**Recession Planning:** If development were to decrease in an economic slow down, the filling the open building inspector position could be deferred and consulting/contract labor would likely not be needed. Council could scale back community incentive initiatives if more significant cuts were needed, however, as the largest incentive is related to the defensible space initiative this would not be recommended.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**Building Division**

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022					2023 %	2024 Long Term Projection	2025 Long Term Projection	2026 Long Term Projection	2027 Long Term Projection
				2022 Original	Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments					
Building Division	Salaries & Wages (4)	190,707	208,144	246,691	246,691	-	319,578	72,887	29.5%	319,578	319,578	319,578	319,578
Building Division	Group Insurance	36,346	36,752	47,120	47,120	-	62,851	15,731	33.4%	64,108	65,390	66,698	68,032
Building Division	Dependent Health Reimbursement	(3,694)	(2,788)	(2,292)	(2,292)	-	(2,292)	-	0.0%	(2,292)	(2,292)	(2,292)	(2,292)
Building Division	PERA & Payroll Taxes	28,792	32,794	39,397	39,397	-	51,037	11,640	29.5%	51,037	51,037	51,037	51,037
Building Division	PERA 401K	5,123	6,557	6,500	6,500	-	6,500	-	0.0%	6,500	6,500	6,500	6,500
Building Division	Workers Compensation	2,321	1,527	1,053	1,053	-	1,053	-	0.0%	1,053	1,053	1,053	1,053
Building Division	Other Employee Benefits	2,475	3,055	3,575	5,100	1,525	5,355	255	5.0%	5,623	5,904	6,199	6,509
Building Division	Uniforms	683	503	500	1,000	500	1,000	-	0.0%	1,000	1,000	1,000	1,000
Building Division	Consultation Fees (1)	-	-	7,000	-	(7,000)	10,000	10,000	na	10,000	10,000	10,000	10,000
Building Division	Vehicle Repair & Maintenance	613	3,421	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000
Building Division	Printing & Binding	-	-	-	-	-	-	-	na	-	-	-	-
Building Division	UBC/IRC/IBC Book Supplies	-	-	650	650	-	650	-	0.0%	650	650	650	650
Building Division	Dues, Fees, Licenses	455	230	1,000	1,000	-	1,000	-	0.0%	1,000	1,000	1,000	1,000
Building Division	Travel, Education & Training (2)	4,778	656	4,500	4,500	-	6,500	2,000	44.4%	6,500	6,500	6,500	6,500
Building Division	Contract Labor	-	4,628	10,000	-	(10,000)	5,000	5,000	na	5,000	5,000	5,000	5,000
Building Division	Bank Fees - Credit Card Fees	2,977	3,438	2,000	3,500	1,500	3,500	-	0.0%	3,500	3,500	3,500	3,500
Building Division	Supplies	-	-	-	-	-	-	-	na	-	-	-	-
Building Division	Business Meals	-	-	500	500	-	500	-	0.0%	500	500	500	500
Building Division	Employee Appreciation	300	220	300	500	200	500	-	0.0%	500	500	500	500
Building Division	Books & Periodicals	361	313	500	250	(250)	250	-	0.0%	250	250	250	250
Building Division	Utilities - Gasoline	857	3,797	2,500	3,200	700	2,912	(288)	-9.0%	2,912	2,912	2,912	2,912
Building Division	Non-Capital Equipment	-	-	1,500	1,500	-	1,500	-	0.0%	1,500	1,500	1,500	1,500
Building Division	Environmental Projects	-	-	-	-	-	-	-	na	-	-	-	-
Building Division	Solar Panel Rebates	1,240	-	-	-	-	-	-	na	-	-	-	-
Building Division	Solar Energy Rebates	-	50,000	50,000	50,000	-	50,000	-	0.0%	50,000	50,000	50,000	50,000
Building Division	LED Lighting Rebates	-	-	-	-	-	-	-	na	-	-	-	-
Building Division	Community Environmental Incentives (3)	20,825	104,938	140,000	110,000	(30,000)	110,000	-	0.0%	110,000	110,000	110,000	110,000
Building Division	Energy Mitigation Expenditures	29,650	19,580	38,000	38,000	-	38,000	-	0.0%	38,000	38,000	38,000	38,000
Building Division	Misc & Other	-	-	-	-	-	-	-	na	-	-	-	-
<b>Total</b>		<b>324,810</b>	<b>477,765</b>	<b>602,994</b>	<b>560,169</b>	<b>(42,825)</b>	<b>677,393</b>	<b>117,224</b>	<b>20.9%</b>	<b>678,918</b>	<b>680,481</b>	<b>682,084</b>	<b>683,728</b>

(1) Increase in 2022 and 2023 for anticipated large scale development and 3rd party plan review consulting

(4) 2022 Shop Solar Panels Matching Grant Funds

(2) 2023 increase training to anticipate training of a new inspector

(3) Suspended Dspace program until August 1st so expenditures will be less than expected

(4) Additional Building Inspector

## Agenda Item 16b

TO: Mountain Village Town Council  
FROM: Amy Ward, Community Development Director  
DATE: October 5, 2022  
RE: Planning Division Budget Narrative

### Program Narrative

While maintaining all other functions, in 2023, the Planning Division is focusing on the following missions.

*Planning:* To achieve full staffing levels in order to maintain high level of customer service, response times and development review.

*Forestry:* To begin to analyze our forestry assessment data to develop goals in 2023

The goals set forth below will assist in fulfilling these missions.

### Program Goals

Goal	Financial Implications	Measurement	Environmental Impact	Overall Town Goal
1. Achieve full staffing levels otherwise continue to maintain 3 <sup>rd</sup> party assistance with planning applications until we are fully staffed.*	\$140,000	Actively recruit and fill positions as soon as possible.	N/A	Provide world class service to the Town's residents, second homeowners, guests, and partners.

2.	Work with the GIS/IT division to update Town Maps (e.g. the official zoning map, address map, base map, built and unbuilt, open space map)	\$0 (See GIS budget)	Updated by the fall of 2023 and establish an inter-departmental for ongoing map updates	N/A	Pursue policies to ensure effective use of taxpayer dollars.
3.	Finalizing necessary Community Development Code amendments to conform the CDC to the amended Comprehensive Plan amendment and/or general housekeeping amendments	\$10,000	Schedule CDC amendment updates mid-year through end of year	N/A	Pursue policies to ensure effective use of taxpayer dollars.
4.	Mountain Village Forest Assessment	\$150,000**	Begin to assess the forestry assessment data and set goals by spring of 2023	<b>Natural Resources Management</b> <i>Forest Ecosystem Assessment</i> Non-evasive means to begin assessing our forest ecosystem through emerging technology is environmentally friendly.	Implement policies and procedures to ensure destination resiliency, including fire mitigation and emergency preparedness.

\* Given we can achieve full staffing, we would then like to prioritize streamlining our planning application forms and Update the Plaza Design Standards

\*\*Lidar flight missed the weather window in 2022 will complete data collection in 2023.

**Department :** Planning Department  
**Fund:** General Fund

Planning Department - General Fund					
	2022	2022	2023		
Budget Category	Original Budget	Updated Forecast	Preliminary Budget	Variance	Variance explanation
<b>Operating Expenses</b>	806,983	967,818	971,533	0.4%	Increase in personnel expenses 11.2% (includes additional planner) DRB compensation 2.4% (full year) Increase in printing 1.5% (master plan printing) Decrease in master planning consulting -10.3% Decrease in planning consultation -5.6% (decrease with new planner)

**Recession Planning:** If development were to decrease in an economic slow down, and the additional planner position were open, the department could defer this hire. Non-essential trainings and personnel costs would be scaled back. Forestry Management appropriations would be reevaluated, but due to the increasing risk of forest fires this would not be a recommended initial cut.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
**Planning Services**

Worksheet	Account Name			2022	2022 \$	2023	2023 \$	2023 %	2024 Long	2025 Long	2026 Long	2027 Long	
		Actuals 2020	Actuals 2021	2022 Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
Planning & Zoning	Salaries & Wages (10)	192,503	260,459	343,361	343,361	-	422,376	79,015	23.0%	422,376	422,376	422,376	422,376
Planning & Zoning	Group Insurance	31,030	45,976	65,373	65,373	-	81,238	15,865	24.3%	82,862	84,520	86,210	87,934
Planning & Zoning	Dependent Health Reimbursement	(4,057)	(5,588)	(702)	(702)	-	(702)	-	0.0%	(702)	(702)	(702)	(702)
Planning & Zoning	PERA & Payroll Taxes	28,895	40,329	54,835	54,835	-	67,453	12,619	23.0%	67,453	67,453	67,453	67,453
Planning & Zoning	PERA 401K	4,318	8,376	7,000	7,000	-	7,000	-	0.0%	7,000	7,000	7,000	7,000
Planning & Zoning	Workers Compensation	103	912	1,977	1,977	-	1,977	-	0.0%	1,977	1,977	1,977	1,977
Planning & Zoning	Other Employee Benefits	3,690	4,324	3,410	4,320	910	5,786	1,466	33.9%	6,075	6,379	6,698	7,033
Planning & Zoning	Uniforms	-	-	500	1,500	1,000	1,000	(500)	-33.3%	1,000	1,000	1,000	1,000
Planning & Zoning	Consultation Fees- Planning (1)	-	13,951	35,000	110,000	75,000	65,000	(45,000)	-40.9%	65,000	65,000	65,000	65,000
Planning & Zoning	Consulting-Master Planning (2)	-	149,947	-	100,000	100,000	-	(100,000)	-100.0%	-	-	-	-
Planning & Zoning	Forestry Management (3)	1,800	25,020	200,000	200,000	-	200,000	-	0.0%	200,000	200,000	200,000	200,000
Planning & Zoning	Communications (4)	4,758	6,155	4,029	4,029	-	4,029	-	0.0%	4,029	4,029	4,029	4,029
Planning & Zoning	Public Noticing	447	1,483	3,500	3,500	-	3,500	-	0.0%	3,500	3,500	3,500	3,500
Planning & Zoning	Printing & Binding (5)	2,604	8,595	50,000	20,000	(30,000)	35,000	15,000	75.0%	35,000	35,000	35,000	35,000
Planning & Zoning	Recording Fees	24	279	600	600	-	600	-	0.0%	600	600	600	600
Planning & Zoning	Dues & Fees (6)	-	135	1,400	1,400	-	3,250	1,850	132.1%	3,250	3,250	3,250	3,250
Planning & Zoning	Travel, Education & Training	239	140	7,000	7,000	-	7,000	-	0.0%	7,000	7,000	7,000	7,000
Planning & Zoning	Contract Labor	-	-	-	600	600	600	-	0.0%	600	600	600	600
Planning & Zoning	Marketing (7)	-	-	2,000	4,500	2,500	5,000	500	11.1%	5,000	5,000	5,000	5,000
Planning & Zoning	Postage & Freight	42	180	150	150	-	150	-	0.0%	150	150	150	150
Planning & Zoning	General Supplies & Material	1,280	3,212	2,500	2,500	-	2,500	-	0.0%	2,500	2,500	2,500	2,500
Planning & Zoning	Business Meals (8)	1,006	3,643	6,000	3,500	(2,500)	3,500	-	0.0%	3,500	3,500	3,500	3,500
Planning & Zoning	Employee Appreciation	910	450	500	625	125	625	-	0.0%	625	625	625	625
Planning & Zoning	Other Benefits - DRB (9)	8,800	9,600	9,900	23,100	13,200	46,000	22,900	99.1%	46,000	46,000	46,000	46,000
Planning & Zoning	Live Streaming	338	2,500	8,400	8,400	-	8,400	-	0.0%	8,400	8,400	8,400	8,400
Planning & Zoning	COVID-19 Related Expenses	1,132	962	-	-	-	-	-	na	-	-	-	-
Planning & Zoning	Books & Periodicals	-	-	250	250	-	250	-	0.0%	250	250	250	250
<b>Total</b>		<b>279,860</b>	<b>581,040</b>	<b>806,983</b>	<b>967,818</b>	<b>160,835</b>	<b>971,533</b>	<b>3,715</b>	<b>0.4%</b>	<b>973,447</b>	<b>975,408</b>	<b>977,417</b>	<b>979,476</b>

- (1) 2022: Most of housing mitigation fell into 2022 but anticipated to be in 2021. Design Workshop fees through year end are \$40,000 of the 2022 budget. In 2023 we anticipate \$40,000 for design workshop plan review, \$35,000 for STR linkage study for housing and \$25,000 for a Ridge survey accurate model with topography
- (2) Comp Plan was anticipated to be adopted in 2021. \$40K to date for Comp Plan work, extended, \$40K to date was the added Meadows Subarea Planning. \$30K anticipated to complete the Comp Plan in 2022
- (3) 2022: Dr. Sibold Contract, 2022: Lidar for forest health inventory and management as well as fire behavior modeling. 2023: forest health projects and follow up forest inventory and management
- (4) 2021 increase due to communications for larger scale projects
- (5) outsource printing of DRB packets. 2022 printing the updated comp plan moved to 2023
- (6) Pay for SMC records monthly + APA dues for 4 employees
- (7) To capture newspaper ads and communications for town projects
- (8) Meals are costing more post covid - lack of consistent caterer
- (9) 2022: Ski Pass & DRB Compensation retroactive to July \$300 per DRB member a month \$600 for the chair. 2023 Ski Pass and DRB compensation
- (10) Additional of one planner in 2023.

## Agenda Items 17a & 17b

TO: Mountain Village Town Council  
 FROM: Michelle Haynes, Assistant Town Manager  
 DATE: October 5, 2022  
 RE: Affordable Housing Development Fund Budget Narrative

### Program Narrative

While maintaining all other functions, in 2023, the Affordable Housing Development Fund is focusing on the following missions. This is reflected in the top goals for the coming year.

*Affordable Housing Development:* Fund and manage town community housing development projects

*Affordable Housing Administration:* Administer the mortgage assistance program and oversee employee housing deed restriction management and compliance.

### Program Goals

Goal	Financial Implications	Measurement	Environmental Impact	Overall Town Goal
1. <b>2023 Compliance Verification</b> for all deed-restricted units in the Mountain Village	<b>\$0</b> – staff time only	We would send the compliance materials out and verify compliance by <b>Fall of 2023</b>	<b>Zero Waste</b> <i>Reduction of Paper:</i> Our intent is to send compliance materials electronically.	Actively identify and implement solutions to address the Town’s affordable housing crisis.
2. <b>Community housing development progression</b> in and outside of Mountain Village: Alexander Property, Lot 644, VCA Phase IV, Norwood Property.	<b>\$7.5 million</b> for the acquisition of the Alexander property, to be spent in either December 2022 or early 2023. <b>\$4.3 million</b> in equity investment in Lot 644,	<b>Quarterly updates</b> as to the stage of development and construction	<b>Carbon Neutrality</b> <i>Energy Efficiencies</i> <i>With a combination of grant funding to support net zero efforts, electrification, a focus on building housing to reduce vehicle trips and</i>	Actively identify and implement solutions to address the Town’s affordable housing crisis.

		to be recouped at end of 2023 <b>\$20 million</b> in debt issuance for VCA Phase IV.		<i>commuting miles, and assuring these developments are on public transportation routes all promote sustainability in our region</i>	
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**Fund:** Affordable Housing Development Fund  
**Fund Type:** Enterprise

**Funding Sources:** Housing mitigation fees, rental proceeds from owned properties, housing authority application fees, sales tax transfer from General Fund. The General Fund transfers 11.11% of sales tax to the Affordable Housing Fund.

**2023 Budget Assumptions:** Housing mitigation fees will begin in 2023.

Restaurant taxes are projected to remain constant with 2022 forecasts.

Lot 644 construction to occur in 2023. The Town will contribute \$4.3m to the project to be returned upon sale in 2024.

A loan will be used to finance the purchase of land in Illium for future development.

Housing expenses previously reported in the General Fund will be accounted for in the AHDF moving forward.

Affordable Housing Development Fund Summary					
Budget Category	2022	2022	2023	Variance	Variance explanation
	Original Budget	Updated Forecast	Preliminary Budget		
Revenues	12,480	51,580	299,100	479.9%	Increase due to housing mitigation fee collection beginning in 2023.
Operating Expenses	511,006	195,017	837,731	329.6%	Debt service on Illium loan 256.4% Housing expenses previously reported in General Fund 61.9%
Capital Outlay	-	8,547,330	5,032,670	-41.1%	The 2022 forecast includes the purchase of property for future development and the 2023 budget includes the Towns contributions to the development of Lot 644
Other Sources/(Uses)	529,340	7,730,629	5,155,846	-33.3%	Transfers in 2022 includes loan proceeds for land purchase, sales tax allocation Transfers in 2023 include transfer from General Fund for Lot 644 contribution (to be returned in 2024) and sales tax allocation
Surplus (Deficit)	30,814	(960,138)	(415,455)	-56.7%	
Beginning Available Fund Balance	2,120,294	2,247,655	1,287,517	-42.7%	
Ending Available Fund Balance	2,151,108	1,287,517	872,062	-32.3%	

**Recession Planning:** Should Council wish to continue with housing development in an economic slow down, transfers from the General Fund would be required. Lot 644 development and VCA Phase IV (in VCA fund) would be prioritized due to the current investment in these projects.

**Long term considerations:** Staff will continue to identify funding sources and development partners to assist in solving the current housing crisis. The budget will be updated for Norwood development and potential development in Illium as estimates become available.

**Fund:** Mortgage Assistance Fund Pool  
**Fund Type:** Enterprise

**Funding Sources:** Transfers from the Affordable Housing Development Fund are made to cover any assistance paid out.

**2023 Budget Assumptions:** Budgeted mortgage assistance and AHDF fund transfers are consistent with historical appropriations.

<b>Mortgage Assistance Pool Fund</b>					
<b>Budget Category</b>	<b>2022 Original Budget</b>	<b>2022 Updated Forecast</b>	<b>2023 Preliminary Budget</b>	<b>Variance</b>	<b>Notes</b>
<b>Revenues</b>	-	61,025	-	-100.0%	Repayment of mortgage assistance with share of appreciation in 2022
<b>Operating Expenses</b>	60,000	60,000	60,000	0.0%	
<b>Capital Outlay</b>	-	-	-	0.0%	
<b>Other Sources/(Uses)</b>	60,000	(1,025)	60,000	-5953.7%	
<b>Surplus (Deficit)</b>	-	-	-	0.0%	
<b>Beginning Available Fund Balance</b>	-	-	-	0.0%	
<b>Ending Available Fund Balance</b>	-	-	-	0.0%	

**Recession Planning:** Impacts to revenues in the Affordable Housing Development could be offset by eliminating the annual transfer to the Mortgage Assistance Pool Fund.

**Long term considerations:** As the Town develops more for sale affordable housing options, the demand for mortgage assistance may increase. The Town may want to consider a standard annual transfer to this fund to build fund balance to meet future demand.

Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget

**Mountain Village Housing Authority**

Worksheet	Account Name	Actuals		2022		2022 \$		2023		2023 \$		2023 %		2024 Long	2025 Long	2026 Long	2027 Long
		2020	2021	Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments	Term	Term	Term	Term	Projection	Projection	Projection	Projection
<b>Affordable Housing Development Fund</b>																	
AHDF Revenues	Community Garden Plot Rents (1)	1,113	-	-	-	-	-	-	-	-	na	-	-	-	-	-	-
AHDF Revenues	Sale Proceeds (2)	-	-	-	-	-	-	-	-	-	na	4,300,000	-	-	-	-	-
AHDF Revenues	Housing Authority Application Fees	-	-	-	2,300	2,300	2,300	-	0.0%	-	2,300	2,300	2,300	2,300	2,300	2,300	2,300
AHDF Revenues	Developer Contributions (3)	-	-	-	-	-	-	-	-	na	2,500,000	-	-	-	-	-	-
AHDF Revenues	Housing Mitigation Fees (4)	-	-	-	-	-	250,000	250,000	na	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
AHDF Revenues	Rental Proceeds	33,852	36,125	12,480	49,280	36,800	46,800	(2,480)	-5.0%	-	47,736	48,691	49,665	50,658	49,665	50,658	50,658
<b>Total Revenues</b>		<b>34,965</b>	<b>36,125</b>	<b>12,480</b>	<b>51,580</b>	<b>39,100</b>	<b>299,100</b>	<b>247,520</b>	<b>479.9%</b>		<b>7,100,036</b>	<b>300,991</b>	<b>301,965</b>	<b>302,958</b>	<b>301,965</b>	<b>302,958</b>	<b>302,958</b>
AHDF - General Operating Expense	Salaries & Wages (5)	-	-	-	-	-	74,917	74,917	na	74,917	74,917	74,917	74,917	74,917	74,917	74,917	74,917
AHDF - General Operating Expense	Group Insurance	-	-	-	-	-	5,823	5,823	na	5,939	6,058	6,179	6,303	6,179	6,303	6,179	6,303
AHDF - General Operating Expense	PERA & Payroll Taxes	-	-	-	-	-	11,964	11,964	na	11,964	11,964	11,964	11,964	11,964	11,964	11,964	11,964
AHDF - General Operating Expense	PERA 401K	-	-	-	-	-	3,746	3,746	na	3,746	3,746	3,746	3,746	3,746	3,746	3,746	3,746
AHDF - General Operating Expense	Workers Compensation	-	-	-	-	-	50	50	na	50	50	50	50	50	50	50	50
AHDF - General Operating Expense	Other Employee Benefits	-	-	-	-	-	504	504	na	504	504	504	504	504	504	504	504
AHDF - General Operating Expense	Uniforms	-	-	-	-	-	200	200	na	200	200	200	200	200	200	200	200
AHDF - General Operating Expense	Professional Services	-	-	-	-	-	10,000	10,000	na	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
AHDF - General Operating Expense	Communications	-	-	-	-	-	1,200	1,200	na	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200
AHDF - General Operating Expense	Public Noticing	-	-	-	-	-	1,000	1,000	na	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
AHDF - General Operating Expense	Printing	-	-	-	-	-	500	500	na	500	500	500	500	500	500	500	500
AHDF - General Operating Expense	Dues & Fees	-	-	-	-	-	500	500	na	500	500	500	500	500	500	500	500
AHDF - General Operating Expense	Travel, Education & Training	-	-	-	-	-	2,500	2,500	na	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
AHDF - General Operating Expense	Marketing	-	-	-	-	-	7,000	7,000	na	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000
AHDF - General Operating Expense	General Supplies & Material	-	-	-	-	-	300	300	na	300	300	300	300	300	300	300	300
AHDF - General Operating Expense	Business Meals	-	-	-	-	-	400	400	na	400	400	400	400	400	400	400	400
AHDF - General Operating Expense	Employee Appreciation	-	-	-	-	-	50	50	na	50	50	50	50	50	50	50	50
<b>Total Operating Expense</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>120,654</b>	<b>120,654</b>	<b>na</b>		<b>120,770</b>	<b>120,889</b>	<b>121,010</b>	<b>121,134</b>	<b>121,010</b>	<b>121,134</b>	<b>121,134</b>
AHDF - Other Expense	Community Garden At VCA (1)	75	-	-	-	-	-	-	na	-	-	-	-	-	-	-	-
AHDF - Other Expense	Rental Unit Utilities	1,097	1,727	2,000	3,300	1,300	3,366	66	2.0%	3,433	3,502	3,572	3,643	3,572	3,643	3,572	3,643
AHDF - Other Expense	Rental Unit Lease Fees	21,000	22,680	-	3,780	3,780	-	(3,780)	-100.0%	-	-	-	-	-	-	-	-
AHDF - Other Expense	HOA And Parking Dues	6,244	10,498	6,506	68,452	61,946	8,452	(60,000)	-87.7%	8,621	8,793	8,969	9,149	8,969	9,149	8,969	9,149
AHDF - Other Expense	Rental Unit Maintenance	-	-	2,500	2,500	-	2,500	-	0.0%	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
AHDF - Other Expense	Cassidy Ridge Purchase	355	2,549	-	-	-	-	-	na	-	-	-	-	-	-	-	-
AHDF - Other Expense	RHA Operations Funding	92,625	92,625	-	-	-	-	-	na	-	-	-	-	-	-	-	-
AHDF - Other Expense	Norwood Property - Consulting	-	-	-	73,723	73,723	35,000	(38,723)	-52.5%	-	-	-	-	-	-	-	-
AHDF - Other Expense	Norwood Property - Survey	-	-	-	1,375	1,375	-	(1,375)	-100.0%	-	-	-	-	-	-	-	-
AHDF - Other Expense	Norwood Property -Spruce Project	-	-	-	2,000	2,000	-	(2,000)	-100.0%	-	-	-	-	-	-	-	-
AHDF - Other Expense	Norwood Property - Engineering	-	-	-	7,903	7,903	-	(7,903)	-100.0%	-	-	-	-	-	-	-	-
AHDF - Other Expense	Lot 644 -Legal	-	-	-	1,500	1,500	10,000	8,500	566.7%	-	-	-	-	-	-	-	-
AHDF - Other Expense	Lot 644 -Survey	-	-	-	9,500	9,500	-	(9,500)	-100.0%	-	-	-	-	-	-	-	-
AHDF - Other Expense	Lot 644 -HOA Dues	-	-	-	12,509	12,509	12,759	250	2.0%	-	-	-	-	-	-	-	-
AHDF - Other Expense	Lot 644 -Engineering	-	-	-	6,960	6,960	-	(6,960)	-100.0%	-	-	-	-	-	-	-	-
AHDF - Other Expense	Lot 644 -Tap Fees (7)	-	-	-	-	-	145,000	145,000	na	-	-	-	-	-	-	-	-
AHDF - Other Expense	Lot 644 Development Contribution (2)	-	-	-	867,330	867,330	3,432,670	2,565,340	295.8%	-	-	-	-	-	-	-	-
AHDF - Other Expense	Lot 644 -Access Rd Construction Costs (7)	-	-	-	1,515	1,515	600,000	598,485	39504.0%	-	-	-	-	-	-	-	-
AHDF - Other Expense	Future Housing Projects (6)	16,475	943,510	500,000	7,680,000	7,180,000	1,000,000	(6,680,000)	-87.0%	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
AHDF - Other Expense	Housing Authority Consultant	-	-	-	-	-	-	-	na	-	-	-	-	-	-	-	-

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**Mountain Village Housing Authority**

Worksheet	Account Name	Actuals		2022		2022 \$		2023		2023 \$		2023 %		2024 Long	2025 Long	2026 Long	2027 Long
		2020	2021	Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments	Term	Term	Term	Term	Projection	Projection	Projection	Projection
<b>Total Expenditures</b>		<b>137,871</b>	<b>1,073,588</b>	<b>511,006</b>	<b>8,742,347</b>	<b>8,231,341</b>	<b>5,249,747</b>	<b>(3,492,600)</b>	<b>-40.0%</b>					<b>1,014,554</b>	<b>1,014,795</b>	<b>1,015,041</b>	<b>1,015,292</b>
AFHD - Debt Service	Loan Interest (6)	-	-	-	-	-	-	-	na					-	-	-	-
AFHD - Debt Service	Loan Principal (6)	-	-	-	-	-	500,000	500,000	na					500,000	500,000	500,000	500,000
AFHD - Debt Service	Admin Fees	-	-	-	-	-	-	-	na					-	-	-	-
<b>Total Expenditures</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>500,000</b>	<b>500,000</b>	<b>na</b>					<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>
AHDF Other Sources/Uses	Transfer (To)/From General Fund Sales Tax	524,406	803,876	761,301	990,989	229,688	915,846	(75,142)	-7.6%					934,141	952,801	971,835	991,250
AHDF Other Sources/Uses	Gain/(Loss) on Sale of Assets	-	14,705	-	-	-	-	-	na					-	-	-	-
AHDF Other Sources/Uses	Transfer (To)/From GF Housing Office	(22,182)	(75,587)	(171,961)	(171,476)	485	-	171,476	-100.0%					-	-	-	-
AHDF Other Sources/Uses	Transfer (To)/From GF Lot 644 (2)	-	-	-	-	-	4,300,000	4,300,000	na					(4,300,000)	-	-	-
AHDF Other Sources/Uses	Loan Proceeds (6)	-	-	-	7,500,000	7,500,000	-	(7,500,000)	-100.0%					-	-	-	-
AHDF Other Sources/Uses	Transfer (To)/From VCA	-	-	-	(529,191)	(529,191)	-	529,191	-100.0%					(692,629)	(104,210)	(47,610)	-
AHDF Other Sources/Uses	Transfer (To)/From Mortgage Assistance	(29,900)	(11,429)	(60,000)	(60,000)	-	(60,000)	-	0.0%					(60,000)	(60,000)	(60,000)	(60,000)
<b>Total Other Sources/Uses</b>		<b>472,324</b>	<b>731,565</b>	<b>529,340</b>	<b>7,730,321</b>	<b>7,200,981</b>	<b>5,155,846</b>	<b>(2,574,475)</b>	<b>-33.3%</b>					<b>(4,118,489)</b>	<b>788,592</b>	<b>864,225</b>	<b>931,250</b>
<b>Surplus (Deficit)</b>		<b>369,418</b>	<b>(305,898)</b>	<b>30,815</b>	<b>(960,446)</b>	<b>(991,260)</b>	<b>(415,455)</b>	<b>544,991</b>						<b>1,346,223</b>	<b>(546,102)</b>	<b>(469,862)</b>	<b>(402,218)</b>
<b>Beginning Fund Balance</b>		<b>2,184,136</b>	<b>2,553,553</b>	<b>2,120,294</b>	<b>2,247,655</b>		<b>1,287,210</b>							<b>871,755</b>	<b>2,217,978</b>	<b>1,671,876</b>	<b>1,202,015</b>
<b>Ending Fund Balance</b>		<b>2,553,554</b>	<b>2,247,655</b>	<b>2,151,108</b>	<b>1,287,210</b>		<b>871,755</b>							<b>2,217,978</b>	<b>1,671,876</b>	<b>1,202,015</b>	<b>799,796</b>

(1) Community Garden expenses moved to VCA budget in 2022.

(2) The Town's contribution to lot 644 will total \$4.3m. This will be funded by a transfer from the General Fund and will be returned to the General Fund after the housing has been sold. The sales are expected to be completed in 2024.

(3) Development agreement fees of \$2.5m anticipated in 2024.

(4) Housing Mitigation fees are projected at 8 homes per year.

(5) Housing office expenses previously accounted for in the General Fund moved to AHDF in 2023.

(6) Future housing projects in 2022 include the purchase of a \$7.5m property in Illium, to be initially funded by a loan. Loan repayment amounts will be finalized when available.

(7) Costs for the Lot 644 access road and tap fees will be covered by the fund outside of the development agreement.

**Mortgage Assistance Pool**

Mortgage Assistance Revenues	Revenues	100	6,571	-	-	-	-	-	na					-	-	-	-
Mortgage Assistance Pool	Employee Mortgage Assistance	30,000	18,000	60,000	60,000	-	60,000	-	0.0%					60,000	60,000	60,000	60,000
Mortgage Assistance Transfers	Transfer (To)/From AHDF	29,900	11,429	60,000	60,000	-	60,000	-	0.0%					60,000	60,000	60,000	60,000
<b>Surplus (Deficit)</b>		<b>-</b>						<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>						
<b>Beginning Fund Balance</b>		<b>-</b>						<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>						
<b>Ending Fund Balance</b>		<b>-</b>						<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>						

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget  
Housing Office (3)**

Worksheet	Account Name	Actuals 2020	Actuals 2021	2022			2023			2024 Long Term Projection	2025 Long Term Projection	2026 Long Term Projection	2027 Long Term Projection
				2022 Original	Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	2023 % Adjustments				
Housing Office	Salaries & Wages (1)	17,493	51,028	108,783	108,783	-	-	(108,783)	-100.0%	-	-	-	-
Housing Office	Group Insurance	1,982	7,634	16,413	16,413	-	-	(16,413)	-100.0%	-	-	-	-
Housing Office	Dependent Health Reimbursement	(314)	(864)	(1,045)	(1,045)	-	-	1,045	-100.0%	-	-	-	-
Housing Office	PERA & Payroll Taxes	2,517	7,970	17,373	17,373	-	-	(17,373)	-100.0%	-	-	-	-
Housing Office	PERA 401K	375	1,313	4,351	4,351	-	-	(4,351)	-100.0%	-	-	-	-
Housing Office	Workers Compensation	(6)	6	221	221	-	-	(221)	-100.0%	-	-	-	-
Housing Office	Other Employee Benefits	135	1,081	1,265	1,380	115	-	(1,380)	-100.0%	-	-	-	-
Housing Office	Uniforms	-	104	500	500	-	-	(500)	-100.0%	-	-	-	-
Housing Office	Professional Services (2)	-	-	10,000	10,000	-	-	(10,000)	-100.0%	-	-	-	-
Housing Office	Communications	-	44	1,200	1,200	-	-	(1,200)	-100.0%	-	-	-	-
Housing Office	Public Noticing	-	110	1,000	1,000	-	-	(1,000)	-100.0%	-	-	-	-
Housing Office	Printing	-	-	500	500	-	-	(500)	-100.0%	-	-	-	-
Housing Office	Dues & Fees	-	827	500	500	-	-	(500)	-100.0%	-	-	-	-
Housing Office	Travel, Education & Training	-	1,479	2,500	2,500	-	-	(2,500)	-100.0%	-	-	-	-
Housing Office	Marketing	-	5,000	7,000	7,000	-	-	(7,000)	-100.0%	-	-	-	-
Housing Office	General Supplies & Material	-	107	300	300	-	-	(300)	-100.0%	-	-	-	-
Housing Office	Business Meals	-	-	1,000	400	(600)	-	(400)	-100.0%	-	-	-	-
Housing Office	Employee Appreciation	-	-	100	100	-	-	(100)	-100.0%	-	-	-	-
<b>Total</b>		<b>22,182</b>	<b>75,839</b>	<b>171,961</b>	<b>171,476</b>	<b>(485)</b>	<b>-</b>	<b>(171,476)</b>	<b>-100.0%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

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

(2) 2022 ancillary 3rd party pre-project planning consulting fees

(3) The housing office will be accounted for in the Affordable Housing Development Fund.

## Agenda Item 17c

**Fund:** Village Court Apartments Fund  
**Fund Type:** Enterprise

**Funding Sources:** Rent and associated fees, transfers from AHDF

**2023 Budget Assumptions:** 2023 rents will be updated based on Council feedback.  
 Long term replacement study to be completed in 2023.  
 Improvements to the irrigation system and a new fence for the community garden have been included.  
 Major repairs and maintenance items including one roof replacement have been budgeted for 2023.  
 VCA phase IV expansion budgeted to begin in 2023 be completed in 2024  
 Debt issuance related to VCA phase IV

<b>Village Court Apartments Fund Summary</b>					
Budget Category	2022 Original Budget	2022 Updated Forecast	2023 Preliminary Budget	Variance	Variance explanation
<b>Revenues</b>	2,436,274	2,436,274	2,436,274	0.0%	Rents consistent for preliminary draft, Council to discuss adjustments for 2023
<b>Operating Expenses</b>	2,557,898	2,304,179	2,767,426	20.1%	Increase in utilities .8% Increase in professional services 1.7% (long term replacement consulting, legal) Increase in personnel costs 2.8% Increase in maintenance costs 1.5% (fire alarm system and irrigation upgrades) Costs of debt issuance 5.9% Increase in major repairs 7.9% (roof repair/replacement, painting/staining, fence replacement, mailroom expansion)
<b>Capital Outlay</b>	15,000,000	165,000	15,000,000	8990.9%	VCA Phase IV budgeted to begin in 2023, split over 2 years (2023 - \$15m, 2024 - \$5m)
<b>Other Sources/(Uses)</b>	19,821,993	377,146	19,822,290	5155.9%	Debt Proceeds for Phase IV - debt issued in 2023 (project costs split over 2023/2024)
<b>Surplus (Deficit)</b>	4,700,369	344,241	4,491,138	1204.6%	
<b>Beginning Available Fund Balance</b>	-	(344,241)	-	-100.0%	
<b>Ending Available Fund Balance</b>	4,700,369	-	4,491,138	na	This is due to the debt issuance and will be expended in 2024

**Recession Planning:** Should an economic downturn increase the delinquency and/or vacancy rate, the Town would defer non-essential maintenance to include new community garden fencing and upgrades to the irrigation system. If financing for the VCA expansion has been secured the project would likely be able to continue. Deferring this project could potentially result in increased costs.

**Long term considerations:** As the property ages significant maintenance will be required. Additionally, the debt on this property matures in 2036 with a final principal payment of \$5.97m. At this time, the remaining debt will likely need to be refinanced. A reserve policy is being developed to assist the Town in meeting long term maintenance requirements and paying down the debt to reduce the amount refinanced.

**Village Court Apartments Fund Summary - Not including Phase IV Capital Outlay and Debt Issuance**

Budget Category	2022	2022	2023	Variance	Variance explanation
	Original Budget	Updated Forecast	Preliminary Budget		
<b>Revenues</b>	2,436,274	2,436,274	2,436,274	0.0%	Rents consistent for preliminary draft, Council to discuss adjustments for 2023
<b>Operating Expenses</b>	2,557,898	2,304,179	2,632,426	14.2%	Increase in utilities .8% Increase in professional services 1.7% (long term replacement consulting, legal) Increase in personnel costs 2.8% Increase in maintenance costs 1.5% (fire alarm system and irrigation upgrades) Increase in major repairs 7.9% (roof repair/replacement, painting/staining, fence replacement, mailroom expansion)
<b>Capital Outlay</b>	15,000,000	165,000	-	-100.0%	Major maintenance is included in operating expenses above
<b>Other Sources/(Uses)</b>	19,821,993	377,146	196,152	-48.0%	Transfer from AHDF to cover major repairs
<b>Surplus (Deficit)</b>	4,700,369	344,241	-	-100.0%	
<b>Beginning Available Fund Balance</b>	-	(344,241)	-	-100.0%	
<b>Ending Available Fund Balance</b>	4,700,369	-	-	na	

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
**Village Court Apartments**

Worksheet

**Summary**

	Actuals 2020	Actuals 2021	2022 Original	2022 Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	2023 % Adjustments	2024 Long Term Projection	2025 Long Term Projection	2026 Long Term Projection	2027 Long Term Projection
<b>Revenues</b>												
Rents	2,109,386	2,168,836	2,318,214	2,318,214	-	2,318,214	-	0.0%	2,375,075	2,433,358	2,493,098	2,554,331
Other Operating Income	127,757	96,473	118,060	118,060	-	118,060	-	0.0%	98,060	98,060	98,060	98,060
<b>Total Revenues</b>	<b>2,237,143</b>	<b>2,265,309</b>	<b>2,436,274</b>	<b>2,436,274</b>	<b>-</b>	<b>2,436,274</b>	<b>-</b>	<b>0.0%</b>	<b>2,473,135</b>	<b>2,531,418</b>	<b>2,591,158</b>	<b>2,652,391</b>
<b>Operating Expenditures</b>												
Office Operations	167,780	194,984	234,523	232,648	(1,875)	285,649	53,001	22.8%	251,357	252,083	252,828	253,592
General & Administrative	152,516	138,888	166,679	139,029	(27,650)	144,029	5,000	3.6%	144,029	144,029	144,029	144,029
Utilities	379,672	338,463	321,171	321,171	-	338,529	17,358	5.4%	341,817	345,298	348,848	352,469
Repair & Maintenance	530,471	559,134	678,798	600,104	(78,694)	671,992	71,888	12.0%	673,763	675,579	677,441	679,350
Non-routine Repair & Maintenance	162,473	120,449	219,000	208,500	(10,500)	389,500	181,000	86.8%	254,000	254,000	254,000	254,000
Contingency	-	-	14,500	14,500	-	14,500	-	0.0%	14,500	14,500	14,500	14,500
<b>Total Operating Expenditures</b>	<b>1,392,913</b>	<b>1,351,918</b>	<b>1,634,671</b>	<b>1,515,952</b>	<b>(118,719)</b>	<b>1,844,199</b>	<b>328,247</b>	<b>21.7%</b>	<b>1,679,466</b>	<b>1,685,489</b>	<b>1,691,645</b>	<b>1,697,940</b>
<b>Capital Outlay</b>												
Capital Outlay Expense	9,723	25,943	15,000,000	165,000	(14,835,000)	15,000,000	14,835,000	8990.9%	5,027,500	-	-	-
<b>Total Capital Outlay</b>	<b>9,723</b>	<b>25,943</b>	<b>15,000,000</b>	<b>165,000</b>	<b>(14,835,000)</b>	<b>15,000,000</b>	<b>14,835,000</b>	<b>8990.9%</b>	<b>5,027,500</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Debt Service</b>												
Pre-payment Penalties	-	739,000	-	-	-	-	-	na	-	-	-	-
US 2014A&B Loan Fund Interest	(1,378)	(20)	(50)	(50)	-	(50)	-	0.0%	(50)	(50)	(50)	(50)
Trustee Fees	2,500	-	-	-	-	-	-	na	-	-	-	-
Cost Of Issuance	-	194,834	135,000	-	(135,000)	135,000	135,000	na	-	-	-	-
Interest Expense-2014A	369,833	335,317	345,198	345,198	-	345,198	-	0.0%	336,198	327,198	318,198	318,198
Bonds-Principal	418,441	15,000	443,079	443,079	-	443,079	-	0.0%	452,079	461,079	470,079	470,079
<b>Total Debt Service</b>	<b>789,395</b>	<b>1,284,131</b>	<b>923,227</b>	<b>788,227</b>	<b>(135,000)</b>	<b>923,227</b>	<b>135,000</b>	<b>17.1%</b>	<b>788,227</b>	<b>788,227</b>	<b>788,227</b>	<b>788,227</b>
<b>Other Source/Uses</b>												
Gain/Loss On Sale Of Assets	-	-	-	-	-	-	-	na	-	-	-	-
Transfer To GF - Overhead Allocation	(149,348)	(163,425)	(178,007)	(152,045)	25,961	(177,877)	(25,831)	17.0%	(165,440)	(163,793)	(160,773)	(163,792)
Grant Proceeds	175,837	93,259	-	-	-	-	-	na	-	-	-	-
Loan Proceeds	-	-	20,000,000	-	(20,000,000)	20,000,000	20,000,000	na	-	-	-	-
AHDF Contribution	-	-	-	529,191	529,191	-	(529,191)	-100.0%	696,527	106,091	49,487	-
<b>Total Other Sources/Uses</b>	<b>26,489</b>	<b>(70,166)</b>	<b>19,821,993</b>	<b>377,146</b>	<b>(19,444,847)</b>	<b>19,822,123</b>	<b>19,444,977</b>	<b>5155.8%</b>	<b>531,087</b>	<b>(57,702)</b>	<b>(111,285)</b>	<b>(163,792)</b>
<b>Surplus (Deficit)</b>	<b>71,601</b>	<b>(466,850)</b>	<b>4,700,369</b>	<b>344,241</b>	<b>(4,356,128)</b>	<b>4,490,971</b>	<b>4,146,730</b>		<b>(4,490,971)</b>	<b>-</b>	<b>-</b>	<b>2,432</b>
<b>Beginning Available Fund Balance</b>	<b>51,008</b>	<b>122,609</b>	<b>-</b>	<b>(344,241)</b>		<b>-</b>			<b>4,490,971</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Ending Available Fund Balance</b>	<b>122,609</b>	<b>(344,241)</b>	<b>4,700,369</b>	<b>-</b>		<b>4,490,971</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>2,432</b>

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**Village Court Apartments**

Worksheet	Actuals 2020	Actuals 2021	2022 Original	2022 Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	2023 % Adjustments	2024 Long	2025 Long	2026 Long	2027 Long
									Term Projection	Term Projection	Term Projection	Term Projection
<b>Revenues</b>												
VCA Revenues		Phase 4 Potential Rents	-	-	-	-	-	na	-	-	-	-
VCA Revenues	2,065,620	2,125,234	2,274,446	2,274,446	-	2,274,446	-	0.0%	2,331,307	2,389,590	2,449,330	2,510,563
VCA Revenues	28,488	28,488	28,488	28,488	-	28,488	-	0.0%	28,488	28,488	28,488	28,488
VCA Revenues	15,278	15,114	15,280	15,280	-	15,280	-	0.0%	15,280	15,280	15,280	15,280
VCA Revenues	-	-	-	-	-	-	-	na	-	-	-	-
<b>Total Rent Revenues</b>	<b>2,109,386</b>	<b>2,168,836</b>	<b>2,318,214</b>	<b>2,318,214</b>	<b>-</b>	<b>2,318,214</b>	<b>-</b>	<b>0.0%</b>	<b>2,375,075</b>	<b>2,433,358</b>	<b>2,493,098</b>	<b>2,554,331</b>
VCA Revenues	1,730	-	7,500	7,500	-	7,500	-	0.0%	7,500	7,500	7,500	7,500
VCA Revenues	40	205	200	200	-	200	-	0.0%	200	200	200	200
VCA Revenues	9,860	7,525	8,000	8,000	-	8,000	-	0.0%	8,000	8,000	8,000	8,000
VCA Revenues	3,900	1,800	3,000	3,000	-	3,000	-	0.0%	3,000	3,000	3,000	3,000
VCA Revenues	54,581	41,745	45,000	45,000	-	45,000	-	0.0%	45,000	45,000	45,000	45,000
VCA Revenues	88	116	210	210	-	210	-	0.0%	210	210	210	210
VCA Revenues	4,400	2,825	4,000	4,000	-	4,000	-	0.0%	4,000	4,000	4,000	4,000
VCA Revenues	1,750	1,362	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000
VCA Revenues	2,065	1,776	4,500	4,500	-	4,500	-	0.0%	4,500	4,500	4,500	4,500
VCA Revenues	200	1,155	1,200	1,200	-	1,200	-	0.0%	1,200	1,200	1,200	1,200
VCA Revenues	-	525	550	550	-	550	-	0.0%	550	550	550	550
VCA Revenues	2,424	2,491	1,000	1,000	-	1,000	-	0.0%	1,000	1,000	1,000	1,000
VCA Revenues	2,214	36	2,500	2,500	-	2,500	-	0.0%	2,500	2,500	2,500	2,500
VCA Revenues	2,812	2,924	4,500	4,500	-	4,500	-	0.0%	4,500	4,500	4,500	4,500
VCA Revenues	8,121	5,760	5,900	5,900	-	5,900	-	0.0%	5,900	5,900	5,900	5,900
VCA Revenues	1,062	2,398	3,000	3,000	-	3,000	-	0.0%	3,000	3,000	3,000	3,000
VCA Revenues	32,510	23,830	25,000	25,000	-	25,000	-	0.0%	5,000	5,000	5,000	5,000
<b>Total Other Revenues</b>	<b>127,757</b>	<b>96,473</b>	<b>118,060</b>	<b>118,060</b>	<b>-</b>	<b>118,060</b>	<b>-</b>	<b>0.0%</b>	<b>98,060</b>	<b>98,060</b>	<b>98,060</b>	<b>98,060</b>
<b>Total Revenues</b>	<b>2,237,143</b>	<b>2,265,309</b>	<b>2,436,274</b>	<b>2,436,274</b>	<b>-</b>	<b>2,436,274</b>	<b>-</b>		<b>2,473,135</b>	<b>2,531,418</b>	<b>2,591,158</b>	<b>2,652,391</b>
<b>Office Operations</b>												
VCA	99,099	110,599	122,861	122,861	-	136,925	14,064	11.4%	136,925	136,925	136,925	136,925
VCA	13,118	17,669	19,621	19,621	-	21,867	2,246	11.4%	21,867	21,867	21,867	21,867
VCA	401	132	4,228	4,228	-	4,228	-	0.0%	4,228	4,228	4,228	4,228
VCA	21,393	25,659	28,544	28,544	-	29,115	571	2.0%	29,697	30,291	30,897	31,515
VCA	(557)	-	-	-	-	-	-	na	-	-	-	-
VCA	1,610	3,935	3,449	3,449	-	3,449	-	0.0%	3,449	3,449	3,449	3,449
VCA	1,830	1,880	2,200	2,400	200	2,520	120	5.0%	2,646	2,778	2,917	3,063
VCA	14,172	20,401	21,820	21,820	-	21,820	-	0.0%	21,820	21,820	21,820	21,820
VCA	7,835	6,592	15,500	15,500	-	15,500	-	0.0%	15,500	15,500	15,500	15,500
VCA	178	55	150	150	-	150	-	0.0%	150	150	150	150
VCA	1,813	4,981	3,000	3,000	-	3,000	-	0.0%	3,000	3,000	3,000	3,000
VCA	1,690	1,201	2,000	2,000	-	3,000	1,000	50.0%	3,000	3,000	3,000	3,000
VCA	2,220	1,626	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000
VCA	2,428	543	2,500	500	(2,000)	500	-	0.0%	500	500	500	500
VCA	(50)	(412)	200	200	-	200	-	0.0%	200	200	200	200

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**Village Court Apartments**

Worksheet	Actuals 2020	Actuals 2021	2022		2022 \$		2023		2023 \$		2023 %		2024 Long	2025 Long	2026 Long	2027 Long
			2022 Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments	Projection	Projection	Projection	Projection				
VCA	-	-	5,000	5,000	-	40,000	35,000	700.0%	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
VCA	599	123	700	875	175	875	-	0.0%	875	875	875	875	875	875	875	875
VCA	-	-	750	500	(250)	500	-	0.0%	500	500	500	500	500	500	500	500
<b>Total Office Operations</b>	<b>167,780</b>	<b>194,984</b>	<b>234,523</b>	<b>232,648</b>	<b>(1,875)</b>	<b>285,649</b>	<b>53,001</b>	<b>22.8%</b>	<b>251,357</b>	<b>252,083</b>	<b>252,828</b>	<b>253,592</b>				

**(1) Long term capital plan**

**General & Administrative**

VCA	30,856	3,973	25,000	5,000	(20,000)	10,000	5,000	100.0%	10,000	10,000	10,000	10,000
VCA	-	-	1,000	1,100	100	1,100	-	0.0%	1,100	1,100	1,100	1,100
VCA	1,450	850	4,000	2,000	(2,000)	2,000	-	0.0%	2,000	2,000	2,000	2,000
VCA	34,171	42,561	43,000	43,000	-	43,000	-	0.0%	43,000	43,000	43,000	43,000
VCA	6,704	12,160	10,000	10,000	-	10,000	-	0.0%	10,000	10,000	10,000	10,000
VCA	1,433	-	1,825	1,825	-	1,825	-	0.0%	1,825	1,825	1,825	1,825
VCA	68,604	67,875	68,604	68,604	-	68,604	-	0.0%	68,604	68,604	68,604	68,604
VCA	1,602	1,160	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000
VCA	2,470	1,149	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000
VCA	-	3,550	3,000	1,000	(2,000)	1,000	-	0.0%	1,000	1,000	1,000	1,000
VCA	3,361	243	3,500	500	(3,000)	500	-	0.0%	500	500	500	500
VCA	1,864	5,368	2,750	2,000	(750)	2,000	-	0.0%	2,000	2,000	2,000	2,000
<b>Total General &amp; Administrative</b>	<b>152,516</b>	<b>138,888</b>	<b>166,679</b>	<b>139,029</b>	<b>(27,650)</b>	<b>144,029</b>	<b>5,000</b>	<b>3.6%</b>	<b>144,029</b>	<b>144,029</b>	<b>144,029</b>	<b>144,029</b>

**(2) Community Events**

**(3) office refresh in 2022, carpet in 2023**

**(4) tenant reimbursement for damages caused by staff**

**Utilities**

VCA	136,357	148,530	155,100	155,100	-	170,610	15,510	10.0%	174,022	177,503	181,053	184,674
VCA	42,933	48,556	50,000	50,000	-	50,000	-	0.0%	50,000	50,000	50,000	50,000
VCA	34,911	78,201	61,824	61,824	-	61,824	-	0.0%	61,824	61,824	61,824	61,824
VCA	163,568	58,413	49,000	49,000	-	50,617	1,617	3.3%	50,617	50,617	50,617	50,617
VCA	1,903	3,055	3,247	3,247	-	3,354	107	3.3%	3,354	3,354	3,354	3,354
VCA	-	1,708	2,000	2,000	-	2,124	124	6.2%	2,000	2,000	2,000	2,000
<b>Total Utilities</b>	<b>379,672</b>	<b>338,463</b>	<b>321,171</b>	<b>321,171</b>	<b>-</b>	<b>338,529</b>	<b>17,358</b>	<b>5.4%</b>	<b>341,817</b>	<b>345,298</b>	<b>348,848</b>	<b>352,469</b>

**Repair & Maintenance**

VCA	181,562	199,338	242,234	242,234	-	281,176	38,942	16.1%	281,176	281,176	281,176	281,176
VCA	29,617	31,783	38,685	38,685	-	44,904	6,219	16.1%	44,904	44,904	44,904	44,904
VCA	4,395	3,887	9,188	9,188	-	9,188	-	0.0%	9,188	9,188	9,188	9,188
VCA	54,685	62,071	71,359	71,359	-	72,786	1,427	2.0%	74,242	75,727	77,241	78,786
VCA	(150)	(720)	-	-	-	-	-	na	-	-	-	-
VCA	1,631	4,729	11,081	11,081	-	11,081	-	0.0%	11,081	11,081	11,081	11,081
VCA	4,460	3,760	5,500	6,000	500	6,300	300	5.0%	6,615	6,946	7,293	7,658
VCA	1,167	38	600	600	-	600	-	0.0%	600	600	600	600
VCA	33,862	42,586	42,410	42,410	-	42,410	-	0.0%	42,410	42,410	42,410	42,410
VCA	330	674	3,000	3,000	-	3,000	-	0.0%	3,000	3,000	3,000	3,000
VCA	2,644	3,089	3,647	3,647	-	3,647	-	0.0%	3,647	3,647	3,647	3,647
VCA	65,211	89,550	100,000	50,000	(50,000)	50,000	-	0.0%	50,000	50,000	50,000	50,000
VCA	1,908	977	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**Village Court Apartments**

Worksheet		Actuals 2020	Actuals 2021	2022		2023		2023 %		2024 Long	2025 Long	2026 Long	2027 Long
				2022 Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments	Term Projection	Term Projection	Term Projection	Term Projection
VCA	Parking Supplies	2,158	-	1,000	500	(500)	500	-	0.0%	500	500	500	500
VCA	Community Garden (5)	-	1,253	750	1,500	750	1,500	-	0.0%	1,500	1,500	1,500	1,500
VCA	Sub Metering Expense	-	-	-	4,400	4,400	4,400	-	0.0%	4,400	4,400	4,400	4,400
VCA	Maintenance -Subcontract	53,018	57,371	25,000	30,000	5,000	30,000	-	0.0%	30,000	30,000	30,000	30,000
VCA	Apartment Turnover	-	-	2,500	2,500	-	2,500	-	0.0%	2,500	2,500	2,500	2,500
VCA	Carpet Cleaning (6)	4,615	3,175	-	3,500	3,500	3,500	-	0.0%	3,500	3,500	3,500	3,500
VCA	Snow Removal	15,475	12,390	30,000	30,000	-	30,000	-	0.0%	30,000	30,000	30,000	30,000
VCA	Covid-19 Related Expenses	6,794	-	6,000	-	(6,000)	-	-	na	-	-	-	-
VCA	Fire Alarm Monitoring System	6,453	5,400	6,000	7,200	1,200	7,200	-	0.0%	7,200	7,200	7,200	7,200
VCA	Fire System Repair/Inspections	25,079	19,367	25,000	10,000	(15,000)	25,000	15,000	150.0%	25,000	25,000	25,000	25,000
VCA	Equipment & Tools	2,808	2,814	4,000	4,000	-	4,000	-	0.0%	4,000	4,000	4,000	4,000
VCA	Telephone	5,796	2,091	5,062	3,000	(2,062)	3,000	-	0.0%	3,000	3,000	3,000	3,000
VCA	Commercial Rental Space	1,425	-	10,000	3,000	(7,000)	3,000	-	0.0%	3,000	3,000	3,000	3,000
VCA	Vehicle Repair & Maintenance	261	4,095	1,082	2,000	918	2,000	-	0.0%	2,000	2,000	2,000	2,000
VCA	Landscaping (7)	8,114	-	30,000	10,000	(20,000)	20,000	10,000	100.0%	20,000	20,000	20,000	20,000
VCA	Laundry Supplies	429	1,269	200	300	100	300	-	0.0%	300	300	300	300
VCA	Laundry Equip And Repair & Maint (8)	16,726	8,147	2,500	8,000	5,500	8,000	-	0.0%	8,000	8,000	8,000	8,000
<b>Total Repair &amp; Maintenance</b>		<b>530,471</b>	<b>559,134</b>	<b>678,798</b>	<b>600,104</b>	<b>(78,694)</b>	<b>671,992</b>	<b>71,888</b>	<b>12.0%</b>	<b>673,763</b>	<b>675,579</b>	<b>677,441</b>	<b>679,350</b>

(5) Improve Gardens

(6) move out carpet cleans bill back

(7) sprinkler system upgrades 2023 , etc.

(8) Aging equipment

**Major Repair & Replacement**

VCA	Roof Repairs (9)	4,232	9,598	60,000	30,000	(30,000)	100,000	70,000	233.3%	100,000	100,000	100,000	100,000
VCA	Painting/Staining (10)	220	-	7,500	1,500	(6,000)	46,500	45,000	3000.0%	5,000	5,000	5,000	5,000
VCA	Carpet Replacement	22,617	39,265	35,000	35,000	-	35,000	-	0.0%	35,000	35,000	35,000	35,000
VCA	Cabinet Refacing/Replacement	-	-	5,000	5,000	-	5,000	-	0.0%	5,000	5,000	5,000	5,000
VCA	Window Repair	5,945	37,617	12,000	12,000	-	12,000	-	0.0%	12,000	12,000	12,000	12,000
VCA	Vinyl Replacement - Floor Repair	12,066	9,180	14,000	14,000	-	14,000	-	0.0%	14,000	14,000	14,000	14,000
VCA	Appliances	12,365	11,609	20,000	20,000	-	20,000	-	0.0%	20,000	20,000	20,000	20,000
VCA	Hot Water Heaters (11)	6,352	13,282	10,500	38,000	27,500	10,000	(28,000)	-73.7%	10,000	10,000	10,000	10,000
VCA	Common Area Improvements (12)	-	-	-	-	-	14,000	14,000	na	-	-	-	-
VCA	Signage	12,341	-	4,000	2,000	(2,000)	2,000	-	0.0%	2,000	2,000	2,000	2,000
VCA	Paving Repairs	2,922	-	15,000	15,000	-	15,000	-	0.0%	15,000	15,000	15,000	15,000
VCA	Parking Improvements	58,482	-	-	-	-	-	-	na	-	-	-	-
VCA	Concrete Repairs	19,449	-	20,000	20,000	-	20,000	-	0.0%	20,000	20,000	20,000	20,000
VCA	Bobcat	2,250	-	3,000	3,000	-	3,000	-	0.0%	3,000	3,000	3,000	3,000
VCA	Cabinet Replacement	3,235	-	-	-	-	-	-	na	-	-	-	-
VCA	Special Projects (13)	-	(102)	13,000	13,000	-	93,000	80,000	615.4%	13,000	13,000	13,000	13,000
<b>Total Major Repairs &amp; Replacements</b>		<b>162,473</b>	<b>120,449</b>	<b>219,000</b>	<b>208,500</b>	<b>(10,500)</b>	<b>389,500</b>	<b>181,000</b>	<b>86.8%</b>	<b>254,000</b>	<b>254,000</b>	<b>254,000</b>	<b>254,000</b>

(9) 2022 roof repairs, 60k per year going forward for 1 new roof per year

(10) 2022 painting studio exterior ceilings, 2023 interior hallway painting w/ contractor, exterior staining supplies

(11) large water heater replacement in 2022

(12) new community garden fence 2023

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**

**Village Court Apartments**

Worksheet  
(13) mailroom expansion / remodel 2023

**Capital**

VCA VCA Expansion Costs  
VCA Vehicles  
VCA Building 8 Laundry Facility  
**Total Capital**

Actuals 2020	Actuals 2021	2022 Original	2022 Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	2023 % Adjustments	2024 Long Term Projection	2025 Long Term Projection	2026 Long Term Projection	2027 Long Term Projection
9,723	25,943	15,000,000	165,000	(14,835,000)	15,000,000	14,835,000	8990.9%	5,000,000	-	-	-
-	-	-	-	-	-	-	na	27,500	-	-	-
-	-	-	-	-	-	-	na	-	-	-	-
<b>9,723</b>	<b>25,943</b>	<b>15,000,000</b>	<b>165,000</b>	<b>(14,835,000)</b>	<b>15,000,000</b>	<b>14,835,000</b>	<b>8990.9%</b>	<b>5,027,500</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
***Village Court Apartments - Excluding Phase IV***

Worksheet

	Actuals 2020	Actuals 2021	2022 Original	2022 Forecasted	2022 \$ Adjustments	2023 Proposed	2023 \$ Adjustments	2023 % Adjustments	2024 Long Term Projection	2025 Long Term Projection	2026 Long Term Projection	2027 Long Term Projection
<b><u>Summary</u></b>												
<b><u>Revenues</u></b>												
Rents	2,109,386	2,168,836	2,318,214	2,318,214	-	2,318,214	-	0.0%	2,375,075	2,433,358	2,493,098	2,554,331
Other Operating Income	127,757	96,473	118,060	118,060	-	118,060	-	0.0%	98,060	98,060	98,060	98,060
<b>Total Revenues</b>	<b>2,237,143</b>	<b>2,265,309</b>	<b>2,436,274</b>	<b>2,436,274</b>	<b>-</b>	<b>2,436,274</b>	<b>-</b>	<b>0.0%</b>	<b>2,473,135</b>	<b>2,531,418</b>	<b>2,591,158</b>	<b>2,652,391</b>
<b><u>Operating Expenditures</u></b>												
Office Operations	167,780	194,984	234,523	232,648	(1,875)	285,649	53,001	22.8%	251,357	252,083	252,828	253,592
General & Administrative	152,516	138,888	166,679	139,029	(27,650)	144,029	5,000	3.6%	144,029	144,029	144,029	144,029
Utilities	379,672	338,463	321,171	321,171	-	338,529	17,358	5.4%	341,817	345,298	348,848	352,469
Repair & Maintenance	530,471	559,134	678,798	600,104	(78,694)	671,992	71,888	12.0%	673,763	675,579	677,441	679,350
Non-routine Repair & Maintenance	162,473	120,449	219,000	208,500	(10,500)	389,500	181,000	86.8%	254,000	254,000	254,000	254,000
Contingency	-	-	14,500	14,500	-	14,500	-	0.0%	14,500	14,500	14,500	14,500
<b>Total Operating Expenditures</b>	<b>1,392,913</b>	<b>1,351,918</b>	<b>1,634,671</b>	<b>1,515,952</b>	<b>(118,719)</b>	<b>1,844,199</b>	<b>328,247</b>	<b>21.7%</b>	<b>1,679,466</b>	<b>1,685,489</b>	<b>1,691,645</b>	<b>1,697,940</b>
<b><u>Capital Outlay</u></b>												
Capital Outlay Expense	-	-	-	-	-	-	-	na	27,500	-	-	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>na</b>	<b>27,500</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Debt Service</u></b>												
Pre-payment Penalties	-	739,000	-	-	-	-	-	na	-	-	-	-
US 2014A&B Loan Fund Interest	(1,378)	(20)	(50)	(50)	-	(50)	-	0.0%	(50)	(50)	(50)	(50)
Trustee Fees	2,500	-	-	-	-	-	-	na	-	-	-	-
Cost Of Issuance	-	194,834	-	-	-	-	-	na	-	-	-	-
Interest Expense-2014A	369,833	335,317	345,198	345,198	-	345,198	-	0.0%	336,198	327,198	318,198	318,198
Bonds-Principal	418,441	15,000	443,079	443,079	-	443,079	-	0.0%	452,079	461,079	470,079	470,079
<b>Total Debt Service</b>	<b>789,395</b>	<b>1,284,131</b>	<b>788,227</b>	<b>788,227</b>	<b>-</b>	<b>788,227</b>	<b>-</b>	<b>0.0%</b>	<b>788,227</b>	<b>788,227</b>	<b>788,227</b>	<b>788,227</b>
<b><u>Other Source/Uses</u></b>												
Gain/Loss On Sale Of Assets	-	-	-	-	-	-	-	na	-	-	-	-
Transfer To GF - Overhead Allocation	(149,348)	(163,425)	(178,007)	(152,045)	25,961	(177,877)	(25,831)	17.0%	(165,440)	(163,793)	(160,773)	(163,792)
Grant Proceeds	175,837	93,259	-	-	-	-	-	na	-	-	-	-
Loan Proceeds	-	-	-	-	-	-	-	na	-	-	-	-
AHDF Contribution	-	-	-	328,525	328,525	374,029	45,503	13.9%	187,498	106,091	49,487	-
<b>Total Other Sources/Uses</b>	<b>26,489</b>	<b>(70,166)</b>	<b>(178,007)</b>	<b>176,480</b>	<b>354,487</b>	<b>196,152</b>	<b>19,672</b>	<b>11.1%</b>	<b>22,058</b>	<b>(57,702)</b>	<b>(111,285)</b>	<b>(163,792)</b>
<b>Surplus (Deficit)</b>	<b>81,324</b>	<b>(440,907)</b>	<b>(164,631)</b>	<b>308,575</b>	<b>473,206</b>	<b>-</b>	<b>(308,575)</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>2,432</b>
<b>Beginning Available Fund Balance</b>	<b>51,008</b>	<b>132,332</b>	<b>-</b>	<b>(308,575)</b>		<b>-</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Ending Available Fund Balance</b>	<b>132,332</b>	<b>(308,575)</b>	<b>(164,631)</b>	<b>-</b>		<b>-</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>2,432</b>

**Revenues**

VCA Revenues	Phase 4 Potential Rents	-	-	-	-	-	-	na	-	-	-	-	
VCA Revenues	Apartment Rents	2,065,620	2,125,234	2,274,446	2,274,446	-	2,274,446	-	0.0%	2,331,307	2,389,590	2,449,330	2,510,563
VCA Revenues	Commercial Space Rent	28,488	28,488	28,488	28,488	-	28,488	-	0.0%	28,488	28,488	28,488	28,488
VCA Revenues	Storage Rents	15,278	15,114	15,280	15,280	-	15,280	-	0.0%	15,280	15,280	15,280	15,280
VCA Revenues	Allowance For Bad Debt	-	-	-	-	-	-	-	na	-	-	-	-
<b>Total Rent Revenues</b>		<b>2,109,386</b>	<b>2,168,836</b>	<b>2,318,214</b>	<b>2,318,214</b>	-	<b>2,318,214</b>	-	<b>0.0%</b>	<b>2,375,075</b>	<b>2,433,358</b>	<b>2,493,098</b>	<b>2,554,331</b>

VCA Revenues	Late Fees	1,730	-	7,500	7,500	-	7,500	-	0.0%	7,500	7,500	7,500	7,500
VCA Revenues	NSF Fee	40	205	200	200	-	200	-	0.0%	200	200	200	200
VCA Revenues	Lease Break Fee	9,860	7,525	8,000	8,000	-	8,000	-	0.0%	8,000	8,000	8,000	8,000
VCA Revenues	Unit Transfer Fees	3,900	1,800	3,000	3,000	-	3,000	-	0.0%	3,000	3,000	3,000	3,000
VCA Revenues	Laundry Revenue	54,581	41,745	45,000	45,000	-	45,000	-	0.0%	45,000	45,000	45,000	45,000
VCA Revenues	Laundry Vending	88	116	210	210	-	210	-	0.0%	210	210	210	210
VCA Revenues	Carpet Cleaning Revenue	4,400	2,825	4,000	4,000	-	4,000	-	0.0%	4,000	4,000	4,000	4,000
VCA Revenues	Cleaning Charges Revenue	1,750	1,362	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000
VCA Revenues	Repair Charge Revenue	2,065	1,776	4,500	4,500	-	4,500	-	0.0%	4,500	4,500	4,500	4,500
VCA Revenues	Tenant Trash Disposal	200	1,155	1,200	1,200	-	1,200	-	0.0%	1,200	1,200	1,200	1,200
VCA Revenues	Community Garden Plot Rents	-	525	550	550	-	550	-	0.0%	550	550	550	550
VCA Revenues	Credit Card Fees	2,424	2,491	1,000	1,000	-	1,000	-	0.0%	1,000	1,000	1,000	1,000
VCA Revenues	WF Investment Income	2,214	36	2,500	2,500	-	2,500	-	0.0%	2,500	2,500	2,500	2,500
VCA Revenues	Credit Check Revenue	2,812	2,924	4,500	4,500	-	4,500	-	0.0%	4,500	4,500	4,500	4,500
VCA Revenues	Pet Fees	8,121	5,760	5,900	5,900	-	5,900	-	0.0%	5,900	5,900	5,900	5,900
VCA Revenues	Parking Enforcement	1,062	2,398	3,000	3,000	-	3,000	-	0.0%	3,000	3,000	3,000	3,000
VCA Revenues	Other Misc Revenue	32,510	23,830	25,000	25,000	-	25,000	-	0.0%	5,000	5,000	5,000	5,000
<b>Total Other Revenues</b>		<b>127,757</b>	<b>96,473</b>	<b>118,060</b>	<b>118,060</b>	-	<b>118,060</b>	-	<b>0.0%</b>	<b>98,060</b>	<b>98,060</b>	<b>98,060</b>	<b>98,060</b>

<b>Total Revenues</b>		<b>2,237,143</b>	<b>2,265,309</b>	<b>2,436,274</b>	<b>2,436,274</b>	-	<b>2,436,274</b>	-		<b>2,473,135</b>	<b>2,531,418</b>	<b>2,591,158</b>	<b>2,652,391</b>
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**Office Operations**

VCA	Salaries & Wages - Management	99,099	110,599	122,861	122,861	-	136,925	14,064	11.4%	136,925	136,925	136,925	136,925
VCA	PERA & Payroll Taxes	13,118	17,669	19,621	19,621	-	21,867	2,246	11.4%	21,867	21,867	21,867	21,867
VCA	Workers' Compensation	401	132	4,228	4,228	-	4,228	-	0.0%	4,228	4,228	4,228	4,228
VCA	Group Insurance	21,393	25,659	28,544	28,544	-	29,115	571	2.0%	29,697	30,291	30,897	31,515
VCA	Dependent Health Reimbursement	(557)	-	-	-	-	-	-	na	-	-	-	-
VCA	PERA 401K	1,610	3,935	3,449	3,449	-	3,449	-	0.0%	3,449	3,449	3,449	3,449
VCA	Other Employee Benefits	1,830	1,880	2,200	2,400	200	2,520	120	5.0%	2,646	2,778	2,917	3,063
VCA	Housing Allowance	14,172	20,401	21,820	21,820	-	21,820	-	0.0%	21,820	21,820	21,820	21,820
VCA	Computer & Software Support	7,835	6,592	15,500	15,500	-	15,500	-	0.0%	15,500	15,500	15,500	15,500
VCA	Postage/Freight	178	55	150	150	-	150	-	0.0%	150	150	150	150
VCA	Dues, Licenses & Fees	1,813	4,981	3,000	3,000	-	3,000	-	0.0%	3,000	3,000	3,000	3,000
VCA	Travel & Training	1,690	1,201	2,000	2,000	-	3,000	1,000	50.0%	3,000	3,000	3,000	3,000
VCA	Telephone	2,220	1,626	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000
VCA	Credit / Collections Costs & Fees	2,428	543	2,500	500	(2,000)	500	-	0.0%	500	500	500	500
VCA	Parking Permits	(50)	(412)	200	200	-	200	-	0.0%	200	200	200	200

VCA	Outside Consulting (1)	-	-	5,000	5,000	-	40,000	35,000	700.0%	5,000	5,000	5,000	5,000
VCA	Employee Appreciation	599	123	700	875	175	875	-	0.0%	875	875	875	875
VCA	Business Meals	-	-	750	500	(250)	500	-	0.0%	500	500	500	500
<b>Total Office Operations</b>		<b>167,780</b>	<b>194,984</b>	<b>234,523</b>	<b>232,648</b>	<b>(1,875)</b>	<b>285,649</b>	<b>53,001</b>	<b>22.8%</b>	<b>251,357</b>	<b>252,083</b>	<b>252,828</b>	<b>253,592</b>

**(1) Long term capital plan**

**General & Administrative**

VCA	Legal Fees	30,856	3,973	25,000	5,000	(20,000)	10,000	5,000	100.0%	10,000	10,000	10,000	10,000
VCA	Communications	-	-	1,000	1,100	100	1,100	-	0.0%	1,100	1,100	1,100	1,100
VCA	Events/Promotions (2)	1,450	850	4,000	2,000	(2,000)	2,000	-	0.0%	2,000	2,000	2,000	2,000
VCA	Association Dues	34,171	42,561	43,000	43,000	-	43,000	-	0.0%	43,000	43,000	43,000	43,000
VCA	Credit Card Charge	6,704	12,160	10,000	10,000	-	10,000	-	0.0%	10,000	10,000	10,000	10,000
VCA	Repairs & Maintenance-Equipment (3)	1,433	-	1,825	1,825	-	1,825	-	0.0%	1,825	1,825	1,825	1,825
VCA	Insurance	68,604	67,875	68,604	68,604	-	68,604	-	0.0%	68,604	68,604	68,604	68,604
VCA	Operating Lease - Copier	1,602	1,160	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000
VCA	General Supplies	2,470	1,149	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000
VCA	Janitorial	-	3,550	3,000	1,000	(2,000)	1,000	-	0.0%	1,000	1,000	1,000	1,000
VCA	VCA Damages To Tenant (4)	3,361	243	3,500	500	(3,000)	500	-	0.0%	500	500	500	500
VCA	Bad Debt Expense	1,864	5,368	2,750	2,000	(750)	2,000	-	0.0%	2,000	2,000	2,000	2,000
<b>Total General &amp; Administrative</b>		<b>152,516</b>	<b>138,888</b>	<b>166,679</b>	<b>139,029</b>	<b>(27,650)</b>	<b>144,029</b>	<b>5,000</b>	<b>3.6%</b>	<b>144,029</b>	<b>144,029</b>	<b>144,029</b>	<b>144,029</b>

**(2) Community Events**

**(3) office refresh in 2022, carpet in 2023**

**(4) tenant reimbursement for damages caused by staff**

**Utilities**

VCA	Water/Sewer	136,357	148,530	155,100	155,100	-	170,610	15,510	10.0%	174,022	177,503	181,053	184,674
VCA	Waste Disposal	42,933	48,556	50,000	50,000	-	50,000	-	0.0%	50,000	50,000	50,000	50,000
VCA	Cable	34,911	78,201	61,824	61,824	-	61,824	-	0.0%	61,824	61,824	61,824	61,824
VCA	Electricity	163,568	58,413	49,000	49,000	-	50,617	1,617	3.3%	50,617	50,617	50,617	50,617
VCA	Electricity- Maintenance Bldg	1,903	3,055	3,247	3,247	-	3,354	107	3.3%	3,354	3,354	3,354	3,354
VCA	Propane- Maintenance Facility	-	1,708	2,000	2,000	-	2,124	124	6.2%	2,000	2,000	2,000	2,000
<b>Total Utilities</b>		<b>379,672</b>	<b>338,463</b>	<b>321,171</b>	<b>321,171</b>	<b>-</b>	<b>338,529</b>	<b>17,358</b>	<b>5.4%</b>	<b>341,817</b>	<b>345,298</b>	<b>348,848</b>	<b>352,469</b>

**Repair & Maintenance**

VCA	Salaries & Wages - Maintenance	181,562	199,338	242,234	242,234	-	281,176	38,942	16.1%	281,176	281,176	281,176	281,176
VCA	PERA & Payroll Taxes	29,617	31,783	38,685	38,685	-	44,904	6,219	16.1%	44,904	44,904	44,904	44,904
VCA	Workers' Compensation	4,395	3,887	9,188	9,188	-	9,188	-	0.0%	9,188	9,188	9,188	9,188
VCA	Group Insurance	54,685	62,071	71,359	71,359	-	72,786	1,427	2.0%	74,242	75,727	77,241	78,786
VCA	Dependent Health Reimbursement	(150)	(720)	-	-	-	-	-	na	-	-	-	-
VCA	PERA 401K	1,631	4,729	11,081	11,081	-	11,081	-	0.0%	11,081	11,081	11,081	11,081
VCA	Other Benefits	4,460	3,760	5,500	6,000	500	6,300	300	5.0%	6,615	6,946	7,293	7,658
VCA	Employee Appreciation	1,167	38	600	600	-	600	-	0.0%	600	600	600	600
VCA	Housing Allowance	33,862	42,586	42,410	42,410	-	42,410	-	0.0%	42,410	42,410	42,410	42,410
VCA	Travel, Education & Meals	330	674	3,000	3,000	-	3,000	-	0.0%	3,000	3,000	3,000	3,000
VCA	Vehicle Fuel	2,644	3,089	3,647	3,647	-	3,647	-	0.0%	3,647	3,647	3,647	3,647
VCA	Maintenance - Supplies	65,211	89,550	100,000	50,000	(50,000)	50,000	-	0.0%	50,000	50,000	50,000	50,000
VCA	Uniforms	1,908	977	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000
VCA	Parking Supplies	2,158	-	1,000	500	(500)	500	-	0.0%	500	500	500	500

VCA	Community Garden (5)	-	1,253	750	1,500	750	1,500	-	0.0%	1,500	1,500	1,500	1,500
VCA	Sub Metering Expense	-	-	-	4,400	4,400	4,400	-	0.0%	4,400	4,400	4,400	4,400
VCA	Maintenance -Subcontract	53,018	57,371	25,000	30,000	5,000	30,000	-	0.0%	30,000	30,000	30,000	30,000
VCA	Apartment Turnover	-	-	2,500	2,500	-	2,500	-	0.0%	2,500	2,500	2,500	2,500
VCA	Carpet Cleaning (6)	4,615	3,175	-	3,500	3,500	3,500	-	0.0%	3,500	3,500	3,500	3,500
VCA	Snow Removal	15,475	12,390	30,000	30,000	-	30,000	-	0.0%	30,000	30,000	30,000	30,000
VCA	Covid-19 Related Expenses	6,794	-	6,000	-	(6,000)	-	-	na	-	-	-	-
VCA	Fire Alarm Monitoring System	6,453	5,400	6,000	7,200	1,200	7,200	-	0.0%	7,200	7,200	7,200	7,200
VCA	Fire System Repair/Inspections	25,079	19,367	25,000	10,000	(15,000)	25,000	15,000	150.0%	25,000	25,000	25,000	25,000
VCA	Equipment & Tools	2,808	2,814	4,000	4,000	-	4,000	-	0.0%	4,000	4,000	4,000	4,000
VCA	Telephone	5,796	2,091	5,062	3,000	(2,062)	3,000	-	0.0%	3,000	3,000	3,000	3,000
VCA	Commercial Rental Space	1,425	-	10,000	3,000	(7,000)	3,000	-	0.0%	3,000	3,000	3,000	3,000
VCA	Vehicle Repair & Maintenance	261	4,095	1,082	2,000	918	2,000	-	0.0%	2,000	2,000	2,000	2,000
VCA	Landscaping (7)	8,114	-	30,000	10,000	(20,000)	20,000	10,000	100.0%	20,000	20,000	20,000	20,000
VCA	Laundry Supplies	429	1,269	200	300	100	300	-	0.0%	300	300	300	300
VCA	Laundry Equip And Repair & Maint (8)	16,726	8,147	2,500	8,000	5,500	8,000	-	0.0%	8,000	8,000	8,000	8,000
<b>Total Repair &amp; Maintenance</b>		<b>530,471</b>	<b>559,134</b>	<b>678,798</b>	<b>600,104</b>	<b>(78,694)</b>	<b>671,992</b>	<b>71,888</b>	<b>12.0%</b>	<b>673,763</b>	<b>675,579</b>	<b>677,441</b>	<b>679,350</b>

(5) Improve Gardens

(6) move out carpet cleans bill back

(7) sprinkler system upgrades 2023 , etc.

(8) Aging equipment

**Major Repair & Replacement**

VCA	Roof Repairs (9)	4,232	9,598	60,000	30,000	(30,000)	100,000	70,000	233.3%	100,000	100,000	100,000	100,000
VCA	Painting/Staining (10)	220	-	7,500	1,500	(6,000)	46,500	45,000	3000.0%	5,000	5,000	5,000	5,000
VCA	Carpet Replacement	22,617	39,265	35,000	35,000	-	35,000	-	0.0%	35,000	35,000	35,000	35,000
VCA	Cabinet Refacing/Replacement	-	-	5,000	5,000	-	5,000	-	0.0%	5,000	5,000	5,000	5,000
VCA	Window Repair	5,945	37,617	12,000	12,000	-	12,000	-	0.0%	12,000	12,000	12,000	12,000
VCA	Vinyl Replacement - Floor Repair	12,066	9,180	14,000	14,000	-	14,000	-	0.0%	14,000	14,000	14,000	14,000
VCA	Appliances	12,365	11,609	20,000	20,000	-	20,000	-	0.0%	20,000	20,000	20,000	20,000
VCA	Hot Water Heaters (11)	6,352	13,282	10,500	38,000	27,500	10,000	(28,000)	-73.7%	10,000	10,000	10,000	10,000
VCA	Common Area Improvements (12)	-	-	-	-	-	14,000	14,000	na	-	-	-	-
VCA	Signage	12,341	-	4,000	2,000	(2,000)	2,000	-	0.0%	2,000	2,000	2,000	2,000
VCA	Paving Repairs	2,922	-	15,000	15,000	-	15,000	-	0.0%	15,000	15,000	15,000	15,000
VCA	Parking Improvements	58,482	-	-	-	-	-	-	na	-	-	-	-
VCA	Concrete Repairs	19,449	-	20,000	20,000	-	20,000	-	0.0%	20,000	20,000	20,000	20,000
VCA	Bobcat	2,250	-	3,000	3,000	-	3,000	-	0.0%	3,000	3,000	3,000	3,000
VCA	Cabinet Replacement	3,235	-	-	-	-	-	-	na	-	-	-	-
VCA	Special Projects (13)	-	(102)	13,000	13,000	-	93,000	80,000	615.4%	13,000	13,000	13,000	13,000
<b>Total Major Repairs &amp; Replacements</b>		<b>162,473</b>	<b>120,449</b>	<b>219,000</b>	<b>208,500</b>	<b>(10,500)</b>	<b>389,500</b>	<b>181,000</b>	<b>86.8%</b>	<b>254,000</b>	<b>254,000</b>	<b>254,000</b>	<b>254,000</b>

(9) 2022 roof repairs, 60k per year going forward for 1 new roof per year

(10) 2022 painting studio exterior ceilings, 2023 interior hallway painting w/ contractor, exterior staining supplies

(11) large water heater replacement in 2022

(12) new community garden fence 2023

(13) mailroom expansion / remodel 2023

**Capital**

VCA  
VCA  
VCA  
**Total Capital**

VCA Expansion Costs  
Vehicles  
Building & Laundry Facility

-	-	-	-	-	-	-	-	na	-	-	-	-
-	-	-	-	-	-	-	-	na	27,500	-	-	-
-	-	-	-	-	-	-	-	na	-	-	-	-
-	-	-	-	-	-	-	-	na	<b>27,500</b>	-	-	-



**AGENDA ITEM 17.C**  
**FINANCE DIRECTOR**  
455 Mountain Village Blvd.  
Mountain Village, CO 81435  
(970) 729-2654

**TO:** Mountain Village Town Council  
**FROM:** Lizbeth Lemley, Finance Director  
**DATE:** October 3, 2022  
**RE:** VCA Budget Revenues Discussion

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In conjunction with the 2023 budget preparation staff would like direction from Council regarding VCA rent adjustments for 2023.

### **Overview**

The Village Court Apartments Fund does not currently have a reserve strategy in place to retire the current debt on the property or to fund major maintenance items as the property ages.

### **Debt**

The original debt for VCA was issued December 1, 2000, in the amount of \$16.325 million. This debt has been refinanced three times, most recently in 2021 to take advantage of lower interest rates and reduce future balloon payments. The new bonds mature December 1, 2036, with a principal amount due of \$5.97 million.

### **Major Maintenance**

The 2023 budget includes \$40,000 to engage a consultant to develop a long-term replacement plan for the property. The Town does not have firm projections of the cost and timing of large future maintenance items needed for long term reserve analysis. The completed plan will assist staff is recommending an appropriate reserve policy for Council consideration.

Initial calculations suggest that reserve enough the full principal payment at maturity, on average, rents would need to increase by 8.5% per year assuming through maturity. Increases would need to be invested earning an average interest rate of 2.5%. These increases would quickly bring rents outside of the affordable range and are therefore not recommended. Recognizing the full principal payment is unlikely, the Town should begin to reserve to pay down the debt reducing the amount that will need to be refinance.

### **Rent Discussion**

To begin addressing debt and required maintenance on the property staff has performed a review of current VCA rents and tenant income as a % of AMI. Below is an analysis of the current tenant and rent data by unit type.

	Number of Units	Average Tenancy in Years	Sq ft	Current Rent	Tenants < 100% AMI	Tenants > 100% AMI
Studio	78	3.72	351	691	87%	13%
1 Bedroom	78	4.62	525	909	81%	19%
2 Bedroom	52	6.16	785	1,015	75%	25%
3 Bedroom	12	8.74	1075	1,320	67%	33%

Below is a comparative analysis of like housing alternatives in the area. As other alternatives in the area cover utilities and VCA tenants pay electricity directly, we adjusted rents to include average electricity expense for each unit type.

Type	Property	Rate	Sq ft	Utilities	Rent Adj for Avg Utilities	Rent & Utilities per Sq Ft	Rent AMI per CHFA
Studio	VCA	691.00	351	not included	741.00	2.11	45%
	Virginia Placer	907.00	407	included	907.00	2.23	55%
	Tiny Homes	746.00	290	included	746.00	2.57	45%
1 bed 1 bath	VCA	909.00	525	not included	984.00	1.87	55%
	Shandoka	873.00	476	included	873.00	1.83	50%
	Shandoka	907.00	532	included	907.00	1.70	50%
	Sunnyside-Tier 1 *	1,198.00	552	included	1,198.00	2.17	65%
	Sunnyside-Tier 2 *	1,797.00	552	included	1,797.00	3.26	100%
2 beds 1 bath	VCA	1,015.00	785	not included	1,130.00	1.44	55%
	Virginia Placer	1,493.00	711	included	1,493.00	2.10	70%
	Shandoka	1,160.00	704	included	1,160.00	1.65	55%
	Shandoka	1,197.00	728	included	1,197.00	1.64	55%
	Sunnyside-Tier 1 *	1,368.00	863	included	1,368.00	1.59	65%
	Sunnyside-Tier 2 *	2,052.00	863	included	2,052.00	2.38	100%

<b>3 beds 2 bath</b>	VCA	1,320.00	1,075	not included	1,460.00	1.36	60%
	Shandoka	1,603.00	1,025	included	1,603.00	1.56	65%
	Shandoka	1,525.00	1,018	included	1,525.00	1.50	60%

\*Sunnyside rents are Tiered based on income qualification. Tenants are responsible for a portion of water/sewer/trash expense. Sunnyside three-bedroom units are townhomes and are not comparable to VCA's three-bedroom units. For this reason, they were not included in this analysis.

**Proposed Rent Scenarios for Council Consideration**

**Scenario 1** – Across the Board increase to 2023 rents. Council approved a 2.5% increase in 2022. In this scenario staff has proposed an increase of 3%.

Type	Current Rent	New Rent	Rent AMI (incl adj for avg elec)	Monthly increase	Annual Increase	Number of Units	Total revenue increase
Studio	691.00	712.00	45%	21.00	252.00	78	19,656.00
1 bed	909.00	936.00	60%	27.00	324.00	78	25,272.00
2 bed	1,015.00	1045.00	55%	30.00	360.00	52	18,720.00
3 bed	1,320.00	1360.00	60%	40.00	480.00	12	5,760.00
					<b>Total Annual Increase</b>		69,408.00

**Scenario 2**– Create a two-tiered rent schedule based on AMI similar to the structure used by Telluride for the new Sunnyside units. The initial increase for Tier 2 would be larger than Tier 1 to differentiate the two, but future increases could be the same percentage applied to both tiers. For this scenario staff included a 3% increase for tenants with income of less than 100% of AMI and an increase of 10% for tenants with income over 100% of AMI. Assumptions were based on an analysis of verified income completed in July of this year. Increases could vary based on changes in tenant income levels.

Type	Current Rent	Tenant AMI	Increase %	New Rent	Rent AMI (including avg elec)	Monthly increase	Annual Increase	# of Units	Total revenue increase
Studio	691.00	<100%	3%	712.00	45%	21.00	252.00	68	17,136.00
Studio	691.00	>100%	10%	760.00	50%	69.00	828.00	10	8,280.00
1 bed	909.00	<100%	3%	936.00	60%	27.00	324.00	63	20,412.00
1 bed	909.00	>100%	10%	1,000.00	65%	91.00	1,092.00	15	16,380.00
2 bed	1,015.00	<100%	3%	1,045.00	55%	30.00	360.00	39	14,040.00
2 bed	1,015.00	>100%	10%	1,117.00	60%	102.00	1,224.00	13	15,912.00
3 bed	1,320.00	<100%	3%	1,360.00	60%	40.00	480.00	8	3,840.00
3 bed	1,320.00	>100%	10%	1,452.00	65%	132.00	1,584.00	4	6,336.00
								<b>Total Increase</b>	102,336.00

**Scenario 3** To increase rents to match an average cost per square foot of like options. The Sunnyside rent per square foot was not included in the average as this is a much newer product than VCA.

Type	Current Rent	Increase %	New Rent	Rent AMI (incl avg elec)	Monthly increase	Annual Increase	# of Units	Total revenue increase
Studio	691.00	10%	759.00	50%	68.00	816.00	78	63,648.00
1 bed	909.00	0%	909.00	55%	-	-	78	-
2 bed	1,015.00	20%	1,216.00	60%	201.00	2,412.00	52	125,424.00
3 bed	1,320.00	9%	1,444.00	60%	124.00	1,488.00	12	17,856.00
							<b>Total Increase</b>	206,928.00

**Conclusion**

Staff is seeking Council's feedback on the proposed scenarios for use in preparing the 2023 budget. A decision is not required today but feedback will be used to update VCA projections for 2023 and future years for further council discussion.

## Agenda Item 18

**Fund:** Debt Service Fund  
**Fund Type:** Governmental

**Funding Sources:** Property tax mill levy to cover Parking Garage debt, TMVOA and Telski contributions to cover Gondola debt, interest on reserve balances

**2023 Budget Assumptions:** Gondola debt will be paid off in 2022, leaving only property tax funded Parking debt moving forward.

<b>Mortgage Assistance Pool Fund</b>					
Budget Category	2022 Original Budget	2022 Updated Forecast	2023 Preliminary Budget	Variance	Notes
Revenues	2,317,160	2,310,160	504,174	-78.2%	Gondola debt scheduled to be paid off in 2022 leaving the property tax mill levy to cover Parking garage debt service
Operating Expenses	2,285,155	2,285,155	479,175	-79.0%	Gondola debt scheduled to be paid off in 2022 leaving Parking garage debt service
Capital Outlay	-	-	-	0.0%	
Other Sources/(Uses)	(32,000)	(25,000)	(25,000)	0.0%	Transfer of specific ownership taxes collected by the district to the General Fund
Surplus (Deficit)	5	5	(1)	-120.0%	
Beginning Available Fund Balance	335,030	355,030	355,035	na	
Ending Available Fund Balance	335,035	355,035	355,034	0.0%	

**Recession Planning:** Required debt service payments are covered by a property tax mill levy. Should assessed value decrease significantly the Town has the authority to adjust the mill levy to cover debt service.

**Long term considerations:** The remaining Parking bonds mature in 2036.

**Town of Mountain Village 2023 Proposed, 2022 Forecasted Budget**  
**Municipal Debt Service**

Worksheet	Account Name	Actuals		2022		2022 \$		2023		2023 \$		2023 %		2024 Long	2025 Long	2026 Long	2027 Long
		2020	2021	Original	Forecasted	Adjustments	Proposed	Adjustments	Adjustments	Term	Term	Term	Term	Projection	Projection	Projection	Projection
DSF Revs	Tax - Specific Ownership	24,724	23,976	32,000	25,000	(7,000)	25,000	-	0.0%	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
DSF Revs	Tax - Property - 2014/2020 Bonds (2)	509,934	461,382	477,760	477,760	-	477,174	(586)	-0.1%	481,291	480,101	473,679	477,163	481,291	480,101	473,679	477,163
DSF Revs	Tax - Property - 2006A Bonds	-	-	-	-	-	-	-	na	-	-	-	-	-	-	-	-
<b>Total Property Taxes</b>		<b>534,659</b>	<b>485,358</b>	<b>509,760</b>	<b>502,760</b>	<b>(7,000)</b>	<b>502,174</b>	<b>(586)</b>	<b>-0.1%</b>	<b>506,291</b>	<b>505,101</b>	<b>498,679</b>	<b>502,163</b>	<b>506,291</b>	<b>505,101</b>	<b>498,679</b>	<b>502,163</b>
DSF Revs	2014 Bond Reserve Fund	516	12	300	300	-	300	-	0.0%	300	300	300	300	300	300	300	300
DSF Revs	Interest-2006B Liquidity Fund	1,301	383	1,500	1,500	-	1,500	-	0.0%	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
DSF Revs	Interest-Other Interest	-	-	-	-	-	-	-	na	-	-	-	-	-	-	-	-
DSF Revs	Interest Revenue - 2011 Gondola Bonds	94	10	200	200	-	200	-	0.0%	200	200	200	200	200	200	200	200
<b>Total Investment Income</b>		<b>1,911</b>	<b>405</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>2,000</b>	<b>-</b>	<b>0.0%</b>	<b>2,000</b>							
DSF Revs	Contribution- TMVOA	59,002	60,894	533,676	533,676	-	-	(533,676)	-100.0%	-	-	-	-	-	-	-	-
DSF Revs	Contribution-Telski	140,598	145,106	1,271,724	1,271,724	-	-	(1,271,724)	-100.0%	-	-	-	-	-	-	-	-
<b>Total Contributions</b>		<b>199,600</b>	<b>206,000</b>	<b>1,805,400</b>	<b>1,805,400</b>	<b>-</b>	<b>-</b>	<b>(1,805,400)</b>	<b>-100.0%</b>	<b>-</b>							
<b>Total Debt Service Fund Revenues</b>		<b>736,170</b>	<b>691,763</b>	<b>2,317,160</b>	<b>2,310,160</b>	<b>(7,000)</b>	<b>504,174</b>	<b>(1,805,986)</b>	<b>-78.2%</b>	<b>508,291</b>	<b>507,101</b>	<b>500,679</b>	<b>504,163</b>	<b>508,291</b>	<b>507,101</b>	<b>500,679</b>	<b>504,163</b>
Debt Service	Bond Admin Fees/Trustee Charges	1,289	1,769	1,182	1,182	-	1,182	-	0.0%	1,182	1,182	1,182	1,182	1,182	1,182	1,182	1,182
Debt Service	Audit Fees	2,000	-	2,000	2,000	-	2,000	-	0.0%	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Debt Service	Cost of Issuance	80,712	-	-	-	-	-	-	na	-	-	-	-	-	-	-	-
Debt Service	County Treasurer Collection Fees	15,355	13,880	14,732	14,732	-	14,513	(219)	-1.5%	14,632	14,597	14,412	14,513	14,632	14,597	14,412	14,513
<b>Total Administrative Fees</b>		<b>99,355</b>	<b>15,649</b>	<b>17,914</b>	<b>17,914</b>	<b>-</b>	<b>17,695</b>	<b>(219)</b>	<b>-1.2%</b>	<b>17,814</b>	<b>17,779</b>	<b>17,594</b>	<b>17,695</b>	<b>17,814</b>	<b>17,779</b>	<b>17,594</b>	<b>17,695</b>
Debt Service	2011 Gondola Bonds Principal (1)	120,000	130,000	1,770,000	1,770,000	-	-	(1,770,000)	-100.0%	-	-	-	-	-	-	-	-
Debt Service	2011 Gondola Bonds Interest (1)	79,600	76,000	35,400	35,400	-	-	(35,400)	-100.0%	-	-	-	-	-	-	-	-
Debt Service	2014/2020 Parking Bonds Principal	285,000	320,000	345,000	345,000	-	375,000	30,000	8.7%	385,000	390,000	390,000	400,000	385,000	390,000	390,000	400,000
Debt Service	2014/2020 Parking Bonds Interest	137,213	144,033	116,841	116,841	-	86,480	(30,361)	-26.0%	80,480	74,320	68,080	61,480	80,480	74,320	68,080	61,480
<b>Total Bond Principal &amp; Interest</b>		<b>621,813</b>	<b>670,033</b>	<b>2,267,241</b>	<b>2,267,241</b>	<b>-</b>	<b>461,480</b>	<b>(1,805,761)</b>	<b>-79.6%</b>	<b>465,480</b>	<b>464,320</b>	<b>458,080</b>	<b>461,480</b>	<b>465,480</b>	<b>464,320</b>	<b>458,080</b>	<b>461,480</b>
<b>Total Expense</b>		<b>721,168</b>	<b>685,682</b>	<b>2,285,155</b>	<b>2,285,155</b>	<b>-</b>	<b>479,175</b>	<b>(1,805,980)</b>		<b>483,294</b>	<b>482,099</b>	<b>475,674</b>	<b>479,175</b>	<b>483,294</b>	<b>482,099</b>	<b>475,674</b>	<b>479,175</b>
DSF Revs	Transfer (To)/From General Fund	691,433	-	-	-	-	-	-	na	-	-	-	-	-	-	-	-
DSF Revs	Bond Proceeds	5,475,000	-	-	-	-	-	-	na	-	-	-	-	-	-	-	-
DSF Revs	Payment to Refunding Bonds Escrow	(6,192,795)	-	-	-	-	-	-	na	-	-	-	-	-	-	-	-
DSF Revs	Transfer (To)/From GF Specific Ownership Taxes	(24,724)	(23,976)	(32,000)	(25,000)	7,000	(25,000)	-	0.0%	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)
<b>Total Other Source/Uses</b>		<b>(51,086)</b>	<b>(23,976)</b>	<b>(32,000)</b>	<b>(25,000)</b>	<b>7,000</b>	<b>(25,000)</b>	<b>-</b>	<b>0.0%</b>	<b>(25,000)</b>							
<b>Surplus (Deficit)</b>		<b>(36,084)</b>	<b>(17,895)</b>	<b>5</b>	<b>5</b>	<b>-</b>	<b>(1)</b>	<b>(6)</b>		<b>(3)</b>	<b>1</b>	<b>5</b>	<b>(11)</b>	<b>(3)</b>	<b>1</b>	<b>5</b>	<b>(11)</b>
<b>Beginning Fund Balance</b>		<b>405,573</b>	<b>369,489</b>	<b>405,770</b>	<b>351,594</b>		<b>351,599</b>			<b>351,598</b>	<b>351,595</b>	<b>351,596</b>	<b>351,601</b>	<b>351,598</b>	<b>351,595</b>	<b>351,596</b>	<b>351,601</b>
<b>Ending Fund Balance</b>		<b>369,489</b>	<b>351,594</b>	<b>405,775</b>	<b>351,599</b>		<b>351,598</b>			<b>351,595</b>	<b>351,596</b>	<b>351,601</b>	<b>351,590</b>	<b>351,595</b>	<b>351,596</b>	<b>351,601</b>	<b>351,590</b>

(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.

(2) The Mill levy required for the property taxes to be collected is 1.4606, .0877 less than 2021



**AGENDA ITEM #2**  
**TOWN MANAGER**  
455 Mountain Village Blvd.  
Mountain Village, CO 81435  
(970) 729-2654

**TO:** Mountain Village Town Council  
**FROM:** Paul Wisor, Town Manager; Michelle Haynes, Assistant Town Manager  
**DATE:** October 3, 2022  
**RE:** VCA Phase IV Redesign

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Executive Summary: In July 2022, Town Council approved a contract with Triumph Development West to pursue efforts to redesign and value engineer Phase IV of the Village Court Apartments for the purpose of reducing the overall cost of construction of Phase IV. Triumph Development West has identified approximately \$2.5 million in costs savings through redesign and value engineering. Triumph Development West is now seeking Council approval to spend \$192,150 to verify the proposed redesign is, in fact, possible.

### **Overview**

Since 2017, the Town of Mountain Village has actively pursued development of Village Court Apartment Phase IV (“Phase IV”) consistent with the 2011 Comprehensive Plan. The Town has always envisioned Phase IV to consist of two buildings, each containing 21 units, which units would range from studios to two bedrooms, with a concentration on 2 bedroom 1 ¾ bath units last iterated in 2019. After pausing to determine the future of VCA generally, in early 2021 Town Council provided direction to staff to issue an RFP for development Phase IV.

Ultimately, after revisions to the RFP, it became clear the cost of Phase IV had increased over 40% since the project was originally approved in 2019. Ultimately, the Town entered into an agreement with Triumph Development West (“Triumph”) to undertake a redesign and value engineering effort to lower the overall construction costs of Phase IV.

Triumph has identified approximately \$2.3 million in costs savings through redesign and value engineering. Triumph Development West is now seeking Council approval to spend \$192,150 to verify the proposed redesign is, in fact, possible.

### **Redesign and Value Engineering**

Over the last several months, Triumph has pursued redesign and value engineering efforts to reduce the overall cost of Phase IV. With respect to value engineering, Triumph has identified a myriad of opportunities for cost savings, which opportunities can be found on **Exhibit A**, attached hereto.

As to redesign, Triumph has increased the bed count at Phase IV from 76 to 90 beds (Building E has eight units consisting of 1 bedroom and thirteen units consisting of 2 bedrooms for a total of 34 bedrooms; Building W has fourteen units consisting of four bedroom suites, except one unit on the lower level has three bedrooms with a storage room). Triumph achieved this bed count by converting the units in proposed Building W to dorm style pods, each consisting of four

bedrooms, two bathrooms, which redesign can be seen in **Exhibit B**, attached hereto. The Building E shift can be seen in **Exhibit C**, attached hereto. It is anticipated that this configuration will create a scenario under which local businesses will be able to pay a fee to the Town to license one or more beds that can then be rented to employees. It is anticipated businesses will benefit by being able to have guaranteed housing for several years under the license, and the Town will be able to apply license fees to the construction costs of Phase IV.

### **Financial Considerations**

With the savings set forth above, it is estimated the total cost of construction for Phase IV will be approximately \$20million dollars. As such, the Town will need to issue debt in order to finance construction of the project. It has always been Town staff's intent that the debt on Phase IV will be supported by the rent paid by residents of Phase IV. The most recent proforma assembled by Town staff indicates that charging rent at 100% AMI at Phase IV will result in approximately \$1 million in revenue per year.

Town staff recently worked with the Town's financial consultants to prepare debt service projections assuming debt of \$10 million, \$15 million, and \$20 million. Unfortunately, as set forth in **Exhibit D**, rent revenue of \$1 million can only support \$10 million in debt. As such, the Town has a \$10million gap to fill if the Town is committed to Phase IV supporting itself.

Town staff has identified several mechanisms to fill this funding gap:

- Grant Funding – Between the American Rescue Plan Act, the Inflation Reduction Act, and already existing programs, Town staff believes there are opportunities to secure several million dollars' worth of grant funding. Town staff is actively working on these opportunities with the Department of Local Affairs and the Office of Economic Development and International Trade.
- Local Entity Donations – There are several organizations within Mountain Village and the Telluride Region with substantial resources in their respective coffers. Town staff intends to seek several million dollars from these entities.
- Licensing of Beds – As described above, Town staff is proposing licensing beds within the West building to local organizations. These transferable licenses would entitle the organizations to make a one-time payment to the Town for a license which would entitle the organization to access to a bed for an employee of the organization for a period of ten years. The employees would still pay VCA rent. Depending on the size of the license payment, Town staff believes the Town could generate between \$1-2 million. Town staff has worked with several local organizations, Town staff believes there is interest in this program.
- Individual Benefactors – Town staff recognizes there may be an opportunity to approach individuals within the community and request donations to close any remaining funding gap.

While the issue before Council is limited to funding design consultants, Council should be aware and begin to discuss the financial challenges

### **Current Request**

Triumph is requesting the Town expend \$192,150 on design consultants to confirm the proposed redesign and value engineering are technically feasible.

### **Proposed Motion**

I move to appropriate \$192,150 for Phase IV redesign analysis.

## Exhibit A

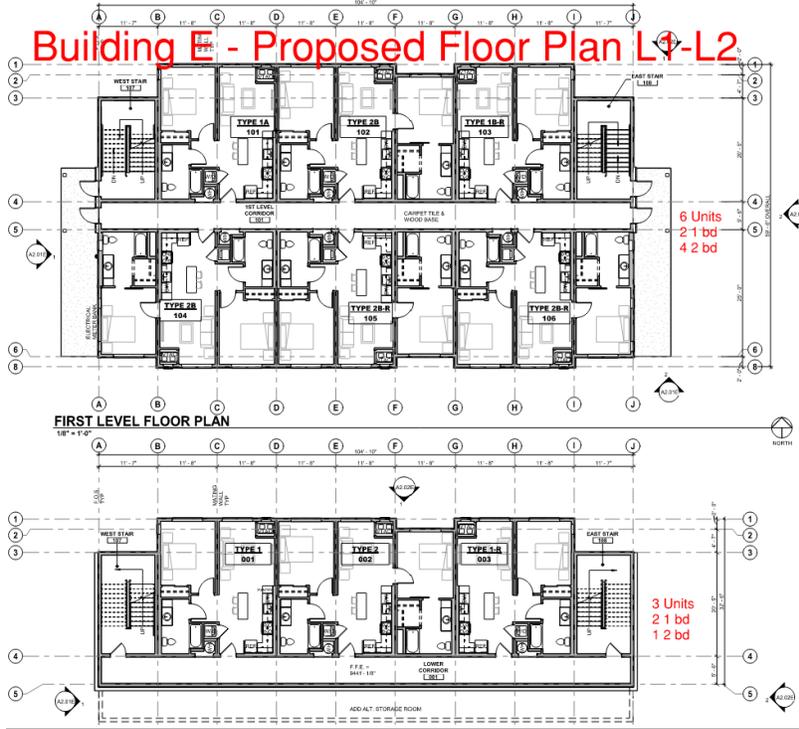
VCA4 Budget Savings Log

10.4.22

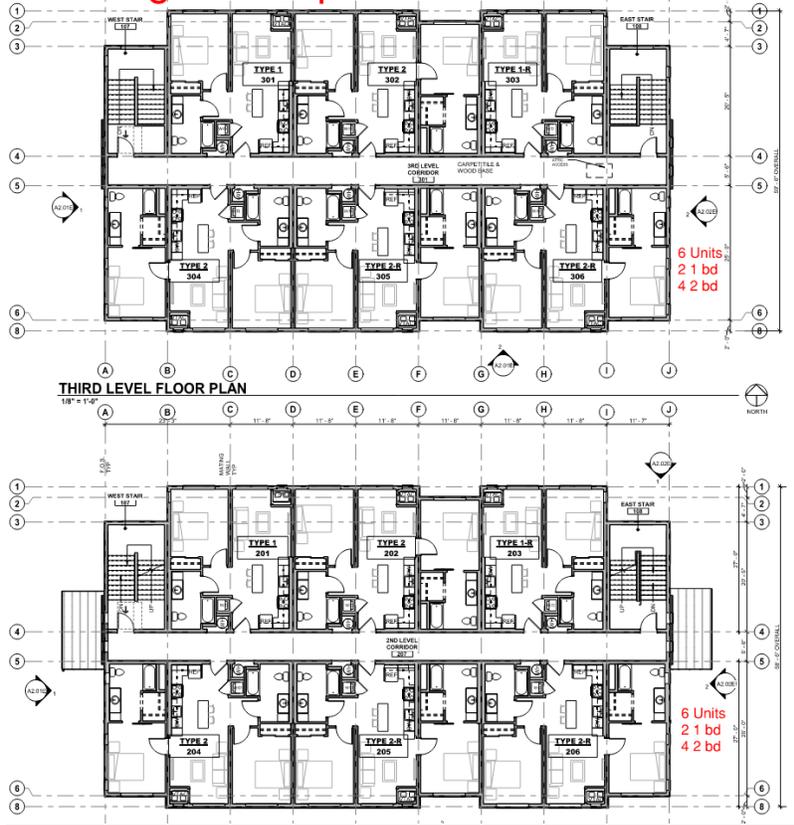
VE Item	Total
Modular Schedule Savings - 2 Months of General Conditions	182,000.00
Shifting East Building	542,004.00
Reduce MicroPiles Design	TBD
Push Geotech to Shift to Shallow Foundation	100,000.00
Excavation & Fill Savings	157,996.00
Shoring & Underpinning Savings	
Delete Gabion Retaining Wall Behind East Building	130,000.00
Simplify Trash Enclosure	20,000.00
Redesign Exterior Façade	80,250.00
Replace with Exterior Stairs with Interior Modular Stair	170,000.00
Simplify Building Foundation	15,000.00
Framing Savings from Simplified Roof Design	220,800.00
Delete Steel Balcony	67,500.00
Move Electric Meters to Exterior	20,000.00
Exterior Meter	
All Electric Mechanical Systems Savings	50,000.00
Remove Gas Piping	150,000.00
Common Area Ductwork	
Low Voltage System	10,000.00
Modular Set Stitch (Doubled Counted)	326,000.00
Interior Stitching Savings	126,000.00
Laydown Area Savings	50,000.00
Shaw Fee and % Costs	324,386.86
Modular Floorplan Redesign - Bring stairs into mods, in-unit laundry, reconfigured East Building for "dorm" units, standardize West Building mods. 42,000sf @ \$140psf vs. 39,000sf \$150psf	(28,000.00)
Reconfigured Playground (Included in Landscape Budget)	-
Design Consultant Redesign	(192,150.00)
Modular Bond	(102,863.25)
	-
Modular Design/Shop Drawings	(107,387.00)
<b>Total</b>	<b>2,311,536.61</b>

# EXHIBIT B

## Building E - Proposed Floor Plan L1-L2

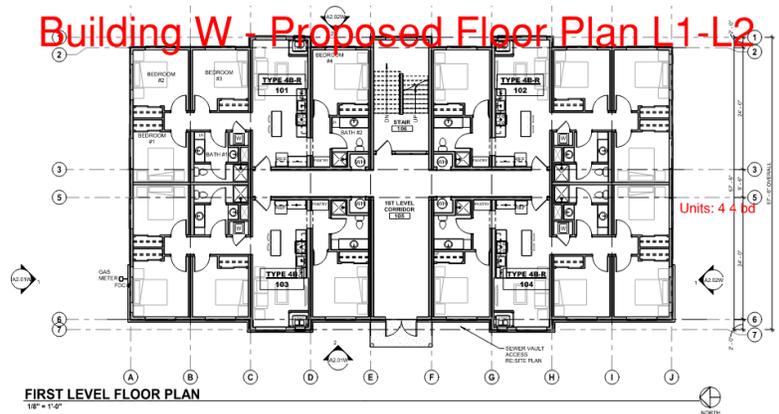


## Building E - Proposed Floor Plan L3-L4

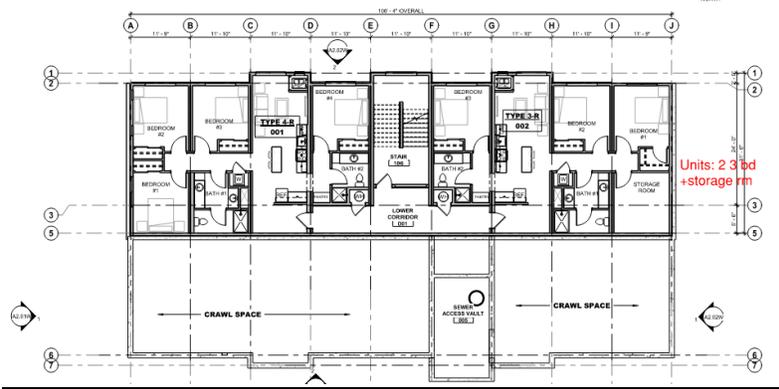


**EXHIBIT B Cont'd**

**Building W - Proposed Floor Plan L1-L2**

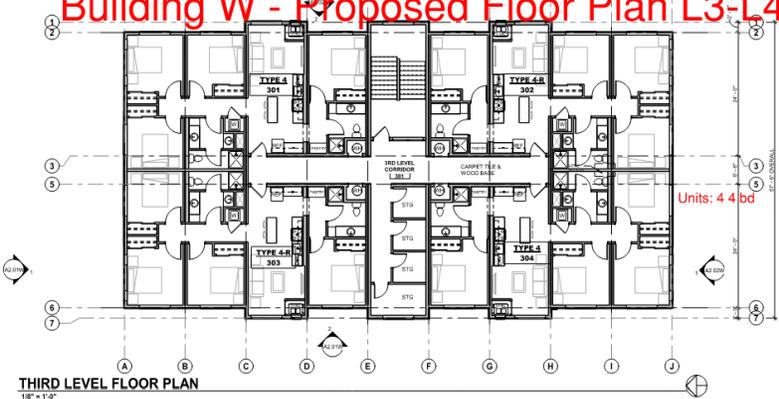


**FIRST LEVEL FLOOR PLAN**  
1/8" = 1'-0"

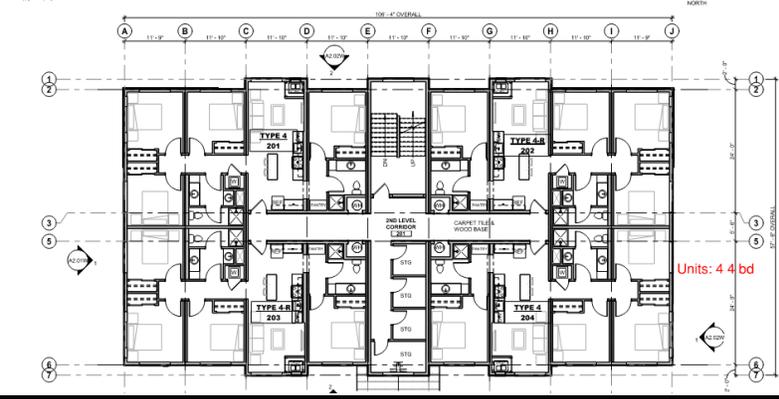


**SECOND LEVEL FLOOR PLAN**  
1/8" = 1'-0"

**Building W - Proposed Floor Plan L3-L4**



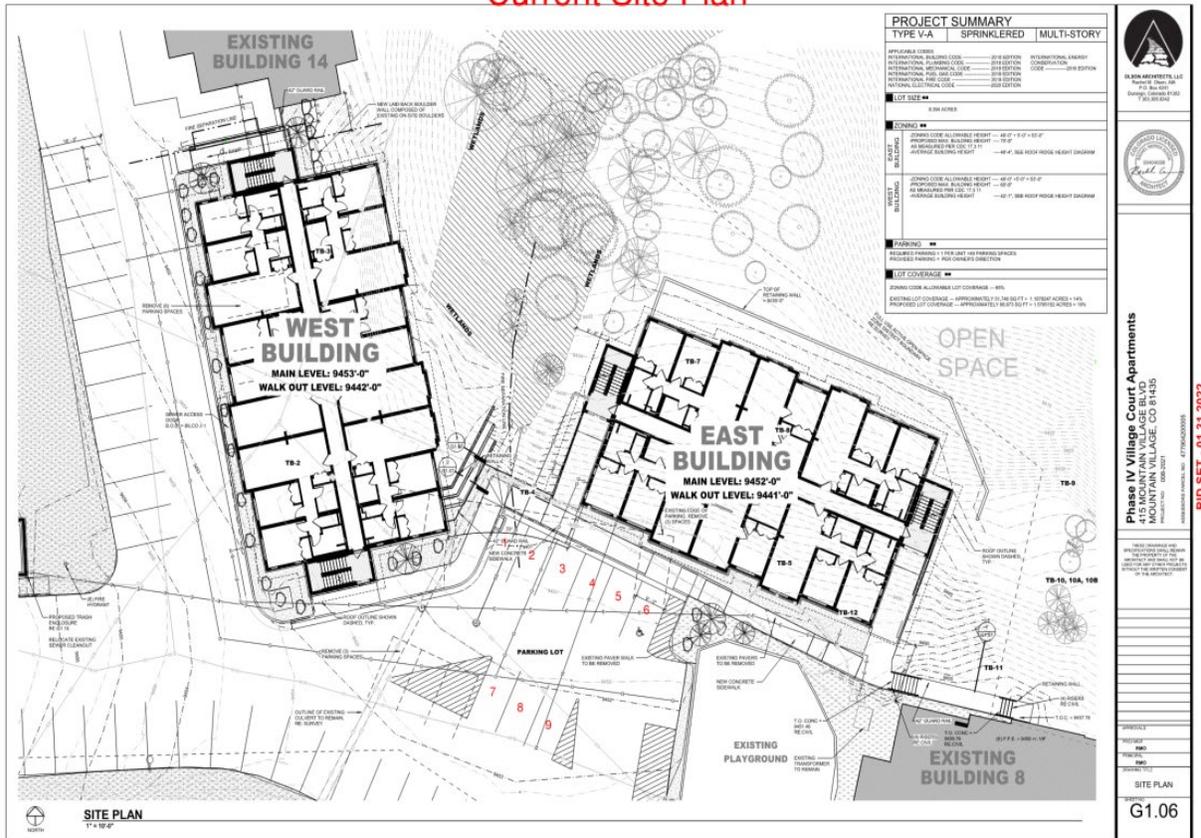
**THIRD LEVEL FLOOR PLAN**  
1/8" = 1'-0"



**FOURTH LEVEL FLOOR PLAN**  
1/8" = 1'-0"

# Exhibit C

## Current Site Plan



PROJECT SUMMARY		
TYPE V-A	SPRINKLERED	MULTI-STORY
INTERNATIONAL BUILDING CODE	2018 EDITION	INTERNATIONAL ENERGY CONSERVATION CODE
INTERNATIONAL FIRE CODE	2018 EDITION	INTERNATIONAL MECHANICAL CODE
INTERNATIONAL MECHANICAL CODE	2018 EDITION	INTERNATIONAL PLUMBING AND MECHANICAL CODE
INTERNATIONAL PLUMBING AND MECHANICAL CODE	2018 EDITION	INTERNATIONAL ELECTRICAL CODE
INTERNATIONAL ELECTRICAL CODE	2018 EDITION	
<b>LOT SIZE</b> = 3.96 ACRES		
<b>CLADDING</b> =		
ZONING CODE ALLOWABLE HEIGHT = 45'-0" + 10'-0" = 55'-0"		
PROPOSED BUILDING HEIGHT = 38'-0"		
HEIGHT EXCEEDED BY 17'-0"		
<b>PARKING</b> =		
PROPOSED PARKING = 175 VEH (SEE PARALLEL SPACES)		
PROPOSED PARKING = PER OWNER'S OPTION		
<b>LOT COVERAGE</b> =		
EXISTING LOT COVERAGE = APPROXIMATELY 1.58 ACRES = 40%		
PROPOSED LOT COVERAGE = APPROXIMATELY 1.80 ACRES = 45%		



**Klein Architects, LLC**  
1111 14th St.  
Boulder, CO 80502  
Phone: 303.440.1111  
Fax: 303.440.1112



**Phase IV Village Court Apartments**  
4155 MOUNTAIN VILLAGE BLVD  
MOUNTAIN VILLAGE, CO 81435  
CONTRACT NO. 2020-0001

**BID SET - 01.31.2022**

PROJECT	PHASE IV VILLAGE COURT APARTMENTS
PROJ. NO.	2020-0001
TITLE	SITE PLAN
DATE	G1.06

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**Exhibit D**



<b>\$10 Million COP</b>	<b>20-Year</b>	<b>30-Year</b>
Project Fund	\$10,000,000	\$10,000,000
Total Repayment	\$15,573,942	\$19,583,707
With 150 BP Cushion	\$17,499,799	\$22,519,043
Average Annual Repayment	\$804,278	\$666,932
With 150 BP Cushion	\$903,734	\$766,896
True Interest Cost (TIC)	4.51%	4.92%
With 150 BP Cushion	5.91%	6.20%
Last Maturity	12/1/2042	12/1/2052
Call Provision	12/1/2032	12/1/2032
<b>\$15 Million COP</b>	<b>20-Year</b>	<b>30-Year</b>
Project Fund	\$15,000,000	\$15,000,000
Total Repayment	\$23,170,435	\$29,127,941
With 150 BP Cushion	\$26,029,776	\$33,501,811
Average Annual Repayment	\$1,196,580	\$991,965
With 150 BP Cushion	\$1,344,243	\$1,140,919
True Interest Cost (TIC)	4.51%	4.92%
With 150 BP Cushion	5.91%	6.20%
Last Maturity	12/1/2042	12/1/2052
Call Provision	12/1/2032	12/1/2032
<b>\$20 Million COP</b>	<b>20-Year</b>	<b>30-Year</b>
Project Fund	\$20,000,000	\$20,000,000
Total Repayment	\$30,761,677	\$38,684,337
With 150 BP Cushion	\$34,565,844	\$44,487,427
Average Annual Repayment	\$1,588,610	\$1,319,400
With 150 BP Cushion	\$1,785,067	\$1,515,039
True Interest Cost (TIC)	4.51%	4.92%
With 150 BP Cushion	5.91%	6.20%
Last Maturity	12/1/2042	12/1/2052
Call Provision	12/1/2032	12/1/2032

\* Rates as of October 3, 2022; subject to change

\* Assumptions include a low Aa category rating, \$250,000 total COI including Underwriting Discount