



GRAND LAKE BOARD OF TRUSTEES WORKSHOP AND MEETING AGENDA

Monday, November 11, 2024 at 4:30 PM

Town Hall Board Room – 1026 Park Avenue

*The Town of Grand Lake upholds the Six Pillars of Character:
Citizenship, Trustworthiness, Respect, Responsibility, Fairness and Caring*

Please join my meeting from your computer, tablet or smartphone.

<https://us06web.zoom.us/j/82005823994>

You can also dial in using your phone.

United States: 719 359 4580

Access Code: 820 0582 3994

WORK SESSION 4:30 PM

1. Call to Order
2. Roll Call
3. Conflicts of Interest
4. Items of Discussion
 - A. Nightly Rental Discussion
 - B. Current Job Vacancies

EVENING MEETING 6:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Announcements
4. Roll Call
5. Conflicts of Interest
6. Manager's Report
 - A. November 11, 2024
7. Public Comments (Limited to 3 Minutes)
- H. Consent Agenda
 1. Meeting Minutes- October 28, 2024
 2. Accounts Payable- November 11, 2024
9. Items of Discussion
 - A. Public Hearing on FY 2025 Budget
 - B. Consideration to Approve a Contract with iWorQ Systems for Code Enforcement & Public Works Software
 - C. Consideration to Approve a Contract with MA Studios
10. Future Items for Consideration
11. Mayor's Report
12. Adjourn Meeting



1026 Park Ave · PO Box 99
Grand Lake, CO 80447
970-627-3435
www.townofgrandlake.com

To: Mayor Kudron and the Grand Lake Board of Trustees
From: Heike Fawkes, Treasurer
Re: Nightly Rental Fee Increase Proposal for 2025
Date: October 11, 2024

Background

Nightly rental fees support several essential expenses, including a \$30,000 allocation to the Grand Lake Chamber of Commerce. Last year, the Town increased the Chamber’s contract by \$50,000 for advertising and public relations. These fees also cover administrative costs related to compliance and licensing, estimated at \$31,000, excluding code enforcement. Additionally, the Gov.OS program, essential for our operations, costs about \$18,000, with a \$3,000 increase this year and another expected in 2025. Originally a \$50,000 program, staff secured a reduced rate suited to our small town’s budget.

To address rising costs, staff would like to propose an increase to nightly rental fees for 2025. If we raised the rates by \$100 this would generate approximately \$13,500 in additional revenue. This increase would help offset the following:

1. Gov.OS Fees, \$18,000. Recently this increased by \$3,000, with another rise anticipated.
 2. Attainable Housing Fund (AHF): \$16,000 for water and sewer on Mary Drive parcels.
 3. Chamber Contribution: \$30,000.
 4. Admin and Code Enforcement Costs: Currently \$31,000, excluding code enforcement.
- Total cost on the low end is \$95,000 to support nightly rentals.

Justification

In 2024, nightly rental fees generated \$92,678, which only narrowly covered these essential commitments. This proposed increase will help us manage projected costs while continuing to support these key programs.

Direction Needed

Staff seeks guidance from the Board of Trustees on two items:

1. Approval of increasing the nightly rental fees, with adjustments to be reflected in the 2025 Deposit & Fee Schedule.
2. Approval to hire a 3rd party rate study to evaluate current fees and ensure they are aligned with operational needs and marked standards.

These steps will help us manage rising costs and maintain sustainable funding for essential programs.

TOWN OF GRAND LAKE, COLORADO TOWN MANAGER

Department/Division: Administration
Work Location: Town Hall, Grand Lake, Colorado
FLSA Status: Exempt
Effective Date:

1. GENERAL STATEMENT OF DUTIES

The position shall be appointed by the Board of Trustees and shall serve at the pleasure of the Board. As the Town Manager this position shall be the chief administrative officer of the Town following Municipal Code, Section 2-7-2.

The town manager is responsible for the general administration and enforcement of regulations, policies, and ordinances of the town and is subject to the directives of the Town Trustees. This position manages, directs, and supervises the daily activities and programs of the Town through the Town's departments, provides professional guidance, leadership and advise to the Town Trustees, develops and maintains quality customer service to the community, and promotes consistency, transparency, and honesty in the Town's actions. In addition, the Town Manager oversees all departments with the exception of the Town Attorney and Municipal Judge.

2. ESSENTIAL DUTIES

The following sections are illustrative of the essential functions of the job and do not include other nonessential or peripheral duties that may be required. The Town of Grand Lake retains the right to modify or change the essential and additional functions of the job at any time.

3. ADMINISTRATION

- Direct, manage and implement the goals, programs, policies and priorities established and approved by the Board of Trustees.
- Assist the Board of Trustees in determining strategic long term plans and annual goals for the Town.
- Ensure proper administration and execution of the Grand Lake Municipal Code, enforce all ordinances, resolutions and regulations of the Town, in coordination with the Town Attorney when necessary.
- Identify, develop, pursue, and supervise grant proposals in order to obtain funding for board sanctioned projects; acts as grant administrator where appropriate for grants received and monitor the progress and quality of work.

- Prepare and submit to the Board of Trustees on a bi-weekly basis, or as often as determined by the Board, a Manager's update report and a calendar/schedule of trainings and travel for the Administrative staff.
- Coordinate with the Town Clerk and Mayor in the preparation of the Town's meeting agendas. Inform the Town Trustees of pertinent items on agendas that require particular attention or concern and provide background information on matters being presented to them.
- Maintain a positive, cooperative attitude which displays professionalism, courtesy, expertise, discretion and appropriate tact in all interactions with the Town Trustees, employees, and public.
- Attend meetings of the Town as directed including meetings of commissions and committees as established by or appointed by the Board of Trustees and meetings of non-town entities as directed by the Board of Trustees.
- Negotiate contracts, agreements and oversees professional and consulting services agreements entered into by the Town, including engineering, architectural, financial and legal agreements. The Manger is authorized to sign contracts on behalf of the Town after an affirmative vote of the Board of Trustees, the Manager will monitor the administration of terms and conditions of all contracts or agreements with the Town and upon knowledge of any violation thereof, report the same to the Board of Trustees.
- In cooperation with the Town Treasurer, Finance Committee, and the Board of Trustees, the Town Manager shall prepare and submit a proposed annual budget to the Board of Trustees for their consideration in compliance with the Colorado State Budget Laws and after its adoption shall be responsible and accountable for the proper administration of the budget.

4. MANAGEMENT

- Provide leadership and direction to Town Department Heads to facilitate achievement of the Town's goals and objectives as outlined by the Board of Trustees. Assure staff cross-training, professional and technical development.
- Supervise and manage the activities of the departments by assessing and monitoring work load, holding regular staff meetings, monitoring expenditures of annual departmental budgets, and by developing and encouraging internal relationships to identify opportunities for operational and managerial improvements for the delivery of Town services. Serves as Personnel Officer and administrator of the Town's personnel policy.
- Recruit and screen applicants for department head and staff positions and recommends appropriate appointments or dismissals for said positions in conjunction and consultation with the Board of Trustees.

- Acts as the Purchasing Agent by overseeing and approving major purchases of goods and services as prescribed in the annual budget of the Town as adopted by the Board of Trustees.
- Provide managerial management for initiatives related to economic development; historic preservation; downtown renewal and capital projects; exercises general supervision over public property under the jurisdiction of the Town.
- Oversee ordinances /resolutions /proclamations for adoption by the Board of Trustees.
- Assume all other duties the Mayor and the Board of Trustees may assign.

5. COMMUNITY INVOLVEMENT

- Represent the Town in meetings with representatives from other jurisdictions, private industry, and members of the public to acting in the Town's best interest to resolve issues, negotiate agreements, and study potential changes which impact the Town, respond to citizen concerns directly by gathering facts, determining solutions or referring to appropriate staff for corrective action.
- Oversee the Town's marketing and public relations efforts and programs including supervision of marketing and advertising contracts and contractors. Act as the Town's liaison with the business community and oversee the Town's marketing and advertising budget and expenditures.
- Supervise the development and dissemination of public information, including the Town Newsletter.
- Serve as principal public relations, public information, and as principal intergovernmental affairs officer of the Town.

6. REPORTING RELATIONSHIPS

Supervision Received:

- General direction is provided by the Board of Trustees through the Mayor or other Board designated Trustee.

Supervision Exercised:

- Provide direct and indirect supervision through subordinate supervisors of all positions, employees and functions with the Town of Grand Lake. Provides broad direction, oversees policy and procedure standards, evaluates performance, direct reports, and program operations. Position is responsible for decision making and resolution of difficult, complex, and pervasive issues regarding policy, personnel and citizen issues.

7. KNOWLEDGE, SKILLS, AND ABILITIES

Education and Experience:

- A minimum of a Bachelor's Degree in public administration or other related field is required, along with managerial experience.

Special Qualifications:

- Grant writing, rural town planning, and economic development experience is preferred.

Knowledge of:

- Organization services and community resources.
- Colorado Law as applicable to the operations, functions, policies, and procedures of statutory Colorado Municipalities.
- Principles, practices and techniques of public administration.
- Organization management and supervision.
- Development, subdivision and building permit plan review and zoning, zoning and land use regulation and general code enforcement.
- Project planning and implementation.
- Knowledge of Federal and State Employment Law.
- Understanding of Colorado water issues.
- Knowledge of governmental accounting practices, financial reporting and budgeting.
- Knowledge of grant opportunities for the benefit of Town.
- Operation of personal computers and related equipment and software.
- Municipal comprehensive plan development, promotion, and means to help implement.

Ability to:

- Establish and maintain effective working relationships with the Board of Trustees, employees, representatives of other agencies and organizations, and members of the community.
- Maintain composure under difficult situations, control sensitive and confidential information.
- Achieve and maintain intergovernmental cooperation between the Town and other governmental and non-governmental entities.
- Work closely with County, State and Federal agencies.
- Express ideas clearly and concisely both verbally and in writing.

8. EQUIPMENT USED

Standard office equipment including, but not limited to, personal computer and associated hardware and software, telephone, copier, calculator, and fax.

9. WORK ENVIRONMENT

Work is primarily conducted indoors with occasional travel to external meetings and site visits. Incumbent experiences routine exposures and hazards of a typical office environment including driving and walking in adverse conditions.

10. PHYSICAL AND OTHER REQUIREMENTS

- Visual and physical capabilities to work on computers and associated equipment for prolonged periods of time.
- Requires the ability to sit and perform administrative and computer work for significant periods of time.
- May involve the ability to move up to 25 pounds.
- Some walking on uneven terrain in high altitude.
- Incumbent is frequently required to work after normal work hours to attend governmental meetings and municipal functions.
- Must hold a valid Colorado Drivers License within 30 days.

Need to ask Attorney Krob about wording for ADA requirements and accommodations.

Town of Grand Lake Town Planner

Title

Town Planner

Department/Fund

General Fund/Administration

Pay Grade

300

Status:

Non-Exempt

General statement of duties:

This person in this position is involved in planning for growth and development within the Town of Grand Lake, CO including areas under consideration for annexation to the Town.

Supervision received:

Town Manager

Supervision exercised:

Code Enforcement

Specific duties and responsibilities:

- Serve as the Town Planner including Building Code Administrator and review Building Permit applications and land use (subdivisions, planned developments, variances, etc.) applications.
- Perform zoning inspections.
- Answer homeowner and developer questions regarding land use regulations and the building permit process.
- Plan for and manage Town-sponsored development and improvement projects including interfacing with developers and construction team.
- Present recommendations to Planning Commission and Town Trustees both orally at public meetings and in written form.
- Suggest revisions to current Town Zoning, Subdivision, Land Use, and Design Standards.
- Assist the Town Manager as required.
- This position will work closely with the Town Manager, Town Treasurer and consultant as available to administer grants.
- Grants administration includes; acknowledging the Board’s vision and funding priorities, networking with funders, determining best fit/date opportunities, recommending, grant compilation, response to funder questions, proper accounting, tracking of grants and for preparation of grant financial reports to satisfy reporting needs.

Required education and experience:

- Degree in Urban or Regional Planning, Architecture, Landscape Architecture, Civil Engineering or commensurate experience in a related field required.
- Valid driver’s license with the ability to obtain a Colorado Driver’s license.

Form 10/2019

Signature _____ Date _____

Required knowledge, skills and abilities:

- Previous experience with a local government, professional design firm, building contractor or land developer desired.
- Working knowledge and proficiency in word processing, spreadsheet development, GIS, GPS and other applicable computer applications preferred.
- Able to read and understand building plans.
- Good written and verbal communication skills.
- Ability to provide high quality customer service to the public, developers, and contractors.
- Ability to work as a team member with Town staff and with Town appointed and elected officials.

Physical Requirements:

- Indoor and outdoor environments; work alone; travel from site to site; incumbents may be exposed to noise, dust, inclement weather conditions, and potentially hostile environments.
- Primary functions require sufficient physical ability and mobility to work in an office and field environment; to stand, stoop, reach, bend, kneel, squat, climb ladders, and walk on uneven terrain, loose soil, and sloped surfaces; to lift and/or carry light weights; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; ability to operate a vehicle to travel to various locations; and to verbally communicate to exchange information. Regularly required to reach with hands and arms, stand, walk, and use hands to handle, feel or operate objects, tools, or equipment.
- Specific vision abilities required by this job include near acuity, far acuity, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Preferred knowledge, skills and abilities:

- Ten years' experience working as a Planner for a local government.

Working Conditions/Physical Demands:

- Moderate noise with frequent interruptions in a busy environment.
- Work performed is both inside and outside that includes, noise, vibration, moving/mechanical parts, and potential exposure to biological substances, caustic chemicals, and various forms of wildlife and their deposits.
- Exposed to sun and occasionally exposed to wet conditions and lightning.
- Regular contact with staff and frequent interface with public and agitated property owners.

Successful Demonstrated Qualities:

- Courteous and clear communicator
- Willing to listen
- Ability to maintain effective working relationships with Town employees and Town contracted law enforcement.
- Trustworthy; strong personal integrity
- Demonstrates strong level of accountability and ownership
- Collaborative/Team oriented
- Exhibits professionalism with the public, coworkers, and management
- Organized, with strong attention to detail and communication skills
- Excellent troubleshooting skills.

Town of Grand Lake Job Description

Title

Code Enforcement

Department/Fund

General Fund/Admin

Reports to: Town Community Development Director

Status:

Non-Exempt/Full-Time

General statement of duties:

Performs professional and technical code enforcement work required to protect and preserve life, safety, health, welfare, and property in the Town of Grand Lake.

Supervision exercised:

None

Essential duties and functions:

- Respond to calls including violations in progress and violations discovered after the fact.
- Documents violations with all available technology; written, photos, witness testimony, time, place, address and maintains a searchable violation system searchable by property file.
- Prepares notices of code violations.
- Continues communication with property owners to discuss how to resolve problems.
- Provides follow up communication with the complainant and town staff.
- Responsible to maintain records and prepare reports satisfactory to proceed through a judicial process.
- Appears in municipal, county and district courts to offer testimony relative to the investigation and charging of individuals with non-criminal offenses.
- Works with town staff, including law enforcement to perform code enforcement.
- Participates in the development of forms and processes utilized to address various issues.
- Coordinates Municipal Code update proposals with the Town Community Development Director, Town Manager, Town Clerk and Town Attorney by researching, drafting and rewriting.
- Prepares a variety of routine and non-routine reports and records necessary for the reporting of daily activities.
- Responsible to discern the difference between violations of the ordinances, set by the Town Board to preserve the safety and security of individuals and property within the Town corporate limits and complaints that are clearly not violations or not within Town limits.
- Assists the Town Community Development Director with special projects and Zoning inspections.
- Review sign permit applications for approval from the Town Community Development Director.
- Provides support to the Town Community Development Director regarding building inspection review.
- Provide the Board of Trustees with updates.
- Processing permits through Permit Cloud Software.
- Working with the Town Bookkeeper to ensure Nightly Rental compliancy.
- Posting public notice as required.

Required knowledge, skills and abilities:

- Working knowledge of Town ordinances and procedures
- Ability to make contacts with property owners using a variety of communication skills
- Skills in the use of computers, telephones, and email.
- Ability to communicate effectively both orally and in writing.

Required education and experience:

- High School graduation or equivalency.
- Valid Colorado's driver's license

Physical Requirements:

- Indoor and outdoor environments; work alone; travel from site to site; incumbents may be exposed to noise, dust, inclement weather conditions, and potentially hostile environments.
- Primary functions require sufficient physical ability and mobility to work in an office and field environment; to stand, stoop, reach, bend, kneel, squat, climb ladders, and walk on uneven terrain, loose soil, and sloped surfaces; to lift and/or carry light weights; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; ability to operate a vehicle to travel to various locations; and to verbally communicate to exchange information. Regularly required to reach with hands and arms, stand, walk, and use hands to handle, feel or operate objects, tools, or equipment.
- Specific vision abilities required by this job include near acuity, far acuity, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Preferred knowledge, skills and abilities:

- Previous land use regulation experience.
- Previous law enforcement experience.
- Previous building inspection experience.
- Permit Cloud Software experience.

Working Conditions/Physical Demands:

- Moderate noise with frequent interruptions in a busy environment.
- Work performed is both inside and outside that includes, noise, vibration, moving/mechanical parts, and potential exposure to biological substances, caustic chemicals, and various forms of wildlife and their deposits.
- Exposed to sun and occasionally exposed to wet conditions and lightning.
- Regular contact with staff and frequent interface with public and agitated property owners.

Successful Demonstrated Qualities:

- Courteous and clear communicator
- Willing to listen
- Ability to maintain effective working relationships with Town employees and Town contracted law enforcement.
- Ability to be punctual and attend work regularly.

Note: This job description is not intended to be an exhaustive list of all duties, responsibilities, or qualifications associated with the job.

Form 05/2024 Signature _____ Date _____



MANAGER UPDATE

Meeting Date: 11/11/2024

To: Town of Grand Lake Board of Trustees
From: Steve Kudron, Town Manager

Marquee Progress:

Work continues on the Town Marquee. They are trying to work through the weather.

Space to Create:

Staff is working with the Town attorney and MA Studios to complete a standard agreement. We should have a completed contract in the coming week.

Art Space Contract:

We are working with the Town Attorney and Art Space to complete a scope of services agreement.

Staff Promotions:

Crystal Myers has been promoted to the role of Grand Lake Center Manager. She will be participating in more of the strategic planning and operations of the Center in the coming months. Please congratulate Crystal when you see her.

Staff Openings:

Current staff openings include Town Manager, Community Development and Code Enforcement/Permit Tech

November Events:

Holiday Bazaar
Tree Lighting

Housing Priorities Workshop

November 18, 2024 from 3pm to 6pm in Town Hall

Next Board Meeting:

November 25, 2024



GRAND LAKE BOARD OF TRUSTEES WORKSHOP AND MEETING MINUTES

Monday, October 28, 2024, at 6:00 PM

Town Hall Board Room – 1026 Park Avenue

*The Town of Grand Lake upholds the Six Pillars of Character:
Citizenship, Trustworthiness, Respect, Responsibility, Fairness and Caring*

A. Call to Order

The regular meeting of the Board of Trustees was called to order by Mayor Pro-Tem Bergquist at 6:23 P.M. in the Town Hall Board Room.

B. Pledge of Allegiance

Mayor Pro-Tem Bergquist led everyone in reciting the Pledge of Allegiance.

C. Announcements

Mayor Pro-Tem Bergquist announced: Please turn off all cell phones during the meeting.

D. Roll Call

Mayor Kudron, Mayor Pro-Tem Bergquist, Trustees Arntson, Causseaux, Miller, Sobon, Schoenherr and Town Clerk Carrell were present.

E. Conflicts of Interest

None.

F. Manager's Report

October 28, 2024

DOLA Local Planning Capacity Grant Award:

The Town has been awarded a Local Planning Capacity Grany from the Department of Local Affairs for \$174, 019 to fast track our affordable housing projects. This can be used for planning and legal services related to code revisions and planning projects that include affordable housing solutions. Thanks to Kim and Heike for getting everything together for the grant in a short amount of time.

Marquee Progress:

Work began on the Town Marquee. As the weather allows, they will continue to make masonry into next week.

Staff Training:

Both our Treasurer and Bookkeeper attended the 2024 Caselle Conference in Salt Lake City October 14-17, 2024

Our Clerk attended the Colorado Municipal Clerks Conference in Ft Collins October 21-25, 2025

Continued training for all staff members is critical in developing well trained, highly productive and satisfied staff.

Grand Lake Area Chamber 2025 Contract:

I met with the Chamber’s new director Kelly Kirkpatrick regarding the 2025 contract. An outcome-based contract with clear expectations will come before the Board by the end of November.

Ayres Assoc Kickoff:

Ayres Associates is meeting with Kim White this week and the onboarding for our Town projects will begin next week. Large projects, residential projects and permit administration will be coordinated with Ayres until we are able to fill our open positions.

Winterization projects:

Summer water is Off

Parks have been aerated /fertilized

Docks are removed (Boat Ramp next week)

Ghosts & Gourds Gathering:

Town’s Ghost’s and Gourds Gathering was held on October 26th. A spooktacular time was had by all. This is Sarah’s first solo event with the Town and her efforts really produced a great event. Thanks, Sarah, for your hard work.

Space to Create:

Staff has received the AIA contract from Munn Studio. Our attorney and Art Space are reviewing it. Geotechnical surveys are beginning on the Park Ave. property.

Xfinity Repairs:

Comcast has done some infrastructure repairs to lines in town. This should help with stability and reduce future issues in the future.

Staff Openings:

Current staff openings include Town Manager, Code Enforcement and Community Development Director.

Events:

Holiday Bazaar

Tree Lighting

Next Board Meeting:

November 11, 2024

G. Public Comments (Limited to 3 Minutes)

None.

H. Consent Agenda

1. Meeting Minutes- October 14, 2024

2. Accounts Payable- October 28, 2024

Trustee Miller made a motion to approve the consent agenda. Trustee Sobon seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Abstain
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Aye
Trustee Sobon	Aye

I. Financial Review

1. August Sales Tax & September Financial Reports

Presented by Town Treasurer, Fawkes.

J. Items of Discussion

1. Consideration to Authorize the Mayor to Sign the Engagement Letter with Dazzio & Associates, PC for the 2024 Audit

Presented by Town Treasurer, Fawkes.

Trustee Causseaux made a motion to authorize the mayor to sign the engagement letter with Dazzio & Associates, PC for the 2024 audit. Trustee Schoenherr seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Abstain
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Aye
Trustee Sobon	Aye

2. Quasi-Judicial 67-2024: A Resolution Approving A Variance To Setback Standards At Lot 2, Block 39, Town Of Grand Lake, More Commonly Referred To As 225 Mountain Avenue Subject To Conditions

Presented by Community Development Director, White.

Trustee Schoenherr made a motion to approve Resolution 67-2024, approving a variance to setback standards at Lot 2, Block 39, Town of Grand Lake, more commonly referred to as 225 Mountain Avenue subject to conditions. Trustee Causseaux seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Abstain
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Aye
Trustee Sobon	Aye

3. Quasi-Judicial- Resolution 68-2024 Consideration to Approve a Resolution Approving a Variance to Parking Standards at Lot 15, Block 26, Town of Grand Lake, More Commonly Referred to as 525 Grand Avenue with Conditions.

Presented by Community Development Director, White.

Trustee Sobon made a motion to approve Resolution 68-2024, approving a variance to parking standards at Lot 15, Block 26, Town of Grand Lake, more commonly referred to as 525 Grand Avenue with conditions. Trustee Schoenherr seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Abstain
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Aye
Trustee Sobon	Aye

4. Quasi Judicial– Resolution 69-2024 Consideration of a Resolution to Approve A Variance To Roadway Standards At Lot 8, Block 24, Town Of Grand Lake, More Commonly Referred To As 501 Mountain.

Presented by Community Development Director, White.

Trustee Arntson made a motion to approve Resolution 69-2024, consideration to approve a variance to roadway standards at Lot 8, Block 24, Town of Grand Lake, more commonly referred to as 501 Mountain Avenue. Trustee Schoenherr seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Abstain
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Aye
Trustee Sobon	Aye

5. Consideration to Approve a New Special Event Permit & Resolution 70-2024, a Resolution Setting Certain Fees for the Town of Grand Lake's Special Event, "Tree Lighting Ceremony" on November 29, 2024

Presented by Town Clerk, Carrell on behalf of Event Manager, Weekes.

Trustee Causseaux made a motion to approve a new special event permit and Resolution 70-2024, setting certain fees for the Town of Grand Lake’s special event, “Tree Lighting Ceremony” on November 29, 2024. Trustee Sobon seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Abstain
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Aye
Trustee Sobon	Aye

6. Consideration to Approve a Contract with Antero Group for an Affordable Housing Priorities Workshop

Presented by Town Manager, Kudron.

Trustee Causseaux made a motion to approve with conditions, a contract with Antero Group for an Affordable Housing Priorities Workshop with materials, documents and research to be the property of the town. Trustee Schoenherr seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Abstain
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Aye
Trustee Sobon	Nay

7. Consideration to Approve a Contract with iWorQ Systems for Code Enforcement and Public Works Software

Presented by Town Manager, Kudron.

Topic will be revisited at the next meeting on November 11, 2024.

K. Future Items for Consideration

- Public Hearing for FY 2025 Budget

L. Mayor's Report

No report provided.

M. EXECUTIVE SESSION PURSUANT TO SECTION 24-6-402(4)(f), C.R.S. TO DISCUSS PERSONNEL MATTERS RELATED TO INDIVIDUAL PAY AND HOUSING FOR STAFF MEMBERS

Trustee Causseaux made a motion to enter executive session pursuant to section 24-6-402(4)(f), C.R.S. to discuss personnel matters related to individual pay and housing for staff members. Trustee Sobon seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Abstain
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Aye
Trustee Sobon	Aye

N. Adjourn Meeting

Trustee Causseaux made a motion to adjourn the meeting. Trustee Miller seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Abstain
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Aye
Trustee Sobon	Aye

This meeting of the Board of Trustees was adjourned at 9:46 PM.

(Attest)

Alayna Carrell, Town Clerk

Christina Bergquist, Mayor Pro-Tem



Request for Board Action

Meeting Date: 11/11/2024

Department: Treasurer	Presenter: Fawkes
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ITEM:

Consideration to approve Accounts Payable

BACKGROUND:

At every Board meeting, the Town Board of Trustees approves the accounts payable.

FISCAL NOTE

All documents were emailed to Trustees for review on Thursday, November 7, 2024.

STAFF RECOMMENDATION

Approve

SUGGESTED MOTIONS

I make a motion to approve/(deny) the accounts payable for November 11, 2024



TO: Mayor Kudron and Town Trustees

FROM: Stephan Kudron, Acting Manager/Budget Officer

DATE: November 11, 2024

RE: 2025 Budget Draft for Public Comment

RE: 2025 Budget Draft for Public Comment

We are presenting the draft 2025 budget, initially submitted to the Board of Trustees on August 25th and subsequently discussed on September 23rd and October 14th. As previously advertised, the upcoming public meeting on November 11, 2024, is an opportunity for the community to provide input. The feedback gathered will guide the Board of Trustees in making final adjustments, aligning with the requirements of C.R.S Section 29-1-108(i). Please note that individual line items in the draft remain subject to modifications based on input from Trustees and the public. This is a key part of our process as we work toward finalizing the budget for adoption on November 25th.

	Budget FY2023	Actual FY2023	Budget FY2024	YTD Estimates for FY 2024	Budget FY2025
Summation - General Fund Revenues and Expenditures					
General Fund Beginning Balance	\$3,056,705	\$3,241,529	\$2,237,132	\$3,439,986	\$3,061,604
Operating Budget					
General Revenue	\$3,393,340	\$3,268,896	\$7,439,840	\$3,660,805	\$3,828,867
Operations	(\$3,403,019)	(\$3,265,507)	(\$3,607,123)	(\$3,519,275)	(\$4,474,209)
Debt Service	(\$129,615)	(\$129,613)	(\$127,050)	(\$127,050)	(\$129,485)
Total Operating Budget	(\$139,294)	(\$126,224)	\$3,705,667	\$14,480	(\$774,827)
Capital Budget					
Capital Revenue	\$227,241	\$135,048	\$90,000	\$0	\$7,174,019
Capital Outlay	(\$710,516)	(\$399,100)	(\$4,485,000)	(\$392,862)	(\$7,255,000)
Total Capital Budget	(\$483,275)	(\$264,052)	(\$4,395,000)	(\$392,862)	(\$80,981)
Revenues Over (Under) Expenditures	(\$622,569)	(\$390,276)	(\$689,333)	(\$378,382)	(\$855,808)
Appropriate From (To) Fund Balance	\$622,569	\$390,276	\$689,333	\$378,382	\$855,808
General Fund Ending Balance	\$2,434,136	\$2,851,253	\$1,547,799	\$3,061,604	\$2,205,797

		Budget FY2023	Actual FY2023	Budget FY2024	YTD Estimates for FY 2024	Budget FY2025
23	Summation - General Fund Expenditures By Department					
24						
25						
26	Cemetery Committee	\$8,000	\$261	\$8,000	\$9,500	\$9,500
27						
28	Planning Commission/Board of Adjustments	\$41,600	\$43,915	\$48,100	\$28,117	\$45,950
29						
30	Greenways Committee	\$68,918	\$70,240	\$82,342	\$83,342	\$91,277
31						
32	Board of Trustees	\$111,950	\$112,301	\$148,100	\$241,366	\$249,523
33						
34	Administration					
35	Personnel	\$615,541	\$582,645	\$706,302	\$625,248	\$828,411
36	Operations	\$580,932	\$542,113	\$601,532	\$583,467	\$656,679
37	Administration Subtotal	\$1,196,473	\$1,124,758	\$1,307,834	\$1,208,715	\$1,485,090
38						
39	Public Safety					
40	Operations	\$277,858	\$277,858	\$277,585	\$284,115	\$369,115
41	Public Safety Subtotal	\$277,858	\$277,858	\$277,585	\$284,115	\$369,115
42						
43	Public Works					
44	Personnel	\$613,338	\$681,333	\$796,471	\$762,354	\$1,047,331
45	Operations	\$426,700	\$391,964	\$360,600	\$350,200	\$507,360
46	Public Works Subtotal	\$1,040,038	\$1,073,297	\$1,157,071	\$1,112,554	\$1,554,691
47						
48	Grand Lake Center					
49	Revenues	\$67,000	\$118,178	\$105,000	\$116,000	\$118,000
50	Personnel	\$218,060	\$221,726	\$245,550	\$236,316	\$276,175
51	Operations	\$154,358	\$160,930	\$130,240	\$117,140	\$125,858
52	Capital	\$0	\$0	\$0	\$0	\$0
53	Grand Lake Center Expenditures	\$372,418	\$382,656	\$375,790	\$353,456	\$402,033
54	Grand Lake Center Totals	(\$305,418)	(\$264,478)	(\$270,790)	(\$237,456)	(\$284,033)

		Budget FY2023	Actual FY2023	Budget FY2024	YTD Estimates for FY 2024	Budget FY2025
55						
56	Parks					
57	Personnel	\$80,124	\$0	\$0	\$0	\$0
58	Operations	\$205,640	\$180,220	\$202,300	\$198,110	\$267,030
59	Parks Subtotal	\$285,764	\$180,220	\$202,300	\$198,110	\$267,030
60						
61	Debt Service	\$129,615	\$129,613	\$127,050	\$127,050	\$129,485
62						
63	Capital Outlay	\$710,516	\$399,100	\$4,485,000	\$392,862	\$7,255,000
64						
65	All Department/Committees					
66	Personnel Total*	\$1,527,063	\$1,485,704	\$1,748,323	\$1,623,918	\$2,151,917
67	Operations Total*	\$1,875,956	\$1,779,803	\$1,858,799	\$1,895,357	\$2,322,292
68	Debt Service Total*	\$129,615	\$129,613	\$127,050	\$127,050	\$129,485
69	Capital Outlay Total	\$710,516	\$399,100	\$4,485,000	\$392,862	\$7,255,000
70						
71	Total General Fund Expenditures	\$4,243,150	\$3,794,220	\$8,219,172	\$4,039,187	\$11,858,694

	Budget FY2023	Actual FY2023	Budget FY2024	YTD Estimates for FY 2024	Budget FY2025
72	Summation - Water Enterprise Fund Revenues and Expenditures				
73					
74					
75	Water Enterprise Fund Beginning Balance	\$1,805,981	\$1,889,293	\$2,099,971	\$2,207,255
76					\$2,170,851
77	Revenues				
78	Operations Revenue	\$688,500	\$772,835	\$720,500	\$765,800
79	Capital Revenue	\$32,500	\$110,500	\$13,000	\$39,000
80	Total Revenues	\$721,000	\$883,335	\$733,500	\$804,800
81					
82	Expenditures				
83	Operations	(\$633,931)	(\$613,006)	(\$690,656)	(\$782,285)
84	Debt Service	(\$94,788)	(\$94,788)	(\$94,788)	(\$58,919)
85	Capital Outlay	(\$48,000)	(\$43,098)	\$0	\$0
86	Total Expenditures	(\$776,719)	(\$750,891)	(\$785,444)	(\$841,204)
87					
88	Revenues Over (Under) Expenditures	(\$55,719)	\$132,444	(\$51,944)	(\$36,404)
89	Appropriate From (To) Fund Balance	\$55,719	(\$132,444)	\$51,944	\$36,404
90					
91	Water Enterprise Fund Ending Balance	\$1,750,262	\$2,021,737	\$2,048,027	\$2,170,851
					\$2,025,414

	Budget FY2023	Actual FY2023	Budget FY2024	YTD Estimates for FY 2024	Budget FY2025
92					
93	Summation - Marina Enterprise Fund Revenues and Expenditures				
94					
95	Marina Enterprise Fund Beginning Balance	\$1,016,255	\$892,451	\$868,043	\$781,591
96					
97	Revenues	\$368,084	\$452,902	\$440,784	\$463,984
98					
99					
100	Operations	(\$419,698)	(\$428,940)	(\$429,186)	(\$376,974)
101	Debt Service	\$0	\$0	\$0	\$0
102	Capital Outlay	(\$80,000)	(\$25,333)	(\$60,000)	\$0
103	Total Expenditures	(\$499,698)	(\$454,273)	(\$489,186)	(\$376,974)
104					
105	Revenues Over (Under) Expenditures	(\$131,614)	(\$1,372)	(\$48,402)	\$87,011
106	Appropriate From (To) Fund Balance	\$131,614	\$1,372	\$48,402	(\$87,011)
107					
108	Marina Enterprise Fund Ending Balance	\$884,641	\$891,080	\$819,641	\$868,602

	Budget FY2023	Actual FY2023	Budget FY2024	YTD Estimates for FY 2024	Budget FY2025	
109	Summation - Pay-As-You-Throw (PAYT) Enterprise Fund Revenues and Expenditures					
110						
111						
112	PAYT Enterprise Fund Beginning Balance	\$146,333	\$156,300	\$170,659	\$175,624	\$157,943
113						
114	Revenues	\$79,300	\$68,215	\$80,000	\$79,000	\$79,368
115						
116	Expenditures					
117	Operations	(\$71,566)	(\$61,991)	(\$92,176)	(\$76,681)	(\$82,179)
118	Capital Outlay	\$0	\$0	(\$20,000)	(\$20,000)	(\$20,000)
119	Total Expenditures	(\$71,566)	(\$61,991)	(\$112,176)	(\$96,681)	(\$102,179)
120						
121	Revenues Over (Under) Expenditures	\$7,734	\$6,224	(\$32,176)	(\$17,681)	(\$22,811)
122	Appropriate From (To) Fund Balance	(\$7,734)	(\$6,224)	\$32,176	\$17,681	\$22,811
123						
124	PAYT Enterprise Fund Ending Balance	\$154,067	\$162,524	\$138,483	\$157,943	\$135,132

	Budget FY2023	Actual FY2023	Budget FY2024	YTD Estimates for FY 2024	Budget FY2025	
125	Summation - Capital Improvement Fund Revenues and Expenditures					
126						
127						
128	\$522,253	\$364,269	\$364,269	\$886,866	\$773,141	
129						
130	\$590,250	\$741,258	\$595,000	\$620,000	\$600,000	
131						
132	Expenditures					
133	(\$300)	(\$1,275)	(\$300)	(\$275)	\$275	
134	(\$277,050)	(\$277,050)	(\$278,450)	(\$278,450)	(\$279,700)	
135	\$0	\$0	\$0	\$0	\$0	
136	(\$313,000)	(\$272,676)	(\$530,000)	(\$455,000)	(\$530,000)	
137	(\$590,350)	(\$551,001)	(\$808,750)	(\$733,725)	(\$809,425)	
138						
139	(\$100)	\$190,257	(\$213,750)	(\$113,725)	(\$209,425)	
140	\$100	(\$190,257)	\$213,750	\$113,725	\$209,425	
141						
142	\$522,153	\$554,526	\$150,519	\$773,141	\$563,716	Surplus Fund Requirement
143	\$ 280,500	\$ 280,500	\$ 280,500	\$ 280,500	\$ 280,500	
144	\$241,653	\$274,026	(\$129,981)	\$492,641	\$283,216	
145						

	A	B	C	D	E	F	G	H	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	2025 Budget Explanatory Notes
3			12/31/2023		12/31/2024			12/31/2025	
4		General Fund - Revenues							
5		Taxes							
6	10-311-100	Property Taxes	\$396,673	\$396,939	\$551,550	\$536,732	\$530,203	\$740,646	2024 Mill Levy = 9.409- Assessed value \$78M see Certification.
7	10-311-110	Specific Ownership	\$15,000	\$24,967	\$18,000	\$16,791	\$15,000	\$15,000	Property tax on vehicles
8	10-311-120	Interest & Penalty-Prop Taxes	\$300	\$1,285	\$300	\$1,428	\$200	\$300	
9	10-311-130	Motor Vehicle Use & Sales Tax	\$40,000	\$43,120	\$40,000	\$59,924	\$40,000	\$40,000	4% - Use (sales) tax on vehicles - from Clerk & Rec
10	10-311-140	Sales Tax 4%	\$2,337,968	\$1,979,311	\$2,337,968	\$1,445,174	\$2,337,968	\$2,384,727	4%
11	10-311-150	Building Use Tax	\$25,000	\$196,254	\$25,000	\$105,169	\$70,000	\$70,000	Revenue based on permits
12	10-311-160	Cigarettes-Select Sales Tax	\$3,000	\$4,838	\$3,000	\$2,724	\$3,000	\$3,000	Agreement between State and tobacco companies per C.R.S. 39-22-623
13	10-311-161	Marijuana Tax	\$0	\$0	\$10,000	\$0	\$0	\$50,000	Since this business is the first of its kind in our area we're unsure of what to expect and have asked Verts for their projected sales and opening date. Have not heard back as of yet.
14	10-316-170	Franchise Cable	\$20,000	\$22,412	\$20,000	\$12,275	\$20,000	\$20,000	5% gross revenues, paid monthly
15	10-316-171	Franchise Telephone	\$5,000	\$5,064	\$10,000	\$1,885	\$5,000	\$5,000	\$1/mo. per account, paid quarterly
16	10-316-172	Franchise Electric	\$35,000	\$32,104	\$35,000	\$20,547	\$35,000	\$35,000	2%, paid quarterly
17	10-316-173	Franchise Natural Gas	\$15,000	\$11,269	\$25,000	\$12,497	\$20,000	\$20,000	3% gross revenues, paid monthly
18			\$2,892,941	\$2,717,564	\$3,075,818	\$2,215,145	\$3,076,371	\$3,383,673	
19		Licenses & Permits							
20	10-321-100	Liquor License Fee	\$3,750	\$8,494	\$4,500	\$5,812	\$4,514	\$4,500	
21	10-321-120	Sales Tax License \$5	\$425	\$485	\$425	\$450	\$450	\$450	\$5 Town Sales Tax Licenses
22	10-321-130	Motor Vehicle License (rural)	\$2,000	\$2,158	\$2,500	\$1,409	\$2,000	\$2,000	Road & Bridge registration fees
23	10-321-140	Sign Permit	\$100	\$350	\$500	\$475	\$500	\$500	Includes Town Off Premise Sign Fees
24	10-321-150	Grading Permit	\$50	\$150	\$100	\$50	\$100	\$100	
25	10-321-160	Animal License	\$50	\$85	\$50	\$136	\$136	\$150	
26	10-321-170	Encroachment Fees	\$400	\$350	\$400	\$200	\$400	\$400	
27	10-321-175	Business License Commission	\$30,000	\$28,044	\$30,000	\$26,605	\$30,000	\$30,000	
28	10-321-180	Nightly Rental License	\$50,000	\$84,075	\$80,000	\$83,372	\$84,000	\$90,000	Remaining revenues after Gov.os program transferred to Attainable Housing Fund at year end, funds usually given to Chamber (\$30K) approx. 135 active
29	10-321-190	Boardwalk Sales Permit	\$150	\$25	\$25	\$0	\$0	\$25	
30	10-321-191	Marijuana License Fee	\$0	\$8,000	\$1,000	\$500	\$0	\$1,000	
31			\$86,925	\$132,215	\$119,500	\$119,008	\$122,100	\$129,125	

	A	B	C	D	E	F	G	H	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	2025 Budget Explanatory Notes
32		General Fund - Revenues							
33		Intergovernmental							
34	10-335-130	Grand Cnty Road & Bridge	\$9,520	\$9,372	\$9,520	\$12,531	\$12,531	\$12,351	
35	10-335-200	Highway User Tax Fund	\$31,952	\$32,716	\$32,000	\$24,984	\$32,000	\$30,716	per estimate from OFMB
36	10-335-800	Conservation Trust Fund	\$3,000	\$2,918	\$3,000	\$1,855	\$3,000	\$3,000	
37	10-335-900	Other Intergovernmental	\$1,000	\$3,357	\$3,000	\$1,849	\$3,000	\$3,000	State Severance Tax & Federal Mineral Funds
38			\$45,472	\$48,362	\$47,520	\$41,218	\$50,531	\$49,067	
39									
40		Charges for Services							
41	10-341-100	Court Fees	\$0	\$0	\$0	\$0	\$0	\$0	
42	10-341-200	Cemetery	\$12,000	\$11,550	\$12,000	\$9,459	\$10,000	\$10,000	Perpetual Care & Reservation Fees
43	10-341-300	Zoning & Subdivision Review	\$2,000	\$6,537	\$3,000	\$3,330	\$3,000	\$3,000	
44	10-341-400	Attainable Housing Fee	\$2,000	\$8,837	\$4,000	\$8,637	\$7,534	\$4,000	Based on new construction paid as part of building permit
45	10-341-500	EV Charging Station Revenue	\$4,000	\$9,704	\$4,000	\$12,569	\$12,000	\$12,000	
46	10-341-600	Fuel Depot Surcharge	\$2,000	\$2,214	\$2,000	\$1,150	\$2,000	\$2,000	
47	10-341-900	Cemetery Excavating Fee	\$6,000	\$1,575	\$6,000	\$4,750	\$1,050	\$1,000	
48	10-341-850	Nightly Rental App Fee \$165	\$5,000	\$3,801	\$2,000	\$3,377	\$2,717	\$2,000	based on new STR's. Reducing to anticipate less property transfers
49	10-350-101	GL Center - Rental Fees	\$15,000	\$16,278	\$15,000	\$85,056	\$16,000	\$18,000	
50	10-350-121	GL Center - Memberships	\$40,000	\$79,628	\$70,000	\$66,647	\$80,000	\$85,000	
51	10-350-131	GL Center - Rec Fees	\$12,000	\$15,929	\$15,000	\$13,626	\$15,000	\$15,000	
52	10-350-201	GL Center - Donations	\$0	\$6,044	\$0	\$0	\$0	\$0	
53	10-350-202	GLC Events	\$0	\$300	\$5,000	\$898	\$5,000	\$0	All events have been moved to 10-415-885
54			\$100,000	\$162,396	\$138,000	\$209,499	\$154,301	\$152,000	
55		Fines and Forfeitures							
56	10-351-100	Ordinance/Traffic Fines	\$1,500	\$1,760	\$500	-\$210	\$0	\$500	
57									
58		Fees and Leases							
59	10-353-180	Rent - Visitors Center	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	VC Service Agreement requirement for Maintenance on VC; See 10-415-723. 4 payment of 625
60									

	A	B	C	D	E	F	G	H	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	2025 Budget Explanatory Notes
61		General Fund - Revenues							
62		Net Investment Income							
63	10-355-100	Interest Revenue	\$10,000	\$139,081	\$50,000	\$132,395	\$140,000	\$100,000	
64									
65		Other Revenue							
66	10-334-900	Grants - Other	\$250,000	\$20,601	\$4,000,000	\$100,000	\$100,000	\$0	
67	10-360-130	Municipal Fee	\$0	\$17	\$0	\$0	\$0	\$0	Muni fee penalty not assessed anymore
68	10-360-140	Rent - Land, Buildings	\$4,000	\$6,141	\$6,000	\$3,441	\$6,000	\$6,000	Pavilion, Comm. House, Lakefront Park
69	10-360-160	Rent - Enterprise Fund Sites	\$2	\$0	\$2	\$0	\$2	\$2	Marina, PAYT
70	10-360-200	Misc. Revenues - General	\$0	\$38,259	\$0	\$8,697	\$9,000	\$6,000	Rent for Matthew's property
71			\$254,002	\$65,018	\$4,006,002	\$112,138	\$115,002	\$12,002	
72		Capital Specific Revenue							
73	10-360-110	Sale of Assets	\$25,000	\$29,130	\$90,000	\$0	\$0	\$0	
74	10-377-140	Grants - Capital	\$0	\$0	\$0	\$0	\$0	\$0	
75	10-377-160	Space to Create Revenue	\$0	\$0	\$0	\$0	\$0	\$7,174,019	\$4M Strong Communities, \$3M Community Rev, \$174,019 LPC, \$2M More Housing will be for the 26 budget year
76	10-377-170	Insurance Proceeds dock	\$202,241	\$105,918	\$0	\$0	\$0	\$0	
77			\$227,241	\$135,048	\$90,000	\$0	\$0	\$7,174,019	
78		Total Revenues	\$3,620,581	\$3,403,944	\$7,529,840	\$2,831,694	\$3,660,805	\$11,002,886	

	A	B	C	D	E	F	G	H	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	2025 Budget Explanatory Notes
79		General Fund - Expenditures							
80		Cemetery Committee							
81	10-410-211	Cemetery Supplies/Misc. Exp	\$2,000	\$56	\$2,000	\$4,750	\$3,500	\$3,500	\$1500 for IWorQ
82	10-410-215	Grave Markers	\$1,000	\$205	\$1,000	\$210	\$1,000	\$1,000	
83	10-410-242	Cemetery Maintenance	\$5,000	\$0	\$5,000	\$0	\$5,000	\$5,000	
84			\$8,000	\$261	\$8,000	\$4,960	\$9,500	\$9,500	
85									
86		Planning Commission/Board of Adjustments							
87	10-412-211	General Office Supplies	\$300	\$300	\$300	\$78	\$300	\$400	based on overall Admin General Office Supplies expense
88	10-412-311	Postage/Ads/Legal Notices	\$1,000	\$480	\$500	\$648	\$750	\$750	Reimbursed by applicant
89	10-412-314	Purchased Services	\$18,000	\$5,833	\$18,000	\$2,838	\$6,000	\$10,000	RG assoc
90	10-412-319	Misc.-Planning Commission/BOA	\$300	\$0	\$300	\$0	\$300	\$300	
91	10-412-320	Computer Hardware	\$1,000	\$1,127	\$1,000	\$137	\$200	\$1,000	
92	10-412-351	Planning Legal Services	\$10,000	\$23,206	\$12,000	\$1,215	\$12,000	\$15,000	Rezoning and development, Town expects reimbursement from developers for expenses incurred in connection with development.
93	10-412-370	Training/Travel	\$6,000	\$4,222	\$6,000	\$4,923	\$6,000	\$6,000	Planner in Admin, classes, online seminar
94	10-412-380	Comp Plan Update	\$5,000	\$8,747	\$10,000	\$2,567	\$2,567	\$12,500	next comp plan 2026 \$12,500 for Antero Group Priorities Strategy for 2025
95			\$41,600	\$43,915	\$48,100	\$12,405	\$28,117	\$45,950	
96									
97		Greenways Committee							
98	10-414-211	General Supplies	\$10,334	\$14,325	\$10,800	\$10,876	\$10,800	\$0	consolidated into one line item to simplify both the budget and contract
99	10-414-238	Trees/Shrubs/Plantings	\$10,334	\$3,281	\$10,000	\$5,384	\$10,000	\$0	consolidated into one line item to simplify both the budget and contract
100	10-414-241	Arbor Day Supplies	\$250	\$369	\$500	\$1,454	\$1,500	\$1,500	
101	10-414-319	Contract Labor	\$48,000	\$52,266	\$61,042	\$51,800	\$61,042	\$0	consolidated into one line item to simplify both the budget and contract
102	10-414-726	Miscellaneous Services	\$0	\$0	\$0	\$0	\$0	\$0	
103	10-414-870	Contingency	\$0	\$0	\$0	\$0	\$0	\$0	
104	TBD	Contract landscaping services						\$89,777	combined 10-414-211, 10-414-238, 10-414-319 as noted above with 13% increase
105			\$68,918	\$70,240	\$82,342	\$69,515	\$83,342	\$91,277	
106									

	A	B	C	D	E	F	G	H	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	
107		General Fund - Expenditures							2025 Budget Explanatory Notes
108		Board of Trustees							
109	10-413-142	Workers' Compensation	\$400	\$485	\$800	\$666	\$800	\$1,000	
110	10-413-143	BOT Compensation	\$0	\$7,966	\$18,000	\$10,628	\$18,000	\$18,400	
111	10-413-211	Office/meeting supplies	\$5,000	\$4,152	\$5,000	\$3,697	\$4,500	\$5,000	
112	10-413-215	Elections	\$2,500	\$0	\$3,000	\$816	\$816	\$3,000	Spring election
113	10-413-316	Dues/Memberships	\$18,000	\$16,389	\$20,000	\$22,471	\$25,000	\$25,000	Empl Council, CAST, CML, NWCCOG/RRR/QQ, Club 20, 3 Lakes Watershed, GCWIN, I-70 Coalition, Arbor Day Foundation, Downtown CO Inc, Rky Mtn Conservancy, Grand Foundation Corporate Sponsorship
114	10-413-370	Training/Travel	\$7,500	\$304	\$7,500	\$996	\$500	\$7,500	CML
115	10-413-460	Long Range/Misc	\$500	\$0	\$1,000	\$0	\$0	\$1,000	BOT retreat facilitator and misc. expenses
116	10-413-461	Appreciation Program	\$9,000	\$6,939	\$9,000	\$0	\$9,000	\$10,000	Appreciation Dinner; Misc appreciation expenses
117	10-413-462	Computer Equipment	\$2,500	\$663	\$2,500	\$685	\$1,000	\$1,000	
118	10-413-463	Water Quality Issues	\$0	\$1,637	\$250	\$0	\$250	\$250	GCWIN - Continued toxin monitoring
119	10-413-465	Computer Software	\$1,200	\$734	\$1,200	\$763	\$500	\$500	Zoom
120	10-413-870	Board Contingency	\$250	\$3,317	\$17,000	\$12,123	\$118,000	\$5,000	2024 \$100K for cost sharing request at the 9.23.24 meeting
121	10-413-728	Miscellaneous Donations	\$13,750	\$16,865	\$10,000	\$10,000	\$10,000	\$10,000	\$5,000 for substance abuse counseling, \$5,000 for GCWC
122	10-413-843	Rocky Mtn Rep Theatre	\$1,350	\$1,350	\$1,350	\$0	\$1,500	\$1,500	last payment will be 2029 per agreement from 2009
123	10-413-859	Grand Foundation	\$50,000	\$51,500	\$51,500	\$51,500	\$51,500	\$52,000	For GF to handle grant requests
124	10-413-999	TABOR Emergency Reserve				\$0		\$108,373	We have added this line item to the budget for Council to recognize this requirement as a part of the budget. This requirement does show in the balance sheet of the financial statements.
125			\$111,950	\$112,301	\$148,100	\$114,346	\$241,366	\$249,523	
126		Subtotal Boards and Committees	\$230,468	\$226,718	\$286,542	\$201,226	\$362,325	\$396,250	

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	2025 Budget Explanatory Notes
127		General Fund - Expenditures							
128		Administration							
129		Personnel							
130	10-415-100	Gross Wages - Administration	\$378,347	\$374,960	\$439,727	\$266,300	\$415,000	\$553,103	We had some savings in 2024 due to staff vacancies and we moved Community Engagement Director to Admin from GLC
131	10-415-103	OT/Comp Time Buyout	\$500	\$1,946	\$2,000	\$868	\$1,000	\$2,000	
132	10-415-105	Bonus	\$7,000	\$8,000	\$7,000	\$500	\$7,500	\$8,000	Christmas bonuses
133	10-415-110	Gross Wages-Admin PT/Seasonal	\$0	\$0	\$0	\$0	\$0	\$0	
134	10-415-134	Alternative Benefit	\$6,600	\$6,325	\$6,600	\$1,925	\$1,925	\$0	not currently utilized
135	10-415-130	GL Center Membership Benefit	\$1,925	\$0	\$0	\$0	\$0	\$0	
136	10-415-132	ICMA Town Paid Benefit	\$30,268	\$35,233	\$35,178	\$25,521	\$33,200	\$44,248.24	8% Match
137	10-415-133	Health/Dental-Employee	\$81,120	\$36,873	\$85,000	\$28,099	\$40,000	\$73,200	Medical/Dental/Life/Vision
138	10-415-135	Dep Health/Dental	\$66,000	\$64,006	\$69,300	\$69,288	\$75,000	\$78,750	
139	10-415-136	Medical Benefit Allowance	\$8,400	\$13,451	\$10,000	\$8,863	\$10,000	\$10,000	HSR
140	10-415-141	Unemployment Insurance	\$1,135	-\$261	\$879	\$394	\$879	\$1,110	.2% of wages
141	10-415-142	Workers' Compensation	\$3,600	\$8,408	\$15,000	\$6,680	\$9,000	\$13,000	
142	10-415-143	Social Security Match	\$23,457	\$25,635	\$27,263	\$17,578	\$24,000	\$34,416	6.2% of wages+Town 457
143	10-415-144	Medicare Match	\$5,486	\$7,985	\$6,376	\$4,111	\$5,800	\$8,049	1.45% of wages+Town 457
144	10-415-145	FAMILY Benefit Admin	\$1,703	\$82	\$1,979	\$2,830	\$1,944	\$2,534	
145			\$615,541	\$582,645	\$706,302	\$432,957	\$625,248	\$828,411	
146		Supplies							
147	10-415-211	General Office Supplies	\$8,000	\$10,583	\$9,000	\$6,674	\$8,500	\$9,000	
148	10-415-215	Computer Software	\$22,000	\$32,089	\$23,000	\$9,385	\$15,000	\$20,000	Firewall, Malware, Antivirus, Adobe, Caselle, O365
149	10-415-220	Computer Hardware	\$7,000	\$7,622	\$7,000	\$687	\$1,000	\$5,000	Computer replacements
150	10-415-226	Small Equipment	\$3,000	\$2,249	\$3,000	\$557	\$1,000	\$3,000	Copier lease
151			\$40,000	\$52,544	\$42,000	\$17,304	\$25,500	\$37,000	
152		Repairs and Maintenance							
153	10-415-231	Gas/Fuel	\$1,200	\$1,298	\$1,200	\$612	\$800	\$1,200	
154	10-415-232	Vehicle Maintenance	\$1,000	\$4,131	\$3,000	\$1,231	\$1,500	\$2,000	
155	10-415-233	Office Equipment Maintenance	\$2,500	\$2,113	\$3,000	\$2,351	\$3,000	\$2,000	
156	10-415-237	Building Maintenance	\$11,000	\$9,800	\$11,000	\$68	\$135	\$2,000	
157	10-415-238	Town Hall Furnishings	\$1,500	\$1,183	\$1,000	\$0	\$0	\$1,000	
158			\$17,200	\$18,525	\$19,200	\$4,262	\$5,435	\$8,200	

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	2025 Budget Explanatory Notes
159		General Fund - Expenditures							
160		Administration							
161		Purchased Services							
162	10-415-311	Postage/Freight	\$5,000	\$4,993	\$7,000	\$4,299	\$5,000	\$5,000	Meter lease + postage meter refills
163	10-415-312	Computer Services	\$50,000	\$44,267	\$50,000	\$49,057	\$57,500	\$58,500	Paychex, Executech, civic plus, gov.os&IWorQ
164	10-415-314	Ads & Legal Notices	\$5,000	\$782	\$5,000	\$2,603	\$5,000	\$3,000	
165	10-415-316	Dues & Memberships	\$1,650	\$2,169	\$1,650	\$1,135	\$1,650	\$2,000	APA, IIMC, CMCA, CCCMA, CAMCA, CGFOA, Amazon Prime, ALERT/SAM,
166	10-415-318	Janitorial Services	\$0	\$0	\$0	\$0	\$0	\$0	
167	10-415-319	Miscellaneous Services	\$3,200	\$547	\$3,200	\$1,558	\$1,600	\$3,200	\$1636 rain gauge cost sharing contribution
168	10-415-330	Bank Fees	\$1,500	\$818	\$500	\$447	\$500	\$500	Safe deposit box/returned checks/direct deposit fees
169			\$66,350	\$53,575	\$67,350	\$59,098	\$71,250	\$72,200	
170		Utilities							
171	10-415-341	Electric Utility	\$4,000	\$6,697	\$5,500	\$5,199	\$8,000	\$8,400	
172	10-415-342	Sewer Utility	\$1,000	\$1,279	\$1,600	\$1,342	\$2,000	\$2,100	
173	10-415-343	Water Utility	\$1,200	\$1,333	\$1,200	\$1,029		\$0	
174	10-415-344	Telephone/Internet Utility	\$7,500	\$11,542	\$11,000	\$10,110	\$14,000	\$14,700	Includes internet service, cell phone
175	10-415-345	Natural Gas Utility	\$6,000	\$4,804	\$6,500	\$3,218	\$6,200	\$6,510	
176	10-415-346	Website Hosting Services	\$800	\$3,445	\$2,500	\$2,940	\$3,500	\$18,500	Website Hosting & 15k ADA
177	10-415-347	Recycling - Town Hall	\$0	\$305	\$500	\$0	\$500	\$500	Town clean up for electronics
178			\$20,500	\$29,405	\$28,800	\$23,837	\$34,200	\$50,710	
179		Professional Services							
180	10-415-351	Legal Services	\$30,000	\$46,749	\$30,000	\$37,459	\$50,000	\$55,000	
181	10-415-352	Audit	\$8,500	\$8,950	\$9,300	\$9,600	\$9,600	\$10,200	60% of audit -
182	10-415-353	Judge-Municipal Court	\$500	\$0	\$500	\$0	\$100	\$500	As-needed basis
183	10-415-355	Professional Services-Other	\$10,000	\$1,560	\$2,500	\$1,169	\$2,000	\$2,000	ABC Flex, Background checks
184			\$49,000	\$57,259	\$42,300	\$48,228	\$61,700	\$67,700	

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	2025 Budget Explanatory Notes
185		General Fund - Expenditures							
186		Administration							
187		Marketing							
188	10-415-721	Chamber Service Agreement	\$35,232	\$35,232	\$35,232	\$35,232	\$35,232	\$0	be consolidated into one line item to simplify both the budget and contract
189	10-415-722	BLC Fee Remittance	\$38,000	\$38,000	\$38,000	\$38,000	\$38,000	\$0	be consolidated into one line item to simplify both the budget and contract
190	10-415-723	Visitor Center Repairs & Maint	\$1,500	\$536	\$1,500	\$353	\$1,500	\$1,500	
191	10-415-724	NRL VC Op	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$0	be consolidated into one line item to simplify both the budget and contract
192	10-415-870	Contingency - General Admin	\$11,000	\$12,288	\$61,000	\$61,000	\$61,000	\$0	be consolidated into one line item to simplify both the budget and contract
193	10-415-875	Marketing Contingency	\$0	\$0	\$0	\$0	\$0	\$0	
194	10-415-880	Chamber Public Relations	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$0	be consolidated into one line item to simplify both the budget and contract
195	10-415-885	Town Events	\$12,500	\$11,000	\$12,500	\$2,556	\$12,500	\$38,400	\$10.5K for community picnic; \$10.5K for Winter Carnival; \$4.2K for pumpkin patch, \$3K for 5K, \$4.8K Tree Lighting; \$5.4K Buffalo Days
196	10-415-887	Continental Divide Trail	\$0	\$0	\$0	\$0	\$2,500	\$2,500	
197	TBD	Chamber Contract				\$0		\$175,000	consolidated 10-415-721,722,724,870,880
198			\$138,232	\$137,056	\$188,232	\$177,141	\$190,732	\$217,400	
199		Other Expenses							
200	10-415-560	Treasurer's Fees	\$9,000	\$7,947	\$9,000	\$10,759	\$10,000	\$14,819	2% of Property Taxes calculated from COV+Interest and Penalties
201	10-415-800	Attainable Housing Expenses	\$12,000	\$15,339	\$19,000	\$13,622	\$17,000	\$18,000	Water & Sewer for the Mary Drive parcels. Expenses are deducted from AH fund
202	10-415-371	Misc Employee Expenses	\$15,000	\$2,546	\$15,000	-\$2,496		\$0	Employee Enrichment not budgeted for 2025
203	10-415-393	Document Recording	\$250	\$0	\$250	-\$23	\$250	\$250	
204	10-415-394	Developer Reimbursement	\$1,000	\$0	\$0	\$0	\$0	\$0	
205	10-415-513	Property/Casualty Insurance	\$27,000	\$32,006	\$35,000	\$33,064	\$32,000	\$35,000	
206	10-415-514	Position Bonds	\$400	\$910	\$400	\$200	\$400	\$400	Employee/Trustee Blanket Bonds
207			\$64,650	\$58,748	\$78,650	\$55,127	\$59,650	\$68,469	
208		Transit							
209	10-415-385	Transit Service	\$40,000	\$0	\$0	\$0	\$0	\$0	
210	10-415-386	Transit Planning	\$10,000	\$0	\$0	\$0	\$0	\$0	
211			\$50,000	\$0	\$0	\$0	\$0	\$0	
212									
213		Economic Development Grants							
214	10-416-100	Trail Groomers	\$30,000	\$30,000	\$30,000	\$0	\$30,000	\$30,000	
215	10-416-250	Headwaters Trail Assoc- HTA	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	
216	10-416-261	Creative District	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	
217			\$135,000	\$135,000	\$135,000	\$105,000	\$135,000	\$135,000	Other grants moved to Grand Foundation line under BoT
218									
219		Subtotal Administration	\$1,196,473	\$1,124,758	\$1,307,834	\$922,953	\$1,208,715	\$1,485,090	

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	2025 Budget Explanatory Notes
220		General Fund - Expenditures							
221		Public Safety							
222		Purchased Services							
223	10-421-314	Dispatch Operations	\$20,858	\$20,858	\$20,585	\$27,115	\$27,115	\$27,115	
224	10-421-339	Sheriff's Contract	\$257,000	\$257,000	\$257,000	\$257,000	\$257,000	\$342,000	\$257K for Sheriff's Contract and \$85K for vehicle purchase outfitted
225		Subtotal Public Safety	\$277,858	\$277,858	\$277,585	\$284,115	\$284,115	\$369,115	
226									

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	2025 Budget Explanatory Notes
227		General Fund - Expenditures							
228		Public Works							
229		Personnel							
230	10-431-100	Gross Wages PW/Parks	\$345,630	\$415,536	\$460,097	\$313,653	\$429,390	\$615,380	7 FT PW, 1 PW Director and 2 PT
231	10-431-103	OT/Comp Time Buyout	\$40,000	\$22,198	\$40,000	\$15,310	\$25,000	\$26,500	
232	10-431-105	Bonus	\$5,000	\$6,500	\$7,000	\$0	\$7,000	\$7,000	
233	10-431-111	On Call Pay	\$10,350	\$16,900	\$18,250	\$13,600	\$18,250	\$18,250	
234	10-431-130	GLC Membership Benefit	\$0	\$0	\$0	\$0	\$0	\$0	
235	10-431-317	Uniform Allowance	\$2,940	\$3,925	\$3,600	\$2,025	\$3,000	\$3,600	
236	10-431-132	ICMA Town Paid Benefit	\$20,000	\$20,054	\$25,000	\$21,569	\$30,000	\$51,350	8% Maximum
237	10-431-133	Health/Dental-Employee	\$70,720	\$84,318	\$91,500	\$90,043	\$110,000	\$132,000	Medical/Dental/Life/Vision
238	10-431-135	Dep Health/Dental	\$48,240	\$47,265	\$53,000	\$42,866	\$45,000	\$42,000	
239	10-431-136	Medical Benefit Allowance	\$4,800	\$5,239	\$5,000	\$6,495	\$7,000	\$8,400	
240	10-431-141	Unemployment Insurance	\$1,157	\$603	\$1,037	\$871	\$909	\$1,284	.2% of wages + On Call
241	10-431-142	Workers' Compensation	\$35,000	\$20,411	\$50,000	\$47,490	\$50,000	\$89,575	
242	10-431-143	Social Security Match	\$23,909	\$30,985	\$32,138	\$22,442	\$28,172	\$39,797	6.2% of wages + Town 457 + On Call
243	10-431-144	Medicare Match	\$5,592	\$7,247	\$7,516	\$5,248	\$6,589	\$9,307	1.45% of wages + Town 457 + On Call
244	10-431-145	FAMILY Benefit PW	\$0	\$152	\$2,333	\$2,057	\$2,045	\$2,888	
245			\$613,338	\$681,333	\$796,471	\$583,668	\$762,354	\$1,047,331	
246		Supplies							
247	10-431-222	General Supplies	\$7,000	\$5,009	\$7,000	\$5,415	\$7,000	\$7,000	
248	10-431-224	Safety Supplies	\$7,000	\$8,976	\$12,000	\$3,127	\$12,000	\$7,000	
249	10-431-226	Vehicle Supplies	\$4,000	\$2,742	\$6,000	\$4,032	\$3,000	\$4,000	
250	10-431-227	Small Tools	\$5,000	\$5,755	\$7,500	\$7,194	\$7,500	\$7,500	
251			\$23,000	\$22,482	\$32,500	\$19,768	\$29,500	\$25,500	
252		Repairs and Maintenance							
253	10-431-231	Gas/Fuel/Liquids	\$30,000	\$31,917	\$40,000	\$30,074	\$40,000	\$40,000	
254	10-431-232	Vehicle Maintenance	\$10,000	\$9,123	\$10,000	\$6,145	\$10,000	\$10,000	
255	10-431-233	Equipment Maintenance	\$25,000	\$37,697	\$37,500	\$30,111	\$37,500	\$37,500	
256	10-431-235	Tires/Chains	\$15,000	\$12,399	\$15,000	\$6,160	\$15,000	\$10,000	
257	10-431-236	Misc. Bridge Work	\$5,000	\$0	\$1,000	\$0	\$1,000	\$50,000	5 year bridge staining - Last time it was \$15k per bridge
258	10-431-237	Building Maintenance	\$6,000	\$8,236	\$6,000	\$6,340	\$6,000	\$8,000	
259	10-431-238	Street Light Maintenance	\$3,000	\$2,645	\$2,000	\$4	\$2,000	\$2,000	
260	10-431-239	Miscellaneous Maintenance	\$2,500	\$0	\$2,500	\$0	\$2,500	\$2,500	
261	10-431-242	Road Maintenance	\$150,000	\$146,891	\$55,000	\$70,069	\$70,000	\$75,000	Dust Control \$30,000.00 looking at different options, Striping \$15,000.00, the as needed cold patch, road base, asphalt.
262	10-431-245	Boardwalk Maintenance	\$0	\$1,890	\$5,000	\$8,526	\$9,000	\$5,000	
263	10-431-253	Tree Removal	\$5,000	\$0	\$0	\$0	\$0	\$5,000	
264	10-431-254	Tree Spraying	\$4,000	\$2,972	\$3,500	\$3,068	\$4,000	\$3,500	
265	10-431-255	Storm water Filter Maintenance	\$20,000	\$32	\$0	\$0	\$0	\$0	5 year replacement schedule done in 2023
266	10-431-256	EV Station Maintenance	\$0	\$0	\$12,000	\$1,920	\$2,000	\$4,000	
267			\$275,500	\$253,802	\$189,500	\$162,417	\$199,000	\$252,500	

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268		General Fund - Expenditures							
269		Public Works							
270		Purchased Services							
271	10-431-312	Computer Services	\$3,000	\$1,884	\$3,200	\$954	\$10,000	\$9,000	6K for IWorQ
272	10-431-314	Ads/Bid Notices	\$2,000	\$0	\$2,000	\$0	\$0	\$2,000	
273	10-431-319	Misc. Purchased Services	\$2,500	\$1,490	\$2,500	\$8,311	\$2,500	\$2,500	Required physicals, fuel bond, Hep B shots
274			\$7,500	\$3,374	\$7,700	\$9,264	\$12,500	\$13,500	
275		Utilities							
276	10-431-318	Trash/Recycle Services	\$12,000	\$20,155	\$13,000	\$15,737	\$15,000	\$15,750	Trash only. If you do recycle this number will increase by at least 100%
277	10-431-341	Electric Utility	\$12,000	\$4,413	\$13,200	\$11,197	\$15,000	\$15,750	
278	10-431-343	Water Utility	\$700	\$588	\$700	\$441	\$700	\$735	
279	10-431-344	Telephone/Internet Utility	\$6,000	\$7,056	\$9,000	\$3,775	\$5,000	\$5,250	
280	10-431-345	Natural Gas Utility	\$5,000	\$6,526	\$8,000	\$3,642	\$6,500	\$6,825	
281	10-431-349	Street Light Electric Utility	\$20,000	\$17,487	\$11,000	\$6,178	\$11,000	\$11,550	
282			\$55,700	\$56,225	\$54,900	\$40,969	\$53,200	\$55,860	
283		Professional Services							
284	10-431-354	Engineering/Surveying Services	\$5,000	\$0	\$10,000	\$660	\$2,000	\$10,000	
285	10-431-400	Winter Lights	\$50,000	\$39,250	\$39,000	\$9,125	\$39,000	\$110,000	Lights for the Town and Business as discussed on 9.23.24 meeting
286			\$55,000	\$39,250	\$49,000	\$9,785	\$41,000	\$120,000	
287		Other							
288	10-431-370	Training/Travel	\$5,000	\$10,446	\$10,000	\$1,045	\$3,000	\$10,000	snow & ice and CDL
289	10-431-399	Equip Rental	\$5,000	\$6,385	\$15,000	\$7,549	\$10,000	\$15,000	
290	10-431-870	Contingency- Public Works	\$0	\$0	\$2,000	\$1,231	\$2,000	\$15,000	\$15,000 budgeted incase of Cirsa claim - new deductible
291			\$10,000	\$16,831	\$27,000	\$9,825	\$15,000	\$40,000	
292		Subtotal Public Works	\$1,040,038	\$1,073,297	\$1,157,071	\$835,695	\$1,112,554	\$1,554,691	
293									

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	2025 Budget Explanatory Notes
294		General Fund - Expenditures							
295		Grand Lake Center							
296		Personnel							
297	10-450-100	Gross Wages - GL Center	\$121,086	\$147,874	\$158,539	\$115,564	\$155,000	\$183,043	Admin & PW time has been allocated. Added additional staff at GLC moved Community Engagement Director to Admin
298	10-450-103	OT/Comp Time Buyout	\$0	\$208	\$0	\$910	\$1,000	\$1,000	
299	10-450-105	Bonus	\$2,000	\$2,000	\$2,000	\$0	\$2,000	\$2,000	
300	10-450-110	Gross Wages-GLC PT/Seasonal	\$20,800	\$0	\$0	\$0	\$0	\$0	
301	10-450-130	GLC Membership Benefit	\$770	\$0	\$770	\$0	\$0	\$0	
302	10-450-317	Uniform Allowance	\$0	\$0	\$0	\$0	\$0	\$0	
303	10-450-132	ICMA Town Paid Benefit	\$11,351	\$8,948	\$12,683	\$6,922	\$8,000	\$13,317	8% Maximum
304	10-450-133	Health/Dental-Employee	\$32,953	\$34,543	\$38,000	\$27,655	\$32,000	\$38,000	Medical/Dental/Life/Vision
305	10-450-135	Dep. Health/Dental	\$12,420	\$12,420	\$12,000	\$13,058	\$16,000	\$16,000	
306	10-450-136	Medical Benefit Allowance	\$2,400	\$1,850	\$2,400	\$3,349	\$3,200	\$3,000	
307	10-450-141	Unemployment Insurance	\$426	\$204	\$317	\$240	\$316	\$332	
308	10-450-142	Workers' Compensation	\$3,000	\$3,500	\$6,000	\$3,600	\$6,000	\$6,000	
309	10-450-143	Social Security Match	\$8,797	\$8,306	\$9,829	\$7,602	\$9,796	\$10,320	6.2% of wages+Town 457
310	10-450-144	Medicare Match	\$2,057	\$1,874	\$2,299	\$1,778	\$2,291	\$2,413	1.45% of wages+Town 457
311	10-450-145	FAMILI	\$0	\$0	\$713	\$744	\$713	\$750	
312			\$218,060	\$221,726	\$245,550	\$181,423	\$236,316	\$276,175	
313		Supplies							
314	10-450-211	Gen Office Supplies	\$1,500	\$895	\$1,500	\$1,347	\$2,000	\$1,500	
315	10-450-220	General Operating Supplies	\$3,000	\$4,418	\$4,000	\$3,158	\$4,000	\$5,000	Toilet paper/paper towels/cleaning supplies/gym wipes/keycards
316	10-450-226	Office Equip Lease	\$1,200	\$906	\$0	\$0	\$0	\$0	Copier Lease
317			\$5,700	\$6,219	\$5,500	\$4,505	\$6,000	\$6,500	
318		Repairs and Maintenance							
319	10-450-233	Office Equip Maint	\$600	\$409	\$0	\$0	\$0	\$0	Copier maintenance
320	10-450-235	Fitness Equip Maint	\$1,500	\$2,015	\$2,000	\$460	\$2,000	\$2,000	Bi-annual maintenance agreement and general equipment maintenance
321	10-450-237	Building Maintenance	\$35,000	\$41,781	\$5,000	\$2,450	\$5,000	\$10,000	Light replacements and other maint.
322	10-450-239	Minor Infrastructure Maint	\$2,000	\$0	\$2,000	\$0	\$1,000	\$2,000	
323	10-450-250	Backflow Maintenance	\$600	\$225	\$600	\$0	\$200	\$600	
324	10-450-350	Maintenance Agreement	\$4,758	\$5,215	\$5,800	\$0	\$5,800	\$5,800	Honeywell heating system
325	10-450-400	Golf Simulator Expense	\$3,000	\$810	\$0	\$90	\$0	\$0	
326			\$47,458	\$50,455	\$15,400	\$3,000	\$14,000	\$20,400	

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	2025 Budget Explanatory Notes
327		General Fund - Expenditures							
328		Grand Lake Center							
329		Utilities							
330	10-450-318	Trash/Recycle Services	\$0	\$50	\$0	\$0	\$0	\$0	
331	10-450-341	Electric Utility	\$15,000	\$12,941	\$16,500	\$7,375	\$10,000	\$10,500	
332	10-450-342	Sewer Utility	\$4,600	\$4,512	\$4,850	\$4,603	\$4,560	\$4,788	
333	10-450-343	Water Utility	\$1,200	\$1,246	\$1,200	\$735	\$1,000	\$1,050	
334	10-450-344	Telephone/Internet/TV Utility	\$7,500	\$6,542	\$8,000	\$4,240	\$5,600	\$5,880	
335	10-450-345	Natural Gas Utility	\$15,000	\$7,315	\$12,000	\$2,788	\$7,000	\$7,350	
336			\$43,300	\$32,605	\$42,550	\$19,741	\$28,160	\$29,568	
337		Professional Services							
338	10-450-312	Computer Services	\$3,000	\$12,563	\$5,000	\$9,543	\$9,000	\$9,000	Caselle & Executech & civic rec
339	10-450-351	Legal Services	\$0	\$0	\$0	\$0	\$0	\$0	
340	10-450-352	Audit	\$1,100	\$1,100	\$1,190	\$1,120	\$1,120	\$1,190	7% of audit
341	10-450-355	Purchased Professional Serv.	\$1,500	\$1,570	\$1,700	\$1,084	\$1,200	\$1,300	Fire and alarm inspection and agreement
342			\$5,600	\$15,233	\$7,890	\$11,746	\$11,320	\$11,490	
343		Other							
344	10-450-234	Signage	\$0	\$0	\$600	\$0	\$600	\$600	Banners and specialized signs for hours and rules etc.
345	10-450-236	Minor/Misc Equipment	\$1,000	\$1,776	\$1,500	\$825	\$1,500	\$1,500	for items that may need replaced throughout the year
346	10-450-238	Minor/Misc Furnishings	\$2,000	\$1,696	\$2,000	\$1,240	\$2,000	\$2,000	5 long banquet tables and other furnishings that may come up
347	10-450-320	Marketing	\$5,000	\$7,912	\$5,000	\$2,250	\$5,000	\$5,000	website, brochures/booklets, newspaper ads, GLC stickers/pens/chapstick
348	10-450-360	GLC Sales Tax	\$0	\$0	\$0	\$0	\$0	\$0	
349	10-450-370	Training/Travel	\$300	\$192	\$300	\$76	\$300	\$300	
350	10-450-513	Property/Casualty Insurance	\$10,000	\$10,142	\$12,000	\$10,661	\$10,660	\$12,000	
351	10-450-755	Exercise Equipment	\$4,000	\$3,546	\$4,000	\$2,806	\$4,000	\$6,000	PB Nets/Balls, equipment that may break/needs replacing
352	10-450-870	Contingency - GL Center	\$0	\$645	\$500	\$344	\$600	\$500	
353	10-450-871	GLC Event Expense	\$0	\$0	\$3,000	\$3,023	\$3,000		moved to 10-415-885
354	10-450-869	Summer Camp	\$30,000	\$30,509	\$30,000	\$30,000	\$30,000	\$30,000	
355			\$52,300	\$56,419	\$58,900	\$51,224	\$57,660	\$57,900	
356		Subtotal Grand Lake Center	\$372,418	\$382,656	\$375,790	\$271,640	\$353,456	\$402,033	
357									

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	2025 Budget Explanatory Notes
358		General Fund - Expenditures							
359		Parks							
360		Personnel							
361	10-452-100	Gross Wages - Parks	\$50,776	\$0	\$0	\$0		\$0	
362	10-452-103	OT/Comp Time Buyout	\$0	\$0	\$0	\$0		\$0	
363	10-452-105	Bonus	\$0	\$0	\$0	\$0		\$0	
364	10-452-130	GLC Membership Benefit	\$0	\$0	\$0	\$0		\$0	
365	10-452-131	Longevity	\$0	\$0	\$0	\$0		\$0	
366	10-452-317	Uniform Allowance	\$660	\$0	\$0	\$0		\$0	
367	10-452-132	ICMA Town Paid Benefit	\$4,062	\$0	\$0	\$0		\$0	
368	10-452-133	Health/Dental-Employee	\$12,480	\$0	\$0	\$0		\$0	
369	10-452-135	Dep. Health/Dental	\$4,397	\$0	\$0	\$0		\$0	
370	10-452-136	Medical Benefit Allowance	\$1,013	\$0	\$0	\$0		\$0	
371	10-452-141	Unemployment Insurance	\$152	\$0	\$0	\$0		\$0	
372	10-452-142	Workers' Compensation	\$2,700	\$0	\$0	\$0		\$0	
373	10-452-143	Social Security Match	\$3,148	\$0	\$0	\$0		\$0	
374	10-452-144	Medicare Match	\$736	\$0	\$0	\$0		\$0	
375	10-452-145	FAMILI Benefit Parks	\$0	\$0	\$0	\$0		\$0	
376			\$80,124	\$0	\$0	\$0		\$0	
377		Supplies							
378	10-452-220	Restroom Operating Supplies	\$35,000	\$29,102	\$27,000	\$15,481	\$20,000	\$27,000	
379	10-452-221	Lawn Supplies	\$0	\$0	\$10,000	\$4,303	\$5,000	\$10,000	
380	10-452-226	Small Equipment	\$5,000	\$3,983	\$0	\$0	\$0	\$0	
381	10-452-227	Small Tools	\$2,500	\$4,878	\$0	\$0	\$0	\$0	
382			\$42,500	\$37,963	\$37,000	\$19,785	\$25,000	\$37,000	
383		Repairs and Maintenance							
384	10-452-232	Bear-Resistant Cans Maint	\$2,500	\$23	\$0	\$4	\$10	\$0	not currently utilized
385	10-452-233	Equipment Maintenance	\$2,500	\$15,751	\$0	\$0	\$0	\$0	
386	10-452-234	Information Signs	\$2,500	\$316	\$5,000	\$0	\$0	\$5,000	interpretive signs
387	10-452-235	Greenbelt Maintenance	\$7,000	\$0	\$0	\$0	\$0	\$0	
388	10-452-236	Sand & Dredge	\$5,000	\$1,388	\$5,000	\$1,057	\$2,000	\$5,000	
389	10-452-237	Building Maintenance	\$55,000	\$50,229	\$55,000	\$14,081	\$30,000	\$55,000	
390	10-452-238	Dock Maintenance	\$25,000	\$1,582	\$40,000	\$31,557	\$40,000	\$40,000	
391	10-452-239	Miscellaneous Maintenance	\$5,000	\$430	\$5,000	\$2,172	\$2,000	\$5,000	
392	10-452-243	Benches/Planters/Fences	\$5,000	\$5,762	\$5,000	\$530	\$1,000	\$5,000	
393	10-452-244	Thomasson Park Maintenance	\$4,000	\$0	\$1,000	\$0	\$1,000	\$1,000	
394	10-452-248	Irrigation System Maintenance	\$4,000	\$7,036	\$5,000	\$3,241	\$3,500	\$5,000	
395	10-452-250	Backflow Maintenance	\$3,000	\$2,291	\$3,000	\$361	\$2,000	\$3,000	
396	10-452-319	Miscellaneous Services	\$3,000	\$4,750	\$3,000	\$2,800	\$3,000	\$3,000	
397	10-452-399	Equipment Rental	\$5,600	\$3,085	\$0	\$0	\$0	\$0	
398			\$129,100	\$92,643	\$127,000	\$55,803	\$84,510	\$127,000	

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	2025 Budget Explanatory Notes
399		General Fund - Expenditures							
400		Parks							
401		Utilities							
402	10-452-341	Electric Utility	\$6,500	\$10,128	\$7,700	\$8,739	\$10,000	\$10,500	
403	10-452-342	Sewer Utility	\$540	\$424	\$600	\$598	\$600	\$630	
404	10-452-343	Water Utility	\$13,000	\$13,605	\$13,000	\$8,075	\$10,000	\$10,500	
405	10-452-345	Natural Gas Utility	\$4,000	\$5,138	\$7,000	\$4,676	\$8,000	\$8,400	
406			\$24,040	\$29,295	\$28,300	\$22,089	\$28,600	\$30,030	
407		Other							
408	10-452-400	Grand Avenue Gardens	\$0	\$0	\$0	\$0	\$0	\$0	
409	10-452-450	Park Improvements	\$10,000	\$19,964	\$10,000	\$3,685	\$5,000	\$10,000	
410	10-452-870	Contingency - Parks	\$0	\$0	\$0	\$0	\$0	\$1,000	
411	10-452-961	Memorial Benches	\$0	\$355	\$0	\$0	\$0	\$0	
412	TBD	Fireworks	\$0	\$0	\$0	\$0	\$53,000	\$60,000	See ordinances 28-2006 moving back to General Fund from Marina. 2 shows 4th of July and NYE
413	TBD	Ice Rink Expenses	\$0	\$0	\$0	\$0	\$2,000	\$2,000	
414			\$10,000	\$20,319	\$10,000	\$3,685	\$60,000	\$73,000	
415		Subtotal Parks	\$285,764	\$180,220	\$202,300	\$101,361	\$198,110	\$267,030	

	A	B	C	D	E	F	G	H	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	2025 Budget Explanatory Notes
416		General Fund - Expenditures							
417		Debt Service							
418	10-815-982	Land Acquisition - Principal	\$90,000	\$90,000	\$90,000	\$0	\$90,000	\$95,000	Principal for COP
419	10-815-983	Land Acquisition-Interest	\$39,615	\$39,613	\$37,050	\$18,524	\$37,050	\$34,485	Interest for COP
422			\$129,615	\$129,613	\$127,050	\$18,524	\$127,050	\$129,485	
423									
424									
425		Capital Outlay							
426	10-915-922	Admin Capital Expenditures	\$0	\$0	\$5,000	\$2,719	\$3,500	\$0	
427	10-915-923	Town Hall Capital Outlay	\$25,000	\$23,743	\$50,000	\$0	\$5,000	\$45,000	Town Hall steps and board walk - was budgeted for 24 and needs to be moved to 25
428	10-915-986	Replacement Vehicle	\$0	\$0	\$0	\$0	\$0	\$0	
429	10-915-950	Space to Create Expenditures	\$0	\$0	\$4,010,000	\$0		\$7,000,000	Most likely this amount will transfer over to 2026 as Construction in progress \$50,000 Compact truck, \$50,000 Water Truck, \$50,000 replace John Deer mower looking at articulating tractor or front mount tractor plus attachments. This provides the rough terrain mowing application.
430	10-931-910	Capital Equipment Purchase	\$120,000	\$122,652	\$150,000	\$149,862	\$149,362	\$150,000	
431	10-931-911	Capitalized Equipment Repair	\$0	\$0	\$0	\$0	\$0	\$0	
432	10-931-921	Paving	\$100,000	\$42,511	\$50,000	\$3,800	\$40,000	\$25,000	
433	10-931-922	Drainage	\$50,000	\$43,050	\$50,000	\$22,003	\$30,000	\$30,000	
434	10-952-970	Land Purchase	\$0	\$0	\$0	\$0	\$0	\$0	
435	10-931-974	Streetscape Project Funding	\$0	\$0	\$0	\$0	\$0	\$0	
436	10-931-972	W Portal Bridge Rehab	\$0	\$0	\$0	\$0	\$0	\$0	
437	10-931-973	Public Way Finding Signs	\$5,000	\$0	\$5,000	\$0	\$0	\$5,000	
438	10-931-923	Town Shop Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	
439	10-950-710	Other Capital Assets - No Depr	\$0	\$0	\$0	\$0	\$0	\$0	
440	10-952-500	Dock Improvements	\$160,516	\$132,135	\$0	\$0	\$0	\$0	
441	10-952-971	Park Improvements	\$250,000	\$35,009	\$165,000	\$43,106	\$165,000	\$0	
442	10-952-972	Boardwalks	\$0	\$0	\$0	\$0	\$0	\$0	
443	10-952-995	Lakefront Improvements	\$0	\$0	\$0	\$0	\$0	\$0	
444			\$710,516	\$399,100	\$4,485,000	\$221,491	\$392,862	\$7,255,000	
445		Total General Fund Expenditures	\$4,293,150	\$3,794,220	\$8,219,172	\$2,857,005	\$4,039,187	\$11,858,694	
446									

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	2025 Budget Explanatory Notes
447		Water Fund - Revenues							
448	20-344-100	Water Sales	\$675,000	\$686,024	\$680,000	\$508,445	\$680,000	\$685,000	Current rate is top of 10 year schedule with last increase in 2019
449	20-344-105	HP Net Meter Revenue	\$0	\$0	\$0	\$0	\$0	\$0	
450	20-344-120	Resale Meters Income	\$3,000	\$6,149	\$10,000	\$6,074	\$10,000	\$5,000	
451	20-344-140	Interest Revenue	\$10,000	\$79,221	\$30,000	\$70,699	\$75,000	\$50,000	
452	20-344-160	Misc. Revenues	\$0	\$785	\$0	\$0	\$0	\$0	
453	20-344-190	Bulk Water Permits	\$500	\$656	\$500	\$1,657	\$800	\$800	
454	20-344-110	Tap Fees - Capital	\$32,500	\$110,500	\$13,000	\$39,000	\$39,000	\$39,000	
455		Total Revenues	\$721,000	\$883,335	\$733,500	\$625,874	\$804,800	\$779,800	
456									

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	2025 Budget Explanatory Notes
457		Water Fund - Expenditures							
458		Personnel							
459	20-430-100	Gross Wages - Water	\$303,342	\$309,176	\$320,000	\$297,798	\$370,000	\$426,245	3 full time and one part time
460	20-430-103	OT/Comp Time Buyout	\$5,000	\$1,157	\$0	\$3,793	\$4,000	\$2,000	
461	20-430-105	Bonus	\$2,500	\$3,000	\$3,000	\$0	\$3,500	\$3,000	
462	20-430-110	Gross Wages-Water PT/Seasonal	\$0	\$2,565	\$0	\$0	\$0	\$0	
463	20-430-111	On Call Pay	\$13,000	\$17,950	\$18,200	\$13,600	\$1,820	\$18,200	
464	20-430-119	Year End Leave Expense	\$0	\$0	\$0	\$0	\$0	\$0	Year end financial reporting requirement
465	20-430-130	GLC Membership Benefit	\$0	\$0	\$0	\$0	\$0	\$0	
466	20-430-317	Uniform Allowance	\$3,900	\$1,250	\$1,800	\$900	\$1,800	\$1,800	
467	20-430-132	ICMA Town Paid Benefit	\$20,960	\$7,949	\$25,600	\$11,299	\$29,920	\$34,260	8% Maximum
468	20-430-133	Health/Dental-Employee	\$46,800	\$58,749	\$54,000	\$54,268	\$54,000	\$45,000	Medical/Dental/Life/Vision
469	20-430-135	Dep Health/Dental	\$5,400	\$5,400	\$6,000	\$0	\$0	\$18,000	
470	20-430-136	Medical Benefit Allowance	\$3,600	\$3,985	\$3,600	\$3,095	\$6,000	\$4,000	
471	20-430-141	Unemployment Insurance	\$786	\$901	\$676	\$554	\$748	\$856	.2% of wages + On Call
472	20-430-142	Workers' Compensation	\$21,000	\$13,384	\$40,000	\$31,933	\$40,000	\$42,000	
473	20-430-143	Social Security Match	\$16,244	\$21,072	\$19,840	\$20,298	\$23,188	\$26,551	6.2% of wages + Town 457 + On Call
474	20-430-144	Medicare Match	\$3,799	\$3,338	\$4,640	\$3,706	\$5,423	\$6,210	1.45% of wages + Town 457 + On Call
475	20-452-145	FAMILY Benefit	\$0	\$0	\$0	\$0	\$1,683	\$1,927	
476			\$446,331	\$449,877	\$497,356	\$441,244	\$542,082	\$630,049	
477		Office Supplies							
478	20-430-210	Office Supplies	\$1,500	\$746	\$1,500	\$607	\$1,500	\$1,500	
479	20-430-211	Computer Supplies	\$22,000	\$1,319	\$2,500	\$0	\$0	\$2,500	
480	20-430-215	Computer Software	\$7,000	\$5,915	\$8,000	\$6,642	\$8,000	\$9,000	
481	20-430-220	Computer Hardware	\$2,500	\$0	\$2,500	\$0	\$0	\$2,500	
482			\$33,000	\$7,981	\$14,500	\$7,250	\$9,500	\$15,500	
483		Operational Supplies							
484	20-430-221	Chemicals	\$13,000	\$18,814	\$20,000	\$20,890	\$20,000	\$20,000	
485	20-430-222	Lab Supplies/Equipment	\$1,500	\$2,003	\$1,500	\$1,085	\$1,500	\$1,500	
486	20-430-223	Well/Plant Supplies	\$600	\$356	\$600	\$0	\$600	\$600	
487	20-430-225	Meter Parts	\$500	\$0	\$500	\$0	\$500	\$500	
488	20-430-227	Small Equipment/Tools	\$600	\$426	\$600	\$234	\$600	\$800	
489	20-430-228	Safety Equipment	\$1,000	\$336	\$1,000	\$130	\$1,000	\$1,000	
490	20-430-229	Misc Operating Supplies	\$100	\$37	\$0	\$0	\$0	\$0	
491			\$17,300	\$21,971	\$24,200	\$22,339	\$24,200	\$24,400	

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	
492		Water Fund - Expenditures							2025 Budget Explanatory Notes
493		Repairs and Maintenance							
494	20-430-231	Gas/Fuel/Fluids	\$2,500	\$4,735	\$4,000	\$2,057	\$4,000	\$4,000	
495	20-430-232	Vehicle Maintenance	\$2,500	\$4,459	\$3,000	\$1,190	\$3,000	\$3,000	
496	20-430-233	Equipment Maintenance	\$5,000	\$96	\$5,000	\$3,731	\$5,000	\$5,000	Monthly software support for new itron
497	20-430-234	Well/Plant Maintenance	\$3,000	\$2,410	\$3,500	\$1,073	\$3,500	\$3,500	Plant - pretreatment/treatment
498	20-430-235	Tires & Chains	\$1,200	\$0	\$1,000	\$0	\$1,000	\$1,000	
499	20-430-237	Building Maintenance	\$1,000	\$108	\$1,000	\$223	\$1,000	\$1,000	
500	20-430-238	Distribution Line Maintenance	\$25,000	\$24,156	\$25,000	\$26,363	\$25,000	\$25,000	
501	20-430-239	Misc. Maintenance	\$150	\$15	\$150	\$0	\$150	\$150	
502	20-430-240	Road Materials	\$3,000	\$0	\$3,000	\$375	\$3,000	\$3,000	
503	20-430-241	Motors & Pumps	\$2,500	\$1,470	\$4,000	\$790	\$4,000	\$4,000	
504			\$45,850	\$37,450	\$49,650	\$35,802	\$49,650	\$49,650	
505		Resale Supplies							
506	20-430-251	Resale Parts	\$150	\$0	\$150	\$0	\$150	\$150	Parts for new construction meters
507	20-430-252	Resale Meters Expense	\$0	\$10,529	\$0	\$134	\$134	\$0	Meters & Setters for new construction - Reported on COGS line
508	20-430-253	COGS-Meter	\$11,000	\$0	\$8,000	\$0	\$8,000	\$10,000	Financial reporting requirement
509			\$11,150	\$10,529	\$8,150	\$134	\$8,284	\$10,150	
510		Purchased Services							
511	20-430-310	Misc Service Fees	\$0	\$0	\$0	\$0	\$0	\$0	
512	20-430-311	Postage/Freight	\$1,500	\$1,000	\$1,500	\$1,000	\$1,500	\$1,500	
513	20-430-314	Legal Notices/Ads	\$300	\$590	\$600	\$295	\$600	\$600	Publication of CCR
514	20-430-316	Memberships	\$500	\$665	\$700	\$712	\$700	\$700	CRWA; American Water Works Association (2) lead/copper; Groundwater source testing rule 3-yr cycle; Also have a 9-yr cycle
515	20-430-318	Testing Services	\$3,000	\$1,038	\$3,000	\$0	\$3,000	\$3,000	
516	20-430-319	Miscellaneous Services	\$100	\$213	\$100	\$1,134	\$0	\$100	
517	20-430-320	Telemetry Maintenance	\$1,000	\$1,020	\$4,000	\$2,580	\$4,000	\$4,000	
518	20-430-330	Bank Fees	\$700	\$401	\$200	\$67	\$200	\$100	
519	20-430-321	Computer System Support	\$12,000	\$15,760	\$16,000	\$13,564	\$16,000	\$17,000	Executech, caselle
520			\$19,100	\$20,686	\$26,100	\$19,351	\$26,000	\$27,000	

	A	B	C	D	E	F	G	H	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	2025 Budget Explanatory Notes
521		Water Fund - Expenditures							
522		Utilities							
523	20-430-341	Electric Utility	\$23,000	\$33,573	\$30,000	\$26,201	\$30,000	\$31,000	
524	20-430-344	Telephone Utility	\$2,500	\$3,041	\$3,000	\$2,040	\$3,000	\$3,100	
525	20-430-345	Natural Gas Utility	\$7,000	\$6,498	\$8,500	\$2,498	\$5,000	\$5,100	
526			\$32,500	\$43,112	\$41,500	\$30,739	\$38,000	\$39,200	
527		Professional Services							
528	20-430-351	Legal Services	\$600	\$0	\$600	\$0	\$0	\$600	
529	20-430-352	Audit	\$3,000	\$3,000	\$3,100	\$3,200	\$3,200	\$3,400	20% Water
530	20-430-354	System Analysis/Eng & Survey	\$5,000	\$403	\$5,000	\$0	\$25,000	\$5,000	required engineering
531	20-430-355	State Fees	\$0	\$310	\$400	\$350	\$400	\$400	
532			\$8,600	\$3,713	\$9,100	\$3,550	\$28,600	\$9,400	
533		Other Expenses							
534	20-430-370	Training/Travel	\$2,000	\$1,074	\$2,000	\$1,723	\$2,000	\$2,000	
535	20-430-513	Property/Casualty Insurance	\$17,000	\$16,399	\$17,000	\$15,261	\$17,000	\$17,000	
536	20-430-514	Position Bonds	\$100	\$214	\$100	\$0	\$100	\$100	Position Bond
537	20-430-870	Contingency-Operations	\$1,000	\$0	\$1,000	\$0	\$1,000	\$6,000	\$5,000 budgeted incase of Cirsa claim - new deductible
538			\$20,100	\$17,687	\$20,100	\$16,984	\$20,100	\$25,100	
539		Water Fund - Expenditures							
540		Debt Service							
541	20-830-640	DWRF Loan - Principal	\$69,977	\$69,977	\$71,384	\$35,514	\$71,384	\$72,819	
542	20-830-645	DWRF Loan - Interest	\$24,811	\$24,811	\$23,404	\$23,404	\$23,404	\$21,969	
543			\$94,788	\$94,788	\$94,788	\$58,919	\$94,788	\$94,788	
544		Capital Outlay							
545	20-930-750	Transfer Out (Capital)	\$0	\$0	\$0	\$0	\$0	\$0	
546	20-930-994	System Upgrades	\$0	\$0	\$0	\$0	\$0	\$0	
547	20-930-995	Capital Contingency	\$0	\$0	\$0	\$0	\$0	\$0	
548	20-930-996	Capital Lease Purchase	\$0	\$0	\$0	\$0	\$0	\$0	
549	20-930-997	Capital Direct Purchase	\$48,000	\$43,098	\$0	\$0	\$0	\$0	
550			\$48,000	\$43,098	\$0	\$0	\$0	\$0	
551		Total Water Fund Expenditures	\$776,719	\$750,891	\$785,444	\$636,311	\$841,204	\$925,237	
552									

	A	B	C	D	E	F	G	H	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	
553		Marina Fund - Revenues							2025 Budget Explanatory Notes
554	40-344-113	Rentals (Non-Taxable)	\$300,000	\$344,460	\$350,000	\$364,332	\$360,000	\$365,000	
555	40-344-115	Tours	\$55,000	\$74,150	\$70,000	\$72,862	\$72,000	\$73,000	
556	40-344-120	Building Space Rental	\$3,584	\$2,509	\$3,584	\$3,891	\$3,584	\$3,584	
557	40-344-145	Kayak Slip Rental	\$3,600	\$4,554	\$3,600	\$3,600	\$3,600	\$3,600	(12) spaces; (2) whole racks for Mtn. Paddlers (\$900 each)
558	40-344-155	SUP Slip Rental	\$900	\$4,600	\$4,600	\$4,600	\$4,600	\$4,600	
559	40-344-160	Misc Revenue	\$0	\$0	\$0	\$200	\$200	\$0	
560	40-344-170	Interest Earned	\$4,000	\$22,629	\$8,000	\$18,499	\$20,000	\$8,000	
561	40-344-180	Boat Damage	\$1,000	\$0	\$1,000	\$0	\$0	\$1,000	
562	40-344-200	Sale of Assets	\$0	\$0	\$0	\$0	\$0	\$40,000	Sale of 2 pontoon boats
563		Total Revenues	\$368,084	\$452,902	\$440,784	\$467,984	\$463,984	\$498,784	
564									

	A	B	C	D	E	F	G	H	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	2025 Budget Explanatory Notes
565		Marina Fund - Expenditures							
566		Personnel							
567	40-460-100	Gross Wages - Marina	\$71,500	\$75,122	\$78,000	\$80,013	\$85,000	\$86,000	Admin time, Captain full time pay
568	40-460-103	OT/Comp Time Buyout	\$1,500	\$6,872	\$8,000	\$5,756	\$8,000	\$8,000	
569	40-460-105	Bonus	\$1,000	\$4,050	\$4,000	\$0	\$4,000	\$4,000	
570	40-460-110	Gross Wages-Marina PT/Seasonal	\$130,000	\$102,702	\$120,000	\$102,247	\$120,000	\$136,000	Seasonal employees
571	40-460-132	ICMA Town Paid Benefit	\$5,720	\$0	\$5,000	\$2,035	\$2,000	\$5,000	8% Maximum
572	40-460-133	Health/Dental - Employee	\$17,000	\$19,813	\$25,000	\$21,060	\$20,000	\$20,000	Medical/Dental/Life/Vision 4.7% increase plus add Rick
573	40-460-135	Dep Health/Dental	\$0	\$0	\$0	\$0	\$0	\$0	
574	40-460-136	Medical Benefit Allowance	\$1,200	\$2,445	\$2,600	\$1,533	\$2,000	\$2,000	
575	40-460-141	Unemployment Insurance	\$609	\$739	\$800	\$806	\$434	\$800	.2% of wages
576	40-460-142	Workers' Compensation	\$20,000	\$12,447	\$20,000	\$29,320	\$29,000	\$37,000	
577	40-460-143	Social Security Match	\$12,586	\$11,559	\$12,276	\$11,886	\$13,454	\$13,839	6.2% of wages + Town 457 + On Call
578	40-460-144	Medicare Match	\$2,944	\$2,703	\$2,871	\$2,780	\$3,147	\$3,236	1.45% of wages + Town 457 + On Call
579	40-460-145	FAMILI Benefit	\$0	\$0	\$0	\$145	\$200	\$200	
580			\$264,059	\$238,452	\$278,547	\$257,580	\$287,235	\$316,075	
581		Office Supplies							
582	40-460-211	General Office Supplies	\$600	\$1,010	\$900	\$684	\$700	\$1,000	
583	40-460-214	Small Equip/Comp Hardware	\$500	\$86	\$500	\$0	\$500	\$500	
584			\$1,100	\$1,097	\$1,400	\$684	\$1,200	\$1,500	
585		Operational Supplies							
586	40-460-222	Shop Supplies	\$2,500	\$3,169	\$2,000	\$216	\$200	\$2,000	
587	40-460-223	Boat Supplies	\$2,000	\$550	\$1,500	\$606	\$700	\$1,500	
588	40-460-227	Tools	\$500	\$1,551	\$500	\$349	\$500	\$750	
589	40-460-231	Fuel	\$10,000	\$10,096	\$11,000	\$6,741	\$9,000	\$12,000	For refueling rentals, not for resale
590			\$15,000	\$15,366	\$15,000	\$7,911	\$10,400	\$16,250	
591		Repairs and Maintenance							
592	40-460-232	Vehicle Maintenance	\$500	\$62	\$500	\$0	\$0	\$0	
593	40-460-233	Equipment (Boat) Maintenance	\$15,000	\$30,392	\$20,000	\$51	\$30,000	\$30,000	Winterizing
594	40-460-237	Building/Facility Maintenance	\$2,000	\$13,045	\$2,000	\$9,062	\$10,000	\$4,000	
595			\$17,500	\$43,499	\$22,500	\$9,113	\$40,000	\$34,000	

	A	B	C	D	E	F	G	H	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	2025 Budget Explanatory Notes
596		Marina Fund - Expenditures							
597		Purchased Services							
598	40-460-312	Computer Services	\$2,000	\$4,612	\$3,500	\$4,022	\$3,500	\$4,000	10% IT contract
599	40-460-314	Ads and Legal Notices	\$2,000	\$474	\$2,000	\$0	\$0	\$2,000	
600	40-460-316	Dues/Memberships	\$275	\$325	\$350	\$62	\$350	\$350	
601	40-460-317	Uniforms	\$1,000	\$552	\$1,000	\$760	\$1,200	\$1,000	
602	40-460-318	Miscellaneous Services	\$300	\$90	\$300	\$0	\$300	\$300	
603	40-460-320	Marketing	\$500	\$403	\$700	\$325	\$700	\$700	
604	40-460-330	Bank/Credit Card Fees	\$7,500	\$13,022	\$15,000	\$16,635	\$18,000	\$20,000	Heartland service fees - When Marina moves to CIVIC Rec these fees will no longer be charged.
605			\$13,575	\$19,477	\$22,850	\$21,804	\$24,050	\$28,350	
606		Permits and Fees							
607	40-460-350	Boat Registration	\$900	\$71	\$900	\$0	\$900	\$900	
608	40-460-351	Licenses	\$100	\$833	\$100	\$0	\$100	\$100	
609			\$1,000	\$904	\$1,000	\$0	\$1,000	\$1,000	
610		Utilities							
611	40-460-341	Electric Utility	\$800	\$731	\$1,000	\$789	\$1,000	\$1,100	
612	40-460-342	Sewer Utility	\$575	\$492	\$600	\$258	\$600	\$600	
613	40-460-343	Water Utility	\$588	\$882	\$588	\$441	\$588	\$588	
614	40-460-344	Telephone/Internet Utility	\$1,200	\$4,496	\$1,500	\$2,214	\$1,800	\$1,800	Includes Cell Phone and I Pads for Civic Rec
615			\$3,163	\$6,600	\$3,688	\$3,702	\$3,988	\$4,088	
616		Professional Services							
617	40-460-355	Purchased Professional Serv.	\$500	\$939	\$1,000	\$1,058	\$1,000	\$1,000	Background checks
618	40-460-510	Legal	\$0	\$0	\$0	\$0	\$0	\$0	
619	40-460-512	Audit	\$1,500	\$1,500	\$1,700	\$1,600	\$1,600	\$1,700	10% Marina
620	40-460-515	Engineering/Survey	\$0	\$0	\$3,000	\$0	\$0	\$5,000	Engineering for a new seawall and dock system
621			\$2,000	\$2,439	\$5,700	\$2,658	\$2,600	\$7,700	
622		Other Expenses							
623	40-460-360	Sales Tax	\$0	\$0	\$0	\$0	\$0	\$10,000	
624	40-460-370	Training/Travel	\$500	\$458	\$500	\$192	\$500	\$500	
625	40-460-513	Property/Casualty Insurance	\$4,500	\$3,554	\$5,200	\$3,763	\$5,200	\$5,200	
626	40-460-514	Position Bonds	\$300	\$93	\$300	\$0	\$300	\$300	Cash-handling Marina employees on blanket public employee bond
627	40-460-516	Site Lease	\$1	\$0	\$1	\$0	\$1	\$1	Lease of Marina from GF
628	40-460-750	Fireworks	\$91,000	\$97,000	\$70,000	\$52,500	\$0	\$0	See ordinance 28-2006
629	40-460-880	Ice Rink Expenses	\$0	\$0	\$2,000	\$0	\$0	\$0	
630	40-460-870	Contingency	\$6,000	\$0	\$500	\$0	\$500	\$500	
631			\$102,301	\$101,105	\$78,501	\$56,455	\$6,501	\$16,501	

	A	B	C	D	E	F	G	H	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	
632		Marina Fund - Expenditures							2025 Budget Explanatory Notes
633		Capital Outlay							
634	40-960-610	Capital Equipment	\$0	\$0	\$0	\$0	\$0	\$100,000	2 new boats
635	40-960-750	Capital Contribs (Interfund)	\$0	\$0	\$0	\$0	\$0	\$0	
636	40-960-995	Facilities Improvements	\$80,000	\$25,333	\$60,000	\$0	\$0	\$100,000	Doors for Dock
637			\$80,000	\$25,333	\$60,000	\$0	\$0	\$200,000	
638		Total Marina Fund Expenditures	\$499,698	\$454,273	\$489,186	\$359,908	\$376,974	\$625,464	
639									

	A	B	C	D	E	F	G	H	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	2025 Budget Explanatory Notes
640		Pay-As-You-Throw Fund - Revenues							
641	50-344-110	Bags: Direct Sales (T)	\$4,000	\$1,915	\$4,000	\$1,810	\$4,000	\$4,000	
642	50-344-115	Bags: Vendor Purchase (NT)	\$75,000	\$66,300	\$75,000	\$53,680	\$75,000	\$75,000	
643	50-344-140	Interest Revenue	\$300	\$0	\$1,000	\$0	\$0	\$0	
644	TBD	Sales Tax Collected				\$0		\$368	sales tax to direct sales 9.2%
645		Total Revenues	\$79,300	\$68,215	\$80,000	\$55,490	\$79,000	\$79,368	
646									
647		Pay-As-You-Throw Fund - Expenditures							
648		Operations Supplies							
649	50-470-200	Bags for Resale	\$2,300	-\$2,546	\$2,000	\$2,870	\$3,000	\$3,000	WasteZero
650	50-470-250	COGS - Bags	\$6,000	\$6,552	\$6,500	\$0	\$6,500	\$6,500	Financial reporting requirement; COGS=Cost of Goods Sold
651			\$8,300	\$4,006	\$8,500	\$2,870	\$9,500	\$9,500	
652		Repairs and Maintenance							
653	50-470-315	Site Maintenance	\$25,000	\$25,049	\$50,000	\$872	\$35,000	\$35,000	PW/Admin staff time
654									
655		Purchased Services							
656	50-470-300	Dumpster Service	\$30,000	\$30,666	\$30,000	\$24,167	\$30,000	\$35,000	
657	50-470-301	Recycling Contribution	\$1,500	\$1,625	\$1,500	\$1,125	\$1,500	\$1,500	
658	50-470-305	Recycling Program	\$5,000	\$0	\$0	\$0	\$0	\$0	
659	50-470-312	Computer Services	\$450	\$0	\$500	\$0	\$0	\$0	3% IT contract
660			\$36,950	\$32,291	\$32,000	\$25,292	\$31,500	\$36,500	
661									
662		Professional Services							
663	50-470-512	Audit	\$450	\$450	\$510	\$480	\$480	\$510	3% of audit
664									
665		Other Expenses							
666	50-470-310	Site Lease	\$1	\$0	\$1	\$0	\$1	\$1	
667	50-470-320	Business License	\$165	\$0	\$165	\$0	\$0	\$0	
668	50-470-350	Sales Tax	\$700	\$194	\$700	\$0	\$200	\$368	Direct Sales times 9.2% remitted to DOR
669	50-470-870	Contingency	\$0	\$0	\$300	\$0	\$0	\$300	
670			\$866	\$194	\$1,166	\$0	\$201	\$669	
671		Capital Outlay							
672	50-970-750	Capital Contribs (Interfund)	\$0	\$0	\$0	\$0	\$0	\$0	
673	50-970-751	Site Improvements	\$0	\$0	\$20,000	\$0	\$20,000	\$20,000	preparing for the new recycling requirements
674		Total Expenditures	\$71,566	\$61,991	\$112,176	\$29,513	\$96,681	\$102,179	
675									

	A	B	C	D	E	F	G	H	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025	
676		Capital Improvement Fund							2025 Budget Explanatory Notes
677		Revenues							
678	90-344-110	Sales & use tax 1%	\$584,250	\$699,602	\$580,000	\$361,294	\$580,000	\$580,000	1% Sales & MV Use Tax a
679	90-344-140	Interest revenues	\$6,000	\$41,657	\$15,000	\$31,722	\$40,000	\$20,000	
680		Total Revenues	\$590,250	\$741,258	\$595,000	\$393,016	\$620,000	\$600,000	
681									
682		Expenditures							
683		Other Expenses							
684	90-431-500	Transfer Out to General Fund	\$0	\$0	\$0	\$0	\$0	\$0	
685	90-431-870	Contingency	\$300	\$1,275	\$300	\$275	\$275	\$275	US Bank fee
686			\$300	\$1,275	\$300	\$275	\$275	\$275	
687		Debt Service							
688	90-831-471	Sales tax bonds - principal	\$120,000	\$120,000	\$125,000	\$0	\$125,000	\$130,000	
689	90-831-472	Sales tax bonds - interest	\$157,050	\$157,050	\$153,450	\$76,725	\$153,450	\$149,700	
690			\$277,050	\$277,050	\$278,450	\$76,725	\$278,450	\$279,700	
691									
692	90-431-999	TABOR Emergency Reserve	\$0	\$0	\$0	\$0	\$0	\$0	Not required voter approved 1% sales tax
693									
694		Capital Outlay							
695	90-931-200	Capital Pavement	\$263,000	\$266,791	\$350,000	\$383,950	\$400,000	\$400,000	
696	90-931-201	Capital Boardwalks	\$50,000	\$5,886	\$100,000	\$38,118	\$50,000	\$50,000	
697	90-931-203	Capital Professional Services	\$0	\$0	\$25,000	\$4,562	\$5,000	\$25,000	
698	90-931-204	Capital Maintenance	\$0	\$0	\$50,000	\$0	\$0	\$50,000	
699	90-931-202	Greenbelt Maintenance	\$0	\$0	\$5,000	\$0	\$0	\$5,000	
706			\$313,000	\$272,676	\$530,000	\$426,630	\$455,000	\$530,000	
707		Total Expenditures	\$590,350	\$551,001	\$808,750	\$503,630	\$733,725	\$809,975	
708									

IWORQ SERVICE AGREEMENT

For iWorQ applications and services

Grand Lake here after known as ("Customer"), enters into THIS SERVICE AGREEMENT ("Agreement") with iWorQ Systems Inc. ("iWorQ") with its principal place of business 1125 West 400 North, Suite 102, Logan, Utah 84321.

1. SOFTWARE AS A SERVICE (SaaS) TERMS OF ACCESS:

iWorQ grants Customer a non-exclusive, non-transferable limited access to use iWorQ service(s), application(s) on iWorQ's authorized website for the fee(s) and terms listed in Appendix A. This agreement will govern all application(s) and service(s) listed in the Appendix A.

2. CUSTOMER RESPONSIBILITY:

Customer acknowledges that they are receiving only a limited subscription to use the application(s), service(s), and related documentation, if any, and shall obtain no titles, ownership nor any rights in or to the application(s), service(s), and related documentation, all of which title and rights shall remain with iWorQ. Customer shall not permit any user to reproduce, copy, or reverse engineer any of the application(s), service(s) and related documentation. iWorQ is not responsible for the content entered into iWorQ's database or uploaded as a document or image.

3. TRAINING AND IMPLEMENTATION:

Customer agrees to provide the time, resources, and personnel to implement iWorQ's service(s) and application(s). iWorQ will assign a senior account manager and an account management team to implement service(s) and application(s). Typical implementation will take less than 60 days. iWorQ account managers will call twice per week, provide remote training once per week, and send weekly summary emails to the customer implementation team. iWorQ can provide project management and implementation documents upon request. iWorQ will do ONE import of the Customer's data. This import consists of importing data, sent by the Customer, in an electronic relational database format. Customer must have clear ownership of all forms, letters, inspections, checklists, and data sent to iWorQ.

4. CUSTOMER DATA:

Customer can run reports and export data from iWorQ application(s) at any time.

Customer can pay iWorQ for additional data management service(s), onsite backups, application(s) and other service(s).

Data upload and storage is provided to every Customer. This includes uploading files up to 25MB and 100GB of managed data storage on AWS GovCloud. Additional upload file sizes and managed data storage sizes can be provided based on the application(s) and service(s) listed in Appendix A.

Customer can upload and store images with personal information like driver's license, and more. This Data can be used by the customer to complete the permitting, licensing, or code enforcement processes. Customer understands that the data must be uploaded and stored in the Sensitive Data Upload section of the iWorQ software for access and security purposes.

iWorQ is not responsible: (1) For the content entered into iWorQ' s database, (2) For images or documents scanned locally and uploaded by the iWorQ users, (3) For documents or images uploaded by citizens over the web, and (4) For backup data sent to the Customer by iWorQ.

5. CUSTOMER SUPPORT:

Customer support and training are FREE and available Monday-Friday, from 6:00 A.M. to 5:00 P.M. MST, for any authorized user with a login. iWorQ provides unlimited remote Customer training (through webinars), phone support, help files, and documentation. Basic support request is typically handled the same day. iWorQ provides "Service NOT Software".

6. BILLING:

iWorQ will invoice Customer on an annual basis. iWorQ will send invoice by mail and by email to the address(s) listed in Appendix A. Terms of the invoice are net 30 days from the date of the invoice. Any billing changes will require that a new Service(s) Agreement be signed by Customer.

Any additional costs imposed by the Customer including business licenses, fees, or taxes will be added to the Customer's invoice yearly. Support and services fees may increase in subsequent years but will increase no more than 5% per year.

Customer pricing is based on a 3 Year Term and reflects a discounted annual price. Changes to the Term or the Termination Policy (Section 7. Termination:), will affect the annual pricing and could double your annual cost. Customer reserves the right to pay the 3 Year Term upfront to secure discounted annual pricing.

7. TERMINATION:

Prior to the expiration of the initial 3-Year Term, either party may terminate this Agreement by providing the other party with a Sixty (60) days' written notice prior to the effective date of the expiration. Should the Customer terminate any part of the application(s) and or service(s) the remaining balance will immediately become due. Should the Customer terminate any part of the application(s) and or service(s) a new Service(s) Agreement will need to be signed. Upon expiration of the Initial Term, this Agreement shall automatically be renewed for successive one (1) year terms unless either party provides notice of termination or non-renewal no less than sixty (60) days prior to expiration of the then-current term.

Upon termination of this Agreement, iWorQ will discontinue all application(s) and or service(s); iWorQ will provide customer with an electronic copy of all of Customer's data, if requested by the Customer (within 3-5 business days).

During the term of the Agreement, the Customer may request a copy of all of Customer's data, which shall be provided to Customer for a cost of no more than \$2500 per copy. Please note, if the Customer is not in compliance with the material terms and conditions of this Agreement, iWorQ will not be required to provide Customer with the data.

8. ACCEPTABLE USE:

Customer represents and warrants that the application(s) and service(s) will only be used for lawful purposes, in a manner allowed by law, and in accordance with reasonable operating rules, and policies, terms and procedures. iWorQ may restrict access to users upon misuse of application(s) and service(s).

9. Non-Appropriation Clause (Applicable to Year 3 Only):

All direct and indirect financial obligations of Customer under this agreement during the third year of the term are subject to appropriation, budgeting, and availability of funds to discharge such obligations. No provision of this agreement shall be construed or interpreted: (a) to directly or indirectly obligate Customer to make any payment in the third year in excess of amounts appropriated for that year; (b) as creating a debt, multiple fiscal-year debt, indirect debt, or other financial obligation within the meaning of Article X, Section 16, or Article X, Section 20 of the Colorado Constitution, or any other constitutional or statutory limitation or provision; or (c) as a donation or grant to or in aid of any person, company, or corporation within the meaning of Article XI, Section 2 of the Colorado Constitution.

10. CUSTOMER IMPLEMENTATION INFORMATION:

Primary Implementation Contact _____ Title _____

Office Phone _____ Cell (required) _____

Email _____

Secondary Implementation Contact _____ Title _____

Office Phone _____ Cell (required) _____

Email _____

Portal Setup Contact (required) _____ Title _____

Office Phone _____ Cell _____

Email _____ Signature _____

(This person is responsible for placing the iWorQ Portal Link being placed on the agency's website within 90 days of the agreement signature. The iWorQ Portal Link will remain on agencies website for the entire Term of the agreement. If the iWorQ Portal Link is not placed on the city website within 90 days, the Agency agrees to pay an additional \$1,000 dollars towards setup costs (this is to cover iWorQ's time).

11. CUSTOMER BILLING INFORMATION:

Billing Contact _____ Title _____

Billing Address: _____

Office Phone _____ Cell _____

Email _____

PO# _____ (if required) Tax Exempt ID # _____



12. ACCEPTANCE:

The effective date of this Agreement is listed below. Authorized representative of Customer and iWorQ have read the Agreement and agree and accept all the terms.

Signature _____

Effective Date: _____

Printed Name _____

Title _____

Office Number _____

Cell Number _____



iWorQ Service(s) Agreement

APPENDIX A



iWorQ Price Proposal

Grand Lake	Population- 452
1026 Park Avenue P. O. Box 99, Grand Lake, CO 80447	Prepared by: Mike McKee

Annual Subscription Fees

<u>Application(s) and Service(s)</u>	<u>Package Price</u>	<u>Billing</u>
<p>Public Works Package (Basic)</p> <p>Package includes:</p> <ul style="list-style-type: none"> *Work Management *Sign Management *Pavement Management <ul style="list-style-type: none"> - Track and manage work by location using OpenStreetMap - Work order scheduling and templates - Track labor, inventory, parts, and material - Track work completed and maintenance history - Track sign location, MUTCD, condition, reflectivity, work orders etc. - Remaining service life (RSL), next treatment, 5-year budget etc. - Road layer on OpenStreetMap with color by lookup - Sign layer displayed on OpenStreetMap <ul style="list-style-type: none"> * Available on any computer, tablet, or mobile device using Chrome browser * OpenStreetMap - Ability to track point and line layers * Quarterly GIS Updates * Configurable dashboard, fields, and reports * Includes Sensitive File Uploads (if needed) 	\$3,000	Annual
<p>Cemetery Management (Entity)</p> <ul style="list-style-type: none"> - Available on any computer, tablet or mobile device using Chrome browser - Track and manage purchases, burials, and deed issuance. - Free forms letters utilizing iWorQ's template library, and up to 3 custom letters - Includes Sensitive File Uploads that are required to finish permit, licensing or code enforcement process (i.e Driver's License) 	\$1,500	Annual

<p>Asset Management (County Road Based Package)</p> <ul style="list-style-type: none"> - Track location, inspections, maintenance, and work orders (Work Management needed) - Up to 5 Asset layers on OpenStreetMap (Bridges, Culverts, Ditches) - Additional Layers can be purchased at anytime for \$500/annually per layer - Set maintenance, inspection, and work order schedules <p>* Available on any computer, tablet, or mobile device using Chrome browser</p> <p>* OpenStreetMap - Ability to track point and line layers</p> <p>* Quarterly GIS Updates</p> <p>* Configurable dashboard, fields, and reports</p>	\$1,500	Annual
<p>Citizen Engagement Package</p> <p>Package includes:</p> <p>*Citizen Engagement</p> <ul style="list-style-type: none"> - Drive citizen satisfaction, streamline communication and reduce overhead costs with a public portal and a mobile application for Android and iOS. - Allow citizens & employees to submit problems, including photos and locations, links to agency website, and seamlessly access those items in the iWorQ software through the Online Portal. 	\$1,500	Annual
<p>Code Enforcement (Stand-Alone)</p> <ul style="list-style-type: none"> - Available on any computer, tablet, or mobile device using Chrome Browser - Track activities and follow ups - Configurable violations & fees, track payments - Configurable reporting - Quarterly parcel update - OpenStreetMap tracking abilities - Free letters, utilizing iWorQ's template library, and up to 3 custom letters - Includes Sensitive File Uploads that are required to finish permit, licensing or code enforcement process (i.e Driver's License) 	\$2,000	Annual
<p>Portal Home (Code Enforcement Portal)</p> <p>*Code Enforcement Portal</p> <ul style="list-style-type: none"> - Allows for submitting code enforcement issues online and viewing code cases on the map - Includes Sensitive File Uploads that are required to finish code enforcement process (i.e Driver's License) 	\$1,500	Annual

<p>-3 Custom Forms -Messaging feature for easy interaction with citizens -Built-in automatic workflow capabilities -Ensures better communication with citizens and allows for easy interaction</p>		
<p>Payment Processing - Online Credit/debit card processing (Through PayRoc) - Payments are recorded and tracked in iWorQ -iWorQ's reporting tool can track all historical transactions</p>	\$500	Annual
<p>GIS Rest Services Community Development GIS REST Services - iWorQ will be able to publish your agency's ESRI REST Services monthly if the following conditions are met: 1. The Rest Service URL is either a public access URL or the agency will allow iWorQ to be added to the user group of that data. a. User Group must have permission settings set to allow root access to pull the data. 2. The Rest Service data contains the information needed for system functionality and field types match. a. The format of that data must conform to iWorQ Systems iWorQ will update property details monthly. Annual fees are \$500 per layer. *Note: If configuration changes (i.e. FTP location, name format, field changes, or interval for published updates) iWorQ will charge a minimum fee of \$500 with each additional hour \$250 to accommodate new configuration changes.</p>	\$500	Annual
<p>Additional Storage (100GB) Additional Storage (Total Storage Amount = 200GB) Note: Additional Storage can be purchased as needed: \$250/annually for additional 100GB</p>	Included	Annual
<p>Subscription Fee Total (This amount will be invoiced each year)</p>	\$12,000	Annual



One-Time Setup, GIS integration, and Data Conversion Fees

Service(s)	Package Price	Billing
Implementation and Setup cost year 1	\$8,000 Included	Year One
GIS integration and data conversion	Included	Year One
Data Conversion	Included	Year One
One-Time Setup Total (This amount will be added year 1)	\$8,000 Included	Year One

Grand Total Due Year 1	\$20,000 \$12,000	Year One Total
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NOTES AND SERVICE DESCRIPTION

- I. Invoice for the Annual Subscription Fee (\$12,000) and the Implementation/Setup Fee (\$0), totaling \$12,000, will be sent out two weeks after signature.
- II. The discounts provided are contingent on all packages being purchased. Removal of any package will not guarantee the same discount, and a new proposal will need to be provided.
- III. This subscription Fee and Agreement have been provided at the Customer's request and is **valid if signed by 11.12.2024.**
- IV. This cost proposal cannot be disclosed or used to compete with other companies.





Request for Board Action

Meeting Date: 11/11/2024

Department: Administration	Presenter: Kudron
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ITEM:

CONSIDERATION TO APPROVE A CONTRACT WITH iWorQ Systems FOR CODE ENFORCEMENT AND PUBLIC WORKS SOFTWARE

BACKGROUND:

11/11/24

Staff is bringing you this revised contract from iWorQ. This is for a two-year agreement that waives the setup fee. The additional \$1000/yr is for payment processing connectivity and portal access. A one-year agreement would incur an \$8000 fee which is 75% of the year two fee.

10/28/24

In seeking to understand the bottleneck the Town has experienced in Code Enforcement over the past several years, staff has sought to find a system to provide an enforcement portal that would allow for citizen reporting, a useful workflow for an officer in the field and a proactive system to enforce code appropriately, be aware of gross offenders and monitor effectiveness. Staff has been able to meet with a company from Utah, iWorQ Systems that has a Software as a Service (SaaS) model that allows for effective code enforcement and robust reporting. This is an independent plugin that is available for purchase.

Staff requests the Board consider the options from iWorQ Systems and determine if any, some or all of the proposal is appropriate for the Town of Grand Lake.

SUGGESTED MOTIONS

- *I make a motion to approve/(deny) A CONTRACT WITH iWorQ Systems FOR CODE ENFORCEMENT AND PUBLIC WORKS SOFTWARE*
- *I make a motion to approve with conditions A CONTRACT WITH iWorQ Systems FOR CODE ENFORCEMENT AND PUBLIC WORKS SOFTWARE*