



AGENDA

Executive Session (4:30PM) / Town Council Meeting (5:30PM)

Wednesday, November 01, 2023

Town Hall / Council Chambers - 302 Pine St Minturn, CO

The agenda is subject to change, including the addition of items 24 hours in advance or the deletion of items at any time. The order of agenda items listed are approximate.

This agenda and meetings can be viewed at www.minturn.org.

MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION:

This will be an in-person meeting with access for the public to attend in person or via the Zoom link included. Zoom Link: <https://us02web.zoom.us/j/83380066688>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 833 8006 6688

Please note: All virtual participants are muted. To be called upon and unmuted, you will need to use the “raise hand” feature in the Zoom platform. When it’s your turn to speak, the moderator will unmute your line and you will have five (5) minutes for public comment.

Public Comments: If you are unable to attend, public comments regarding any items on the agenda can be submitted to Jay Brunvand, Town Clerk, prior to the meeting and will be included as part of the record.

1. CALL TO ORDER

2. ROLL CALL AND PLEDGE OF ALLEGIANCE

3. EXECUTIVE SESSION (4:30PM)

- A. An Executive Session for the purposes of receiving legal advice on specific legal questions pursuant to C.R.S. 24-6-402(4)(b) and for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators pursuant to C.R.S. 24-6-402(4)(e) Belden Place - Sawyer/Poppe

4. APPROVAL OF CONSENT AGENDA

Consent agenda items are routine Town business, items that have received clear direction previously from the council, final land-use file documents after the public hearing has been closed, or which do not require council deliberation.

[A.](#) 10/18/2023 Town Council Minutes

- B.** Liquor License - Hotel and Restaurant License annual renewal application: Pizza Pub LLC, dba Magustos Pizza & Burger Pub, Eric Cregon, Owner/Manager 101 Main Street

5. APPROVAL OF REGULAR AGENDA

Opportunity for amendment or deletions to the agenda.

6. DECLARATION OF CONFLICTS OF INTEREST

7. PUBLIC COMMENT

Citizens are invited to comment on any item on the Consent Agenda, or not on the regular Agenda subject to a public hearing. Please limit your comments to five (5) minutes per person unless arrangements have been made for a presentation with the Town Clerk. Those who are speaking are requested to state their name and address for the record.

8. COUNCIL COMMENTS & COMMITTEE REPORTS

9. STAFF REPORTS

- A.** Manager's Report

10. SPECIAL PRESENTATIONS

Presentations are limited to 5 minutes. Invited presentations are limited to 10 minutes if prior arrangements are made with the Town Clerk.

11. BUSINESS ITEMS

Items and/or Public Hearings listed under Business Items may be old or new and may require review or action by the Council.

- A.** Ordinance 14 - Series 2023 (Second Reading) An Ordinance amending the Minturn Municipal Code to exempt Fire Sprinkler Systems for Single Family structures under 6000sf from the Residential Building Code
- B.** Ordinance 15 - Series 2023 (First Reading) An Ordinance Approving the Minturn North Final Plan for PUD
- C.** Ordinance 16 - Series 2023 (First Reading) An Ordinance Approving the Final Plat for UPRR Subdivision (see Ord 15 - 2023 agenda item for supporting documents)
- D.** Ordinance 17 - Series 2023 (First Reading) An Ordinance Approving the Final Plat for the Minturn North PUD (see Ord 15 - 2023 agenda item for supporting documents)
- E.** Ordinance 18 - Series 2023 (First Reading) An Ordinance Approving the Dissolution of the Town of Minturn General Improvement District
- F.** Ordinance 19 - Series 2023 (First Reading) An Ordinance Amending the Minturn Municipal Code to allow for Hand Shoveling of Snow from the sidewalk to a Town-Owned Street between the Hours of 4:00AM and 7:00AM.
- G.** FY 2024 Budget – Public Hearing

12. DISCUSSION / DIRECTION ITEMS

13. FUTURE AGENDA ITEMS

[A.](#) Future Agenda Items

14. ADJOURN

INFORMATIONAL ONLY ITEMS

Upcoming Council Meetings:

--November 15, 2023

--Debember 6, 2023

--December 20, 2023



AGENDA

Town Council Regular Meeting

Executive Session: 4:30PM

Regular Session: 5:30PM

Wednesday, October 18, 2023

Town Hall / Council Chambers - 302 Pine St Minturn, CO

The agenda is subject to change, including the addition of items 24 hours in advance or the deletion of items at any time. The order of agenda items listed are approximate.

This agenda and meetings can be viewed at www.minturn.org.

MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION:

This will be an in-person meeting with access for the public to attend in person or via the Zoom link included. Zoom Link: <https://us02web.zoom.us/j/87334536361>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 87334536361

Please note: all virtual participants are muted. To be called upon and unmuted, you will need to use the “raise hand” feature in the Zoom platform. When it is your turn to speak, the moderator will unmute your line and you will have five (5) minutes for public comment.

Public Comments: If you are unable to attend, public comments regarding any items on the agenda can be submitted to Jay Brunvand, Town Clerk, prior to the meeting and will be included as part of the record.

1) CALL TO ORDER

The Minturn Town Council will open the Regular Meeting at 4:30pm for the purpose of convening into Executive Session. At (approximately) 5:30pm the Council will convene into Regular Session.

Mayor Earle B. called the meeting to order at 4:30pm.

Those present included: Mayor Earle Bidez, Mayor Pro Tem Terry Armistead, Town Council members, Lynn Feiger, Gusty Kanakis, Brian Rodine, Kate Schifani, and Tom Sullivan.

Staff present: Attorney Michael Sawyer (zoom), and Town Manager Michelle Metteer.

2) EXECUTIVE SESSION (4:30PM)

- a) For discussion of a personnel matter under CRS Section 24-6-402 (4)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees. – Town Administrator review.

Motion by Gusty K., second by Terry A., to convene in Executive Session for the purpose of discussion of a personnel matter under CRS Section 24-6-402 (4)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees – Town Administrator review. Motion passed 7-0.

3) ROLL CALL AND PLEDGE OF ALLEGIANCE

The Council convened in Regular Session at 5:42pm.

Those present included: Mayor Earle Bidez, Mayor Pro Tem Terry Armistead, Town Council members, Lynn Feiger, Gusty Kanakis, Brian Rodine, Kate Schifani, and Tom Sullivan.

Staff present: Attorney Michael Sawyer (zoom), Town Manager Michelle Metteer and Jay Brunvand, Town Clerk/Treasurer.

4) APPROVAL OF CONSENT AGENDA

Consent agenda items are routine Town business, items that have received clear direction previously from the council, final land-use file documents after the public hearing has been closed, or which do not require council deliberation.

- a) Meeting Minutes – October 4, 2023 Meeting Minutes
- b) Liquor License – Retail Liquor Store License annual renewal application; Minturn Mile Liquor Store, 341 Main St, Gail Crowder, Owner/Manager

Motion by Terry A., second by Gusty K., to approve the Consent Agenda of October 18, 2023 as Presented. Motion passed 7-0.

5) APPROVAL OF REGULAR AGENDA

Opportunity for amendment or deletion to the agenda.

Motion by Gusty K., second by Kate S., to approve the Agenda of October 18, 2023 as amended. Motion passed 7-0.

6) DECLARATION OF CONFLICTS OF INTEREST

7) PUBLIC COMMENT

Citizens are invited to comment on any item on the Consent Agenda, or not on the regular Agenda subject to a public hearing. Please limit your comments to five (5) minutes per person unless arrangements have been made for a presentation with the Town Clerk. Those who are speaking are requested to state their name and address for the record.

8) COUNCIL COMMENTS & COMMITTEE REPORTS

Gusty K. reminded Halloween is approaching and to be kid-aware.

Terry A. noted the Minturn Community Fund and they are looking for volunteer snow shovelers for the shoveling squad. She reminded all of the MCF Halloween party at the Saloon. She expressed the desire to have a council member attend Cemetery Board Meetings; it was agreed this was a good idea.

Brian R. gave a Minturn Fitness Center update on the Board Meeting of 10/17/23. The Center is performing very well and shows a cash surplus YTD. At the meeting they preliminarily discussed a cash contribution for the Capital Reserve Fund. This was an update, not a request at this point.

Earle B. noted the Saloon is back open and that the Crazy Chicken is open as well. Both are up, running, and great food. He updated on the ECO Transit Committee and updated on the changes we will see noting the complete expanded system and the Fair-Free program will be limited this winter due to limited buses and original startup. Earle B. noted the Cemetery fence issue will be on the 12/6 agenda to discuss the wildlife concerns. He noted former Council Member Geoge Brodin was in a vehicle accident and will be in Denver for a couple months. We are all sending encouragement his direction.

9) MANAGER'S REPORT

UPRR/Colorado Midland Pacific

Colorado Midland Pacific (CMP) has begun diligence work on the Tennessee Pass rail line. The start of this work has included the removal of the Lionshead Rock that fell down the mountain and hit the tracks. It is my understanding that CMP has up to 10 years to conduct their diligence process. I have reached out to Sara Thompson Cassidy, CMP Representative at srtcassidy@rgpc.com for an update on this work and have yet to receive a response.

Trash Removal RFP

The Town of Minturn's contract with Vail Honeywagon expired some time ago. It is time to update the Town's refuse contract through the Request for Proposal (RFP) process. Staff anticipate beginning this process later this winter and will come to the Council with recommendations. We can accommodate up to two Council members taking part in the RFP interview process if anyone is interested. The Refuse Removal contract will require the approval of the town council prior to implementation.

Town Prosecutor RFP

Minturn will begin the RFP process for a new town prosecutor in the coming months. Legal representation is hired by the Town Council, so final candidates will be interviewed by the Council prior to a public decision and offer taking place. More to come.

River View Cemetery Fence Update

Minturn general counsel Mike Sawyer and I participated on a call with Cemetery representatives Kendra Carberry, attorney and Sidney Harrington, administrator in hopes of finding common ground pertaining to the multiple wildlife impalements on the Cemetery fence. The disagreements were wide ranging and extensive. The conversation did not find opportunities to move forward collaboratively in removing the spears on the top of the fence posts. However, the Cemetery representatives offered the Council the opportunity to pay for the remainder of the fence remediation. The Cemetery representatives said if this opportunity is of interest to the Council, they will take the option back to their board for consideration.

Colorado Open Records Act (CORA) Policy Update

Minturn has updated the CORA request process. The updated policy is attached for the Council’s review. This update is in line with the state statute. Schedule A is forthcoming along with the updated CORA request form.

New Council Packet Process & Document Starting November 1, 2023

Staff have been in training for the last three weeks learning the updated Council packet and website access process. This will go live for the November 1, 2023, Council meeting. This new process will bring significant efficiencies to the Council packet creation process and provide an increased level of transparency to the public by having the Zoom video of the meetings uploaded to YouTube and accessible to the public directly from the Council packet webpage on the Town’s website. We ask for your patience while we work through this transition.

Emergency Preparedness Planning

I continue to work on emergency preparedness for Minturn in the event of natural disaster or other event requiring a town-wide emergency response. I am currently updating the Minturn Evacuation Plan and have sent it to corresponding agencies for their review before finalization and approval by Council.

10) **SPECIAL PRESENTATIONS**

Presentations are limited to 5 minutes. Invited presentations are limited to 10 minutes if prior arrangements are made with the Town Clerk.

11) **BUSINESS ITEMS**

Items and/or Public Hearings listed under Business may be old or new and may require review or action by the Council.

- a) Ordinance 14 – Series 2023 (First Reading) An Ordinance Amending the 2021 International building code to exempt sprinkler systems from single family residential units less than 6000sf.

Minturn adopted the 2021 Building Codes via Ordinance 5 - Series 2023 earlier this year, however requirements for the sprinkling of all residential structures were not eliminated from the code

during this process. Staff is bringing forward an ordinance to correct this oversight and limit the sprinkling of one and two-family dwellings to those whose total aggregate fire area exceeds 6,000 square feet.

Council concurred with the need. Discussion ensued as to how the 6,000sf was determined.

Public Hearing Opened
No Public Comment
Public Hearing Closed

Motion by Gusty K., second by Lynn F., to approve Ordinance 14 – Series 2023, First Reading, an Ordinance Amending the 2021 International building code to exempt sprinkler systems from single family residential units less than 6000sf as presented. Motion passed 7-0.

b) Resolution 30 – Series 2023 A Resolution Approving the Update of the Minturn Snow Removal Plan

At 7896' in elevation, snow removal operations consume the majority of our public work's wintertime schedule. With the addition of sidewalks along sections of Main Street to increase connectivity, town staff has adjusted how we will service snow plowing and removal operations in town.

The 2019/20 Winter season was the first year of Minturn's Snow Removal Plan. During the original approval process in 2019, the fluid nature of this document was identified to be ongoing.

- changes will continue to be made to improve the snow removal process and experience. This update is a continuation of that process which includes the allowance of hand shoveling snow from sidewalks onto town-owned roads (not to include CDOT Right-of-Way) between the hours of 4:00AM to 7:00AM in alignment with the snow removal street schedule. This would get the snow out and then removed by our PW's plows before it is packed down. It was noted this is sidewalk snow ONLY, not driveway. If approved, an Ordinance will be required to change the MMC and allow this activity.

Discussion ensued as to how this would work with the alternating streetside parking. Additional items that will not be included in the plan but rather are operational changes made in the field or informational efforts include:

- No Parking Pine Street & Boulder St (Norman to Toledo) starting at 8:00AM as requested by a town resident;
- Information to residents regarding the freeze/thaw cycle which includes water running down all town streets;
 - Shade caused by trees and tall buildings exacerbates this issue by re-freezing the thawed water
- Minturn Community Fund Shovel Squad

Michelle M. noted the town is contractually obligated to plow and remove the snow in the CDOT ROW. In the snow plow plan, Main, Pine, Toledo, Taylor, and Mann are designated emergency

and bus routes making them priority plowing. All other roads are secondary routes and hit after the priority routes. The town will utilize an outside snowplow company for contracted plowing assistance similar to prior years.

Public Comments:

Two written comments were submitted as follows:

- > Hi
- >
- > Just want to go on the record, and please read at the next meeting when they talk about water rates.
- >
- > “Council needs to stop raising our water rates and stop taking money from the water fund to pay non water related bills, payroll etc.”
- >
- > Thanks
- > Frank Lorenti

Nella Trail, Erin Trail & Janice Aiello
30 Mann Avenue
Minturn, CO 81645

Dear Town of Minturn residence and council members,
Living on the corner of Main and Mann in Minturn my whole life, I can say that snow removal has always been a troublesome area. We are a small community, and often our tax dollars get diverted into more pressing matters than clearing the snow buildup throughout town daily, particularly during a high snowfall year. With that in mind, I want to address the struggles our household faces annually with removing snow around our property. We have few places where snow can sit all winter, without causing issues to our roof, blocking utility meters, etc. We do our best to remove the bulk of the snow away from the edges of the property that border our streets, to help the town crew with maintaining our block. Our main grievance is, if daily upkeep is not a reality during heavy snowfall years, we are often taking multiple truckloads of snow with our pickup to the snow dump area by the cemetery, one day a week, over the weekends. Luckily, not too far for us, however, it does create extra work when more reasonable and logical solutions could be available to us less than 20 yards from us. Unfortunately, when trying to empty our truck at the end of our street, where there is already a town deposit spot, we get reported and have town maintenance people asking us to not do that and take it to the cemetery. My question to the council is simply, why? For years, there has been selective enforcement of those snow dumping rules. Annually, I see one of our neighbors with a bobcat dump snow on a weekly basis to that same spot, however I suspect since he once worked for the town, people look the other way. I also see many of my other neighbors simply take their snow blower and point the spray direction directly out into the street, not early morning during the “grace hours” when town personnel are out working the plows. These are not the only instances where selective enforcement is at play, rather a small sampling of what goes on. For this reason, I do hope the town considers making the smaller snow depository spots accessible for residence to deposit their excess snow. If you need to move excess snow from

your property, you should be able to bring it to the closest collection point to you. Help us help the town, make it logical for us to remove said snow, OR enforce the rules equally across the town, and restructure how the town prioritizes snow removal. There is nothing more frustrating than trying to do right by following the rules of the town, spending extra time and gas to get the snow to the correct spot, only to see your neighbor's bobcat-ing snow from their property on a weekly basis. With regards specifically to the sidewalk zamboni, if that were to travel more than once on a super heavy snow day, the CDOT plow debris would be more manageable for driveways that face Main Street. We regularly take care of our neighbor's driveway during the winter, and noticed how bad the plow debris is from our house, further south. My guess is, street parking disappears beyond our block, allowing CDOT to push their blades up against the sidewalk edge, blowing the towns worth of snow debris onto the sidewalk and every Main Street facing driveway. South Minturn could use more help with that.

Ms. Lynn Teach, 253 Pine St, felt the alternate streetside parking seems to work but the pushing of snow from sidewalks should follow the alternate parking or it should be pushed more to the center of the roadway to get it away from the gutters where it would be packed down.

Mr. Michael Boyd, 502 ½ Eagle St, felt adding the 4am-7am time frame would just make an enforcement issue.

Mr. Donald Gallegos, 882 Main St, asked about the parallel parking and alt side parking. He felt the 4am-7am did not work for those that work all day. Michelle M. reminded all that this is a test and a fluid document but hoped this would work noting that during and after the larger snowstorms it might not work as well. Snow plow and removal will continue to be the priority.

Hawkeye Flaherty, 160 Main St, asked if salt could be used in the 100blk instead of mag Chl. This will be looked into.

Terry A. asked Arnold M. of the plan outlook. Arnold M. felt it was working well. During a snowstorm they work as fast as safely can to plow and remove the snow piles. She asked about enforcement. Michelle M. noted that this will be watched and if citizens have complaints, pictures, or video to please contact the town and we will follow up.

Motion by Terry A., second by Gusty K., to approve Resolution 30 – Series 2023 A Resolution Approving the Update of the Minturn Snow Removal Plan as presented. Motion passed 7-0.

It was noted the follow-up on the Mag Chl will be a separate discussion when the necessary information can be gathered.

12) DISCUSSION / DIRECTION ITEMS

- a) Water Treatment Plant alternatives analysis – Water Rates (Metteer)

Michelle M. introduced Nate Summers, UMB Bank. Mr. Summers outlined the original plan was a membrane plant and new well fields on the Eagle River. This option did not pan out due to cost and water quality issues. The town currently has two of our three sand filters offline and are now

considering the following options. It was noted the user bill costs included in the Alternatives uses a 30yr SRF loan at 3.25% with the \$3m Congressionally Directed Spending funds:

- Alternative A: \$8,600,000 + \$100,000 annual O&M
 - Rehabilitation of Existing Slow Sand Filters
 - results in an average residential user paying approximately **\$205/month** (2024 estimated rates). This equates to a **43% increase** to the current FY2023 user rates.
- Alternative B: \$19,700,000 + \$200,000 annual O&M
 - Packaged Conventional Water Treatment Plant
 - results in an average residential user paying approximately **\$259/month** (2024 estimated rates). This equates to a **81%** increase to the current FY2023 user rates.
- Alternative C: \$14,800,000 + \$140,000 annual O&M
 - Membrane Water Treatment Plant
 - results in an average residential user paying approximately **\$242/month** (2024 estimated rates). This equates to a **69%** increase to the current FY2023 user rates.

In addition to the three listed Alternatives, the town is studying increasing the production of the wells in an effort to use the wells instead of the water diversion which would limit our need for new for the Alternatives. Council asked for the alternatives to be reevaluated in conjunction with the well study. Mr. Summers noted that, as a result of the engineering and legal costs to prove out the alternatives, the Enterprise Fund has been operating at a loss for the past several years. In response to questions, he stated that the Alternatives do NOT include any allowance for projected growth which would result from one or more projects in town that are currently going through the review process. And that Generally speaking, smaller communities making larger improvements results in greater costs per connection due to economies of scale, and larger communities being able to spread cost more efficiently. Additionally, the EPA's guidance is that water rates generally become burdensome or unaffordable when the average monthly bill exceeds about 4% as a percentage of annual Median Household Income. We have shown in the following graph how each of these communities' water affordability shows against vs. EPA guidance. The US EPA sets affordability at 2.5% of the Median Household Income, the MHI for Minturn is approximately \$106,000.

Discussion ensued as to the MHI of \$106k and the high costs associated with the local area. Michelle M. asked of a discount for under MHI families. Yes, this could be done. Mr. Summers stated currently there are no state/fed programs that could assist with this. Michelle M. noted this represents a lot of issues we face with grants and not being a Disadvantaged Community.

Gusty K. felt this was valuable information but we need to know what our wells can produce as this may information may be too preliminary. He expressed we should not set rates until we have the well pumping capacity study and we should not choose an Alternative. Discussion ensued as to the need to rehabilitate filter 3, ascertain the well capacity, and then make a decision with the alternatives priced out.

Terry A. felt we should not consider options until we have sufficient information on the Alternatives. Lynn F. agreed and stated a membrane would not be able to treat Eagle River water.

Michelle M. noted the well study was commissioned prior to moving forward with the well capacity study.

Brian R. felt we should utilize the discussed tiered rate structure for water use. He stated we don't look at high density projects that would help pay the bills. We are in a low growth period and questioned if a 2nd homeowner could have a higher rate than a permanent homeowner. Michelle M. stated Minturn has not been interested in a tiered rate program although we have implemented a tiered rate for irrigation only accounts. Terry A. reminded we are in a water moratorium, the water use is at the emergency level already.

Michelle M. clarified that the Council wants to move to a tiered rate and 2nd home rate. Council asked if these rates could be modeled and agreed we should use the recommended 12.5% increase for 2024 base rates.

Public Comments:

Micheal Boyd, 502 ½ Eagle St, discussed using 1sfe so if you have more than one SFE it I more expensive. He stated the base rate adds up even if you only use 4kgal/mo combined over multiple taps.

Ms. Lynn Teach, 253 Pine St, asked about the \$3M. Michelle M. said it is an EPA process and we would want to ask them for that money for a specific use, not just "water".

Mr. John Widerman, Edwards, discussed our system and challenges. Regardless of what system (tiered, base +, etc) the rate will increase based on project costs.

Discussion ensued on water use vs. overwatering; the amount of water needed to have green landscaping but not overwatered.

Direction given:

- model tiered ERWSD and outdoor irrigation based on area
- look at 2nd homeowner rates – Legal issues
- Interested in looking at the definition of an SFE

b) Budget Review

Michelle M. reviewed previous items covered related to business license fees. All business licenses would now be \$75 regardless of the operation.

STR rates would remain at \$300 annually plus we would charge a per bedroom fee.

Contractor license would be a standard fee and be good for one year, not three years.

She noted budgeted projects of

- Nelson and Norman repairs
- Belm Bridge – repairs at approximately \$400k and an additional \$35k for engineering.

- A reserve study for the town hall, currently the town hall does not have a reserve fund
- UPRR leases – it was reported the lease costs are less than originally reviewed, we would be allowed to sublease, but would not have a 10yr lease option. The leases would continue at an annual renewal but month to month. UPRR might offer a longer lease for the Municipal Parking lot.

Council did not want to pursue the additional leases.

(a) Council Wage

The current wage is \$400/mo for the mayor and \$200/mo for the Council. Additional called meetings are \$200/meeting mayor and \$100/meeting for Council. After discussion it was requested to pursue doubling the current rates.

13) FUTURE AGENDA ITEMS

14) ADJOURN

Motion by Kate S., second by Brian R. to adjourn the meeting at 8:46pm

INFORMATIONAL ONLY ITEMS

Upcoming Council Meetings:

- Nov 1, 2023
- Nov 15, 2023
- Dec 6, 2023
- Dec 20, 2023



To: Mayor and Council

From: Jay Brunvand

Date: November 1, 2023

Agenda Item: Annual renewal of Hotel and Restaurant Liquor License

REQUEST:

Staff is requesting Council to review and approve the attached annual renewal of a Hotel and Restaurant Liquor License for the Pizza Pub LLC, dba Magustos located at 101 Main St.

INTRODUCTION:

This establishment has an existing H&R License and this is the annual renewal.

ANALYSIS:

Not Applicable

COMMUNITY INPUT:

Not Applicable

BUDGET / STAFF IMPACT:

The applicant has submitted the required fee of \$125.00.

STRATEGIC PLAN ALIGNMENT:

In accordance with Strategy #4 the Town will advance decisions/projects/initiatives that expand future opportunity and viability for Minturn. Both as an employer and a sales tax contributor these businesses each help further Minturn.

RECOMMENDED ACTION OR PROPOSED MOTION:

This item is approved on the Consent Agenda, no separate motion is required.

ATTACHMENTS:

- Application and supporting documentation for the license renewal.

Submit to Local Licensing Authority

MAGUSTOS PIZZA & BURGER PUB
PO BOX 1043
Minturn.CO 81645

Fees Due		
Renewal Fee		1085
Storage Permit	\$100 X _____	\$
Sidewalk Service Area	\$75.00	\$
Additional Optional Premise Hotel & Restaurant	\$100 X _____	\$
Related Facility - Campus Liquor Complex	\$160.00 per facility	\$
Amount Due/Paid		\$

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

Colorado Beer and Wine License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name PIZZA PUB LLC		Doing Business As Name (DBA) MAGUSTOS PIZZA & BURGER PUB	
Liquor License # 03-12271	License Type Hotel & Restaurant (city)		
Sales Tax License Number [REDACTED]	Expiration Date 10/27/2023	Due Date 09/12/2023	
Business Address 101 MAIN STREET Minturn CO 81645		Phone Number 9708275450	
Mailing Address PO BOX 1043 Minturn CO 81645		Email ERIC@PIZZAPUBS@GMAIL.COM	
Operating Manager ERIC CREEP	Date of Birth 10/07/1980	Home Address 301 BEARLIP AVE CO, 81645	Phone Number [REDACTED]
1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Rented* *If rented, expiration date of lease <u>3/10/25</u>			
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3a. Are you renewing a takeout and/or delivery permit? (Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
3b. If so, which are you renewing? <input checked="" type="checkbox"/> Delivery <input checked="" type="checkbox"/> Takeout <input checked="" type="checkbox"/> Both Takeout and Delivery			
4a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
4b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			

7. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. Yes No
8. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. Yes No

Affirmation & Consent		
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.		
Type or Print Name of Applicant/Authorized Agent of Business <i>ERIC CREYON</i>	Title <i>Owner</i>	
Signature <i>[Signature]</i>	Date <i>Oct 23, 2023</i>	
Report & Approval of City or County Licensing Authority		
The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules. Therefore this application is approved.		
Local Licensing Authority For		Date
Signature	Title	Attest



To: Minturn Town Council
From: Michelle Metteer
Date: November 1, 2023
RE: Town Manager Update

Safe Streets for All (SS4A) Grant Award

The town of Minturn has been awarded a SS4A grant in the amount of \$80,000 for the creation of a Safety Action Plan (Plan). This Plan will identify the primary areas of risk to pedestrians, vehicles, and multimodal forms of transportation. The town will look to utilize this Plan toward supporting larger grant applications to address transportation safety within town.

Colorado Association of Ski Towns (CAST) Update

On Friday, October 20th I attended the CAST meeting hosted in Vail. A variety of topics were covered including sustainable tourism, a producer-recycling program being implemented by the State, housing and more. Of note was an update that included the potential for legislation to come through at the upcoming legislative session that would propose the taxing of short-term rental properties as commercial.

WaterWise Water Conservation Symposium

I attended the WaterWise Conservation Symposium at Metro State University in Denver on October 24th. This symposium brought together a wide range of water users and suppliers to discuss opportunities for water conservation. Much of the discussion surrounded non-functional turf and programs for eliminating the ability to implement non-functional turf moving forward. Of particular interest was the opposition to artificial turf as a replacement option. Minturn has minimal town-owned non-functional turf, but through the revision of the code and the definition of an SFE the town can see greater water savings in the future.

Downtown Development Authority Financial Analysis Review

Minturn general counsel Mike Sawyer and I participated on a call with Cemetery representatives Kendra Carberry, attorney and Sidney Harrington, administrator in hopes of finding common ground pertaining to the multiple wildlife impalements on the Cemetery fence. The disagreements were wide ranging and extensive. The conversation did not find opportunities to move forward collaboratively in removing the spears on the top of the fence posts. However, the Cemetery representatives offered the Council the opportunity to pay for the remainder of the fence remediation. The Cemetery representatives said if this opportunity is of interest to the Council, they will take the option back to their board for consideration.

Eagle County Housing Action Plan

Avon, Vail, Eagle County, Eagle, and Minturn all participated in the Eagle County Housing Action Plan kick-off meeting on Friday, October 20th. The towns of Avon, Vail and Eagle County are paying for the match to the grant award for creating the plan. We are currently reviewing the RFP and hope to go through the process of selecting a firm to facilitate the creation of the plan by the end of the year.

Main Street/HWY 24 Speed Limits

Council member Brian Rodine brought to my attention the adjustments CDOT is making in how the department determines speed limits on State Highways. See article: <https://www.cpr.org/2023/09/15/cdot-lower-speed-limit-change-colorado/>. I was unsuccessful with reaching out to Crystal Armendariz, Minturn's CDOT Government Liaison, so I reached out to John Kronholm, CDOT's Region 3 Resident Engineer in requesting the consideration of reducing speeds along HWY 24. More to come. John forwarded me the included brochure and has asked the Minturn wait until the new process is in place.

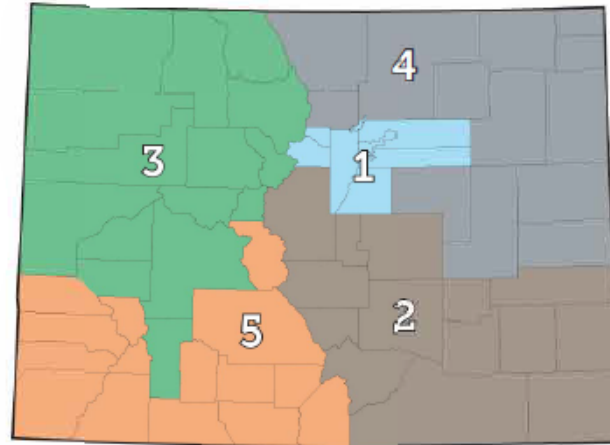
A uniform speed of vehicles helps traffic move more safely and efficiently.

The Colorado Department of Transportation's (CDOT) goal is to establish speed limits that maximize safety and that are respected by motorists. By using sound engineering principles, CDOT can provide a balanced transportation system that gets motorists to their destination as safely and efficiently as possible.



WHAT YOU CAN DO

If you believe that there is a safety or speed limit concern posted on a roadway, (City Street, County Road or Highway), you may report this to an official in charge of that road. If the segment is a portion of the State Highway System, ... including U.S. and Interstate routes, contact the local agency (city/town, or county) where the speed limit concern is located and discuss your concerns with the appropriate local agency staff or elected officials. If the local agency agrees that there is a speed limit concern, the local agency will need to contact the CDOT Region Traffic Engineer to request a speed study.



COLORADO
Department of Transportation



Section 9, Item A.

SETTING REALISTIC
COLORADO
SPEED LIMITS



COLORADO
Department of Transportation

SPEED LIMIT PRINCIPLES

Setting speed limits to realistic levels helps to protect the public by reducing the potential for vehicle conflicts while moving traffic efficiently. Speed limits also provide a basis for enforcement and sanctions for those who travel at speeds excessive for conditions which could endanger others.



- 30 mph in any residential district
- 40 mph on open mountain highways
- 55 mph on non-interstate open highways
- 65 mph on interstate highways, freeways, or expressways

The absolute speed limits, listed below, are the maximum lawful speed limits and may not be legally exceeded under any circumstances.

- 75 mph
- Posted work and school zones

Colorado traffic laws apply to all state highways, county roads, and city streets and requires that speed limits shall not be higher or lower than the *prima facie* speed limits unless a thorough traffic investigation or survey, also known as a speed study, has justified the change. For state highways, the speed study is typically conducted and approved by the Safety and Traffic Engineering Branch of CDOT.

Each speed study follows requirements within the Manual on Uniform Traffic Control Devices and traffic engineering standards. Factors which may be considered include:

- 85th percentile speed data (speed of 85% of drivers)
- Existing development

- Observed crash history
- Road characteristics
- Environmental factors
- Parking practices and pedestrian /bicycle activity

Section 9, Item A.

Some believe that lower speed limits are the solution to all accidents and traffic control problems. Studies have shown that most people will drive as they perceive the conditions of the roadway, ignoring a speed limit that is unrealistically low or high. A speed limit that is "too low" may actually decrease the overall safety of the roadway.

SAFETY

CDOT uses a variety of traffic control devices to help reduce crashes on Colorado's roadways. These devices include signs, traffic signals, flashing beacons, and pavement markings. When it is raining, snowing, foggy or icy, Colorado law requires us to adjust our speed so we are able to travel safely even if the speed we travel is below the posted speed limit. We are also required to drive with tires which meet or exceed Colorado's Traction Law. We all play a role in keeping our roads safe and should always drive carefully, especially in work and school zones.

TYPES OF SPEED LIMIT SIGNS

Once a speed limit is determined, signs are posted along the roadway segment. The following speed limit and speed limit advisory signs reflect a few types you may see along a road when traveling.

THE LAW

Speed limits are posted primarily to regulate motorists to the speed considered reasonable and safe by the majority of drivers on a particular roadway. *Prima facie* speed limits are those which "at first appearance" are reasonable and prudent under normal conditions.

In Colorado, *prima facie* speed limits are:

- 20 mph on narrow, winding mountain roads
- 25 mph in any business district

Regulatory Speed Limit and Variable Speed Limit



Black and white sign shows the maximum speed limit under ideal conditions.



Variable speed limits that change based on road, traffic, and weather conditions.

Advisory Speed



Black and yellow sign to advise motorists of a safe speed. Typically, they are used with a warning sign.

Regulatory Work Zone Speed Limit



Used to identify maximum speeds within a work zone. These speed limits may not be exceeded under any circumstances.

Regulatory School Zone Speed Limit



This regulatory speed limit is in effect during a specific time and may not be exceeded under any circumstances.



To: Mayor and Council
From: Madison Harris, Planner I
Date: October 12, 2023
Agenda Item: Ordinance 14 - Series 2023 Amending Chapter 18, Building Regulations
Regarding the Removal of Sprinkling Residential Structures under 6000sf

REQUEST:

Review and approve Ordinance 14 - Series 2023 on first reading amending Chapter 18 of the Minturn Municipal Code to amend the 2021 International Residential Code regarding the sprinkling of single family and duplex dwelling units.

INTRODUCTION:

Minturn adopted the 2021 Building Codes via Ordinance 5 - Series 2023 earlier this year, however requirements for the sprinkling of all residential structures were not eliminated from the code during this process. Staff is bringing forward an ordinance to correct this oversight and limit the sprinkling of one and two-family dwellings to those whose total aggregate fire area exceeds 6,000 square feet.

COMMUNITY INPUT:

Residents and builders are encouraged to provide feedback.

BUDGET / STAFF IMPACT:

TBD.

STRATEGIC PLAN ALIGNMENT:

The comprehensive review and updating of the Town’s land use and subdivision regulations and processes aligns with the following key strategies:

PRACTICE FAIR, TRANSPARENT AND COMMUNICATIVE LOCAL GOVERNMENT

THE TOWN WILL SEEK TO MAKE **INFORMED, DATA-BASED DECISIONS** WITH A **STANDARD OF “DOING IT RIGHT.”** WITH AN **HONEST** APPROACH TO ALL ASPECTS OF LOCAL GOVERNMENT AND A FOCUS ON THE **PUBLIC PROCESS**, THE TOWN COUNCIL AND STAFF ARE COMMITTED TO SERVING MINTURN WITH THE HONESTY AND INTEGRITY EXPECTED OF A SMALL-TOWN GOVERNMENT.

RECOMMENDED ACTION OR PROPOSED MOTION:

Approve Ordinance 14 - Series 2023 Amending Chapter 18, Building Regulations
Regarding Sprinkling Residential Structures under 6000sf

ATTACHMENTS:

- Ordinance 14 - Series 2023

TOWN OF MINTURN, COLORADO
ORDINANCE NO. 14 – SERIES 2023

AN ORDINANCE OF THE TOWN OF MINTURN, COLORADO AMENDING
CHAPTER 18 OF THE MINTURN MUNICIPAL CODE TO AMEND THE 2021
INTERNATIONAL RESIDENTIAL CODE CONCERNING THE SPRINKLING OF
RESIDENTIAL BUILDINGS UNDER 6000 SF

WHEREAS, the Town of Minturn (“Town”) is a Colorado home rule municipality organized pursuant to Article XX of the Colorado Constitution and with the authority of the Town of Minturn Home Rule Charter for which the Minturn Town Council (“Town Council”) is authorized to act; and

WHEREAS, the Town of Minturn 2023-2025 Strategic Plan (hereinafter the “Strategic Plan”) seeks to “foster the authentic small town character that is Minturn,” and to “Lead Minturn to long-term viability while preserving its unique character and genuine mountain town community,” through specific strategic plan goals and policies;

WHEREAS, the Strategic Plan contains four key strategies for implementation including “Practice fair, transparent and communicative local government,” “Long-term stewardship of the natural beauty and health of Minturn’s environment,” “Sustain and invest in the things that define Minturn as a proud, sturdy mountain town to “Keep Minturn, Minturn,” and “Advance decisions/projects/initiatives that expand future opportunity and viability for Minturn;” and

WHEREAS, the Strategic Plan contains specific strategies in support of proposed amendments to Chapter 18, Building Regulations; and

WHEREAS, by Ordinance No. 05 – Series 2023 the Town Council adopted and amended the 2021 versions of the International Building Code, International Residential Code, International Fuel Gas Code, International Energy Conservation Code, International Plumbing Code, International Mechanical Code, International Property Maintenance Code, and International Fire Code, and National Electrical Code (collectively, the “International Codes”); and

WHEREAS, section 11.11 of the Home Rule Charter and Section 31-16-202, C.R.S. provides the Town the authority to adopt and amend building and energy codes to suit local conditions; and

WHEREAS, on October 18, 2023, the Minturn Town Council approved this ordinance on first reading; and

WHEREAS, the Town Council has determined, based on evidence and testimony presented at the public hearing, that the adoption of this amended code, will further the health, safety, and welfare of the inhabitants of Minturn.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO:

SECTION 1. The foregoing recitals are incorporated herein as if set forth in full.

SECTION 2. Chapter 18 of the Minturn Municipal Code is hereby amended to read as follows, with additions shown in double underlined text and deletions shown in ~~strike through~~ text. Sections of Chapter 18 which are not expressly described in this Ordinance are deemed to continue to be in full effect without change.

CHAPTER 18 – Building Regulations

* * *

ARTICLE 3 – Residential Code

* * *

Sec. 18-3-20. – Amendments.

~~(7) Section R313.2 One and two family dwelling automatic fire systems is amended to read:~~

"R313.2 One and two family dwelling automatic fire sprinkler systems.

~~An automatic residential fire sprinkler system shall be installed in one and two family dwellings as required by the Minturn Municipal Code and the Eagle River Fire Protection District.~~

Exception: ~~An automatic residential fire sprinkler system may be required, at the discretion of the Eagle River Fire Protection District, where additions or alterations are made to existing One and two family dwellings that do not have an automatic residential fire sprinkler system installed.~~

R313.2.1 Design and installation.

~~Automatic residential fire sprinkler systems for one and two family dwellings shall be designed and installed in accordance with Section P2904 or NFPA 13D and Eagle River Fire Protection District installation requirements."~~


(7) 903.2.13 Buildings Constructed under the International Residential Code.

An automatic sprinkler system installed in accordance with Section 903.3.1.3 shall be provided throughout all detached one and two-family dwellings, complying with the requirements of the International Residential Code, whose total aggregate fire area exceeds 6,000 square feet (557 square meters). The fire area shall be listed on site plan submittal.

INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEBSITE THE 18th DAY OF OCTOBER 2023. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN

OF MINTURN, COLORADO ON THE 1ST DAY OF NOVEMBER 2023 AT 5:30 p.m. AT THE MINTURN TOWN HALL 302 PINE STREET, MINTURN COLORADO 81645.

TOWN OF MINTURN, COLORADO



Earle Bidez, Mayor

ATTEST:

By: 

Jay Brunvand, Town Clerk



THE TOWN OF MINTURN, COLORADO, ORDAINS THIS ORDINANCE ENACTED ON SECOND READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEBSITE THIS 1ST DAY OF NOVEMBER 2023.

TOWN OF MINTURN, COLORADO

Earle Bidez, Mayor

ATTEST:

By: _____
Jay Brunvand, Town Clerk

Minturn Planning Department
Minturn Town Center
301 Boulder Street
Minturn, Colorado 81645



Minturn Planning Commission
Chair – Lynn Teach
Jeff Armistead
Michael Boyd
Amanda Mire
Sage Pierson
Tom Priest

Minturn Town Council Public Hearing

Minturn North Planned Unit Development
Final Development Plan for PUD and Final Subdivision Plats
Staff Report

Hearing Date: November 1, 2023
File Name/Process: Minturn North PUD - Final Development Plan/Plat Review
Owner/Applicant: Minturn Crossing, LLC
Representative: Rick Hermes, Resort Concepts
Legal Description: A parcel of land located in the NW ¼ of the NW ¼ of Section 26, Township 5 South, Range 81 West of the 6th Principal Meridian.
Existing Zoning: Game Creek Character Area – Holding Zone
Approved Zoning: Planned Unit Development (PUD) Overlay
Staff Members: Scot Hunn, Planning Director
Jeff Spanel, Town Engineer
Michael Sawyer, Town Attorney

Recommendation(s): **Approval, with Conditions**

I. Executive Summary:

The following report has been prepared for the benefit of the Minturn Town Council, the Applicant, and the public as the Town of Minturn continues its review of the Minturn North Planned Unit Development (PUD).

Summary of Request

Following the approval of the Minturn North Preliminary Development Plan for Planned Unit Development (PUD), Preliminary Subdivision Plats, and corresponding PUD Overlay Zoning by the Town of Minturn Town Council, (Resolution No. 19, Series 2023 and Ordinance No. 9, Series 2023, respectively) in July, 2023, and in accordance with Section 16-15-200 – *Final Plan for PUD*, of the Minturn Municipal Code (MMC), the Applicant, Minturn Crossing, LLC, requests review of the following Final Plan for PUD applications received by the Town in August 2023:

- The Minturn North Final Development Plan for PUD (Ordinance No. 15, Series 2023 - Attached for Council's consideration on First Reading)
- The Union Pacific Railroad (UPRR) Subdivision Final Plat (Ordinance No. 16, Series 2023 - Attached for Council's consideration on First Reading)
- The Minturn North PUD Subdivision Final Plat (Ordinance No. 17, Series 2023 - Attached for Council's consideration on First Reading)

The Final Development Plan, inclusive of the Minturn North PUD Guide and 100% construction level civil engineering drawing package, along with final subdivision plat documents, covenants, cost estimates, and corresponding Subdivision Improvements Agreement (SIA), will complete the PUD review and approval process to create thirty-nine (39) single-family residential lots on approximately 13.4 acres located within the Game Creek Character Area.

All final details, plans (inclusive of construction phasing plans), and construction cost estimates will be presented as part of a resolution to approve the SIA during Council's second reading of the attached ordinances.

Summary of Minturn North PUD Proposal and Preliminary Plan Approval

The Minturn North PUD has been planned and designed as a strictly residential neighborhood with lots, streets, sidewalks, trails, pathways, and various open spaces designed to closely complement and respect the scale and development pattern of the existing Taylor Avenue neighborhood as well as other established neighborhoods in Minturn.

The approved Preliminary Development Plan also provides amenities and off-site improvements to serve the project and the Town. The following narrative from the application's PUD Guide document sets forth the vision and intent for development of the PUD:

"The Minturn North PUD transforms an 'infill' dormant property into a thoughtful, diverse and inclusive 39 single-family residential neighborhood. This PUD Guide seeks to acknowledge the rich heritage of the Town of Minturn by providing an appropriately scaled built environment interconnected by open space, play space, and connective circulation patterns. Minturn North resident lifestyle and service needs are provided within walking distance to the Town of Minturn core."

- PUD Narrative by Applicant

The Minturn North PUD is situated on 13.4 acres of vacant lands south of Game Creek and owned by the Union Pacific Railroad (UPRR). These parcels were historically used for railroad activities. There are six mobile units currently in use on the subject property. These structures will be removed from the subject property as part of the initial construction activities associated with the Minturn North PUD.

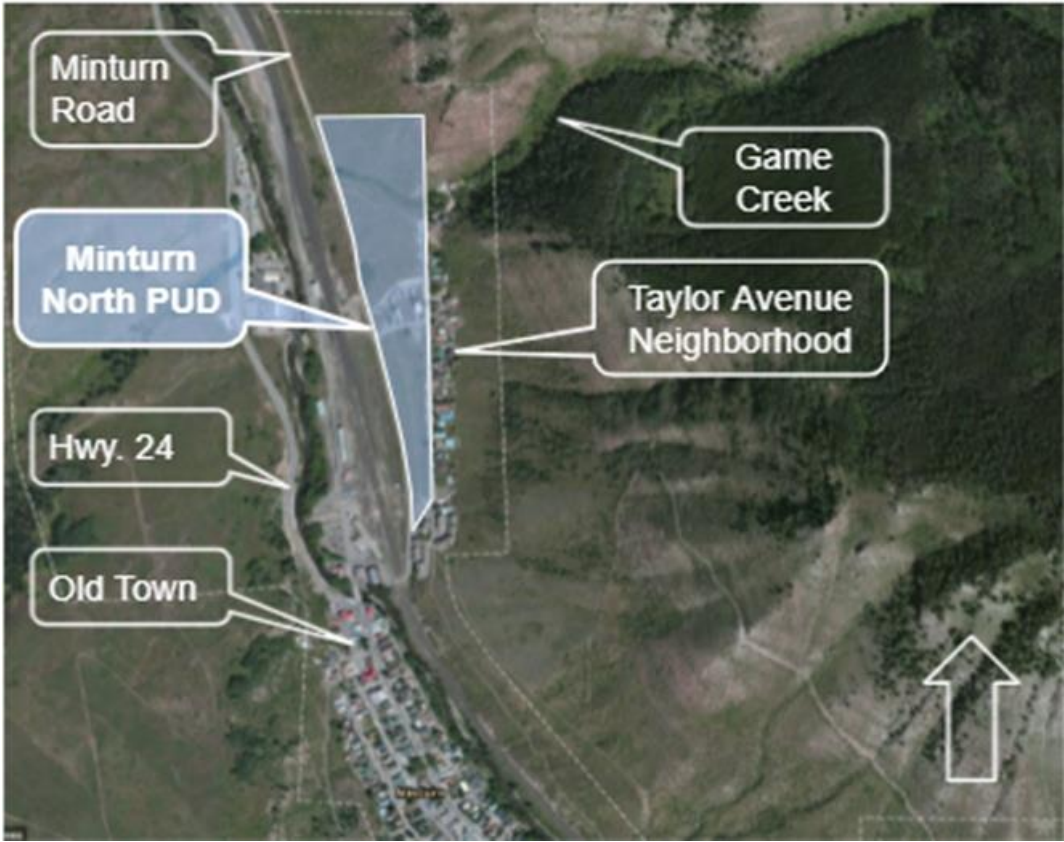


Figure 1: Minturn North PUD Vicinity Map

The Minturn North PUD property has approximately .4 miles of frontage along Minturn Road and .38 miles of frontage along Taylor Avenue. It is surrounded by the following uses:

North	UPRR Property/Vacant
South	Private Residential/100 Block Downtown
East	Private Residential and Home Business Uses
West	Industrial/Commercial Uses (UPRR & Meadow Mountain Business Park)

The Minturn North PUD project is considered "infill" due, in part, to the historic zoning and use of the subject property and in relation to surrounding development patterns and land uses, available utilities and public services, and zoning.

The approved Preliminary Development Plan includes a total of 39 lots ranging from .099 acres (3,920 sq. ft.) to just over .20 acres (9,104 sq. ft.) in size, all accessed by Minturn Road, Taylor Avenue, or via a series of internal roads (4th Street, Miles End Lane, and Silverstar Trail) designed to Town standards.

The approved Preliminary Development Plan also includes three separate open spaces tracts within Planning Area 3, or "PA-3," that will provide open air, usable landscaped areas. Lots 1-33 will be subject to a transfer fee of one (1%) percent for any sales (initial sale and all subsequent sales) of units to non-resident purchasers, while Lots 34-39 will be subject to a deed restriction requiring local ownership and/or rental to local renters.

The Applicant/Developer, Minturn Crossing, LLC, proposes to develop the project infrastructure in a single phase. Additionally, the Applicant proposes to create a Homeowners Association to manage development and ongoing maintenance of the project. A previously proposed Minturn North Design Review Board was removed from the proposal as a condition of Preliminary Development Plan for PUD approval.

Summary of the PUD Approval Process

Final Plan and Final Subdivision Plat review before the Town of Minturn Town Council is the third and final step in the review and approval process necessary for the creation of a Planned Unit Development within the Town of Minturn. The following outlines the steps involved in the Town of Minturn PUD approval process:

1. Concept Development Plan Review (*Completed in Summer 2020*)
2. PUD Preliminary Development Plan Review (*Completed in Summer 2023*)
3. **Final Plan and Final Subdivision Plat for PUD (inclusive of Subdivision Improvements Agreement - NOW)**

The Final Plan review is a technical and detailed engineering, legal, and survey review of the final details of a proposed development plan, proposed subdivision plats, and associated development agreements. Details related to final plan and phasing documents, which result in cost estimates for all public and sometimes private improvements, establish how and when infrastructure will be constructed and financed.

Following review of the Minturn North Preliminary Development Plan for PUD before the Town of Minturn Planning Commission and Town Council in summer 2023, the Applicant submitted a largely complete and thorough Final Plan and Final Plat applications in August 2023. Since that time, the Applicant and Town staff have worked together to address outstanding issues and Preliminary Development Plan conditions of approval; and to ensure that all final documents are ready for adoption and approval by the Town.

The Minturn Municipal Code (MMC) requires review of the Final Plan, Final Subdivision Plat, and Subdivision Improvements Agreement (SIA) by the Town Council, while the Minturn Planning Commission is also charged with reviewing the Final Subdivision Plat document(s).

From a procedural standpoint, the Town Council is being asked to consider three ordinances on first reading - one for the Minturn North Final Development Plan for PUD; one for the "UPRR Final Subdivision Plat;" and another for the "Minturn North PUD Subdivision Final Plat" - while the SIA will be presented for consideration along with a resolution during the *second* reading of the three ordinances.

In accordance with the requirements of the Minturn Municipal Code (MMC), the Minturn Planning Commission reviewed the Final Subdivision Plat on October 11, 2023, and **forwarded a recommendation for approval of that document, with conditions**. A summary of the Planning Commission's review and recommendation is provided in Section II below.

Summary of Preliminary Plan Conditions of Approval – Applicant Responses

The Applicant has worked diligently with Town staff and Town consultants to address the conditions of approval that were attached to both the Preliminary Development Plan and the Preliminary Subdivision Plat. Below are the conditions and a response stating how the Applicant has addressed and resolved the conditions; or whether a condition is still outstanding.

Preliminary Plan Conditions of Approval:

- (1) The Applicant shall work with the Town Engineer prior to or concurrent with any Final Plan/Plat application to address referral comments related to further

evaluation of hazards that may impact final design of all civil engineering and/or subdivision design(s).

Staff Response:

Not completed/Outstanding. (See suggested Condition No. 1 page 23 of this report).

- (2) The Applicant shall work with the Town Engineer prior to or concurrent with any Final Plan/Plat application to adequately address all remaining technical plat and/or civil engineering details and suggested revisions outlined in letters from Intermountain Engineering dated May 22, 2023, and June 20, 2023.

Staff Response:

Complete or In Progress; to be completed prior to second reading of ordinance(s) and/or per timelines established by the Minturn North PUD Subdivision Improvements Agreement (SIA).

- (3) The Applicant shall work with the Town to finalize any/all outstanding issues related to the draft Subdivision Improvements Agreement and associated 100% construction level plans prior to or concurrent with Final Plan/Plat application submittal.

Staff Response:

Complete or In Progress; to be presented with the SIA and associated resolution during the second reading of ordinance(s).

- (4) The Applicant shall continue dialogue with the Town Engineer about potential improvements to Taylor Avenue in line with potential capital improvements as determined and approved by the Minturn Town Council as part of the Town of Minturn Capital Improvements Plan, as amended from time to time.

Staff Response:

Complete/Ongoing.

- (5) The Minturn North PUD shall use no more than 54 SFEs. Any unused SFEs shall be relinquished to the Town.

Staff Response:

Complete.

- (6) All Town of Minturn Waterwise Landscaping guidelines and requirements, as amended from time to time, shall be followed for individual lot landscaped design, irrigation and maintenance and all common area revegetation shall be limited to native, drought tolerant seed mixes.

Staff Response:

Complete. Addressed in PUD Guide and final plans and/or SIA.

- (7) All residential lots are to be limited to a maximum of 2,000 square feet of outdoor irrigation.

Staff Response:

Complete. Addressed in PUD Guide and final plans and/or SIA.

- (8) Any temporary irrigation necessary to reestablish and revegetate all disturbed areas and/or common areas shall be limited on an annual basis to no more than 50,000 square feet.

Staff Response:

Complete. Addressed in PUD Guide and final plans and/or SIA.

- (9) Lot and impervious coverage limits prescribed within the Minturn North PUD Guide shall be reduced as follows:
 - (a) Lots 1-33: Lot Coverage reduced from 60% to 50%; Impervious Coverage reduced from 65% to 60%.
 - (b) Lots 34-39: Lot Coverage reduced from 70% to 50%; Impervious Coverage from 75% to 65%.

Staff Response:

Complete. Addressed in PUD Guide and final plans.

- (10) The Applicant shall work with the Town prior to any Final Plan/Plat application to update plans to add three (3) walkway connections and to provide details for materials and construction. Any plan details for additional trail connections added within the PUD shall be accompanied by engineer estimates of probable costs (to be included in Final Plan Subdivision Improvement Agreement documents) and shall include the following:
 - (a) One (1) at the end of Miles End Lane access driveway serving Lots 6 and 7, connecting to Taylor Avenue.
 - (b) One (1) at the cul-de-sac of Miles End Lane connecting to the ECO Trail along Minturn Road.
 - (c) One (1) at the southern end of Miles End Lane connecting to Taylor Avenue.

Staff Response:

Complete. Addressed in PUD Guide and final plans and/or SIA.

- (11) The Applicant shall eliminate the Minturn North Design Review Board (DRB) from the PUD.

Staff Response:

Complete.

- (12) Current parking conditions along the West side of Taylor Avenue and within the Taylor Avenue Right-of-Way shall be maintained.

Staff Response:

Complete. The Applicant has worked with the Town to address and redesign additional parking along Taylor Avenue in areas that are within the Town's Taylor Avenue Right-of-Way and/or areas within the PUD where the Applicant will provide parking easements.

- (13) The Applicant shall revise and update the Minturn North PUD Guide and/or project covenants and declarations to allow for outdoor play equipment such as trampolines.

Staff Response:

Complete.

- (14) The Applicant shall work with the Town prior to or concurrent with any Final Plan for PUD submission to refine fencing guidelines and/or restrictions within the Minturn North PUD Guide and/or project covenants prior to or concurrent with any Final Plan for PUD submission.

Staff Response:

Complete.

- (15) The Applicant shall work with the Town prior to or concurrent with any Final Plan for PUD submission to determine locations where on street parking may be accommodated on or along Minturn Road.

Staff Response:

Complete.

- (16) The Applicant shall facilitate additional review of any Final Plan/Plat documents with the Eagle River Fire Protection District prior to or concurrent with any Final Plan for PUD submission, to specifically confirm maneuverability, turn-arounds, and fire hydrant location.

Staff Response:

Complete.

- (17) The Applicant shall revise and update the Minturn North PUD Guide and/or project covenants prior to or concurrent with any Final Plan for PUD submission to limit construction hours to Mon-Sat 7am to 6pm, with indoor work permitted on Sundays.

Staff Response:
Complete.

- (18) The Applicant shall work with the Town prior to or concurrent with any Final Plan for PUD submission to address Short Term Rentals (STRs) within the PUD.

Staff Response:
Complete.

- (19) The Applicant shall revise the Final Plat document as well as the Minturn North PUD Guide and/or project covenants to remove the "Dedication Parcel" from the PUD boundaries.

Staff Response:
Complete.

- (20) The Applicant shall revise the PUD Final Plan documents to include a Wildlife Mitigation Plan pursuant to Appendix "O" of the PUD Preliminary Plan application, to be reviewed and approved by Colorado Parks and Wildlife (CPW) prior to or concurrent with any Final Plan/Plat application submission.

Staff Response:
Complete.

Preliminary Plat Conditions of Approval:

- (1) The Applicant shall work with Town staff to update the Updated Preliminary Plat prior to or concurrent with any Final Plan/Plat application to address any/all outstanding technical and/or legal requirements as noted in previous staff and consultant referral comments.

Staff Response:
Complete or Ongoing; few minor issues to be addressed and corrected prior to second reading of ordinances.

- (2) The Applicant revise the Updated Preliminary Plat to add language specific to Tracts B and E, "Open Space," as well as Tract C, "Dedication Parcel," to reference and provide for snow storage uses.

Staff Response:
Complete.

- (3) The Applicant revise the Updated Preliminary Plat to add language and/or easements permitting public access on, over and through Tract D "R-O-W" for

Miles End Lane, as well as Tract G "Right of Way," and associated "Access, Utility and Drainage" easement for Silver Star Trail.

Staff Response: Complete.

Summary of Outstanding Issues and Recommended Conditions of Approval

Geotechnical Recommendations:

As part of the Preliminary Development Plan for PUD approval, the Town required that the Applicant work with the Town Engineer to address previously identified areas of concern related to potential mud and debris flow hazards associated with the Game Creek Drainage.

This issue – the possibility of a mud and/or debris flow event originating within the Game Creek Drainage and potentially impacting existing homes located within the Taylor Addition as well as the northernmost portion of the Minturn North PUD – had been raised by three consultants/firms hired by the Applicant (CTL Thompson, Kumar & Associates, and Wright Water Engineers) as part of the Preliminary Plan application. Various soils & foundation investigations, geotechnical hazards/mudflow evaluations, and drainage reports prepared by these firms identified the potential for mud and debris flows within the Game Creek Drainage and specifically recommended additional evaluation of mudflow and debris flow hazard as a means to assess the efficacy of the mud/debris flow deflection berm and drainage structures proposed within the PUD civil engineering plans.

The Colorado Geological Survey (CGS) reviewed the Preliminary Plan and associated reports and evaluations as part of the Preliminary Plan referral process, and, ultimately, the Town approved the Preliminary Development Plan for PUD with the following condition to allow the Applicant an opportunity to perform additional evaluation:

"The Applicant shall work with the Town Engineer prior to or concurrent with any Final Plan/Plat application to address referral comments related to further evaluation of hazards that may impact final design of all civil engineering and/or subdivision design(s)."

In response to this condition, the Applicant re-engaged Wright Water Engineers and also asked Boundaries Unlimited – the project civil engineering consultant – to provide further commentary and analysis of the potential mudflow/debris flow hazard and the proposed mitigation. Both consulting firms provided additional letters regarding their independent opinions of the issue. Both letters were re-referred to CGS as part of the Final Development Plan for PUD referral process. CGS provided a response in a letter

addressed to Scot Hunn dated October 23, 2023 (attached) which recommends and reiterates that additional flood/mudflow/debris flow & inundation hazards and risk analyses be performed and that such studies and analyses include or address "10-, 25-, and 100- year storm events" to justify the proposed mitigation (berm and drainage ditches) and to ensure that the design of any mitigation is such that a flood, mudflow, or debris flow event does not exacerbate potential hazards to other properties or roads.

Based on CGS referral responses, staff are of the opinion that the Applicant has not adequately addressed previously identified issues and specific recommendations related to the potential for mud and/or debris flow hazards that may affect the subject property.

Therefore, staff is unable to make a positive finding related to Final Development Plan for PUD Standard Number

That being said, staff are not aware of any other hazards or environmental issues or concerns that have not been addressed, or which could not be addressed during the construction process (e.g., requiring site specific geotechnical investigations for each building site as part of the building design and permitting process as is typical in Eagle County). Additionally, the Applicant has provided language to be included in closing documents provided to buyers of future lots which discloses potential hazards.

Therefore, while staff believes that the issues identified by the Applicant's own consultants as well as CGS are of major concern – to be addressed prior to any final action is taken on the Final Development Plan application or any subdivision plat that creates developable lots - should the Town Council wish to approve the Minturn North Final Development Plan for PUD (including final subdivision plats) and, specifically, to be able to make a positive finding for approval criteria "k" and "m," staff recommends the following condition of approval:

Condition	The Applicant shall provide, and the Town of Minturn shall review and approve additional flood, mudflow, and/or debris flow hazards evaluation(s), report(s) and/or studies prepared by a professional geotechnical engineer licensed in the State of Colorado and specifically related to the Game Creek Drainage and associated alluvial fan areas occurring within the Minturn North PUD boundaries. Such evaluation(s), report(s) and/or studies shall specifically evaluate and assess the risk of potential flood, mudflow, and/or debris flow events, as well as the efficacy of proposed mitigation design and construction. Such evaluation(s), report(s), and/or studies shall be reviewed and approved; and any revisions to proposed mitigations shall be designed and submitted for review and approval by the Town and/or it's consultants prior to the recording of the UPRR Subdivision Final Plat and/or the Minturn North PUD Subdivision Final Plat.
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Town Engineer Outstanding Issues:

A crucial element of any Final Plan for PUD and Final Subdivision Plat approval process focuses on the review and approval of final, 100% construction level civil engineering drawings which should reflect and respond to conditions of Preliminary Plan/Plat approval (i.e., conditions requiring technical engineering, legal, and/or surveying revisions to PUD documents) and which then form the basis for final cost estimates (which will be collateralized) for public improvements necessary to support the PUD.

The Applicant has worked closely with Jeff Spanel and Intermountain Engineering, the Town Engineer, to various rounds of comments related to civil engineering drawings and proposed subdivision plat documents. The Town Engineer provided final comments on October 24, 2023, (attached). The Applicant met with Town staff on Thursday, October 26, 2023, to discuss and resolve a majority of the issues listed on the Town Engineer's comment letter as well as a response letter submitted by the Applicant on October 25, 2023 (attached). Following that meeting, the following list represents those issues that still need to be fully addressed.

- Final design and cost estimates for paving of County Road 14 north of the Minturn North PUD boundary.
- EcoTrails Game Creek bridge crossing (still in the design phase).
- Hwy. 24 Turn Lanes (need updated cost estimates).
- Hazards Analysis (see Final Development Plan for PUD Condition No. _).
- Grading and drainage on UPRR property (Applicant working with Town Attorney to draft language in CC&Rs/agreements to allow the Town emergency access on UPRR properties outside the PUD boundaries if needed).
- CDOT: notice to proceed from CDOT with improvements authorized with access permitting still outstanding.
- EcoTrail: need final plans for Game Creek bridge crossing as well as evidence of Army Corps of Engineers approval/permitting.
- Eagle River Water and Sanitation District Final Approval and Ability to Serve: need to provide evidence of final approval by ERWSD.

Staff believes several or most of these issues and details/corrections are minor in nature and/or can be addressed prior to second reading of the ordinances, while one (hazard evaluations) should be completed as a condition of approval prior to recording of any final plats. Based on the above outstanding issues and corrections needing to be made, staff recommends the following conditions:

Condition	The Applicant shall work with the Town Engineer and Town Attorney to revise and update PUD documents (CC&Rs) and/or agreements to permit the Town of Minturn, as an authorized contractor, to access to repair critical offsite drainage facilities in emergency situations.
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Condition	The Applicant shall provide 100% construction level plans and cost estimates for County Road 14/the extension of Minturn Road within one year and constructed within three years of final plat approval.
Condition	The Applicant shall provide CDOT Notice to Proceed and construct offsite improvements within 3 years of final plat approval.
Condition	Provide final designs and cost estimates for the Eco Trails Game Creek Bridge.
Condition	Provide all necessary Army Corps of Engineers wetland permitting prior to commencement of construction of the EcoTrail Game Creek Bridge.
	The Applicant shall provide evidence of final approval and ability to serve from the Eagle River Water and Sanitation District prior to recordation of the Minturn North PUD Final Subdivision Plat.

Summary of Staff Recommendation(s)

Based upon the review of the Final Plan for PUD and Final Subdivision Plat application(s), staff is **recommending**:

1. **Approval** of the Minturn North Final Development Plan, with conditions.
2. **Approval** of the "UPRR Final Subdivision Plat," with conditions.
3. **Approval** of the "Minturn North PUD Final Subdivision Plat," with conditions.

Report Organization

The remainder of this report briefly summarizes and addresses:

Section II	A summary of the Planning Commission's recommendations
Section III	Summary of PUD Process, Final Plan Review, and Code Requirements
Section IV	Zoning Analysis
Section V	Summary of Staff Findings - Final Plan and Final Plat Conformance
Section VI	Outstanding Issues
Section VII	Summary of Recommendations and Suggested Motions
Section VIII	Attachments

II. Summary of Planning Commission Review and Recommendation:

As outlined above in this report, the Minturn Municipal Code requires review of Final Subdivision Plats by the Minturn Planning Commission, while the Minturn Town Council is responsible for review of all Final Development Plan for PUD, Final Subdivision Plat, and Subdivision Improvements Agreement applications.

The Planning Commission reviewed the "UPRR Final Subdivision Plat" (to create two salable parcels) and the "Minturn North PUD Final Subdivision Plat" (to create the proposed 39-lot residential neighborhood) on October 11, 2023. Following a public hearing where the Commission **forwarded a recommendation for approval for both documents, with no conditions** based on a determination that the plat(s) conformed to the Preliminary Plat documents that were reviewed and ultimately approved by the Town in July 2023, as well as the Town's subdivision standards.

III. PUD Process and Code Requirements:

Planned Unit Development (PUD) Approval Process

As noted above, the Applicant is requesting review of a Final Development Plan for PUD and Final Subdivision Plat for a new PUD pursuant to Section 16-15-200 – *Final plan for PUD*. This is the third and final step in the review of the proposed PUD and is characterized as a highly technical review of final construction documents, detailed construction cost estimates, legal documents (plat, HOA documents, and SIA), and financial guarantees.

It is worth noting that Preliminary Plan for PUD review which occurred in the summer of 2023 was the stage of review when the Town reviewed detailed plans and reports, confirmed conformance with the Town's development standards and master plan policies, and, ultimately, approved the PUD zoning with a list of conditions that the Applicant has worked with the Town to address during the final plan process.

Final Plan for PUD - Review Purpose and Criteria

Section 16-15-200 provides the following description of the Final Development Plan review purpose and process:

*A final development plan for the PUD shall be reviewed pursuant to the **same standards applicable to a preliminary development plan for the PUD. The final development plan for the PUD shall be reviewed by the Town Council at a public hearing and shall be approved by ordinance.** Submission of the final development plan application should occur no more than two (2) years after the approval of the preliminary plan. An extension can be granted requiring a clear statement explaining the reason for an extension. Failure to do so will result in the plan proceeding through the preliminary plan process again for explanation and*

approval. Approval of the final development plan PUD zone shall be considered as satisfying the final development plan requirements of the Town PUD regulations and subdivision regulations."

Section 16-15-140 – Preliminary development plan submittal requirements.

As noted above, final plans are reviewed utilizing the same criteria and standards applicable to a Preliminary Plan for PUD review which are elaborated on in Section V - Staff Analysis and Findings, of this staff report.

IV. Zoning Analysis:

The Minturn North Planned Unit Development (PUD) property is located within the "Game Creek Character Area." The property was previously zoned within the "PUD Holding Zone District;" however, upon approval of the PUD Preliminary Plan, the Minturn North property is now officially zoned as the "Minturn North PUD Overlay Zone District."

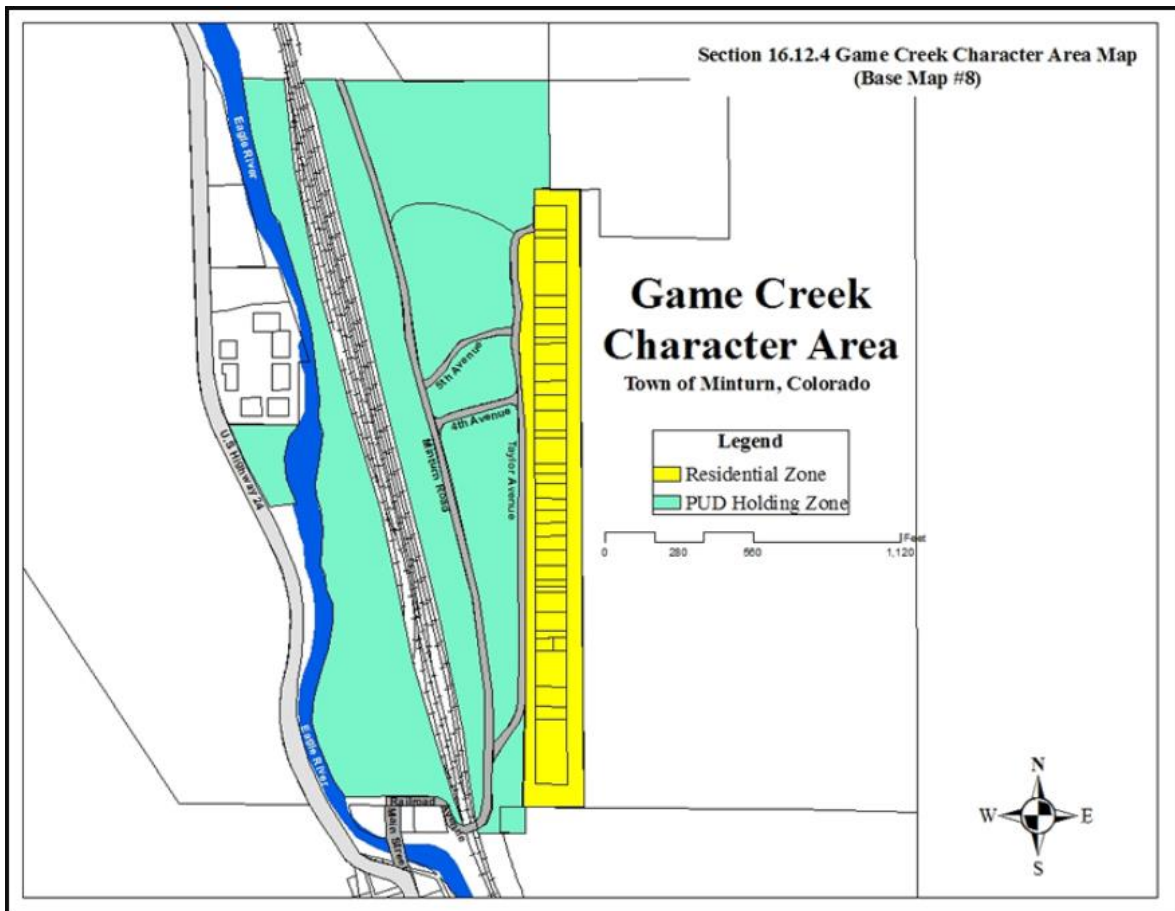


Figure 2: Game Creek Character Area Zoning Map

The following excerpts from the Minturn Municipal Code (MMC) provide background information regarding the Game Creek Character Area as well as the purpose of the Planned Unit Development (PUD) overlay zone district. Section 16-12-10 – *Character Area Characteristics* of the Minturn Municipal Code (MMC) describes the railroad property located on the north side of Town as follows:

*"The Game Creek Character Area is visually prominent from the north entryway into the Town. The area is predominantly devoted to railroad use and will require a comprehensive planning effort prior to redevelopment. In addition to the rail yard, the area contains the Taylor Avenue neighborhood, some commercial uses and a community parking lot. The area is bisected by the railroad right-of-way, which is intended to remain as a continuous transportation corridor. Most of the area lacks adequate street rights-of-way and utilities. **The Community Plan has identified this area as an appropriate area for extension of the Old Town commercial core, mixed-use and residential development; however, high impact industrial uses are discouraged.** Enhancement of the Eagle River corridor is a community priority."*

Section 16-12-30 - *Game Creek PUD Holding Zone* of Minturn's Town Code provides the following general description of the site:

*"This area is currently owned by the Union Pacific Railroad; however, trains are no longer utilizing the corridor or the rail yard. **The historic industrial zoning is no longer appropriate due to the probable abandonment of the rail line and potential conflict with future commercial and residential development. Redevelopment of this area will have a significant impact on the future character and size of the Town.**"*

The MMC provides further direction as to the Town's stated goals for redevelopment and future use of the railroad properties:

*"**It is an objective of the Town to plan and redevelop the rail yard as a master planned development that is compatible with the existing Town character.** Future development and land use decisions for this area need to incorporate community input and involve an open public process. **The PUD Holding Zone and the PUD review process will provide for the flexibility, innovation and public input necessary to achieve the goals and objectives of the Community Plan and this Chapter. This area has been identified in the Community Plan as an area suitable for expansion of Old Town and as a "potential Town Center" site. Development in this area needs to incorporate appropriate residential and low-impact land uses along Taylor Avenue to minimize impacts to the existing neighborhood.** The rail corridor should be maintained and improved access to and across the Eagle River should be incorporated into proposed development plans."*

V. Summary of Staff Findings - Final Plan and Final Plat Conformance:

The following section outlines the evaluation criteria that the Town Council must consider in any action to approve, approve with conditions, deny, or table/continue the Minturn North Final Development Plan for PUD and associated Final Subdivision Plat(s).

Note: Pursuant to the Minturn Municipal Code, Final Development Plans for PUDs are to be reviewed in accordance with Preliminary Plan for PUD criteria and standards.

Final (Preliminary) Development Plan for PUD Evaluation Criteria:

- 1. *Final (Preliminary) development plan evaluation criteria:*
 - a. *The resulting development will be consistent with the Community Plan and the proposed PUD reflects the character of the Town.*

Staff Response/Finding:

The Final Plan addresses and responds to a majority of the Community Plan goals. Further, the plans have not changed in any substantive way since the Town found the PUD in conformance with Preliminary Plan for PUD criteria and standards - specifically consistency with the Community Plan - in July 2023.

- b. *The area around the development can be planned to be in substantial harmony with the proposed PUD.*

Staff Response/Finding:

The PUD has been planned and laid out to be harmonious with the surrounding neighborhood and the applicant has worked with the Town and service providers to address needed improvements to public infrastructure. The surrounding area is developed, and the project is considered "infill." The plans have not changed in any substantive way since the Town found the PUD in conformance with this standard in July 2023, other than to work through final (100%) construction details to address Preliminary Plan conditions of approval.

- c. *The adjacent and nearby neighborhoods will not be detrimentally affected by the proposed PUD.*

Staff Response/Finding:

The Final Plan is an infill development that meshes well with the adjacent Taylor Avenue and Minturn Towne Homes neighborhoods

and was deemed to not be detrimental to the surrounding area during the approval of the Minturn North Preliminary Development Plan for PUD. The plans have not changed in any substantive way since the Town found the PUD in conformance with this standard in July 2023.

- d. *The mass and scale of individual buildings and the overall density of the PUD shall be consistent in scale and character to avoid abrupt and/or severe differences with the surrounding area.*

Staff Response/Finding:

The Final Plan proposes lot standards and height restrictions exceedingly similar to the Town's existing requirements, with the biggest difference or variation being proposed lot and impervious coverage maximums. As ultimately determined by the Planning Commission and Town Council during their respective reviews of the Minturn North Preliminary Development Plan for PUD in June and July 2023, the proposed variations are warranted. The plans and proposed development standards for the PUD have not changed in any substantive manner since the Preliminary Development Plan was approved in July 2023.

- e. *The PUD can be completed within a reasonable period of time, which shall be determined prior to final approval of the PUD.*

Staff Response/Finding:

Staff believes the PUD can be completed within a reasonable time frame and the timing of infrastructure is planned to be completed in one phase. Final details - including review comments and recommendations from the Town Attorney - regarding phasing of infrastructure and the financial guarantees necessary to complete the project are being presented with the Final Plan, Final Subdivision Plat, and SIA with cost estimates and financial guarantees.

- f. *The PUD provides for the appropriate treatment of the Eagle River corridor as a community recreational amenity and focal point.*

Staff Response/Finding:

The Minturn North PUD does not border the Eagle River, however the approved PUD zoning and development standards include setbacks and restrictions on use/development within the Game Creek riparian areas and 30-foot live stream setback areas, as well as vastly improved drainage and stormwater management improvements within and outside of the PUD boundaries.

g. The residents of the PUD have easy access to recreational amenities.

Staff Response/Finding:

The PUD is situated at the base of Game Creek and the Game Creek trailhead; is within walking, biking, or driving distance to several thousand acres of public lands and trails; and provides internal open spaces that can be used for open air active or passive recreation. Additionally, the Applicant intends to deed a 1-acre parcel (the "Dedication Parcel") to the Town of Minturn for its use and discretion. Discussions with the Council and the public have centered on the potential use of the Dedication Parcel for open space/park uses as well as potential employee housing.

h. Any increase in density proposed above what is permitted in the underlying zone shall be mitigated by increasing the land dedications to open space, recreational amenities or other public facilities and services.

Staff Response/Finding:

The approved Preliminary Development Plan for PUD proposed densities in line with the surrounding Game Creek Character Area Residential Zone District. Importantly, the underlying zone district prior to the establishment of the Minturn North PUD Overlay Zone District was "PUD Holding Zone" which had no underlying density or development standards.

i. Any proposed commercial or industrial development can be justified.

Staff Response/Finding:

No commercial or industrial development is proposed in this PUD.

j. The streets are adequate to support the anticipated traffic, and the development will not overload the streets outside the planned area.

Staff Response/Finding:

The PUD is proposing streets that are adequate to support the anticipated traffic, and CDOT has issued access permits and corresponding notices to proceed for the project.

k. Proposed utility and drainage facilities are adequate for the population densities and type of development proposed.

Staff Response/Finding:

The Final Development Plans and Final Subdivision Plat documents have been thoroughly reviewed to ensure that utility and drainage plans and facilities are properly planned, scaled, and engineered for

the proposed type and number of buildings and people who will occupy the PUD. The plans have not changed in any substantive way since the Town found the PUD in conformance with this standard in July 2023.

However, the Preliminary Plan was approved with a condition requiring additional evaluation of mudflow/debris flow hazards and the adequacy of proposed mitigation (berm and drainage facilities). This item is outstanding, and staff are unable to make a positive finding for this criteria.

- l. Residential density and intensity of other uses shall be limited as required by the Town Council, upon consideration of the Community Plan, the Official Zone District Map and the specific characteristics of the subject land.*

Staff Response/Finding:

Staff believes that the proposed density and intensity of use conforms to the Community Plan; is similar to the surrounding uses as shown on the Official Zone District Map; and is appropriate for this location as an infill project served by existing infrastructure and transit. The plans have not changed in any substantive way since the Town found the PUD in conformance with this standard in July 2023.

- m. A favorable finding is made on the environmental assessment or environmental impact report.*

Staff Response/Finding:

An environmental assessment was provided and reviewed with the Minturn North Preliminary Development Plan for PUD application. The assessment – which includes geotechnical, soils, and hazard analyses – was reviewed by the Town staff and consultant team during the Preliminary Plan review and was found to be in general conformance with the Town's standards. The plans have not changed in any substantive way since the Town found the PUD in conformance with this standard in July 2023.

However, the Preliminary Plan was approved with a condition requiring additional evaluation of mudflow/debris flow hazards and the adequacy of proposed mitigation (berm and drainage facilities). This item is outstanding, and staff are unable to make a positive finding for this criteria.

- n. *The preliminary plan for PUD shall comply with the following open space and recreation standards:*
- i. *A minimum of twenty-five percent (25%) of the gross land area shall be reserved for common recreation and usable open space. Parking areas, street rights-of-way and minimum yard setbacks shall not be counted when determining usable open space. Water bodies, lands within critical wildlife habitat, riparian ecosystems and one-hundred-year floodplains that are preserved as open space shall count towards this minimum standard, even when they are not usable by or accessible to the residents of the PUD.*
 - ii. *All common open space and recreational facilities shall be shown on the preliminary plan for PUD and shall be constructed and fully improved according to the development schedule established for each development phase.*
 - iii. *All privately owned common open space shall continue to conform to its intended use, as approved in the preliminary plan. To ensure that all the common open space identified in the preliminary plan will be used as common open space, restrictions and/or covenants shall be placed in each deed to ensure their maintenance and to prohibit the division of any common open space.*

Staff Response/Finding:

The Final Plan indicates that areas within the PUD will be provided with internal sidewalks, open spaces and usable park areas as well as individual yard spaces surrounding each unit. The open space exceeds the minimum percentage recommended in the Minturn Municipal Code. The plans have not changed in any substantive way since the Town found the PUD in conformance with this standard in July 2023.

Final Plat:

Section 17-6-30 - *Final Subdivision Plat; Town Council review*, of the Minturn Municipal Code outlines the following standards or criteria for the Town Council's review of the Final Plat:

"Subsequent to the Planning Commission's determination that the final subdivision plat meets the requirements for approval, the proper signatures shall be affixed to the plat. At a public hearing, the Town Council shall review the plat and proposed subdivision agreement, which shall include any legal, financial or other agreements between the subdivider and the Town. Public notice shall be given at least ten (10) days in advance of such hearing. Upon approval of such plat and agreement, the Town Council shall enact an ordinance authorizing Town Council certification of the plat accepting any dedications shown thereon. The Town Council shall also authorize the staff to draft a subdivision agreement, which shall include any legal, financial or other agreements between the subdivider and the Town and which shall

include such conditions as the Town Council finds necessary to ensure that the proposed subdivision complies with the Town's regulations, goals, policies and plans. The plat and subdivision agreement shall be recorded with the County Clerk and Recorder within thirty (30) days of Town Council certification. If the proposal is denied, the Town Council shall state the specific reasons for denial based on standards found herein."

Staff Response:

Staff suggests that the Final Plats (UPRR and Minturn North PUD Subdivision Plats) conform to the purpose and intent of Chapter 17, Subdivisions, as well as the specific, technical plat requirements and that the plat meets the Town's requirements for approval. Review of the plats has gone hand in hand with review of the Final Development Plan for PUD wherein the Town, its consultants, and external referral agencies have provided comments and recommendations that have been incorporated into the final plans for the development.

However, staff is recommending a condition of Final Plat approval – for both subdivision plats - requiring additional evaluation of mud/debris flow hazards and the adequacy of design for deflection berms proposed along Game Creek.

VII. Staff Recommendations and Suggested Conditions:

Final Analysis and Staff Recommendation:

Staff believes the Minturn North Final Development Plan for PUD **conforms** with a preponderance of Town goals and policies and complies with applicable standards for approval of a Final Plan for PUD. Likewise, the subdivision plats submitted to create UPRR parcels and then to subdivide "Parcel 1" of the UPRR subdivision to create the Minturn North PUD Subdivision, also **comply** or, with conditions, can be made to fully comply, with the Town's subdivision regulations and legal requirements.

However, one significant issue related to additional hazards analysis prevents staff from making positive findings for all required approval criteria.

Therefore, staff strongly recommends that any approval of the Minturn North Final Development Plan for PUD and/or associated Final Subdivision Plats be conditioned to require further evaluation of geotechnical hazards.

Staff is recommending approval of the Minturn North Final Development Plan for PUD, the UPRR Subdivision Final Plat, and the Minturn North PUD Subdivision Final Plat, with conditions.

The following suggested conditions for each of the three ordinances needed for final approval are provided in the event the Town Council takes action to approve the Final Development Plan and/or associated Final Subdivision Plats for the PUD.

Please note: the ordinances are presented in numerical order based to ensure that the plat ordinances are approved in the correct sequence (to create UPRR parcels prior to approving Minturn North PUD subdivision lots).

Suggested Motions - Alternatives:

The Town Council is being asked to consider three ordinances - Ordinance No. 15, Series 2023; Ordinance No. 16, Series 2023; and Ordinance No. 17, Series 2023 on first reading.

Staff recommends conditions of approval for each ordinance. Staff suggests that, with the exception of a suggested condition requiring additional hazards analyses, these suggested conditions reflect minor issues that can either be addressed prior to any second reading of the ordinances or prior to construction and securitization of certain public improvements such as the EcoTrails bridge, paving of County Road 14, or turn lanes on Hwy. 24.

The following suggested motion language is offered to assist the Town Council:

Ordinance 15 - Series 2023: Minturn North Final Plan Development Plan for PUD:

Approval:

"I move the Minturn Town Council approve Ordinance 15 - Series 2023: Minturn North Final Development Plan for PUD, on first reading because the Final Development Plan conforms to the applicable criteria and standards of the Minturn Municipal Code and the Minturn Community Plan."

Approval with Conditions:

"I move the Minturn Town Council approve, with conditions, Ordinance 15 - Series 2023: Minturn North Final Development Plan for PUD on first reading, because the Final Plan conforms, as conditioned, to the applicable criteria and standards of the Minturn Municipal Code and the Minturn Community Plan."

1. The Applicant shall provide, and the Town of Minturn shall review and approve additional flood, mudflow, and/or debris flow hazards evaluation(s), report(s) and/or studies prepared by a professional geotechnical engineer licensed in the State of Colorado and specifically related to the Game Creek Drainage and associated alluvial fan areas occurring within the Minturn North PUD boundaries. Such evaluation(s), report(s) and/or studies shall specifically evaluate and assess the risk of potential flood, mudflow, and/or debris flow events, as well as the efficacy of proposed mitigation design and construction. Such evaluation(s), report(s), and/or studies shall be reviewed by Colorado Geological Survey and approved by the Town Engineer; and any revisions to proposed mitigations shall be designed and submitted for review and approval by the Town and/or it's

1. The Applicant shall provide, and the Town of Minturn shall review and approve additional flood, mudflow, and/or debris flow hazards evaluation(s), report(s) and/or studies prepared by a professional geotechnical engineer licensed in the State of Colorado and specifically related to the Game Creek Drainage and associated alluvial fan areas occurring within the Minturn North PUD boundaries. Such evaluation(s), report(s) and/or studies shall specifically evaluate and assess the risk of potential flood, mudflow, and/or debris flow events, as well as the efficacy of proposed mitigation design and construction. Such evaluation(s), report(s), and/or studies shall be reviewed and approved by the Town Engineer and the Colorado Geological Survey; and any revisions to proposed mitigations shall be designed and submitted for review and approval by the Town and/or its consultants prior to the recording of the UPRR Subdivision Final Plat and/or the Minturn North PUD Subdivision Final Plat.
2. The Applicant shall work with the Town Engineer and Town Attorney to address and resolve all outstanding technical comments related to plat language and/or survey data prior to second reading of Ordinance No. 16, Series 2023.

Denial:

"I move the Minturn Town Council to deny Ordinance 16 - Series 2023, Minturn North PUD Final Subdivision Plat, because the Final Subdivision Plat does not conform to the Preliminary Plat and/or applicable criteria and standards of the Minturn Municipal Code."

Continuance:

"I move the Minturn Town Council to continue Ordinance 16 - Series 2023, Minturn North PUD Final Subdivision Plat to [a date certain]."

Ordinance 17 - Series 2023, UPRR Subdivision Final Plat:

Approval:

"I move the Minturn Town Council Approve Ordinance 17 - Series 2023, UPRR Subdivision Final Plat, on first reading because the Final Subdivision Plat conforms to the Preliminary Plat, as well as applicable criteria and standards of the Minturn Municipal Code."

Approval

with

Conditions:

"I move the Minturn Town Council Approve, with conditions, Ordinance 17 - Series 2023, UPRR Subdivision Final Plat, on first reading, because the Final Subdivision Plat conforms to the Preliminary Plat, as conditioned, and to the applicable criteria and standards of the Minturn Municipal Code:

1. The Applicant shall provide, and the Town of Minturn shall review and approve additional flood, mudflow, and/or debris flow hazards evaluation(s), report(s) and/or studies prepared by a professional geotechnical engineer licensed in the

State of Colorado and specifically related to the Game Creek Drainage and associated alluvial fan areas occurring within the Minturn North PUD boundaries. Such evaluation(s), report(s) and/or studies shall specifically evaluate and assess the risk of potential flood, mudflow, and/or debris flow events, as well as the efficacy of proposed mitigation design and construction. Such evaluation(s), report(s), and/or studies shall be reviewed and approved by the Town Engineer and the Colorado Geological Survey; and any revisions to proposed mitigations shall be designed and submitted for review and approval by the Town and/or its consultants prior to the recording of the UPRR Subdivision Final Plat and/or the Minturn North PUD Subdivision Final Plat.

2. The Applicant shall work with the Town Engineer and Town Attorney to address and resolve all outstanding technical comments related to plat language and/or survey data prior to second reading of Ordinance No. 16, Series 2023.

Denial:

"I move the Minturn Town Council to deny Ordinance 17 - Series 2023, UPRR Subdivision Final Plat, because the Final Subdivision Plat does not conform to the Preliminary Plat and/or applicable criteria and standards of the Minturn Municipal Code."

Continuance:

"I move the Minturn Town Council to continue Ordinance 17 - Series 2023, UPRR Subdivision Final Plat to [a date certain]."

VIII. Attachments:

- A. Review Letter by Town Engineer Dated October 24, 2023
- B. Review Letter by Colorado Geological Survey Dated October 23, 2023
- C. Final Minturn North Application (PUD Guide, CC&Rs, Reports & Final Plats)
- D. Ordinance No. 15, Series 2023
- E. Ordinance No. 16, Series 2023
- F. Ordinance No. 17, Series 2023

TOWN OF MINTURN, COLORADO
ORDINANCE NO. 15 – SERIES 2023

AN ORDINANCE OF THE TOWN OF MINTURN,
COLORADO APPROVING THE FINAL DEVELOPMENT
PLAN FOR PLANNED UNIT DEVELOPMENT FOR
MINTURN NORTH

WHEREAS, the Town of Minturn (“Town”) is a Colorado home rule municipality organized pursuant to Article XX of the Colorado Constitution and with the authority of the Town of Minturn Home Rule Charter for which the Minturn Town Council (“Town Council”) is authorized to act; and

WHEREAS, the Town is authorized by the Home Rule Charter and Section 31-23-301, C.R.S., to enact zoning and land use regulations; and

WHEREAS, Chapter 16, Zoning, of the Code regulates zoning and land use within the Town; and

WHEREAS, the purpose of Chapter 16 is to encourage the most appropriate use of land, to preserve and promote the Town’s economy, heritage and small-town qualities, and it is designed to promote the health, safety, welfare and convenience of the citizens; and

WHEREAS, Sec. 16-15-10 - Purposes and general provisions, of the Code establishes the purpose of the Planned Unit Development (“PUD”) Overlay Zone District which is to allow flexibility for landowners to creatively plan for the overall development of their land and to achieve the purpose and objectives of the Code and the Community Plan; and

WHEREAS, Sec. 16-15-20 - Authority, of the Code, states that the PUD Overlay Zone District is adopted pursuant to Section 24-67-101, et seq., C.R.S., the Planned Unit Development Act of 1972; and

WHEREAS, Sec. Sec. 16-15-20 - Authority, of the Code, provides that the Town staff and the Planning Commission (“Commission”) shall have the authority to recommend and the Town Council shall have the authority to impose such conditions on a PUD as are necessary to accomplish the purpose of this Code and the Community Plan; and

WHEREAS, the Minturn North Preliminary Development Plan (“Preliminary Plan”) was approved by Resolution No. 19, Series 2023; and

WHEREAS, the Town received a Final PUD Development Plan Application (“Final Plan”) from the Applicant on or about September 28, 2023; and

WHEREAS, the Final Plan allows for the development of 39 dwelling units consisting of 33 single family residences on Lots 1-33, which shall have a deed restriction requiring a 1% transfer assessment paid to the Town of Minturn by any non-permanent resident Buyer, and six

Permanent Resident Housing homes on Lots 34-39, which shall be subject to a deed restriction on occupancy of such lots; and

WHEREAS, Town of Minturn Staff (“Staff”) has determined that the Final Plan conforms with the Town’s applicable standards and that the Applicant has successfully addressed any conditions of approval contained in Resolution No. 19, Series 2023; and

WHEREAS, finds that the Final Plan conforms with the Town’s standards; and

WHEREAS, the Town Council finds it is necessary and proper to approve the Minturn North Final PUD Development Plan.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO:

SECTION 1. The foregoing recitals are incorporated herein as if set forth in full.

SECTION 2. The Council finds that the Minturn North Final PUD Development Plan meets all applicable requirements and standards contained in MMC §§ 16-15-10 *et seq.*

SECTION 3. That the Minturn North Final PUD Development Plan is hereby approved subject to the following conditions:

1. The Applicant shall provide, and the Town of Minturn shall review and approve additional flood, mudflow, and/or debris flow hazards evaluation(s), report(s) and/or studies prepared by a professional geotechnical engineer licensed in the State of Colorado and specifically related to the Game Creek Drainage and associated alluvial fan areas occurring within the Minturn North PUD boundaries. Such evaluation(s), report(s) and/or studies shall specifically evaluate and assess the risk of potential flood, mudflow, and/or debris flow events, as well as the efficacy of proposed mitigation design and construction. Such evaluation(s), report(s), and/or studies shall be reviewed by Colorado Geological Survey and approved by the Town Engineer; and any revisions to proposed mitigations shall be designed and submitted for review and approval by the Town and/or it’s consultants prior to the recording of the UPRR Subdivision Final Plat and/or the Minturn North PUD Subdivision Final Plat.
2. The Applicant shall work with the Town Engineer and Town Attorney to revise and update PUD documents (CC&Rs) and/or agreements to permit the Town of Minturn, as an authorized contractor, to access to repair critical offsite drainage facilities in emergency situations.
3. The Applicant shall provide 100% construction level plans and cost estimates for County Road 14/the extension of Minturn Road within one year and constructed within three years of final plat approval.
4. The Applicant shall provide CDOT Notice to Proceed and complete construction offsite improvements within 3 years of final plat approval.
5. Provide final designs and cost estimates for the Eco Trails Game Creek bridge within one year and constructed within three years of final plat approval.

- 6. Provide all necessary Army Corps of Engineers wetland permitting prior to commencement of construction of the EcoTrail Game Creek Bridge.
- 7. The Applicant shall provide evidence of final approval and ability to serve from the Eagle River Water and Sanitation District prior to recordation of the Minturn North PUD Final Subdivision Plat.

INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEBSITE THE ____ DAY OF _____ 2023. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO ON THE ____ DAY OF _____ 2023 AT ____ p.m. AT THE MINTURN TOWN HALL 302 PINE STREET, MINTURN COLORADO 81645.

TOWN OF MINTURN, COLORADO

Earle Bidez, Mayor

ATTEST:

By: _____
Jay Brunvand, Town Clerk

THE TOWN OF MINTURN, COLORADO, ORDAINS THIS ORDINANCE ENACTED ON SECOND READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEBSITE THIS ____ DAY OF _____ 2023.

TOWN OF MINTURN, COLORADO

Earle Bidez, Mayor

ATTEST:

By: _____
Jay Brunvand, Town Clerk



October 24, 2023

Mr. Scot Hunn
Town of Minturn
PO Box 309
Minturn CO 81645
Via email: planner1@minturn.org

RE: Minturn North PUD
Final Plan Review
Project No. 19-0064

Dear Scot:

We reviewed the Final PUD Development Plan Application dated September 29, 2023 for Minturn North PUD. Our review compared the submittal with the Preliminary Plan and Preliminary Plat Conditions of Approval; Final Plan requirements of Section 16-15-200; and Final Plat Application requirements of Section 17-6-40 of the Minturn Municipal Code (MMC).

PRELIMINARY PLAN CONDITIONS OF APPROVAL:

- (1) The Applicant shall work with the Town Engineer prior to or concurrent with any Final Plan/Plat application to address referral comments related to further evaluation of hazards that may impact final design of all civil engineering and/or subdivision design(s).
 - a. Applicant submitted memorandums dated August 21, 2023 prepared by Wright Water Engineers and August 23, 2023 by Boundaries Unlimited to address debris flow concerns. The concerns were raised in the drainage report prepared by Wright Water Engineers and geotechnical report prepared by CTL Thompson submitted with the application. The concern was also raised by Colorado Geologic Service. Applicant believes these Memorandums adequately address concerns relating to hazards.
- (2) The Applicant shall work with the Town Engineer prior to or concurrent with any Final Plan/Plat application to adequately address all remaining technical plat and/or civil engineering details and suggested revisions outlined in letters from Intermountain Engineering dated May 22, 2023, and June 20, 2023.

Please note the following:

VAIL VALLEY OFFICE
30 Benchmark Road, Suite 216 | PO Box 978 | Avon, CO 81620

DENVER OFFICE
9618 Brook Hill Lane | Lone Tree, CO 80124

970.949.5072 | info@inter-mtn.net

MMC Section 16-15-140:

Subsection (a) General Requirements:

(5). Proposed grading & drainage plans:

Grading & Drainage Plan:

- i. The plan shows off-site grading & storm sewer construction.
A proposed agreement for construction and maintenance of off-site improvements with the Union Pacific Railroad (UPRR) has been included with the application. Please note:
 1. *The agreement does not identify any specific drainage or grading improvements on UPRR property.*
 2. *The drainage improvements crossing Minturn Road are public improvements which will be maintained by the HOA. These improvements are critical infrastructure, and the Town must have the ability to step in and take care of an emergency.*
- ii. 2:1 slopes are proposed in the drainage swales and the front portion of lots 1 through 7. The geotechnical engineer should review and provide any necessary stabilization recommendations.
 1. *Specific Geotechnical Engineers recommendations have not been provided.*
 2. *The Post Development Erosion Control Plan requires the slope in front of lots 1-7 to have temporary erosion control fabric. This is satisfactory if the lots are regraded during building construction. Include a note that permanent slope protection and/or regrading will be included on the Building Permit plans.*
 3. *The Post Development Erosion Control Plan requires permanent erosion control fabric in the drainage ditches.*
- iii. “Snout & Bio-skirt” storm water quality control devices are specified.
 1. *Complete - concerns regarding size and freezing have been addressed.*
- iv. Erosion Control Plans:
 1. *A Storm Water Discharge Permit from the Colorado Department of Public Health & Environment will be required prior to construction.*
- v. General:
 1. *Drainage improvements such as the ditches and stormwater quality devices are typically public improvements but will be maintained by the HOA. These improvements are critical infrastructure, and the Town must have the ability to step in and take care of an emergency.*

Road Plans

i. General:

There are several road sections which show a steep grade to the adjoining lots and roads. *Slope stability recommendations from the Geotechnical engineer have not been provided – refer to item 5.ii above.*

ii. **Minturn Road:**

Minturn Road plans are provided from the intersection with Taylor Street to the north end of the subdivision. *No plans have been provided for the extension of Minturn Road north of Game Creek. Developer proposes to submit plans prior to the construction of the 30th home.*

iii. **Silver Star Trail:**

Silver Star Trail is proposed as a 12.5' wide private road maintained by the home owner's association. *Paragraph 1.03 H of "CHAPTER 4 - ROADWAY DESIGN & TECHNICAL CRITERIA" of the MMC specifies the minimum width of a driveway as 12 feet. The drive serves no more than 3 homes, and it is reasonable to classify this road as a driveway.*

iv. **Minturn Trail:**

1. *The proposed cross section of the trail is shown on sheet DT.R1 The proposed section is a 10.0' asphalt trail platform with 6" gravel shoulders. Chapter 4 of the "Eagle County Regional Trails Plan (Trails Design and Construction Standards)" requires the typical section to have a 10' platform with a minimum of 1' wide shoulders.*
2. *Structural plans for the bridge crossing Game Creek need to be provided.*
3. *The bridge will impact wetland vegetation and Applicant must provide Army Corps of Engineer approvals.*

v. **CDOT Access Permits (Intersection of Minturn Road and US 24):**

The Developer has obtained a CDOT Access Permit for improvements to the intersection of Minturn Road and US 24. *Developer proposes engineering plans and CDOT Notice to Proceed be submitted prior to the construction of the 30th home.*

(6). **Domestic water & sanitary sewer plans:** Construction plans for domestic water & sanitary sewer are included in the submittal,

1. *Sanitary Sewer: ERWSD approval of the sanitary sewer plans has not been provided.*
2. *Domestic Water:*
 - a. *Plans specify C900 PVC water mains – Minturn requires the use of poly wrapped ductile iron pipe. Please revise the pipe specification to conform to the requirements of section 3.2 of Appendix C of the ERWSD "STANDARD SPECIFICATIONS FOR WATER MAINS."*
 - b. *Minturn requires service lines to be constructed with Type K copper tubing. Reference section 2.1.2 of APPENDIX B of the ERWSD "WATER AND WASTEWATER SERVICE CONSTRUCTION SPECIFICATIONS".*
 - c. *There are no requirements for notification to neighbors or restrict the period of time the contractor will be allowed to shut down the existing water main to make connections. Please include a note on*

- the plans with these requirements. This will also be on the agenda for the preconstruction meeting.*
- d. There do not appear to be sufficient mainline valves to perform future repairs in reasonable segments of the main. Public Works (John Volk and Arnold Martinez) needs to review and provide comments on valve locations.*
 - e. What is the plan for evacuation of air at the connection to the existing main at station 23+34?*
 - f. The Eagle River Fire Protection District reviewed the plans and reported:
 - i. Hydrants meet IFC and ERFPD requirements.*
 - ii. Apparatus access meets minimum requirements for fire suppression.**
 - g. There was discussion during Preliminary Plan hearings regarding utilizing common irrigation with one master meter. Details for the master meter & irrigation mainlines need to be included in the plan set.*

(14 & 15) Phasing Plan: Phasing is not proposed, however, an estimate for the cost of public and necessary improvements is required for inclusion in the Subdivision Improvements Agreement. *Please refer to the MMC Section 17-5-70 "Subdivision Improvements Agreement" comments below.*

MMC Section 17-5-70:

(b) Preliminary Plat: Two draft Final Plats have been provided; UPPR Subdivision and Minturn North PUD. *Revised Final Plats were submitted 10/23 and will be reviewed separately.*

(e) Grading & Drainage Plan: *Please refer to the MMC Section 16-15-140 comments above.*

(f) Utility plans: *Please refer to the MMC Section 16-15-140 comments above.*

(g) Erosion Control Plans: *Please refer to the MMC Section 16-15-140 comments above.*

Subdivision Improvements Agreement:

Engineers Cost Estimate: *Three estimates were provided for inclusion in the Subdivision Improvements Agreement:*

1. Onsite Improvements:

- a. The estimate is reasonable for the scope of work shown on the plans. The estimate should be revised to include any plan revisions resulting from addressing plan review comments (such as common irrigation mains).*

- 2. Off-site improvements – Minturn Road:**
 - a. There are no plans to form the basis for this estimate. The quantities for nearly one mile of road reconstruction appear low and need to be verified. Please update or provide the basis for the estimated quantities.*
 - b. Construction may not occur for up to three years, therefore, in addition to construction cost contingency, a contingency for construction cost escalation should be included.*
 - 3. Offsite Improvements – US 24 access:**
 - a. The estimate provided for access was prepared by Yarnell Consulting & Civil Design LLC, dated August 7, 2020. The estimate is 3 years old, unit prices are not current, and the estimate needs to be updated.*
 - b. Construction may not occur for up to three years, and a contingency for construction cost escalation should be included in addition to construction cost contingency.*
- (3) The Applicant shall work with the Town to finalize any/all outstanding issues related to the draft Subdivision Improvements Agreement and associated 100% construction level plans prior to or concurrent with Final Plan/Plat application submittal.

Please refer to the Subdivision Improvements Agreement comments in item 2 above.
- (4) The Applicant shall continue dialogue with the Town Engineer about potential improvements to Taylor Avenue in line with potential capital improvements as determined and approved by the Minturn Town Council as part of the Town of Minturn Capital Improvements Plan, as amended from time to time.

The Development submittal shows construction of 53 gravel parking spaces at the north end of Taylor. No other improvements to Taylor Ave. are proposed.
- (10) The Applicant shall work with the Town prior to any Final Plan/Plat application to update plans to add three (3) walkway connections and to provide details for materials and construction. Any plan details for additional trail connections added within the PUD shall be accompanied by engineer estimates of probable costs (to be included in Final Plan Subdivision Improvement Agreement documents) and shall include the following:
 - (a) One (1) at the end of Miles End Lane access driveway serving Lots 6 and 7, connecting to Taylor Avenue.
 - (b) One (1) at the cul-de-sac of Miles End Lane connecting to the ECO Trail along Minturn Road.
 - (c) One (1) at the southern end of Miles End Lane connecting to Taylor Avenue.

Easements for the trails have been included on the Plat of Minturn North PUD, however, details for the construction of the trails have not been provided.

- (12) Current parking conditions along the West side of Taylor Avenue and within the Taylor Avenue Right-of-Way shall be maintained.
Constraints required rearrangement of the parking. 53 gravel spaces are proposed at the north end of Taylor Avenue.
- (15) The Applicant shall work with the Town prior to or concurrent with any Final Plan for PUD submission to determine locations where on street parking may be accommodated on or along Minturn Road.
There is no room in the Minturn Road Right of Way to add parking. The ground falls off at a steep slope to the railroad yard and slopes steeply to the Minturn North Development to cover a high-pressure gas line. Cars parked on the 2' shoulder will encroach several feet into the travel lane creating a safety issue.
- (16) The Applicant shall facilitate additional review of any Final Plan/Plat documents with the Eagle River Fire Protection District prior to or concurrent with any Final Plan for PUD submission, to specifically confirm maneuverability, turn-arounds, and fire hydrant location.
Complete. Application includes an August 21, 2023 plan review.
- (19) The Applicant shall revise the Final Plat document as well as the Minturn North PUD Guide and/or project covenants to remove the "Dedication Parcel" from the PUD boundaries.
Complete – the Dedication Parcel has been removed from the PUD.
- (20) The Applicant shall revise the PUD Final Plan documents to include a Wildlife Mitigation Plan pursuant to Appendix "O" of the PUD Preliminary Plan application, to be reviewed and approved by Colorado Parks and Wildlife (CPW) prior to or concurrent with any Final Plan/Plat application submission.
Complete – The Application includes a Wildlife Mitigation Plan.

Preliminary Plat Conditions of Approval:

- (1) The Applicant shall work with Town staff to update the Updated Preliminary Plat prior to or concurrent with any Final Plan/Plat application to address any/all outstanding technical and/or legal requirements as noted in previous staff and consultant referral comments.
Revised Final Plats were submitted 10/23 and will be reviewed separately.
- (2) The Applicant revised the Updated Preliminary Plat to add language specific to Tracts B and E, "Open Space," as well as Tract C, "Dedication Parcel," to reference and provide for snow storage uses.
The Plat note has been revised to include "Snow Storage."
- (3) The Applicant revise the Updated Preliminary Plat to add language and/or easements permitting public access on, over and through Tract D "R-O-W" for Miles End Lane, as

October 24, 2023
Mr. Scot Hunn
RE: Minturn North PUD
Final Plan Review
Project No. 19-0064

well as Tract G “Right of Way,” and associated “Access, Utility and Drainage” easement for Silver Star Trail.

Revised Final Plats were submitted 10/23 and will be reviewed separately.

MMC Section 16-15-200:

Final Plan for PUD: *Please refer to comments in the “Conditions of Approval” section above.*

MMC Section 17-6.40:

(b) Final Plat: *A revised Final Plat was submitted on 10/23 and will be reviewed separately.*

Thank you for the opportunity to review this plan – please feel free to call with questions.

Sincerely,
Inter-Mountain Engineering



Jeffery M. Spanel PE

CC: Michelle Metteer; Madison Harris, Michael Sawyer

COLORADO GEOLOGICAL SURVEY

1801 Moly Road
Golden, Colorado 80401



Matthew L. Morgan
State Geologist and Director

October 23, 2023

Madison Harris
Town of Minturn
Planner1@minturn.org

Location:
NW¼ NW½ Section 26
T5S, R81W of the 6th P.M.
39.5938, -106.4304

**Subject: Minturn North Final Plan for Planned Unit Development
Town of Minturn, Eagle County, CO; CGS Unique No. EA-21-0008**

Dear Ms. Harris:

The Colorado Geological Survey has reviewed the revised Minturn North Planned Unit Development (PUD) referral. The applicant proposes a 39-lot residential development on 13.485 acres in Minturn. The site is bordered by Taylor Street on the east, Minturn Road on the west, and Game Creek on the north. With this referral, CGS received a request for review (Email dated October 4, 2023), Final Plat (Slagle Survey Services, August 13, 2023), Cursory Mudflow Evaluation (August 21, 2023), and other documents. CGS previously reviewed the Drainage Report (Wright Water Engineers, Inc. (WWE), December 2022), Geologic Hazard Review (Kumar & Associates, Inc., March 5, 2020), and Soils and Foundation Investigation (CTL Thompson, Inc., August 26, 2020) and we provided comments in our January 29, 2021 and May 16, 2023 letters. No new geological or geotechnical information was provided with the referral documents.

As shown in Figure 1 and as referenced in WWE’s drainage study and CTL’ and Kumar’s reports, an alluvial/debris fan is located at the mouth of Game Creek, which could be a source of debris inundation during a flood event. It should also be noted that existing residential structures are located within/adjacent to the mouth of Game Creek and within the alluvial/debris fan. WWE’s cursory mudflow evaluation states, “While the geologic mapping and existing topography indicate that the development site has historically seen active mudflows, there is no evidence of recent mudflow events in the area.” However, a detailed mudflow/debris flow analysis for Game Creek was not included in their scope.

As indicated by CTL (page 5) in their report and WWE (page 18) in the drainage report, “Evaluations with regard to mud and debris flows should be completed and evaluated with regard to the proposed development.” To the best of our knowledge, this evaluation(s) has not been conducted during our current and previous reviews of this development. Based on the grading plans (sheets C.6 and C.7), a 2.5-foot high deflection berm is planned between Game Creek and Lots 1-5, and a trapezoidal ditch (24 inches deep) is proposed along the east side of the development. However, CGS has yet to receive the mudflow/debris flow analysis for which this deflection berm was designed. Without this analysis, whether the proposed berm will deflect/convey flows (hypercontracted flooding, mudflows, or debris flows) emanating from Game Creek is unknown. WWE states in their cursory review, “This berm will help to reduce the risk of a mudflow from Game Creek impacting the development from the north,” but also states, “mudflow events could spill out of Game Creek and impact Taylor Street and the PUD from the west.” CGS is

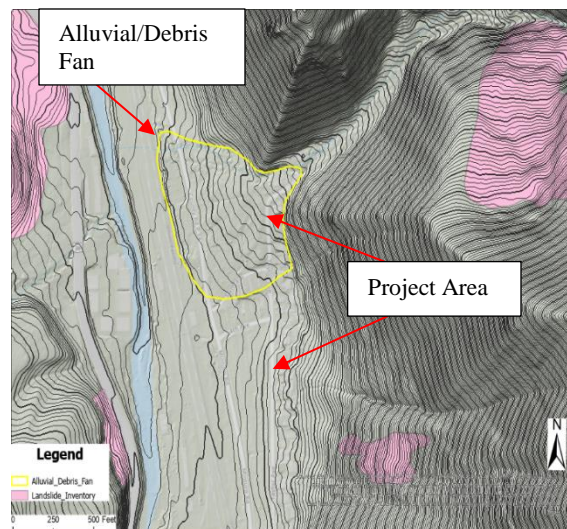


Figure 1: Alluvial/Debris fan and mapped landslides within/adjacent to the project site.

concerned that the risk of debris flows/mudflows has not been assessed and that the berm does not eliminate the mudflow and debris flow hazards on the site and could exacerbate the risk to the existing development.

CGS continues to agree with CTL and WWE and recommends the risk of flood hazards, mudflows, and debris inundation emanating from Game Creek to the alluvial/debris fan is evaluated for both the proposed and existing developments prior to approval. CGS recommends expanding the existing drainage/hydraulic studies or a new study to analyze bulked flow dynamics associated with hyperconcentrated flooding emanating from Game Creek for 10-, 25- and 100-year storm events. In addition, we recommend the following:

- Characterization of the source area and channel areas above the alluvial/debris fan.
- Test pits or trenches to evaluate details on past deposition. Radiocarbon dating of debris flow deposits within the alluvial/debris fan can be used to estimate the age of events and reoccurrence interval.
- A discussion of the anticipated probability of reoccurrence and volume and estimation of flow type, flow depth, deposition area, runout, gradation of debris, flow impact forces, streamflow inundation, and sediment burial depths.

These hazards will increase due to events that reduce hillside vegetation, such as avalanche, disease, wildfire, grading, and other disturbances; debris flow mitigation structures should include an additional factor of safety to account for uncertainty and increased debris volume as a result of wildfires. CGS recommends that the owners seek professional analysis after any wildfire that has impacted the basin and drainage to ensure its design is sufficient for changed conditions or if additional mitigation is necessary. The proposed deflection berm, ditch, or any other mitigation due to the additional analysis will require ongoing inspection and maintenance to maintain effectiveness and must be designed, constructed, and maintained so that hazards to other properties and roads are not exacerbated.

Once the building locations have been identified on the lots and prior to building permit approval, lot-specific geotechnical investigation consisting of drilling, sampling, lab testing, and analysis will be needed to characterize soil and bedrock engineering properties and evaluate the collapse potential of the fan deposits.

Thank you for the opportunity to review and comment on this project. If you have questions or require further review, please call me at 303-384-2632 or email acrandall@mines.edu.

Sincerely,



Amy Crandall, P.E.
Engineering Geologist

Minturn Planning Department
Minturn Town Center
301 Boulder Street
Minturn, Colorado 81645



Minturn Planning Commission
Chair – Lynn Teach
Jeff Armistead
Michael Boyd
Amanda Mire
Sage Pierson
Tom Priest

Minturn North Planned Unit Development

Due to the size of the Minturn North PUD application, you can find it at the Active Planning Applications Page on the Town's website. Please either click the following link or copy and paste it into your browser's search bar.

<https://www.minturn.org/planning-zoning/pages/minturn-north-final-plan-and-final-plat-application>

1. Applicant's Response to Referral Comments
2. Narrative
3. Appendix A: Property Legal Description
4. Appendix B: Title Commitment
5. Appendix C: Minturn North PUD Guide
6. Appendix D: Water Rights Summary
7. Appendix E: Pedestrian Circulation Map
8. Appendix F: Vehicular Circulation Map
9. Appendix G: Dimensional Limitations Table
10. Appendix H : Locals Housing Deed Restriction
11. Appendix I: Non-Resident Housing Deed Restriction
12. Appendix J: Minturn North Covenants
13. Appendix K: Wildlife Mitigation Plan
14. Appendix L: Traffic Study
15. Appendix M.1: Civil Engineering
16. Appendix M.2: Water System Analysis Report
17. Appendix M.3: Sanitary Sewer Analysis Report
18. Appendix M.4: Drainage Report
19. Appendix M.5 : Stormwater Quality Report
20. Appendix M.6: Mudflow Cursory Evaluation
21. Appendix N: Town of Minturn Ordinance No. 5 – Series 2020
22. Appendix O: Environmental Impact Reports
23. Appendix P: Eagle County Schools Impact Statement
24. Appendix Q: Financial Impact and Estimated Tax Revenue Report
25. Appendix R: Subdivision Improvements Agreement
26. Appendix S: Community Plan
27. Appendix T: Character Area and Zone District Map

- 28. Appendix U: Natural Resource Findings
- 29. Appendix V: ERWSD Ability to Serve Letter
- 30. Appendix W: Landscape Plan
- 31. Appendix X: Consumptive Use Analysis
- 32. Appendix Y.1: Minturn North Final Plat
- 33. Appendix Y.2: Final UPRR Plat
- 34. Appendix AA: Off-Site Improvements Engineers Cost Estimate
- 35. Appendix AB: UPRR On-Site Work Agreement
- 36. Appendix AC: Birch Ecological Wetlands Memorandum
- 37. Appendix AD: CDOT Access Permit

TOWN OF MINTURN, COLORADO
ORDINANCE NO. 16 – SERIES 2023

AN ORDINANCE OF THE TOWN OF MINTURN,
COLORADO APPROVING THE FINAL SUBDIVISION PLAT
FOR THE UPRR SUBDIVISION

WHEREAS, the Town of Minturn (“Town”) is a Colorado home rule municipality organized pursuant to Article XX of the Colorado Constitution and with the authority of the Town of Minturn Home Rule Charter for which the Minturn Town Council (“Town Council”) is authorized to act; and

WHEREAS, the Town is authorized by the Home Rule Charter and Section 31-23-301, C.R.S., to enact zoning and land use regulations; and

WHEREAS, Chapter 17, Subdivisions, of the Code, regulates the subdivision of lands within the Town; and

WHEREAS, the purpose of Chapter 17 is to protect the health, safety and welfare of the citizens of the Town by providing for orderly, controlled development; by requiring disclosure to purchasers of unknown risks; and by establishing minimum standards for the design of land subdivision projects to ensure that all public and private facilities, including streets and other forms of access, drainage, water supply and sanitation improvements necessary to support human occupation on the land, are provided while also protecting the land form, streams and vegetation from the effects of excessive earthwork and deforestation resulting in extensive erosion and other forms of environmental deterioration; and

WHEREAS, Sec. 16-15-10 - Purposes and general provisions, of the Code, establishes the purpose of the Planned Unit Development (“PUD”) Overlay Zone District which is to allow flexibility for landowners to creatively plan for the overall development of their land and to achieve the purpose and objectives of this Code and the Community Plan; and

WHEREAS, Sec. 16-15-140 - Preliminary development plan submittal requirements, of the Code, states that where the PUD proposes activities that constitute a subdivision, the application for a preliminary plan for PUD shall also be required to meet the requirements of Chapter 17 of this Code regarding procedures for preliminary plat for subdivision; and

WHEREAS, Chapter 17, Article 6 of the Code governs the processing and review of Final Plat submittals; and

WHEREAS, the Preliminary Plat for UPRR Subdivision (“Preliminary Plat”) was approved by Resolution No. 19, Series 2023; and

WHEREAS, the Applicant submitted an application for Final Plat for UPRR Subdivision (“Final Plat”) on September 29, 2023; and

WHEREAS, the Final Plat will subdivide the parcel into two separate parcels allowing the creation of the Planned Unit Development; and

WHEREAS, Sec. 17-6-20 - Planning Commission review, of the Code, states that the Planning Commission (“Commission”) shall review the Final Subdivision Plat and make findings that the plat is in conformance with the approved preliminary subdivision plat and meets the requirements for final subdivision plat; and

WHEREAS, at its regular meeting held on October 11, 2023 the Commission recommended approval of the UPRR Subdivision Final Plat with conditions recommended by Town of Minturn Staff (“Town Staff”); and

WHEREAS, Town Staff has determined that the Final Plat conforms with the Town’s applicable standards and that the Applicant has successfully addressed all conditions of approval contained in Resolution No. 19, Series 2023 or otherwise recommended by the Commission; and

WHEREAS, the Minturn Town Council finds that the Final Plat conforms with the Code’s applicable standards; and

WHEREAS, the Town Council finds is necessary and proper to approve the UPRR Subdivision Final Plat.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO:

SECTION 1. The foregoing recitals are incorporated herein as if set forth in full.

SECTION 2. That the UPRR Subdivision Final Plat is hereby approved.

SECTION 3. That the UPRR Subdivision Final Plat is hereby approved subject to the following conditions:

1. The Applicant shall provide, and the Town of Minturn shall review and approve additional flood, mudflow, and/or debris flow hazards evaluation(s), report(s) and/or studies prepared by a professional geotechnical engineer licensed in the State of Colorado and specifically related to the Game Creek Drainage and associated alluvial fan areas occurring within the Minturn North PUD boundaries. Such evaluation(s), report(s) and/or studies shall specifically evaluate and assess the risk of potential flood, mudflow, and/or debris flow events, as well as the efficacy of proposed mitigation design and construction. Such evaluation(s), report(s), and/or studies shall be reviewed and approved by the Town Engineer and the Colorado Geological Survey; and any revisions to proposed mitigations shall be designed and submitted for review and approval by the Town and/or it’s consultants prior to the recording of the UPRR Subdivision Final Plat and/or the Minturn North PUD Subdivision Final Plat.
2. The Applicant shall work with the Town Engineer and Town Attorney to address and resolve all outstanding technical comments related to plat language and/or survey data prior to second reading of Ordinance No. 16, Series 2023.

INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEBSITE THE ____ DAY OF _____ 2023. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO ON THE ____ DAY OF _____ 2023 AT ____ p.m. AT THE MINTURN TOWN HALL 302 PINE STREET, MINTURN COLORADO 81645.

TOWN OF MINTURN, COLORADO

Earle Bidez, Mayor

ATTEST:

By: _____
Jay Brunvand, Town Clerk

THE TOWN OF MINTURN, COLORADO, ORDAINS THIS ORDINANCE ENACTED ON SECOND READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEBSITE THIS ____ DAY OF _____ 2023.

TOWN OF MINTURN, COLORADO

Earle Bidez, Mayor

ATTEST:

By: _____
Jay Brunvand, Town Clerk

TOWN OF MINTURN, COLORADO
ORDINANCE NO. 17 – SERIES 2023

AN ORDINANCE OF THE TOWN OF MINTURN,
COLORADO APPROVING THE FINAL SUBDIVISION PLAT
FOR THE MINTURN NORTH PUD

WHEREAS, the Town of Minturn (“Town”) is a Colorado home rule municipality organized pursuant to Article XX of the Colorado Constitution and with the authority of the Town of Minturn Home Rule Charter for which the Minturn Town Council (“Town Council”) is authorized to act; and

WHEREAS, the Town is authorized by the Home Rule Charter and Section 31-23-301, C.R.S., to enact zoning and land use regulations; and

WHEREAS, Chapter 17, Subdivisions, of the Code, regulates the subdivision of lands within the Town; and

WHEREAS, the purpose of Chapter 17 is to protect the health, safety and welfare of the citizens of the Town by providing for orderly, controlled development; by requiring disclosure to purchasers of unknown risks; and by establishing minimum standards for the design of land subdivision projects to ensure that all public and private facilities, including streets and other forms of access, drainage, water supply and sanitation improvements necessary to support human occupation on the land, are provided while also protecting the land form, streams and vegetation from the effects of excessive earthwork and deforestation resulting in extensive erosion and other forms of environmental deterioration; and

WHEREAS, Sec. 16-15-10 - Purposes and general provisions, of the Code, establishes the purpose of the Planned Unit Development (PUD) Overlay Zone District which is to allow flexibility for landowners to creatively plan for the overall development of their land and to achieve the purpose and objectives of this Code and the Community Plan; and

WHEREAS, Sec. 16-15-140 - Preliminary development plan submittal requirements, of the Code, states that where the PUD proposes activities that constitute a subdivision, the application for a preliminary plan for PUD shall also be required to meet the requirements of Chapter 17 of this Code regarding procedures for preliminary plat for subdivision; and

WHEREAS, Chapter 17, Article 6 of the Code governs the processing and review of Final Plat submittals; and

WHEREAS, the Preliminary Plat for Minturn North PUD (“Preliminary Plat”) was approved by Resolution No. 19, Series 2023; and

WHEREAS, the Applicant submitted an application for Final Plat for Minturn North PUD (“Final Plat”) on September 29, 2023; and

WHEREAS, the Final Plat will create various lots with building envelopes and open space areas and tracts; and

WHEREAS, Sec. 17-6-20 - Planning Commission review, of the Code, states that the Planning Commission (“Commission”) shall review the Final Subdivision Plat (“Final Plat”) and make findings that the plat is in conformance with the approved preliminary subdivision plat and meets the requirements for final subdivision plat; and

WHEREAS, at its regular meeting held on October 11, 2023 the Commission recommended approval of the Minturn North PUD Final Plat with conditions recommended by Town of Minturn Staff (“Town Staff”); and

WHEREAS, Town Staff has determined that the Final Plat conforms with the Town’s applicable standards and that the Applicant has successfully addressed all conditions of approval contained in Resolution No. 19, Series 2023 or otherwise recommended by the Commission; and

WHEREAS, by Ordinance No. 16, Series 2023 the Town Council approved the UPRR Subdivision Final Plat that creates the parcel which the Minturn North PUD Final Plat further subdivides; and

WHEREAS, the Minturn Town Council finds that the Final Plat conforms with the Code’s applicable standards; and

WHEREAS, the Town Council finds is necessary and proper to approve the Minturn North PUD Final Plat.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO:

SECTION 1. The foregoing recitals are incorporated herein as if set forth in full.

SECTION 2. That the Final Plat for Minturn North PUD is hereby approved.

SECTION 3. That the Minturn North PUD Final Plat is hereby approved subject to the following conditions:

1. The Applicant shall provide, and the Town of Minturn shall review and approve additional flood, mudflow, and/or debris flow hazards evaluation(s), report(s) and/or studies prepared by a professional geotechnical engineer licensed in the State of Colorado and specifically related to the Game Creek Drainage and associated alluvial fan areas occurring within the Minturn North PUD boundaries. Such evaluation(s), report(s) and/or studies shall specifically evaluate and assess the risk of potential flood, mudflow, and/or debris flow events, as well as the efficacy of proposed mitigation design and construction. Such evaluation(s), report(s), and/or studies shall be reviewed and approved by the Town Engineer and the Colorado Geological Survey; and any revisions to proposed mitigations shall be designed and submitted for review and approval by the Town and/or it’s consultants prior to the recording of the UPRR Subdivision Final Plat and/or the Minturn North PUD Subdivision Final Plat.

- 2. The Applicant shall work with the Town Engineer and Town Attorney to address and resolve all outstanding technical comments related to plat language and/or survey data prior to second reading of Ordinance No. 16, Series 2023.

INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEBSITE THE ___ DAY OF _____ 2023. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO ON THE ___ DAY OF _____ 2023 AT ___ p.m. AT THE MINTURN TOWN HALL 302 PINE STREET, MINTURN COLORADO 81645.

TOWN OF MINTURN, COLORADO

Earle Bidez, Mayor

ATTEST:

By: _____
Jay Brunvand, Town Clerk

THE TOWN OF MINTURN, COLORADO, ORDAINS THIS ORDINANCE ENACTED ON SECOND READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEBSITE THIS ___ DAY OF _____ 2023.

TOWN OF MINTURN, COLORADO

Earle Bidez, Mayor

ATTEST:

By: _____
Jay Brunvand, Town Clerk



www.mountainlawfirm.com

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Montrose, CO 81402

Office: 970.945.2261
Fax: 970.945.7336
**Direct Mail to Glenwood Springs*

DATE: October 27, 2023
TO: Minturn Mayor and Council
FROM: Karp Neu Hanlon, P.C.
RE: Dissolution of GID

Presented for Council’s consideration on first reading is an ordinance to dissolve the Town of Minturn General Improvement District (“GID”). The GID was created in 2008 as part of the various approvals for Battle Mountain. Despite the Battle Mountain PUD and subdivision approved not moving forward, the GID has remained an entity requiring an annual audit and approvals by the Town Council. As part of the settlement agreement with Battle Mountain, the Town and Battle Mountain agreed that the GID will be dissolved.

Ordinance No. 18 will effectuate the dissolution of the GID. The ordinance notes that the GID currently has no debt. The account balance in the GID fund will be transferred to the Minturn general fund. After the ordinance is effective, it will be recorded in the public records of Eagle County.

**TOWN OF MINTURN, COLORADO
ORDINANCE NO. 18 - SERIES 2023**

**AN ORDINANCE OF THE TOWN OF MINTURN,
COLORADO APPROVING THE DISSOLUTION OF THE
TOWN OF MINTURN GENERAL IMPROVEMENT
DISTRICT.**

WHEREAS, The Town of Minturn (“Town”), by Ordinance No. 24 – Series 2008, created the Town of Minturn General Improvement District, Town of Minturn, County of Eagle, Colorado (“General Improvement District”), recorded on January 29, 2009, at Reception No. 200901380; and

WHEREAS, The Town designated certain improvements and services which were to be completed within the General Improvement District; and

WHEREAS, Fifteen years have passed since the establishment of the General Improvement District, and the designated improvements have not been constructed; and

WHEREAS, No debt has been incurred for which the General Improvement District has an obligation to repay; and

WHEREAS, The General Improvement District has approximately \$2,958.98 in unexpended funds; and

WHEREAS, Pursuant to C.R.S. §§ 31-25-606, 31-25-607, 31-25-609 and 31-25-625, the Town, acting by and through the Minturn Town Council (“Town Council”) as the board of directors of the General Improvement District, may dissolve the General Improvement District at a duly noticed public hearing, after hearing any protests against or objections to such dissolution and upon a finding by the Town Council that such dissolution is in the best interests of the Town, so long as the General Improvement District has satisfied or paid in full all of its outstanding indebtedness, obligations, and liabilities, if any; and

WHEREAS, the Town Council at duly noticed public hearing considered the proposed dissolution of the General Improvement District and determined that the General Improvement District has satisfied or paid in full all of its outstanding indebtedness, obligations, and liabilities, if any, and such dissolution is in the best interest of the Town.

**NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE
TOWN OF MINTURN, COLORADO:**

1. The foregoing recitals are incorporated herein as if set forth in full.
2. After consideration of any protests against or objections to the dissolution of the General Improvements District in accordance with C.R.S. §§ 31-25-607 and 31-25-625, the Town has determined the following:
 - (a) The General Improvement District is no longer necessary.

(b) The General Improvement District has no outstanding indebtedness, obligations, or liabilities; and

(c) Dissolution of the General Improvement District is in the best interests of the citizens of the Town, the owners of property located within the boundaries of the General Improvement District and all other concerned parties.

3. In accordance with C.R.S. § 31-25-625, the Town hereby dissolves the General Improvement District. This action has no effect on the existence, legal status, or continued right of public access over or through any road, easement or other property interest within the General Improvement District or obtained when the General Improvement District was created.

4. Town Council directs the Town Clerk, on or promptly following the effective date of this Ordinance, to file a certified copy of this Ordinance for recording in the public records of the Eagle County Clerk and Recorder's office and, in accordance with C.R.S. § 31-25-625, upon such recording, dissolution of the General Improvement District shall be complete.

5. Following dissolution, the Town shall first utilize the General Improvement District's unexpended funds to cover the Town's costs incurred in dissolving the General Improvement District. The Town shall then release any remaining unexpended funds to the Town's general fund.

INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN OF MINTURN WEBSITE THE ____ DAY OF _____ 2023. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO ON THE ____ DAY OF _____, 2023 AT ____ P.M. AT THE MINTURN TOWN HALL 302 PINE STREET, MINTURN COLORADO 81645.

TOWN OF MINTURN, COLORADO

Earle Bidez, Mayor

ATTEST:

By: _____
Jay Brunvand, Town Clerk

THE TOWN OF MINTURN, COLORADO, ORDAINS THIS ORDINANCE ENACTED ON SECOND READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN OF MINTURN WEBSITE THIS ____ DAY OF _____, 2023.

TOWN OF MINTURN, COLORADO

Earle Bidez, Mayor

ATTEST:

By: _____
Jay Brunvand, Town Clerk



To: Mayor and Council
 From: Michelle Metteer
 Date: November 1, 2023
 Agenda Item: Ordinance 19 - Series 2023 Amending Chapter 11, Streets, Sidewalks and Public Property to allow for the depositing of snow in the public right of way during specific timeframes.

REQUEST:

Review and approve Ordinance 19 - Series 2023 on first reading amending Chapter 11 of the Minturn Municipal Code to amend allow for the hand-shoveling of snow from sidewalks into the right of way on town owned streets.

INTRODUCTION:

Minturn has held two public discussions on the topic of snow removal and the Snow Removal Plan. These discussions culminated in the adoption of the 2023/24 Minturn Snow Removal Plan; Resolution 30 – Series 2023. Within the Plan is identified the allowance for Minturn Residents to hand-shovel snow from sidewalks into the right of way of town owned streets. This is an effort to help mitigate the complications some residents face due to a lack of on-site snow storage. This also allows the Town to address other snow-related violations while following the Minturn Municipal Code in a fair and equitable manner.

COMMUNITY INPUT:

Residents, businesses, and snowplow contractors are encouraged to provide feedback.

BUDGET / STAFF IMPACT:

TBD.

STRATEGIC PLAN ALIGNMENT:

The comprehensive review and updating of the Town’s land use and subdivision regulations and processes aligns with the following key strategies:

PRACTICE FAIR, TRANSPARENT AND COMMUNICATIVE LOCAL GOVERNMENT

THE TOWN WILL SEEK TO MAKE **INFORMED, DATA-BASED DECISIONS** WITH A **STANDARD OF “DOING IT RIGHT.”** WITH AN **HONEST** APPROACH TO ALL ASPECTS OF LOCAL GOVERNMENT AND A FOCUS ON THE **PUBLIC PROCESS**, THE TOWN COUNCIL AND STAFF ARE COMMITTED TO SERVING MINTURN WITH THE HONESTY AND INTEGRITY EXPECTED OF A SMALL-TOWN GOVERNMENT.

RECOMMENDED ACTION OR PROPOSED MOTION:

Approve Ordinance 19 - Series 2023 Amending Chapter 11, Streets, Sidewalks and Public Property to allow for snow being deposited within the public right of way on town-owned streets between the hours of 4:00AM and 7:00AM.

ATTACHMENTS:

- Ordinance 19 - Series 2023

TOWN OF MINTURN, COLORADO
ORDINANCE NO. 19 – SERIES 2023

AN ORDINANCE OF THE TOWN OF MINTURN, COLORADO AMENDING
CHAPTER 11 OF THE MINTURN MUNICIPAL CODE TO AMEND THE
PROHIBITION OF (SNOW) DEPOSITS ON PUBLIC WAYS

WHEREAS, the Town of Minturn (“Town”) is a Colorado home rule municipality organized pursuant to Article XX of the Colorado Constitution and with the authority of the Town of Minturn Home Rule Charter for which the Minturn Town Council (“Town Council”) is authorized to act; and

WHEREAS, the Town of Minturn 2023-2025 Strategic Plan (hereinafter the “Strategic Plan”) seeks to “foster the authentic small town character that is Minturn,” and to “Lead Minturn to long-term viability while preserving its unique character and genuine mountain town community,” through specific strategic plan goals and policies;

WHEREAS, the Strategic Plan contains four key strategies for implementation including “Practice fair, transparent and communicative local government,” “Long-term stewardship of the natural beauty and health of Minturn’s environment,” “Sustain and invest in the things that define Minturn as a proud, sturdy mountain town to “Keep Minturn, Minturn,” and “Advance decisions/projects/initiatives that expand future opportunity and viability for Minturn;” and

WHEREAS, Resolution 30 – Series 2023 Approved the Minturn Snow Removal Plan which contains specific provisions in support of the proposed amendments to Chapter 11, Streets, Sidewalks and Public Property; and

WHEREAS, by Ordinance No. 05 – Series 2023 the Town Council adopted and amended the 2021 versions of the International Building Code, International Residential Code, International Fuel Gas Code, International Energy Conservation Code, International Plumbing Code, International Mechanical Code, International Property Maintenance Code, and International Fire Code, and National Electrical Code (collectively, the “International Codes”); and

WHEREAS, Section 11.11 of the Home Rule Charter and Section 31-16-202, C.R.S. provides the Town the authority to adopt and amend building and energy codes to suit local conditions; and

WHEREAS, on November 6, 2023, the Minturn Town Council approved this ordinance on first reading; and

WHEREAS, the Town Council has determined, based on extended public discussions held during the public meetings scheduled June 7, 2023 and October 18, 2023, that the proposed amendment is in alignment with public sentiment.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO:

SECTION 1. The foregoing recitals are incorporated herein as if set forth in full.

SECTION 2. Chapter 11 of the Minturn Municipal Code is hereby amended to read as follows, with additions shown in double underlined text and deletions shown in ~~strike through~~ text. Sections of Chapter 11 which are not expressly described in this Ordinance are deemed to continue to be in full effect without change.

CHAPTER 11 – Streets, Sidewalks and Public Property

* * *

ARTICLE 1 – Snow Removal

* * *

Sec. 11-1-40. – Amendments.

Sec. 11-1-40. - Deposits on public ways prohibited.

- (a) It is unlawful for any person to litter, track or deposit or cause to be littered, tracked or deposited, sand, gravel, rocks, mud, dirt, snow, ice or any other debris or material upon any street, sidewalk, alley or public place, or any portion thereof.
- (b) The provisions of this Section shall not be applicable:
 - (1) Within the immediate area of any construction, maintenance or repair project of any street or alley or any water main, sewer main, electricity main, gas line, telephone line or any appurtenances thereto;
 - (2) To deposits of sand, dirt or material necessary for the protection of the public safety; and
 - (3) To public areas designated for the dumping or depositing of said materials.
 - (4) For the purposes of hand-shoveling of snow from sidewalks to within the public right of way on town-owned streets between the hours of 4:00AM and 7:00AM.

INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEBSITE THE 1ST DAY OF NOVEMBER 2023. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN

OF MINTURN, COLORADO ON THE 15TH DAY OF NOVEMBER 2023 AT 5:30 PM. AT THE MINTURN TOWN HALL 302 PINE STREET, MINTURN COLORADO 81645.

TOWN OF MINTURN, COLORADO

Earle Bidez, Mayor

ATTEST:

By: _____
Jay Brunvand, Town Clerk

THE TOWN OF MINTURN, COLORADO, ORDAINS THIS ORDINANCE ENACTED ON SECOND READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEBSITE THIS 15TH DAY OF NOVEMBER 2023.

TOWN OF MINTURN, COLORADO

Earle Bidez, Mayor

ATTEST:

By: _____
Jay Brunvand, Town Clerk



To: Mayor and Council
From: Jay Brunvand
Date: November 1, 2023
Agenda Item: Acceptance of the Fiscal Year 2024 Annual Budget

REQUEST:

Fiscal Year 2024 Proposed Town of Minturn Budget Public Hearing.

INTRODUCTION:

As required by Colorado State law, the Council must hold a public hearing on the proposed Fiscal Year 2024 budget. This Public Hearing has been published and posted for this meeting.

ANALYSIS:

As required by Colorado law, the Town has set one Public Hearing for the FY2024 Budget, this November 1st meeting. Although further discussion will ensue through final adoption of the budget on December 6, 2023 and the public will be allowed to comment at each meeting, this is the one and only official Public Hearing. To date, Staff has taken your comments and suggestions and incorporated them into the FY2024 Budget as well as comments and direction given during the previous several meetings which have occurred over the past several months. In the event any material changes come forth from the Public Hearing process or Council direction, those changes also will be included in the scheduled final passage of the budget ordinances on December 6th. I will distribute an updated budget document thereafter as the final changes are processed.

As a reminder, depending on the outcome of the November 7 election, it is possible we will see bumps in the final deadlines for budget adoption and submittal to the County and the State. It is also possible that the governor will call for a potential legislative special session to further address the property tax assessments. Again, this is possible and potential, and nothing is set in stone. I will keep Council and citizens informed as events evolve. Although it appears that passage of Proposition HH will have minimal effect on the town, a Special Session could very well have possible major impacts on our proposed property tax revenues for 2024.

Following is the Public Hearing procedure recommended that you follow in order to make sure everything is covered procedurally and legally.

- (a) The Mayor will introduce the agenda item and announce the Public Hearing as “I hereby by call to order the Public Hearing for the purpose of discussion and comment on the fiscal year 2024 proposed budget and to gather input, pro or con, on the proposed Minturn Town Budget for the fiscal year January 1 through December 31, 2024. Any

citizen that would like to speak needs to clearly state their name and physical address for the record from the podium (even if they are known by all.)”

- (b) Staff Presentation – Brunvand and Metteer
- (c) Take citizen input
- (d) Close the Public Hearing
- (e) Council discussion on the budget and comment on the Public Hearing if any.
- (f) Announce this is the official Public Hearing on the Fiscal Year 2024 Preliminary Budget and citizens are encouraged to contact the Town Hall with questions or comments during regular business hours at 970-827-5645.

Updates on Council direction regarding previously presented information:

- a. The Town will not proceed with additional leases on the UPRR land as we are unable to secure long-term leases thereby limiting our use options.
- b. Direction was given to double the salaries of the Mayor and the Town Council. This direction will be effective as each seat stands for election beginning in April 2024. An Ordinance memorializing this will be forthcoming.
- c. At this point, there will not be an increase in metered water fees proposed for 2024. Staff is asking direction for non-metered use and requesting the nonmetered rate be triple the metered rate. Staff will continue to explore a fully tiered rate structure similar to what ERWSD provides.
- d. Changes were made to pull most of the payroll expenses from the Enterprise Fund and transfer those expenses to the General Fund.
- e. Staff bid out our employee insurance policies in an effort to identify potential cost savings. The industry is seeing historic increases of double-digit inflation in the health insurance field. Although we found remaining with our current package to be the most cost effective, we were able to actually reduce our medical insurance by a small percentage essentially maintaining our 2023 costs. This was accomplished by restructuring our fees recognizing a three-tiered system over our current two-tiered. Further, our dental insurance has notified us we will not have an increase in 2024 costs.
- f. Norman and Nelson Avenues street repairs will move forward.
- g. Bellm Bridge feasibility study will move forward.
- h. The town will contract for a reserve study on the Town Hall capital expense needs.
- i. After review, the town hall apartment leases will be moved to a tiered rate based on town employee, first responder, other renter status. Additionally, the lease lot leases will increase. These increases will generate \$2,400 and \$9,000 respectively.
- j. Standard business license fees will decrease. Home business license fees will increase and Short Term Rental license fees will increase to \$300/room. Contractor license fees will switch to an annual renewal system.

COMMUNITY INPUT:

Staff has scheduled a Public Hearing on the budget at the November 1, 2023 Council Meeting and a Public Hearing is included in each of the Ordinances to adopt the four Ordinances used to

formally approve the budget funding. The public is encouraged to contact the Council or Staff to review any questions or comments they might have. Throughout this process any comments offered will be reviewed and as directed by Council items of concern will be discussed and may be included within the final budget document. The final approval of the budget will be on December 6, 2023.

BUDGET / STAFF IMPACT:

The annual fiscal budget sets forth projected income and expenses and sets forth a plan to achieve our stated goals. The budget will appropriate reserves, revenues and expenses and set the mill levy and fees for the ensuing year.

STRATEGIC PLAN ALIGNMENT:

In accordance with Strategy #1 to practice fair, transparent, and communicative local government.

RECOMMENDED ACTION OR PROPOSED MOTION:

Motion to accept the Fiscal Year 2024 Draft Annual Budget and set Public Hearing at 5:30pm on November 1, 2023 to be held in the Council Chambers and via ZOOM at 302 Pine St, Minturn.

ATTACHMENTS: The FY2024 Budget document is provided under separate cover from the packet and is available on the town website.

Previously presented information:

GENERAL FUND (01):

INCOME:

- Property Tax (01-00-4010) – The amount reported in the Certification of Values represents a 49% Increase over 2023. As a reminder, in 2019 statewide General Election included a question to reduce the impact of the Gallagher Amendment. This ballot question passed and froze the Residential Assessment value at 7.15%. However, several laws have been passed by the state legislature in addition to the 2023 ballot measure “HH”, all intended to lessen the impacts of rising property values. Such actions have reduced the Residential and Commercial assessment values and exemption allowances within the calculations. It is noted some of these changes are long term while others are short term which will cause our Property Tax revenues to flux over the coming years.
- Staff’s continued concern with all revenues is to not spend money before we have it yet balance the probability of projects coming to fruition.
- Lodging Tax (01-00-4039) has been growing year over year showing a slow gain. This is due to more units and rental nights of those units as well as a more developed and uniform collection system locally and statewide. Rental owners submit sales tax to the state for distribution to Minturn and submit Lodging Taxes directly to Minturn. Changes in the state laws have made it easier for companies like AirBnB to submit their sales taxes directly to the state for distribution to Minturn.

- Sales Tax (01-00-4040 and 4050) is growing and to fairly represent realistic numbers. For budget purposes, I have used the prior two years in comparison to the year-to-date current collections and developed a reasonable number. For most of the 2023 thus far we have been below month over month estimates compared to 2022. I will continue to watch this develop but at this point I am reasonably comfortable with this calculation. The state requires companies who sell online from both intra and interstate to collect and submit sales tax where the goods are received. Prior to this, on-line sales were either not taxed or taxed from the corporate home office. These payments are made to the state and distributed to the town monthly.
- The town has seen multiple PUD development applications which have yet to come to fruition. Although we anticipate at least a portion of these new units, it is difficult to predict when development will occur. Although these projects could provide a large increase in the town's budget numbers, weighted against the water tap moratorium we are in a wait-and-see position. Again, I try not to budget for funds until they are "in hand".
- Currently we have 8 leases on the lease lot budgeted for 2024. This includes the concrete plant, and seven others in the developed area behind the berm, plus fees received from snow dump charges. (01-00-4516 thru 4526) plus we lease land and accept single dumps of snow from outside sources. These revenue sources allow for diversification of town revenues and accounts for a budgeted \$150,500 income. This diversified income represents 18% of the estimated amount collected in property and 13% of the estimated sales tax. Overall, this income accounts for 5% of our total budgeted General Fund revenues for 2024.
- In recent years the town has earned upwards of 2.5% interest (01-00-4540) on our liquid cash investments. As a result of COVID this dropped to less than 1/10%. This downward earning cycle is reversing as the Federal Reserve continues to raise interest rates in an attempt to stabilize the economy. As a result of these higher yields I have budgeted \$100,000 in 2024. There are signs these interest rate increases will cease and probably decline. As a result, this number will be monitored.

EXPENSE:

- Due to unknown factors, the Council is budgeted for 24 regular meetings and 4 additional special meetings. This is inline with the needs of 2022 and 23. In April of 2024 we will hold our biannual municipal election, therefore, a Council retreat will be scheduled for late spring 2024.
- For all Employee insurance plans I have budgeted a 10% increase. As with everything, insurance costs are being hit by the economy. As a result, Staff has bid out our insurance coverage in an effort to test the market for better pricing. The good news is that we are seeing some positive numbers, the bad news is we will still anticipate a 10-15% overall increase in 2024 rates. In an industry that has seen 10-40% annual increases and wild fluctuations in the private markets in recent years, Staff has been able to maintain average annual growth of 3-5% and feels this continues to be a tremendous success in cost management.
- Some of the more beneficial community organizations have been funded in separate line items. For example, The Vail Valley Partnership will be funded at \$3,850 (01-01-5235) and the Minturn Community Fund is funded at \$15,000 (01-05-5275), the Minturn Bike Park is funded at \$15,000 (01-06-5357) and the Minturn Fitness Center at \$5,000 (01-06-5354). This is in addition to substantial in-kind contributions.
- It appears promising that Minturn has or will be settling several lawsuits against the town. As a result of recent, Minturn is budgeting in the General Fund alone for a combined legal and engineering budget (01-01-5220 – 5222) of \$291,000. This is down from 2023's \$632,223 total. The 2022 budget for legal, which was doubled over 2021, was approved by Council at \$200,000. Between 2015 and 2020 the town's legal average was \$83,750, 2018 was \$187,000 and in 2021 it was \$265,750 based on monthly averages.

- The Planning Department budget for 2024 includes a staff planner, a new position for Code Enforcement/Public works, a contracted planner and a small bank for consultants. In addition the Building Inspection services shows an increase in anticipation of increased need with several upcoming developments.
- The Police and Legal Department includes the contracted police services agreement with the Eagle County Sheriff's Office and a contribution to the Wildfire Fund. The police contract with Eagle County Sheriff was renegotiated in late 2022 and effective in 2023.
- Town Events and promotions (01-05-5275) includes one staff and is budgeted at \$100,000 in 2023 which includes \$15,000 for the summer concert series.
- The Public Works Department includes funding for some contracted snow plow/removal services, \$5,000 plus in-kind for the Minturn Fitness Center, and \$15,000 plus in-kind for the Minturn Bike Park.
- Public Building Repair and Maintenance (01-06-5290) is budgeted at \$15,000 and used to assist in maintenance and upgrades to our facilities. This line item will need significant increasing in the coming years as the town's infrastructure ages.
- Maintenance and improvements for streets and sidewalks has been increased to \$125,000 (01-06-5352) in an effort to better support our infrastructure needs. This does not include any work on Phase 2 of the Sidewalk project. A small ramp-up portion of Phase 2 of the Sidewalk will be funded in Fund 06 with proceeds from the Construction Use Tax.

ENTERPRISE FUND (02):

- Water rates will be discussed at the October 18th Council Meeting. During this meeting we will firm up the actual water rates as well as the Debt Service fees, Tap fees, System Improvement Fees, and Cash in Lieu fees.

As part of this review and adoption of the CIP plan water rates, debt needs, and other sources of funding have been examined completely and will require probable rate increases, grant applications, and even the issuance of additional debt to undertake all the necessary improvements.

Council and Staff will continue to evaluate our system and the pressing needs with funding opportunities to help accomplish our needs and goals. Recent accomplishments are the connection of Well #4 to the Clear Well for purification purposes, near completion of new water storage tank, installation of a water loss detection system, replacement of all but the last remaining water meters in town, and much needed repairs to the plant and distribution system.

- Annual H2O water right maintenance (02-06-5352) will increase approximately 14% on top of 2023's 4% increase. The \$160,000 covers the Cross Creek flow gage station and water rights of 5acre ft, 20acre ft, and 50acre ft through the Colorado River Distirct. The gage station shows expense; however, CBS/Viacom pays 1/3 of this cost.
- With the pending needs in the Enterprise Fund of water plant and distribution line work, it will be important that we save where we can and manage our reserves in the coming several years. Our water rates are admittedly steep as are the expenses and the estimated capital needs, all must be weighed as best we can given that water rates were kept artificially low for decades and maintenance was deferred in anticipation of Battle Mountain providing new infrastructure.

Conservation Trust Fund (03):

- FY2024 expenditures in this fund include \$61,000 to stain and treat the wood of the Little Beach Park stage, Eagle River Park restroom, and the Town Manager's house. The roof at the Manager's House will be assessed and money is included in the event it is necessary to replace or repair. This

maintenance is scheduled every five years or so. The work was originally scheduled for 2022 but after review it was determined to wait and see in light of assessments made.

SPECIAL REVENUE FUND (04):

- FY2024 reflects a \$105,223 transfer to the Capital Fund. A Fund balance of approximately \$10,000 will remain in Fund 04 for fixed asset needs or to accrue for larger projects in future years. The interfund transfer will be to accommodate non-Enterprise Fund expenses. The revenue in this fund is derived from rents paid by the USPO and the two residential units within the Town Hall. The rate structure for 2024 has been reviewed and discussed with Council. A new rate structure for the residential units was approved by Council at the September 20 meeting and included in this revenue.

CAPITAL FUND (06):

- The Capital Fund recognizes revenues resulting from the implementation of the Construction Use Tax and the previously noted income from the Special Revenue Fund transfer.
- \$250,000 has been allocated for Phase II of the sidewalk project engineering services. Actual construction is anticipated in 2025.
- Little Beach Park (06-01-5310) is budgeted for \$260,000 as a place holder. These funds are maintained in a savings account per the previous BMD funding agreements. These funds are held only for development in Little Beach Park and will be utilized once a development plan is approved.
- Budget Review during upcoming meetings (Budget page 70):
 - 10/18/23
 - Session under Discussion and Direction for Council to discuss the budget as relates to water rates in the Enterprise Fund and consider questions or direction from Council. This will begin with a short presentation and then discussion of major projects scheduled.
 - Q&A
 - 11/01/23
 - Public Hearing on FY2024 Budget (this is the ONLY public hearing)
 - GID public hearing and approval
 - Q&A
 - 11/15/23
 - Discussion of revenue changes as a result of the statewide general election
 - First Reading of Budget approval Ordinances
 - Review of 2023 Supplemental Appropriations
 - Q&A
 - 12/6/23
 - Second and final reading of Budget approval Ordinances



2024
BUDGET

DRAFT BUDGET

9/27/2023 4:21 PM

TOWN OF MINTURN

COUNCIL MEMBERS:

Mayor Earle Bidez
Mayor Pro Tem Terry Armistead
Councilwoman Lynn Feiger
Councilman Gusty Kanakis
Councilman Brian Rodine
Councilwoman Kate Schifani
Councilman Tom Sullivan

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TOWN OF MINTURN
P.O. Box 309 (302 Pine Street)
Minturn, Colorado 81645-0309
970-827-5645 Fax: 970-827-5545
treasurer@minturn.org

**FROM THE DESK OF
JAY BRUNVAND, TREASURER/FINANCE**

I, Jay Brunvand, certify that the attached is a **true and accurate copy** of the adopted 2023 Budget of the Town of Minturn.

Jay Brunvand, Town Treasurer/Clerk

Date

Town of Mirtum
2024 ALL FUND OVERVIEW

Item	General Fund	Water/Sewer Fund	Lottery Fund	Special Rev Fund	Market Fund	Capital Fund	GID Fund	Scholar Fund	BMR Fund	Totals
Revenue	2,944,777.78	2,411,611.00	14,122.15	115,223.00	37,000.00	509,723.00	0.00	10,000.00	52,500.00	6,094,956.93
Battle Mtn Dev Revenue	0.00						0.00			0.00
Battle Mtn Dev Revenue - Scholarship Endowment								0.00		0.00
Battle Mtn Dev Revenue - Little Beach Park								0.00		0.00
Net Revenue	2,944,777.78	2,411,611.00	14,122.15	115,223.00	37,000.00	509,723.00	0.00	10,000.00	52,500.00	6,094,956.93
Expenses										
Council	27,760.00									27,760.00
Gen Govt	962,298.57			0.00						962,298.57
Planning	567,903.00									567,903.00
Battle Mtn Dev	0.00	0.00				0.00	250.00		150,000.00	150,250.00
Police and Court	461,344.00									461,344.00
Econ Dev	223,417.00									223,417.00
Public Works	508,363.00	1,293,608.00				552,000.00				2,353,971.00
Grants/Debt Service/Capital	0.00	1,113,337.00		0.00						1,113,337.00
Misc	193,000.00	0.00	61,000.00	0.00	37,000.00	0.00	0.00	7,100.00		298,100.00
Net Expenses	2,944,085.57	2,406,945.00	61,000.00	0.00	37,000.00	552,000.00	250.00	7,100.00	150,000.00	6,158,380.57
Net Income (Receipts) before transfers	692.21	4,666.00	-46,877.85	115,223.00	0.00	-42,277.00	-250.00	2,900.00	-97,500.00	-63,423.64
Transfers IN (Revenue)	0.00	0.00	0.00	0.00	0.00	105,223.00	0.00	0.00	0.00	105,223.00
Transfers Out (Expenses)	0.00	0.00	0.00	105,223.00	0.00	0.00	0.00	0.00	0.00	105,223.00
Net Due To/From Transfers	0.00	0.00	0.00	-105,223.00	0.00	105,223.00	0.00	0.00	0.00	0.00
Net Receipts after transfers	692.21	4,666.00	-46,877.85	10,000.00	0.00	62,946.00	-250.00	2,900.00	-97,500.00	-63,423.64
Beginning Cash Balance - Jan 2024 (EST)	2,753,903.00	1,463,322.00	82,371.00	27,260.93	8,331.00	400,093.00	2,959.00	271,618.00	110,844.00	5,120,701.93
Transfers to Depreciation-Est	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Cash Balance	2,754,595.21	1,467,988.00	35,493.15	37,260.93	8,331.00	463,039.00	2,709.00	274,518.00	13,344.00	5,057,278.29
Restricted Cash -										
TABOR (3% of non-enterprise expenses)	87,250.00				0.00	0.00	0.00			
Restricted for CIP	0.00		35,493.15	27,260.93						
(1) Restricted by TABOR-Real Estate Trans	1,107,207.65									
(2) 6 Mo Reserve Target (non Grant)	25,000.00									
Grant Match Reserve	1,221,120.78	703,780.00								
Restricted for Capital Imp Plan	17,872.00									
Restricted for Exterior Energy Offset										
Restricted for Parks										
Restricted for Capital Imp (Const Use Tax)						250,093.69				
Restricted for Scholarships						212,945.31		274,518.00		
Restricted for GID							2,709.00		13,344.00	
Restricted for BMR and Escrow		47,008.00								
Restricted-Cash In Lieu of Water Fee		31,625.00								
Restricted-System Improvement Fee		538,320.00			8,331.00					
Restricted for Infrastructure					8,331.00					
Total Restricted Revenue	2,458,450.43	1,320,733.00	35,493.15	27,260.93	8,331.00	463,039.00	2,709.00	274,518.00	13,344.00	4,603,878.51
Cash Available after Restricted	296,144.78	147,255.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	453,399.78

TOWN OF MINTURN FISCAL YEAR 2024 BUDGET

State Law requires a property reassessment every odd year as taxes and mill levies are set for the following even year. Between the 2017 and 2021 assessments the effects of the Gallagher Amendment caused residential properties to be assessed at an ever-decreasing amounts in order to remain compliant. The residential appraised value calculation dropped from 7.96% in 2016 to 7.12% in 2020 and then 6.95% in 2021 and 6.765% in 2021 by legislative action enacted to reduce the effects of inflation in the real estate markets. For comparison in 2016 the town received \$488,343 on an assessed value of \$27,230,020, while in 2023 we anticipate receiving \$580,330 on an assessed value of \$32,359,180. The 2023 assessment for 2024 revenue is proving to be very cumbersome and difficult to pin down. This is due to a pending November 2023 ballot question referred to the voters by the state legislature of how the calculations will be made with the assessed value. This ballot question will determine exemptions, credits, and tax rates on each assessed property. Until the election passes we won't know for certain the true revenue to be generated leaving us in a wait-and-see pattern.

The November 2020 and General Election passed a ballot measure which froze the value at 7.12% and will remain there until changed by a statewide election. Then, as stated, through legislative actions at the state level our residential tax formula reduced from 7.12% to 6.765%. Property values used to calculate the 2024 property tax revenues have sky rocketed and it is anticipated the values will be 60% over 2023. Over the previous several years, Minturn has acted proactively each year during the monthly financial reviews at staff level and during the fiscal budget process to continually review our budget and examine expenses while maximizing service levels for the greatest value to our citizens. Minturn is embarking on several improvement plans. The Town will need to consider any and all options to save money during the upcoming years in order to meet these funding requirements.

During 2020 the Town passed a temporary moratorium on water taps sold in the Enterprise Fund which has been extended into 2024 and is anticipated to extend beyond 2025. This move was made in light of the significant repairs and replacements required in the water plant, water tank, and distribution systems as well as several large anticipated projects being proposed at the initial stages in the Planning Department. In late 2023 the town completed the new water storage tank. It is planned that the old tank will be refurbished in the future and remain in use. Currently the town is considering options to test our water wells to determine if they can be converted to our sole source of water, increase the well production and maintain our current water diversion on Cross Creek, refurbish our sand filters, build a new treatment plant, or some combination of those options. Funding to

research these options has been budgeted in the 2024 Enterprise Fund. Once studied and approved, additional funding will be sought in order to implement the approved direction.

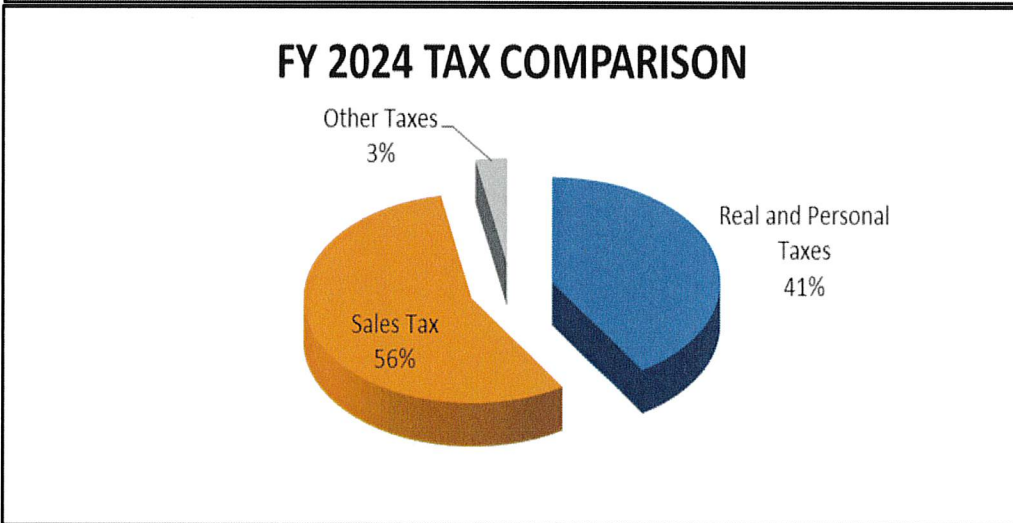
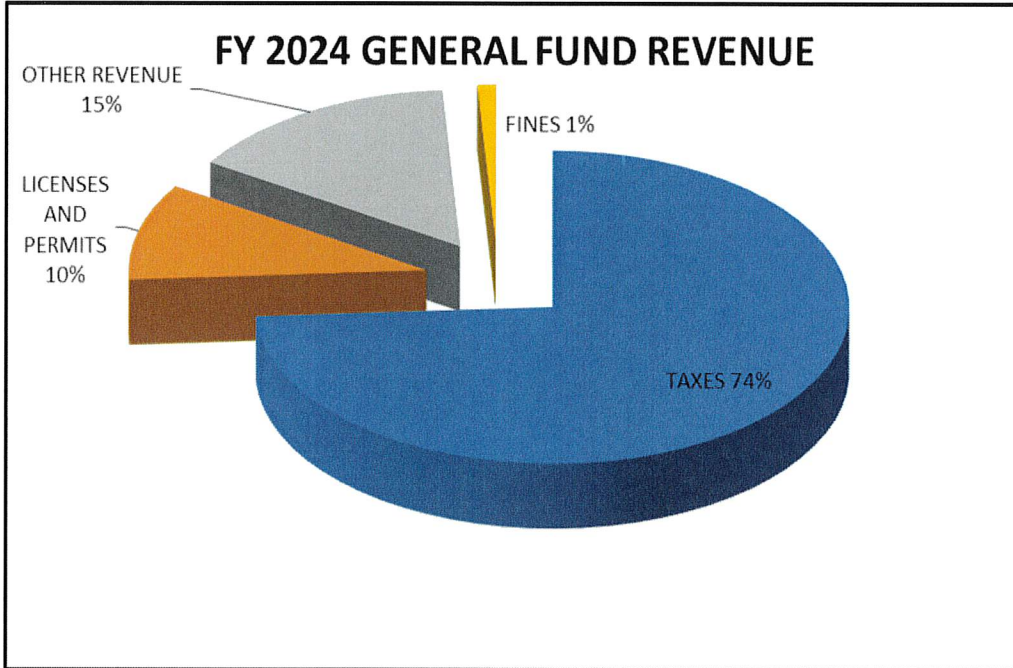
Annual Town Revenue Growth (less Grants)

Year	General Fund	BMR Contribution	Total	Annualized Growth
2004	1,448,349.00	0.00	1,448,349.00	
2005	1,495,138.00	691,044.00	2,186,182.00	3.13%
2006	1,519,760.00	800,000.00	2,319,760.00	1.60%
2007	1,595,309.00	1,380,000.00	2,975,309.00	4.70%
2008	1,673,054.00	1,600,000.00	3,273,054.00	4.65%
2009	1,653,276.88	1,578,270.00	3,231,546.88	-1.18%
2010	1,400,838.00	285,753.00	1,686,591.00	1.20%
2011	1,463,689.00	424,367.00	1,888,056.00	1.04%
2012	1,287,582.00	180,000.00	1,467,582.00	-12.03%
2013	1,461,431.00	180,000.00	1,641,431.00	11.89%
2014	1,363,052.00	180,000.00	1,543,052.00	-6.73%
2015	1,653,719.00	180,000.00	1,833,719.00	18.80%
2016	2,659,131.00	180,000.00	2,839,131.00	54.80%
2017	1,998,883.00	180,000.00	2,178,883.00	-23.26%
2018	1,864,479.00	165,000.00	2,029,479.00	-9.32%
2019	1,979,213.00	0.00	1,979,213.00	-2.47%
2020	2,331,675.00	0.00	2,331,675.00	17.80%
2021	2,610,321.00	0.00	2,610,321.00	10.67%
2022	2,982,949.00	0.00	2,982,949.00	12.49%

Minturn continues to see modest revenue growth year over year. The above table illustrates the impact of sales tax collections due to changes for on-line purchases which require tax be paid based on where the items are delivered. Previously, tax was either not collected or remitted to the location from where the product was. By way of example, prior to this change in 2018 our sales tax collections were \$620,544 and in 2022 our collections were \$1,040,044; a gain of 49%. It is important to recognize that as this single source of revenue has grown so have legal expenses due to ongoing lawsuits on various projects including the Battle Mountain Resort property. Currently the town is considering a Settlement Agreement with Battle Mountain. This agreement, if approved, will settle all current legal disputes and give land within the project to the town, and will maintain the development within the town boundaries.

TOWN OF MINTURN FISCAL YEAR 2024 BUDGET

General Fund: Revenue



2023 is a reassessment year and we are anticipating a significant increase of over 40% in property taxes over 2023. It is expected that with the significant increases in property values that our property tax receipts will increase as well. The state legislature has placed a tax reform measure on the November 2023 ballot which, if passed, will reduce much of this new property value growth. With the enacted statewide legislation over the past four sessions

and the November 2023 election, how the assessed value is taxed has and will continue to change annually.

A re-assessment occurs in odd years when the County Assessor in each county statewide evaluates all the property in the County for tax purposes by comparing like transactions throughout a set area to create an assessed value for each and every property. The mill levy is then used to calculate the various taxing district's revenue. It is important to note that the town has not changed it's mill levy in over 25years. The mill levy is set at 17.934 and the town revenues rise and fall in sequence with property values.

Each town department has been reviewed again this year in order to obtain a better grasp on the expenses and control of those expenditures. This has allowed the Town an opportunity to examine each department's needs, staffing, and service levels. The Town has continued to find qualified services provided by outside contracts. This opportunity requires the Town to only manage the contract without the need to hire the position at this time. This practice results in a cost savings to the Town.

Footnotes:

- 1) Property taxes are calculated on the Town wide 17.934 mill levy. This year's assessment reflects growth based on the 2023 reassessment of real property values. The reassessment value calculations will be considered in a state wide election in November 2023. Once the election results are considered it is possible the values will change significantly.
- 2) The Sales Tax budget for 2024 is based on the 2022 actual and 2023 estimated collections; we anticipate sales tax collections to be flat in 2024 compared to 2023. It is important to note sales and property tax can be extremely fickle and go down just as fast as they go up. In addition, it should be noted that sales tax is high than property tax due to the noted recent legislative actions.
- 3) Building Permits net an income to the Town of 20% over the cost of the building inspection services. The town is looking at several large developments that could increase our housing stock. The budget is based on reasonable and conservative numbers meaning not all the homes proposed are included. Historically, not once have we warranted hiring in-house for this service when viewed over multiple back-to-back years.
- 4) The town has a number of land and parking leases for a diversified income source of \$150,950. This accounts for over 5% of all General Fund revenues.
- 5) Real Estate Transfers within the Town are assessed a 1% tax on the value of the sale. This revenue continues to improve as the economy recovers.

GENERAL FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2022 TRIAL BALANCE	FY2023 BUDGET	2023 EST YEAR END BALANCE	PROPOSED 2024 BUDGET	% CHANGE FROM EST 2023	FT NOTES
FUND 01 - GENERAL FUND							
REVENUE							
PROPERTY TAX - REAL AND PERSONAL	01-00-4010	593,646.42	568,723.00	568,723.00	852,071.78	49.82%	1
SPECIAL OWNERSHIP	01-00-4020	31,864.00	30,000.00	30,000.00	32,000.00	6.67%	
SPECIAL ASSESSMENT (MVSA)	01-00-4030	5,823.80	6,250.00	6,250.00	6,000.00	-4.00%	
LODGING TAX - 1.5%	01-00-4039	20,304.73	20,000.00	20,000.00	20,000.00	0.00%	
COUNTY SALES TAX	01-00-4040	46,456.16	45,000.00	45,000.00	45,000.00	0.00%	2
CITY SALES TAX - 4%	01-00-4050	1,164,524.64	1,155,000.00	1,155,000.00	1,155,000.00	0.00%	2
CIGARETTE TAX	01-00-4051	2,707.20	2,800.00	2,800.00	2,800.00	0.00%	
HIGHWAY USERS TAX (HUTF)	01-00-4052	38,650.12	36,263.00	36,263.00	37,362.00	3.03%	
ROAD AND BRIDGE	01-00-4070	22,454.52	25,000.00	25,000.00	25,000.00	0.00%	
OTHER TAXES	01-00-4090	0.00	0.00	0.00	0.00	#DIV/0!	
BUILDING PERMITS	01-00-4210	70,019.50	50,000.00	50,000.00	118,560.00	137.12%	3
EXTERIOR ENERGY CREDIT	01-00-4215	7,120.00	0.00	0.00	0.00	#DIV/0!	
HIGHWAY 24 MAINTENANCE	01-00-4220	37,800.00	37,800.00	37,800.00	38,934.00	3.00%	
LIQUOR LICENSE FEES	01-00-4230	2,579.75	1,500.00	1,500.00	1,500.00	0.00%	
BUSINESS AND CONTRACTORS LICENSE	01-00-4240	24,344.00	22,500.00	22,500.00	24,000.00	6.67%	
PLANNING AND ZONING FEES/PERMITS	01-00-4250	99,212.97	50,000.00	50,000.00	50,000.00	0.00%	
FRANCHISE FEES - PUBLIC SERVICE	01-00-4260	52,726.30	40,000.00	40,000.00	50,000.00	25.00%	
FRANCHISE FEES - PHONE/CABLE	01-00-4280	19,543.49	19,500.00	19,500.00	19,500.00	0.00%	
FRANCHISE FEES - HOLY CROSS	01-00-4290	2,098.52	2,000.00	2,000.00	2,000.00	0.00%	
MUNICIPAL TRAFFIC FINES	01-00-4430	12,273.45	15,000.00	15,000.00	15,000.00	0.00%	
MUNICIPAL NON-TRAFFIC FINES	01-00-4435	0.00	0.00	0.00	0.00	#DIV/0!	
MUNICIPAL VICTIM RESTITUTION	01-00-4436	0.00	0.00	0.00	0.00	#DIV/0!	
CODE ENFORCEMENT FINES	01-00-4440	0.00	0.00	0.00	0.00	#DIV/0!	
COURT COST/ADMIN FEES	01-00-4445	0.00	0.00	0.00	0.00	#DIV/0!	
BOND FORFEITURES	01-00-4450	0.00	0.00	0.00	0.00	#DIV/0!	
TOWN HALL RENT	01-00-4511	2,150.00	1,500.00	1,500.00	1,500.00	0.00%	
ERFPD IMPACT FEE	01-00-4512	7,808.62	0.00	0.00	0.00	#DIV/0!	
LAND LEASE - SEASONAL LANDSCAPING	01-00-4516	9,000.00	9,000.00	9,000.00	9,000.00	0.00%	4
LAND LEASE - WILCON LEASE	01-00-4518	9,000.00	9,000.00	9,000.00	9,000.00	0.00%	4
LAND LEASE - SNOW DUMP	01-00-4519	8,200.00	8,500.00	8,500.00	8,500.00	0.00%	4
LAND LEASE - MTN MGMT PROP	01-00-4520	15,000.00	14,400.00	14,400.00	18,000.00	25.00%	4
LAND LEASE - OLD CASTLE	01-00-4521	66,112.55	70,000.00	70,000.00	70,000.00	0.00%	4
LAND LEASE - WORKER BEE LANDSCAPING	01-00-4522	9,000.00	9,000.00	9,000.00	9,000.00	0.00%	4
LAND LEASE - ALTA STONE	01-00-4523	9,000.00	9,000.00	9,000.00	9,000.00	0.00%	4
LAND LEASE - CHARD'S YARDS	01-00-4524	9,000.00	9,000.00	9,000.00	9,000.00	0.00%	4
LAND LEASE - SUNCOAST SEALER	01-00-4525	5,444.00	9,000.00	9,000.00	9,000.00	0.00%	4
LAND LEASE - MISC ENCROACHMENTS	01-00-4526	0.00	0.00	0.00	0.00	#DIV/0!	
PARKING LEASE - TIM SIMON PARKING	01-00-4530	1,337.00	1,337.00	1,337.00	1,337.00	0.00%	
LAND LEASE - IRONWORKS PARKING	01-00-4531	2,952.32	2,953.00	2,953.00	2,953.00	0.00%	
D&RGR - THE BUNKHOUSE	01-00-4535	3,820.00	3,820.00	3,820.00	3,820.00	0.00%	

BUDGET-2024

GENERAL FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2022		FY2023 BUDGET	2023 EST YEAR END BALANCE	PROPOSED 2024 BUDGET	% CHANGE		FT NOTES
		TRIAL BALANCE					FROM EST 2023		
D&RGR - SALOON	01-00-4537	4,940.00	4,940.00	4,940.00	4,940.00	4,940.00		0.00%	
FUND RAISER - MEMORIAL BENCH PROGRAM	01-00-4538	3,000.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00%	
INVESTMENT EARNED	01-00-4540	56,029.07	35,000.00	35,000.00	35,000.00	100,000.00	#DIV/0!	185.71%	
GRANTS - TAP #1	01-00-4552	0.00	0.00	0.00	0.00	0.00	#DIV/0!		
GRANTS - TAP #2/RPP/DOLA	01-00-4561	0.00	0.00	0.00	0.00	0.00	#DIV/0!		
GRANTS - DOLA COMMUNITY PLAN (EIAF)	01-00-4561	135,452.56	0.00	0.00	0.00	0.00	#DIV/0!		
GRANTS - COVID 19	01-00-4562	-5,798.18	0.00	0.00	0.00	0.00	#DIV/0!		
BATTLE MTN RESORTS REVENUE	01-00-4575	45,000.00	0.00	0.00	0.00	0.00	#DIV/0!		
MINTURN EVENT REVENUE	01-00-4591	0.00	0.00	0.00	0.00	0.00	#DIV/0!		
OTHER REVENUE	01-00-4597	39,457.39	35,000.00	35,000.00	35,000.00	35,000.00		0.00%	
TRANSFER FROM OTHER FUNDS	01-00-4650	0.00	0.00	0.00	0.00	0.00	#DIV/0!		
REAL ESTATE TRANSFER TAX - TABOR RESTRICTED	01-00-4680	292,895.00	150,000.00	150,000.00	150,000.00	150,000.00		0.00%	1
SUBTOTAL: REVENUE		2,982,949.90	2,508,786.00	2,508,786.00	2,508,786.00	2,944,777.78		17.38%	

BUDGET-2024

**TOWN OF MINTURN
FISCAL YEAR 2024 BUDGET**

General Fund: Council Expense

This budget carries the payroll for the Town Council members and a small allowance for supplies/services. The wage cost includes the regular monthly stipend for the Mayor and Council to allow for all regularly scheduled meetings plus six additional unscheduled meetings. Historically we have budgeted for three additional meetings but this has been exhausted due to the need to meet with legal teams and other unscheduled events.

The Town provides contributions to various events and organizations which have been committed to based on Council direction. These include the Minturn Summer Concert series, funding for the Vail Valley Partnership, and other items which mutually benefit the town and the Minturn Community Fund. This funding has been incorporated in the General Government and Economic Development budgets.

The Town contracts for legal, engineering, community planning, code enforcement and water treatment services among others. Not including the Council or contract services, the staffing level for the Town of Minturn employs 9 full time employees and no part time employees. 2024 reflects a growth of one code enforcement officer who will also assist Public Works. this position is budgeted but has not been filled as of yet.

Town Manager	1
Town Treasurer/Town Clerk	1
Planning and Code Enforcement	2
Court Clerk/Economic Coordinator	1
Public Works	4

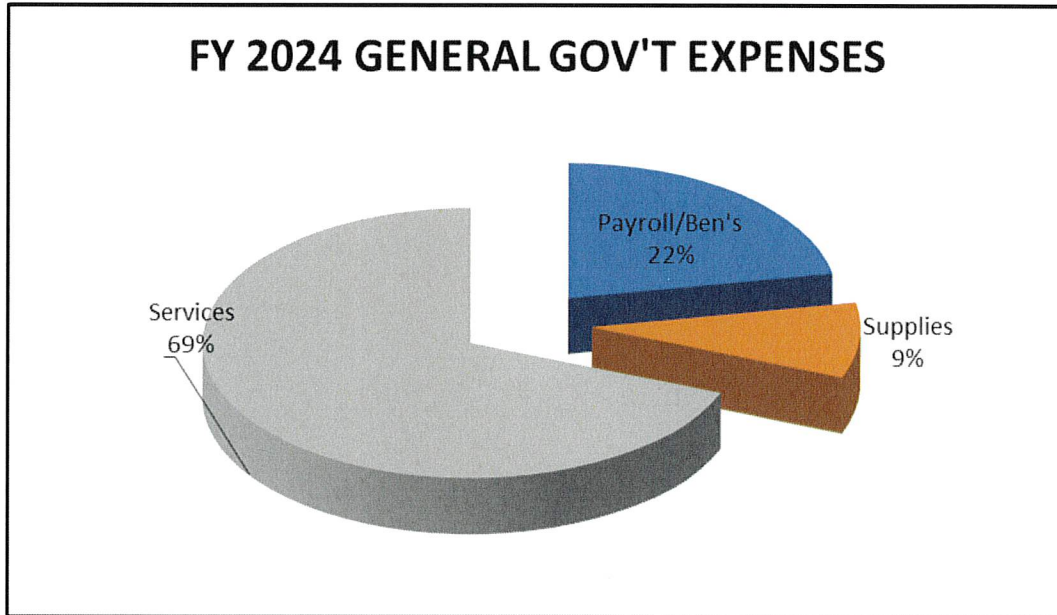
GENERAL FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2022 TRIAL BALANCE	FY2023 BUDGET	2023 EST YEAR END BALANCE	PROPOSED 2024 BUDGET	% CHANGE FROM EST 2023	FT NOTES
EXPENSES							
COUNCIL (XX-01-XXXX)							
PAYROLL - MAYOR	01-01-5010	5,400.00	6,000.00	6,000.00	5,600.00	-6.67%	
PAYROLL - COUNCIL	01-01-5011	16,100.00	18,000.00	18,000.00	17,400.00	-3.33%	
FICA EXPENSE	01-01-5092	1,644.75	1,836.00	1,836.00	1,760.00	-4.14%	
SUPPLIES - COUNCIL	01-01-5100	1,882.48	5,000.00	5,000.00	3,000.00	-40.00%	
PURCH SERV - COMMUNITY CONTRIBUTION	01-01-5271	0.00	0.00	0.00	0.00	#DIV/0!	
SUBTOTAL: COUNCIL		25,027.23	30,836.00	30,836.00	27,760.00	-9.96%	

BUDGET-2024

TOWN OF MINTURN FISCAL YEAR 2024 BUDGET

General Fund: General Government Expense



The General Government or Administration Department is allotted an FTE of 1.2 to include the Town Manager (70%), Town Treasurer/Clerk (50%). The fiscal year 2024 budget shows a 17% decrease over the 2023 budget. This is due in large part to the proposed Battle Mountain Settlement Agreement and the associated reduced legal expenses.

Footnotes:

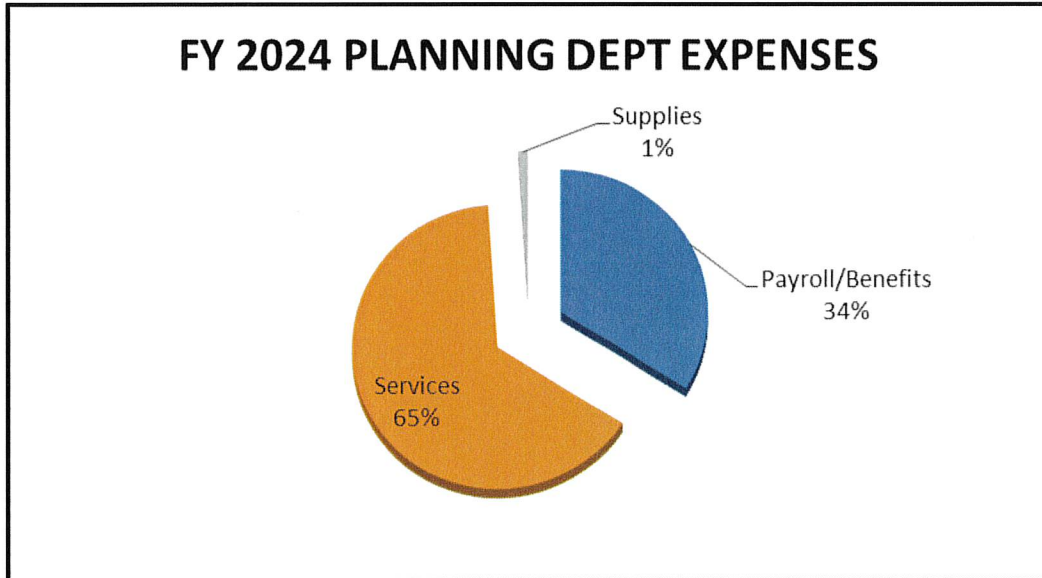
- 1) The Town Manager wage is based on full time and shared 70/30 split between the General Fund and the Enterprise Fund to better allot for the time consumption. This division is based on a 12mo labor study.
- 2) The Town Clerk/Treasurer wage is based on full time and shared 50/50 split between the General Fund and the Enterprise Fund to better allot for the time consumption. This division is based on a 12mo labor study.
- 3) Employee insurance benefits: The Town employee insurance coverage includes coverage for the employee and immediate family for medical, dental, and vision, provides a \$20,000 life insurance policy (employee only), and AD&D for the employee. Over the years the Town has continuously researched, reviewed and modified its employee insurance program to provide beneficial coverage to the employee at the best cost to the Town. Our employee insurance plans are reviewed annually and reflect changes made for the purposes of cost containment on the insurance plans and the town is undertaking a full bid process in 2023.

GENERAL FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2022 TRIAL BALANCE	FY2023 BUDGET	2023 EST YEAR END BALANCE	PROPOSED 2024 BUDGET	% CHANGE FROM EST 2023	FT NOTES
GENERAL GOVERNMENT (XX-01-XXXX)							
PAYROLL - TOWN MANAGER	01-01-5012	86,809.28	84,810.00	95,879.00	93,877.70	-2.09%	1
PAYROLL - TOWN TREASURER/CLERK	01-01-5014	56,624.72	54,925.00	62,388.00	60,387.03	-3.21%	2
PAYROLL - TOWN DEPUTY CLERK	01-01-5015	0.00	0.00	0.00	0.00	#DIV/0!	
MEDICAL AND DISABILITY	01-01-5091	23,160.95	26,000.00	26,000.00	29,000.00	11.54%	3
FICA EXPENSE	01-01-5092	10,972.89	10,600.00	12,107.00	11,801.25	-2.53%	
ICMA 401 EXPENSE	01-01-5094	5,622.34	5,590.00	6,171.00	6,170.59	-0.01%	
SUPPLIES - OFFICE	01-01-5110	25,399.85	27,500.00	30,000.00	27,500.00	-8.33%	
SUPPLIES - COMPUTER AND SUPPORT	01-01-5120	66,003.11	65,000.00	65,000.00	51,000.00	-21.54%	
SUPPLIES -	01-01-5126	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - TELEPHONE	01-01-5200	11,205.04	12,000.00	12,000.00	12,000.00	0.00%	
PURCH SERV - TOWN MANAGER SUPPORT	01-01-5209	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - UTILITIES	01-01-5210	29,316.39	26,000.00	30,000.00	30,000.00	0.00%	
PURCH SERV - CUSTODIAL SERVICES	01-01-5211	6,968.00	8,500.00	8,500.00	9,000.00	5.88%	
PURCH SERV - LEGAL AND PROFESSIONAL	01-01-5220	487,034.11	125,000.00	125,000.00	158,000.00	26.40%	
PURCH SERV - ENGINEER SERVICES	01-01-5221	105,565.30	75,000.00	75,000.00	133,000.00	77.33%	
PURCH SERV - LAWSUITS	01-01-5220	0.00	432,223.00	432,223.00	0.00	-100.00%	
PURCH SERV - AUDITOR FEES	01-01-5225	12,000.00	12,000.00	12,000.00	13,500.00	12.50%	
PURCH SERV - VEHICLE R&M	01-01-5231	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - DUES, FEES AND TRAINING	01-01-5235	48,156.25	45,000.00	45,000.00	55,000.00	22.22%	
PURCH SERV - EAGLE CO TREASURES FEE	01-01-5236	10,586.51	12,000.00	12,000.00	13,000.00	8.33%	
PURCH SERV - ERFPD IMPACT FEE	01-01-5240	6,426.78	0.00	1,599.00	0.00	-100.00%	
PURCH SERV - LEGAL NOTICES	01-01-5250	7,687.28	7,500.00	8,000.00	7,700.00	-3.75%	
PURCH SERV - ELECTIONS	01-01-5255	1,831.62	0.00	0.00	4,250.00	#DIV/0!	
PURCH SERV - MUNI PARKING/RR LEASE	01-01-5261	23,147.52	25,000.00	25,000.00	152,500.00	510.00%	4
PURCH SERV - MEETING FOOD AND DRINK	01-01-5270	0.00	0.00	0.00	10,000.00	#DIV/0!	
PURCH SERV - PROMOTIONS/FLOWERS ON MAIN ST	01-01-5275	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - TV 5	01-01-5280	11,800.00	14,500.00	14,500.00	14,500.00	0.00%	
PURCH SERV - ANIMAL CONTROL	01-01-5285	9,672.00	9,700.00	9,700.00	11,112.00	14.56%	
PURCH SERV - MEMORIAL BENCHES	01-01-5290	2,490.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - EQUIPMENT R&M	01-01-5291	0.00	500.00	500.00	500.00	0.00%	
PURCH SERV - COMPUTER R&M	01-01-5292	992.35	5,500.00	5,500.00	10,000.00	81.82%	
PURCH SERV - COVID EXPENSE	01-01-5293	1,906.41	0.00	0.00	0.00	#DIV/0!	
INSURANCE - WORKERS COMP	01-01-5300	5,829.00	10,000.00	11,000.00	11,500.00	4.55%	
INSURANCE - TOWN LIABILITY INS	01-01-5310	28,140.53	32,500.00	37,000.00	37,000.00	0.00%	
INSURANCE - UNEMPLOYMENT	01-01-5320	0.00	0.00	0.00	0.00	#DIV/0!	
INSURANCE - OTHER	01-01-5330	0.00	0.00	0.00	0.00	#DIV/0!	
SUBTOTAL: GENERAL GOVERNMENT		1,085,348.23	1,127,348.00	1,162,067.00	962,298.57	-17.19%	

TOWN OF MINTURN FISCAL YEAR 2024 BUDGET

General Fund: Planning Department Expense



The Planning Department represents a full-time Staff Planner in-house in addition to a contracted planner to allow for better expertise, service, and cost effectiveness. A new position of Code Enforcement has been added to assist with code enforcement, building permits, and public works. The department is budgeted at 2FTE for the Planner and Code Enforcer with the contract planner reflected in account 01-02-5215. The intent of this hybrid staff and contract service is to provide the citizens and customers with professional planners and an office that is available to the public as questions and concerns arise.

The Planning Department collects design review fees that offset a fraction of the Planning costs. Building permit fees cover additional building inspections and plan reviews.

Continuous Projects:

1. Municipal Code Zoning Amendment, Planning & Development
2. Planning Commission support

Projects of High Priority:

1. Complete MMC Chapter 16 review.
2. Quite Title River Parcels to high water mark for town ownership

Budget Update: Project currently pending additional funding and staff bandwidth.

Footnotes:

- 1) The payroll cost includes 2FTE.
- 2) 01-02-5215 allocates funding for the contract Town Planner position as well as other contracted services.

Planner Contract = \$124,800
Misc needs = 75,200

Total Budget \$200,000

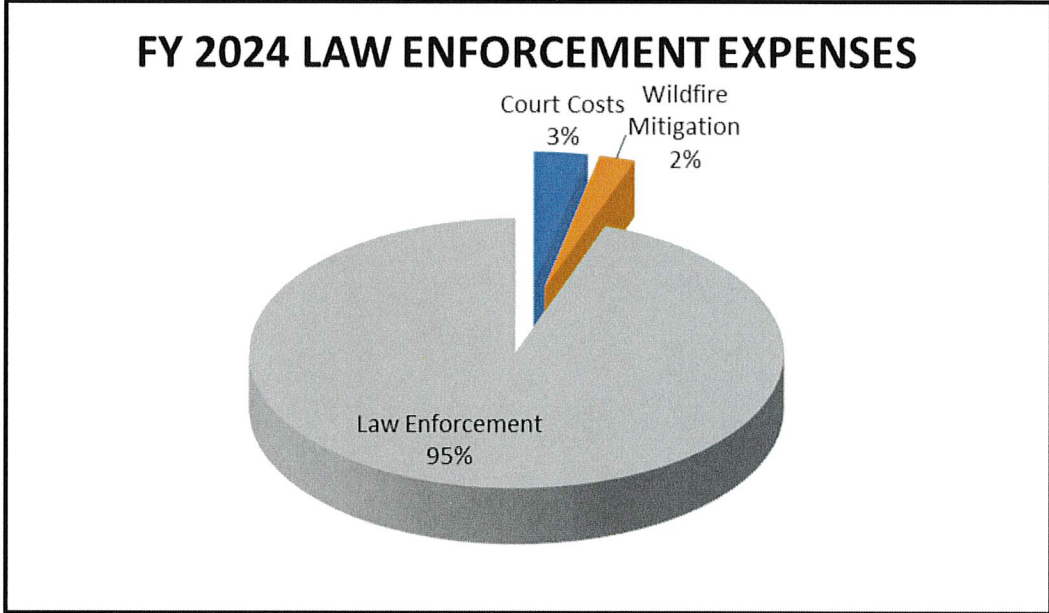
- 3) Planning Commission members receive \$75 per meeting attended not to exceed \$150 per month for each of the six-member Commission.

GENERAL FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2022 TRIAL BALANCE	FY2023 BUDGET	2023 EST YEAR END BALANCE	PROPOSED 2024 BUDGET	% CHANGE FROM EST 2023	FT NOTES
PLANNING AND ZONING (XX-02-XXXX)							
PAYROLL - PLANNING STAFF	01-02-5010	64,424.00	63,024.00	71,266.00	69,266.00	-2.81%	1
PAYROLL - CODE ENFORCEMENT	01-02-5011	0.00	0.00	0.00	65,000.00	#DIV/0!	1
MEDICAL AND DISABILITY	01-02-5091	10,522.21	12,000.00	12,750.00	45,000.00	252.94%	
FICA EXPENSE	01-02-5092	4,928.42	4,825.00	5,452.00	10,317.00	89.23%	
ICMA 401 EXPENSE	01-02-5094	2,496.96	2,525.00	2,771.00	5,395.00	94.70%	
SUPPLIES - OFFICE	01-02-5110	1,314.56	5,400.00	5,400.00	5,400.00	0.00%	
SUPPLIES - COMPUTER	01-02-5120	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - TELEPHONE	01-02-5200	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - UTILITIES	01-02-5210	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - BUILDING INSPECTIONS	01-02-5214	44,560.29	38,000.00	38,000.00	134,848.00	254.86%	
PURCH SERV - PLANNER ASSIST	01-02-5215	303,982.70	175,000.00	175,000.00	200,000.00	14.29%	2
PURCH SERV - P&Z COMMISSION	01-02-5216	5,400.00	11,925.00	11,925.00	11,925.00	0.00%	3
PURCH SERV - EXTERIOR ENERGY OFFSETS	01-02-5217	0.00	0.00	0.00	10,752.00	#DIV/0!	
PURCH SERV - COMMUNITY HOUSING FEES	01-02-5218	0.00	5,000.00	5,000.00	5,000.00	0.00%	
PURCH SERV - CODE ENFORCEMENT CONTRACT	01-02-5219	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - FEES AND TRAINING	01-02-5235	595.32	1,000.00	1,000.00	1,000.00	0.00%	
PURCH SERV - LEGAL NOTICES	01-02-5250	3,818.70	4,000.00	4,000.00	4,000.00	0.00%	
SUBTOTAL: PLANNING AND ZONING		442,043.16	322,699.00	332,564.00	567,903.00	70.77%	

TOWN OF MINTURN FISCAL YEAR 2024 BUDGET

General Fund: Court and Police Department Expense



2024 reflects all police services within the Town of Minturn to be accommodated by the Eagle County Sheriff’s Office operational contract. The Town continues to contract for court judge and to provide court prosecuting attorney services. The Town utilizes a contract for a code enforcement provider and an allowance paid to the Eagle River Fire Protection District for Wildfire mitigation.

Footnotes:

- 1) The FTE is set at 0 as services under this department are contract only.
- 2) The policing agreement with the Eagle County Sheriff’s Office was renewed in the 2022 fiscal year. This agreement is scheduled for renewal in 2027.

GENERAL FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2022 TRIAL BALANCE	FY2023 BUDGET	2023 EST YEAR END BALANCE	PROPOSED 2024 BUDGET	% CHANGE FROM EST 2023	FT NOTES
MUNICIPAL COURT (XX-03-XXXX)							
PAYROLL - TOWN JUDGE	01-03-5010	0.00	0.00	0.00	0.00	#DIV/0!	
FICA EXPENSE	01-03-5092	0.00	0.00	0.00	0.00	#DIV/0!	
SUPPLIES - OFFICE	01-03-5110	0.00	150.00	150.00	150.00	0.00%	
SUPPLIES - COMPUTER	01-03-5120	0.00	0.00	0.00	0.00	#DIV/0!	
PURCHASE SERVICES - JUDGE/ATTORNEY/TRANSLATOR	01-03-5216	8,606.51	12,500.00	12,500.00	12,500.00	0.00%	
PURCHASE SERVICES - EQUIPMENT R&M	01-03-5217	0.00	0.00	0.00	0.00	#DIV/0!	
LAW ENFORCEMENT (XX-04-XXXX)							
PAYROLL - POLICE CHIEF	01-04-5010	0.00	0.00	0.00	0.00	#DIV/0!	1
PAYROLL - OVERTIME/STIPEND	01-04-5017	0.00	0.00	0.00	0.00	#DIV/0!	
FICA EXPENSE	01-04-5092	0.00	0.00	0.00	0.00	#DIV/0!	
ICMA 401 EXPENSE	01-04-5095	0.00	0.00	0.00	0.00	#DIV/0!	
FPPA D&D (NEW HIRES 2.6%)	01-04-5096	0.00	0.00	0.00	0.00	#DIV/0!	
SUPPLIES - OFFICE	01-04-5100	0.00	500.00	500.00	500.00	0.00%	
MEDIA NOTICE AND EMPLOYEE FEES	01-04-5110	0.00	0.00	0.00	0.00	#DIV/0!	
SUPPLIES - COMPUTER/EQUIPMENT	01-04-5120	0.00	0.00	0.00	0.00	#DIV/0!	
SUPPLIES - VEHICLE FUEL AND SUPPLIES	01-04-5130	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - TELEPHONE AND 911	01-04-5200	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - UTILITIES	01-04-5210	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - CODE COMPLIANCE	01-04-5235	21,930.00	32,500.00	32,500.00	0.00	-100.00%	
PURCH SERV - PRISONER UPKEEP/SUPPORT TRAINING	01-04-5239	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - ERFPD WILDLAND FIRE FEES	01-04-5240	0.00	8,000.00	8,000.00	8,000.00	0.00%	
PURCH SERV - DISPATCH SERVICES	01-04-5245	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - ECO SHERIFF SERVICES	01-04-5246	379,887.00	440,669.00	427,373.00	440,194.00	3.00%	2
PURCH SERV - TRAINING & DEVELOPMENT	01-04-5265	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - UNIFORM PURCH/MAINT	01-04-5271	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - EQUIPMENT R&M	01-04-5291	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - COMPUTER R&M	01-04-5292	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - VEHICLE LEASE/PURCHASE	01-04-5350	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - EQUIPMENT LEASE/PURCHASE	01-04-5351	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - GRANT EXPENSE	01-04-5355	0.00	0.00	0.00	0.00	#DIV/0!	
SUBTOTAL: COURT/POLICE		410,423.51	494,319.00	481,023.00	461,344.00	-4.09%	

BUDGET-2024

**TOWN OF MINTURN
FISCAL YEAR 2024 BUDGET**

General Fund: Economic Development and Events:

The Events and Economic Coordinator/Court Clerk represent 1 FTE.

The funding allocation for the various programs within the Economic Development and Events budget is set at \$100,000 for all programing.

The primary goal of this budget is to maintain the consistency of events which have come to be expected, while adapting to the need for new or expanded programs. This budget also works to adapt to the requests of local business owners who would like to see more support in their marketing and advertising campaigns.

Objectives: Events and Minturn Arts Fund (Minturn Market – 2024)

- 1) Communications – As emphasized in the Strategic Plan, additional efforts will be sought to further improve communications between town government and the community.
- 2) A Community Survey will be conducted in 2024. This will be a much larger and more in-depth survey than has been done in the past.
- 3) Events; including the Minturn Summer Concert series – The 2024 Economic Development budget allocates \$15k toward supporting the Minturn Summer Concert series.

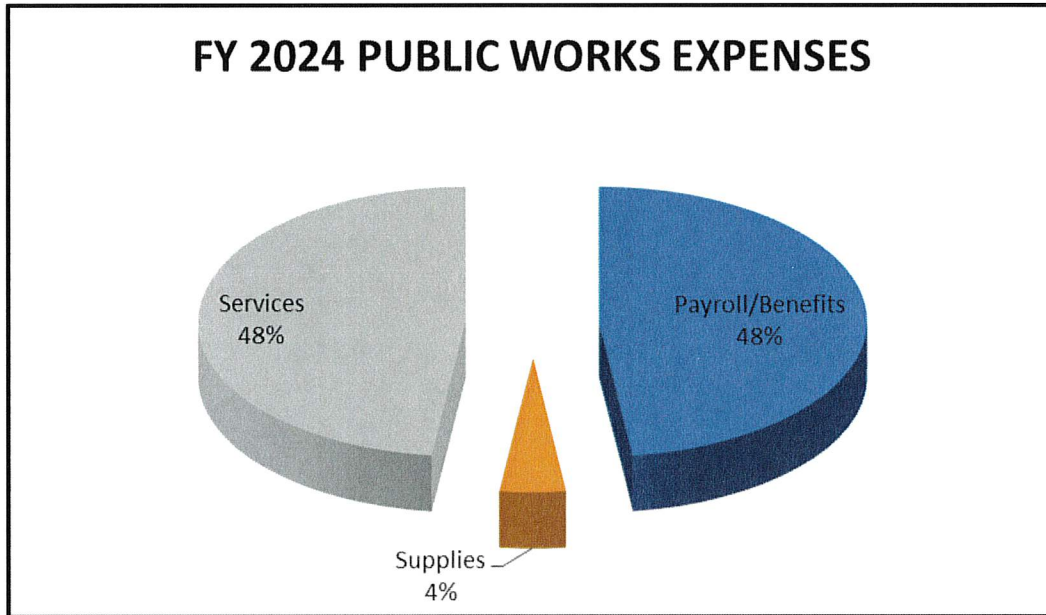
GENERAL FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2022 TRIAL BALANCE	FY2023 BUDGET	2023 EST YEAR END BALANCE	PROPOSED 2024 BUDGET	% CHANGE FROM EST 2023	FT NOTES
ECONOMIC DEVELOPMENT (XX-05-XXXX)							
PAYROLL - ECONOMIC DEVELOPMENT	01-05-5010	75,887.84	74,590.00	83,877.00	81,877.00	-2.38%	
MEDICAL AND DISABILITY	01-05-5091	10,613.02	12,000.00	31,100.00	32,000.00	2.89%	
FICA EXPENSE	01-05-5092	5,805.42	5,700.00	6,417.00	6,264.00	-2.38%	
ICMA 401 EXPENSE	01-05-5094	2,955.60	2,985.00	3,276.00	3,276.00	0.00%	
PURCH SERV - PROMOTIONS	01-05-5275	69,686.82	75,000.00	75,000.00	100,000.00	33.33%	
SUBTOTAL: EVENTS		164,948.70	170,275.00	199,670.00	223,417.00	11.89%	

BUDGET-2024

TOWN OF MINTURN FISCAL YEAR 2024 BUDGET

General Fund: Public Works Department Expense



The Public Works Department consists of the Public Works Division in the General Fund and the Water Division in the Enterprise Fund. Although reported separately, combined, they represent the largest single department within the Town of Minturn. The combined departments have an FTE allowance of four (4) of which two (2) are funded in the Public Works Division and two (2) are funded in the Water Division as the employees are trained and hold various certifications in each Division. The above graph shows only the Public Works Division as budgeted in the General Fund.

2024 Objectives

1. Bridge Maintenance—clean all debris, perform necessary painting of bridge rails and support structure, change guard rails to meet AASHTO standards.
2. Further town wide implementation of the winter Snow Removal Plan.
3. Inventory remaining deficient sidewalks and make improvements with property owner financial participation.

Budget Update: The Town will proceed with Phase II of the scheduled sidewalk extension from approximately the 1000 block to approximately the 1350 block. This process will utilize grants and coordinated work with CDOT upgrades. The engineering needs to get the project to Shovel Ready status is anticipated for 2024 with construction in 2025. These costs will come from the Capital Improvement Fund (06)

4. Implementation of an updated Capital Improvements Plan

Footnotes:

- 1) The snowplow contract has been modified to assist Public Works
- 2) A line item is used in 2024 for the Minturn Fitness Center expenses paid by the Town.

GENERAL FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2022 TRIAL BALANCE	FY2023 BUDGET	2023 EST YEAR END BALANCE	PROPOSED 2024 BUDGET	% CHANGE FROM EST 2023	FT NOTES
PUBLIC WORKS							
PAYROLL - DIRECTORS	01-06-5010	0.00	0.00	0.00	0.00		
PAYROLL - STAFF	01-06-5011	125,722.50	121,505.00	137,703.00	133,703.00	-2.90%	
PAYROLL - OVERTIME	01-06-5011	7,120.83	4,000.00	4,000.00	5,000.00	25.00%	
MEDICAL AND DISABILITY	01-06-5091	51,160.66	56,000.00	62,500.00	63,500.00	1.60%	
FICA EXPENSE	01-06-5092	10,162.51	9,602.00	10,841.00	10,611.00	-2.12%	
ICMA 401 EXPENSE	01-06-5094	3,557.27	5,021.00	5,508.00	5,549.00	0.74%	
SUPPLIES - OFFICE	01-06-5100	36.50	500.00	500.00	500.00	0.00%	
SUPPLIES - TOOLS	01-06-5120	839.48	5,000.00	5,000.00	5,000.00	0.00%	
SUPPLIES - VEHICLE FUEL AND SUPPLIES	01-06-5130	9,099.09	10,000.00	10,000.00	10,000.00	0.00%	
SUPPLIES - GENERAL	01-06-5140	4,048.57	5,000.00	5,000.00	5,000.00	0.00%	
PURCH SERV - TELEPHONE	01-06-5200	2,717.98	2,600.00	2,600.00	3,000.00	15.38%	
PURCH SERV - UTILITIES/STREET LIGHTS	01-06-5210	27,007.91	28,000.00	28,000.00	28,000.00	0.00%	
PURCH SERV - VEHICLE R&M	01-06-5231	1,496.45	6,000.00	6,000.00	6,000.00	0.00%	
PURCH SERV - TRAINING & DEVELOPMENT	01-06-5265	0.00	1,250.00	1,250.00	1,250.00	0.00%	
PURCH SERV - PUBLIC BUILDING R&M	01-06-5290	23,024.61	15,000.00	15,000.00	15,000.00	0.00%	
PURCH SERV - EQUIPMENT R&M	01-06-5291	5,941.77	7,000.00	7,000.00	12,000.00	71.43%	
PURCH SERV - COMPUTER R&M	01-06-5292	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - VEHICLE LEASE/PURCHASE	01-06-5350	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - EQUIPMENT LEASE/PURCHASE	01-06-5351	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - STREET/SIDEWALK MAINTENANCE	01-06-5352	36,061.68	40,000.00	40,000.00	125,000.00	212.50%	1
PURCH SERV - SNOW REMOVAL	01-06-5353	39,877.50	27,500.00	27,500.00	27,500.00	0.00%	2
PURCH SERV - MINTURN FITNESS CENTER MAINTENANCE	01-06-5354	3,242.00	5,000.00	5,000.00	5,000.00	0.00%	
PURCH SERV - TOWN AND PARK SIGNAGE	01-06-5356	0.00	0.00	0.00	0.00	#DIV/0!	
PURCH SERV - PARKS AND LANDSCAPING	01-06-5357	40,369.54	43,000.00	43,000.00	46,750.00	8.72%	
SUBTOTAL: PUBLIC WORKS		391,486.85	391,978.00	416,402.00	508,363.00	22.08%	
TOTAL: GENERAL FUND EXP.		2,519,277.68	2,537,455.00	2,622,562.00	2,751,085.57	4.90%	

**TOWN OF MINTURN
FISCAL YEAR 2024 BUDGET**

General Fund: Additional Expenses

Footnotes:

- 1) Due to unprecedented increases in the labor market the Employee Wage Pool in 2024 is based on 7% plus taxes of all wages paid in 2023. It is intended this pool be used for a combined Cost of Living and Merit Based wage increase and annual bonus. In prior years this has been calculated on a 2-5% basis.
- 2) Account 01-09-800X are new accounts that will assist to better detail the special capital projects and grants that are planned each year.
 - a. \$50,000 is budgeted to assist the County bike path connection to Minturn.
 - b. Two street projects are budgeted to include upgrades and pavement to Norman Street and Nelson Street.

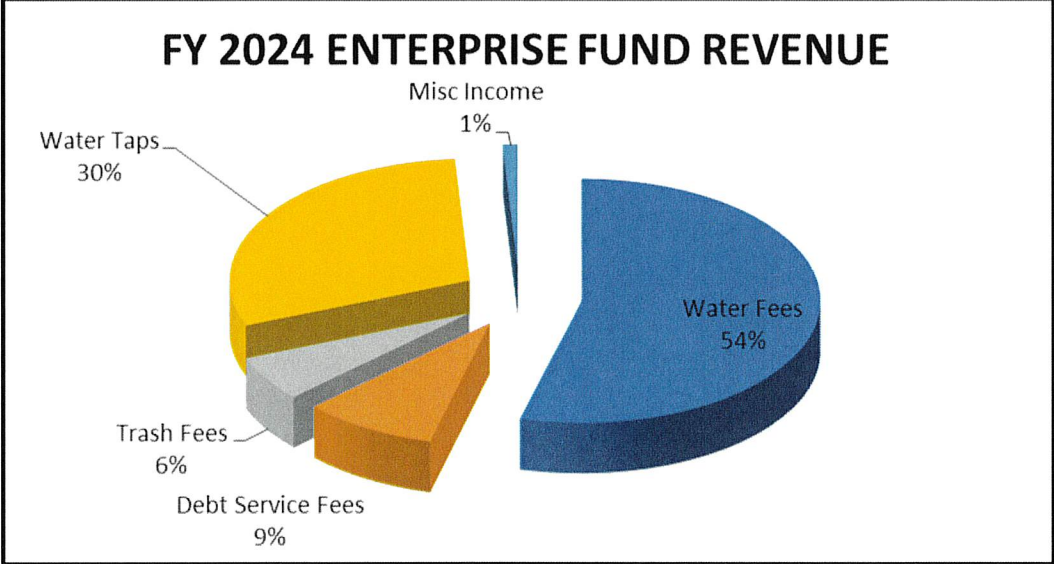
GENERAL FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2022 TRIAL BALANCE	FY2023 BUDGET	2023 EST YEAR END BALANCE	PROPOSED 2024 BUDGET	% CHANGE FROM EST 2023	FT NOTES
TRANSFER TO OTHER FUND	01-07-6100	0.00	0.00	0.00	0.00		1
EMPEE WAGE POOL-7%		0.00	85,000.00	10,037.00	81,000.00		2
CAPITAL OUTLAY - GENERAL FUND	01-09-8000	0.00	0.00	0.00	0.00		3
CAPITAL OUTLAY - SPEC PROJECTS - STREETS AND BIKE PATH	01-09-8001	0.00	50,000.00	50,000.00	92,000.00		4
CAPITAL OUTLAY - SPEC PROJECTS - STATE LAND ROW	01-09-8003	0.00	0.00	0.00	0.00		4
CAPITAL OUTLAY - SPEC PROJECTS - STORM DRAIN/BELDEN	01-09-8004	0.00	0.00	0.00	0.00		4
CAPITAL OUTLAY - SPEC PROJECTS - TRAILER SIGNS	01-09-8005	0.00	0.00	0.00	20,000.00		4
CAPITAL OUTLAY - SPEC PROJECTS -	01-09-8006	0.00	0.00	0.00	0.00		4
CAPITAL OUTLAY - SPEC PROJECTS - TAP #1 GRANT	01-09-8007	0.00	0.00	0.00	0.00		4
CAPITAL OUTLAY - SPEC PROJECTS - TAP #2 GRANT	01-09-8007	0.00	0.00	0.00	0.00		4
CAPITAL OUTLAY - SPEC PROJECTS - DOWD JCT PARCELL	01-09-8008	0.00	0.00	0.00	0.00		4
TOTAL REV		2,982,949.90	2,508,786.00	2,508,786.00	2,944,777.78	17.38%	
TOTAL EXP		2,519,277.68	2,672,455.00	2,682,599.00	2,944,085.57	9.75%	
NET GAIN/(LOSS)		463,672.22	-163,669.00	-173,813.00	692.21		
TRANS FROM CARRY FORWARD - ESTIMATED		0.00	163,359.12	142,679.38	0.00		5

BUDGET-2024

TOWN OF MINTURN FISCAL YEAR 2024 BUDGET

Enterprise Fund: Revenue



The Enterprise Fund consists of the Water Works Division and the contracted Town wide citizen trash/recycle removal program. The Enterprise Fund is facing a period of major renovation and construction and has developed a thorough Capital Improvements Plan and construction schedule. This planned development effort will include increased fees and in late 2021 the Enterprise Fund closed on a \$3,000,000 loan for the purpose of building a new water tank to be located at the Water Treatment Plant. The existing tank is anticipated to be refurbished in the future for additional and secondary water storage to allow more ability to maintain the tanks without affecting the overall water supply for the town. In 2023-24 the town will undertake several engineering studies designed to study costs associated with various water plant scenarios. This cost will be paid with annual revenue and savings. Once a direction is approved, funding will be secured. Options being considered include:

- Increasing the capacity of our two water wells to reduce or in combination of the town’s Cross Creek water diversion rights.
- Rehabilitation of current sand filters - \$6-9m (least resilient, lowest treatment capacity)
- Conventional Process Package WTP - \$11-17m (adequate, good option)
- Membrane Filtration WTP - \$10-15m (Best addresses Minturn’s priorities for providing a resilient and reliable treatment system.

Footnotes:

1) Water Use fees are based on a Single-Family Equivalent (SFE) and include a base rate, a pay by use fee per 1,000gal. This base fee is the same regardless of Residential or Commercial. Water and Trash fees are budgeted based on the CIP requirements for the

Water Plant and System upgrades. Fees set based on a fee needs study conducted by an out sourced contract to ensure need, accuracy, and fairness.

- 2) Although rates have not been set it is anticipated the Eagle River Water and Sanitation District water users will see a 5-8% rate increase as has been the case annually with its rates.
- 3) Residential water Fees for FY2023 are anticipated to increase at various levels to accommodate the debt fees and Capital Improvement costs. Water Taps and associated fees will increase as well. These fees are based on a tiered structure which is similar in comparison to the Eagle River Water and Sanitation District. Additionally, Commercial tap fees will be reviewed and adjusted to match the ERWSD commercial rates.

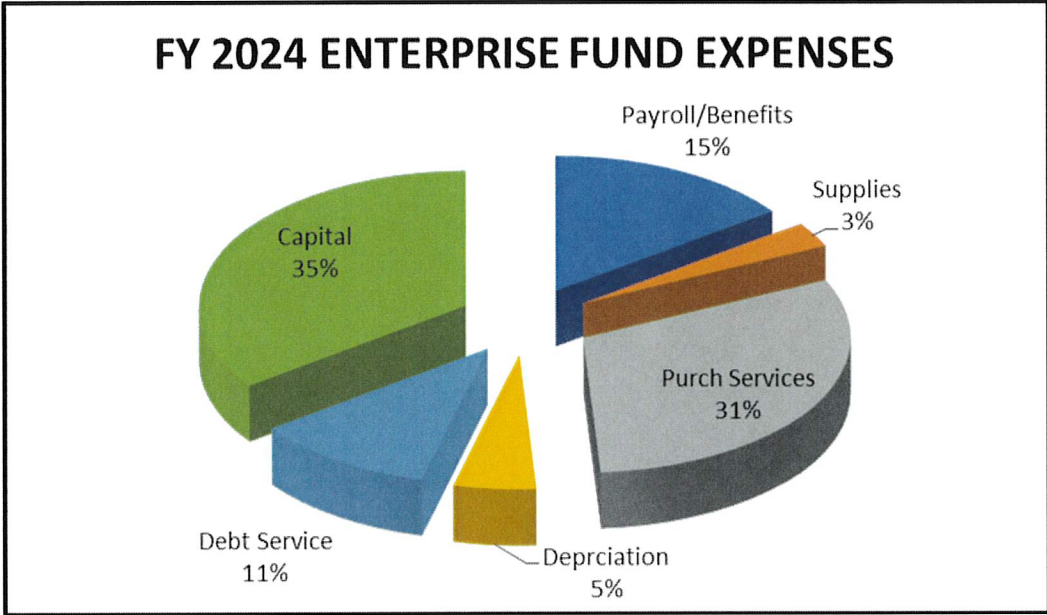
WATER-SEWER-REC

DESCRIPTION	ACCOUNT NUMBER	12/31/2022 TRIAL BALANCE	FY2023 BUDGET	2023 EST YEAR END BALANCE	PROPOSED 2024 BUDGET	% CHANGE FROM EST 2023	FT NOTES
FUND 02: WATER-SEWER-REC FUND REVENUE							
WATER USER FEES	02-00-4210	968,606.87	1,220,000.00	1,220,000.00	1,372,500.00	12.50%	1
WATER USER DEBT SERVICE FEES	02-00-4220	65,723.83	205,111.00	205,111.00	205,111.00	0.00%	
WATER METERS & INSTALLS	02-00-4240	752.00	0.00	0.00	0.00	#DIV/0!	
MISCELLANEOUS REVENUE	02-00-4275	26,365.33	19,000.00	19,000.00	19,000.00	0.00%	
TAP FEES - CAPITAL REVENUES	02-00-4320	36,821.62	42,500.00	42,500.00	42,500.00	0.00%	2
TAP FEES - CASH IN LIEU OF WATER FEE	02-00-4321	46,525.71	42,500.00	42,500.00	42,500.00	0.00%	2
TAP FEES - SYSTEM IMPROVEMENT FEES	02-00-4322	58,190.29	42,500.00	42,500.00	600,000.00	1311.76%	2
GARBAGE COLLECTION FEES	02-00-4330	114,438.66	122,000.00	122,000.00	130,000.00	6.56%	1
INVESTMENT EARNED	02-00-4540	1,411.25	0.00	0.00	0.00	#DIV/0!	
GRANTS - MISC AND ARP FUNDS	02-00-4565	143,897.74	125,000.00	125,000.00	0.00	-100.00%	
TRANSFER FROM OTHER FUNDS	02-00-4570	0.00	0.00	0.00	0.00	#DIV/0!	
WATER FUND-TANK LOAN PROCEEDS	02-00-4575	1,926,513.38	0.00	0.00	0.00	#DIV/0!	
TRANS FROM CARRY FORWARD ESTIMATED		0.00	0.00	0.00	0.00	#DIV/0!	
SUBTOTAL: REVENUE		3,389,246.68	1,818,611.00	1,818,611.00	2,411,611.00	32.61%	

BUDGET-2024

**TOWN OF MINTURN
FISCAL YEAR 2024 BUDGET**

Enterprise Fund: Expense



As previously noted, the Public Works Department including the Water division in the Enterprise Fund combined is the largest single department in the Town of Minturn. The combined departments have an FTE allowance of four (4) of which two (2) are in each: Public Works and Water as the employees are trained and hold various certifications in each Division. In addition, .3 FTE of the Town Manager and .5 FTE of the Town Clerk/Treasurer are included in the Enterprise Fund. The segregation between the two Funds has been established using actual payroll data and costs. The above graph shows only the Enterprise Fund portion.

Enterprise Fund – 2024 Objectives

- 1. Implementation of the Capital Improvements Plan developed by SGM Consulting.
- 2. Complete design and engineer water plant options.

Footnotes:

- 1) Account 02-06-5220 and 02-06-5247 includes the cost of the design and engineering of the defined water plant options, contracted service for the supervision of the water treatment, distribution, and leak detection process and other engineering needs.
- 2) Account 02-06-5352 includes cost for a gauging station on Cross Creek shared with CBS/Viacom, 20acre feet and 5acre feet from the Colorado River District, and the ERWSD settlement agreement.
- 3) Depreciation is again this year being budgeted as an expense in order to best maintain our reserves in the Enterprise Fund for use in the implementation of the CIP plan.

WATER-SEWER-REC

DESCRIPTION	ACCOUNT NUMBER	12/31/2022 TRIAL BALANCE	FY2023 BUDGET	2023 EST YEAR END BALANCE	PROPOSED 2024 BUDGET	% CHANGE FROM EST 2023	FT NOTES
EXPENSES							
PAYROLL - REGULAR	02-06-5010	114,916.87	126,752.00	141,423.00	139,423.00	-1.41%	
PAYROLL - NON PLANT	02-06-5011	90,971.52	91,275.00	100,621.00	100,621.00	0.00%	
PAYROLL - OVERTIME	02-06-5017	5,065.97	12,000.00	12,000.00	12,000.00	0.00%	
MEDICAL AND DISABILITY	02-06-5091	62,808.81	70,000.00	78,100.00	80,000.00	2.43%	
FICA EXPENSE	02-06-5092	15,982.94	17,600.00	19,435.00	19,282.00	-0.75%	
ICMA 401 EXPENSE	02-06-5094	7,932.39	9,190.00	10,082.00	10,082.00	0.00%	
SUPPLIES - OFFICE/LAB	02-06-5100	27,204.86	20,000.00	20,000.00	25,000.00	25.00%	
SUPPLIES - VEHICLE FUEL AND SUPPLIES	02-06-5130	9,099.06	10,000.00	10,000.00	10,000.00	0.00%	
SUPPLIES - GENERAL	02-06-5140	4,068.43	6,000.00	6,000.00	6,000.00	0.00%	
SUPPLIES - TOOLS	02-06-5150	470.28	5,000.00	5,000.00	5,000.00	0.00%	
SUPPLIES - WATER METERS & INSTALL	02-06-5160	88,219.20	0.00	0.00	30,000.00	#DIV/0!	
PURCH SERV - TELEPHONE	02-06-5200	2,275.68	2,500.00	2,500.00	2,500.00	0.00%	
PURCH SERV - UTILITIES	02-06-5210	15,968.94	14,000.00	14,000.00	16,000.00	14.29%	
PURCH SERV - LEGAL SERV (GENERAL)	02-06-5220	230,836.62	310,000.00	310,000.00	150,000.00	-51.61%	1
PURCH SERV - VEHICLE R&M	02-06-5231	1,400.58	8,000.00	8,000.00	8,000.00	0.00%	
PURCH SERV - ENGINEERING CONTRACTS	02-06-5247	146,362.85	350,000.00	350,000.00	150,000.00	-57.14%	
PURCH SERV - TRAINING & DEVELOPMENT	02-06-5265	0.00	1,250.00	1,250.00	1,250.00	0.00%	
PURCH SERV - UNIFORM PURCH/MAINT	02-06-5271	168.00	1,000.00	1,000.00	1,000.00	0.00%	
PURCH SERV - EQUIPMENT R&M	02-06-5291	13,062.27	8,000.00	8,000.00	12,000.00	50.00%	
PURCH SERV - WATER PLANT/SYSTEM R&M	02-06-5293	80,067.97	40,000.00	40,000.00	80,000.00	100.00%	
PURCH SERV - ANNUAL H2O RIGHTS MAINT	02-06-5352	133,738.50	140,000.00	140,000.00	160,000.00	14.29%	2
PURCH SERV - GARBAGE CONTRACT SERVICES	02-06-5353	157,089.00	115,000.00	115,000.00	130,000.00	13.04%	
PURCH SERV - ERWSD CONTRACT SERVICES	02-06-5354	11,671.00	36,151.00	36,151.00	37,250.00	3.04%	
DEPRECIATION EXPENSE	02-06-6000	0.00	108,200.00	108,200.00	108,200.00	0.00%	3
SUBTOTAL: OPERATION EXPENSES		1,219,381.74	1,501,918.00	1,536,762.00	1,293,608.00	-15.82%	

BUDGET-2024

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WATER-SEWER-REC

DESCRIPTION	ACCOUNT NUMBER	12/31/2022 TRIAL BALANCE	FY2023 BUDGET	2023 EST YEAR END BALANCE	PROPOSED 2024 BUDGET	% CHANGE FROM EST 2023	FT NOTES
ASSET MANAGEMENT PLAN							
MALOIT PARK-MOSQUITO CONTROL	02-07-6001	4,425.00	4,600.00	5,000.00	5,000.00	0.00%	
GRANT-COUNT - EAGLE PARK RESTROOMS	02-07-6002	0.00	0.00	0.00	0.00	#DIV/0!	
PARKS UPKEEP	02-06-5356	0.00		0.00	0.00	#DIV/0!	
DEBT SERVICE							
PRINCIPAL - 2021 WATER BONDS	02-08-7970	0.00	123,689.00	123,689.00	123,688.00	0.00%	
INTEREST - 2021 WATER BONDS	02-08-7971	0.00	66,581.00	66,581.00	66,584.00	0.00%	
PRINCIPAL - 97 \$260k RD B	02-08-7980	6,799.09	7,134.59	7,134.59	7,487.00	4.94%	
INTEREST - 97 \$260k RD B	02-08-7981	8,041.71	7,706.21	7,706.21	7,358.00	-4.52%	
SUBTOTAL: LONG-TERM & ASSET MGMT		19,266.80	209,710.80	210,110.80	210,117.00	0.00%	
CAPITAL							
CAPITAL OUTLAY - WATER FUND	02-09-8000	28,584.37	44,500.00	0.00	19,500.00	#DIV/0!	
CAPITAL OUTLAY - BOLTS LAKE	02-09-8001	0.00	0.00	0.00	0.00	#DIV/0!	
CAPITAL OUTLAY - WATER PLANT CIP	02-09-8002	225,981.82	85,000.00	0.00	75,000.00	#DIV/0!	
CAPITAL OUTLAY - WATER TANK(S) CIP	02-09-8003	2,197,056.82	0.00	0.00	0.00	#DIV/0!	
CAPITAL OUTLAY - WATER TREATMENT ANALYSIS	02-09-8004	0.00	0.00	0.00	250,000.00	#DIV/0!	1
CAPITAL OUTLAY - GIS SYSTEM	02-09-8004	0.00	0.00	0.00	0.00	#DIV/0!	
CAPITAL OUTLAY - NEW WATER PLANT	02-09-8005	0.00	0.00	0.00	0.00	#DIV/0!	
MINTURN NORTH CONTENGENCY		0.00	0.00	0.00	558,720.00	#DIV/0!	
TOTAL REV		\$3,389,246.68	\$1,818,611.00	\$1,818,611.00	\$2,411,611.00	32.61%	
TOTAL EXP		\$3,690,270.55	\$1,841,128.80	\$1,746,872.80	\$2,406,945.00	37.79%	
NET GAIN/(LOSS)		-\$301,023.87	-\$22,517.80	\$71,738.20	\$4,666.00		

BUDGET-2024

**TOWN OF MINTURN
FISCAL YEAR 2024 BUDGET**

CONSERVATION TRUST FUND:

This fund represents revenue received from the state and is funded by lottery sale proceeds. The use of these funds are restricted to use as defined by the State of Colorado.

In 2024 it is anticipated we will use these funds to cover wood treatment of the Little Beach Park stage and playground equipment, wood treatment of the Eagle River Park bathroom, wood treatment of the Manager's House (owned by the town), and potential need of a roof replacement also at the Town Manager's House.

CTF FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2022 TRIAL BALANCE	FY2023 BUDGET	2023 EST YEAR END BALANCE	PROPOSED 2024 BUDGET	% CHANGE FROM EST 2023	FT NOTES
FUND 03: CONSERVATION TRUST							
REVENUE							
CTF REVENUE	03-00-4010	13,122.15	10,000.00	10,000.00	13,122.15		
INVESTMENT EARNED	03-00-4540	1,097.11	400.00	400.00	1,097.11		
EXPENSES							
CTF EXPENDITURES	03-00-5140	0.00	15,000.00	15,000.00	61,000.00		
CAPITAL OUTLAY	03-00-5390	0.00	0.00	0.00	0.00		
LITTLE BEACH PARK FUND	03-00-5395	0.00	0.00	0.00	0.00		
TRANS TO OTHER FUNDS	03-00-6100	0.00	0.00	0.00	0.00		
Total Revenue		14,219.26	10,400.00	10,400.00	14,219.26		
Total Expense		0.00	15,000.00	15,000.00	61,000.00		
Net Income/(Expense)		14,219.26	-4,600.00	-4,600.00	-46,780.74		
Est. Ending Fund Balance		10,794.55	-	6,194.55	-40,586.19		

BUDGET-2024

**TOWN OF MINTURN
FISCAL YEAR 2024 BUDGET**

SPECIAL REVENUE FUND:

This is an income fund which received revenue from the US Post Office and apartment leases housed inside the Town Hall. A small cash balance is maintained in this fund for maintenance needs at the Town Hall, all other revenue is transferred to the Capital Fund (06).

Lease Detail:

USPO	\$ 79,823.00
Apartments (2)	<u>35,400.00</u>
Total	\$115,223.00

SPECIAL REVENUE FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2022 TRIAL BALANCE	FY2023 BUDGET	2023 EST YEAR END BALANCE	PROPOSED 2024 BUDGET	% CHANGE FROM EST 2023	FT NOTES
FUND 04: BUILDING FUND							
REVENUE							
CERTIFICATES OF PARTICIPATION PROCEEDS	04-00-4000	0.00	0.00	0.00	0.00	#DIV/0!	
ESCROW RESERVE PROCEEDS		0.00	0.00	0.00	0.00	#DIV/0!	
RENT - POST OFFICE	04-00-4512	79,823.04	79,823.00	79,823.00	79,823.00	0.00%	
RENT - APARTMENTS	04-00-4513	26,400.00	26,400.00	26,400.00	35,400.00	34.09%	
INVESTMENT EARNED	04-00-4540	0.00	0.00	0.00	0.00	#DIV/0!	
TRANSFER FROM OTHER FUNDS	04-00-4570	-96,223.00	-96,223.00	-96,223.00	-105,223.00	9.35%	
OTHER REVENUE	04-00-4597	0.00	0.00	0.00	0.00	#DIV/0!	
EXPENSES							
PURCHASE SERVICES -	04-01-5220	0.00	0.00	0.00	0.00	#DIV/0!	
PURCHASE SERVICES -	04-01-5247	0.00	0.00	0.00	0.00	#DIV/0!	
PURCHASE SERVICES -	04-01-5248	0.00	0.00	0.00	0.00	#DIV/0!	
PURCHASE SERVICES -	04-01-5249	0.00	0.00	0.00	0.00	#DIV/0!	
PURCHASE SERVICES - BUILDING R&M	04-01-5250	84.05	10,000.00	53,500.00	10,000.00	-81.31%	
PURCHASE SERVICES - BANK FEES	04-01-5251	0.00	0.00	0.00	0.00	#DIV/0!	
DEPRECIATION EXPENSE	04-01-6000	0.00	0.00	0.00	0.00		
DEBT SERVICE							
PRINCIPAL - TOWN CENTER	04-08-7990	0.00	0.00	0.00	0.00	#DIV/0!	
INTEREST - TOWN CENTER	04-08-7991	0.00	0.00	0.00	0.00	#DIV/0!	
PURCHASE SERVICES-COST OF ISSUANCE	04-08-7992	0.00	0.00	0.00	0.00		
PURCHASE SERVICES-PAYMENT TO FISCAL AGE	04-08-7993	0.00	0.00	0.00	0.00		
TOTAL REVENUE		9,999.04	10,000.00	10,000.00	10,000.00	0.00%	
TOTAL EXPENSE		84.05	10,000.00	53,500.00	10,000.00	-81.31%	
NET INCOME/(EXPENSE)		9,914.99	0.00	-43,500.00	0.00		

BUDGET-2024

**TOWN OF MINTURN
FISCAL YEAR 2024 BUDGET**

MARKET FUND:

This Fund handles all revenue and expenses related to the Minturn Summer Market.

MINTURN MARKET FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2022 TRIAL BALANCE	FY2023 BUDGET	2023 EST YEAR END BALANCE	PROPOSED 2024 BUDGET	% CHANGE FROM EST 2023	FT NOTES
FUND 05:MINTURN MARKET FUND							
REVENUE							
PARTICIPATION REVENUE	05-00-4591	24,500.00	30,000.00	30,000.00	30,000.00	0.00%	
SPONSORSHIP & DONATIONS	05-00-4592	6,250.00	6,000.00	6,000.00	6,000.00	0.00%	
SALES AND PROMOTIONS	05-01-4593	0.00	1,000.00	1,000.00	1,000.00	0.00%	
INVESTMENT EARNED	05-00-4540	0.24	0.00	0.00	0.00	#DIV/0!	
TRANSFER FROM OTHER FUNDS	05-00-4570	0.00	0.00	0.00	0.00	#DIV/0!	
OTHER REVENUE/GRANTS	05-00-4597	5,000.00	0.00	0.00	0.00	#DIV/0!	
EXPENSES							
SUPPLIES - GENERAL	05-01-5100	6,765.13	7,000.00	7,000.00	7,000.00	0.00%	
SUPPLIES - PROMOTIONAL	05-01-5105	14,854.55	15,000.00	15,000.00	15,000.00		
SUPPLIES - CONTRACT LABOR	05-01-5110	9,010.00	15,000.00	15,000.00	15,000.00	0.00%	
PURCHASE SERVICES - ADVERTISE	05-01-5201	0.00	0.00	0.00	0.00	#DIV/0!	
PURCHASE SERVICES - PROMOTION	05-01-5202	0.00	0.00	0.00	0.00	#DIV/0!	
TOTAL INCOME		35,750.24	37,000.00	37,000.00	37,000.00	0.00%	
TOTAL EXPENSE		30,629.68	37,000.00	37,000.00	37,000.00	0.00%	
NET INCOME/(EXPENSE)		5,120.56	0.00	0.00	0.00	#DIV/0!	

BUDGET-2024

**TOWN OF MINTURN
FISCAL YEAR 2024 BUDGET**

CAPITAL FUND:

This Fund manages all non-Enterprise Fund Capital Improvement Projects.

Revenue for this fund is generated from the Construction Use Tax (4%) along with any funds transferred from the Special Revenue Fund (04).

In 2024, the town will begin Phase II of the Sidewalk Program. This program will install Main Street sidewalks from the 100 block all the way to Maloit Park Road in the 1900 block of Main St. Phase II extends from approximately 980 Main St to approximately 1350 Main St.

A second portion of this fund holds a \$250,000 cash balance for use on approved projects associated with Little Beach Park. This amount was contributed by the Battle Mountain Project.

CAPITAL FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2022 TRIAL BALANCE	FY2023 BUDGET	2023 EST YEAR END BALANCE	PROPOSED 2024 BUDGET	% CHANGE FROM EST 2023	FT NOTES
FUND 06: CAPITAL FUND							
REVENUE							
CONSTRUCTION USE TAX PROCEEDS	06-00-4000	79,576.60	100,000.00	100,000.00	400,000.00	300.00%	
CAP FUND-REV & GRANT PROCEEDS	06-00-4010	0.00	0.00	0.00	0.00	#DIV/0!	
INVESTMENT EARNED	06-00-4540	4,330.60	4,500.00	4,500.00	4,500.00	0.00%	
TRANSFER FROM OTHER FUNDS	06-00-4570	96,223.00	96,223.00	96,223.00	105,223.00	9.35%	
GRANTS AND OTHER REVENUE	06-00-4597	0.00	0.00	0.00	0.00	#DIV/0!	
EXPENSES							
PURCHASE SERVICES - PARKS/REC CENTER	06-01-5220	0.00	0.00	0.00	0.00	#DIV/0!	
PURCHASE SERVICES - PUBLIC WORKS	06-01-5247	276,447.53	170,000.00	280,000.00	0.00	-100.00%	
PURCHASE SERVICES - STREET/SIDEWALK	06-01-5248	0.00	0.00	0.00	292,000.00	#DIV/0!	
PURCHASE SERVICES - VEHICLES/EQUIPMENT	06-01-5250	28,584.36	56,500.00	28,000.00	0.00	-100.00%	
PURCHASE SERVICES - MISC	06-01-5249	0.00	0.00	0.00	0.00	#DIV/0!	
BMR FUNDS - LITTLE BEACH PARK	06-01-5310	19,836.89	260,000.00	260,000.00	260,000.00		
BMR FUNDS - MINTURN FITNESS CENTER	06-01-5311	0.00	0.00	0.00	0.00		
BMR FUNDS - LAND PURCHASE		0.00	0.00	0.00	0.00		
DEBT SERVICE							
PRINCIPAL	06-08-7990	0.00	0.00	0.00	0.00	#DIV/0!	
INTEREST	06-08-7991	0.00	0.00	0.00	0.00	#DIV/0!	
TOTAL REVENUE		180,130.20	200,723.00	200,723.00	509,723.00	153.94%	
TOTAL EXPENSE		324,868.78	486,500.00	568,000.00	552,000.00	-2.82%	
NET INCOME/(EXPENSE)		-144,738.58	-285,777.00	-367,277.00	-42,277.00	-88.49%	

BUDGET-2024

GID FUND

DESCRIPTION	ACCOUNT NUMBER	12/31/2022 TRIAL BALANCE	FY2023 BUDGET	2023 EST YEAR END BALANCE	PROPOSED 2024 BUDGET	% CHANGE FROM EST 2023	FT NOTES
FUND 07: GENERAL IMPROVEMENT DIST FUND							
REVENUE							
BMR REVENUE	07-00-4575	0.00	0.00	0.00	0.00	#DIV/0!	
OTHER REVENUE	07-00-4597	0.00	0.00	0.00	0.00	#DIV/0!	
EXPENSES							
PURCHASE SERVICES - LEGAL AND ACCOUNTING	07-01-5160	0.00	250.00	250.00	250.00	0.00%	
DEBT SERVICE							
PRINCIPAL	07-08-7990	0.00	0.00	0.00	0.00	#DIV/0!	
INTEREST	07-08-7991	0.00	0.00	0.00	0.00	#DIV/0!	
TOTAL REVENUE		0.00	0.00	0.00	0.00	#DIV/0!	
TOTAL EXPENSE		0.00	250.00	250.00	250.00	0.00%	
NET INCOME/(EXPENSE)		0.00	-250.00	-250.00	-250.00		
ENDING FUND BALANCE		3,048.00	2,798.00	2,798.00	2,548.00		
CASH RESERVE		3,048.00	2,798.00	2,798.00	2,298.00		

BUDGET-2024

**MINTURN GENERAL IMPROVEMENT DISTRICT
PROPOSED BUDGET
GENERAL FUND
FOR THE YEAR ENDING DECEMBER 31, 2024**

	ACTUAL 2022	EST YE 2023	PROPOSED 2024
Beginning Funds Available	\$3,048	\$3,048	\$3,048
Revenue			
Property Taxes	\$0	\$0	\$0
Specific Ownership Taxes	\$0	\$0	\$0
Developer Advance	\$0	\$0	\$0
Miscellaneous Income	\$0	\$0	\$0
Total Revenue	\$0	\$0	\$0
Total Funds Available	\$3,048	\$3,048	\$3,048
Expenditures			
Accounting	\$0	\$0	\$0
Insurance	\$0	\$0	\$0
SDA Dues	\$0	\$0	\$0
Legal	\$0	\$0	\$250
District Management (Town Staff)	\$0	\$0	\$0
Reimbursement of ending Fund Balance to Developer	\$0	\$0	\$0
Operations and Maintenance of Public Improvements	\$0	\$0	\$0
Total Expenditures	\$0	\$0	\$250
Emergency Reserve	-	-	-
Total Expenditures Requiring Appropriation	\$0	\$0	\$250
Ending Funds Available	\$3,048	\$3,048	\$2,798

**TOWN OF MINTURN
FISCAL YEAR 2024 BUDGET**

MINTURN SCHOLARSHIP FUND:

This Fund was established as an endowment with funds provided by the original Battle Mountain Project. In 2012, Battle Mountain provided \$350,000 to create this endowment with \$50,000 provided to Colorado Mountain College and \$300,000 to fund an annual allocation for applicants. Applicants must be residents of Minturn and attending a certified program at a trade or traditional college.

SCHOLARSHIP FUND
INFORMATIONAL ONLY

DESCRIPTION	ACCOUNT NUMBER	12/31/2022 TRIAL BALANCE	FY2023 BUDGET	2023 EST YEAR END BALANCE	PROPOSED 2024 BUDGET	% CHANGE FROM EST 2023	FT NOTES
FUND 08: SCHOLARSHIP FUND							
REVENUE							
BMR SCHOLARSHIP	08-00-4100	0.00	0.00	0.00	0.00	#DIV/0!	
MINTURN SCHOLARSHIP FUND	08-00-4200	0.00	0.00	0.00	0.00	#DIV/0!	
INVESTMENT EARNED	08-00-4540	-71,386.13	10,000.00	10,000.00	10,000.00	0.00%	
EXPENSES							
BMR SCHOLARSHIP AWARDS	08-01-5300	6,510.00	6,600.00	8,025.00	6,600.00		
LEGAL AND ACCOUNTING	08-02-5300	477.50	500.00	500.00	500.00		
TOTAL REVENUE		-71,386.13	10,000.00	10,000.00	10,000.00	0.00%	
TOTAL EXPENSE		6,987.50	7,100.00	8,525.00	7,100.00	-16.72%	
NET INCOME/(EXPENSE)		-78,373.63	2,900.00	1,475.00	2,900.00	96.61%	
ENDING FUND BALANCE		317,713.00		319,188.00	322,088.00		

BUDGET-2024

**TOWN OF MINTURN
FISCAL YEAR 2024 BUDGET**

BATTLE MOUNTAIN FUND:

This Fund segregates approved Battle Mountain expenses and is funded by that project. Based on the Battle Mountain Settlement Agreement, in 2023-24 it is anticipated these existing funds, plus \$50,000 from Battle Mountain to provide funds for the town's due diligence necessary for the proposed Settlement Agreement. Once the Settlement Agreement is approved this Fund will be dissolved. In the event the Settlement Agreement is not approved, the fund will continue.

DESCRIPTION	ACCOUNT NUMBER	12/31/2022 TRIAL BALANCE	FY2023 BUDGET	2023 EST YEAR END BALANCE	PROPOSED 2024 BUDGET	% CHANGE FROM EST 2023	FT NOTES
FUND 09: BATTLE MTN RESORT FUND							
REVENUE							
BMR - REVENUE	09-00-4000	0.00	100,000.00	100,000.00	50,000.00	-50.00%	
INVESTMENT EARNED	09-00-4540	1,449.88	2,500.00	2,500.00	2,500.00	0.00%	
GRANTS AND OTHER REVENUE	09-00-4597	0.00	0.00	0.00	0.00	#DIV/0!	
EXPENSES							
BMR - STREET SCAPE	09-01-5100	0.00	0.00	0.00	0.00	#DIV/0!	
BMR - TOWN ADMINISTRATIVE COSTS	09-02-5100	0.00	0.00	0.00	0.00	#DIV/0!	
BMR - LEGAL & CONSULTING (\$200K)	09-03-5100	0.00	100,000.00	100,000.00	150,000.00	50.00%	
BMR - LEGAL & CONSULTING (\$250K)	09-03-5100	0.00	0.00	0.00	0.00	#DIV/0!	
BMR - RECREATION CENTER	09-04-5100	0.00	0.00	0.00	0.00	#DIV/0!	
BMR - OTHER RECREATION USE	09-04-5120	0.00	0.00	0.00	0.00	#DIV/0!	
BMR - RECREATION PATH	09-04-5140	0.00	0.00	0.00	0.00	#DIV/0!	
BMR - LAND PURCHASE	09-05-5100	0.00	0.00	0.00	0.00	#DIV/0!	
BMR - WATER INFRASTRUCTURE	09-06-5100	0.00	0.00	0.00	0.00	#DIV/0!	
BMR - WATER STORAGE	09-06-5120	0.00	0.00	0.00	0.00	#DIV/0!	
BMR - TRANSFER TO OTHER FUND	09-04-6100	0.00	0.00	0.00	0.00	#DIV/0!	
DEBT SERVICE							
PRINCIPAL	09-08-7990	0.00	0.00	0.00	0.00	#DIV/0!	
INTEREST	09-08-7991	0.00	0.00	0.00	0.00	#DIV/0!	
TOTAL REVENUE		1,449.88		102,500.00	52,500.00	-48.78%	
TOTAL EXPENSE		0.00		100,000.00	150,000.00	50.00%	
NET INCOME/(EXPENSE)		1,449.88		2,500.00	-97,500.00	-4000.00%	

GENERAL FUND 5YR PLAN

DESCRIPTION	ACCOUNT NUMBER	ACTUAL 2022	ESTIMATED 2023	BUDGET 2024	PROJECTED 2025	PROJECTED 2026	PROJECTED 2027	PROJECTED 2028	PROJECTED 2029
REVENUES:									
SUBTOTAL - TAXES		1,926,431.79	1,889,036.00	2,175,233.78	2,261,554.65	2,346,920.84	2,435,701.67	2,528,033.74	2,624,059.09
SUBTOTAL - LICENSES AND PERMITS		315,444.53	223,300.00	304,494.00	226,500.00	226,500.00	226,500.00	226,500.00	226,500.00
SUBTOTAL - FINES AND FORFEITURES		12,273.45	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
SUBTOTAL - OTHER REVENUE		728,800.33	381,450.00	450,050.00	415,550.00	415,550.00	415,550.00	415,550.00	415,550.00
TOTAL REVENUE		2,982,950.10	2,508,786.00	2,944,777.78	2,918,604.65	3,003,970.84	3,092,751.67	3,185,083.74	3,281,109.09
EXPENSES:									
SUBTOTAL - COUNCIL EXPENSES		25,027.23	30,836.00	27,760.00	28,252.40	28,252.40	28,252.40	28,252.40	28,252.40
SUBTOTAL - GENERAL GOVERNMENT EXPENSES		1,085,348.23	1,162,067.00	962,299.87	897,287.78	908,459.79	919,267.12	931,122.62	942,182.28
SUBTOTAL - PLANNING AND ZONING		442,043.16	332,564.00	567,903.00	342,838.65	376,114.27	346,410.03	383,805.73	353,242.80
SUBTOTAL - MUNICIPAL COURT		8,606.51	12,650.00	12,650.00	13,150.00	13,150.00	13,150.00	13,150.00	13,150.00
SUBTOTAL - POLICE DEPT		401,817.00	468,373.00	448,694.00	497,100.79	513,046.82	529,550.96	546,632.74	564,312.39
SUBTOTAL - EVENTS DEPARTMENT		164,948.70	199,670.00	223,417.00	241,843.98	245,388.86	249,055.04	252,847.46	256,771.30
SUBTOTAL - PUBLIC WORKS		391,486.85	416,402.00	508,363.00	470,354.99	476,734.04	483,340.68	490,184.47	497,275.40
EMPLOYEE RAISE POOL (7% POOL)		0.00	10,037.00	81,000.00	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00
FTE ALLOWANCE		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY - GENERAL FUND		0.00	0.00	0.00	72,500.00	72,500.00	72,500.00	72,500.00	72,500.00
CAPITAL OUTLAY - SPECIAL PROJECTS		0.00	50,000.00	112,000.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENSES		2,519,277.68	2,682,599.00	2,944,086.87	2,608,328.59	2,678,646.18	2,686,526.23	2,763,495.42	2,772,686.57
NET INCREASE/(DECREASE)		463,672.42	-173,813.00	690.91	310,276.06	325,324.66	406,225.44	421,588.31	508,422.52
INTER-FUND TRANSFERS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET INCREASE/(DECREASE)		463,672.42	-173,813.00	690.91	310,276.06	325,324.66	406,225.44	421,588.31	508,422.52
YEAR END CASH BALANCE		2,695,033.00	2,521,220.00	2,521,910.91	2,832,186.97	3,157,511.63	3,238,412.41	3,579,099.94	3,746,834.93
YEAR END CASH BAL PER FIN STMTS									
RESERVE TARGET (6 MONTHS as of 2001)		1,107,208.00	1,300,881.50	1,402,163.44	1,290,038.10	1,325,196.89	1,329,136.91	1,367,621.51	1,372,217.08
TABOR RESERVE @ 3% OF REVENUES		96,800.00	96,800.00	96,800.00	87,558.14	90,119.13	92,782.55	95,552.51	98,433.27
OTHER RESERVED FUNDS-CIP		600,000.00	750,000.00	1,000,000.00	408,398.00				
RESTRICTED FOR EXTERIOR ENERGY OFFSET		10,752.00							
DISCRETIONARY FUNDS		891,025.00	373,538.50	22,947.48	1,046,192.73	1,742,195.61	1,816,492.95	2,115,925.92	2,276,184.58

GENERAL FUND 5YR PLAN

DESCRIPTION	ACCOUNT NUMBER	ACTUAL 2022	ESTIMATED 2023	BUDGET 2024	PROJECTED 2025	PROJECTED 2026	PROJECTED 2027	PROJECTED 2028	PROJECTED 2029
FUND 01: GENERAL FUND									
REVENUE									
PROPERTY TAX - REAL AND PERSONAL	01-00-4010	593,646.42	568,723.00	852,071.78	886,154.65	921,600.84	958,464.87	996,803.47	1,036,675.60
SPECIFIC OWNERSHIP	01-00-4020	31,864.00	30,000.00	32,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
SPECIAL ASSESSMENT (MVSA)	01-00-4030	5,823.80	6,250.00	6,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
LODGING TAX - 1.5%	01-00-4039	20,304.73	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
COUNTY SALES TAX	01-00-4040	46,456.16	45,000.00	45,000.00	46,800.00	48,672.00	50,618.88	52,643.64	54,749.38
CITY SALES TAX - 4%	01-00-4050	1,164,524.84	1,155,000.00	1,155,000.00	1,201,200.00	1,249,248.00	1,299,217.92	1,351,186.64	1,405,234.10
CIGARETTE TAX	01-00-4051	2,707.20	2,800.00	2,800.00	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00
HIGHWAY USERS TAX	01-00-4052	38,650.12	36,263.00	37,362.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00
ROAD AND BRIDGE	01-00-4070	22,454.52	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00
OTHER TAXES	01-00-4090	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL - TAXES		1,926,431.79	1,889,036.00	2,175,233.78	2,261,554.65	2,346,920.84	2,435,701.67	2,528,033.74	2,624,059.09
BUILDING PERMITS	01-00-4210	70,019.50	50,000.00	118,560.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00
EXTERIOR ENERGY CREDIT	01-00-4215	7,120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
HIGHWAY 24 MAINTENANCE	01-00-4220	37,800.00	37,800.00	38,934.00	37,800.00	37,800.00	37,800.00	37,800.00	37,800.00
LIQUOR LICENSE FEES	01-00-4230	2,579.75	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
BUSINESS AND CONTRACTORS LICENSE	01-00-4240	24,344.00	22,500.00	24,000.00	22,500.00	22,500.00	22,500.00	22,500.00	22,500.00
PLANNING AND ZONING FEES/PERMITS	01-00-4250	99,212.97	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00
FRANCHISE FEES - PUBLIC SERVICE	01-00-4260	52,726.30	40,000.00	50,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00
FRANCHISE FEES - PHONE/CABLE	01-00-4280	19,543.49	19,500.00	19,500.00	22,500.00	22,500.00	22,500.00	22,500.00	22,500.00
FRANCHISE FEES - HOLY CROSS	01-00-4290	2,098.52	2,000.00	2,000.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00
SUBTOTAL - LICENSES AND PERMITS		315,444.53	223,300.00	304,494.00	226,500.00	226,500.00	226,500.00	226,500.00	226,500.00
MUNICIPAL TRAFFIC FINES	01-00-4430	12,273.45	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
MUNICIPAL NON-TRAFFIC FINES	01-00-4435	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MUNICIPAL VICTIM RESTITUTION	01-00-4436	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CODE ENFORCEMENT-FINES	01-00-4440	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
COURT COST/ADMIN FEES	01-00-4445	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BOND FORFEITURES	01-00-4450	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL - FINES AND FORFEITURES		12,273.45	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
TOWN HALL RENT	01-00-4511	2,150.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
ERFPD IMPACT FEE	01-00-4512	7,808.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FLOWERS ON MAIN ST	01-00-4515	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
LAND LEASE - SEASONAL LANDSCAPING	01-00-4516	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00
LAND LEASE - TOWN MANAGER HOUSE	01-00-4517	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
LAND LEASE - WILCON ENERGY	01-00-4518	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00
LAND LEASE - SNOW DUMP	01-00-4519	8,200.00	8,500.00	8,500.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
LAND LEASE - MTN MANAGEMENT PROPERTIES	01-00-4520	15,000.00	14,400.00	18,000.00	18,000.00	18,000.00	18,000.00	18,000.00	18,000.00
LAND LEASE - OLD CASTLE CONCRETE	01-00-4521	66,112.55	70,000.00	70,000.00	70,000.00	70,000.00	70,000.00	70,000.00	70,000.00
LAND LEASE - WORKER BEE LANDSCAPING	01-00-4522	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00
LAND LEASE - ALTA STONE	01-00-4523	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00
LAND LEASE - CHARD'S YARDS	01-00-4524	9,000.00	9,000.00	9,000.00	18,000.00	18,000.00	18,000.00	18,000.00	18,000.00

GENERAL FUND 5YR PLAN

Section 11, Item G.

DESCRIPTION	ACCOUNT NUMBER	ACTUAL 2022	ESTIMATED 2023	BUDGET 2024	PROJECTED 2025	PROJECTED 2026	PROJECTED 2027	PROJECTED 2028	PROJECTED 2029
LAND LEASE - SUNCOAST SEALER	01-00-4525	5,444.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00
LAND LEASE - MISC ENCROACHMENTS	01-00-4526	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PARKING LEASE - TIM SIMON PARKING	01-00-4530	1,337.00	1,337.00	1,337.00	1,337.00	1,337.00	1,337.00	1,337.00	1,337.00
LAND LEASE - IRONWORKS PARKING	01-00-4531	2,952.32	2,953.00	2,953.00	2,953.00	2,953.00	2,953.00	2,953.00	2,953.00
LAND LEASE - THE BUNKHOUSE PARKING	01-00-4535	3,820.00	3,820.00	3,820.00	3,820.00	3,820.00	3,820.00	3,820.00	3,820.00
D&RGR - SALOON	01-00-4537	4,940.00	4,940.00	4,940.00	4,940.00	4,940.00	4,940.00	4,940.00	4,940.00
FUND RAISER-MEMORIAL BENCH PROGRAM	01-00-4538	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INVESTMENT EARNED	01-00-4540	56,029.07	35,000.00	100,000.00	65,000.00	65,000.00	65,000.00	65,000.00	65,000.00
GRANTS-TAP #2/RPP/DOLA	01-00-4552	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GRANTS-DOLA	01-00-4561	135,452.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GRANTS-OTHER/COVID RELIEF FUNDS	01-00-4562	-5,798.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BATTLE MOUNTAIN RESORTS	01-00-4575	45,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MINTURN EVENT REVENUE	01-00-4591	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SCHOLARSHIP DONATIONS	01-00-4596	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER REVENUE	01-00-4597	39,457.39	35,000.00	35,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
INTERFUND TRANSFER REVENUE	10-04-4650	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TRAINING SURCHARGE - RESTRICTED	01-00-4660	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REAL ESTATE TRANSFER TAX - TABOR RESTRICTED	01-00-4680	292,895.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00
TRANSFER FROM CARRY FWD-ESTIMATED		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL - OTHER REVENUE		\$728,800.33	\$381,450.00	\$450,050.00	\$415,550.00	\$415,550.00	\$415,550.00	\$415,550.00	\$415,550.00

BUDGET-2024

GENERAL FUND 5YR PLAN

DESCRIPTION	ACCOUNT NUMBER	ACTUAL 2022	ESTIMATED 2023	BUDGET 2024	PROJECTED 2025	PROJECTED 2026	PROJECTED 2027	PROJECTED 2028	PROJECTED 2029
EXPENSES									
COUNCIL (XX-01-XXXX)									
PAYROLL - MAYOR	01-01-5010	5,400.00	6,000.00	5,600.00	5,400.00	5,400.00	5,400.00	5,400.00	5,400.00
PAYROLL - COUNCIL	01-01-5011	16,100.00	18,000.00	17,400.00	16,200.00	16,200.00	16,200.00	16,200.00	16,200.00
FICA EXPENSE	01-01-5092	1,644.75	1,836.00	1,760.00	1,652.40	1,652.40	1,652.40	1,652.40	1,652.40
SUPPLIES - COUNCIL	01-01-5100	1,882.48	5,000.00	3,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
PURCHASE SERVICES - COMMUNITY CONTRIBUTION	01-01-5271	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL - COUNCIL EXPENSES		25,027.23	30,836.00	27,760.00	28,252.40	28,252.40	28,252.40	28,252.40	28,252.40

GENERAL FUND 5YR PLAN

DESCRIPTION	ACCOUNT NUMBER	ACTUAL 2022	ESTIMATED 2023	BUDGET 2024	PROJECTED 2025	PROJECTED 2026	PROJECTED 2027	PROJECTED 2028	PROJECTED 2029
GENERAL GOVERNMENT (XX-01-XXXX)									
PAYROLL - TOWN MANAGER	01-01-5012	86,809.28	95,879.00	93,879.00	95,756.58	97,671.71	99,625.15	101,617.65	103,650.00
PAYROLL - TOWN TREASURER/CLERK	01-01-5014	56,624.72	62,388.00	60,387.03	61,594.77	62,826.67	64,083.20	65,364.86	66,672.16
PAYROLL - OFFICE TECH	01-01-5015	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MEDICAL AND DISABILITY	01-01-5091	23,160.95	26,000.00	29,000.00	29,870.00	30,766.10	31,689.08	32,639.76	33,618.95
FICA EXPENSE	01-01-5092	10,972.89	12,107.00	11,801.25	12,037.38	12,278.13	12,523.69	12,774.16	13,029.65
ICMA 401 EXPENSE	01-01-5094	5,622.34	6,171.00	6,170.59	6,294.05	6,419.94	6,548.33	6,679.30	6,812.89
SUPPLIES - OFFICE	01-01-5110	25,399.85	30,000.00	27,500.00	27,500.00	27,500.00	27,500.00	27,500.00	27,500.00
SUPPLIES - COMPUTER	01-01-5120	66,003.11	65,000.00	51,000.00	65,000.00	65,000.00	65,000.00	65,000.00	65,000.00
PURCHASE SERVICES - TELEPHONE	01-01-5200	11,205.04	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
PURCHASE SERVICES - INTERIM TOWN MANAGER	01-01-5209	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - UTILITIES	01-01-5210	29,316.39	30,000.00	30,000.00	26,000.00	26,000.00	26,000.00	26,000.00	26,000.00
PURCHASE SERVICES - CUSTODIAL SERVICES	01-01-5211	6,968.00	8,500.00	9,000.00	8,500.00	8,500.00	8,500.00	8,500.00	8,500.00
PURCHASE SERVICES - LEGAL AND PROFESSIONAL	01-01-5220	487,034.11	125,000.00	158,000.00	125,000.00	125,000.00	125,000.00	125,000.00	125,000.00
PURCHASE SERVICES - ENGINEER SERVICES	01-01-5221	105,565.30	75,000.00	133,000.00	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
PURCHASE SERVICES - LAW SUITS	01-01-5222	0.00	432,223.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - AUDITOR FEES	01-01-5225	12,000.00	12,000.00	13,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00
PURCHASE SERVICES - ADMIN CONTRACT EXP	01-01-5234	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - DUES, FEES AND TRAINING	01-01-5235	48,156.25	45,000.00	55,000.00	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00
PURCHASE SERVICES - EAGLE CO TREAS FEES	01-01-5236	10,586.51	12,000.00	13,000.00	12,000.00	12,000.00	12,500.00	12,500.00	12,500.00
PURCHASE SERVICES - ERFPD IMPACT FEES	01-01-5240	6,426.78	1,599.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - LEGAL NOTICES	01-01-5250	7,687.28	8,000.00	7,700.00	7,700.00	7,500.00	7,500.00	7,500.00	7,500.00
PURCHASE SERVICES - ELECTIONS	01-01-5255	1,831.62	0.00	4,250.00	0.00	2,250.00	0.00	2,250.00	0.00
PURCHASE SERVICES - MUNI PARKING/DEPOT LEASE	01-01-5261	23,147.52	25,000.00	152,500.00	157,075.00	161,787.25	166,640.87	171,640.09	176,789.30
PURCHASE SERVICES - MEETING FOOD AND DRINK	01-01-5270	0.00	0.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
PURCHASE SERVICES - TV 5	01-01-5280	11,800.00	14,500.00	14,500.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
PURCHASE SERVICES - ANIMAL CONTROL	01-01-5285	9,672.00	9,700.00	11,112.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
PURCHASE SERVICES - MEMORIAL BENCHES	01-01-5290	2,490.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - EQUIPMENT R&M	01-01-5291	0.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00
PURCHASE SERVICES - COMPUTER R&M	01-01-5292	992.35	5,500.00	10,000.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00
PURCHASE SERVICES - COVID 19	01-01-5293	1,906.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INSURANCE - WORKERS COMP	01-01-5300	5,829.00	11,000.00	11,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00
INSURANCE - TOWN	01-01-5310	28,140.53	37,000.00	37,000.00	39,960.00	39,960.00	43,156.80	43,156.80	46,609.34
INSURANCE - UNEMPLOYMENT	01-01-5320	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INSURANCE - OTHER	01-01-5330	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL - GENERAL GOVERNMENT EXPENSES		1,085,348.23	1,162,067.00	962,293.87	897,287.78	908,459.79	919,267.12	931,122.62	942,182.28

GENERAL FUND 5YR PLAN

DESCRIPTION	ACCOUNT NUMBER	ACTUAL	ESTIMATED	BUDGET	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
		2022	2023	2024	2025	2026	2027	2028	2029
PLANNING AND ZONING (XX-02-XXXX)									
PAYROLL - TOWN PLANNER/STAFF	01-02-5010	64,424.00	71,266.00	69,266.00	70,651.32	72,064.35	73,505.63	74,975.75	76,475.26
PAYROLL - CODE ENFORCEMENT	01-02-5011	0.00	0.00	65,000.00	66,300.00	67,626.00	68,978.52	70,358.09	71,765.25
MEDICAL AND DISABILITY	01-02-5091	10,522.21	12,750.00	45,000.00	13,132.50	46,350.00	13,526.48	47,740.50	13,932.27
FICA EXPENSE	01-02-5092	4,928.42	5,452.00	10,317.00	10,476.78	10,686.31	10,900.04	11,118.04	11,340.40
ICMA 401 EXPENSE	01-02-5094	2,496.96	2,771.00	5,395.00	5,478.05	5,587.61	5,699.37	5,813.35	5,929.62
SUPPLIES - OFFICE	01-02-5110	1,314.56	5,400.00	5,400.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
SUPPLIES - COMPUTER	01-02-5120	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - BUILDING INSPECTIONS	01-02-5214	44,560.29	38,000.00	134,848.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
PURCHASE SERVICES - PLANNER ASSISTANCE	01-02-5215	303,982.70	175,000.00	200,000.00	125,000.00	125,000.00	125,000.00	125,000.00	125,000.00
PURCHASE SERVICES - P&Z COMMISSION	01-02-5216	5,400.00	11,925.00	11,925.00	10,800.00	10,800.00	10,800.00	10,800.00	10,800.00
PURCHASE SERVICES - EXTERIOR ENERGY OFFSETS	01-02-5217	0.00	0.00	10,752.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - COUNTY HOUSING FEES	01-02-5218	0.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
PURCHASE SERVICES - FEES AND TRAINING	01-02-5235	595.32	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
PURCHASE SERVICES - LEGAL NOTICES	01-02-5250	3,818.70	4,000.00	4,000.00	4,000.00	1,000.00	1,000.00	1,000.00	1,000.00
SUBTOTAL: PLANNING AND ZONING		442,043.16	332,564.00	567,903.00	342,838.65	376,114.27	346,410.03	383,805.73	353,242.80

GENERAL FUND 5YR PLAN

DESCRIPTION	ACCOUNT NUMBER	ACTUAL 2022	ESTIMATED 2023	BUDGET 2024	PROJECTED 2025	PROJECTED 2026	PROJECTED 2027	PROJECTED 2028	PROJECTED 2029
MUNICIPAL COURT (XX-03-XXXX)									
PAYROLL - TOWN JUDGE	01-03-5010	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FICA EXPENSE	01-03-5092	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUPPLIES - OFFICE	01-03-5110	0.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00
SUPPLIES - COMPUTER	01-03-5120	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - ATTORNEY/TRANSLATOR	01-03-5216	8,606.51	12,500.00	12,500.00	13,000.00	13,000.00	13,000.00	13,000.00	13,000.00
PURCHASE SERVICES - EQUIPMENT R&M	01-03-5217	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL - MUNICIPAL COURT		8,606.51	12,650.00	12,650.00	13,150.00	13,150.00	13,150.00	13,150.00	13,150.00
POLICE DEPARTMENT (XX-04-XXXX)									
PAYROLL - POLICE CHIEF	01-04-5010	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PAYROLL - PATROL OFFICER(S)/CLERK	01-04-5012	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PAYROLL - OVERTIME/STIPEND	01-04-5017	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MEDICAL AND DISABILITY	01-04-5091	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FICA EXPENSE	01-04-5092	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ICMA 401 EXPENSE	01-04-5095	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUPPLIES - OFFICE	01-04-5100	0.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00
MEDIA NOTICE AND EMP'EE FEES	01-04-5110	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUPPLIES - COMPUTER/RADIO EQUIPMENT	01-04-5120	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUPPLIES - VEHICLE FUEL AND SUPPLIES	01-04-5130	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - TELEPHONE AND 911	01-04-5200	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - VEHICLE R&M	01-04-5231	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - CODE COMPLIANCE	01-04-5235	21,930.00	32,500.00	0.00	32,500.00	32,500.00	32,500.00	32,500.00	32,500.00
PURCHASE SERVICES - PRISONER UPKEEP/SUPPORT TR	01-04-5239	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - ERFPD WILDLAND FIRE FEES	01-04-5240	0.00	8,000.00	8,000.00	8,500.00	8,500.00	8,500.00	8,500.00	8,500.00
PURCHASE SERVICES - DISPATCH SERVICES	01-04-5245	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - ECO SHERIFF SERVICES	01-04-5246	379,887.00	427,373.00	440,194.00	455,600.79	471,546.82	488,050.96	505,132.74	522,812.39
PURCHASE SERVICES - TRAINING & DEVELOPMENT	01-04-5265	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - UNIFORM PURCH/MAINT	01-04-5271	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - EQUIPMENT R&M	01-04-5291	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - COMPUTER R&M	01-04-5292	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - VEHICLE LEASE/PURCHASE	01-04-5350	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - EQUIPMENT LEASE/PURCHASE	01-04-5351	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - GRANT EXPENSES	01-04-5355	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL - POLICE DEPT		401,817.00	468,373.00	448,694.00	497,100.79	513,046.82	529,550.96	546,632.74	564,312.39
SUBTOTAL: COURT/POLICE		410,423.51	481,023.00	461,344.00	510,250.79	526,196.82	542,700.96	559,782.74	577,462.39

GENERAL FUND 5YR PLAN

DESCRIPTION	ACCOUNT NUMBER	ACTUAL 2022	ESTIMATED 2023	BUDGET 2024	PROJECTED 2025	PROJECTED 2026	PROJECTED 2027	PROJECTED 2028	PROJECTED 2029
ECONOMIC DEVELOPMENT DEPT (XX-05-XXXX)									
PAYROLL - ECON DEV	01-05-5010	75,887.84	83,877.00	81,877.00	83,514.54	85,184.83	86,888.53	88,626.30	90,398.82
MEDICAL AND DISABILITY	01-05-5091	10,613.02	31,100.00	32,000.00	33,600.00	35,280.00	37,044.00	38,896.20	40,841.01
FICA EXPENSE	01-05-5092	5,805.42	6,417.00	6,264.00	6,388.86	6,516.64	6,646.97	6,779.91	6,915.51
ICMA 401 EXPENSE	01-05-5094	2,955.60	3,276.00	3,276.00	3,340.58	3,407.39	3,475.54	3,545.05	3,615.95
PURCHASE SERVICES - COMMUNITY FUND FEES	01-05-5235	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - PROMOTIONS	01-05-5275	69,686.82	75,000.00	100,000.00	115,000.00	115,000.00	115,000.00	115,000.00	115,000.00
PURCHASE SERVICES - TV 5	01-05-5280	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - WEBSITE	01-05-5292	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL: ECON DEV DEPT		164,948.70	199,670.00	223,417.00	241,843.98	245,388.86	249,055.04	252,847.46	256,771.30

GENERAL FUND 5YR PLAN

DESCRIPTION	ACCOUNT NUMBER	ACTUAL 2022	ESTIMATED 2023	BUDGET 2024	PROJECTED 2025	PROJECTED 2026	PROJECTED 2027	PROJECTED 2028	PROJECTED 2029
PUBLIC WORKS									
PAYROLL - STAFF	01-06-5011	125,722.50	137,703.00	133,703.00	136,377.06	139,104.60	141,886.69	144,724.43	147,618.92
PAYROLL - STAFF OVERTIME	01-06-5011	7,120.83	4,000.00	5,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
MEDICAL AND DISABILITY	01-06-5091	51,160.66	62,500.00	63,500.00	66,675.00	70,008.75	73,509.19	77,184.65	81,043.88
FICA EXPENSE	01-06-5092	10,162.51	10,841.00	10,611.00	11,197.85	11,406.50	11,619.33	11,836.42	12,057.85
ICMA 401 EXPENSE	01-06-5094	3,557.27	5,508.00	5,549.00	5,855.08	5,964.18	6,075.47	6,188.98	6,304.76
SUPPLIES - OFFICE	01-06-5100	36.50	500.00	500.00	500.00	500.00	500.00	500.00	500.00
SUPPLIES - TOOLS	01-06-5120	839.48	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
SUPPLIES - GENERAL	01-06-5140	9,099.09	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
SUPPLIES - VEHICLE FUEL AND SUPPLIES	01-06-5130	4,048.57	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
PURCHASE SERVICES - TELEPHONE	01-06-5200	2,717.98	2,600.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
PURCHASE SERVICES - UTILITIES/STREET LIGHTS	01-06-5210	27,007.91	28,000.00	28,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
PURCHASE SERVICES - VEHICLE R&M	01-06-5231	1,496.45	6,000.00	6,000.00	6,500.00	6,500.00	6,500.00	6,500.00	6,500.00
PURCHASE SERVICES - TRAINING & DEVELOPMENT	01-06-5265	0.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00
PURCHASE SERVICES - PUBLIC BUILDING R&M	01-06-5290	23,024.61	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
PURCHASE SERVICES - EQUIPMENT R&M	01-06-5291	5,941.77	7,000.00	12,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00
PURCHASE SERVICES - COMPUTER R&M	01-06-5292	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - VEHICLE LEASE/PURCHASE	01-06-5350	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - EQUIPMENT LEASE/PURCHASE	01-06-5351	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - STREET/SIDEWALK MAINTENANCE	01-06-5352	36,061.68	40,000.00	125,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00
PURCHASE SERVICES - SNOW REMOVAL	01-06-5353	39,877.50	27,500.00	27,500.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
PURCHASE SERVICES - MINTURN FITNESS CENTER	01-06-5354	3,242.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
PURCHASE SERVICES - TOWN AND PARK SIGNS	01-06-5356	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - PARKS AND FLOWERS ON MAIN	01-06-5357	40,369.54	43,000.00	46,750.00	47,000.00	47,000.00	47,000.00	47,000.00	47,000.00
SUBTOTAL: PUBLIC WORKS		391,486.85	416,402.00	508,363.00	470,354.99	476,734.04	483,340.68	490,184.47	497,275.40

GENERAL FUND 5YR PLAN

DESCRIPTION	ACCOUNT NUMBER	ACTUAL 2022	ESTIMATED 2023	BUDGET 2024	PROJECTED 2025	PROJECTED 2026	PROJECTED 2027	PROJECTED 2028	PROJECTED 2029
TRANSFER TO OTHER FUND	01-07-6100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EMPLOYEE RAISE POOL		0.00	10,037.00	81,000.00	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00
DEBT SERVICE - PRINCIPAL	TBD								
DEBT SERVICE - INTEREST	TBD								
CAPITAL OUTLAY - GENERAL FUND	01-09-8000	0.00	0.00	0.00	72,500.00	72,500.00	72,500.00	72,500.00	72,500.00
CAPITAL OUTLAY - BIKE BRIDGE	01-09-8001	0.00	50,000.00	92,000.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY - SPECIAL PROJ - STATE LAND ROW	01-09-8003	0.00							
CAPITAL OUTLAY - SPECIAL PROJECTS - BELDEN	01-09-8004	0.00							
CAPITAL OUTLAY - SPECIAL PROJECTS - TRAILER SIGNS	01-09-8005	0.00		20,000.00					
CAPITAL OUTLAY - SPECIAL PROJECTS -	01-09-8006	0.00							
CAPITAL OUTLAY - SPECIAL PROJECTS - TAP GRANT #1	01-09-8007	0.00							
CAPITAL OUTLAY - SPECIAL PROJECTS - TAP GRANT #2	01-09-8007	0.00							
CAPITAL OUTLAY - SPECIAL PROJECTS - DOWD JCT PAR	01-09-8008	0.00							

WATER FUND 5YR PLAN

DESCRIPTION	ACTUAL 2022	ESTIMATED 2023	BUDGET 2024	PROJECTED 2025	PROJECTED 2026	PROJECTED 2027	PROJECTED 2028	PROJECTED 2029
REVENUES								
WATER OPERATIONS	1,062,859.28	1,444,111.00	1,596,611.00	2,353,307.00	2,507,976.00	2,576,564.00	2,576,564.00	2,576,564.00
GARBAGE COLLECTION FEES	114,438.66	122,000.00	130,000.00	120,000.00	120,000.00	120,000.00	120,000.00	120,000.00
CAPITAL REVENUES	285,435.36	252,500.00	665,000.00	120,000.00	120,000.00	120,000.00	120,000.00	120,000.00
WATER FUND-BOND PROCEEDS	1,926,513.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE - WATER/SEWER & RECREATION	3,389,246.68	1,818,611.00	2,411,611.00	2,593,307.00	2,747,976.00	2,816,564.00	2,816,564.00	2,816,564.00
EXPENDITURES								
SALARY AND BENEFITS	297,678.50	361,661.00	361,407.13	374,137.61	381,513.19	395,060.31	402,994.69	417,419.59
OPERATIONAL EXPENSES	921,703.24	1,066,901.00	824,000.00	543,377.87	571,997.75	564,946.15	560,807.49	580,706.70
ASSET MANAGEMENT	4,425.00	113,200.00	113,200.00	114,600.00	114,600.00	114,600.00	114,600.00	114,600.00
BMIR EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	14,840.80	205,110.03	205,117.00	205,112.92	205,112.92	205,112.92	205,112.92	205,112.92
CAPITAL OUTLAY - NON WATER TAP	2,451,623.01	0.00	903,220.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
TOTAL EXPENSE - WATER/SEWER & RECREATION	3,690,270.55	1,746,872.03	2,406,944.13	1,247,228.40	1,283,223.86	1,289,719.38	1,313,515.10	1,327,839.22
NET INCREASE/(DECREASE)	-301,023.87	71,738.97	4,666.87	1,346,078.60	1,464,752.14	1,526,844.62	1,503,048.90	1,488,724.78
INTER-FUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET FUND INCREASE/(DECREASE)	-301,023.87	71,738.97	4,666.87	1,346,078.60	1,464,752.14	1,526,844.62	1,503,048.90	1,488,724.78
YEAR END RETAIN EARN (PER FINANCIAL STMTS W/ APPL)	718,049.97	789,788.94	794,455.81	2,140,534.42	3,605,286.55	5,132,131.17	6,635,180.07	8,123,904.86

WATER FUND 5YR PLAN

DESCRIPTION	ACTUAL 2022	ESTIMATED 2023	BUDGET 2024	PROJECTED 2025	PROJECTED 2026	PROJECTED 2027	PROJECTED 2028	PROJECTED 2029
FUND 02: WATER-SEWER-REC FUND								
REVENUE								
WATER OPERATIONS								
WATER USER FEES	968,606.87	1,220,000.00	1,372,500.00	1,793,572.00	1,866,139.00	1,938,702.00	1,938,702.00	1,938,702.00
WATER USE DEBT SERVICE FEES	65,723.83	205,111.00	205,111.00	539,735.00	621,837.00	617,862.00	617,862.00	617,862.00
WATER METERS & INSTALL	752.00	0.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
INVESTMENT EARNED	1,411.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS REVENUE	26,365.33	19,000.00	19,000.00	19,000.00	19,000.00	19,000.00	19,000.00	19,000.00
SUBTOTAL: WATER OPERATIONS	1,062,859.28	1,444,111.00	1,596,611.00	2,353,307.00	2,507,976.00	2,576,564.00	2,576,564.00	2,576,564.00
GARBAGE COLLECTION FEES	114,438.66	122,000.00	130,000.00	120,000.00	120,000.00	120,000.00	120,000.00	120,000.00
TAP FEES - CAPITAL REVENUES	36,821.62	42,500.00	42,500.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00
CASH IN LIEU OF WATER FEES - CAPITAL REVENUES	46,525.71	42,500.00	42,500.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00
SYSTEM IMPROVEMENT FEES - CAPITAL REVENUES	58,190.29	42,500.00	600,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00
GRANTS - MISC AND ARP FUNDS	143,897.74	125,000.00						
GRANTS - DOLA AND OTHER	0.00	0.00						
MISCELLANEOUS LOAN AND GRANT REVENUE	0.00							
SUBTOTAL: CAPITAL REVENUE	285,435.36	252,500.00	665,000.00	120,000.00	120,000.00	120,000.00	120,000.00	120,000.00
TRANSFER TO/FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WATER FUND-BOND PROCEEDS	1,926,513.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TRANS FROM CARRY FORWARD - ESTIMATED								
TOTAL ALL SOURCES LESS INTERFUND TRANS (FIN STMTS IF APP)	3,389,246.86	1,818,611.00	2,411,611.00	2,993,307.00	2,747,976.00	2,816,564.00	2,816,564.00	2,816,564.00

WATER FUND 5YR PLAN

DESCRIPTION	ACTUAL 2022	ESTIMATED 2023	BUDGET 2024	PROJECTED					PROJECTED 2029		
				2025	2026	2027	2028	2029			
EXPENSES											
PAYROLL - REGULAR	114,916.87	141,423.00	139,423.00	142,211.46	145,055.69	147,956.80	150,915.94	153,934.26			
PAYROLL - NON PLANT	90,971.52	100,621.00	100,621.00	105,652.05	110,934.65	116,481.39	122,300.00	128,300.00			
PAYROLL - OVERTIME	5,065.97	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00			
MEDICAL AND DISABILITY	62,808.81	78,100.00	80,000.00	84,000.00	88,200.00	92,610.00	97,240.50	102,102.53			
FICA EXPENSE	15,982.94	19,435.00	19,281.37	19,879.56	20,097.14	20,723.20	20,949.57	21,604.80			
ICMA 401 EXPENSE	7,932.39	10,082.00	10,081.76	10,394.54	10,508.31	10,835.66	10,954.02	11,286.63			
TOTAL SAL/ BEN	297,678.50	361,661.00	361,407.13	374,137.61	381,513.19	395,060.31	402,994.69	417,419.59			
SUPPLIES - OFFICE/LAB	27,204.86	20,000.00	25,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00			
SUPPLIES - VEHICLE FUEL AND SUPPLIES	9,099.06	10,000.00	10,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00			
SUPPLIES - GENERAL	4,068.43	6,000.00	6,000.00	6,250.00	6,250.00	6,250.00	6,250.00	6,250.00			
SUPPLIES - TOOLS	470.28	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00			
SUPPLIES - WATER METERS & INSTALL	88,219.20	0.00	30,000.00	750.00	750.00	750.00	750.00	750.00			
PURCHASE SERVICES - TELEPHONE	2,275.68	2,500.00	2,500.00	2,562.50	2,562.50	2,626.56	2,626.56	2,692.23			
PURCHASE SERVICES - UTILITIES/STREET LIGHTS	15,968.94	14,000.00	16,000.00	16,400.00	16,810.00	17,230.25	17,661.01	18,102.53			
PURCHASE SERVICES - LEGAL SERVICES (GENERAL)	230,838.62	310,000.00	150,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00			
PURCHASE SERVICES - VEHICLE R&M	1,400.58	8,000.00	8,000.00	1,435.59	8,200.00	8,200.00	1,471.48	8,405.00			
PURCHASE SERVICES - ENGINEERING CONTRACTS	146,362.85	350,000.00	150,000.00	80,000.00	80,000.00	80,000.00	80,000.00	80,000.00			
PURCHASE SERVICES - TRAINING & DEVELOPMENT	0.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00			
PURCHASE SERVICES - UNIFORM PURCH/MAINT	168.00	1,000.00	1,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00			
PURCHASE SERVICES - EQUIPMENT R&M	13,062.27	8,000.00	12,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00			
PURCHASE SERVICES - COMPUTER R&M	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
PURCHASE SERVICES - WATER PLANT/SYSTEM R&M	80,067.97	40,000.00	80,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00			
PURCHASE SERVICES - VEHICLE LEASE/PURCHASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
PURCHASE SERVICES - EQUIPMENT LEASE/PURCHASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
PURCHASE SERVICES - ANNUAL H2O RIGHTS MAINT	133,738.50	140,000.00	160,000.00	164,800.00	169,744.00	174,836.32	180,081.41	185,483.85			
PURCHASE SERVICES - GARBAGE CONTRACT SERVICES	157,099.90	115,000.00	130,000.00	117,875.00	133,250.00	120,821.88	136,581.25	123,842.42			
PURCHASE SERVICES - ERWSD CONTRACT SERVICES	11,671.00	36,151.00	37,250.00	37,054.78	38,181.25	37,981.14	39,135.78	38,930.67			
PURCHASE SERVICES - DUMP FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
PURCHASE SERVICES - TOWN AND PARK SIGNS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
PURCHASE SERVICES - PARKS AND FLOWERS ON MAIN ST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
TOTAL OPERATING EXPENSES	921,703.24	1,086,901.00	824,000.00	543,377.87	571,997.75	564,946.15	560,807.49	580,706.70			

WATER FUND SYR PLAN

DESCRIPTION	ACTUAL 2022	ESTIMATED 2023	BUDGET 2024	PROJECTED 2025	PROJECTED 2026	PROJECTED 2027	PROJECTED 2028	PROJECTED 2029
ASSET MANAGEMENT PLAN								
WATER PLANT AND SYSTEM - DEPRECIATION	0.00	108,200.00	108,200.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00
DEBT REDUCTION REPAYMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MALOTT PARK-MOSQUITO CONTROL	4,425.00	5,000.00	5,000.00	4,600.00	4,600.00	4,600.00	4,600.00	4,600.00
EAGLE RIVER PARK GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PARK UPKEEP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ASSET MANAGEMENT PLAN	4,425.00	113,200.00	113,200.00	114,600.00	114,600.00	114,600.00	114,600.00	114,600.00
DEBT SERVICE								
PRINCIPAL - CAT LOADER PRIN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INTEREST - CAT LOADER INT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PRINCIPAL - 98 \$100K DLA IMPACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INTEREST - 98 \$100K DLA IMPACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PRINCIPAL - 91 \$50K WATER AUTHORITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INTEREST - 91 \$50K WATER AUTHORITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PRINCIPAL - 91 \$360K WATER AUTHORITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INTEREST - 91 \$360K WATER AUTHORITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PRINCIPAL - 98B (92B) \$100K WATER PLANT LOAN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INTEREST - 98B (92B) \$100K WATER PLANT LOAN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PRINCIPAL - 95 \$300K CWRPDA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INTEREST - 95 \$300K CWRPDA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PRINCIPAL - 2021 \$3M CWRPDA	0.00	123,688.23	123,688.00	129,348.83	132,275.55	135,268.49	135,268.49	135,268.49
INTEREST - 2021 \$3M CWRPDA	0.00	66,581.00	66,584.00	60,923.29	57,996.57	55,003.63	55,003.63	55,003.63
PRINCIPAL - 97 \$260K RD B	6,799.09	7,134.59	7,487.00	5,607.62	5,607.62	5,607.62	5,607.62	5,607.62
INTEREST - 97 \$260K RD B	8,041.71	7,706.21	7,358.00	9,233.18	9,233.18	9,233.18	9,233.18	9,233.18
TOTAL LONG TERM DEPT	14,840.80	205,110.03	205,117.00	205,112.92	205,112.92	205,112.92	205,112.92	205,112.92
CAPITAL								
CAPITAL OUTLAY - WATER FUND	28,584.37	0.00	19,500.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
CAPITAL OUTLAY - BOLTS LAKE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY - WATER PLANT CIP	225,981.82	0.00	75,000.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY - WATER TANK CIP	2,197,056.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY - WATER TREATMENT ANALYSIS	0.00	0.00	250,000.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY - GIS SYSTEM	0.00	0.00	558,720.00	0.00	0.00	0.00	0.00	0.00
MINTURN NORTH CONTEGENECY	2,451,623.01	0.00	903,220.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
TOTAL CAPITAL EXPENSES	3,690,270.55	1,746,872.03	2,406,944.13	1,247,228.40	1,283,223.86	1,289,719.38	1,313,515.10	1,327,839.22
TOTAL EXPENSES	3,690,270.55	1,746,872.03	2,406,944.13	1,247,228.40	1,283,223.86	1,289,719.38	1,313,515.10	1,327,839.22
CONTROL TOTAL FROM FS								

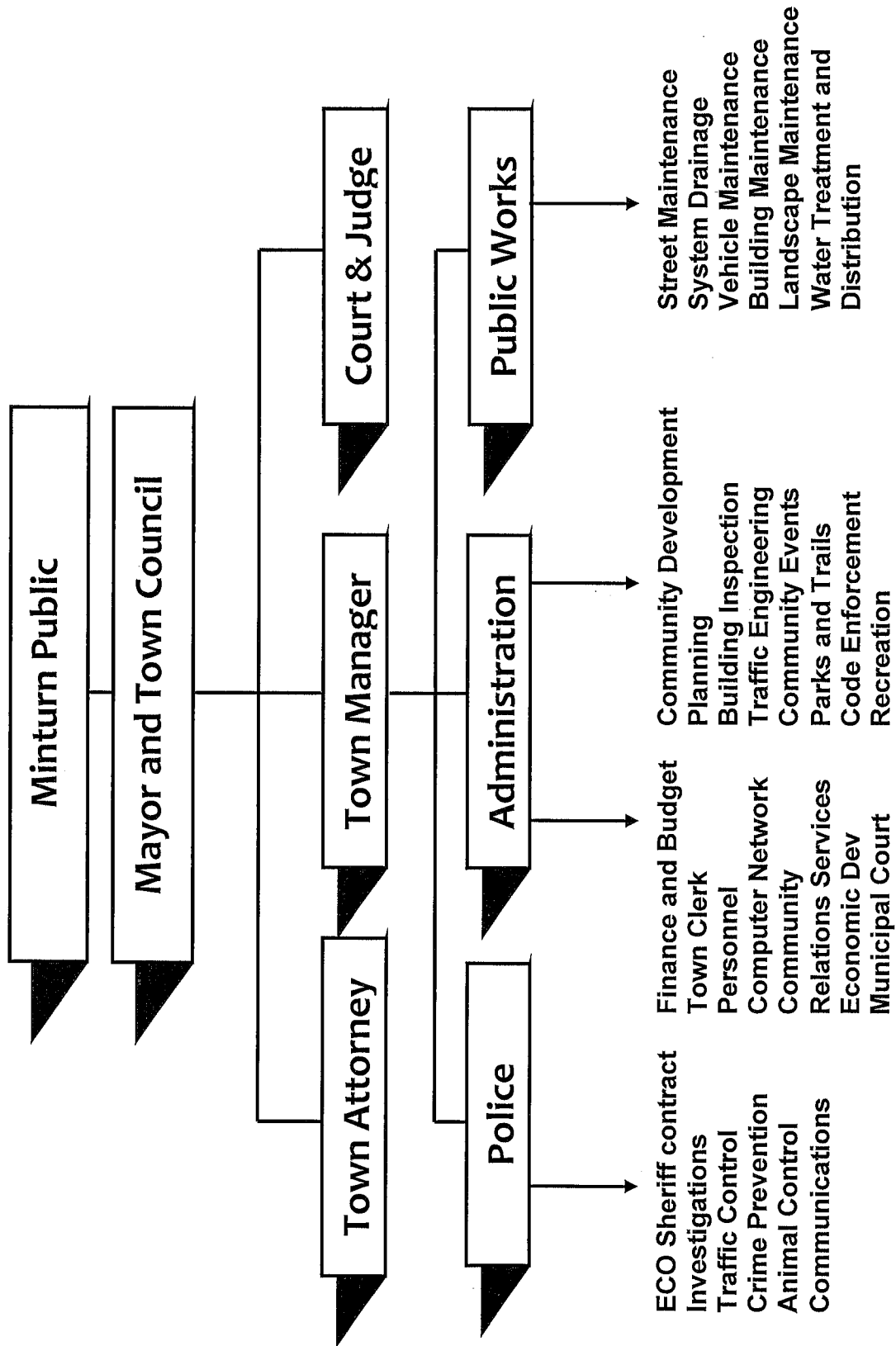
SPECIAL REVENUE FUND 5YR PLAN

DESCRIPTION	ACTUAL 2022	ESTIMATED 2023	BUDGET 2024	PROJECTED 2025	PROJECTED 2026	PROJECTED 2027	PROJECTED 2028	PROJECTED 2029
FUND 04: BUILDING FUND								
REVENUE								
CERTIFICATES OF PARTICIPATION PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ESCROW RESERVE PROCEEDS								
RENT - POST OFFICE	79,822.04	79,823.00	79,823.00	79,823.00	79,823.00	79,823.00	79,823.00	79,823.00
RENT - APARTMENTS	26,400.00	26,400.00	35,400.00	26,400.00	26,400.00	26,400.00	26,400.00	26,400.00
INVESTMENT EARNED	0.00	0.00	0.00	25.00	25.00	25.00	25.00	25.00
TRANSFER FROM OTHER FUNDS	-96,223.00	-96,223.00	-105,223.00	-96,223.00	-96,223.00	-96,223.00	-96,223.00	-96,223.00
OTHER REVENUE								
NET REVENUE	9,999.04	10,000.00	10,000.00	10,025.00	10,025.00	10,025.00	10,025.00	10,025.00
EXPENSES								
PURCHASE SERVICES - CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - BUILDING R&M	84.01	53,500.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
PURCHASE SERVICES - BANK FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET EXPENSE	84.01	53,500.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
TRANSFER TO OTHER FUNDS								
DEBT SERVICE								
PRINCIPAL - TOWN CENTER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INTEREST - TOWN CENTER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET FUND INCREASE/(DECREASE)	9,915.03	-43,500.00	0.00	25.00	25.00	25.00	25.00	25.00

MARKET FUND 5YR PLAN

DESCRIPTION	ACTUAL 2022	ESTIMATED 2023	BUDGET 2024	PROJECTED 2025	PROJECTED 2026	PROJECTED 2027	PROJECTED 2028	PROJECTED 2029
FUND 05:MINTURN MARKET FUND								
REVENUE								
PARTICIPATION REVENUE	24,500.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
SPONSORSHIP & DONATIONS	6,250.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
SALES AND PROMOTIONS	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
INVESTMENT EARNED	0.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TRANSFER FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER REVENUE	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EXPENSES								
SUPPLIES - GENERAL	6,765.13	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00
SUPPLIES - PROMOTIONAL	14,864.55	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
SUPPLIES - CONTRACT LABOR	9,070.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
PURCHASE SERVICES - ADVERTISE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASE SERVICES - PROMOTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL INCOME	35,750.24	37,000.00	37,000.00	37,000.00	37,000.00	37,000.00	37,000.00	37,000.00
TOTAL EXPENSE	30,629.68	37,000.00	37,000.00	37,000.00	37,000.00	37,000.00	37,000.00	37,000.00
NET INCOME/(EXPENSE)	5,120.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00

TOWN OF MINTURN ORGANIZATIONAL CHART



INTERFUND TRANSFER SUMMARY

DESCRIPTION	GF-01	EF-02	CTF-03	BLD-04	ART-05	CAP-06	SCH-08	BMR-09	
Building Debt Svc (70/30)									0.00
Special Projects-Main St									0.00
River Restoration Proj									0.00
Market Fund									0.00
Capital Expenditures				(106,223.00)		106,223.00			0.00
									0.00
									0.00
									0.00
TOTAL	0.00	0.00	0.00	(106,223.00)	0.00	106,223.00	0.00	0.00	0.00

DESCRIPTION	ACTUAL 2022	ESTIMATE 2023	BUDGET 2024	PROJECTED					PROJECTED 2029
				2025	2026	2027	2028	2029	
DEBT SERVICE									
PRINCIPAL - 97 \$260k RD B	6,799.09	7,134.59	7,486.64	7,856.06	8,243.71	8,650.49	9,077.34	9,077.34	
INTEREST - 97 \$260k RD B	8,041.71	7,706.21	7,354.16	6,984.74	6,597.09	6,190.31	5,763.46	5,763.46	
PRINCIPAL - 21 \$3m CWRPDA	0.00	6,442.40	123,688.23	126,486.87	129,348.83	132,275.55	135,268.49	135,268.49	
INTEREST - 21 \$3m CWRPDA	0.00	1,728.94	66,583.89	63,785.25	60,923.29	57,986.57	55,003.63	55,003.63	
TOTAL ANNUAL DEBT PAYMENT	14,840.80	23,012.14	205,112.92	205,112.92	205,112.92	205,112.92	205,112.92	205,112.92	

FY 2024 BUDGET SCHEDULE

TO DO

2023 DATE DESCRIPTION

NOTES

<p>APRIL THROUGH AUGUST 2023</p>	<p>STAFF REVIEW AND PREPARATION OPPORTUNITY TO SUPPLY INPUT ON BOTH THEIR BUDGET AND CIP NEEDS</p>	<p>REVIEW BUDGET AND FIELD QUESTIONS FROM STAFF AS NECESSARY. STAFF WILL HAVE OPPORTUNITY TO SUPPLY INPUT ON BOTH THEIR BUDGET AND CIP NEEDS</p>
<p>SEPTEMBER 2023</p>	<p>DISCUSSION ITEMS OR MANAGER'S REPORT AS NEEDED</p>	<p>Discuss Preliminary Budget concerns and receive direction from Council as needed.</p>
<p>10/4/2023</p>	<p>COUNCIL MEETING</p>	<p>REVIEW BUDGET HIGHLIGHTS AND FIELD QUESTIONS FROM COUNCIL AS NECESSARY</p> <p>COUNCIL WILL FORMALLY ACCEPT THE BUDGET AS REQUIRED BY C.R.S 29-1-106(1)</p> <p>This will be a time for Council comments and Direction as well.</p>
<p>10/18/2023</p>	<p>COUNCIL MEETING</p>	<p>REVIEW BUDGET AND SPECIAL PROJECTS TO GAIN BUDGET INPUT AND DIRECTION FROM COUNCIL</p>
<p>11/1/2023</p>	<p>COUNCIL MEETING</p>	<p>PUBLIC HEARING ON THE PROPOSED BUDGET AS ACCEPTED ON OCTOBER 3RD</p> <p>(ONLY ONE PUBLIC HEARING SCHEDULED)</p>
<p>11/15/2023</p>	<p>COUNCIL MEETING</p>	<p>1ST READING OF BUDGET ORDINANCES:</p> <ul style="list-style-type: none"> - BUDGET ADOPTION ON FIRST READING - MILL LEVY ADOPTION ON FIRST READING - FY 2023 SUPPLEMENTAL APPROPRIATION ON FIRST READING - TOWN FEE ADOPTION ON FIRST READING
<p>12/6/2023</p>	<p>COUNCIL MEETING</p>	<p>2ND READING OF BUDGET ORDINANCES:</p> <ul style="list-style-type: none"> - BUDGET ADOPTION ON FINAL READING - MILL LEVY ADOPTION ON FINAL READING - FY 2023 SUPPLEMENTAL APPROPRIATION ON FINAL READING - TOWN FEE ADOPTION ON FIRST READING

Sept 20 set for Budget work session with Council to review Special Projects and Water Matters

Council to receive Preliminary electronic Budget by Sept 29.

AFTER MEETING POST AND PUBLISH IN NEWSPAPER THE "NOTICE OF BUDGET"

PUBLISH ORDINANCES BY TITLE ONLY (FIRST READING) IN NEWSPAPER

PUBLISH ORDINANCES BY TITLE ONLY (SECOND READING) IN NEWSPAPER



September 2023 FY 2024 BUDGET CALENDAR

Sun	Mon	Tue	Wed	Thu	Fri	Sat
3	4 <i>LABOR DAY OFFICE CLOSED</i>	5	6 COUNCIL MEETING	7	8	9
10	11	12	13 PLANNING COMMISSION	14	15	16
17	18	19	20 COUNCIL MEETING	21	22	23
24	25	26	27 PLANNING COMMISSION	28	29	30

Section 11, ItemG.



October 2023 FY2024 Budget Calendar

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4 COUNCIL MEETING	5 PUBLISH "NOTICE OF BUDGET" IN PUBLIC BOXES AND NEWSPAPER	6	7
8	9	10	11 PLANNING COMMISSION	12	13	14
15	16	17	18 COUNCIL MEETING	19	20	21
22	23	24	25 PLANNING COMMISSION	26	27	28
29	30 MINTURN HALLOWEEN	31 MINTURN HALLOWEEN				

Section 11, ItemG.



November 2023 FY2024 Budget Calendar

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 COUNCIL MEETING	2	3	4
5	6	7	8 PLANNING COMMISSION	9	10 VETERAN'S DAY OFFICE CLOSED	11
12	13	14	15 COUNCIL MEETING	16 PUBLISH ORDINANCES BY TITLE ONLY IN NEWSPAPER AND WEBSITE	17	18
19	20	21	22 PLANNING COMMISSION	23 THANKSGIVING OFFICE CLOSED	24 THANKSGIVING OFFICE CLOSED	25
26	27	28	29	30		

Section 11, Item G.



December 2023 FY2024 Budget Calendar

Sun	Mon	Tue	Wed	Thu	Fri	Sat
3	4	5	6 COUNCIL MEETING	7 PUBLISH ORDINANCES BY TITLE ONLY IN NEWSPAPER AND WEBSITE	8 SUBMIT MILL LEVY CERTIFICATION TO EAGLE COUNTY COMMISSION	9
10	11	12	13 PLANNING COMMISSION	14	15	16
17	18	19	20 COUNCIL MEETING	21	22	23
24	25 CHRISTMAS DAY OFFICE CLOSED	26	27 PLANNING COMMISSION	28	29	30
31	JANUARY 1, 2024 NEW YEAR'S DAY OFFICE CLOSED					

Section 11, Item G.



TOWN OF MINTURN

Box 309 (302 Pine Street)
Minturn, Colorado 81645-0309
970-827-5645 Fax: 970-827-4049

**FROM THE DESK OF
JAY BRUNVAND, TREASURER/TOWN CLERK
MEMORANDUM**

To: Town Staff
CC:
Date: 9/5/23 10:03 AM
RE: 2024 Town Holidays

As you are aware the Town recognizes the following Holidays as a day off with Pay.

HOLIDAY	DAY/DATE RECOG	BASIS
New Year's Day	Monday, January 1	First day of January
Martin Luther King Day	Monday, January 15	Third Monday of January
President's Day	Monday, February 19	Third Monday of February
Memorial Day	Monday, May 27	Last Monday of May
Independence Day	Thursday, July 4	Fourth of July
Labor Day	Monday, September 2	First Monday of Sept
Veteran's Day	Monday, Nov 11	11 th day of the 11 th month
Thanksgiving Day	Thursday, November 28	Fourth Thursday of Nov
Day after Thanksgiving	Friday, November 29	Fourth Friday of Nov
Christmas Day	Wednesday, December 25	Twenty-fifth day of Dec

Please remember certain employees may be scheduled to work on observed holidays pursuant to Town needs. They will be granted time off on a day agreed to in advance with the department director and the Town Manager.

Please contact me if you have any questions, jay

Approved by: 
Town Manager

9/5/23
Date

Call for copy
 Cowell mfgs

2024

January

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May

S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	
29	30	31				

Section 11, Item G.



LOCAL GOVERNMENT BUDGET CALENDAR

The budget calendar is a general listing of the deadlines for the budget, for an audit and for the property tax certification process. Some deadlines are not statutory, but reflect good budgeting practices. For details on the applicable statutes listed below, please refer to the most current Colorado Revised Statutes ("C.R.S.")

DATE	EVENT / ACTIVITY
1-Jan	Start of Fiscal Year; begin planning for the budget of the next year.
10-Jan	Deadline for assessor to deliver tax warrant to county treasurer (C.R.S 39-5-129.)
31-Jan	A certified copy of the adopted budget must be filed with the Division. (C.R.S 29-1-113(1)). - If a budget is not filed, the county treasurer may be authorized to withhold the local government's tax revenues. -
10-Feb	The Division sends notification to local governments whose budgets have not been filed with the Division.
1-Mar	The U.S. Bureau of Labor Statistics releases the Consumer Price Index (the "CPI") for the Denver/Boulder area. This annual percent change is used with "local growth" to calculate "fiscal year spending" and property tax revenue limitations of TABOR. (Article X, Sec. 20, Colo. Const.)
15-Mar	The Division will authorize the county treasurer to withhold tax revenues until a certified copy of the budget is filed with the Division.
31-Mar	Deadline to request exemption from audit. (C.R.S 29-1-604(3)) Contact the Local Government Audit Division, Office of the State Auditor, (303) 869-2800. The Division notifies local governments of its determination that the entity has exceeded the statutory property tax revenue limit (the "5.5%" limit).
30-Jun	Deadline for auditor to submit audit report to local government governing body. (C.R.S 29-1-606(a)(1)).
31-Jul	Deadline for submitting annual audit report to the Office of the State Auditor. (C.R.S 29-1-606(3)) Deadline for request for extension of audit. (C.R.S 29-1-606(4)) - If an audit is required but has not been filed, the county treasurer may be authorized to withhold the local government's tax revenue -
25-Aug	Assessors certify to all taxing entities and to the Division of Local Government the total new assessed and actual values (for real and personal property) used to compute the statutory and TABOR property tax revenue limits. (C.R.S 39-5-121 (2)(b) and 39-5-128.) If applicable, upon receipt of the Certification of Valuation, submit to the Division certifications of service impact from increased mining production and/or from increased valuation due to previously exempt federal property which has become taxable. Certifications of impact are required if the value is to be excluded from the tax revenue limit. If applicable, apply to the Division for authorization to exclude from the limit the assessed valuation attributed to new primary oil or gas production from any producing land or leaseholds.
15-Oct	Budget officer must submit proposed budget to the governing body. (C.R.S. 29-1-105) Governing body must publish "Notice of Budget" upon receiving proposed budget. (C.R.S. 29-1-106(1))
1-Nov	Deadline for submitting applications to the Division for an increased levy pursuant to 29-1-302, C.R.S. and applications for exclusion of assessed valuation attributable to new primary oil or gas production from the 5.5% limit pursuant to (C.R.S. 29-1-301 (1)(b))
10-Dec	Assessors' changes in assessed valuation will be made only once by a single notification (re-certification) to the county commissioners or other body authorized by law to levy property tax, and to the DLG. (C.R.S. 39-1-111(5))
15-Dec	Deadline for certification of mill levy to county commissioners (C.R.S 39-5-128(1)). Local governments levying property tax must adopt their budgets before certifying the levy to the county. If the budget is not adopted by certification deadline, then 90 percent of the amounts appropriated in the current year for operations and maintenance expenses shall be deemed re-appropriated for the purposes specified in such last appropriation. (C.R.S. 29-1-108(2) and (3))
22-Dec	Deadline for county commissioners to levy taxes and to certify the levies to the assessor. (C.R.S. 39-1-111(1))
31-Dec	Local governments not levying a property tax must adopt the budget on or before this date; governing body must enact a resolution or ordinance to appropriate funds for the ensuing fiscal year. If the budget is not adopted by certification deadline, then 90 percent of the amounts appropriated in the current year for operations and maintenance expenses shall be deemed re-appropriated for the budget year. (C.R.S 29-1-108(4))

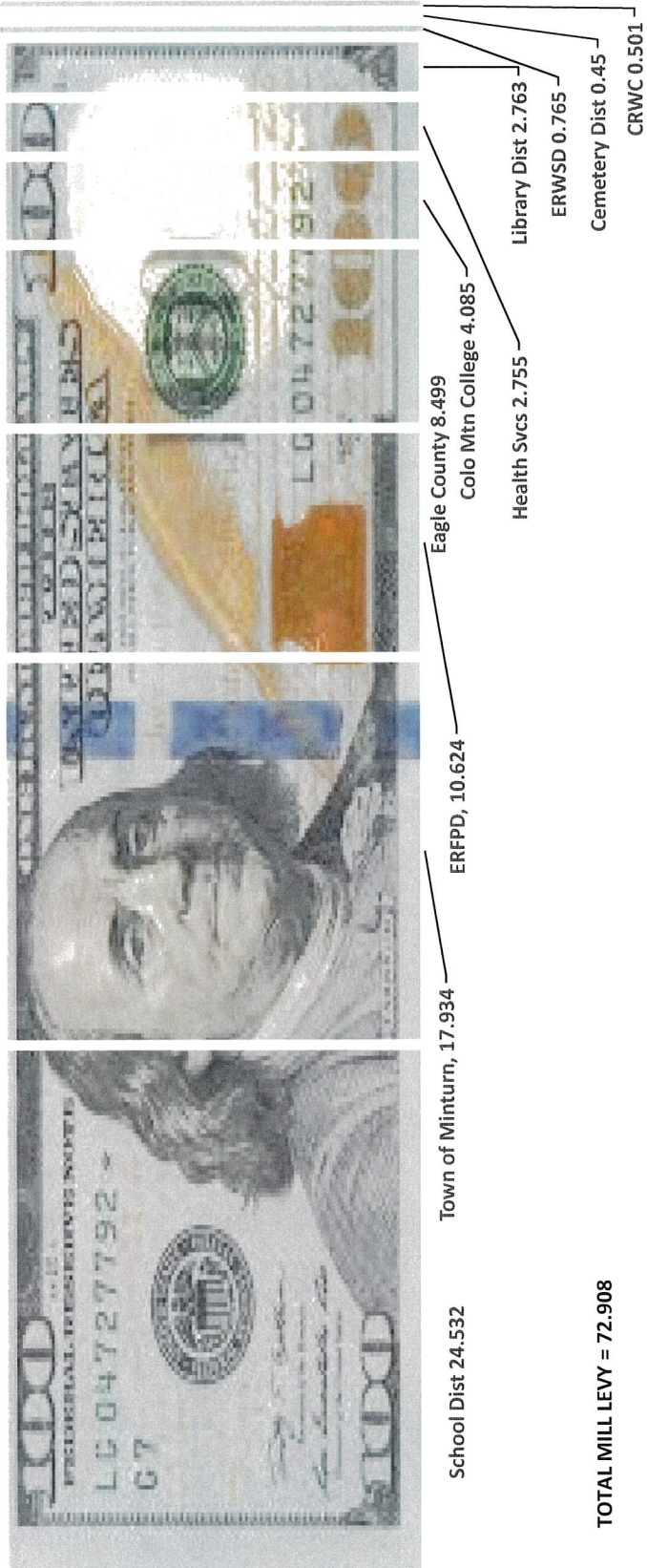
ESTIMATED EFFECT OF MUNICIPAL MILL LEVY CALCULATIONS

MARKET VALUE OF HOME	Residential 200,000.00	Commercial 200,000.00
RESIDENTIAL ASSESSMENT PERCENTAGE	6.8%	26.4%
MINTURN MILL LEVY	17.934	17.934
	Residential	Commercial
	$\$200,000 \times 6.80\% \times 17.934 = \249.28	$\$200,000 \times 26.4\% \times 17.934 = \946.92
	1,000	1,000

In 2002 a home assessed at \$200,000 paid \$328.20 in Minturn property taxes, in 2017 the same house paid \$285.51, in 2022 the same house paid \$256.46 in Minturn property taxes. During the 2017 statewide reassessment, the Residential assessment decreased from 7.96% to 7.2% based on the Gallagher Amendment restrictions and again in 2019 the assessed rate fell to 7.15% and in 2023 will fall again to 6.95% due to statewide legislative action. New in 2023 the state legislature has changed the commercial calculation from 29% down to 26.4%. Since 2002 the assessment ratio for residential has decreased 24% and commercial has decreased 9%. It is important to note that as the value of the property increases or decreases, so does the amount taxed.

In recent years, the values of residential housing have increased, affecting both the amount of property tax paid by the owner and the amount collected by the taxing entity. In November 2023 a state wide referendum will be voted on to potentially reduce and revise how the calculations are made after the assessed valuation is determined. This could significantly reduce the effects presented with the fast property value growths.

WHERE DO MY TAX DOLLARS GO?



WATER COST ANNALISYS

**WATER COST
VS.
WATER EXPENSE**

LAST UPDATED 9/26/2023

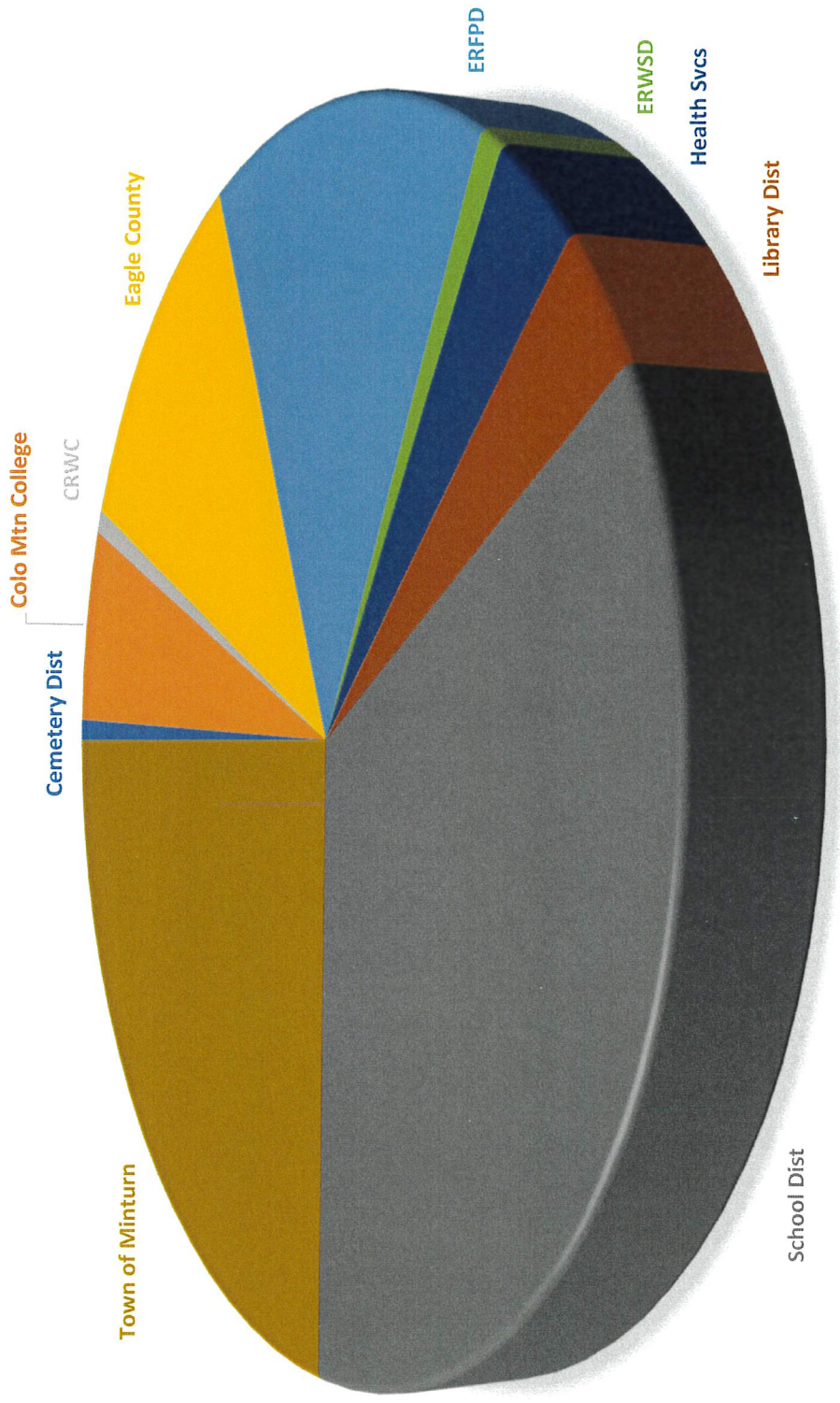
	2024	NET	TOTAL
WATER REVENUE	1,372,500.00		*
MISC	19,000.00		*
		1,391,500.00	
EXPENSE			
GENERAL	1,060,408.00		*
INTERFUND TRANSFER	0.00		
NET GRANT EXPENSES	0.00		
CAPITAL EXPENSE	94,500.00		
DEPRECIATION	108,200.00		*
		1,263,108.00	128,392.00
DEBT SERVICE FEE			
DEBT SERVICE FEE	205,111.00		*
TAP/SIF/CIL FEES	685,000.00		*
GRANT FUNDS	0.00		
BOND PROCEEDS (Rec in 2021)	0.00		
		890,111.00	
WATER SYSTEM CIP	250,000.00		*
DEBT SVC ANNUAL PYMT	205,117.00		*
OTHER	558,720.00		*
		1,013,837.00	-123,726.00
MISC			
TRASH REVENUE	130,000.00		*
		130,000.00	*
TRASH EXPENSE	130,000.00		
		130,000.00	
			0.00

NET REV/(EXP) 4,666.00

The following rates follow the recommended schedule approved in 2022

	2023	2024	
Base Rate - 2021	110.16	123.93	12.5% increase
Volumetric Rate/1000gal	8.32	9.36	12.5% increase
Debt Service	17.37	17.37	0% increase
3/4in Residential Water Tap	12,940.00	14,557.50	12.5% increase
System Impact Fee			
<1500sqft	10.95	12.32	12.5% increase
1501-3000sqft	14.52	16.34	12.5% increase
>3000sqft (2SFE's)	17.47	19.65	12.5% increase
up to 750sqft (.5SFE)	10.95	12.32	12.5% increase
Cash In Lieu of Water Fee	40,501.00	50,626.00	12.5% increase
Trash Fee	34.98		0% increase

WHERE DO MY TAX DOLLARS GO?



2022 EAGLE COUNTY TAX AREAS BY AUTHORITY:

*Please note - if Tax Area # is preceded by a "P" as in P001, the Colo River Water Cons, 076 and the Basalt Water Cons Dist, 074 mills not included in mill levy total.

TAX AREA	001	003	004	006	007	008	009	010	012	013	015	016	018	019
	Avon (Town)	Basalt (Town)	Basalt (Rural)	El Jebel Area	El Jebel Area	Basalt (Town)	Basalt Area	Woods Lake Area	Sheephorn	Eagle (Town)	Brush Creek	Eagle Area	Gypsum (Town)	Gypsum (Town)
Total Mill Levy:	63.480	91.747	80.341	65.933	80.376	90.667	81.456	77.946	44.509	60.611	43.390	54.660	63.070	59.420
TAX AUTHORITY:														
Eagle County, 001 - 011	8.499	8.499	8.499	8.499	8.499	8.499	8.499	8.499	8.499	8.499	8.499	8.499	8.499	8.499
CMC, 012 - 014	4.085	4.085	4.085	4.085	4.085	4.085	4.085	4.085		4.085	4.085	4.085	4.085	4.085
RE-50J, 015 - 019, 144	24.532									24.532	24.532	24.532	24.532	24.532
RE-1, 020 - 023		47.400	47.400	47.400	47.400	47.400	47.400	47.400						
WG JT, 025 - 028									29.991					
Avon, 030	8.956													
Basalt, 031		10.291				10.291								
Eagle, 032										2.301				
Gypsum, 033													5.094	5.094
Minturn, 034														
Red Cliff, 035														
Vail, 036														
SPECIAL DISTRICT:														
Airport Commerce Center, 131														
Arrowhead Metro, 052														
Arrowhead Metro Debt Srvc, 053														
Avon Center West TIF, 118														
Avon General Improvement, 127														
Avon Station Metro, 038														
Avon Station Metro Debt, 147														
Bachelor Gulch Metro, 067														
Basalt & Rural Fire, 049		8.834	8.834		8.834	8.834	8.834	8.834						
Basalt Regional Library, 092, 124		5.352	5.352		5.352	5.352	5.352	5.352						
Basalt Sanitation, 070		1.080					1.080							
Basalt Water Cons Dist, 074*		0.035		0.035	0.035	0.035	0.035							
Beaver Creek Metro, 054														
Bellyache Ridge Metro, 055														
Berry Creek Metro, 056														
Buckhorn Valley Metro #1, 102														
Valley Metro #2, 101														
Clayton Village Metro, 061														
Cedar Hill Cemetery, 041													0.490	0.490
Chatfield Corners Metro, 105														
Colo River Water Cons, 076*	0.501	0.501	0.501	0.501	0.501	0.501	0.501	0.501	0.501	0.501	0.501	0.501	0.501	0.501
Confluence Metro, 037														
Cordillera Metro, 063														
Cordillera Metro Consolidated, 107														
Cordillera Mtn Metro, 045														
Cordillera Valley Club Metro, 106														
Cotton Ranch Metro, 065														
Crown Mtn Park & Recreation, 108		3.020	3.020		3.020	3.020	3.020	3.020						
E.C. Health Service, 096	2.755								2.755	2.755	2.755	2.755	2.755	2.755
E.C. Conservation, 090														
Eagle Cemetery, 042								0.255		0.255	0.255	0.255		
Eagle Downtown Development, 148														
Eagle Ranch Metro, 044														
Eagle River Fire, 100, 142	10.624													
Eagle River Station, 117 (Inactive)														
Eagle River Water & San, 069	0.765													
E.R.W.&S. Water Subdstrect, 085														
Eagle Valley Library, 094	2.763			2.763					2.763	2.763	2.763	2.763	2.763	2.763
Eagle-Vail Metro, 057														
Edwards Metro, 059														
Edwards Mtn Wst End Sbdstrct, 143														
Greater Eagle Fire, 046										11.270		11.270		
Gypsum Fire, 050													10.701	10.701
Haymeadow Metro 1, 136														
Haymeadow Metro 2, 137														
Haymeadow Metro 3, 138														
Haymeadow Metro 4, 139														
Haymeadow Metro 5, 140														
Haymeadow Metro 6, 141														
Holland Creek Metro, 088														
Holland Mtn Ranch Metro, 068														
Holland Creek Metro, 078														
Holland Valley Metro, 060														
Minturn Cemetery, 043														
Minturn General Improvement, 128														
Mountain Recreation Metro, 062										3.650			3.650	
Mountain Vista Metro, 039														
Mt. Sopris Conservation, 091														
Red Sky Ranch Metro, 087														
Roaring Fork Trans Authority, 145		2.650	2.650	2.650	2.650	2.650	2.650							

*Please note - if Tax Area # is preceded by a "P" as in P001, the Colo River Water Cons, 076 and the Basalt Water Cons Dist, 074 mills are not included in mill levy total.

REA	020	022	023	024	025	027	028	029	031	033	034	035	036	037
	Gypsum S Area	Gypsum SW Area	Lake Crk Meadows	Minturn (Town)	Rural Eastern	Dowd Junction	Eagle/Vail	Gypsum (Town)	Red Cliff (Town)	Bachelor Gulch	Smith Creek	Cordillera	Wolcott ERW&S	Eagle/Vail
Total Mill Levy:	46.275	46.310	67.867	72.908	43.585	44.350	74.894	63.404	87.637	57.524	54.524	103.642	54.524	74.444
TAX AUTHORITY:														
Eagle County, 001 - 011	8.499	8.499	8.499	8.499	8.499	8.499	8.499	8.499	8.499	8.499	8.499	8.499	8.499	8.499
CMC, 012 - 014	4.085	4.085	4.085	4.085	4.085	4.085	4.085	4.085	4.085	4.085	4.085	4.085	4.085	4.085
RE-50J, 015 - 019, 144	24.532	24.532	24.532	24.532	24.532	24.532	24.532	24.532	24.532	24.532	24.532	24.532	24.532	24.532
RE-1, 020 - 023														
WG JT, 025 - 028														
Avon, 030														
Basalt, 031														
Eagle, 032														
Gypsum, 033								5.094						
Minturn, 034				17.934										
Red Cliff, 035									33.878					
Vail, 036														
SPECIAL DISTRICT:														
Airport Commerce Center, 131														
Arrowhead Metro, 052														
Arrowhead Metro Debt Svc, 053														
Avon Center West TIF, 118														
Avon General Improvement, 127														
Avon Station Metro, 038														
Avon Station Metro Debt, 147														
Bachelor Gulch Metro, 067										3.000				
Basalt & Rural Fire, 049														
Basalt Regional Library, 092, 124														
Basalt Sanitation, 070														
Basalt Water Cons Dist, 074*		0.035												
Beaver Creek Metro, 054														
Bellyache Ridge Metro, 055														
Berry Creek Metro, 056														
Buckhorn Valley Metro #1, 102														
Buckhorn Valley Metro #2, 101														
Deer Village Metro, 061														
Deer Hill Cemetery, 041	0.490	0.490												
Chatfield Corners Metro, 105														
Colo River Water Cons, 076*	0.501	0.501	0.501	0.501	0.501	0.501	0.501	0.501	0.501	0.501	0.501	0.501	0.501	0.501
Confluence Metro, 037														
Cordillera Metro, 063												0.000		
Cordillera Metro Consolidated, 107												45.468		
Cordillera Mtn Metro, 045														
Cordillera Valley Club Metro, 106														
Cotton Ranch Metro, 065														
Crown Mtn Park & Recreation, 108														
E.C. Health Service, 096	2.755	2.755	2.755	2.755	2.755	2.755	2.755	2.755	2.755	2.755	2.755	2.755	2.755	2.755
E.C. Conservation, 090														
Eagle Cemetery, 042								0.255						
Eagle Downtown Development, 148														
Eagle Ranch Metro, 044														
Eagle River Fire, 100, 142			10.624	10.624			10.624		10.624	10.624	10.624	10.624	10.624	10.624
Eagle River Station, 117 (Inactive)														
Eagle River Water & San, 069				0.765		0.765	0.765			0.765	0.765	0.765	0.765	0.765
E.R.W.&S. Water Subdstrct, 085														
Eagle Valley Library, 094	2.763	2.763	2.763	2.763	2.763	2.763	2.763	2.763	2.763	2.763	2.763	2.763	2.763	2.763
Eagle-Vail Metro, 057							19.920							19.920
Edwards Metro, 059														
Edwards Mtn Wst End Sbdstrct, 143														
Greater Eagle Fire, 046								11.270						
Gypsum Fire, 050														
Haymeadow Metro 1, 136														
Haymeadow Metro 2, 137														
Haymeadow Metro 3, 138														
Haymeadow Metro 4, 139														
Haymeadow Metro 5, 140														
Haymeadow Metro 6, 141														
Holland Creek Metro, 088														
Horse Mtn Ranch Metro, 068														
Horse Creek Metro, 078			10.458											
Horse Valley Metro, 060														
Minturn Cemetery, 043				0.450	0.450	0.450	0.450							
Minturn General Improvement, 128														
Mountain Recreation Metro, 062			3.650					3.650				3.650		
Mountain Vista Metro, 039														
Mt. Sopris Conservation, 091														
Red Sky Ranch Metro, 087														
Roaring Fork Trans Authority, 145	2.650	2.650												
Ruudl Shore Metro, 126														

5 District - Incom

	2021												2022												2023											
	Water				Excess				Total				Water				Excess				Total				Water				Excess				Total			
	Base Rate	Excess Use Res	Excess Use Comm	Total Water	Debt Svc	Trash	Total	Base Rate	Excess Use Res	Excess Use Comm	Total Water	Debt Svc	Trash	Total	Base Rate	Excess Use Res	Excess Use Comm	Total Water	Debt Svc	Trash	Total	Base Rate	Excess Use Res	Excess Use Comm	Total Water	Debt Svc	Trash	Total	Income Vs 2023 over							
January	64,784.95	10,736.76	3,906.76	79,428.47	5,629.93	9,539.77	94,598.17	60,068.39	9,377.09	4,357.54	73,803.02	5,489.20	9,402.42	88,694.64	73,645.42	10,974.80	4,392.96	89,013.18	12,188.73	12,512.22	113,714.13	73,645.42	10,974.80	4,392.96	89,013.18	12,188.73	12,512.22	113,714.13	15,210.16							
February	62,971.81	10,641.14	4,057.02	77,669.97	5,615.37	9,529.77	92,815.11	63,004.30	12,895.04	5,723.54	81,622.88	5,492.22	9,572.22	96,687.32	77,237.73	11,797.76	4,767.36	93,802.85	12,195.68	9,782.22	115,780.75	77,237.73	11,797.76	4,767.36	93,802.85	12,195.68	9,782.22	115,780.75	12,179.97							
March	64,242.21	10,497.71	4,384.86	79,124.78	5,590.36	9,486.81	94,200.95	65,176.46	9,507.36	4,248.26	78,932.08	5,472.17	9,886.29	93,790.54	76,717.10	9,864.34	4,526.08	91,407.42	12,181.78	9,782.22	113,071.43	76,717.10	9,864.34	4,526.08	91,407.42	12,181.78	9,782.22	113,071.43	12,175.34							
April	62,891.15	10,518.20	4,384.86	77,794.21	5,598.17	9,519.77	92,912.15	65,478.78	9,977.71	4,537.57	77,090.07	5,478.68	9,576.95	81,945.70	77,115.70	10,593.68	4,530.72	94,544.10	12,227.51	9,742.00	116,533.61	77,115.70	10,593.68	4,530.72	94,544.10	12,227.51	9,742.00	116,533.61	17,454.03							
May	64,153.76	8,831.19	4,091.17	77,076.12	5,579.94	9,469.12	92,115.18	60,774.93	9,586.06	3,223.76	73,596.79	5,463.91	9,309.03	83,169.41	76,429.52	7,970.56	7,521.28	91,921.36	12,255.98	9,738.50	115,833.84	76,429.52	7,970.56	7,521.28	91,921.36	12,255.98	9,738.50	115,833.84	18,524.57							
June	64,272.66	8,762.83	3,960.36	76,395.91	5,575.28	9,745.98	91,717.67	62,152.46	11,255.84	3,476.47	76,884.77	5,472.69	9,489.79	92,662.09	488.86	70,563.66	8,919.04	8,486.40	87,969.10	12,192.20	9,773.48	109,934.78	488.86	70,563.66	8,919.04	8,486.40	87,969.10	12,192.20	9,773.48	109,934.78	11,084.33					
July	66,426.27	18,188.29	5,240.57	91,995.13	5,566.93	9,552.22	107,054.28	67,140.04	14,411.30	4,050.19	85,601.53	5,497.89	9,499.79	100,421.89	488.86	81,804.58	8,919.04	8,486.40	104,410.02	12,192.20	9,773.48	126,305.74	488.86	81,804.58	8,919.04	8,486.40	104,410.02	12,192.20	9,773.48	126,305.74	18,808.49					
August	66,075.34	15,387.99	5,825.99	89,289.32	5,554.44	9,528.26	104,372.02	65,229.61	15,376.52	4,883.45	85,439.58	5,468.01	9,514.30	100,421.89	-3,849.74	81,804.58	8,919.04	8,486.40	104,410.02	12,192.20	9,773.48	126,305.74	-3,849.74	81,804.58	8,919.04	8,486.40	104,410.02	12,192.20	9,773.48	126,305.74	33,078.34					
September	70,842.59	15,210.41	6,010.40	92,063.40	5,544.54	9,462.61	107,070.55	69,411.92	15,945.23	7,533.49	93,890.64	5,496.92	9,548.26	108,935.82	1,827.24	84,930.08	13,104.00	118,517.92	12,179.46	9,739.66	140,437.04	1,827.24						0.00	0.00	-131,885.34						
October	69,377.38	12,833.57	4,571.46	86,732.41	5,578.64	9,427.51	101,738.56	69,411.92	15,945.23	7,533.49	93,890.64	5,496.92	9,548.26	108,935.82	45,152.49			0.00			0.00	45,152.49							0.00	0.00	-95,845.88					
November	64,615.43	9,077.07	4,446.33	78,138.83	5,579.48	9,402.42	93,120.73	61,257.78	8,560.44	4,261.92	74,180.14	5,471.13	9,534.30	89,185.57	-5,958.69			0.00			0.00	-5,958.69							0.00	0.00	-74,180.14					
December	790,751.04	139,004.16	54,073.11	983,828.31	67,145.56	114,021.70	1,164,995.57	771,420.30	140,613.11	56,839.26	966,572.67	65,723.73	114,437.96	1,148,734.36	-15,255.64			0.00			0.00	-15,255.64							0.00	0.00	-74,180.14					
															96,392.96			56,451.20				771,285.95								80,773.82	949,571.31	-397,286.72				

unwater rate comparison

STAFF WKST

TOWN OF MINTURN PAYROLL DATABASE		HIRE DATE	POSITION	PAY DATES	FY2023 ANNUAL PAY	2024 PROJECTED RAISE %	2024 PROJECTED RAISE \$	2024 PROJECTED ANNUAL PAY	2024 PROJECTED AMT/TICK	WAGE ACCOUNT NUMBER
STAFF										
BIDEZ	EARLE °	15	MAYOR	15 & 30	\$4,800.00	0%	\$0.00	\$4,800.00	\$400.00	01-01-5010
AMRISTEAD	TERRY	15	MAYOR PRO-TEM	15 & 30	\$2,400.00	0%	\$0.00	\$2,400.00	\$200.00	01-01-5011
BRODIN	GEORGE	15	COUNCILMAN	15 & 30	\$2,400.00	0%	\$0.00	\$2,400.00	\$200.00	01-01-5011
FEIGER	LYNN	15	COUNCILMAN	15 & 30	\$2,400.00	0%	\$0.00	\$2,400.00	\$200.00	01-01-5011
KANAKIS	GUSTY	15	COUNCILMAN	15 & 30	\$2,400.00	0%	\$0.00	\$2,400.00	\$200.00	01-01-5011
STAFFANI	KATE	15	COUNCILMAN	15 & 30	\$2,400.00	0%	\$0.00	\$2,400.00	\$200.00	01-01-5011
SULLIVAN	TOM	15	COUNCILMAN	15 & 30	\$2,400.00	0%	\$0.00	\$2,400.00	\$200.00	01-01-5011
			TOWN MANAGER	15 & 30	\$129,311.60	7%	\$9,051.81	\$138,363.41	\$5,765.14	01-01-5012
			TREASURER/CLERK	15 & 30	\$120,174.05	7%	\$8,412.18	\$136,986.42	\$5,708.27	01-01-5014
			OFFICE TECHNICIAN	15 & 30	\$0.00	0%	\$0.00	\$0.00	\$0.00	01-01-5013
			TOWN PLANNER	15 & 30	\$68,666.40	7%	\$4,806.65	\$73,473.05	\$3,061.38	01-02-5010
			PLANNING & ZONING	15 & 30	\$65,000.00	7%	\$4,550.00	\$69,550.00	\$2,897.92	01-02-5011
			EVENTS/COURT	15 & 30	\$81,276.56	7%	\$5,689.36	\$86,965.92	\$3,623.58	01-05-5010
			PUBLIC WORKS	15 & 30	\$82,093.44	7%	\$5,746.54	\$87,839.98	\$35.88/\$53.85 HRLY/OT	02-06-5010
			PUBLIC WORKS	15 & 30	\$71,728.80	7%	\$5,021.02	\$76,749.82	\$31.35/\$47.03 HRLY/OT	01-06-5011
			PUBLIC WORKS	15 & 30	\$61,959.04	7%	\$4,337.13	\$66,296.17	\$27.08/\$40.62 HRLY/OT	01-06-5011
			PUBLIC WORKS	15 & 30	\$57,314.40	7%	\$4,012.01	\$61,326.41	\$25.05/\$37.58 HRLY/OT	02-06-5010
			ANNUAL BONUS POOL (\$2K/EMP/EE)		\$16,000.00		\$16,000.00			
			NET WAGES		\$772,724.29			\$816,763.17		
			EMP'EE WAGE POOL APPROX (7%)		\$54,090.70	14% BEN	\$7,572.70			
			TOTAL EST EMP'EE WAGES LESS BEN'S		\$826,814.99					
			EMP'EE RAISE POOL W/BEN		\$61,663.40					
			2024 BUDGET		\$85,000.00			\$75,199.40		
			% CHANGE							
2007 BUDGETED WAGES LESS BEN		738,068.00	8.45%							
2008 BUDGETED WAGES LESS BEN		805,851.00	8.41%							
2009 BUDGETED WAGES LESS BEN		1,109,759.00	27.39%							
2010 BUDGETED WAGES LESS BEN		907,638.72	-22.27%							
2011 BUDGETED WAGES LESS BEN		755,449.68	-20.15%							
2012 BUDGETED WAGES LESS BEN		661,600.96	-14.19%							
2013 BUDGETED WAGES LESS BEN		696,529.68	5.01%							
2014 BUDGETED WAGES LESS BEN		533,778.06	-30.49%							
2015 BUDGETED WAGES LESS BEN		532,009.83	-0.33%							
2016 BUDGETED WAGES LESS BEN		581,454.00	8.50%							
2017 BUDGETED WAGES LESS BEN		616,459.00	5.68%							
2018 BUDGETED WAGES LESS BEN		641,482.17	3.90%							
2019 BUDGETED WAGES LESS BEN		589,481.06	-8.82%							
2020 BUDGETED WAGES LESS BEN		580,269.80	-1.59%							
2021 BUDGETED WAGES LESS BEN		595,602.54	2.57%							
2022 BUDGETED WAGES LESS BEN		630,577.78	5.55%							
2023 BUDGETED WAGES LESS BEN		672,524.29	6.24%							

BUDGET-2024

NON-ENT FUNDS

ITEM	INT FUND TRANS	2024 AMOUNT	ACCOUNT
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INTERFUND CAPITAL TRANSFER		0.00	
BOBCAT		0.00	06-01-5249
STREET/SIDEWALK/DRAINAGE		75,000.00	01-06-5352
PW VEHICLE		0.00	06-01-5249
PW LOADER		0.00	06-01-5249
PUBLIC BLD MAINT		15,000.00	01-06-5290
PW TOOLS		5,000.00	01-06-5120
COMPUTER ROTATION		5,500.00	01-01-5292
NETWORK UPGRADE		0.00	01-01-5120
WEBSITE SOFTWARE		0.00	04-01-5250
PARK MAINT		28,000.00	01-06-5357
BIKE PARK MAINT		15,000.00	01-06-5357
COPY MACHINE (50%)		0.00	06-01-5249
PRIORITY 2 ADDITIONAL STRT/SIDEWALKS			FUNDED DURING YEAR

143,500.00

ENT FUND

INTERFUND TRANSFER	YES	0.00	02-00-4570 TO 04-00-4570
BOBCAT		0.00	02-09-8000
PW VEHICLE		0.00	02-09-8000
PW LOADER		0.00	02-09-8000
PW TOOLS		5,000.00	02-06-5150
WATER PLANT/SYSTEM		75,000.00	02-06-5293
WATER RIGHTS MAINT		160,000.00	02-06-5352
COPY MACHINE (50%)		0.00	02-09-8000

240,000.00

CTF FUND

WOOD TREAT:MGRS HS, EP RESTROOM & AMPHITHEATER		61,000.00	03-00-5140

61,000.00

NON ENTERPRISE FUND ITEMS	2023	2024
INTERFUND CAPITAL TRANSFER	0.00	0.00
BOBCAT	3,000.00	0.00
STREET/SIDEWALK/DRAINAGE	40,000.00	75,000.00
PW VEHICLE	34,000.00	0.00
PW LOADER	0.00	0.00
PUBLIC BLD MAINT	15,000.00	15,000.00
PW TOOLS	5,000.00	5,000.00
COMPUTER ROTATION	5,500.00	5,500.00
NETWORK UPGRADE	0.00	0.00
WEBSITE SOFTWARE	0.00	0.00
PARK MAINT	28,000.00	28,000.00
BIKE PARK MAINT	15,000.00	15,000.00
COPY MACHINE (50%)	7,500.00	0.00
	153,000.00	143,500.00

ENTERPRISE FUND		
INTERFUND TRANSFER	0.00	0.00
BOBCAT	3,000.00	0.00
PW VEHICLE	34,000.00	0.00
PW LOADER	0.00	0.00
PW TOOLS	5,000.00	5,000.00
WATER PLANT/SYSTEM	40,000.00	75,000.00
WATER RIGHTS MAINT	140,000.00	160,000.00
COPY MACHINE (50%)	7,500.00	0.00
	229,500.00	240,000.00

CONSERVATION TRUST FUND		
WOOD TREAT:MGRS HS, EP, LBP	15,000.00	61,000.00
RESTROOM & AMPHITHEATER	0.00	0.00
FISHING ACCESS GRANT	0.00	0.00
BONEYARD CONSERVATION	0.00	0.00
BIKE TRACK STUDY	0.00	0.00
	15,000.00	61,000.00

**FROM THE DESK OF
JAY BRUNVAND, MINTURN FINANCE OFFICE
MEMORANDUM**

FROM: Jay Brunvand, Treasurer
DATE: 9/27/23
RE: Capital Asset narrative

Proposal: Following is a narrative summary of the Town wide Capital Improvement Plan. The intent of this summary is to:

- Maintain existing capital facilities and equipment
- Continue to rotate our vehicle stock so as to best recognize an efficient and cost-effective fleet
- Provide capital assets that are safe and desirable to the employees and citizens of the Town of Minturn
- Maintain or complete existing programs through the assessment of needs and costs and to recognize potential system needs in order to avert avoidable issues in the future.
- Move the Town philosophy from a reactionary system to a proactive system

In November 2018 the Town passed a 4% Construction Use Tax to help fund our growing list of Capital needs. Dollars collected from this tax will be utilized to further our repair and maintenance schedules. Revenue from this tax is reflected in the Capital Fund (06),

Streets, Roads and Bridges:

Public Works should maintain and annually confirm and update a list of all streets in Town and the status of each. This list should include a dated bid of the cost to overlay each road. I have included below the most recent summary of the streets and repairs. For 2024 we have budgeted \$125,000 for Street/Sidewalk Maintenance (01-06-5352). A Capital Outlay-Special Projects account has been created to allocate planned improvements (XX-09-8000). Additionally, projects are budgeted in the Capital Fund (06). In the event the Enterprise Fund participates, funds are budgeted in the Enterprise Fund (02).

Through much of Minturn’s history our road maintenance schedule has been nonspecific and addressed only when a road was at or nearly failing. A standardized repair and maintenance program for road maintenance Capital Improvements and Order of Magnitude schedule has been developed by our contracted town engineer firm, Intermountain Engineering. This plan is developed as a component of this Capital Improvement Plan whereby patch, crack and annual maintenance are scheduled for all roads in order to maintain the road infrastructure. Currently a set amount is budgeted based on availability in the General Fund line item 01-06-5352 and utilized based on need and in consideration of this plan and Special Projects have been proposed to accommodate major repairs and projects.

During our annual review of this document, assessments have been made on each street, road, and bridge as to its current condition, its maintenance needs, its upgrade needs, the ability to phase improvements, a cost assessment, and a priority has been established.

- Establish a classification system for all roads to include arterial, collector and local roads.
- Survey and establish a database of all streets, rights of way, sidewalks, gutters and water lines
- Hwy 24 – this road is approximately 20 blocks long (3.6 miles from MP 143.6 to MP 147.2). The State of Colorado is the primary maintenance crew on this road. Our PW Dept works with CDOT to ensure concerns are addressed. An existing agreement is annually renewed and expires in November of each year.
 - The Town maintains a contract with CDOT whereby the Town will plow and remove snow and perform other specific maintenance on Hwy 24 within the Town along the sides of the roadway. CDOT will plow the main traffic lanes.
 - Summer 2010 the “S” curves at the North end of Main Street were repaired and paved and in 2016 several major bulges were mitigated halfway between the north town

boundary and the “S” curves. During most winters, this section of road is undermined with water, ice and falling debris. In early spring CDOT patches the worst areas and will complete more as spring and summer weather allow. Summer of 2013 the South end of Town was roto milled and new asphalt was laid. During the summer of 2014 repairs and an asphalt overlay was conducted in the travel lanes from the “S” turns north for approximately one mile.

- A phased plan to address the 100 Block entryway was begun in the fall of 2015. A major upgrade was completed in 2016 in the 100 block and engineering was completed from the 200 block to Maloit Park Road. This plan is funded using Minturn funds, a DOLA grant, and CDOT TAP grant.
- In 2017 and annually thereafter, the town will rent a heavy-duty street sweeper in the spring and sweep all streets.
- In 2019 Hwy 24 was significantly upgraded from the I-70 interchange at the north end of town to Maloit Park Road at the south end of town. CDOT managed the entire project but the town contributed with grants and additional town source funding. The entire project was estimated at \$3m.
 - CDOT replaced and upgraded all guardrails and paving.
 - In the 500 to approximately the 1000 block drainage, curb/gutter, and sidewalk was installed within the CDOT right of way.
 - Sidewalks were installed within this area and on both sides of Hwy 24 if able, if not able at least on one side.
 - Curb stops were located and marked in the sidewalk areas and driveway access was improved.
 - Phase II of the sidewalk construction will take sidewalk on both sides of Main St from approximately the 1000 block to approximately 1350 Main St (Bone Yard Park).
- Minturn Road – This road is divided in near half with the north end a County road maintained by the County and a Town road to the south maintained primarily by the Town. The County is willing to assist on road grading and the like but it is hit and miss. Where the road shifts from County to Town ownership continues to be an area of high maintenance and is often rutted and wash-boarded. During the summer of 2012 the road was stripped of the roto-mill that had served as paving and was graded with new road base from the USFS Bridge (North Bridge) to Taylor St by Eagle County Road and Bridge. This cooperative grading is scheduled to continue annually.
- Taylor Ave – The lower area of the 100 block was reconstructed and paved in 2007. It has no sidewalks, little shoulder or snow stacking area, and narrows progressively as you move north. In 2015 the rail tracks were covered over with asphalt to improve the passageway for vehicular traffic.
- Grant Ave – This road is undeveloped yet platted and runs north/south and parallel to Taylor Ave along the east side. In 2019 the entire stretch of road was surveyed and encroachments are being addressed.
- Railroad Ave – the area from Bellm Bridge to the right-hand turn where Taylor St begins was roto milled and overlaid during the 2009 summer at a cost of approximately \$25k. In 2015 the area from the north end of the Saloon to the tracks was completely rebuilt and curb and gutter was added to assist in water drainage.
- Eagle St (AKA Eagle River St.) – Very narrow alley which starts and stops intermittently between the 100 and 400 blocks on the east side between Main St and the Eagle River. In 2013 the 100 to approximately mid-200 block was significantly improved with drainage, curb and gutter, and complete tear up and repave of the road. The street travels south parallel to the Eagle River from the 100 block for almost two blocks dead ending just south of the Manager’s House (210 Eagle St), then picks up again for a short distance in the 300 block dead ending again, and picking up again to include the 400 block between Harrison and Meek where it again dead ends. This street was crack sealed in 2011.

- Williams St – Very narrow alley that runs parallel along the west side of Hwy 24 in the 100 block. The area is used for the summer Minturn Market and much of the area is in good shape and has been jointly maintained by the immediate property owner, MR Minturn, and the Town over the years. This street was crack sealed in 2011.
- 1st Street – This road currently exists as a parking lot between 101 Main St and 131 Main St and runs from Main Street to Williams Ave with a 40ft ROW. The Town works in partnership with MR Minturn, the current owner of the adjacent properties, to maintain this area. Direction was given in 2017 to survey this area in order to pin the 1st street right-of-way in order to address concerns and confusion of encroachments, width, and length.
- Nelson Ave – Nelson runs from Main St west a short distance up the hill. It is approximately less than two blocks or so and then becomes a private road which is VERY steep. This area has been developed and consists of several private homes and a small hotel. Although it is in pretty good shape it is a future concern of the Town due to its horrible incline, and limited sidewalk and curb/drainage potential. This street was crack sealed in 2011. Drainage work was done on Nelson Ave from Williams St to Main Street in 2015; however, the neighbors adjacent to the road have expressed concern over the upkeep of the portion that is not town ROW and the Town has expressed concern of the drainage from the private portion shedding down the ROW portion. Nelson Ave is scheduled for an overlay in the 2024 budget.
- Toledo Ave – extends from Eagle St to Pine St across Hwy 24. In 2013 this road was significantly improved with drainage, curb and gutter, and complete tear up and repave of the road between Eagle Street and Hwy 24. The area from Hwy 24 to Pine St. holds leased parking from the Town to the Ironworks Building (201 Main St) as most of their parking is in the right of way. This street was crack sealed in 2011. Concern has been expressed of the winter ice buildup as the road is in near continuous shade during the winter and the ice buildup is affecting the Ironworks Building.
- Norman Ave – Extends from the river to Pine St and is a priority repair. The Hwy 24 to Pine was rebuilt when we built the Town Center in 2000. Drainage is a significant issue as we are unable to fully pave the north side of Norman between Boulder and Pine St's due to a zero percent incline. This street was rebuilt and drainage, curb and gutter were added in 2015. This street was crack sealed in 2011 and 2016. Norman Ave is scheduled for an overlay in the 2024 budget.
- Harrison Ave – Harrison runs from the River to Pine St and is generally in good shape. During a water line looping project in the summer of 2014 the street was roto milled and overlaid from Main St to Pine St at a cost of approximately \$16,000. This street was crack sealed in 2011 and 2016.
- Boulder St – Boulder St is a modified alley. In the 200 block it is two-way; in the 300 block it is one-way north to south; the rest of Boulder from the 400 to the 700 block runs one-way south to north. From Toledo to Harrison, it has hot-patched potholes but is generally in good condition. The 200 block could be reconfigured for better parking. From Harrison south it is one way in sections and single lane at best. It is in need of repairs and overlay. This street was crack sealed in 2011 and 2016.
- Pine St – runs from the 200 block to about the 5-600 block poor maintenance and snowpack have caused the street to degrade over the years. It was reconstructed in the mid 90's or so. In 2012 the 200 block was roto-milled and paved; curb and gutter drainage were installed along the east side and sidewalk, curb, and gutter were installed along the west side. In the 400 block and on south the street seems to narrow progressively as you travel south whereby when you reach Mann Ave the right of way is potentially not where the road actually sits. The street has narrow sidewalks in various states of disrepair. The street is a priority. This street was crack sealed in 2011 and 2016. In 2022, Phase I was completed with sidewalk/curb/gutter and paved. This project will continue south as a phased project in FY2025 or later as funds are available.

- Byre Ave – Byre runs from the river to Hwy 24, skips Hwy 24 to Boulder, and runs from Boulder to Pine. The road is poorly defined, is very narrow, and resembles more of a parking lot than a defined street. There are no sidewalks or curbs defining the road. During the winter months, it is used for snow stacking between Eagle St and Main St. This street was crack sealed in 2011 and 2016.
- Meek Ave – Hwy to Pine was roto milled and overlaid in approximately 2007 and includes asphalt drainage pans. This Avenue has been a source of concern as the northwest corner of Meek and Boulder has drainage issues onto the residential property. This street was crack sealed in 2011 and 2016, and significant pothole patching was done in 2020.
- Mann Ave – Hwy to Pine was roto milled and overlaid a few years ago and includes some asphalt drainage pans. This street was crack sealed in 2011 and 2016.
- Cemetery Rd – On the east side of the river is a dirt road that has heavy use by heavy equipment. This is the only connection to the east side of the river and is used to access the River View Cemetery, Little Beach Park, the Public Works shop area, and the land known as the Lease Lot. The traffic on this road is near 80% heavy equipment as both the Public Works facility and the New Castle Concrete plant utilize this road. The remaining 20% is access to cross country ski trails, the Cemetery, and the Forest Service shooting range. The road is maintained as needed and, other than the fact it is dirt, it is maintained to an acceptable standard. In FY2020 the Minturn Bike Park was constructed where the road terminates passed the Lease Lots.
- Three Bridges – Each of the bridges (North, Bellm, and Cemetery) are in deteriorating condition and have been cited as in need of minor to significant repairs on the annual State Bridge reports. During 2014 the public works crew made upgrades to the bridges at the water line.

Sidewalks:

Minturn has a somewhat defined sidewalk plan which should be addressed in this improvement plan. Sidewalks should be defined as a path for pedestrian and non-motorized travel and would include the standard three foot or five-foot-wide sidewalk, a paved path or even a soft path. Currently and in the past the Public Works Department had worked through 2015 with respective citizens by removing the old sidewalk, forming the new one and either using Lafarge left over concrete or the citizen purchased concrete. The Town PW's crew normally has preformed the finish work on the poured concrete. Although only a soft cost to the Town, this is a heavy burden on the PW's crew. New and or replacement sidewalks are budgeted within the Street and Sidewalk General Fund budget line item (01-06-5352). Complete sidewalks, curb, and gutter were installed on both sides of the street in FY2020. This addition runs south to approximately the 1000 block on the east side of Main St/Hwy 24 and from the mid 400 block to approximately the 1000 block on the west side of Main St/Hwy 24 in conjunction with the CDOT repaving from Down Jct to Maloit Park.

- Current sidewalks:
 - A standard width of 5ft has been established; a standard material should be established.
 - An assessment of current sidewalks to include the condition, placement, up grades, phasing and cost assessment will need to be established. This assessment has been determined a high priority.
 - Consideration should be given between sidewalk, paved path, or soft path in various areas as the need in the specific area warrants.
 - A defined sidewalk plan of where sidewalks/paths are placed, how sidewalks are maintained, weather the Town or the citizen is responsible, cost and enforcement of policy. This plan should include both winter shoveling and summer maintenance/repair. This plan should be sympathetic to the current "owner pays" program as well as future needs of the Town.
 - Funding should be based on need, phasing, and the ability to accomplish in conjunction with street repair/maintenance. Any reasonable outside funding mechanism should be considered to reduce or share the cost shouldered by the Town.

- A base price should be calculated that could be extrapolated to price any size sidewalk.
- Future or proposed sidewalks:
 - Establish a needs list of new sidewalks and paths to allow safe pedestrian travel.
 - Establish a sidewalk plan that would relegate where sidewalks would be placed and if a path or soft path is a viable solution as well as allow for the requirement of sidewalk placement based on a specified cost or percentage of remodel.
 - Establish priority needs and funding sources available to include Town funds in conjunction with outside grants. Any outside reasonable funding mechanism should be considered to reduce or share the cost shouldered by the Town.

Entry and Streetscapes:

Entry and Streetscape needs were traditionally budgeted within the Street and Sidewalk General Fund budget line item (01-06-5352). With the Construction Use Tax (Fund 06) funding is limited but available as well.

- In 2007 the Town created a plan with the OZ Group. This plan highlighted streetscape needs based on aesthetic quality and use emphasizing the Minturn culture and citizen desires. The Town also has worked with Downtown Colorado Inc to define procedures to implement the OZ plan and identify other options in order to establish a uniform character throughout Town. These plans lay out a defined project however do not extend to the engineered level.
- In 2009 the Town completed the Community Plan and in 2010 the Town held meetings to develop a Town sign. The Community Plan will be updated in FY2022. In 2011 two monument signs were installed, one at the north and one at the south end of Town, welcoming citizens and guests to Minturn.
- Establish a streetscape needs list progressing block by block on Hwy 24 to include priority and costs.
- Establish both Town and alternate sources of funding.
- Signage and uniform signage should be considered with the intent of eliminating nonproductive signage and replacing with uniform and clear signage, flags, banners and the like. Annually funds are appropriated in line item 01-06-5357. Annual funding is budgeted in order to further this goal.
- Annual progress should be highlighted and funding should be established based on need and priority in the annual budget. Annual highlights and needs budgeted to include traffic routing, sidewalk lighting within the Business District area, benches, and sidewalks/bulb-outs with a goal of enticing pedestrian traffic.
- In 2017 and 2018 the town planned and engineered and in 2019 in conjunction with CDOT repaving of Main St. installed a full street scape and drainage project from approximately Cemetery Bridge extending four or so blocks.
- Parking needs:
 - Currently the Town has on-street parking that is affected by the snowplow/removal schedule which utilizes alternate day on-street parking throughout Town. Additionally, the Town has the Municipal Lot which holds approximately 93 vehicles.
 - Partial funding of the parking needs is funded by businesses that do not have sufficient parking provided based on MMC code requirements.
 - Additional parking needs should be explored with one-way traffic and diagonal parking on the 200 block of Boulder, the Pine St side of 243 Boulder St (Not-A-Park) and the expansion and reintroduction of parking along Eagle Street.
 - The Planning Department conducted a parking needs study in the core area in FY2020 and will ideally extend this to the entire town.

Building and Park Maintenance:

A defined building maintenance program does exist and relies on manual annual inspections. Effective with the 2011 Fiscal Year Budget, the Town established a line-item account in the General Fund for annual maintenance and repair of the Town's buildings and structures (01-06-5290). During 2012 the Town Center was painted on the exterior.

Over the past years, the town has had landscape maintenance contracts to cover various aspects of our park needs. Progressively from 2017 on the Town has undertaken more and more of the maintenance of the parks using existing staff for mowing operations and small contracts for flower and plant maintenance. This will continue in 2020.

The inspection program stated above includes at a minimum the following:

- Town Center (302 Pine St)
 - Outside painting and general repair
 - Annual curb painting and spring cleaning
 - Annual maintenance of HVAC system
 - Annual maintenance of outside plant areas to include bark and plant replacement.
 - The Town Center is on a weekly cleaning contract with an outside source and an as need carpet cleaning schedule. (Cost for both is \$750/mo)
 - General repair and maintenance to include painting of the two rental apartments.
 - New carpet in these units was installed in 2013.
 - Professional cleaning and carpet cleaning is required by the renter upon checkout.
- Little Beach Park and Amphitheater
 - General annual maintenance of playground and picnic equipment and amphitheater to include wood treatment. In 2012 the wood features of the Amphitheater and play equipment were treated. This treatment program will continue on a five-year rotation.
 - Complete weeding of playground area and other areas as needed. This should be done annually and as needed during the season.
 - Currently the Town utilizes a contract with an outside vendor to maintain the greenery of all parks to include annual irrigation maintenance, fertilizer and weed treatment, and flower bed maintenance. The PW crew mows and waters during the season.
 - Wood stain/painting is scheduled approximately every five years.
- Eagle River Park – 200 Eagle St.
 - Maintain annually all outside wood to include the public restrooms and picnic tables as needed.
 - Yard maintenance and basketball court maintenance.
 - General annual maintenance as needed.
 - Wood stain/painting is scheduled approximately every five years.
- Town’s House – 210 Eagle St
 - Maintain annually all outside wood to include the deck(s) and siding as needed.
 - Yard maintenance is normally performed by the occupant.
 - General annual maintenance as needed.
 - Wood stain/painting is scheduled approximately every five years.
- Public Works Building
 - General annual maintenance to include
 - HVAC repair and maintenance
 - Roof drainage
 - Fuel tank area upkeep to include spill retention area
 - On going cleaning and repair/maintenance of the building and site as necessary to exude a professional and positive image of the Town.
- Water Plant
 - The Water Department maintains and cleans all water filters as needed. An assessment has been done to determine the life expectancy of each filter and asset on the property and how best to maintain those assets on an on-going basis. In 2018 a further larger assessment was undertaken to consider the efficiency of the existing plant and its potential to accommodate future growth and to what extent. As a result of this study the Town has developed a plan to replace the aging water purification system, distribution system, and water tank to best serve our future needs. This project(s) began in 2020 with the beginning stages of replacing our water tank, and to connect Well #4 to the Clear

Well to enable required purification contact time and will extend 5-10 years. The project will require significant adjustments to our water rates and the issuance of bonds to fund the projects.

- On-going cleaning and repair/maintenance of the buildings and site as necessary to exude a professional, safe, and positive image of the Town.
- During 2014 a new master meter and accompanying housing was built. This upgrade is anticipated to last 50 years with proper maintenance and upkeep. In addition, several drainage upgrades were installed at the Water Plant pump house and well pumps.
- Major upgrades are being undertaken with construction to begin in 2022 to replace the existing water storage tank and relocate the new tanks to the existing water treatment plant.
- Future upgrades will include a new water treatment plant with construction estimated in 2024.

Enterprise Fund:

The annual budget includes all operations and debt service of the Enterprise Fund. The Enterprise Fund includes the Water plant and systems including all distribution and collection systems, all citizen trash services, and parks and recreation needs. An additional annual allowance is budgeted, normally in the \$40,000 range to cover water distribution line breaks, maintenance, and includes plant and system maintenance and improvements. The lines are twenty plus years and older. Many are in corrosive soils caused by the mining and railroad history of the Town and are therefore beginning to fail at an ever-increasing rate. Because much of the land has been developed only a handful of water taps are sold each year. In a normal system, tap fees would be utilized to pay for the future needs of the infrastructure system while fees would be used to pay the day-to-day costs. Because we sell so few water taps annually, any future plant and system repairs and maintenance need to be paid by water fees collected (adding an additional strain to the funding mechanism).

- A defined management system has been developed by the Water Department to be performed on an annual basis whereby all valves and fire hydrants are exercised. As valves are identified that are not in working order repair or replace should be considered.
- A defined program of line replacement and looping concerns continues to be addressed. During 2014 the main line was looped from Main to Pine down Harrison and other loops are being developed.
- A needs assessment system is in place whereby when a main line breaks or is exposed a determination is as to an appropriate location for a shutoff valve or possible loop is installed.
- The Town has developed a management system for the water tank inspections and repairs.
- The Town practices a limited program of water plant repairs.
- The Town has developed a defined program of annual water line flushing and valve maintenance.
- Assessments need to be made on the water distribution program as to future maintenance, needed tools, and necessary expertise. These assessments need to be extended to budget numbers and annual goals.
- In 2019 a full Capital Improvement Plan was developed and will be implemented over the next several years and on into the future.
- In 2023 a new water tank was installed at the existing water plant and is anticipated to replace the existing tank. The existing tank will be taken off line and the intent is to refurbish the tank, bring it back on line, and have two tanks with a combined capacity of approximately 1.2million gallons.

Vehicles and equipment

The Town has maintained a program of vehicle rotation in the Police and Public Works/Water Plant Departments. The approved plan currently allows for 5-10year rotations of vehicles. Often at the end of the cycle a vehicle is still in good condition. This vehicle, in past years, has been retained within the inventory or passed to another department. A complete inventory of vehicles and major equipment are maintained as a function of the Audit and for insurance purposes and is also used to identify asset needs. Vehicles are maintained professionally by area mechanics or the Town of Avon Fleet Maintenance through an intergovernmental agreement.

Public Works/Water Plant and System: Currently the Public Works/Water plant and system have numerous vehicles as detailed below. The commercial trucks are on a 5 to 8-year rotation and the tandem trucks and other heavy equipment are on an as need replacement cycle.

- 5 standard trucks, 1 Bobcat, 3 Cat Tool Carriers (10-year rotation), one backhoe, and two dump trucks.
- Maintain the fleet and rotation as per the approved scheduled.
- Undertake a complete inventory of tools and supplies over \$5,000 in value. The annual budget includes \$10,000 for tool and major tool replacement needs.
- Endeavor and continue to budget for proper maintenance and replacement of tools and assess needs annually in the budget.

Network and Computers: The Town has developed and adheres to a computer network maintenance and rotation program. It is recommended computers be on a 5-year rotation. This would require the purchase of 1-2 computers per year and a new server every 5-years. Management of the system is performed by an outside company. A budget for this is annually established in the amount of approximately \$5000 for replacement and approximately \$15,000-20,000 every 5-years for major upgrades to the server(s). Such a major upgrade was completed in 2014 and is again scheduled for 2021. This would be in addition to the computer system maintenance and web site maintenance and development needs of \$31,000 per year. Overall, all of the software works well and as it is designed to function. From time to time specific software needs might occur and are addressed on an as-need basis for the foreseeable future. Integrated with the computer systems are the phone system and copy machine.

TOWN OF MINTURN CAPITAL IMPROVEMENT PLAN

Priority Core need
 Priority Desire
 Priority Nonesential
 Budgeted in the Fiscal Year

NOTES

2023

2024

2025

2026

2027

2028

2029

2030

2031

Priority	Core need	Desire	Nonesential	2023	2024	2025	2026	2027	2028	2029	2030	2031	NOTES
Priority	Core need	Desire	Nonesential										
Priority	Core need	Desire	Nonesential	Copy Machine (50%) 7,500									7-8yr rotation (2031)
Priority	Core need	Desire	Nonesential	Bobcat 50% annual 6,000									3yr Rotation
Priority	Core need	Desire	Nonesential	Streets 25,000		Streets 25,000	Streets 25,000	Streets 25,000	Streets 25,000	Streets 25,000	Streets 25,000	Streets 25,000	Annual
Priority	Core need	Desire	Nonesential	Sidewalks 10,000		Sidewalks 25,000	Sidewalks 25,000	Sidewalks 25,000	Sidewalks 25,000	Sidewalks 25,000	Sidewalks 25,000	Sidewalks 25,000	Annual
Priority	Core need	Desire	Nonesential	Storm Drainage 10,000		Storm Drainage 25,000	Storm Drainage 25,000	Storm Drainage 25,000	Storm Drainage 25,000	Storm Drainage 25,000	Storm Drainage 25,000	Storm Drainage 25,000	Annual
Priority	Core need	Desire	Nonesential	Town Bldgs 15,000		Town Bldgs 15,000	Town Bldgs 15,000	Town Bldgs 15,000	Town Bldgs 15,000	Town Bldgs 15,000	Town Bldgs 15,000	Town Bldgs 15,000	Annual
Priority	Core need	Desire	Nonesential	Pub Wks truck (50%) 34,000		Pub Wks truck (50%) 34,000	Pub Wks truck (50%) 34,000	Pub Wks truck (50%) 34,000	Pub Wks truck (50%) 34,000	Pub Wks truck (50%) 34,000	Pub Wks truck (50%) 34,000	Pub Wks truck (50%) 34,000	Annual
Priority	Core need	Desire	Nonesential	Public Works tools 5,000		Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Annual
Priority	Core need	Desire	Nonesential	Computer rotation 5,500		Computer rotation 5,500	Computer rotation 5,500	Computer rotation 5,500	Computer rotation 5,500	Computer rotation 5,500	Computer rotation 5,500	Computer rotation 5,500	Annual
Priority	Core need	Desire	Nonesential	Bike Park Maint \$15,000		Bike Park Maint \$15,000	Bike Park Maint \$15,000	Bike Park Maint \$15,000	Bike Park Maint \$15,000	Bike Park Maint \$15,000	Bike Park Maint \$15,000	Bike Park Maint \$15,000	Annual
Priority	Core need	Desire	Nonesential	Park Maint 28,000		Park Maint 28,000	Park Maint 28,000	Park Maint 28,000	Park Maint 28,000	Park Maint 28,000	Park Maint 28,000	Park Maint 28,000	Annual
Priority	Core need	Desire	Nonesential										
Priority	Core need	Desire	Nonesential	Copy Machine (50%) 7,500									7-8yr rotation (2031)
Priority	Core need	Desire	Nonesential	Bobcat 50% annual 6,000									3yr Rotation
Priority	Core need	Desire	Nonesential	Pub Wks truck (50%) 34,000		Pub Wks truck (50%) 34,000	Pub Wks truck (50%) 34,000	Pub Wks truck (50%) 34,000	Pub Wks truck (50%) 34,000	Pub Wks truck (50%) 34,000	Pub Wks truck (50%) 34,000	Pub Wks truck (50%) 34,000	Annual
Priority	Core need	Desire	Nonesential	Water Rights Maint \$140,000		Water Rights Maint \$160,000	Water Rights Maint \$176,500	Water Rights Maint \$185,000	Water Rights Maint \$194,500	Water Rights Maint \$194,500	Water Rights Maint \$194,500	Water Rights Maint \$194,500	Annual
Priority	Core need	Desire	Nonesential										
Priority	Core need	Desire	Nonesential	Public Works tools 5,000		Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Public Works tools 5,000	Annual
Priority	Core need	Desire	Nonesential	Water Plant/sys 40,000		Water Plant/sys \$75,000	Water Plant/sys \$60,000	Water Plant/sys \$60,000	Water Plant/sys \$60,000	Water Plant/sys \$60,000	Water Plant/sys \$60,000	Water Plant/sys \$60,000	Annual
Priority	Core need	Desire	Nonesential										
Priority	Core need	Desire	Nonesential	Amphitheater, Mgr Hs, Eagle Bathroom wood treat, Mgr Hs roof \$61,000									7yr cycle (2030)
Priority	Core need	Desire	Nonesential										
Priority	Core need	Desire	Nonesential	Gen Fund \$161,000		Gen Fund \$143,800	Gen Fund \$178,500	Gen Fund \$197,500	Gen Fund \$177,500	Gen Fund \$183,500	Gen Fund \$183,500	Gen Fund \$183,500	
Priority	Core need	Desire	Nonesential	Gen Fund \$0.00		Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00	
Priority	Core need	Desire	Nonesential	Gen Fund \$0.00		Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00	Gen Fund \$0.00	
Priority	Core need	Desire	Nonesential	Ent Fund \$229,500		Ent Fund \$240,000	Ent Fund \$281,500	Ent Fund \$284,000	Ent Fund \$293,500	Ent Fund \$299,500	Ent Fund \$299,500	Ent Fund \$299,500	
Priority	Core need	Desire	Nonesential	Ent Fund \$0.00		Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00	
Priority	Core need	Desire	Nonesential	Ent Fund \$0.00		Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00	Ent Fund \$0.00	
Priority	Core need	Desire	Nonesential										
Priority	Core need	Desire	Nonesential	CTF Fund \$15,000		CTF Fund \$61,000.00	CTF Fund \$0.00	CTF Fund \$0.00	CTF Fund \$0.00	CTF Fund \$0.00	CTF Fund \$0.00	CTF Fund \$0.00	
Priority	Core need	Desire	Nonesential	CTF Fund \$0.00		CTF Fund \$0.00	CTF Fund \$0.00	CTF Fund \$0.00	CTF Fund \$0.00	CTF Fund \$0.00	CTF Fund \$0.00	CTF Fund \$0.00	
Priority	Core need	Desire	Nonesential	CTF Fund \$0.00		CTF Fund \$0.00	CTF Fund \$0.00	CTF Fund \$0.00	CTF Fund \$0.00	CTF Fund \$0.00	CTF Fund \$0.00	CTF Fund \$0.00	



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FUTURE MEETING AGENDA ITEMS

Below reflects proposed topics to be scheduled at future Town Council meetings and is informational only. Dates and topics are subject to change.

November 1, 2023

- Ord___ - Series 2023 – (Second Reading) An Ordinance amending the Minturn Municipal Code to exempt Fire Sprinkler Systems for Single Family structures under 6000sf from the Residential Building Code.
- Ord__ - Series 2023 (First Reading) Minturn North PUD Final Plat
- Ord__ - Series 2023 (First Reading) Minturn North Final Plan for PUD
- Ord__ - Series 2023 (First Reading) An Ordinance Amending the Minturn Municipal Code to allow for Hand Shoveling of Snow from the sidewalk to a Town-Owned Street between the Hours of 4:00AM and 7:00AM.
- Ordinance__ - Series 2023 (First Reading) An Ordinance Approving the Dissolution of the General Improvement District
- FY 2024 Budget – Public Hearing

November 15, 2023

- Eagle County Gives Day Proclamation – Nov 15, 2023
- Special Presentation – November 2023 Election Review (as needed)
- Ord___ - Series 2023 (Second Reading) Minturn North PUD Final Plat
- Ord___ - Series 2023 (Second Reading) Minturn North Final Plan for PUD
- Ord___ - Series 2023 (Second Reading) An Ordinance Amending the Minturn Municipal Code to allow for Hand Shoveling of Snow from the Sidewalk to a Town-Owned Street Between the Hours of 4:00AM and 7:00AM.
- Resolution ___ - Series 2023 Minturn North PUD Subdivision Improvement Agreement
- FY 2024 1st Reading of Budget Ordinances

December 6, 2023

- Special Presentation – Bolts Reservoir Project Update (ERWSD)
- Discussion/Direction – Minturn Cemetery Fence & Wildlife Encounters/Deaths
- Discussion/Direction – Downtown Development Authority Feasibility Assessment
- Discussion/Direction – Metro District code provisions
- FY 2024 2nd Reading of Budget Ordinances
- Discussion/Direction – Magnesium Chloride use on HWY 24

December 20, 2023 (TBD)

- Discussion/Direction – Battle Diligence Environmental Matters – Polly Jessen
- Ord___ - Series 2023 (First Reading) An Ordinance Amending the Exemption Plat Process

- Ord__ - Series 2023 (First Reading) An Ordinance Rezoning the Battle North Property
- Ord__ - Series 2023 (First Reading) An Ordinance Amending Chapter 13 and Appendix C of the MMC to Exempt Battle North Water Service Requirements
- Ord__ - Series 2023 (First Reading) An Ordinance Amending MMC Sec. 16-21-710(b)(2) Addressing Development Agreements and Vested Rights

Dates to be Determined:

- (Pending) Resolution Approving the Belden Place Settlement
- Reassessment of the Minturn Single Family Equivalent (SFE) Definition
- Irrigation Tiered water rate structure
- Single Family Tiered Water Rate Structure