

TOWN OF COLUMBINE VALLEY
BOARD OF TRUSTEES REGULAR MEETING
July 17, 2018

A G E N D A

1. ROLL CALL 6:30PM
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT
Each speaker will be limited to three minutes. The Board of Trustees is not authorized by the Colorado Open Meetings Law to discuss comment or take action at the meeting on any issue raised by public comment. The Mayor may refer the matter to staff to obtain additional information and report back to the Board as appropriate.
5. CONSENT AGENDA Mayor Champion
Approval of Meeting Minutes for June 20, 2018
6. REPORTS
 - A. Mayor
 - B. Trustees
 - C. Town Administrator
 - D. Chief of Police
 - E. Town Treasurer
7. DISCUSSION ITEMS Carson Priest
Mr. McCrumb
 - A. Let's Go, Colorado Presentation
 - B. Capital Improvement Program
8. ADJOURNMENT

TOWN OF COLUMBINE VALLEY
BOARD OF TRUSTEES
Minutes
June 20, 2018

Mayor Champion called the Special Meeting of the Trustees to order at 6:30 p.m., in the Conference Room at the Town Hall at 2 Middlefield Road, Columbine Valley, Colorado. Roll call found the following present:

Trustees: Richard Champion, Bruce Menk, Kathy Boyle, Gale Christy, Bill Dotson, Gary Miles, and Roy Palmer

Also present: Lee Schiller, J.D. McCrumb, Jeff Tempas, Bret Cottrell, Phil Sieber, Brent Kaslon, and Jamie Milliman

APPROVAL OF AGENDA: The agenda was approved without change.

PUBLIC COMMENT: Jared Hamilton, 7 Fairway Lane, provided an update and review of the Club's construction of pickleball courts and the neighbor's objections. He presented the trustees with a petition opposing the courts signed by 115 individuals at 95 residences.

Sarah Hamilton, 7 Fairway Lane, also expressed community support in opposition to the construction of the courts in the current location.

Ellen Redding, 15 Club Lane, shared with the Trustees a history of whole community support when addressing issues that impact pockets of the Town and believed that the residents, Club and Town could reach a solution that worked for all parties.

Ginny Rogliano, 15 Driver Lane, asked how the actions of the Executive Session later on the agenda, would be shared with the public as it relates to the Town's response to the pickleball courts.

CONSENT AGENDA: The consent agenda was approved.

REPORTS:

- A. Mayor Champion shared with the Board a letter of thanks from Southmetro Fire Chief Bob Baker for the Trustees support of the Littleton Fire Rescue merger. He also welcomed Trustee Gary Miles to the Board.
- B. Trustee Dotson provided a brief update on the Clayton development project in Littleton and reported on a meeting he attended regarding the Federal/Bowles intersection. Trustee Menk shared copies with the Board of Bill Newton's "History of Columbine Valley"
- C. The Town Administrator presented the attached report. He also reviewed the results of the 2016 Community Survey.
- D. The Chief of Police presented the attached report.
- E. The Town Treasurer presented the attached financials and reviewed variances of interest.

DISCUSSION ITEMS: Mr. McCrumb and Mr. Sieber presented to the Trustees the first draft of the Capital Improvement Program. The Trustees asked clarifying questions and provided direction for what they wished to see in the next/final version to be presented at the July meeting.

NEW BUSINESS:

Town Hall Landscaping Bids: Mr. McCrumb and Mr. Kaslon presented the Trustees with three bids for projects included in the 2018 Town Budget. These projects consisted of the island landscaping in front of Town Hall, the right-of-way landscaping adjacent to the Wilder Lane entrance monument, and the addition of two trees behind Town Hall to shield neighbors from the activities in and around the Town Hall garage.

ACTION: upon a motion by Trustee Christy and a second by Trustee Menk, the Board of Trustees approved the bid from Vi Van Landscape Inc. with direction to staff to renegotiate the cost of the Austrian Pine.

EXECUTIVE SESSION: Upon a motion by Trustee Menk and a second by Trustee Boyle, the Board unanimously approved entering into executive session at 7:44 p.m. to receive legal advice regarding the construction of pickleball courts by the Columbine Country Club pursuant to C.R.S. 24-6-402-4b.

Upon returning to the record, the Trustees authorized the Mayor to send a letter to the Columbine Country Club regarding the Towns position on the pickleball courts currently under construction.

ADJOURNMENT: There being no further business, the meeting was adjourned at 8:39 p.m.

Submitted by,
J.D. McCrumb, Town Administrator

** All reports and exhibits listed "as attached" are available on the Columbine Valley web site and by request at Town Hall, 2 Middlefield Road.*

*** All minutes should be considered to be in DRAFT form until approved by the Board of Trustees at the next regular meeting.*



Town Administrator's Report

July 2018



Town of Columbine Valley
2 Middlefield Road
Columbine Valley, CO 80123

Tel: 303-795-1434
Fax: 303-795-7325
jdmccrumb@columbinevalley.org



Communications & Administration

- The turn out for this years 4th of July represented the biggest in recent memory. An estimated 400 people and 100 carts participated in the event. Thanks to the volunteers, sponsors, staff members, elected officials and most of all the citizens for making this event a HUGE success.
- Staff is in the process of reviewing the Bow Mar public safety and building department IGAs for renewal consideration by the Trustees in August.
- Staff has been working with the U.S. Census Bureau to prepare for the 2020 census by ensuring all addresses within the Town limits of Columbine Valley are represented as such in the 2020 Census report/results.
- Staff is also in the process of comparing banking rates to ensure the Town continues to receive the best service and the best rates available.

Town Website June Statistics

3,601

Total Visits

3,969

June Page Views

Top Pages

Calendar

Building Permits

Documents

Community Development

Citizen Contacts:

Staff has fielded calls, emails or walk-ins on the following topics in June

- ⇒ Building Department: 112
- ⇒ Comm. Development: 72
- ⇒ Public Works: 67
- ⇒ Municipal Court: 64
- ⇒ Other: 208



Building Department

Monthly Stats

20 Permits Issued

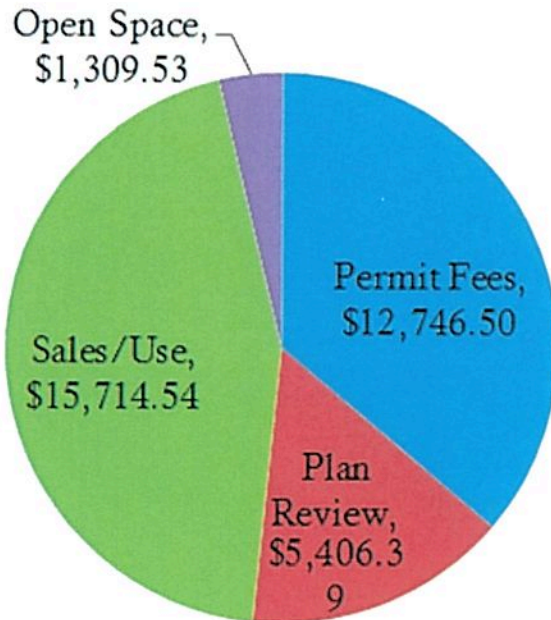
- New SFR: 0
- Major Remodel: 1
- New Roofs: 2
- Other/Misc.: 17

86 Inspections

19 Licenses Issued

- General: 8
- Electrician: 2
- Plumbers: 5
- Mechanical: 2
- Roofer: 2

June Permit Rev.: \$35,176.96



Wild Plum

95 Total Lots

0 SFR Permits Issued

0 Permit Pending

1 Grading Permit

Wilder Lane

24 Total Lots

3 Permits Active

1 Permit Pending

10 Completed Homes

9 Occupied Home

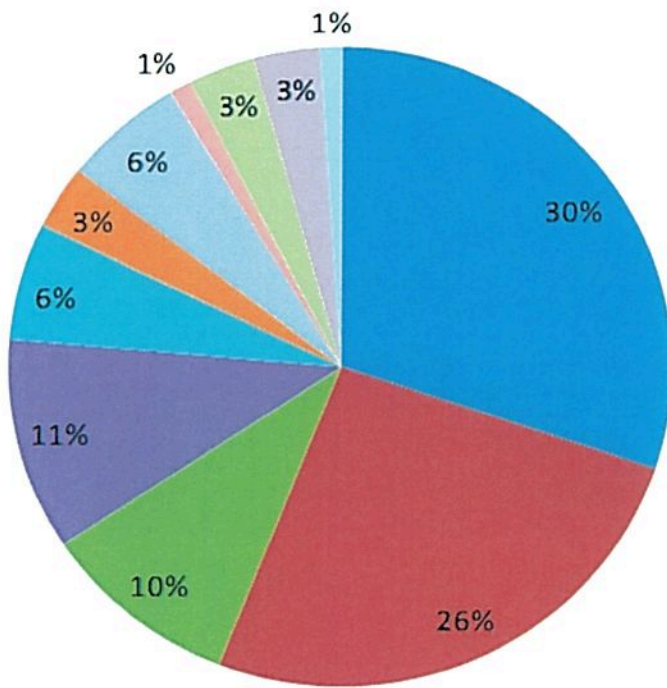


Building Department Revenue by Month

	<u>2017</u>	<u>2017 YTD</u>	<u>2018</u>	<u>2018 YTD</u>
January	\$19,908.26	\$19,908.26	\$33,481.56	\$33,481.56
February	\$56,545.98	\$76,454.24	\$15,406.51	\$48,888.16
March	\$45,844.32	\$122,298.56	\$57,032.86	\$105,921.02
April	\$164,185.81	286,484.37	\$13,164.99	\$119,086.01
May	\$129,819.95	\$416,304.32	\$17,214.40	\$136,300.41
June	\$21,136.83	\$437,441.15	\$35,176.96	\$171,477.37
July	\$14,030.74	\$438,844.89		
August	\$73,657.67	\$512,502.56		
September	\$32,849.07	\$545,351.63		
October	\$22,603.20	\$567,954.84		
November	\$26,129.25	\$594,084.09		
December	\$55,810.24	\$649,894.33		

Public Works Department

June Staff Time Allocation (including contractors)



- Public Works General
- Hunter Run Maintenance
- Town Hall - Other
- Streets
- Town Hall - Management
- Storm Water Maintenance
- Town Hall - IT
- Fleet Repair and Maintenance
- Code Enforcement
- Parks
- Front Office



- Town Hall exterior electrical. With half of the exterior lights no longer functioning, a thorough mapping and tracing of wires was performed on the exterior light circuits. The final repair included removing a failing timer clock, replacing a damaged light fixture, cleaning multiple wire connections and upgrading another CFL fixture to LED.
- Spring shredding event. The town hall storage room was inventoried, finding many boxes of papers that could be shredded. A total of 50 boxes of papers were removed from the basement and shredded.
- Summer concert. The first band of the 2018 concert series performed last month. The larger prep work items included assembling the 10 foot by 16 foot temporary stage, attaching the metal frame with cover and restoring power to the outlets used by the band.
- Wilder Lane concrete. All damage to the concrete gutter pans was identified, marked and added to a master damage map. An updated schedule to include all repairs was created with Icon and Bryan Construction.

June Weather Report

- High of 101
- Low of 47
- 1.13" of precipitation

Municipal Court

	<u>2017 YTD</u>	<u>2018</u>	<u>2018 YTD</u>
Jan	\$6,295.25	\$10,400.00	\$10,400.00
Feb	\$10,074.22	\$9,626.87	\$20,026.87
Mar	\$18,941.22	\$5,824.25	\$25,871.12
Apr	\$25,696.22	\$4,845.00	\$30,716.12
May	\$24,791.22	\$7,185.00	\$37,901.12
June	\$30,558.22	\$6,260.00	\$44,161.12
July	\$35,619.47		
Aug	\$41,766.42		
Sept	\$45,826.42		
Oct	\$56,006.92		
Nov	\$63,096.92		
Dec	\$66,986.04		

June Total Stats

- Total paid before Court: 34
- Total on docket: 29
- Cases heard by Judge: 7
- Continuances: 0
- Failure to Appear: 4
- Stay of Executions: 5
- Classes Ordered: 1
- Bench Warrants 3
- Trials 0



Community Development

Wild Plum Farm

The on-site construction work is running smoothly with few citizen concerns being registered with Town Hall and with very few violations cited in June.

The CDOT permitting of Platte Canyon and Hunter Run improvements is nearing completion and work is expected to begin in August. There will be some night work associated with that project and information will be made available once more of the scope is understood.

Willowcroft and Wilder Lane

The developer of Willowcroft and the HOA have reached an agreement and work on the Town's "punch list" is nearly complete. There are some signs that need repaired but that project is nearing full completion.

Work on the Wilder Lane street repair is still being negotiated.

Wild Plum Schedule—as of July 2018

Grading	Complete beginning of May
Pipe & Sewer	Underway through July
Concrete	Start end of July – 1 month
Asphalt	Start end of Aug – 1 month
Landscape	Start in the Fall
Model Homes	Start in the late Fall/early 2019
Fairway Widening	June/July
Platte Canyon	Start in 30 days after approval (Hope to start in August)



Columbine Valley Police Department

Serving Bow Mar

2 Middlefield Rd. Columbine Valley, Colorado 80123
 www.columbinevalley.org
 (303) 795-1434 Fax (303) 795-7325

Columbine Valley P.D. Monthly Report July 2018

Full Time Positions	6 of 6
Part Time Positions	2 of 2
Regular / PTO hours	911 /107
OT hours worked	2
Off Duty	2

Statistics Report:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	SUM
Total	46	43	36	29	42	67							174
SPEEDING	20	12	14	6	8	13							41
PARKING	4	4	2	3	18	33							56
INSURANCE	0	5	2	4	1	4							11
FAIL TO STOP	13	19	7	3	10	9							29
OTHER	9	3	11	13	5	8							37
CV SUMMONS	26	30	22	13	31	48							114
BM SUMMONS	20	13	14	16	11	19							60

Investigations Update:

BM-18-0094	Identity Theft	Open
CV-18-0208	Felony Drug	Warrant

EX ASSAULT IP										
shots Fired										
ROTS FIRED IP										
MURDER ATTEMPT IP										
MURDER COMPLETED IP										
MURDER THREAT IP		<u>1</u>								<u>1</u>
SUSPICIOUS CIRCUMSTANCE IP		<u>4</u>								<u>4</u>
suspicious Person										
SUSPICIOUS PERSON IP		<u>1</u>								<u>1</u>
suspicious Vehicle										
SUSPICIOUS VEHICLE IP		<u>10</u>								<u>10</u>
Left										
Left from Motor Vehicle										
LEFT FROM MOTOR VEHICLE IP										
LEFT IP										
Traffic Arrest IP			<u>3</u>							<u>3</u>
Traffic Complaint										
Traffic Complaint IP										
Traffic Obstruction IP		<u>1</u>								<u>1</u>
Traffic Stop IP		<u>72</u>								<u>72</u>
Transport IP										
Unlawful Entry to Property										
Unlawful Entry to Vehicle										
UNLAWFUL ENTRY TO PROPERTY IP										
UNLAWFUL ENTRY TO VEHICLE IP										
UNKNOWN INJURY ACCIDENT IP										
UNLAWFUL ACTS IP		<u>1</u>								<u>1</u>
Unwanted Subject										
UNWANTED SUBJECT IP										
Vehicle Lockout IP										
WARRANT ARREST IP			<u>2</u>							<u>2</u>
WARRANT PICKUP IP										
Weapons Violation										
WEAPONS VIOLATION IP										
WELFARE CHECK IP		<u>6</u>								<u>6</u>
Working IP										
Total		<u>121</u>	<u>62</u>	<u>29</u>						

TOWN OF COLUMBINE VALLEY
 COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS
 MAY 31, 2018

Assets	Totals	
	May 31, 2018	December 31, 2017
Cash and investments	\$ 1,798,519	1,559,025
Other receivables	111,892	102,928
Property taxes receivable	79,714	348,058
Property and equipment, net	2,325,606	2,325,606
	\$ 4,315,731	4,335,617
<u>Liabilities and Equity</u>		
Liabilities:		
Accounts payable	\$ 15,099	72,100
Accrued liabilities	35,562	33,416
Deferred property tax revenue	79,714	348,058
Fund balance:		
Reserved - TABOR emergency	56,362	56,362
Conservation Trust	25,598	23,895
Arapahoe County Open Space	392,325	361,555
Unavailable - Fixed assets net of outstanding long term debt	2,325,606	2,325,606
Unreserved	1,385,465	1,114,625
Total equity	4,185,356	3,882,043
	\$ 4,315,731	4,335,617

TOWN OF COLUMBINE VALLEY
 COMBINED STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
 ALL GOVERNMENTAL FUND TYPES
 BUDGET AND ACTUAL
 FIVE MONTHS ENDED APRIL 31, 2018 AND 2017

Revenue	May Totals		Five Months Ended May 31, 2018		
	2018	2017	Budget	Actual	Variance
Taxes:					
Property taxes	\$ 35,502	60,945	226,238	268,344	42,106
Specific ownership taxes	2,335	3,314	9,840	10,961	1,121
Sales and use tax	24,341	74,009	283,960	167,513	(116,447)
Utility franchise fees	3,241	9,884	19,165	20,815	1,650
Cable television	-	-	7,750	8,812	1,062
Permits and fines:					
Permits, fees and services	15,384	46,386	133,335	88,957	(44,378)
Fines	7,320	(770)	27,085	38,271	11,186
Intergovernmental:					
Bow Mar IGA	79,133	-	158,265	237,398	79,133
State highway user's tax	3,734	6,893	19,165	18,415	(750)
County highway tax revenue	-	-	4,200	4,246	46
Motor vehicle registration fees	498	464	2,500	2,453	(47)
State cigarette tax apportionment	(58)	-	335	(73)	(408)
Conservation Trust Fund entitlement	-	-	1,500	1,571	71
Arapahoe County Open Space shareback	35,823	33,238	33,000	35,823	2,823
Interest income	2,127	2,630	6,460	10,271	3,811
Other	3,735	1,958	835	13,474	12,639
Total revenue	213,115	238,951	933,633	927,251	(6,382)
Expenditures					
Current:					
Public safety	46,879	45,706	280,157	277,004	3,153
Sanitation	5,935	6,291	35,000	32,783	2,217
Administration	39,596	49,982	280,939	250,198	30,741
Planning and zoning	5,175	1,424	28,750	22,060	6,690
Public works	3,408	20,014	127,690	25,642	102,048
Other - rounding	1	2	-	3	(3)
Capital outlay					
Capital expenditures	-	4,701	9,000	8,748	252
Arapahoe County Open Space expenditures	-	-	7,500	7,500	-
Conservation Trust Fund expenditures	-	-	5,000	-	5,000
Total expenditures	100,994	128,120	774,036	623,938	150,098
Excess of revenue over expenditures	112,121	110,831	159,597	303,313	143,716
Major projects	-	-	-	-	-
Excess of revenue over (under) expenditures and major projects	112,121	110,831	159,597	303,313	143,716
Fund balance - beginning of period	1,747,629	1,678,437	1,476,393	1,556,437	80,044
Fund balance - end of period	\$ 1,859,750	1,789,268	1,635,990	1,859,750	223,760

TOWN OF COLUMBINE VALLEY
GENERAL FUND
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL
FIVE MONTHS ENDED MAY 31, 2018 AND 2017

	May 2018	May 2017	Budget	Five Months Ended May 31, 2018 Actual	Variance
Public safety:					
Automotive expenses	1,613	3,067	16,000	15,339	661
Salaries and benefits	40,279	35,687	223,550	229,071	(5,521)
Municipal court	3,178	5,570	17,710	16,880	830
Other	1,809	1,382	22,897	15,714	7,183
	<u>46,879</u>	<u>45,706</u>	<u>280,157</u>	<u>277,004</u>	<u>3,153</u>
Sanitation	5,935	6,291	35,000	32,783	2,217
Administration:					
Legal	4,365	9,055	20,000	21,343	(1,343)
Accounting and audit	2,250	2,650	21,250	19,050	2,200
Inspection	7,849	14,622	60,000	37,496	22,504
Town administration	21,353	21,115	131,382	130,141	1,241
Insurance and bonds	(192)	949	12,085	11,306	779
Office supplies and miscellaneous	1,554	(1,974)	18,125	17,258	867
County Treasurer's collection fees	356	609	2,262	2,684	(422)
Rent and building occupancy costs	2,061	2,956	15,835	10,920	4,915
	<u>39,596</u>	<u>49,982</u>	<u>280,939</u>	<u>250,198</u>	<u>30,741</u>
Planning and zoning					
Planner and Engineering	5,175	1,424	28,750	22,060	6,690
Public works:					
Street repairs and maintenance	1,479	13,154	108,935	6,852	102,083
Street lighting	(1,489)	955	6,250	2,333	3,917
Weed and tree removal	150	2,382	6,460	717	5,743
Other	3,268	3,523	6,045	15,740	(9,695)
	<u>3,408</u>	<u>20,014</u>	<u>127,690</u>	<u>25,642</u>	<u>102,048</u>
Other - rounding	1	2	-	3	(3)
Capital expenditures:					
Public safety	-	-	9,000	8,748	252
Administration	-	4,701	-	-	-
Public works	-	-	-	-	-
	-	4,701	9,000	8,748	252
Arapahoe Open Space expenditures	-	-	7,500	7,500	-
Conservation Trust Fund expenditures	-	-	5,000	-	5,000
	<u>100,994</u>	<u>128,120</u>	<u>766,536</u>	<u>616,438</u>	<u>150,098</u>
Major projects:					
Town Hall remodel	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Total expenditures and major projects	<u>100,994</u>	<u>128,120</u>	<u>766,536</u>	<u>616,438</u>	<u>150,098</u>

TOWN OF COLUMBINE VALLEY
 SUPPLEMENTAL SCHEDULE OF GENERAL FUND EXPENDITURES - BUDGET AND ACTUAL
 FIVE MONTHS ENDED MAY 31, 2018 AND 2017

	May 2018	May 2017	Five Months Ended May 31, 2018		
			Budget	Actual	Variance
Public Safety:					
Automotive expenses:					
Cruiser gas/oil/maintenance	1,613	3,067	12,500	12,026	474
Cruiser insurance	-	-	3,500	3,313	187
	<u>1,613</u>	<u>3,067</u>	<u>16,000</u>	<u>15,339</u>	<u>661</u>
Salaries and benefits:					
Salaries	33,917	30,011	175,577	184,308	(8,731)
Pension plan	3,437	2,565	17,558	18,698	(1,140)
Health/workman's comp insurance	2,925	3,111	30,415	26,065	4,350
	<u>40,279</u>	<u>35,687</u>	<u>223,550</u>	<u>229,071</u>	<u>(5,521)</u>
Municipal court:					
Municipal court - judge	750	750	3,750	3,750	-
Municipal court - legal	2,228	4,370	11,460	11,400	60
Municipal court - other	200	450	2,500	1,730	770
	<u>3,178</u>	<u>5,570</u>	<u>17,710</u>	<u>16,880</u>	<u>830</u>
Other:					
Uniforms	566	162	4,585	3,660	925
Education/training	-	-	3,750	387	3,363
Arapahoe County dispatch fee	-	-	7,217	6,945	272
Supplies/miscellaneous	1,243	1,220	7,345	4,722	2,623
	<u>1,809</u>	<u>1,382</u>	<u>22,897</u>	<u>15,714</u>	<u>7,183</u>
Administration:					
Town administration:					
Salaries - administration	14,997	14,354	82,500	79,745	2,755
FICA/Medicare - administration	1,520	2,038	8,462	8,312	150
Health insurance - administration	2,785	2,523	15,000	15,537	(537)
Pension - administration	920	878	5,077	5,027	50
Telephone/communications	-	297	2,500	1,195	1,305
Computer expense	946	775	12,708	14,735	(2,027)
Election expense	-	-	2,000	-	2,000
Dues and publications	185	250	3,135	5,590	(2,455)
	<u>21,353</u>	<u>21,115</u>	<u>131,382</u>	<u>130,141</u>	<u>1,241</u>
Office supplies and miscellaneous:					
Advertising/notices	11	-	210	89	121
Miscellaneous	(764)	(2,153)	13,750	11,524	2,226
Supplies - administration	2,307	179	4,165	5,645	(1,480)
	<u>1,554</u>	<u>(1,974)</u>	<u>18,125</u>	<u>17,258</u>	<u>867</u>
Legal	4,365	9,055	20,000	21,343	(1,343)
Accounting and audit	2,250	2,650	21,250	19,050	2,200
Inspection	7,849	14,622	60,000	37,496	22,504
Insurance and bonds	(192)	949	12,085	11,306	779
County Treasurer's collection fees	356	609	2,262	2,684	(422)
Building occupancy costs	2,061	2,956	15,835	10,920	4,915

TOWN OF COLUMBINE VALLEY
 SUPPLEMENTAL SCHEDULE OF GENERAL FUND EXPENDITURES - BUDGET AND ACTUAL
 FIVE MONTHS ENDED MAY 31, 2018 AND 2017

	May 2018	May 2017	Five Months Ended May 31, 2018		
			Budget	Actual	Variance
Public works:					
Street repairs and maintenance:					
Street/gutter maintenance	276	12,617	93,750	1,342	92,408
Snow removal	-	-	8,100	1,380	6,720
Striping	-	-	1,250	176	1,074
Signs maintenance	422	457	1,250	1,487	(237)
Vehicle maintenance	731	80	1,460	2,092	(632)
Other drainage	50	-	3,125	150	2,975
Street cleaning	-	-	-	225	(225)
	1,479	13,154	108,935	6,852	102,083
Street lighting	(1,489)	955	6,250	2,333	3,917
Ground maintenance	150	2,382	6,460	717	5,743
Other:					
Miscellaneous minor public works	2,623	2,823	1,250	11,039	(9,789)
Storm water permit process	645	700	2,085	4,701	(2,616)
Professional fees	-	-	2,710	-	2,710
	3,268	3,523	6,045	15,740	(9,695)
Capital and Conservation Trust Fund:					
Capital expenditures:					
Administration	-	4,701	-	-	-
Public safety	-	-	9,000	8,748	252
Public works	-	-	-	-	-
	-	4,701	9,000	8,748	252
Conservation Trust Fund expenditures:					
Miscellaneous	-	-	5,000	-	5,000
	-	-	5,000	-	5,000



Request for Board of Trustee Action

Date: July 17, 2018

Title: Let's Go, Colorado presentation

Presented By: Carson Priest, Let's Go, Colorado

Background: Let's Go, Colorado presented to the Metro Mayors Caucus at their June 2018 meeting. At that time, the organization requested an opportunity to present to all regional Councils and Boards to inform them and solicit support by resolution on this upcoming ballot measure.

Attachments: Let's Go, Colorado background information
Let's Go, Colorado sign-up/endorsement form
Sample Resolution language provided by LGCO

Action: No action is necessary at this time. If the Board would like staff to draft a resolution of support, such direction is required.

LET'S GO, COLORADO

HOW WE GOT HERE

Colorado's transportation needs have gone unmet for decades. In every corner of our state, we lack the resources to maintain our roads, highways and local bus routes.

Because the state's gas tax isn't tied to inflation, there has been less and less revenue from existing gas taxes to address Colorado's transportation needs. Today, Colorado spends just \$69 per driver on transportation infrastructure, compared to 25 years ago when we spent almost twice that amount - \$125 per driver.

CDOT has more than \$9 billion in projects with no funding - and that's only part of the issue, our local communities lack the resources to address congestion, maintain roads and improve safety. **We need a statewide solution that ensures local governments have the resources to meet demands, addresses high-priority projects on state highways, and promotes multimodal transportation options that reduce congestion.**



78% of Colorado's roads will need to be repaired in the next 10 years, but the state lacks the budget to keep up. It's time to stop the band-aid approach.



Potholes and rough roads damage a vehicle's tires and suspensions, costing the average Colorado driver \$468 in repairs each year.



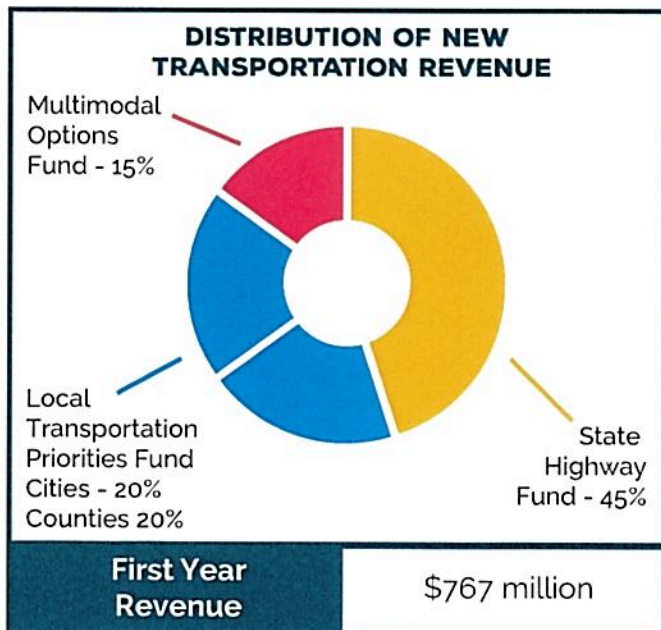
Each dollar spent on road improvements results in an average benefit of \$5.20 by reducing delays and fuel consumption, and improving safety.

OUR PROPOSAL

We need a new funding source to fix our roads. A sales tax asks everyone to chip in, including the 80 million out-of-state tourists who use our infrastructure every year.

Our proposal will increase the state's sales tax by 0.62%, a little more than half a cent on a dollar purchase. This revenue will address longstanding problems with funding transportation projects in the state.

New revenue will be distributed to fund critical state projects that address safety and make it easier to get around, projects on local streets and highways as determined by local leaders and make a serious investment in multimodal transit to help reduce congestion and protect our air quality.



FUNDING STATE PROJECTS

Our initiative will address major projects on I-25, I-70 and the state highways that connect our communities throughout Colorado.

- Improve traffic flow by widening lanes, adding passing lanes and improving interchanges.
- Improve safety by adding and widening shoulders, replacing bridges and building wildlife crossings.

We see on our commutes and daily travels that the needs at the state level are serious and immediate. By using bonds, we'll be able to start these projects right away.



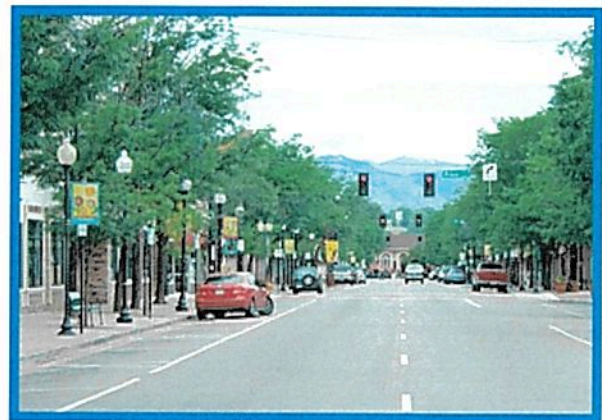
ADDRESSING LOCAL PRIORITIES

Local governments will have full flexibility of their share of the funding, allowing our communities to meet their diverse needs throughout the state.

Projects could include:

- Street repaving and pothole repair
- Matching for state projects
- New intersections, shoulders and signals
- Bike lanes, sidewalks and other transit options

This revenue will be split 50/50 between cities and counties based on lane miles and vehicle registrations.



SUPPORTING MULTIMODAL OPTIONS

Multimodal funding will support transportation options that decrease traffic congestion and protect our air quality. This funding could be used to support urban and rural bus service, large scale bike lanes and paths, and improvements for pedestrians.

This revenue will be divided to leverage state local dollars to complete large and small projects, support interregional transit projects like Bustang, and distribute funds to local governments specifically for multimodal projects.



LET'S GO, COLORADO

Name _____

Organization: _____ Title: _____

Cell Phone _____ Personal Email: _____

City _____ County _____

I support the initiative proposed by the Let's Go, Colorado campaign and coalition. The campaign may use my name in print or online in support of the ballot initiative.

My endorsement is: Personal On behalf of my organization

Signature: _____

The campaign can count on me to help in the following ways (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> Circulate a petition and collect signatures | <input type="checkbox"/> Contribute to the campaign |
| <input type="checkbox"/> Organize a group to circulate a petition and collect signatures | <input type="checkbox"/> Raise campaign funds |
| <input type="checkbox"/> Speak on behalf of the campaign at events | <input type="checkbox"/> Write op-eds, letters to the editor and emails in support |
| <input type="checkbox"/> Request a presentation be made to my group | <input type="checkbox"/> Share campaign information on social media |

Additional Comments:

Paid for by Coloradans for Coloradans

For more information or to return this form, please email us at info@lets gocolorado.com or call (303) 526-8551

Sample Resolution Endorsing Statewide Transportation Sales Tax Solution

WHEREAS, a modern, safe and efficient 21st century transportation system is essential to Colorado's quality of life and the health of our economy; and

WHEREAS, Colorado's population has grown nearly 60 percent since 1991, while state transportation spending per driver, adjusted for inflation, has been cut in half over that same time period; and

WHEREAS, increased demands on our roads and bridges have resulted in increased traffic congestion, lost worker productivity and deep frustration among local citizens; and

WHEREAS, the Colorado Department of Transportation has identified \$9 billion in much-needed projects that lack funding; and

WHEREAS, compounding the inability of CDOT to fund vital projects is the lack of resources available to local communities to address traffic congestion, maintenance needs and safety concerns; and

WHEREAS, the failure to maintain roads and bridges adequately costs Coloradans on average of \$468 per driver due to damage and unnecessary wear-and-tear to vehicles, and

WHEREAS, truly addressing Colorado's transportation challenges requires a dedicated, sufficient and guaranteed stream of revenue; and

WHEREAS, a bipartisan, statewide group of local elected officials and business leaders has proposed to raise the state sales tax by .62 percent, or about six cents on a ten-dollar purchase, for transportation needs; and

WHEREAS, will raise \$767 million in its first year and allow for bonding of \$6 billion for state projects; and

WHEREAS, 40 percent of the new revenue will go to county and municipal governments to address local transportation needs; and

WHEREAS, Colorado voters will be able to vote on this statewide transportation solution on the November 2018 ballot; be it therefore

RESOLVED, that **[GOVERNING BODY]** endorses this strong and effective transportation solution as the right answer to address years of neglect of our state's transportation needs and to address the concerns we have heard from our local citizens; and be it further

RESOLVED that **[GOVERNING BODY]** urges our local voters to support this transportation solution on the November 2018 ballot.



Request for Board of Trustee Action

Date: July 17, 2018

Title: Capital Improvement Program

Presented By: J.D. McCrumb, Town Administrator

Prepared By: Capital Improvement Program Team

Background: This report presents the staff analysis and recommendations for a ten year (2018-2028) Capital Improvement Program (CIP). The purpose of the program is to provide a guide for major capital expenditure over the program period and a consistent process to be followed in the coming years.

At the June Trustees meeting, the staff outlined the adoption of an annual CIP process including a time frame of the steps for the preparation and adoption of the CIP. The June report concentrated on the process and did not contain the staff recommendations for specific projects. This report outlines the elements of the process and specific recommendations for the ten year period.

Attachments: DRAFT Capital Improvement Program

Recommended Motion(s): No action is requested at this time. The CIP Team has presented this draft for Trustee review and to receive direction as to the projects and funding outlined in this plan. Staff anticipates presenting a final 2018 Capital Improvement Program at the August meeting for adoption by resolution.



Capital Improvement Program

DRAFT - July 9, 2018

For Current Year: 2018; Action Year: 2019; and
Program Years 2020 - 2028



LETTER OF INTRODUCTION FOR THE CAPITAL IMPROVEMENT PROGRAM

July 9, 2018

Honorable Mayor and Trustee of Columbine Valley,

Hereby submitted is the Capital Improvement Program (CIP) for the Town of Columbine Valley, Colorado for the years 2018 – 2028. The 2018 budget allows for \$229,000 in expenditures associated with capital improvements. The information in the pages to follow is intended to identify the revenue that is anticipated to pay for the capital projects included in this plan. While additional revenue maybe received each year, this information identifies only what is necessary to fund the CIP.

The CIP summarizes all major capital expenditures to be made over the next eleven years. This plan includes limited financial forecasts and CIP costs by fund and year in which the revenues and costs are anticipated. In order to be included in the CIP, the project must meet the following guidelines:

- Costs are expected to be over \$5,000.00
- The project has a useful life of more than one year
- The projects are non-reoccurring
- The project results in the addition of a fixed asset, or extends the useful life of an existing asset or is a major equipment or software purchase

During the preparation process, staff identified what would be necessary to meet existing levels of service to the community and which projects could be reasonably accomplished within each year, and within the financial and staff limitations of the Town. Contractual obligations and/or needs were considered in setting priorities.

Capital improvements maybe funded through a variety of sources including the use of revenues, impact fees, debt financing, grants, and special funds. All available current and future resources were considered when identifying funding sources for the identified capital improvements. The CIP costs projected meet, but do not exceed, the limitations of those funding sources.

Sincerely,



J.D. McCrumb
Town Administrator

Summary of Project Costs and Funding Sources

Project Cost by Category

	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	TOTAL
Streets	\$912,500	\$24,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$508,000	\$4,000	\$1,504,500
Drainage/Flood Control	\$2,000	\$55,000			\$25,000							\$82,000
Public Buildings and Facilities	\$16,000		\$33,000									\$49,000
Major Equipment		\$51,500	\$55,000	\$70,000	\$45,000	\$45,000	\$45,000	\$45,000		\$45,000	\$45,000	\$446,500
Parks, Rec and Open Space	\$21,500					\$150,000						\$171,500
Systems		\$60,000										\$60,000
Maintenance *	\$60,000	\$76,000	\$60,000	\$60,000	\$60,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$766,000
TOTAL	\$1,012,000	\$266,500	\$156,000	\$138,000	\$138,000	\$278,000	\$128,000	\$128,000	\$83,000	\$628,000	\$124,000	\$3,079,500

Required Funding by Revenue Source

	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	TOTAL
General Fund	\$62,000	\$76,000	\$60,000	\$60,000	\$60,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$768,000
General Fund Reserves												
Capital Reserves	\$172,500	\$189,000	\$86,000	\$69,000	\$68,000	\$118,000	\$43,000	\$43,000	\$8,000	\$543,000	\$39,000	\$1,378,500
Impact Fees				\$8,400								
Developer Contributions	\$750,000											\$750,000
Vehicle Salvage		\$1,500	\$10,000	\$600	\$10,000	\$10,000	\$10,000	\$10,000		\$10,000	\$10,000	\$20,000
Govt. Grants or Contributions	\$20,000	TBD	TBD									\$82,500
Arapahoe County Open Space Tax	\$7,500					\$75,000						
Municipal Bonds												
Revenue Bonds												
Special/Local Improvement Districts												
Certificates of Participation												
Other												
TOTAL	\$1,012,000	\$266,500	\$156,000	\$138,000	\$138,000	\$278,000	\$128,000	\$128,000	\$83,000	\$628,000	\$124,000	\$3,079,500

* Maintenance of streets is not considered a capital expense and should be addressed in the Town's annual budgeting process as a general fund expenditure. Maintenance includes sweeping, striping, pothole repair, crack-seal and other similar work up to and including mill and overlay.

Capital Improvement Program

A Capital Improvement Program (CIP) is a short-range plan which identifies generally, non-reoccurring, capital projects and equipment purchases, provides a planning schedule and identifies options for financing the plan. Key aspects of the CIP include:

- The CIP is a rolling 10 year plan. This CIP report defines the time periods as the Current Year (the year of the currently adopted budget), Action Year (the following calendar year), Program Years (the next nine calendar years) and Subsequent Years (a forecast of projects beyond 10 years).
- The CIP entails major expenditure of \$5,000.00 or more.
- The projects are non-reoccurring (regularly scheduled projects such as chip and seal, curb repair, minor building repair, etc., are discussed for reference but not included in the plan.
- The CIP does not constitute a financial obligation or allocation but is a base reference to be used in the annual budget process.
- The CIP is updated and adopted by the Trustees annually.

Benefits of a Capital Improvements Program

A Capital Improvement Program provides a number of benefits. It is primarily a planning tool that constitutes a comprehensive review of capital needs. In addition a CIP can:

- Identify the range of revenue sources available to finance capital projects.
- Enable the Town to retain and/or expand its limited capital resources more efficiently.
- Ensure that necessary projects are not built before they are needed, or after they become so expensive that they prohibit construction of other projects.
- Provide a generally agreed upon foundation for budgeting purposes thereby reducing the need to “reinvent the wheel” each year.

CIP Process

A Capital Improvement Program is a multi-year document and, by necessity, the key elements, i.e., projects included and revenue availability will change each year. However, the process by which the CIP is prepared, reviewed and adopted should be consistent. The major steps in the process recommended for Columbine Valley are:

- A. **Establish a capital planning committee or team responsible for the preparation and presentation of the CIP.** The Columbine Valley CIP Team consists of the Town Administrator, Town Treasurer, Town Engineer and Town Planner with support from the Manager of Public Works and the Chief of Police.
- B. **Inventory and evaluate previously approved, unimplemented or incomplete projects and include new project recommendations.** The CIP team has assessed the status of previously approved projects and taken inventory of additional capital

needs. For each project included there is a Project Request Form which includes a project description, the year proposed, the estimated cost and a graphic showing the location. The summary of all projects proposed in the Current, Action and Program years of the CIP are included as Appendix A of this report. The Individual Project Request Forms are included as Appendix B of this report. Again, this is an inventory of capital needs and financial feasibility is not a consideration in compiling the inventory.

- C. **Develop a Finance Plan:** The CIP Team compiled a list of the revenue sources that are or could be available to finance capital projects. These revenue sources and the purposes for which they can be used are included as Appendix C. The project requests were then ranked both by project category and overall. Each Project Request Form for the Current, Action and Program years recommends funding sources appropriate and for each project. A summary Finance Plan is shown as Appendix D of this report.
- D. **Recommend a Capital Improvements Program to the Trustees:** Based on the evaluation of each project and the feasibility of financing the projects, the CIP Team will then prepare a Recommended Capital Improvements program for Trustee consideration and action.

CIP Schedule

The CIP Team recommends the following schedule for the annual preparation, presentation and adoption of a Capital Improvements Program.

- January: CIP Team reviews status of previously approved capital programs. The Town Administrator, Engineer, Manager of Public Works and Police Chief begin preparation of new or revised Project Request Forms.
- February: The Project Request Forms are evaluated and a preliminary list of projects is prepared.
- The Town Treasurer reviews the preliminary list of projects and with the Town Administrator, assess the financial feasibility. The Finance Plan element of the CIP is then prepared.
- The Mayor and the Trustee that oversees public works will be advised of the CIP Team's recommendations and may provide additional direction.
- March: The recommended Capital Improvements Program is presented to the Board of Trustees at the March regular meeting for discussion.
- April: The Trustees adopt the Capital Improvements Program by resolution.

October-December: Funding for the CIP will officially be appropriated in the Town's annual Budget, adopted by December 15 of each calendar year.

Inventory of Capital Needs

The CIP Team has listed, by category, the capital improvements and equipment purchases for the term of the Capital Program. There are six categories of capital improvement projects:

- Streets: This includes new streets and reconstruction of existing streets. Any project within the right of way of a street, such as street lights, signage and signals will be considered a street project unless the primary purpose is a not a street project such as drainage or beatification.
 - Reconstruction of streets is defined as demolition and reconstruction of street surface including subgrade with significant temporary impact to travel and underground utilities.
 - * Maintenance of streets is not considered a capital expense and should be addressed in the Town's annual budgeting process as a general fund expenditure. Maintenance includes sweeping, striping, pothole repair, crack-seal and other similar work up to and including mill and overlay.
- Drainage/Flood Control: This includes storm sewers and related improvements, retention ponds, water quality structures and flood control facilities.
- Public Buildings and Facilities: This includes new public buildings, storage units, support structures or remodels or additions to existing structures.
- Major Equipment: This includes Police and Public Works vehicles, tools, equipment or apparatus.
- Parks, Recreation and Open Space: This includes new parks, improvements to existing parks, active and passive recreation areas, trails and beautification.
- Systems: This includes computer servers, telephone and radio systems, and software programs.

The projects were selected for consideration based on the following criteria:

- Projects necessary for health and safety or that may prevent fatality, serious injury or major property damage.
- Projects mandated by federal law and/or state statutes or by applicable rules established by federal or state agencies.

- Projects already in process
- Projects related to other funded projects
- Projects identified in master plan(s)
- Projects necessary for maintenance or to reduce maintenance costs.

Impact on Maintenance Ratings:

Positive: Will generate revenue to offset expenses or reduce continued operating costs.

Slight: The project will generate some revenue but additional funds may be necessary to operate or maintain the project.

Negligible: The impact on operating costs is considered immaterial.

Negative: The project will require an increase in maintenance and or operating costs that are not offset by revenue generated.

- Citizen and neighborhood interest projects
- Financially cost effective projects

Appendix A

The following Project Summary is categorized by Current, Action and Program years. The specific project under each category is organized by the CIP Teams priority recommendations. Projects to be considered in Subsequent years are included in Appendix E of this report.

CIP Projects CURRENT YEAR (2018)	Category	Est. Cost
Fairway Lane Widening #39 - #63	Streets	\$850,000
Fairway Lane Surface Improvements #1 - #16	Streets	\$40,000
Doral Cross Pan Repairs	Streets	\$9,500
Town Hall Parking Lot Surface Improvements	Facilities	\$16,000
Town Hall Front Island Landscape Improvements	Parks	\$14,000
Wilder Lane Utility Screening	Streets	\$5,000
South Platte Acre Foot Contribution	Parks	\$7,500
Town-wide Light Pole Replacement*	Streets	\$8,000
Columbine Lane & Village Drive Drainage Improvements*	Drainage	\$2,000

CIP Projects ACTION YEAR (2019)		
CVPD Ford Explorer Police Interceptor*	Equipment	\$45,000
CVPD Expedition retro fit for Public Works/Snow Removal	Equipment	\$6,500
APX Encrypted Radio	Systems	\$52,000
Replacement Town Server	Systems	\$8,000
Town-wide Light Pole Replacement*	Streets	\$8,000
Columbine Lane & Village Drive Drainage Improvements*	Drainage	\$55,000
Spy Glass Cross Pan Repairs	Streets	\$16,000

CIP Project PROGRAM YEARS (2020-2028)		
CVPD Ford Explorer Police Interceptor*	Equipment	\$315,000
Police Body Cameras	Systems	\$10,000
Town Hall HVAC Replacement	Facilities	\$25,000
Town Hall Board Room and Basement Carpet	Facilities	\$8,000
Replace Current Snow Plow/Salt Spreader	Equipment	\$70,000
Town-wide Light Pole Replacement*	Streets	\$68,000
Par Circle and Eagle Drive Lateral	Streets	\$25,000
Nevada Ditch	Parks	\$150,000
Fairway Lane	Streets	\$500,000

* Represents a multi-year project

Appendix B

The following Project Request Forms were prepared for each project included in the inventory. The forms provide a description of the project, the year proposed, the estimated cost and a description of the proposed funding source.

Project Name: Fairway Lane Widening #39 - #63

Staff Lead: Troy Carmann

Town Dept: Public Works/Engineering

Category: Streets

1st Presented for Funding: 2018

Historical Project Cost: \$0

CIP Project Total: \$850,000

Description and Justification

In conjunction with the Wild Plum development, Fairway Lane will be widened by approximately 8' on the south side to accommodate increased traffic and to comply with the Town standard road design. Additionally, this work will update utilities and improve drainage for the existing homes on Fairway Lane.

	<i>Current</i>		<i>Action</i>		<i>Program</i>							
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	
Expenditures												
Construction	\$850,000											
Total Expenditures	\$850,000											
Funding Sources												
WP Developer	\$750,000											
Capital Reserve Fund	\$100,000											
Total Funding Sources	\$850,000											

Operational/Maintenance Impact

Negligible impact on maintenance. Existing roadway maintenance is only slightly expanded with the widening.

Project Name: Fairway Lane Surface Improvements #1 - #16

Staff Lead: Troy Carmann

Town Dept: Public Works/Engineering

Category: Streets

1st Presented for Funding: 2018

Historical Project Cost: \$0

CIP Project Total: \$40,000

Description and Justification

This is the last segment of Town road untouched by the 5-year Pavement Improvement Program initiated in 2014. This road is in overall good condition and will receive a chip seal and concrete pan and gutter repairs in 2018.

	<i>Current</i>		<i>Action</i>		<i>Program</i>								
	2018	\$40,000	2019		2020	2021	2022	2023	2024	2025	2026	2027	2028
Expenditures													
Construction		\$40,000											
Total Expenditures		\$40,000											
Funding Sources													
Capital Reserve Fund		\$40,000											
Total Funding Sources		\$40,000											

Operational/Maintenance Impact

Positive impact on maintenance. Chip seal will increase longevity of existing pavement surface.

Project Request Form

Project Name: Doral Cross Pan Repairs

Staff Lead: Troy Carmann

Town Dept: Public Works/Engineering

Category: Streets

1st Presented for Funding: 2018

Historical Project Cost: \$0

CIP Project Total: \$9,500

Description and Justification

The Pavé 2017 program included a concrete pan replacement on Doral Lane, near 6 Doral Lane. Since the replacement of the cross pan, there have been several complaints regarding the drivability of the repaired pan. The proposed correction will "taper" the dip over approximately 30' north and south of the current cross pan, at the full width of the road way.

Expenditures	Current		Action		Program							
	2018	2019	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Construction	\$9,500											
Total Expenditures	\$9,500											
Funding Sources												
Capital Reserve Fund	\$9,500											
Total Funding Sources	\$9,500											

Operational/Maintenance Impact

Negligible impact on maintenance.

Project Name: Town Hall Parking Lot Surface Improvements

Staff Lead: Troy Carmann

Town Dept: Public Works/Engineering

Category: Streets

1st Presented for Funding: 2018

Historical Project Cost: \$0

CIP Project Total: \$15,000

Description and Justification

This is the last piece of Town owned asphalt not addressed by the 5-year Pavement Improvement Program initiated in 2014. This parking lot is in fair condition and will receive a slurry seal, asphalt patching, gutter pan replacement, and restriping in 2018.

Expenditures	Current	Action	Program								
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Construction	\$16,000										
Total Expenditures	\$16,000										
Funding Sources											
Capital Reserve Fund	\$10,000										
Cons. Trust Fund	\$6,000										
Total Funding Sources	\$16,000										

Operational/Maintenance Impact

Negligible impact on maintenance.

Project Name: Columbine Park Front Island Landscaping Improvements

Staff Lead: Brent Kaslon
 Town Dept: Public Works
 Category: Parks, Rec and Open Space
 1st Presented for Funding: 2018
 Historical Project Cost: \$0
CIP Project Total: \$14,000

Description and Justification

The front landscape island of the Town Hall/Columbine Park can be enhanced to make the building more visible and off set anticipated increases in annual maintenance costs.

Expenditures	Current	Action	Program								
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Construction	\$14,000										
Total Expenditures	\$14,000										
Funding Sources											
Cons. Trust Fund	\$14,000										
Total Funding Sources	\$14,000										

Operational/Maintenance Impact

Negligible impact on current maintenance costs.

Project Name: Wilder Lane Utility Screening

Staff Lead: Brent Kaslon

Town Dept: Public Works

Category: Parks, Rec and Open Space

1st Presented for Funding: 2018

Historical Project Cost: \$0

CIP Project Total: \$5,000

Description and Justification

This project is designed screen the collection of utility boxes and to improve the aesthetics along Middlefield Road across the street from Town Hall.

Expenditures	Current		Action		Program								
	2018	2019	2019	2020	2020	2021	2022	2023	2024	2025	2026	2027	2028
Construction	\$5,000												
Total Expenditures	\$5,000												
Funding Sources													
Capital Reserve Fund	\$5,000												
Total Funding Sources	\$5,000												

Operational/Maintenance Impact

Negligible impact on maintenance.

Project Name: South Platte Acre Foot Contribution

Staff Lead: J.D. McCrumb

Town Dept: Public Works

Category: Parks, Rec and Open Space

1st Presented for Funding: 2018

Historical Project Cost: \$0

CIP Project Total: \$7,500

Description and Justification

Donation to the South Platte River Environmental Pool as approved by the Trustees in April 2017.

Expenditures	Current		Action		Program							
	2018	2019	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Contribution	\$7,500											
Total Expenditures	\$7,500											
Funding Sources												
Open Space Fund	\$7,500											
Total Funding Sources	\$7,500											

Operational/Maintenance Impact

n/a

Project Name: Town Wide Light Pole Replacement Program

Staff Lead: Jeremy Hayden

Town Dept: Public Works

Category: Streets

1st Presented for Funding: 2018

Historical Project Cost: \$0

CIP Project Total: \$84,000

Description and Justification

There are 21 concrete wrapped light poles in the Town's right-of-way in various stages of repair. This replacement program will replace two poles per year over the next 11 years with new fiberglass LED lights as specified in the Town's standards.

Expenditures	Current		Action		Program							
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	
Purchase	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$4,000
Total Expenditures	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$4,000
Funding Sources												
Capital Reserve Fund	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$4,000
Total Funding Sources	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$4,000

Operational/Maintenance Impact

Positive impact on maintenance. Replacement poles will reduce staff and monetary resources spent on repairing the existing poles and the LED bulbs will reduce the Town's utility costs.

Project Name: Columbine Lane & Village Drive Drainage Improvements

Staff Lead: Troy Carmann
 Town Dept: Public Works/Engineering
 Category: Drainage/Flood Control
 1st Presented for Funding: 2018
 Historical Project Cost: \$0
CIP Project Total: \$57,000

Description and Justification

Storm drain infrastructure at this intersection contributes nuisance and storm water through an unknown length of pipe to the combined storm and irrigation pipe network that daylights near 13 Middlefield Road (Middlefield and Club). These improvements remove that cross connection between storm and irrigation, reducing storm water impacts on private irrigation laterals. These improvements include coordination with Denver Water related to the Nevada Ditch.

Expenditures	Current	Action	Program								
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Design	\$2,000										
Construction		\$55,000									
Total Expenditures	\$2,000	\$55,000									
Funding Sources											
General Fund	\$2,000										
Capital Reserve Fund		\$55,000									
Total Funding Sources	\$2,000	\$55,000									

Operational/Maintenance Impact

Negligible impact on maintenance.

Project Name: Annual Street MAINTENANCE

Staff Lead: Jeremy Hayden
 Town Dept: Public Works
 Category: Maintenance

1st Presented for Funding: 2018
 Historical Project Cost: \$0
CIP Project Total: \$0

Description and Justification

Maintenance of streets is not considered a capital expense and should be addressed in the Town's annual budgeting process as a general fund expenditure. Maintenance includes sweeping, striping, pothole repair, crack-seal and other similar work up to and including mill and overlay.

Expenditures	Current		Action		Program							
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	
Maintenance	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Total Expenditures	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Funding Sources												
General Fund	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Total Funding Sources	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000

Operational/Maintenance Impact

n/a

Project Name: CVPD Ford Explorer Police Interceptor

Staff Lead: Brett Cottrell
 Town Dept: Police
 Category: Major Equipment
 1st Presented for Funding: 2018
 Historical Project Cost: \$0
CIP Project Total: \$360,000

Description and Justification

Purchase of 8 new police vehicles over a 10 year period. Estimated \$45,000 per vehicle plus annual increase over 10 year period. Net cost approximately \$33,000 per vehicle after 2019. In 2019 Unit 10 will move to Public Works in lieu of selling to another agency. Average sale price has been \$10-\$12,000.

Expenditures	Current	Action	Program									
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	
Purchase		\$45,000	\$45,000		\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000
Total Expenditures		\$45,000	\$45,000		\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000
Funding Sources												
Capital Reserve Fund		\$45,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000
Vehicle Salvage		\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Total Funding Sources		\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000

Operational/Maintenance Impact

Negligible impact on maintenance.

Project Request Form

Project Name: CVPD Expedition retro fit for Public Works/Snow Removal

Staff Lead: Jeremy Hayden
 Town Dept: Public Works/Engineering
 Category: Major Equipment
 1st Presented for Funding: 2018
 Historical Project Cost: \$0
CIP Project Total: \$???

Description and Justification

The Public Works year-round operation are heavily dependent on the YEAR Tahoe for transport of equipment, debris, and snow removal operations. The Tahoe's overall condition continues to deteriorate and the annual maintained costs in both dollars and staff time continue to increase. Staff recommends repurposing the oldest and largest police vehicle (which would be phased out in 2019 regardless) to replace the Tahoe. The project costs includes removal of specific police functions and the addition of rigs to mount snow removal equipment.

Expenditures	Current	Action	Program								
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Expedition		\$6,500									
Total Expenditures		\$6,500									
Funding Sources											
Capital Reserve Fund		\$5,000									
Vehicle Salvage		\$1,500									
Total Funding Sources		\$6,500									

Operational/Maintenance Impact

Positive impact on maintenance. Replacing the Tahoe will decrease annual expenditures in both maintenance costs and staff time.

Project Name: APX Encrypted Radio

Staff Lead: Bret Cottrell
 Town Dept: Police
 Category: Systems

1st Presented for Funding: 2018
 Historical Project Cost: \$0
CIP Project Total: \$52,000

Description and Justification

Purchase 9 portable APX6000 and 4 mobile APX6500.00 radios to facilitate mandated upgrade to encryption.

Expenditures	Current	Action	Program	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
	2018	2019	2020										
Purchase		\$52,000											
Total Expenditures		\$52,000											
Funding Sources													
General Fund		\$52,000											
E911/Grant Funding		TBD											
Total Funding Sources		\$52,000											

Operational/Maintenance Impact

Negligible impact on maintenance.

Project Name: Replacement Town Server & Firewall

Staff Lead: Bret Cottrell
 Town Dept: Information Technology
 Category: Systems
 1st Presented for Funding: 2018
 Historical Project Cost: \$0
CIP Project Total: \$8,000

Description and Justification

The Town's current server reaches its "end of life" in 2019. End of life means that Microsoft will no longer support the product, which includes not providing updates for security. Project costs include the purchase of a new server and firewall with installation by North Star.

Expenditures	Current	Action	Program								
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Purchase/Installation		\$8,000									
Total Expenditures		\$8,000									
Funding Sources											
Capital Reserve Fund		\$8,000									
Total Funding Sources		\$8,000									

Operational/Maintenance Impact

Negligible impact on maintenance. However, service fees for North Star are expected to rise if the server is not replaced.

Project Request Form

Project Name: Spy Glass Cross Pan Repairs

Staff Lead: Jeremy Hayden

Town Dept: Public Works/Engineering

Category: Streets

1st Presented for Funding: 2018

Historical Project Cost: \$0

CIP Project Total: \$31,000

Description and Justification

Continued deterioration of the cross pan concrete is contributing water to the roadway subgrade. Subgrade saturation will continue to decrease the ability of soil to withstand vehicle loading and cause additional settlement that reduces hydraulic function of the pan. Removal and replacement of the pan with a wider concrete pan with a longer, more gentle vertical curve on the drive-path will improve drainage, protect road subgrade, and improve drive-ability of this road segment.

Expenditures	Current	Action	Program								
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Construction		\$16,000									
Total Expenditures		\$16,000									
Funding Sources											
Capital Reserve Fund		\$16,000									
Total Funding Sources		\$16,000									

Operational/Maintenance Impact

Negligible impact on maintenance.

Project Name: Town Hall MAINTENANCE

Staff Lead: Jeremy Hayden
 Town Dept: Public Works
 Category: Maintenance
 1st Presented for Funding: 2018
 Historical Project Cost: \$0
CIP Project Total: \$0

Description and Justification

Maintenance of Town Hall is not considered a capital expense and should be addressed in the Town's annual budgeting process as a general fund expenditure. This maintenance project consists of stucco repair, exterior painting and staining of the exterior timber features of the facility.

Expenditures	Current	Action	Program								
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Maintenance		\$16,000									
Total Expenditures		\$16,000									
Funding Sources											
General Fund		\$16,000									
Total Funding Sources		\$16,000									

Operational/Maintenance Impact

n/a

Project Name: CVPD Body Camera Replacement

Staff Lead: Bret Cottrell
 Town Dept: Police
 Category: Equipment

1st Presented for Funding: 2018
 Historical Project Cost: \$0
CIP Project Total: \$10,000

Description and Justification

Update and replacement of current body camera systems worn by CVPD.

	Current 2018	Action 2019	Program 2020	2021	2022	2023	2024	2025	2026	2027	2028
Expenditures											
Purchase			\$10,000								
Total Expenditures			\$10,000								
Funding Sources											
Capital Reserve Fund			\$10,000								
Grant Funding			TBD								
Total Funding Sources			\$10,000								

Operational/Maintenance Impact

Negligible impact on maintenance.

Project Name: Town Hall HVAC Replacement

Staff Lead: Jeremy Hayden
 Town Dept: Public Works
 Category: Facilities

1st Presented for Funding: 2018
 Historical Project Cost: \$0
CIP Project Total: \$25,000

Description and Justification

The existing Furnaces and Air Conditioning units for the Town Hall are reaching their end of life and need to be replaced. The driving factor for this replacement is the use of R22 refrigerant in the AC units. Starting January 1, 2020, R22 will no longer be available for purchase. If a leak occurs after this date, there will not be a way to repair the unit. It will have to be replaced, causing that area of the building to have no AC until the new unit can be ordered, delivered and completely installed.

The unit servicing the basement and police department has a history of leaking. It is preferable to have this unit replaced before it leaks again. It will be most cost effective to replace all 3 AC units at the same time. It will also be cheaper to replace the aging furnaces at the same time.

Expenditures	Current	Action	Program								
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Purchase			\$25,000								
Total Expenditures			\$25,000								
Funding Sources											
Capital Reserve Fund			\$25,000								
Total Funding Sources			\$25,000								

Operational/Maintenance Impact

Positive impact on maintenance. Replacing the systems is expected to decrease annual expenditures in both maintenance costs and staff time.

Project Name: Town Hall Board Room and Basement Carpet Replacement

Staff Lead: Jeremy Hayden
 Town Dept: Public Works
 Category: Facilities
 1st Presented for Funding: 2018
 Historical Project Cost: \$0
CIP Project Total: \$8,000

Description and Justification

The current carpet in the Town Hall board room and basement (CVPD offices) was installed when the building was constructed approximately 14 years ago. It is showing signs of wear and in some places becoming a tripping hazard.

	Current	Action	Program	2020	2021	2022	2023	2024	2025	2026	2027	2028
	2018	2019	2020									
Expenditures												
Purchase												
Construction				\$8,000								
Total Expenditures				\$8,000								
Funding Sources												
Capital Reserve Fund				\$8,000								
Total Funding Sources				\$8,000								

Operational/Maintenance Impact

Negligible impact on maintenance.

Project Name: Replace Snow Plow and Salt Spreader

Staff Lead: Jeremy Hayden
 Town Dept: Public Works
 Category: Equipment
 1st Presented for Funding: 2018
 Historical Project Cost: \$0
CIP Project Total: \$70,000

Description and Justification

The existing 1993 Ford F350 snow plow is ageing and the anticipated demand on this vehicle will increase in the next several years. This project covers the purchase and outfitting of a F-450 flatbed plow truck with removable or tow-behind salt-spreader.

Expenditures	Current		Action		Program								
	2018	2019	2019	2020	2020	2021	2022	2023	2024	2025	2026	2027	2028
Purchase						\$70,000							
Total Expenditures						\$70,000							
Funding Sources													
Capital Reserve Fund						\$61,000							
WP Impact Fee						\$8,400							
Vehicle Salvage						\$600							
Total Funding Sources						\$70,000							

Operational/Maintenance Impact

Positive impact on maintenance. Replacing the F-350 will decrease annual expenditures in both maintenance costs and staff time.

Project Name: Par Circle and Eagle Drive Lateral

Staff Lead: Troy Carmann

Town Dept: Public Works/Engineering

Category: Drainage

1st Presented for Funding: 2018

Historical Project Cost: \$0

CIP Project Total: \$25,000

Description and Justification

In conjunction with Denver Water's anticipated abandonment of the Nevada Ditch, the ongoing structural problems with the lateral beneath these roads can be addressed.

Expenditures	Current	Action	Program		2022	2023	2024	2025	2026	2027	2028
	2018	2019	2020	2021							
Construction					\$25,000						
Total Expenditures					\$25,000						
Funding Sources											
Capital Reserve Fund					\$25,000						
Total Funding Sources					\$25,000						

Operational/Maintenance Impact

Negligible impact on maintenance.

Project Name: Nevada Ditch Stormwater and Open Space Planning

Staff Lead: Troy Carmann
 Town Dept: Public Works/Engineering
 Category: Parks, Rec and Open Space
 1st Presented for Funding: 2018
 Historical Project Cost: \$0
CIP Project Total: \$150,000

Description and Justification

The conversion of Nevada Ditch to a Town owned stormwater facility will require planning and design for management of stormwater, irrigation laterals, and the conversion of the ditch service road to public open space.

	Current		Action		Program							
	2018	2019	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Expenditures												
Expenditures							\$150,000					
Total Expenditures							\$150,000					
Funding Sources												
Capital Reserve Fund							\$75,000					
Open Space Fund							\$75,000					
Total Funding Sources							\$150,000					

Operational/Maintenance Impact

Anticipated but unknown negative impact on maintenance.

Project Name: Fairway Lane Reconstruction

Staff Lead: Troy Carmann
 Town Dept: Public Works/Engineering
 Category: Streets
 1st Presented for Funding: 2018
 Historical Project Cost: \$0
CIP Project Total: \$500,000

Description and Justification

Replace Fairway Ln from Club Ln to Wild Plum development. Geotechnical pavement evaluation recommended prior to project.

Expenditures	Current	Action	Program								
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Construction										\$500,000	
Total Expenditures										\$500,000	
Funding Sources											
Capital Reserve Fund										\$500,000	
Total Funding Sources										\$500,000	

Operational/Maintenance Impact

Positive impact on maintenance.

Appendix C

Capital Improvement Program Revenue Sources – Definitions

General Fund – The primary accounting vehicle for the Town's operating revenues and expenses. Generally, all revenues from taxes, fees and other sources are accounted for in the General Fund as are all expenditures for the general operating functions and activities of the Town. Tax revenues include property taxes, sales and use taxes, and specific ownership taxes. Fees include utility franchise fees, cable television franchise fees, building permit fees and motor vehicle registration fees. Other revenue sources include intergovernmental revenues such as state highway user tax allocation, county highway tax allocation, court fines, revenue from the Town of Bow Mar in support of public safety and building department costs, interest on invested reserves and miscellaneous items. Most of these items are described in greater detail in the Town's Annual Budget.

General Fund Reserves- The Town maintains general reserves to guard against disruption in providing the Town's services in the event of unexpected revenue shortfalls or unanticipated expenditures. Reserves are expected to accumulate over time to provide stability and flexibility to respond to unexpected adversity and/or opportunities.

Capital Reserves – The Town maintains a portion of its reserves as Capital Reserves to help fund capital improvements identified in the Capital Improvements Program (CIP). The CIP includes major improvements and equipment for general government purposes including public works projects, building construction and improvements, the improvement or acquisition of lands for parks and trails, technology, and capital equipment.

Impact Fees – These are one-time payments assessed as new homes are constructed by developers or builders pursuant to a Special Improvement Agreement entered into between the Town and a developer. The purpose of these fees is to defray specific costs of public works, public safety and administration which are associated with the new growth. These fees must be accounted for separately and cannot be comingled with General Fund cash balances.

Developer Infrastructure Contributions – Typically a developer is responsible for the cost of roads and stormwater systems in a new development. Upon completion, these assets are generally transferred to the Town or a local water and sanitation district for future maintenance.

Vehicle Salvage – Funds generated from the sale of Town vehicles after they have been replaced due to age or condition.

Federal, State or County Grants or Contributions – These funds are generally received for a specific purpose or project from an interested Federal, State or Local agency and may include cash or in-kind contributions (labor or engineering and design services) for use by the Town.

Arapahoe County Open Space Tax – This county-wide sales tax is shared by Arapahoe County municipalities and can only be used for the purchase and maintenance of new open space lands, parks and trails.

Municipal Bonds – These debt instruments are issued by local governments to finance public projects such as major road or infrastructure additions or repairs. Municipal bond issuance generally requires a favorable election to authorize the municipality to incur the debt and its ultimate retirement.

Revenue Bonds – These debt instruments are also issued by local governments; however, they are distinguished by a guarantee of repayment from a revenue source specifically identified in the bond document. An example might be a bond whose proceeds might fund infrastructure for a shopping mall with repayment coming from all or a portion of sales taxes generated by sales in the mall.

Special/Local Improvement Districts – A Special/Local Improvement District (SID) is a geographic area organized as an SID to fund improvements within the SID (generally roads and infrastructure). Funds are raised through the issuance/sale of SID bonds. Repayment of the bonds generally come from an SID property tax assessment specific to the property owners and properties within the SID.

Certificates of Participation – Certificates of Participation represent a lease-financing mechanism whereby investors finance a specific government asset acquisition or construction project. Repayment comes from regular lease payments over a period of time, after which, title to the asset(s) reverts to the government entity. Certificates of Participation can be issued without voter approval.

Appendix D

A summary Finance Plan

APPENDIX D
SUMMARY FINANCIAL PLAN

	<u>Revenues</u>		<u>Expenditures</u>		<u>Other</u>	<u>Unrestricted</u>	<u>Tabor</u>	<u>Reserve Balance</u>		<u>CTF</u>	<u>Open Space</u>	<u>Notes</u>
	<u>Operations</u>	<u>Capital</u>	<u>Capital</u>	<u>Other</u>								
2009												
2010	1,254,983	1,057,441		6,000	1,335,850	37,649	18,408	158,018				
2011	1,233,189	1,085,825	75,229	6,000	1,403,235	36,696	18,397	183,205				
2012	1,263,529	1,140,747	65,420	6,000	1,464,766	37,696	18,728	206,535				
2013	1,208,899	1,446,680	53,793	6,000	1,168,086	36,027	19,670	233,022	pd off town hall			
2014	1,367,046	1,460,521	38,574	6,000	1,037,541	40,681	19,976	260,596				
2015	1,606,729	1,499,962	39,284	6,000	932,257	47,917	20,354	289,345	budgeted deficit for 2016			
2016	1,895,241	1,790,392	79,493	6,000	919,506	56,857	23,051	324,700	budgeted deficit for 2017			
2017	1,888,734	1,833,116	49,757	6,000	1,114,625	56,362	23,895	361,555				
2018 EST	1,914,000	1,780,000	108,000	27,500	748,625	56,362	10,619	387,293				
2019	1,950,366	1,818,982	174,500	6,000	630,009	56,362	11,343	420,531				
2020	1,994,052	1,869,603	88,000	6,000	504,458	56,362	12,067	453,769				
2021	2,039,261	1,921,845	78,000	6,000	521,874	56,362	12,791	487,007				
2022	2,086,056	1,975,768	78,000	6,000	532,162	56,362	13,515	520,245				
2023	2,134,501	2,031,431	53,000	156,000	535,232	56,362	14,239	403,483				

APPENDIX D
SUMMARY FINANCIAL PLAN DETAILS/ASSUMPTIONS

	2018	2019	2020	2021	2022	2023	Notes
OPERATING EXPENSES							
ADMINISTRATION:							
ADVERTISING	500	500	500	500	500	500	NO NET GROWTH
LEGAL	48,000	49,440	50,923	52,451	54,025	55,646	GROWTH AT 3% PER YEAR
ACCOUNTING AND AUDIT	26,500	26,765	27,033	27,303	27,576	27,852	GROWTH AT 1% PER YEAR
BUILDING INSPECTION	144,000	151,200	158,760	166,698	175,033	183,785	GROWTH RATE 5% FOR 5 YEARS
BUILDING MAINT AND UTILITIES	37,999	39,139	40,313	41,522	42,768	44,051	GROWTH AT 3% PER YEAR
SALARIES	195,000	200,850	206,876	213,082	219,474	226,058	GROWTH AT 3% PER YEAR
PAYROLL TAXES	20,000	20,600	21,218	21,855	22,511	23,186	GROWTH AT 3% PER YEAR
HEALTH INSURANCE	36,000	37,080	38,192	39,338	40,518	41,734	GROWTH AT 3% PER YEAR
PENSION	12,000	12,360	12,731	13,113	13,506	13,911	GROWTH AT 3% PER YEAR
TELEPHONE	6,000	6,060	6,121	6,182	6,244	6,306	GROWTH AT 1% PER YEAR
PRINTING AND SUPPLIES	10,000	10,100	10,201	10,303	10,406	10,510	GROWTH AT 1% PER YEAR
INSURANCE AND BONDS	29,000	29,725	30,468	31,230	32,011	32,811	GROWTH AT 2.5% PER YEAR
EDUCATION AND TRAINING	5,000	5,050	5,101	5,152	5,204	5,256	GROWTH AT 1% PER YEAR
COMMUNITY FUNCTIONS	15,500	15,888	16,285	16,692	17,109	17,537	GROWTH AT 2.5% PER YEAR
MISCELLANEOUS	12,500	12,500	12,500	12,500	12,500	12,500	NO NET GROWTH
COUNTY TREASURER FEES	3,481	3,655	3,838	4,030	4,232	4,444	GROWTH RATE 5% FOR 5 YEARS
COMPUTER EXPENSE	16,500	6,500	6,565	6,631	6,697	6,764	RESTART W/O PILOT
ELECTION EXPENSE	2,000	2,000	2,000	2,000	2,000	2,000	NO NET GROWTH
DUES AND PUBLICATIONS	7,520	7,595	7,671	7,748	7,825	7,903	GROWTH AT 1% PER YEAR
SUBTOTAL	627,500	637,007	657,296	678,330	700,139	722,754	
PUBLIC SAFETY:							
GAS, OIL AND MAINT	30,000	30,750	31,519	32,307	33,115	33,943	GROWTH AT 2.5% PER YEAR
CRUISER INSURANCE	7,000	7,175	7,354	7,538	7,726	7,919	GROWTH AT 2.5% PER YEAR
SALARIES	415,000	427,450	440,274	453,482	467,086	481,099	GROWTH AT 3% PER YEAR
FPPA PENSION	41,500	42,745	44,027	45,348	46,708	48,109	GROWTH AT 3% PER YEAR
HEALTH INSURANCE	45,000	46,350	47,741	49,173	50,648	52,167	GROWTH AT 3% PER YEAR
WORKERS COMP INSURANCE	28,000	28,700	29,418	30,153	30,907	31,680	GROWTH AT 2.5% PER YEAR
UNIFORMS	11,000	11,000	11,000	11,000	11,000	11,000	NO NET GROWTH
EDUCATION AND TRAINING	9,000	9,090	9,181	9,273	9,366	9,460	GROWTH AT 1% PER YEAR
SUPPLIES AND OTHER	26,631	26,897	27,166	27,438	27,712	27,989	GROWTH AT 1% PER YEAR
ARAPAHOE CNTY DISPATCH FEES	28,869	29,158	29,450	29,745	30,042	30,342	GROWTH AT 1% PER YEAR
MUNICIPAL JUDGE	9,000	9,000	9,000	9,000	9,000	9,000	NO NET GROWTH
MUNICIPAL LEGAL	27,500	27,775	28,053	28,334	28,617	28,903	GROWTH AT 1% PER YEAR
MUNICIPAL SUPPLIES	2,000	2,020	2,040	2,060	2,081	2,102	GROWTH AT 1% PER YEAR
MUNICIPAL ADMINISTRATION	4,000	4,040	4,080	4,121	4,162	4,204	GROWTH AT 1% PER YEAR
SUBTOTAL	684,500	702,150	720,303	738,972	758,170	777,917	

APPENDIX D
SUMMARY FINANCIAL PLAN DETAILS/ASSUMPTIONS

	2018	2019	2020	2021	2022	2023	Notes
OPERATING EXPENSES							
PUBLIC WORKS:							
STREET MAINT	225,000	231,750	238,703	245,864	253,240	260,837	GROWTH AT 3% PER YEAR
SNOW REMOVAL	8,000	8,240	8,487	8,742	9,004	9,274	GROWTH AT 3% PER YEAR
STRIPING	3,000	3,000	3,000	3,000	3,000	3,000	NO NET GROWTH
SIGN MAINT	3,000	3,000	3,000	3,000	3,000	3,000	NO NET GROWTH
VEHICLE MAINT	3,500	3,605	3,713	3,824	3,939	4,057	GROWTH AT 3% PER YEAR
OTHER DRAINAGE/WATER	10,500	10,500	10,500	10,500	10,500	10,500	NO NET GROWTH
STREET CLEANING	2,000	2,020	2,040	2,060	2,081	2,102	GROWTH AT 1% PER YEAR
STREET LIGHTING	15,000	15,150	15,302	15,455	15,610	15,766	GROWTH AT 1% PER YEAR
GROUND AND OTHER MAINT	5,000	5,150	5,305	5,464	5,628	5,797	GROWTH AT 3% PER YEAR
HOMEOWNER FUNDS/SUBSIDY	14,000	14,000	14,000	14,000	14,000	14,000	NO NET GROWTH
NPDES EXPENSE	5,000	5,150	5,305	5,464	5,628	5,797	GROWTH AT 3% PER YEAR
SALARY	14,500	14,935	15,383	15,844	16,319	16,809	GROWTH AT 3% PER YEAR
PROFESSIONAL FEES	6,500	6,695	6,896	7,103	7,316	7,535	GROWTH AT 3% PER YEAR
SUBTOTAL	315,000	323,195	331,634	340,320	349,265	358,474	
SANITATION	84,000	86,940	89,983	93,132	96,392	99,766	GROWTH AT 3.5% PER YEAR
PLANNING AND ZONING	69,000	69,690	70,387	71,091	71,802	72,520	GROWTH AT 1% PER YEAR
TOTAL	1,780,000	1,818,982	1,869,603	1,921,845	1,975,768	2,031,431	

APPENDIX D
CAPITAL PROJECTS DETAIL

CAPITAL:	2018	2019	2020	2021	2022	2023	Notes
FAIRWAY WIDENING	850,000						WPF - 750,000
FAIRWAY PLATTE TO CCC	40,000						MAINTENANCE
DORAL CROSSPANS	9,500						MAINTENANCE
TH PARKING LOT	16,000						CTF PORTION - 6,000
TH ISLAND LANDSCAPE	14,000						CTF PROJECT
TH PARK MAINTENANCE		6,000	6,000	6,000	6,000	6,000	CTF
SOUTH PLATTE WATER PROJECT	7,500						ARAPAHOE SHAREBACK
UTILITY SCREENING	5,000						MAINTENANCE
2 CONCRETE LIGHT POLES	8,000	8,000	8,000	8,000	8,000	8,000	
STREET MAINTENANCE	60,000	60,000	60,000	60,000	60,000	75,000	
POLICE RADIOS		52,000					MAINTENANCE
PAINT/REPAIR TH		16,000					BRET INVESTIGATING GRANT POSSIBILITIES
SPYGLASS CROSSPANS		16,000					MAINTENANCE
REPLACE TAHOE		6,500					MAINTENANCE
TOWN SERVER		8,000					REFIT EXPEDITION
POLICE VEHICLE		45,000	45,000		45,000	45,000	
COL LN/VILLAGE DR	2,000	55,000					2018 - MAINTENANCE/PLANNING
TH HVAC REPLACEMENT			25,000				
TH CARPET			8,000				
POLICE BODY CAMS			10,000				
SNOW PLOW/VEHICLE				70,000			REPLACE F350
PAR/EAGLE LATERAL					25,000		
NEVADA DITCH						150,000	RECLAMATION - SUBSIDY FROM DENVER WATER?
TOTAL	1,012,000	272,500	162,000	144,000	144,000	284,000	
GENERAL FUND (MAINTENANCE)	126,500	92,000	68,000	60,000	60,000	75,000	
CAPITAL PROJECT FUND	108,000	174,500	88,000	78,000	78,000	53,000	
CTF RESERVE FUND	20,000	6,000	6,000	6,000	6,000	6,000	
ARAPAHOE SHAREBACK FUND	7,500					150,000	
THIRD PARTIES	750,000						
TOTAL	1,012,000	272,500	162,000	144,000	144,000	284,000	

APPENDIX D
RESERVE DETAIL ACTIVITY

RESERVES	2018	2019	2020	2021	2022	2023
TABOR	56,362	56,362	56,362	56,362	56,362	56,362
CTF BOY	23,895	10,619	11,343	12,067	12,791	13,515
REVENUE	6,724	6,724	6,724	6,724	6,724	6,724
EXPENDITURES	20,000	6,000	6,000	6,000	6,000	6,000
CTF EOY	10,619	11,343	12,067	12,791	13,515	14,239
ARAP OPEN SPACE BOY	361,555	387,293	420,531	453,769	487,007	520,245
REVENUES	33,238	33,238	33,238	33,238	33,238	33,238
EXPENDITURES	7,500					150,000
ARAP OPEN SPACE EOY	387,293	420,531	453,769	487,007	520,245	403,483
CAPITAL BOY	-	392,000	467,500	629,500	651,500	673,500
TRF FROM UNRESTRICTED	500,000	250,000	250,000	100,000	100,000	100,000
CAPITAL EXPENDITURES	108,000	174,500	88,000	78,000	78,000	53,000
CAPITAL EOY	392,000	467,500	629,500	651,500	673,500	720,500
UNRESTRICTED BOY	1,114,625	748,625	630,009	504,458	521,874	532,162
NET INCOME (LOSS)	134,000	131,384	124,449	117,416	110,288	103,070
TRF TO CAPITAL	500,000	250,000	250,000	100,000	100,000	100,000
UNRESTRICTED EOY	748,625	630,009	504,458	521,874	532,162	535,232

Appendix E

Projects to be considered in Subsequent years:

CIP Projects CURRENT YEAR (2029+)	Category	Est. Year	Est. Cost
Town Hall Window Replacement	Facilities	2029	\$25,000
Village Drive Reconstruction	Streets	2029	\$100,000
Electric Car Charging Station	Facilities	2030	\$100,000
Platte Canyon/Dutch Creek Bridge	Street/Drain	2030	\$1,000,000
Middlefield Road Reconstruction	Streets	2031	\$300,000
Doral Lane Reconstruction	Streets	2031	\$80,000
Overhead Utility Undergrounding	Streets	2032	\$1,000,000
Village Court Reconstruction	Streets	2034	\$150,000
Spyglass Drive Reconstruction	Streets	2034	\$375,000
Cypress Point Way Reconstruction	Streets	2034	\$220,000
Eagle, Birdie and Par Reconstruction	Streets	2035	\$250,000
Niblick Lane Reconstruction	Streets	2036	\$450,000
Wedge Way Reconstruction	Streets	2036	\$350,000
Club Lane Reconstruction	Streets	2036	\$300,000
Fairway Lane Reconstruction (68-84)	Streets	2036	\$210,000
Internet Service	Streets	2038	\$1,000,000
Fairway Lane Bridge	Street/Drain	2040	\$1,500,000
Town Hall Roof Replacement	Facilities	2045	\$35,000