



**Town of Pagosa Springs
Adopted Budget 2016**

Fiscal Year January 1, 2016 to December 31, 2016

Adopted December 1, 2015

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TOWN OF PAGOSA SPRINGS 2016 BUDGET MESSAGE

Gregory J. Schulte
Town Manager

INTRODUCTION

In 2015 the economy on a national, state, and local level showed noticeable improvement. Specifically for Pagosa Springs, 2015 was a very interesting year and there were many positive economic factors. The primary barometers that we use for economic activity for the Town of Pagosa Springs (Town) are sales tax, lodgers tax, the unemployment rate, and the number of building permits. All items did very well in calendar year 2015 and will be covered separately in different sections of this Budget Message. From a national standpoint, the unemployment rate has been consistently dropping with jobs being added, and the price of gasoline, as of the time of this writing, is at a low not seen in many years. Furthermore, the State of Colorado is experiencing an expanding economy and is one of the top states in the country for economic activity. In fact, the revenue growth has been such that it will trigger the Tax Payers Bill of Rights (TABOR) provisions that specify tax rebate.

However, in order to be fiscally prudent should the local economy experience a downturn, the Town Council has continued its policy requiring Town expenditures to be reduced in direct proportion to the reduction in sales tax revenues and that expenditure reductions should take into account the relative value of specific programs or services provided to the community. This policy has been in place for several years and was continued by the Town Council on January 5, 2016 in the form of Town Resolution 2016-01.

SUMMARY

The Town has a total of six separate funds and each is accounted for separately. For all six funds, the total expected revenue is \$14.3 million and the total expenditures for the six funds are \$10.5 million. The total projected year end cash reserves for all six funds are \$3.7 million. From an overall standpoint, the Town continues to be in a healthy financial position.

GENERAL FUND

The General Fund is one two main fund of the Town along with the Capital Improvement Fund. Both receive the majority of their funds from sales tax. The revenues for the General Fund are as follows:

Revenues

As indicated above, the main sources of revenue for the general fund is sales tax. The sales tax rate in Archuleta County is 6.9% and of that 6.9%, 2.9% goes to the State of Colorado and the remaining 4% is split equally between the Town and Archuleta County. Of the 2% that goes to the Town, that is evenly

split between the General Fund and the Capital Improvement Fund. The total projected revenue for the General Fund for 2016 is estimated to be \$3 million. Of that amount, 72% or \$2.2 million is estimated to come from sales tax. For 2016, sales tax is projected to increase 7% above what the end of year estimate is for 2015.

The next largest revenue category for the General Fund is property tax and amounts to about \$80,000 or 2%. Therefore, sales tax completely dwarfs all other revenue categories by a significant margin. The other revenue categories are: Licenses and Permits, Intergovernmental Revenue, Charges for Services, Fines and Forfeitures, Community Center, and Miscellaneous.

Including the prior year end cash reserve of \$2.4 million, total revenues are expected to equal \$5.2 million.

Expenditures

Expenditures for the General Fund in 2016 are expected to be approximately \$3 million and are encompassed in 5 categories. The categories are: General Government, Public Safety, Recreation, Community Support Services, and Other. The majority of expenses is in the General Government category and includes Town Manager, Town Clerk and Council, Community Center, Courts, and Building and Planning. Of the \$3 million in expenditures, \$1.6 million is in general government and \$864,000 is in Public Safety for a total of \$2.5 million, or almost 82% of the total for the General Fund.

The General Fund does have a significant Cash Reserve with 3% restricted for Tabor reserves. The projected cash reserve at year end for 2015 is \$2.2 million unrestricted, or about 73% of the projected 2015 expenditures. The Council has adopted a policy of a 3 month operating reserve and that equals \$761,000. Because there is additional funding available, the Council has directed, with the advice of the Investment Subcommittee, to invest \$1.4 million in marketable CDs but each investment must be fully insured by the FDIC.

CAPITAL IMPROVEMENT FUND

Revenues

The Capital Improvement Fund is the other large Fund operated by the Town. As mentioned above, it also is primarily funded by sales tax. However, the Capital Fund may also receive significant funding from other sources, primarily the state or federal government in the form of grants. This can vary widely from year to year depending on the availability of grant funding from the different sources. For 2016, it is anticipated that approximately \$1.5 million will be received from various sources for projects in the areas of Parks, Streets, Trails, and Historic Preservation.

For 2016, the overall revenue for the Capital Fund from all sources is expected to be \$6.9 million, with the majority (52%, or \$3.6 million of the \$6.9 million) coming from the 2 sources indicated above: sales tax and grant funding. Including the prior year cash reserves, available funding equals \$6.9 million.

Expenditures

In the Capital Fund, expenditures for 2016 are expected to total \$6.5 million and covers a multitude of projects. The Capital Fund pays for capital projects for almost all departments of the Town and includes general government, police, parks, courts, community center, streets, recreation, sidewalks, trails, geothermal, and the visitor center. In addition, the Capital Fund also helps to pay the operational costs for those departments that service the capital expenses. The departments include Street, Parks, Planning,

and Facilities. Last, the Capital Fund pays for the debt the Town has incurred for major capital projects such as the Lewis Street Road Construction Project, the Community Center, and the purchase of the Visitor Center. As discussed previously, sales tax share for the Capital Fund for 2016 is estimated to be approximately \$2.2 million. The expense to service the current debt and the operational departments associated with capital project implementation is approximately \$2.1 million.

For 2016, the total revenue from all sources including grants is \$6 million and the projected overall cost is expected to be \$6.5 million leaving approximately \$600,000 as an ending unrestricted cash reserve.

Notable projects for 2016 include:

- Repaving of South 8th Street Piedra Street from the San Juan Alley to Apache towards the high school
- Street maintenance projects consistent with the 5 Year Maintenance Plan
- East and West portions of the Town To Lakes Trail
- Continued work on the River Restoration Project
- Skatebowl Construction
- Centennial Park Restrooms Construction
- Paving of the River Walk behind the River Center
- Replacement of the Hot Springs Pedestrian Bridge
- Main Street Sidewalk replacement
- 1st Street Historic Bridge and Water Works Rehabilitation
- Drainage maintenance

LODGERS TAX FUND

The Lodgers Tax Fund is completely funded by a tax collected from visitors staying at lodging establishments. For 2016, there is the continued participation by the County whereby they will contribute their portion of lodgers tax to the overall effort. The County has been a consistent participant with the Tourism Board and the partnership has been working well to date. The Town has been fortunate to see significant growth in lodgers tax over the past few years. While lodgers tax grew by 14.55% from 2014 to 2015, it is projected to remain essentially flat from 2015 to 2016.

Revenue

For 2016, the Town's portion of the lodgers tax is expected to be approximately \$540,000. The County's portion of the lodgers tax is estimated to be about \$108,000. Including a small amount of miscellaneous revenue, the total revenue for the Lodgers Tax Fund is projected to be \$694,000. This is essentially the same as the revenue expectation for 2015. Including the prior year end cash reserve of \$190,000, the available funding for 2016 is \$887,000.

Expenditures

The expenditures for the Lodgers Tax Fund are categorized as Personnel, Commodities, and Contractual. Personnel costs include the Tourism Director and staff for the visitors center. The vast majority of the expenses for Commodities are for external marketing, event funding, and visitor center maintenance. The Contractual expense is for lodgers tax auditing and fireworks. Total expenses for 2016 are expected to be \$790,000, leaving a fund balance of approximately \$97,000.

CONSERVATION TRUST FUND

Conservation Trust Funds come from the State of Colorado and originate from lottery funds. The money is to be used for parks and recreation purposes. The Town receives 2 allocations, one from the State and another from Archuleta County.

Revenue

The Town receives a Conservation Trust allocation annually and has averaged around \$17,000. The budget for 2016 is \$17,000. In addition, there is an annual allocation from Archuleta County for \$30,000, and including the prior year fund balance, the total revenue is \$136,000.

Expenditures

The Conservation Trust Funds are proposed for 4 initiatives in 2016. The first allocation is for general maintenance at Yamaguchi Park in the amount of \$31,000. The second is for improvements general park improvements in the amount of \$5,000, third is 8,000 for the repaving behind the River Center, and fourth is \$25,000 for improvements to South Park. Total expenditures for 2016 are estimated at \$69,000, leaving an end of year balance of \$68,000.

GEOHERMAL ENTERPRISE FUND

The Town operates a geothermal heating system that provides heat to 31 customers (residences, businesses, and sidewalks) as well as leasing geothermal water to 2 private businesses. The system is an enterprise fund and is expected to be self-supporting.

Revenues

The Town collects utility fees from users of the geothermal system which is primarily used in the late fall and winter. The estimated user fees to be collected in 2016 are \$40,500. The lease of geothermal water from the Town's well to a private business is assessed annually and for 2016 it is estimated to be \$1,200 for a total of \$41,700. Including the prior year end cash reserves of \$99,000, the available funds are approximately \$140,000.

Expenditures

The expenditures are consistent with other departments with the majority of expenses in the Capital Improvements category. The expenses are primarily for equipment purchases or capital repairs. Total expenses for all categories are anticipated to be \$41,350. When subtracted from the projected revenues of \$140,000, the projected year end carryover is estimated to be about \$99,000.

IMPACT FEE / TRUST FUND

The Town, for many reasons, holds a variety of funds in trust and does collect impact fees for large projects/developments. The funding is also specified for a specific purpose. The Town has 19 different trust/impact fee accounts that total \$427,000 estimated at year end of 2015.

In 2016, expenditures out of the trust/impact fees accounts is estimated to be approximately \$85,000.

2016 EQUIPMENT PURCHASES

In 2016 there are three vehicles to be acquired as follows:

- One new animal control vehicle
- One front end loader for Public Works
- One vehicle for the Recreation Department

ASSESSED VALUATION & MILL LEVIES

The Town of Pagosa Springs assessed valuation for 2016 is \$51,079,404 (a slight increase of \$2,953,384 from 2015). The Town Council set the Town Mill Levy at 1.557 Mills, generating \$74,531, plus an additional .008 mills of refunds/abatements will generate \$408.

STAFFING

For 2016, there are 2 positions that will be added. The first position is 1.0 FTE of an Equipment Operator I for Public Works and 1.0 FTE of a Fire/Building/Code Inspector. At the end of 2015, An Associate Planner and Deputy Court Clerk were added as well.

AUDIT OF TOWN REVENUES AND EXPENDITURES

As soon as it is completed, the audit of the Town's 2015 revenue and expenditures will be available for public review.

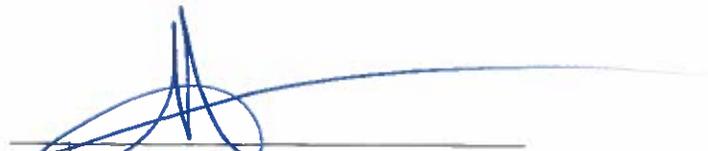


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ASSESSED VALUATION AND MILL LEVIES

YEAR	2014	2015	2016
ASSESSED VALUATION	47,888,745	48,126,020	51,079,404
MILL LEVY	1.584 Mills	1.576 Mills	1.565 Mills
TOTAL REVENUES	\$75,856	\$75,846	\$79,939

I, April Hessman, certify that the attached is a true and accurate copy of the adopted 2016 budget of the Town of Pagosa Springs, Colorado.



April Hessman, Town Clerk

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners¹ of Archuleta County, Colorado.

On behalf of the Town of Pagosa Springs,
(taxing entity)^A

the Town Council,
(governing body)^B

of the Town of Pagosa Springs,
(local government)^C

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 51,079,404 assessed valuation of: (GROSS^D assessed valuation, Line 2 of the Certification of Valuation Form DLG 57^E)

Note: If the assessor certified a NET assessed valuation (AV) different than the GROSS AV due to a Tax Increment Financing (TIF) Area^F the tax levies must be calculated using the NET AV. The taxing entity's total property tax revenue will be derived from the mill levy multiplied against the NET assessed valuation of: \$ _____ (NET^G assessed valuation, Line 4 of the Certification of Valuation Form DLG 57)

Submitted: 12/02/2015 for budget/fiscal year 2016.
(not later than Dec. 15) (mm/dd/yyyy) (yyyy)

PURPOSE (see end notes for definitions and examples)	LEVY ²	REVENUE ²
1. General Operating Expenses ^H	<u>1.557</u> mills	\$ <u>79,530</u>
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction ^I	< _____ > mills	\$ < _____ >
SUBTOTAL FOR GENERAL OPERATING:	1.557 mills	\$ 79,531
3. General Obligation Bonds and Interest ^J	_____ mills	\$ _____
4. Contractual Obligations ^K	_____ mills	\$ _____
5. Capital Expenditures ^L	_____ mills	\$ _____
6. Refunds/Abatements ^M	<u>.008</u> mills	\$ <u>408</u>
7. Other ^N (specify): _____	_____ mills	\$ _____
_____	_____ mills	\$ _____
TOTAL: [Sum of General Operating Subtotal and Lines 3 to 7]	1.565 mills	\$ 79,939

Contact person: (print) April Hessman Daytime phone: (970) 264-4151 ext 237
Signed: _____ Title: Town Clerk

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1345 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 866-2156.

¹ If the taxing entity's boundaries include more than one county, you must certify the levies to each county. Use a separate form for each county and certify the same levies uniformly to each county per Article X, Section 3 of the Colorado Constitution.

² Levies must be rounded to three decimal places and revenue must be calculated from the total NET assessed valuation (Line 4 of Form DLG57 on the County Assessor's final certification of valuation).

AMENDED CERTIFICATION OF VALUES

TOWN OF PAGOSA SPRINGS

Name of Jurisdiction: TOWN OF PAGOSA SPRINGS

New District:

USE FOR STATUTORY PROPERTY TAX REVENUE LIMIT CALCULATIONS (5.5% LIMIT) ONLY

In accordance with 39-5-121(2)(a) and 39-5-128(1), C.R.S. The total Assessed Valuations for taxable year 2015
In Archuleta County, CO On 11/23/2015 Are:

Previous Year's Net Total Assessed Valuation:	\$48,126,020
Current Year's Gross Total Assessed Valuation:	\$51,079,404
(-) Less TIF district increment, if any:	\$0
Current Year's Net Total Assessed Valuation:	\$51,079,404
New Construction*:	\$1,255,980
Increased Production of Producing Mines**:	\$0
ANNEXATIONS/INCLUSIONS:	\$0
Previously Exempt Federal Property**:	\$0
New Primary Oil or Gas production from any Oil and Gas leasehold or land (29-1-301(1)(b) C.R.S.)***:	\$0
Taxes collected last year on omitted property as of August 1 (29-1-301(1)(a) C.R.S.) Includes all revenue collected on valuation not previously certified.	\$0.48
Taxes Abated or Refunded as of August 1 (39-10-114(1)(a)(I)(B) C.R.S.):	\$455.81

This value reflects personal property exemptions IF enacted by the jurisdiction as authorized by Art. X, Sec. 20(8)(b), Colo. Constitution
 * New Construction is defined as: Taxable real property structures and the personal property connected with the structure.
 ** Jurisdiction must submit a certification to the Division of Local Government in order for a value to be accrued (DLG52 & 52A)
 *** Jurisdiction must submit an application to the Division of Local Government in order for a value to be accrued. (DLG 52B)

USE FOR 'TABOR' LOCAL GROWTH CALCULATIONS ONLY

In accordance with the Art. X, Sec. 20, Colorado Constitution and 39-5-121(2)(b), C.R.S. The Actual Valuations for the taxable year 2015
In Archuleta County, CO On 11/23/2015 Are:

Current Year's Total Actual Value of All Real Property*:	\$279,319,127
ADDITIONS TO TAXABLE REAL PROPERTY:	
Construction of taxable real property improvements**:	\$6,602,780
ANNEXATIONS/INCLUSIONS:	\$0
Increased Mining Production***:	\$0
Previously exempt property:	\$87,270
Oil or Gas production from a new well:	\$0
Taxable real property omitted from the previous year's tax warrant. (Only the most current year value can be reported):	\$0
DELETIONS FROM TAXABLE REAL PROPERTY IMPROVEMENTS:	\$0
Destruction of taxable property improvements:	\$0
Disconnections/Exclusions:	\$0
Previously Taxable Property:	\$655,570

* This includes the actual value of all taxable real property plus the actual value of religious, private schools, and charitable real property.
 ** Construction is defined as newly constructed taxable real property structures.
 *** Includes production from a new mine and increase in production of a producing mine.

NOTE: All levies must be certified to the Board of County Commissioners no later than December 15, 2015

SUMMARY OF ALL FUNDS REVENUES AND EXPENDITURES

	2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
REVENUES					
General Fund	3,785,850	3,938,544	4,345,472	5,006,111	5,352,502
Capital Improvement	5,393,216	4,215,317	4,567,462	3,922,118	7,296,298
Impact Fee Fund	286,608	829,921	582,194	589,312	450,003
Lodgers Tax Fund	650,234	708,394	796,114	816,497	887,268
Geothermal Enterprise Fund	136,750	144,495	135,548	137,803	140,825
Conservation Trust Fund	123,505	123,100	112,248	111,770	136,276

EXPENDITURES					
General Fund	2,549,927	2,481,378	2,973,924	2,655,766	3,043,679
Capital Improvement	4,990,556	3,270,175	4,064,928	2,712,052	6,518,939
Impact Fee Fund	119,500	290,386	410,380	529,831	84,900
Lodgers Tax Fund	556,500	518,039	726,968	623,729	789,569
Geothermal Enterprise Fund	65,350	50,647	101,350	38,675	41,350
Conservation Trust Fund	70,000	58,330	26,000	22,494	69,000

Year End Cash Reserve					
General Fund	1,235,923	1,457,166	1,371,548	2,350,345	2,308,823
Capital Improvement	402,660	945,141	502,534	1,210,066	777,359
Impact Fee Fund	191,925	539,534	171,812	427,203	373,836
Lodgers Tax Fund	93,734	190,355	69,146	192,768	97,700
Geothermal Enterprise Fund	71,400	93,848	34,198	99,128	99,475
Conservation Trust Fund	53,505	64,770	86,248	89,276	67,276

GENERAL FUND REVENUES						
Account	Decription	2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
TAXES & CONTRACTS						
10-31-100	Property Tax	75,855	76,216	75,846	75,846	79,939
10-31-200	Special Ownership/MVL	13,500	13,664	13,500	13,500	13,500
10-31-310	Sales Tax	1,687,096	1,769,931	1,895,621	2,092,259	2,176,283
10-31-420	Cigarette Tax	17,500	14,369	16,000	16,300	16,000
10-31-600	Gas Franchise	13,300	16,059	14,000	15,339	15,000
10-31-610	Telephone Franchise	9,000	10,197	9,000	10,000	10,000
10-31-750	Cable TV Franchise	6,900	6,599	7,000	6,230	6,500
10-31-	Electric Franchise	0	0	0	0	75,000
10-31-770	Ground Lease	79,825	80,276	79,825	84,050	86,000
10-31-810	Severance Tax	5,000	8,127	5,000	15,106	10,000
	subtotal	1,907,976	1,995,437	2,115,792	2,328,630	2,488,222
LICENSES & PERMITS						
10-32-110	Liquor License	10,000	10,079	10,000	12,250	12,000
10-32-	Marijuana Business Licensing	0	0	0	9,000	10,000
10-32-190	Business License	12,500	23,100	22,500	18,500	19,000
10-32-210	Building Permits/Signs/Banners	20,000	53,427	55,000	85,000	45,000
10-32-211	Planning Fees	0	7,081	6,500	7,000	7,500
10-32-220	Contractor Licensing	0	0	0	6,675	7,500
	subtotal	42,500	93,687	94,000	138,425	101,000
INTERGOVERNMENTAL REVENUE						
10-33-410	Mineral Leasing	1,600	2,080	1,600	3,313	2,800
10-33-480	PSSGID Insurance	17,500	17,500	17,500	17,500	17,500
10-33-490	PSSGID Bookkeeping	25,000	25,000	25,000	25,000	25,000
10-33-500	Geothermal Bookkeeping/Insurance	6,000	6,000	6,000	6,000	6,000
10-33-510	Archuleta County Tax Fee Refund	100,000	60,016	0	0	0
10-33-660	PS Community Facilities Coalition	9,888	9,888	10,030	0	0
10-34-655	DOLA Geothermal Greenhouse Grant	0	0	275,000	195,000	80,000
10-34-665	CWCB Geothermal Greenhouse Grant	0	0	75,000	45,000	30,000
	subtotal	159,988	120,484	410,130	291,813	161,300
CHARGES FOR SERVICES						
10-34-630	Dept Human Service Building Lease	31,900	31,000	31,900	31,900	31,900
10-34-650	Recreation User Fees	45,000	36,047	39,000	39,000	42,000
10-34-680	Developer Reimbursement Fees	0	0	0	22,847	4,000
	subtotal	76,900	67,047	70,900	93,747	77,900
FINES AND FORFEITS						
10-35-110	Court Fines	41,000	29,994	35,000	28,000	30,000
10-35-115	Traffic Surcharges	6,000	3,566	4,500	3,500	3,500
10-35-125	Police Fees & Misc	2,000	4,321	2,000	3,800	3,000
	subtotal	49,000	37,881	41,500	35,300	36,500
MISCELLANEOUS						
10-36-110	Miscellaneous	8,000	12,357	8,000	17,000	10,000
10-39-990	Interest Earned	1,000	560	1,000	10,000	15,000
10-36-115	Administration from Impact Fee Fund	2,000	1,000	0	0	0
	subtotal	11,000	13,917	9,000	27,000	25,000
COMMUNITY CENTER						
10-37-110	Center Rentals	0	0	55,000	37,000	40,000
10-37-115	Donation and Fundraising	0	0	24,000	24,000	24,000
10-37-120	Center Leases	0	0	46,235	46,235	46,235
10-37-125	Miscellaneous	0	0	5,000	2,000	2,000
	subtotal	0	0	130,235	109,235	112,235
	GENERAL FUND REVENUE	2,247,364	2,328,453	2,871,557	3,024,149	3,002,157
	Prior Year End Cash Reserve	1,538,486	1,610,091	1,473,915	1,981,962	2,350,345
	Total General Fund Revenue	3,785,850	3,938,544	4,345,472	5,006,111	5,352,502

a Reflects a 7% increase from 2015 estimated end of year (prior years revenue received in 2015 factored out)

GENERAL FUND EXPENDITURES						
Account	Description	2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
GENERAL GOVERNMENT						
10-44	Town Manager/Admin Department	262,935	298,039	271,535	235,182	266,404
10-42	Town Clerk/Town Hall Department	447,874	453,011	428,345	413,729	444,141
10-45	Building Department	0	0	0	0	254,735
10-46	Planning Department	225,489	225,570	244,795	275,468	181,264
10-48	Municipal Court Department	200,965	193,094	228,301	251,270	308,671
10-53	Community Center Department	159,258	152,072	250,995	220,635	184,762
	subtotal	1,296,521	1,321,786	1,423,971	1,396,283	1,639,977
PUBLIC SAFETY						
10-51	Police Department	776,913	714,447	803,623	724,976	864,656
	subtotal	776,913	714,447	803,623	724,976	864,656
RECREATION						
10-56	Recreation Department	180,729	173,943	179,567	172,245	229,946
	subtotal	180,729	173,943	179,567	172,245	229,946
COMMUNITY SUPPORT SERVICES						
10-75	Service Organizations	63,263	60,453	66,763	64,263	77,100
10-77	Economic Development	32,500	10,748	50,000	58,000	122,000
	Subtotal	95,763	71,202	116,763	122,263	199,100
OTHER EXPENDITURE						
10-76-100	General Fund Reserves	200,000	200,000	100,000	0	0
10-76-200	Geothermal Greenhouse Grant Funds	0	0	350,000	240,000	110,000
	General Fund Expenditures	2,549,927	2,481,378	2,973,924	2,655,766	3,043,679
	Total General Fund Expenditures	2,549,927	2,481,378	2,973,924	2,655,766	3,043,679
TOTAL REVENUES						
	TOTAL REVENUES	3,785,850	3,938,544	4,345,472	5,006,111	5,352,502
TOTAL EXPENDITURES						
	TOTAL EXPENDITURES	2,549,927	2,481,378	2,973,924	2,655,766	3,043,679
	End Year Cash Reserve	1,235,923	1,457,166	1,371,548	2,350,345	2,308,823
	Restricted 3% Tabor Reserve	76,498	74,441	89,218	79,673	91,310
	Unrestricted Reserve	1,159,426	1,382,724	1,282,330	2,270,672	2,217,513

TOWN MANAGER/ADMINISTRATION DEPARTMENT

Account		2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
PERSONNEL						
10-44-110	Town Manager	101,943	137,466	91,466	91,467	94,006
10-44-131	FICA	8,900	10,473	6,997	6,997	7,191
10-44-132	Insurance	14,350	14,819	15,148	15,148	15,593
10-44-133	Travel/Dues/Expenses	4,000	1,460	4,000	4,657	4,000
10-44-134	Pension	5,097	4,733	4,573	4,573	4,700
10-44-137	Auto Allowance	1,200	0	0	0	0
10-44-139	Housing Allowance	14,400	6,600	0	0	0
10-44-226	Attorney	100,000	110,297	100,000	80,000	90,000
	Subtotal	249,890	285,849	222,184	202,843	215,491
COMMODITIES						
10-44-202	Office Supplies	150	287	150	700	200
10-44-402	Telephone	650	518	650	0	360
	Subtotal	800	805	800	700	560
CONTRACTUAL						
10-44-172	Employee Education Program	1,500	663	1,500	1,500	1,500
10-44-204	Employee Merit Increase Fund	0	0	24,253	8,091	25,000
10-44-420	Contingency Fund	1,000	1,120	1,000	250	1,000
10-44-250	Fireworks	0	0	10,000	10,000	10,000
	Subtotal	2,500	1,783	36,753	19,841	37,500
DUES						
10-44-404	SW Eco. Dev./Region 9	803	803	803	803	991
10-44-405	Region 9 Trans Planning	347	347	347	347	347
10-44-406	San Juan RC&D	50	50	50	50	50
10-44-409	Club 20	200	200	200	200	250
10-44-414	CML Dues	3,534	3,393	3,587	3,587	3,520
10-44-416	Chamber of Commerce	695	695	695	695	695
10-44-433	Southwest Council of Governments	4,116	4,116	6,116	6,116	7,000
	Subtotal	9,745	9,604	11,798	11,798	12,853
	TOTAL MANAGER/ADMIN BUDGET	262,935	298,039	271,535	235,182	266,404

TOWN CLERK/TOWN HALL DEPARTMENT

Account		2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
PERSONNEL						
10-42-110	Town Clerk	55,291	55,391	56,823	56,823	58,401
10-42-110	Deputy Clerk	38,253	39,032	41,082	41,082	42,223
10-42-110	Human Resources/Records	0	0	41,856	41,855	43,018
10-42-131	FICA	7,156	6,051	10,692	9,995	10,989
10-42-132	Insurance	32,660	32,743	43,617	36,150	39,768
10-42-134	Pension	4,677	4,710	6,988	6,988	7,182
	subtotal	138,037	137,927	201,058	192,893	201,581
COMMODITIES						
10-42-203	Office Supplies	3,600	4,602	4,500	5,600	6,000
10-42-	Employee Training Supplies	0	0	0	0	1,000
10-42-211	Copier Expenses	3,800	3,595	4,000	4,000	4,000
10-42-216	Travel/Training Dues	3,500	3,633	3,500	3,500	3,850
10-42-218	Utilities Gas/Elec/Water/Trash	25,000	23,938	26,000	24,000	26,000
10-42-222	Telephone	11,500	14,711	15,500	15,500	14,100
10-42-230	Printing/Publications/Recordings	2,500	3,524	3,500	2,650	2,000
10-42-231	Marijuana Licensing	0	0	0	500	500
10-42-242	Postage	2,500	2,548	3,000	2,500	3,000
10-42-248	Elections	2,500	3,705	0	0	4,000
10-42-300	Town Council	16,000	17,287	24,250	24,250	22,500
	subtotal	70,900	77,543	84,250	82,500	86,950
CONTRACTUAL						
10-42-220	County Treasurer Sales Tax Fees	100,000	108,401	0	0	0
10-42-221	County Treasurer Abatement Fees	750	606	500	500	500
10-42-223	County Treasures Collection Fees	1,787	1,501	1,787	1,787	1,869
10-42-224	Drug Testing CDL and Random	2,000	1,239	2,500	2,590	1,000
10-42-	Recruiting and Pre-Employment Test	0	0	0	0	2,870
10-42-227	Auditor	7,000	7,000	7,000	7,000	10,000
10-42-228	Computer Support	1,550	1,203	1,500	2,340	2,700
10-42-232	Bonds, Insurance	95,000	88,188	104,650	98,000	104,500
10-42-246	Caselle Support	10,600	10,317	13,000	15,244	19,346
10-42-264	Codify Code/Website	3,525	4,839	3,500	2,350	3,500
10-42-269	Cafeteria Plan Administration	4,725	3,845	5,000	4,600	5,325
10-42-270	Health Reimbursement Account	10,000	7,981	0	0	0
10-42-510	Web Site	2,000	2,422	3,600	3,925	4,000
	subtotal	238,937	237,540	143,037	138,336	155,610
	TOTAL TOWN CLERK BUDGET	447,874	453,011	428,345	413,729	444,141

a \$1,500 HR training \$450 IIMC \$210 CMCA \$200 Fred Pryor \$190 SHRM HR kit \$1300 on-the-road workshops

b \$19,5K Salary, \$1500 reasonable expense reimbursement \$1500 CML

c Council Chamber Recorder \$545, Upgrade Access and Adobe Acrobat \$450, Cloud backup \$1,200, support \$500

d Cirsa Property \$67k Pinnocol 0% \$37,500

e Cobra Help \$225, Health reform tax \$2,000, Basic FSA \$600/HRA \$2500

f CDL/Safety Sensitive & new employees testing/background/publication

BUILDING DEPARTMENT						
Account		2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
PERSONNEL						
10-45-110	Building and Fire Code Official					62,000
10-45-110	Building/Fire Inspector					43,018
10-45-110	Permit Tech/Residential Plan Review					37,735
10-45-131	FICA					10,921
10-45-132	Insurance					47,324
10-45-133	School/Travel/Dues					9,500 ^a
10-45-134	Pension					7,138
	Subtotal	0	0	0	0	217,635
COMMODITIES						
10-45-202	Office Supplies					2,000
10-45-210	Copy Expense					1,000
10-45-212	Fuel/Oil/Mileage					3,500
10-45-402	Telephone					1,100
10-45-281	Technology					4,500 ^b
	Subtotal	0	0	0	0	12,100
CONTRACTUAL						
10-45-215	Consultant Expense					5,000 ^c
10-45-220	Code Defense/Legal Fees					20,000
	Subtotal	0	0	0	0	25,000
	TOTAL BUILDING BUDGET	0	0	0	0	254,735

a New building inspector \$4,500 - Official and Permit Tech \$5,000

b IBC 2015 digital \$1,500 and Inspection Software \$3,000

c Costs associated with professional Consultant Services needed for department operations

PLANNING DEPARTMENT						
Account		2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
PERSONNEL						
10-46-110	Building Official	53,163	53,263	54,636	54,636	0
10-46-110	Planning Manager	55,291	55,391	56,823	56,823	58,401
10-46-110	Assoc Planner/Permit Tech	34,200	34,200	35,148	35,148	0
10-46-110	Associate Planner	0	0	0	5,900	41,180
10-46-131	FICA	10,913	9,958	11,215	11,667	7,618
10-46-132	Insurance	43,590	38,778	39,092	45,997	31,186
10-46-133	School/Travel/Dues	8,000	9,222	8,500	8,500	9,000
10-46-134	Pension	7,133	7,133	7,330	7,625	4,979
	Subtotal	212,289	207,945	212,745	226,296	152,364
COMMODITIES						
10-46-202	Office Supplies	2,000	3,475	3,750	3,900	3,500
10-46-208	Planning Comm/Hist Preserv Board	2,500	1,396	4,500	3,500	5,000
10-46-210	Copy Expense	2,500	1,626	2,500	2,100	2,500
10-46-212	Fuel/Oil/Mileage	2,500	1,553	2,500	2,100	1,000
10-46-402	Telephone	1,200	1,169	1,300	1,300	650
10-46-281	Technology	0	0	1,000	0	750
10-46-405	Right-of-Way/Easement Process	0	2,524	4,000	1,500	4,000
10-46-	Annexation	0	0	0	0	5,000
	Subtotal	10,700	11,742	19,550	14,400	22,400
CONTRACTUAL						
10-46-425	Walmart Application	0	0	0	22,571	0
10-46-215	Consultant Expense	2,500	5,883	2,500	2,200	2,500
10-46-220	Code Defense/Legal Fees	0	0	10,000	10,000	0
10-46-450	Developer Reimbursement Fees	0	0	0	0	4,000
	Subtotal	2,500	5,883	12,500	34,771	6,500
	TOTAL BUILDING/PLNG BUDGET	225,489	225,570	244,795	275,468	181,264

a Expenses for Board Training / HPB projects / HPB Community Presentations

b For tracking expenses associated with Town ROW and easements issues. Previously placed in other budget lines per Town Manager

c Expenses associated with processing Annexations. Mill Creek Road and others TBD.

d Comp Plan update and costs associated with professional Consultant Services needed for department operations

e Pass thru account for reimbursable expenses associated with processing development applications

f Software upgrades for planning department laptop

MUNICIPAL COURT						
Accounts		2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
PERSONNEL						
10-48-110	Municipal Judge	30,168	30,219	31,004	31,004	31,865
10-48-110	Court Admin/Probation Officer	50,666	50,776	52,070	52,070	53,516
10-48-110	Court Clerk	34,411	34,521	35,365	35,365	36,347
10-48-110	Deputy Court Clerk	0	0	0	5,177	34,579
10-48-115	Judge Pro-Tem	750	1,050	1,500	1,000	1,500
10-48-131	FICA	8,816	7,435	9,061	9,457	11,958
10-48-132	Insurance	38,000	37,653	33,460	37,047	50,250
10-48-133	Travel/Dues/Education	1,850	2,426	6,000	2,500	7,000
10-48-134	Pension	4,254	4,254	4,372	4,631	6,222
	Subtotal	168,915	168,334	172,831	178,250	233,237
COMMODITIES						
10-48-108	Juvenile Task Force	100	92	500	500	500
10-48-120	Drug Test/Monitoring Devices	3,000	1,945	3,000	3,000	3,000
10-48-202	Office Supplies	1,500	2,476	2,500	3,500	3,000
10-48-220	Vehicle Expenses/Fuel/Mileage	250	148	250	250	250
10-48-242	Postage	0	0	500	800	800
	Subtotal	4,850	4,662	6,750	8,050	7,550
CONTRACTUAL						
10-48-123	Prisoner Cost	2,000	0	8,000	8,000	8,000
10-48-204	Court Appointed Counsel	3,000	1,900	3,000	6,600	4,500
10-48-206	Counseling	5,000	267	2,500	750	1,000
10-48-210	Translation Services	200	125	200	700	600
10-48-230	Town Prosecutor	15,000	14,191	16,000	32,000	32,000
10-48-215	Alarm Monitoring	0	0	320	320	320
10-48-	Records Management System	0	0	0	0	2,014
10-48-221	Legal Research Solution	0	0	8,500	8,500	8,500
10-48-234	Miscellaneous Expenses	1,100	1,468	2,000	2,000	2,000
10-48-280	Computer Support	900	2,146	500	500	1,250
10-48-225	Court Security	0	0	7,700	5,600	7,700
	Subtotal	27,200	20,098	48,720	64,970	67,884
	TOTAL MUNI COURTS BUDGET	200,965	193,094	228,301	251,270	308,671

a Judge Pro-Tempore for 20 hours/year

b Continuing ed and certification for staff

c Increased costs for printer cartridges

d Appointed/Contract attorney to prosecute all criminal and traffic matters

e E-Force annual license, support, and hosting (2013, 2014, 2015 paid at time of implementation)

f Equipment/Supply Cabinet

g JCG annual contract for court recording equipment, \$350 printer, IT Support

POLICE DEPARTMENT						
Account		2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
PERSONNEL						
10-51-110	Chief	63,030	63,130	64,777	64,777	66,576
10-51-110	Senior Detective	54,553	54,653	56,065	56,065	57,622
10-51-110	Lieutenant/Sergeant	50,666	50,766	52,070	52,070	53,516
10-51-110	Officer	47,885	51,028	40,067	23,000	41,180 ^e
10-51-110	Corporal/Senior Officer	44,445	43,051	45,677	26,460	46,945 ⁱ
10-51-110	Officer	38,987	39,087	40,067	26,950	41,180
10-51-110	Officer	38,987	39,087	40,067	40,067	41,180
10-51-110	Officer	38,987	12,216	40,067	40,067	41,180
10-51-110	Administrative Assistant	35,726	35,826	36,716	36,716	37,736
10-51-105	Animal Control	15,670	16,328	16,104	16,104	16,551
10-51-130	FPPA (officers) 8%	30,203	26,327	30,309	26,356	31,150
10-51-131	Medicare (officers) 1.45%	4,909	5,588	5,493	4,777	5,646
10-51-131	FICA (non officers) 7.65%	3,932	4,263	4,551	4,041	4,153
10-51-132	Insurance	85,000	64,897	95,576	90,000	117,000 ^h
10-51-133	Training	10,000	8,470	10,000	10,000	10,000
10-51-134	Pension	20,663	18,241	20,779	18,309	21,356
10-51-216	Dues/Subscriptions	2,890	2,645	3,200	3,200	3,700 ^b
10-51-218	Uniform	2,000	1,975	2,500	2,500	3,000 ^c
	Subtotal	588,533	537,578	604,085	541,459	639,669
COMMODITIES						
10-51-202	Office Supplies	2,500	3,232	2,500	2,500	2,500
10-51-204	Postage	500	319	500	500	500
10-51-212	Fuel/Oil	38,000	26,594	30,000	20,000	20,000
10-51-226	Duty Ammunition	2,000	1,885	2,000	1,931	2,000
	Subtotal	43,000	32,030	35,000	24,931	25,000
CONTRACTUAL						
10-51-402	Telephone	3,500	2,908	3,500	3,607	4,680 ^a
10-51-404	Print/Publishing/Advertising	800	551	800	841	1,000
10-51-410	Dispatch Center	119,830	119,947	126,538	126,538	160,607 ^d
10-51-412	Humane Society	10,000	10,000	10,000	10,000	10,000
10-51-420	Investigation Contingency	2,500	2,004	2,500	2,400	2,500
10-51-428	Radio/Maintenance and Repairs	1,000	938	1,000	0	1,000
10-51-430	Radar Certification	750	1,064	1,000	1,000	1,000
10-51-434	Case Medical Expense	5,000	5,785	10,000	5,000	10,000 ^f
10-51-808	Misc Police Equipment	2,000	1,643	9,200	9,200	9,200 ^g
	Subtotal	145,380	144,839	164,538	158,586	199,987
	TOTAL POLICE BUDGET	776,913	714,447	803,623	724,976	864,656

a Phones-2 additional for open positions

b Change due to increase in dues costs, Lexipol subscriptions, etc.

c Required to outfit 2 new officers and replace worn uniforms

d Cost of Archuleta County Combined Dispatch has increased

e Full-time position covered by part-time officer

f Costs for case medical expenses fluctuate year to year -received payment of \$2,805 not included in expend

g 2 radar units to be replace, 3 body cameras to be purchased, 3 tasers to be replaced, gun safe

h Budgeted insurance due to unknown for open officer positions, budgeted amount is based on PPO Full Family coverage 3%

i Corporal position open as of March

COMMUNITY CENTER DEPARTMENT						
Account		2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
PERSONNEL						
10-53-110	Facility Director	50,666	41,428	49,330	36,708	0
10-53-110	Event/Program Coordinator	40,727	40,827	41,856	41,856	43,018
10-53-110	Administrative Assistant	31,339	31,439	32,208	32,208	33,102
10-53-131	FICA	9,389	8,833	9,440	8,474	5,823
10-53-132	Insurance	21,000	20,147	23,192	19,500	13,012
10-53-134	Pension	6,137	5,582	6,170	5,539	3,806
	subtotal	159,258	148,255	162,195	144,285	98,762
COMMODITIES						
10-53-202	Office Supplies	0	0	5,000	1,700	1,700
10-53-211	Printer/Copy Expenses	0	0	3,300	3,300	3,300
10-53-133	Travel/Training Dues	0	0	1,500	150	1,500
10-53-218	Utilities Gas/Elec/Water/Trash	0	3,817	28,000	35,000	36,000
10-53-402	Telephone	0	0	3,000	3,000	3,000
10-53-238	Janitorial Supplies	0	0	3,500	5,200	7,500
10-53-230	Advertising	0	0	3,000	2,500	2,500
10-53-250	Furnishings	0	0	5,000	0	5,000
10-53-255	Fundraising Expense	0	0	19,000	19,000	19,000
10-53-270	Miscellaneous Expense	0	0	10,000	1,000	1,000
	subtotal	0	3,817	81,300	70,850	80,500
CONTRACTURAL						
10-53-405	Contracted Services/Cleaning	0	0	7,500	5,500	5,500
	subtotal	0	0	7,500	5,500	5,500
TOTAL COMM. CENTER BUDGET						
		159,258	152,072	250,995	220,635	184,762

a Navajo rugs, orkin, arrowhawk

RECREATION DEPARTMENT						
Account		2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
PERSONNEL						
10-56-110	Director	55,291	55,399	56,823	56,823	65,000
10-56-110	Recreation Supervisor	43,159	43,268	44,355	24,355	0
10-56-110	RecreationCoordinator	0	0	0	0	34,579
10-56-110	Recreation Coordinator				10,000	18,200
10-56-111	Refs/Umps/Part time	32,650	26,544	27,500	33,000	35,000
10-56-131	FICA	10,639	10,181	10,372	9,500	11,688
10-56-132	Insurance	7,968	8,328	6,908	6,908	13,000
10-56-133	Travel/Dues	200	259	300	260	1,000
10-56-134	Pension	4,922	4,923	5,059	4,059	4,979
	Subtotal	154,829	148,901	151,317	144,905	183,446
COMMODITIES						
10-56-202	Office Supplies	100	100	100	100	2,000
10-56-206	Recreation Supplies/Equipment	18,000	17,519	20,000	20,000	29,000
10-56-	Summer/After School Programs	0	0	0	0	3,000
10-56-208	Trophies/Awards	4,500	4,424	4,500	4,500	5,500
	Subtotal	22,600	22,042	24,600	24,600	39,500
CONTRACTUAL						
10-56-402	Telephone	800	369	650	240	750
10-56-406	Vehicle Fuel/Maintenance	0	0	0	0	2,000
10-56-422	Med Supplies/Maint/Repairs	2,000	2,247	2,000	1,500	1,500
10-56-824	Special Events	500	383	500	500	2,500
10-56-410	Online Forms and Rec Signup	0	0	500	500	250
	Subtotal	3,300	3,000	3,650	2,740	7,000
	TOTAL RECREATION BUDGET	180,729	173,943	179,567	172,245	229,946

SERVICES/SERVICE ORGANIZATIONS						
Account		2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
County Services						
10-75-399	Nutrition/Seniors	7,000	7,000	7,000	7,000	12,500
10-75-400	Transportation/Seniors	3,500	3,500	3,500	3,500	4,500
10-75-	Three New Programs/Seniors	0	0	0	0	3,000
10-75-430	Mountain Express	20,000	20,000	20,000	20,000	20,000
Education						
10-75-413	Seeds of Learning	5,000	5,000	5,000	5,000	0
10-75-434	Pagosa Springs Youth Center	0	0	5,000	2,500	0
10-75-437	Archuleta County Crossing Guard	3,000	190	1,500	1,500	2,000
Health/Safety						
10-75-401	Axis/Pagosa Counseling Center	950	950	950	950	2,000
10-75-410	Southwest Safehouse/Volunteers of America	500	500	500	500	600
10-75-417	ACVAP	6,000	6,000	6,000	6,000	7,000
10-75-428	Axis/Acute Treatment Unit	15,000	15,000	15,000	15,000	15,000
10-75-398	San Juan Basin Area Agency on Aging	500	500	500	500	500
Community Assistance						
10-75-432	Thingamajig Theatre Company	500	500	500	500	10,000
Housing						
10-75-436	4CORE (Resource Efficiency)	1,313	1,313	1,313	1,313	0
TOTAL SERVICE FUNDS		63,263	60,453	66,763	64,263	77,100

ECONOMIC DEVELOPMENT						
Account		2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
Economic Development						
10-77-511	Southwest Rural Philanthropy Days SWRPD	2,500	2,500	0	0	0
10-77-512	Downtown Development Group	10,000	4,701	0	0	0
10-77-515	Economic Development Incentives	20,000	3,547	5,000	33,000	37,000
10-77-520	General Economic Development Activites	0	0	25,000	12,500	15,000
10-77-525	Economic Development Organization	0	0	20,000	12,500	20,000
10-77-	Early Childhood Care/Attainable Housing Council Initiatives	0	0	0	0	50,000
TOTAL ECONOMIC DEVELOPMENT		32,500	10,748	50,000	58,000	122,000

a \$6,250 SWCOG match

CAPITAL IMPROVEMENT FUND

REVENUE

Account	Description	2014 Budget	2014 Estimate	2015 Budget	2015 Estimate	2016 Budget
TAXES AND FEES						
51-31-100	Highway Users Tax Fund	72,500	72,131	72,500	72,501	72,502
51-31-310	Sales Tax	1,687,096	1,769,931	1,895,621	2,092,259	2,176,283
51-31-640	Park User Fees	13,000	14,025	13,000	22,000	22,000
51-31-650	Cemetery Fees	1,000	2,400	1,000	1,800	2,000
51-31-660	Visitor Center Lease	0	0	0	14,025	7,013
	Subtotal	1,773,596	1,858,488	1,982,121	2,202,585	2,279,797
INTERGOVERNMENTAL REVENUES						
51-33-400	County Road Mill	68,461	65,052	69,602	109,663	110,000
51-33-490	Geothermal Streets/Maintenance Contract	14,000	14,000	14,000	14,000	14,000
51-33-610	Transfer from Impact Fees	110,000	0	0	0	0
51-33-620	Transfer from General Fund	200,000	200,000	100,000	0	0
51-33-630	Dept Human Serv. Janitorial Contract	8,200	8,200	8,200	8,200	8,200
51-33-	Bank Lease/Purchase (8th St, Lewis St)	0	0	0	0	2,180,000
	Subtotal	400,661	287,252	191,802	131,863	2,312,200
GRANTS FOR STREETS						
51-33-880	CMAQ Funds Majestic Dr	385,000	0	0	319,000	0
51-33-815	CMAQ Funds Crestview Dr	0	0	149,000	0	0
GRANTS FOR PARKS						
51-33-730	Division of Wildlife Fishing is Fun	85,000	89,800	0	0	0
GRANTS FOR TRAILS						
51-33-635	Archuleta County PROST, TTPL West Phase	200,000	0	200,000	0	200,000
51-33-640	PLPOA TTPL West Phase	45,000	0	45,000	0	45,000
51-33-790	State Trails Grant TTPL West Phase	200,000	0	200,000	0	200,000
51-33-720	CDOT Enhmt Grant 8-10 St Sidewalk on 160	238,296	0	261,096	0	261,096
51-33-760	State Trails Riverwalk TH to 6th St Bridge	120,000	90,818	15,000	3,256	0
51-33-762	GOCO 6th Street Bridge Grant	349,000	0	242,519	242,519	0
51-33-761	GOCO Planning Grant TTPL and Riverwalk	40,000	0	40,000	0	40,000
51-33-	GOCO Springs Pedestrian Bridge	0	0	0	0	149,800
51-33-	TAP TTPL Trail Harman Hill	0	0	0	0	25,000
51-33-	Safe Routes to School North 8th Street Sidewalk	0	0	0	0	280,000
GRANTS FOR OTHERS						
51-33-811	Historic Preservation Rumbaugh Bridge Grant	60,000	0	166,605	0	166,605
51-33-	Historic Preservation Water Works Bldg Grant	0	0	0	0	94,734
51-33-	Historic Preservation Interpretive Sign Grant	0	0	0	0	32,000
51-33-780	DOLA fiber-optics /County portion	0	55,856	0	0	0
	Subtotal	1,722,296	236,474	1,319,220	564,775	1,494,235
MISCELLANEOUS						
51-36-110	Miscellaneous	0	52,500	0	0	0
	Total Annual Revenues	3,896,553	2,434,714	3,493,143	2,899,223	6,086,232
	Prior Year End Cash Reserve	1,496,663	1,780,603	1,074,319	1,022,895	1,210,066
	Total Revenues	5,393,216	4,215,317	4,567,462	3,922,118	7,296,298

CAPITAL IMPROVEMENT FUND

EXPENDITURES

Account	Description	2014 Budget	2014 Estimate	2015 Budget	2015 Estimate	2016 Budget
Maintenance & Debt						
51-53-425	Community Center Lease/Purchase Portion	232,180	232,180	0	0	0
51-77-	8th Street Lease/Purchase	0	0	0	0	180,000
51-77-430	Lewis Street Lease/Purchase Portion	179,633	179,633	462,633	462,633	680,000
51-57-400	Visitor Center Lease/Purchase	0	90,000	18,147	18,147	18,147
51-46	Planning & Building Capital	182,122	94,502	142,414	81,880	178,303
51-61	Streets Department	536,112	401,169	430,008	416,013	499,581
51-68	Parks Department	297,741	298,840	302,844	316,236	340,849
51-70	Facilities Maintenance Department	202,873	198,790	210,296	242,033	221,794
	Total Maint. and Debt Expenditures	1,630,660	1,495,115	1,566,342	1,536,942	2,118,673

Capital Improvement Expenditures	2014 Budget	2014 Estimate	2015 Budget	2015 Estimate	2016 Budget	
Town Clerk/Town Hall						
51-42-281	Technology	1,700	2,281	2,200	2,385	7,300
51-42-222	Telephone System Upgrades	0	945	500	0	100
	subtotal	1,700	3,226	2,700	2,385	7,400
Town Manager/Administration						
51-44-281	Technology	250	100	250	250	250
51-44-204	Employee Merit Increase Fund	0	0	8,057	4,608	8,280
51-44-410	DOLA fiberoptics and wi-fi grant	0	54,944	0	0	0
51-44-	Economic Development Incentives	0	0	0	5,500	33,000
	subtotal	250	55,044	8,307	10,358	41,530
Municipal Court						
51-48-281	Technology	1,800	4,508	2,500	4,500	2,500
51-48-285	Court Security	4,000	3,825	0	0	0
	subtotal	5,800	8,333	2,500	4,500	2,500
Police/Safety						
51-51-281	Technology	4,000	3,914	4,000	4,259	4,000
51-51-408	Vehicle/Maintenance and Repairs	18,000	13,444	18,000	15,000	18,000
51-51-409	Public Safety/Traffic Enforcement	0	0	7,500	7,500	2,000
51-51-	Safety Equipment/Ballistic Vests	0	0	0	0	2,500
51-51-806	Police Car	80,000	79,866	25,000	0	26,000
	subtotal	102,000	97,223	54,500	26,759	52,500
Community Center						
51-53-400	Operations Costs	11,349	11,349	0	0	0
51-53-	Building/Equipment Maintenance	0	0	0	0	10,000
51-53-450	Capital Improvements	6,400	6,400	6,400	26,000	3,500
	subtotal	17,749	17,749	6,400	26,000	13,500
Recreation						
51-56-281	Technology	1,100	1,135	1,000	0	250
51-56-449	Recreation Equipment	2,000	1,585	2,000	0	2,000
51-77-	New/Used Recreation Vehicle	0	0	0	0	27,000
	subtotal	3,100	2,720	3,000	0	29,250
Streets						
51-77-424	Street Paving and Maintenance	320,000	10,931	50,000	0	0
51-77-432	5 Year Street Maintenance Plan	0	0	0	0	85,000
51-77-433	Piedra Street Reconstruction	0	0	100,000	102,450	0
51-77-434	Crestview Paving (CMAQ)	0	0	180,000	10,000	0
51-77-436	Trujillo Road Reconstruction Project	0	0	257,193	106,060	151,134
51-77-	8th Street Reconstruction	0	0	0	0	1,500,000
51-77-447	Majestic Drive Paving (CMAQ)	635,000	401,906	0	120,000	0
51-77-431	McCabe Creek Culvert	0	363	6,000	0	0
51-77-435	Drainage Maintenance	0	0	40,000	50	40,000
	subtotal	955,000	413,200	633,193	338,560	1,776,134
Sidewalks						
51-77-427	Misc Concrete/Sidewalks	40,000	0	40,000	40,000	40,000
51-77-472	Main Street Sidewalk Improvement	44,000	59	227,000	227,000	250,000
51-77-	Safe Routes to School North 8th Street	0	0	0	0	350,000
	subtotal	84,000	59	267,000	267,000	640,000
Parks						
51-77-452	Town Parks Improvements	30,000	12,484	95,000	80,000	109,000
51-77-544	River Restoration Project	65,000	59,705	45,000	3,300	45,000
51-77-550	Parks Equipment	20,000	11,030	30,000	45,000	13,000
51-77-555	Resource Management	17,000	16,657	27,500	7,500	36,000
51-77-572	Reservoir Hill Park Development	0	45,633	8,227	0	0
51-77-573	Loucke Ditch	10,000	0	0	0	0
51-77-	Centennial Park Restrooms	0	0	0	0	80,000
	subtotal	142,000	145,509	205,727	135,800	283,000

CAPITAL IMPROVEMENT FUND

Trails						
51-77-631	Town to Pagosa Lakes Trail West Phase	445,000	4,229	475,000	8,000	467,000
51-77-465	8th Street Sidewalk/East Trail CDOT	298,296	52,681	319,620	15,000	315,000
51-77-632	Town to Pagosa Lakes Trail Harman Hill	60,000	458	0	100	30,000
51-77-633	Trails Planning TTPL and Riverwalk	50,000	0	50,000	25,000	50,000
51-77-634	Riverwalk Trail to 6th St Bridge	195,000	175,474	30,000	30,000	0
51-77-663	6th Street Pedestrian Bridge	734,000	556,596	80,000	165,815	0
51-77-664	Riverwalk Trail Expense	0	0	50,000	22,000	10,000
51-77-662	Springs Pedestrian Bridge	0	0	0	18,500	195,500
	subtotal	1,782,296	789,438	1,004,620	284,415	1,067,500
Geothermal Exploration						
51-77-700	Geothermal Power Plant Project	200,000	200,000	10,000	10,000	2,500
51-77-701	Geothermal Greenhouse Partnership	25,000	0	25,000	25,000	0
	subtotal	225,000	200,000	35,000	35,000	2,500
Visitor Center						
51-57-450	Visitor Center Building Maintenance	0	2,000	10,000	4,000	10,000
	subtotal	0	2,000	10,000	4,000	10,000
Other						
51-77-459	Wayfinding Plan/Medians	25,000	24,562	25,000	15,000	25,000
51-77-460	Mural on Main Street	1	1	10,000	1	10,000
51-77-454	Street Backhoe/Equipment	16,000	15,996	8,500	5,332	21,000
51-77-461	Historic Pres/Rumbaugh Creek Bridge	0	0	222,140	20,000	222,140
51-77-	Historic Pres/Water Works Bldg	0	0	0	0	126,312
51-77-	Historic Pres/Interpretive Signage	0	0	0	0	40,000
51-77-	Mountain Express Transit Bus	0	0	0	0	15,000
51-77-	ADA Program	0	0	0	0	15,000
	subtotal	41,001	40,559	265,640	40,333	474,452
	Total Improvement Expenditures	3,359,896	1,775,061	2,498,587	1,175,109	4,400,266
	Total Maintenance/Debt Expenditures	1,630,660	1,495,115	1,566,342	1,536,942	2,118,673
	Total Improvement Expenditures	3,359,896	1,775,061	2,498,587	1,175,109	4,400,266
	Total Capital Expenditures	4,990,556	3,270,175	4,064,928	2,712,052	6,518,939
	TOTAL CAPITAL REVENUES	5,393,216	4,215,317	4,567,462	3,922,118	7,296,298
	TOTAL CAPITAL EXPENDITURES	4,990,556	3,270,175	4,064,928	2,712,052	6,518,939
	End Year Cash Reserve	402,660	945,141	502,534	1,210,066	777,359
	Restricted 3% Tabor	149,717	98,105	121,948	81,362	195,568
	Unrestricted Reserve	252,943	847,036	380,586	1,128,705	581,791

a Reflects a 7% increase from 2015 estimated end of year (prior years revenue received in 2015 factored out)

Streets

- b 8th Street reconstruction project, pay off Lewis Street lease/purchase
- f Rumbaugh culvert inlet only
- g 3rd St Alley to Lewis on School side
- h 2nd to 3rd Street North Side Pagosa Street (Hwy 160)

Parks

- i \$40K River Center repaving, \$54K Phase II skatepark bowl, 15k left for line item budget
- j Includes \$25K for rocks, Engineering \$10K, etc.
- k Centennial Park restrooms as part of GGP DOLA grant match
- e new mower

Trails

- l \$30 Town match - \$200K PROST, \$45K PLPOA, \$200K State Trails TTPL West Phase
- m \$55K Town Match - CDOT Hwy 160 trail/sidewalk between 8th and 10th St

Geothermal

- n Audit for Geothermal Authority

Other

- c data collection module speed warning trailer
- d 1 animal control vehicle
- o \$95K Town Match, Historic Preservation restore water reservoir walls, stone arch bridge at 1st St, Interpretive signage
- p new/used truck recreation department

BUILDING/PLANNING PROJECTS CAPITAL DEPARTMENT						
Account		2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
PERSONNEL						
51-46-110	Special Projects Manager	48,501	39,044	49,845	38,500	51,229
51-46-133	Travel/Training/Meetings	1,500	1,900	1,500	1,500	1,500
51-46-131	FICA	3,710	2,800	3,813	2,945	3,919
51-46-132	Insurance	13,985	11,115	9,564	2,106	15,593
51-46-134	Pension	2,425	1,947	2,492	1,629	2,561
	subtotal	70,122	56,806	67,214	46,680	74,803
COMMODITIES						
51-46-202	Office Supplies	750	1,116	750	750	750
51-46-212	Vehicle Fuel/Oil/Maintenance	3,250	1,316	3,250	1,250	3,250
51-46-281	Technology	2,000	1,796	2,700	2,200	9,500
51-46-406	Planning Studies/Grants	75,000	0	37,500	0	75,000
51-46-441	Annexations	5,000	3,418	5,000	5,000	0
51-46-450	Planning/Permitting Software	26,000	30,050	26,000	26,000	15,000
	subtotal	112,000	37,696	75,200	35,200	103,500
TOTAL BLDG/PLAN BUDGET						
		182,122	94,502	142,414	81,880	178,303

a Computers for Planning Dept \$2,500 , Building Computer \$1000, Scanner \$6,000

b Replacement for City Works program

STREETS DEPARTMENT

Account		2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
PERSONNEL						
51-61-110	Street Superintendent	63,432	63,540	65,190	65,190	67,000
51-61-110	Equipment Operator III	40,727	40,835	41,856	41,856	43,018
51-61-110	Equipment Operator II	37,321	37,429	38,356	38,356	39,421
51-61-110	Equipment Operator I	39,333	39,442	40,423	40,423	41,546
51-61-110	Equipment Operator I	34,200	0	0	0	36,124
51-61-131	FICA	16,449	13,242	14,216	14,216	17,374
51-61-132	Insurance	67,474	43,372	43,126	43,126	59,742
51-61-133	School/Travel	3,500	1,369	2,500	2,500	2,900
51-61-134	Pension	10,751	9,040	9,291	9,291	11,355
	Subtotal	313,187	248,270	254,958	254,958	318,481
COMMODITIES						
51-61-202	Office Supplies	200	19	200	200	250
51-61-212	Fuel & Oil	28,000	18,266	26,000	20,000	22,000
51-61-222	Tires	6,000	3,986	4,000	4,000	4,000
51-61-228	Gravel/Asphalt	30,000	21,704	20,000	16,500	25,000
51-61-230	Culverts	2,000	3,288	2,000	500	1,000
51-61-234	Street Lighting - LPEA	43,000	42,683	44,000	43,000	44,000
51-61-281	Techology	250	0	250	250	750
51-61-439	Street Lighting Maintenance	2,000	3,200	2,000	1,500	2,000
	Subtotal	111,450	93,146	98,450	85,950	99,000
CONTRACTUAL						
51-61-402	Telephone Cellular	475	604	1,100	1,100	1,100
51-61-406	Maintenance-Vehicles	30,000	11,188	20,000	17,000	17,000
51-61-410	Uniforms	5,000	3,489	5,000	2,200	5,000
51-61-418	Cemetery Maintenance	5,000	7,257	2,000	4,000	4,000
51-61-434	Utilities/Shop Supplies	16,000	17,758	16,500	16,500	17,000
51-61-436	Maintenance-Roads	30,000	9,822	20,000	27,000	27,000
51-61-444	Sweeper Maintenance	5,000	5,046	5,000	4,305	5,000
51-61-460	Clean-Up Week	10,000	2,706	7,000	3,000	5,000
51-61-470	Lightpole Banners/Fixtures	10,000	1,884	0	0	1,000
	Subtotal	111,475	59,753	76,600	75,105	82,100
	TOTAL STREETS BUDGET	536,112	401,169	430,008	416,013	499,581

PARKS DEPARTMENT						
Account		2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
PERSONNEL						
51-68-110	Parks Manager	47,053	47,162	48,357	48,357	0
51-68-110	Parks Crew Leader	0	0	0	0	41,180
51-68-110	Parks Crew Leader	0	0	0	0	41,180
51-68-110	Parks Maintenance II	35,726	35,834	36,716	36,716	37,736
51-68-110	Parks Maintenance II	35,726	35,834	36,716	36,716	0
51-68-110	Parks Use Administrator	0	0	20,000	20,000	0
51-68-111	Parks Maintenance Part time	47,724	58,202	49,046	59,815	82,500
51-68-131	FICA	12,717	12,628	14,599	15,423	15,499
51-68-132	Insurance	38,270	32,746	31,720	31,720	42,000
51-68-134	Pension	5,925	5,925	6,089	6,089	6,005
51-68-135	Training/Travel/Dues	1,500	1,500	1,500	500	1,500
	Subtotal	224,641	229,831	244,744	255,336	267,599
COMMODITIES						
51-68-212	Fuel/Oil	8,000	7,671	8,000	6,000	6,000
51-68-216	Park/Field Maintenance	30,000	28,610	20,000	26,500	30,000
51-68-218	Park Utilities	30,000	28,721	25,000	25,000	25,500
51-68-220	Vehicle Maintenance	2,500	2,359	2,500	2,500	3,500
51-68-	Equipment Maintenance	0	0	0	0	5,000
51-68-281	Technology	1,100	1,278	1,100	0	250
51-68-	Uniforms	0	0	0	0	1,500
51-68-402	Telephone	1,000	370	1,000	700	1,000
51-68-816	Town Tree Program	500	0	500	200	500
	Subtotal	73,100	69,009	58,100	60,900	73,250
	TOTAL PARKS BUDGET	297,741	298,840	302,844	316,236	340,849

a Five summer seasonal workers

FACILITIES MAINTENANCE DEPARTMENT

Account		2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
PERSONNEL						
51-70-110	Maintenance Director	50,865	50,973	52,274	52,274	53,726
51-70-111	Part Time Help	1,500	1,510	1,500	1,551	1,500
51-70-112	Building Maintenance Tech II	32,738	32,846	33,645	33,645	34,579
51-70-112	Building Maintenance Tech II	32,738	32,846	33,645	33,645	34,579
51-70-133	Travel/Training	250	53	250	250	500
51-70-131	FICA	9,015	8,532	9,261	9,265	9,515
51-70-132	Insurance	39,100	39,249	39,392	38,500	35,000
51-70-134	Pension	5,817	5,817	5,978	5,978	6,144
51-70-410	Uniforms	1,600	1,213	1,600	1,600	1,800
	subtotal	173,623	173,039	177,546	176,708	177,344
CONTRACTUAL						
51-70-206	Janitorial Supplies	6,000	4,730	6,000	6,000	5,000
51-70-281	Technology	250	0	250	250	850
51-70-402	Telephone	550	369	800	375	400
51-70-406	Vehicle Fuel/Maintenance	3,000	2,974	4,000	4,000	5,000
51-70-435	Town Hall Improvements	1,200	25	1,200	1,200	1,200
51-70-436	Town Hall Maintenance	12,000	13,717	12,000	7,000	9,000
51-70-437	Heating/Cooling Maintenance	2,000	883	2,000	33,000	10,000
51-70-438	Building Electric Maintenance	1,000	78	1,000	1,000	1,000
51-70-440	Elevator Maintenance	2,050	1,819	2,300	2,300	2,500
51-70-442	Furnishing Town Hall	1,200	1,157	3,200	10,200	3,200
51-70-	Courtroom Update	0	0	0	0	6,300
	subtotal	29,250	25,752	32,750	65,325	44,450
	TOTAL MAINTENANCE BUDGET	202,873	198,790	210,296	242,033	221,794

CONSERVATION TRUST FUND						
		2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
Revenue						
21-37-530	Town Lottery	17,000	16,595	17,000	17,000	17,000
21-37-700	County Lottery	30,000	30,000	30,000	30,000	30,000
	Subtotal	47,000	46,595	47,000	47,000	47,000
	Prior Fund Balances	76,505	76,505	65,248	64,770	89,276
	TOTAL REVENUES	123,505	123,100	112,248	111,770	136,276
Expenditures						
21-40-800	Parks & Rec Maintenance	50,000	45,227	13,000	12,894	5,000
21-40-910	Yamaguchi Park	20,000	13,103	10,000	6,600	31,000
21-40-	South Park	0	0	0	0	25,000
21-40-	Rivercenter Park Trail	0	0	0	0	8,000
21-40-940	Elementary School Playground	0	0	3,000	3,000	0
	Subtotal	70,000	58,330	26,000	22,494	69,000
	Total Expenditures to CIF	70,000	58,330	26,000	22,494	69,000
	TOTAL REVENUES	123,505	123,100	112,248	111,770	136,276
	TOTAL EXPENDITURES	70,000	58,330	26,000	22,494	69,000
	Ending Fund Balance	53,505	64,770	86,248	89,276	67,276

a Riverwalk repaving behind River Center, South Park canopy, sand, water fountain

b \$20K red clay baseball field, \$10K landscaping, Skywerx monitoring

TRUST/IMPACT FUND						
		2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
Revenue						
31-22-600	Roads	8,000	422,033	8,000	14,235	8,000
31-22-700	Regional Public Buildings	2,863	1,971	0	2,120	0
31-22-710	Town Public Buildings 2013	0	16,276	0	927	0
31-22-800	Regional Recreation Facilities	0	0	0	376	0
31-22-810	Recreational Facilities 2013	0	3,630	0	2,555	0
31-22-900	Parks	0	3,680	0	2,960	0
31-23-000	Trails	0	6,520	0	5,244	0
31-23-100	Emergency Service Provider	3,600	78,360	3,600	7,328	3,600
31-23-200	Water Storage	1,900	386	1,900	1,701	1,900
31-23-300	School Fees	0	2,836	1,200	1,941	1,200
31-23-350	Administration	100	1,743	100	225	100
31-23-410	East End Trail Donations	0	0	0	0	0
31-23-415	Walmart West End Trail Donation	0	0	0	45,000	0
31-23-450	Pinon Lake Fountain	2,000	0	0	5,000	0
31-23-460	Fireworks Fund	0	0	0	0	0
31-23-520	Health Account	0	0	0	136,855	0
31-23-530	Community Center	0	0	0	182,929	0
31-23-550	Whitewater Fund	0	0	0	0	0
31-23-560	Jim Guyton Memorial Fund	0	0	0	0	0
31-23-580	Marky Egan Scholarship	0	0	0	0	0
31-23-590	Reservoir Hill Ticket Tax	8,000	8,523	8,000	8,104	8,000
31-23-600	Park User Admission Fee	1,000	0	1,000	0	0
	Subtotal	27,463	545,957	23,800	417,500	22,800
	Prior Fund Balances	259,145	283,964	558,394	171,812	427,203
	TOTAL REVENUES	286,608	829,921	582,194	589,312	450,003

Expenditures						
31-22-600	Roads	110,000	0	0	0	0
31-22-601	Majestic Drive	0	110,000			
31-22-602	Piedra St Improvement Project	0	0	400,000	289,000	0
31-22-603	Trujillo Road Reconstruction	0	0	0	111,000	0
31-22-700	Regional Public Buildings	0	66,557	2,780	0	0
31-22-710	Town Public Building 2013	0	0	0	0	0
31-22-800	Regional Recreational Facilities	0	16,830	0	0	0
31-22-810	Recreation Facilities 2013	0	0	0	0	0
31-22-900	Parks	0	0	0	0	5,000
31-23-000	Trails	0	0	0	0	10,000
31-23-100	Emergency Service Provider	3,600	81,917	4,500	7,328	3,600
31-23-200	Water Storage	1,900	2,275	1,900	1,701	1,900
31-23-300	School	0	2,830	1,200	1,941	1,200
31-23-350	Administration	2,000	1,141	0	225	0
31-23-410	East End Trail Donations	0	0	0	0	0
31-23-415	Walmart West End Trail Donation	0	0	0	0	45,000
31-23-450	Pinon Lake Fountain	2,000	0	0	5,000	0
31-23-460	Fireworks Fund	0	8,835	0	0	0
31-23-520	Health Account	0	0	0	17,000	8,200
31-23-530	Community Center	0	0	0	87,493	10,000
31-23-550	Whitewater Fund	0	0	0	0	0
31-23-560	Jim Guyton Memorial Fund	0	0	0	0	0
31-23-580	Marky Egan Scholarship	0	0	0	0	0
31-23-590	Reservoir Hill Ticket Tax	0	0	0	9,143	0
31-23-600	Park User Admission Fee	0	0	0	0	0
	Total Expenditures	119,500	290,386	410,380	529,831	84,900

	TOTAL REVENUES	286,608	829,921	582,194	589,312	450,003
	TOTAL EXPENDITURES	119,500	290,386	410,380	529,831	84,900
	Ending Fund Balance	167,108	539,536	171,814	59,481	365,103

Account Balance						
31-22-600	Roads	28,996	443,029	57,996	57,263	65,996
31-22-700	Regional Public Buildings	72,200	4,751	1,971	6,871	6,871
31-22-710	Town Public Building 2013	4,735	21,011	20,885	21,938	21,938
31-22-800	Regional Recreational Facilities	24,067	7,237	7,237	7,613	15,613
31-22-810	Recreation Facilities 2013	2,904	6,534	6,171	9,089	9,089
31-22-900	Parks	3,869	7,549	7,181	10,509	5,509
31-23-000	Trails	6,383	12,903	12,251	18,147	8,147
31-23-100	Emergency Service Provider	4,132	574	3,233	574	574
31-23-200	Water Storage	1,890	0	1,890	1	1
31-23-300	School	277	283	277	283	283
31-23-350	Administration	-1,019	1,483	706	1,483	1,583
31-23-410	East End Trail Donations	5,000	5,000	5,000	5,000	5,000
31-23-415	Walmart West End Trail Donation	0	0	0	45,000	0
31-23-450	Pinon Lake Fountain	0	0	0	0	0
31-23-460	Fireworks Fund	9,465	630	9,465	630	630
31-23-520	Health Account	0	0	0	119,855	111,655
31-23-530	Community Center	0	0	0	95,436	85,436
31-23-550	Whitewater Fund	320	320	320	320	320
31-23-560	Jim Guyton Memorial Fund	606	606	606	606	606
31-23-580	Marky Egan Scholarship	410	410	410	410	410
31-23-590	Reservoir Hill Ticket Tax	25,493	26,016	34,016	24,977	32,977
31-23-600	Park User Admission Fee	2,197	1,197	2,197	1,197	1,197
Ending Fund Balance						
		191,925	539,534	171,812	427,203	373,836

LODGER'S TAX FUND

		2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
REVENUE						
41-31-500	Lodgers Tax	462,000	514,267	540,000	515,000	540,000
41-31-505	Intergovernmental Revenue	0	0	85,000	87,342	108,000
41-31-510	Visitor Center Revenue	0	7,593	0	1,300	1,500
41-31-600	Other Income	25,000	25,000	5,000	22,500	45,000
41-31-650	Misc Revenue	0	1,800	0	0	0
41-31-700	Fireworks	3,500	0	0	0	0
	Subtotal	490,500	548,660	630,000	626,142	694,500
	Prior Year End Cash Carryover	159,734	159,734	166,114	190,355	192,768
	TOTAL REVENUES to TTC	650,234	708,394	796,114	816,497	887,268
EXPENDITURES						
	PERSONNEL					
41-42-110	Executive Director	0	0	70,000	70,000	71,944
41-42-110	Visitor Program Manager	0	7,380	33,645	33,645	34,579
41-42-110	Volunteer Coordinator	0	17,151	17,725	17,725	18,217
41-42-110	Visitor Center Coordinator	0	0	0	5,000	20,150
41-42-111	Part Time	0	1,259	15,000	0	0
41-42-131	FICA	0	96	10,432	9,667	11,084
41-42-132	Insurance	0	4	17,233	17,234	19,018
41-42-134	Pension	0	0	5,182	5,182	5,326
	Subtotal	0	25,890	169,218	158,454	180,319
	COMMODITIES					
41-42-205	External Marketing	225,000	223,425	330,000	300,000	350,000
41-42-133	Training/Travel/Dues	0	0	13,000	11,000	8,000
41-42-210	Event Funding	62,500	58,896	57,000	40,000	57,000
	CAPITAL PROJECTS	40,000	12,178			
41-42-221	Fish Stocking	0	0	10,000	8,200	10,000
41-42-222	Infrastructure	0	0	20,000	16,000	25,000
41-42-223	Wayfinding and Signage	0	0	25,000	0	25,000
	VISITOR INFORMATION	138,500	109,500			
41-42-326	Visitor Center Utilities	0	0	9,000	9,000	9,000
41-42-327	Visitor Center Janitorial	0	0	10,000	5,500	10,000
41-42-328	Printing and Publications	0	0	10,000	10,000	40,000
41-42-329	Technology	0	0	5,000	3,000	3,000
41-42-330	Volunteer Appreciation	0	0	5,000	3,000	3,000
41-42-331	Office Expenses/Telephone	0	0	6,000	3,000	4,000
41-42-230	Administration	80,000	80,149	1,250	1,250	1,250
41-42-235	Fulfillments	0	0	32,500	42,000	40,000
41-42-240	Economic Incentives	2,500	0	1,500	0	1,500
	Subtotal	548,500	484,149	535,250	451,950	586,750
	CONTRACTUAL					
41-42-245	Tax Compliance	0	0	12,500	13,325	12,500
41-42-255	Fireworks	8,000	8,000	10,000	0	10,000
	Subtotal	8,000	8,000	22,500	13,325	22,500
	TOTAL REVENUES	650,234	708,394	796,114	816,497	887,268
	TOTAL EXPENDITURES	556,500	518,039	726,968	623,729	789,569
	Ending Fund Balance	93,734	190,355	69,146	192,768	97,700

GEOHERMAL ENTERPRISE FUND

REVENUES

Account	Description	2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
SERVICE FEES AND FINES						
55-38-100	Geothermal Utility	40,000	34,890	40,500	40,500	40,500
55-38-300	Geothermal Lease & Heat Tap	1,200	1,197	1,200	1,197	1,197
	Total Annual Revenues	41,200	36,087	41,700	41,697	41,697
	Prior Year End Cash Reserves	95,550	108,408	93,848	96,106	99,128
	Total Revenues	136,750	144,495	135,548	137,803	140,825

GEOHERMAL ENTERPRISE FUND

EXPENDITURES

Account	Description	2014 Budget	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
PERSONNEL						
55-40-133	School/Travel	1,000	500	500	0	0
	Subtotal	1,000	500	500	0	0
COMMODITIES						
55-40-202	Office Supplies	100	396	100	0	100
55-40-204	Postage	250	196	250	200	250
	Subtotal	350	592	350	200	350
CONTRACTUAL						
55-40-444	Utilities/Electric and Water	15,000	10,103	12,000	12,000	13,000
55-40-446	Legal/Attorney	3,000	4,875	2,000	0	1,000
55-40-438	Engineering	5,000	0	5,000	0	1,000
55-40-448	Bookkeeping (paid to Town GF)	5,000	5,000	5,000	5,000	5,000
55-40-450	Insurance (paid to Town GF)	1,000	1,000	1,000	1,000	1,000
55-40-452	Contractual Services Streets Dept	9,500	9,500	9,500	9,500	9,500
55-40-456	Contractual Services Maintenance Dept	4,500	4,500	4,500	4,500	4,500
55-40-458	Pagosa Verde Symposium	0	0	500	500	500
	Subtotal	43,000	34,978	39,500	32,500	35,500
CAPITAL IMPROVEMENTS						
55-40-242	Repair Equipment/Meters	5,000	1,092	5,000	375	2,000
55-40-244	Repair of Leaks	10,000	12,189	10,000	1,200	1,500
55-40-246	New Pump/Meters	5,000	1,295	5,000	4,400	2,000
55-40-500	McCabe Creek Reconstruction	0	0	40,000	0	0
55-40-832	Contingency	1,000	0	1,000	0	0
	Subtotal	21,000	14,576	61,000	5,975	5,500
	Total Geothermal Expenditures	65,350	50,647	101,350	38,675	41,350
	TOTAL REVENUES	136,750	144,495	135,548	137,803	140,825
	TOTAL EXPENDITURES	65,350	50,647	101,350	38,675	41,350
	Year End Carryover Reserve	71,400	93,848	34,198	99,128	99,475

Addendum A

Specific Revenues

PROPERTY TAX REVENUE

Distribution: 100% General Fund

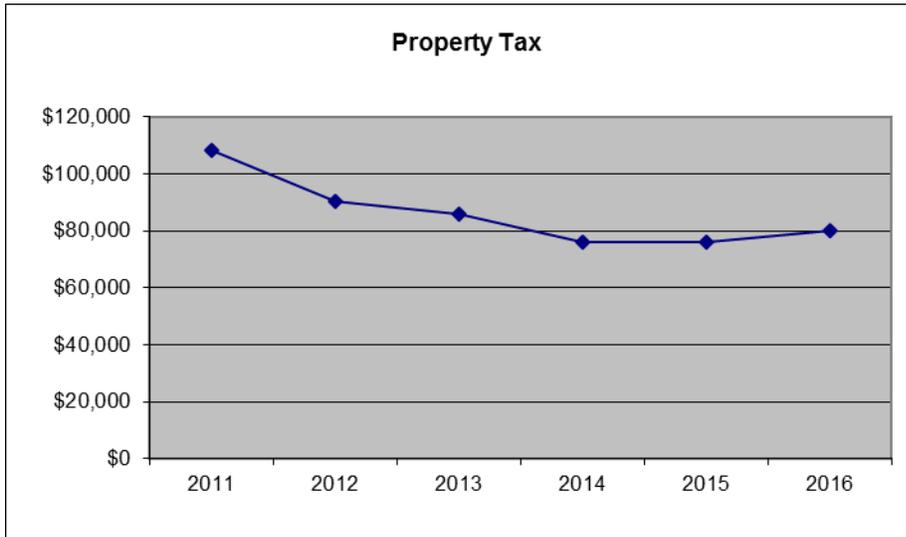
Source: Property owners within the Town of Pagosa Springs corporate boundaries

Collection: The taxpayer Bill of Rights (TABOR) Amending to the Colorado Constitution limits property tax revenue growth to the amount collected the previous year increased by the Denver-Boulder Consumer Price Index and a local growth factor. In addition, there is a statutory limitation which prohibits property tax revenue growth from exceeding 5.5% each year, adjusted for new construction. However, the Town of Pagosa Springs has voted to exempt (or “De-Bruced”) the town from these provision by setting the mill levy for the town at 1.557. The tax a property owner pays on a property is based on the following formulas:

$$\text{Assessed Valuation} = \text{Property Market Value} \times \text{Assessment Ratio}$$

$$\text{Property Tax} = \text{Assessed Valuation} \times \text{Mill Levy} / 1,000$$

Five Year Trend



<u>Year</u>	<u>Revenue</u>	<u>% Change</u>
2011	\$108,361	-2%
2012	\$90,475	-17%
2013	\$85,765	-5%
2014	\$76,216	-11%
2015	\$76,221	0%
2016	\$79,939	5%

Forecast: \$79,939 an 5% change from 2015 revenue receipts

Rationale: Based on the assessed valuation provide by the Assessor’s Office the Mill Levy was set at 1.565

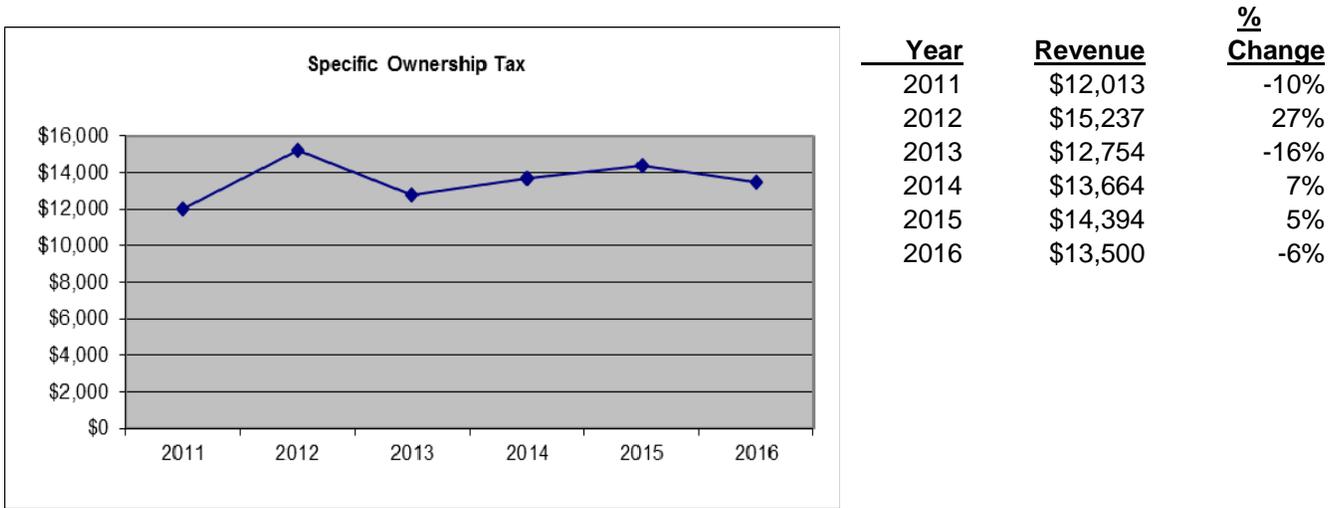
SPECIFIC OWNERSHIP TAX REVENUE

Distribution: 100% General Fund

Source: Residents and Businesses of Archuleta County

Collection: The State of Colorado establishes the statutory authority for collecting auto ownership tax. Vehicle owners pay auto ownership tax upon registration of the vehicle and annually thereafter to Archuleta County, which acts as a collection agent for the State. The amount of tax is based on the value of the vehicle. Archuleta County distributes \$1.00 of the tax to the State to maintain the motor vehicle computer system and to the County’s general fund to pay for clerical processing. The Town receives a portion of the remaining tax based on a percentage derived by comparing ad valorem (property) taxes collected by the County on behalf of other governments to the total ad valorem taxes collected for all taxing authorities in the County.

Five Year Trend



Forecast: \$13,500, a 6% decrease from 2015 estimated collection

Rationale: Estimated economic stability but not an increased population into Town

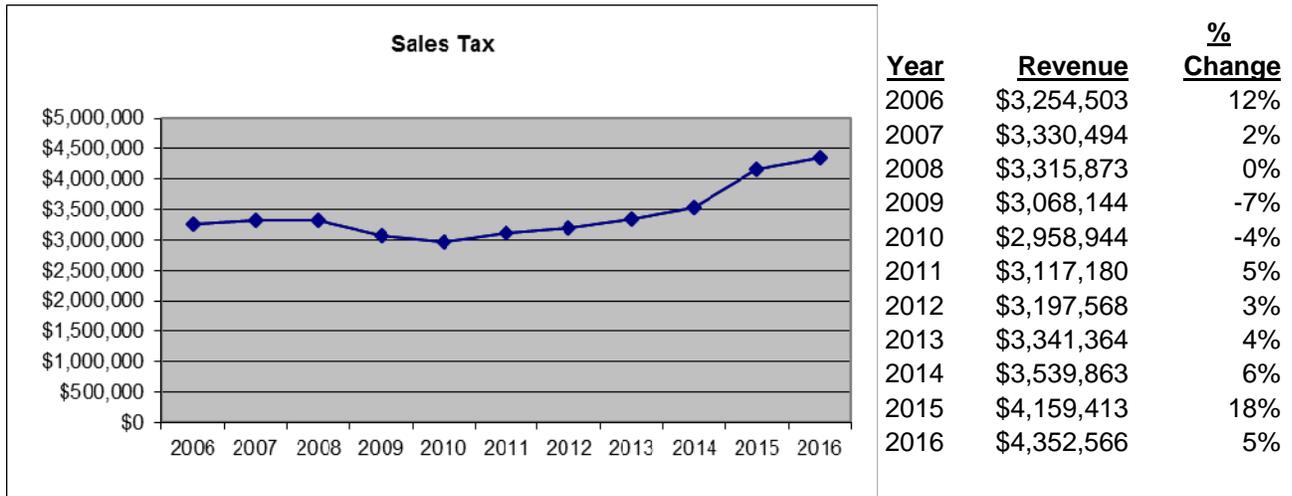
SALES TAX REVENUE

Distribution: 50% General Fund
50% Capital Improvements and Maintenance Fund

Source: Visitors, residents and employees in Archuleta County

Collection: Prior to 1958, a 1% sales tax was initiated and was split 50/50 for the Town and County. In 1983, the citizens voted to increase the sales tax rate to 2%, to be split 50% between the Town and County. In 1988, the citizens voted to increase the sales tax rate an additional 2% for seven years; with 1% earmarked for County road capital improvements and 1% dedicated for Town capital improvements. In 2001, the citizens again voted to extend the additional 2% sales tax rate for an additional seven years; with 1% earmarked for county road capital improvement and 1% for Town. The Sales Tax Ballot language states the “Town may use these funds to undertake capital improvements and the maintenance of such improvements and other capital projects which may be deemed necessary and appropriate by the residents of Pagosa Springs.” In November 2008, this sales tax arrangement was approved by the voters to be extended in perpetuity. Sales tax is charged on all retail purchases including food. The town collects its sales tax from the County. As a statutory county, Archuleta County’s sales tax is collected and administered by the Colorado Department of Revenue. As a result, there is a two-month lag time between the generation of the sales tax and when it is disbursed to the Town. At the end of 2008, the Council passed a resolution initiating a policy to respond to the volatility in the National Economy. This resolution was revised every year through 2011 to compare the monthly revenue to the previous two years average during the same month and if necessary adjusts a reduction and increase in increments. It is projected the economic downturn has reached the bottom and a slow recovery is ahead. In August 2010, the Town was the fortunate recipient of \$1,001,739 after an audit was completed by the State of Colorado for the period of February 2003 through December 2008.

Ten Year Trend



Forecast: \$4,352,566, a 5% increase from 2015 actual collection.

Rationale: It is projected the economy will increase this year by approximately 7%. The Town has projected increases to revenues from the 2015 actual sales tax revenues; the Town has implemented policy to have the ability to quickly reduce expenditures should sales tax revenues decline. The Town relies heavily on sales tax as approximately 72% of general fund revenue comes from sales tax. The capital fund relies on sales tax to pay for ongoing maintenance and debt service.

FRANCHISE REVENUES

Distribution: 100% General Fund

Source: Sourcegas, Centurytel, USA Communication, LaPlata Electric Assoc.

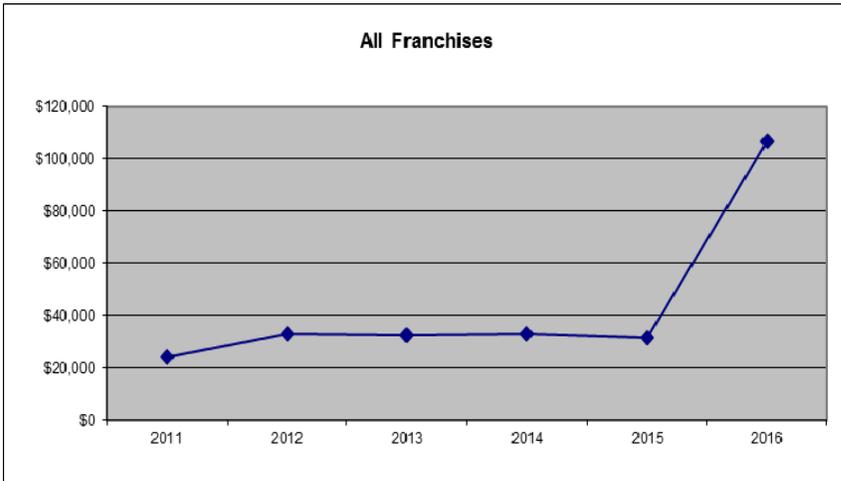
Collection: The Town collects franchise payments for general town services that it does not provide but “franchises” to private companies.

Ordinance No. 755, expires June 2019 is the Cable TV Franchise (5% of yearly gross revenues)

Ordinance No. 298, expires 2020 is the Telephone Franchise (3% of yearly gross revenues)

Ordinance No. 670, expires July 3, 2017 is the Natural Gas Franchise with SourceGas Distribution, Inc. (\$.0157 per Therm of gas)

Five Year Trend



<u>Year</u>	<u>Revenue</u>	<u>% Change</u>
2011	\$24,430	-33%
2012	\$33,286	36%
2013	\$32,642	-2%
2014	\$33,155	2%
2015	\$31,623	-5%
2016	\$106,500	237%

Forecast: \$106,500, is flat from 2015 collections regarding franchise collections, the addition of \$75,000 for LPEA Franchise in 2016.

Rationale: Forecast anticipates a slight increase in cost per Therm of Natural Gas and minimal hook-ups due to the construction slowdown. The forecast also anticipates a continual decline in revenues from telephone connections with most residents opting for cellular phones, and increases in cable use with the multiple options and additional wireless programs available in the area. The increase is due to a budgeted amount in 2016 for the potential revenue from a new franchise agreement with La Plata Electric Association planned to be completed in 2016.

LOTTERY REVENUE

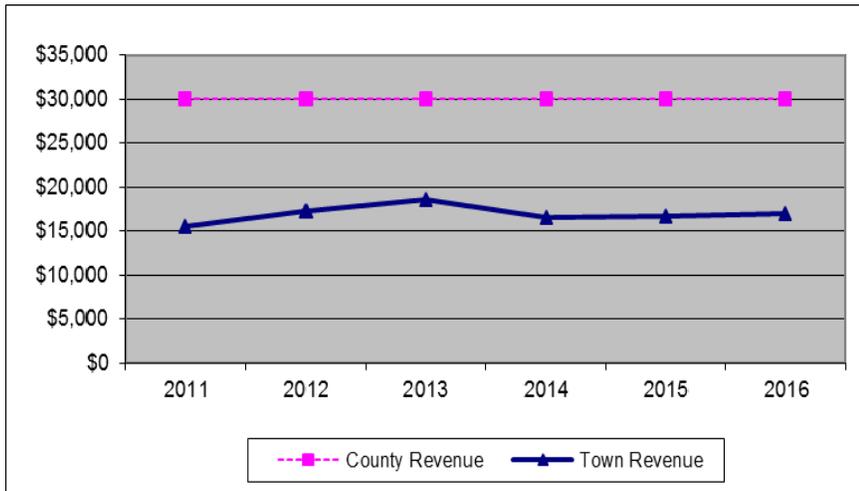
Distribution: Conservation Trust Fund (CTF)

Source: Customers who buy lottery and lotto tickets

Collection: Lottery proceeds are collected from retail merchants selling lottery products by the State of Colorado. Municipal lottery proceeds are distributed to municipalities based upon current population estimates prepared by the State Division of Local Governments. The Town's share is electronically transferred to the Town's CTF account annually on March 1, June 1, September 1, and December 1. A 2008 Intergovernmental Agreement requires the County to distribute \$30,000 per year of Conservation Trust money to the Town for the purpose authorized by Section 29-21-101, et seq., C.R.S.

Conservation Trust funds can only be used for the acquisition, development and maintenance of new park and open space sites or for capital improvements and maintenance of a public site used for recreational purposes.

Five Year Trend



<u>Year</u>	<u>County Revenue</u>	<u>Town Revenue</u>	<u>% Change</u>
2011	\$30,000	\$15,808	-52%
2012	\$30,000	\$17,236	3%
2013	\$30,000	\$18,536	3%
2014	\$30,000	\$16,595	-4%
2015	\$30,000	\$16,665	0%
2016	\$30,000	\$17,000	1%

Forecast: \$47,000 is a 1% increase from 2015 collection.

Rationale: Forecast anticipates the funds received from the State will remain flat for 2016 based on projections provided by the Colorado State Lottery office and the calculation from the Colorado Department of Local Affairs. The County Commissioners had agreed to give the Town a one-time extra payment of \$50,000 in 2010 for maintenance of the ever-increasing parks area, the County has purchased land on Hwy 84 for a park and is working on their park at Cloman.

Addendum B

Departmental Summaries

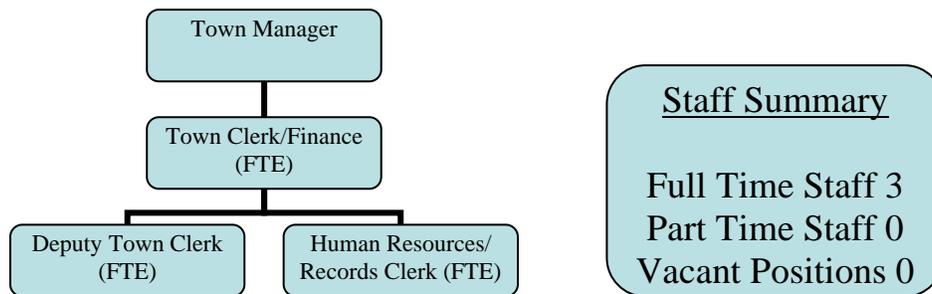
TOWN CLERK/FINANCE DEPARTMENT

Description:

The Pagosa Springs Clerk and Finance Department plans, organizes and carries out duties involved with custody of Town records and Town funds; maintains official Town records including minutes, ordinances and resolutions; serves as repository of notices to the Town and similar documents; has custody of and accounts for Town funds; and invests idle Town funds. The department also maintains the Town's accounting, payroll, accounts receivable, cash receipting and payables records, processes business, marijuana and liquor licensing, and maintains personnel records. The Clerk's office works with the Sanitation District and Geothermal Department to complete the billing, filing of liens, and notices required for these departments.

Core Services:

The core services the department provides include maintaining town accounts receivable and payable and providing payroll for all employees. The department works hard to provide human resources support by acting as a liaison for all employee health, dental, vision, life, pension, worker's compensation and liability insurance. Safety training for all employees and departments is schedule through our human resources clerk in keeping with requirements and suggestions from the Town's liability and worker's compensation companies. This department is responsible for maintaining all official Town documents and records, including minutes, ordinances, resolutions, deeds, contracts, and other records per adopted retention schedules. Coordination of all town elections is the responsibility of this department as is processing cemetery deeds, business, marijuana and liquor licenses, serving as the secretary for the Town Council and Town Manager, preparing bi-monthly Council meeting packets and minutes. Assistance with annual budget preparation is the duty of this department as well as working with departments instructing and apprising of financials and budget requests. This department contracts with the Sanitation District and Geothermal Enterprise to perform bookkeeping and billing, filing of liens and notices. This function is also provided for the Area Tourism Board via receiving and tracking all lodgers' tax collections and payments, scheduling annual inspections of lodging properties and assisting owners in processing State, County and Town tax reporting.



2015 Accomplishments:

The addition of a full-time human resources and records clerk has given the clerk's office enhanced resources to complete tasks that have been pushed aside in the past. A timekeeping module was started through the Town's accounting software with success. Additional services online through an employee portal is scheduled to be up and running in 2016. The human resources clerk started a safety training program providing much needed training to new and existing employees related to issues the Town's insurance carrier supports to reduce liability

risks. Many new employees have been hired to replace vacated or new positions in the Town. Processes for recruiting and hiring along with reviewing and modifying job descriptions and reorganization of several departments have been handled through the Clerks department. Organization of employee records and related forms has been an ongoing project as well as reviewing and updating the personnel handbook.

The clerk has worked hard to achieve a goal of high quality, professional service and improved function and operation of the Clerk and Finance Department. A daily deposit process was implemented and has assisted in reducing weekly deposit operations. Providing a high quality of service to Town residents and employees continues to be the number one priority for this department and the department strives to treat everyone with respect, kindness and courtesy. A large number of residents the Town serves gain information electronically through the internet; the town's website has been professionally upgraded and continues to be maintained by staff in a professional manner. The addition of a new Town Facebook page strives to meet Town Council's goal of increased communication and involvement with the Town residents. Additionally, staff implemented electronic town council packets and Surface workbooks for each councilmen in an attempt to reduce expending resources and move to a more efficient electronic system for council and the community. The addition of codification and electronic records created by MuniCode.com offers the Town Charter and Municipal Code access through the town website. The finance department has worked in harmony with the new town manager and town council to provide regular updates to both staff and council as to town fund balances and year to date spending reports. The Caselle accounting software in the clerk's office has been upgraded as part of a move to improve the efficiency and capabilities of the department with off-site backups to the Caselle servers.

2016 Goals:

The department goals for 2016 include maintaining a high level of service with quality results. It is a top priority for the department to continue to improve skills, knowledge and performance with additional training. The town clerk continues online college courses through a local community college as a goal toward a business degree to assist in her job duties and the human resources clerk intends to work toward a certification in HR. The Department processes will be evaluated to determine alternative options for increasing efficiency and transparency. The Town's budget includes funding for a new online permitting program that will assist in business licensing for the Clerk's office. Completing an updated personnel handbook is a goal for the Human Resources clerk and continuing employee training. Moving the accounting system to the Cloud will reduce onsite server needs and make the system easily accessible and better protected should an unseen event occur. The department will be searching for cost saving programs to speed processing and increase the Town's reserves. The Department continues to improve communication with lodgers in Town and County and assisting in processing lodger's tax reports, payments and compliance. A process to move paper copies to electronic version in both accounts payable and records is a process the Department would like to see move forward in 2016.

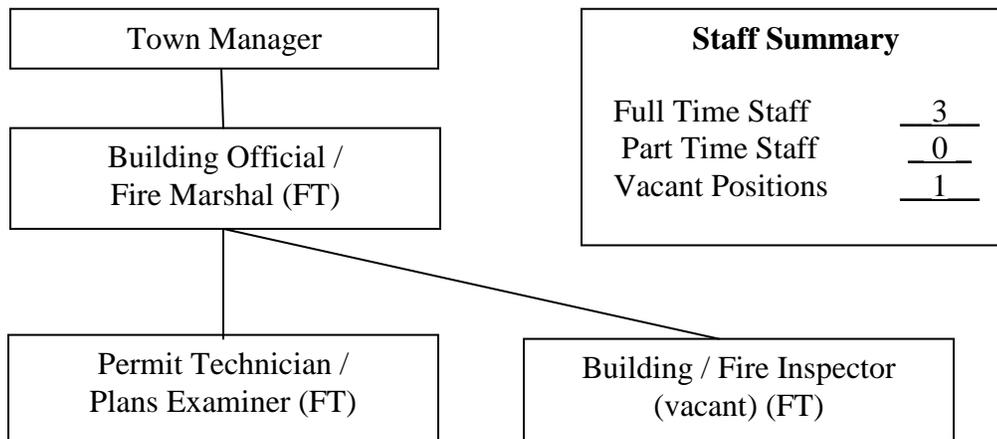
DEPARTMENT OF BUILDING AND FIRE SAFETY

Description:

The Department of Building and Fire Safety is charged with the enforcement of building and fire codes, which are adopted by the Town of Pagosa Springs. These codes establish the minimum requirements to safeguard the public health, safety, and general welfare; ensuring structures have adequate strength, means of egress, stability, sanitation, adequate interior light and ventilation, and energy conservation. The Department conducts plans examinations and inspections of new construction, as well as quarterly, semi-annual and annual inspections, to verify that structures are built and maintained in such a manner to provide safety to life and property from fire and other hazards, and to provide safety to firefighters and emergency responders during emergency operations.

Core Services:

The primary function of the Department is to ensure buildings are safely designed and constructed for use by visitors and citizens of Pagosa Springs, achieved through providing ongoing building safety education to citizens, designers, and contractors, through the plan review, permitting, and inspection processes for the construction and renovation of residential and commercial buildings. The Department also provides road cut permitting. Cooperation and support is provided by the Building Department to: Pagosa Area Water & Sanitation District (PAWSD), Pagosa Fire Protection District, Archuleta County, all Town of Pagosa Springs departments, and other public and private entities. The Building Official fulfills the following functions: Department Director, Building Official, Fire Code Official, Mechanical Inspector, Plans Examiner, Energy Inspector, Commercial and Residential Inspector. As Fire Code Official, the Building Official also responds to fires to assess health hazard, assists in cause of fire and fire investigation and makes final determination about the structural integrity of the building/residence.



2015 Accomplishments:

- Provided education of updates to codes in building and mechanical, fire codes for the possible updates to building code of the LUDC with residents, builders committee, county officials, and fire department.
- Worked with new legal counsel to ensure town's safety with regards building and fire code regulations.

- Worked with the Builder's Committee and the Pagosa Fire Protection District, building conformance between the Town of Pagosa Springs and Archuleta County Building Departments as possible.
- Continued education with the long-range mindset to keeping the Town of Pagosa Springs safe by using the most current building codes available.
- In all instances, continued networking with Town, County, and State departments in order to provide due diligence for public safety.
- Fostered an approachable department for local residents, builders, designers, architects, engineers and developers, to encourage safe, positive community growth.
- Assembled pertinent governing documents and information for Town Council appointment and adoption of a joint Town and Fire District Board of Appeals.

2016 Department Goals:

The primary goal for 2016 is to increase our level of service within the parameters of the department's budget. Additional goals are as follows:

- a) Provide continued education and advanced training for current and new staff members.
- b) Increase public education and outreach programs.
- c) Create a digital database to archive historical building permits and plans.
- d) Utilize, develop, and refine new Department permitting software program to provide transparency and coordination with all departments.
- e) Develop programs to provide public education to local builders, contractors and specialized trades such as HVAC-Heating, Ventilation and Air Conditioning.
- f) Continue to work with Fire District to build a team that works together for the safety of the community.

Description:

The Town Planning department’s main responsibilities are providing direction to applicants and reviewing projects for compliance with town codes and policies. Additionally, the Planning department works to fulfill the following: provide technical assistance to other departments; implement the adopted Comprehensive Plan, Downtown Master Plan, Regional Parks, Recreation, Open Space & Trails Master Plan and the Town to Pagosa Lakes Trail Master Plan; ordinance development and drafting; code enforcement assistance; customer service; and staffing to Town Council, Planning Commission and the Historic Preservation Board. The department also serves as the Town's liaison with CDOT regarding Hwy maintenance issues, grant administration and coordination of projects along the hwy corridor. The Town's Planning and Building departments operate as one department under the direction of the Town Planning Director.

Core Services:

The primary responsibility of this department is the administration of the town’s adopted Land Use & Development Code. The department also provides staff to the Town Council, Planning Commission, Board of Adjustments, Design Review Board and the Historic Preservation Board. Additional service provided is the development of long range land use planning, including administering the relevant sections of the comprehensive plan and downtown master plan and other long range planning initiatives as directed by town commissions and the Council.

Town Manager
Director of Planning (FT)
Associate Planner (FT)

Planning / Building Dept Staff Summary	
Full Time Staff	<u>2</u>
Part Time Staff	<u>0</u>
Vacant Positions	<u>0</u>

2015 Accomplishments:

Long Range Planning

- a) Successful completion of the 6th Street Pedestrian Bridge project.
- b) Awarded \$166,000 from SHF for the restoration of the Rumbaugh Creek Bridge.
- c) Submitted SHF grant application for the restoration of the Historic Water Works facility.
- d) Participated in the review and selection of a user friendly permitting software program that will provide for customer access via the internet, employee on-site inspections and tracking of building and planning permits, business license, resident complaints, etc. The CitizensServe program will replace the previous Cityworks program at one third the annual cost with a substantially improved user friendly platform for citizens, contractors and Town staff. Anticipated start date for beginning implementation of the software is in July 2016.
- e) Assisted in filling the duties vacated during the Project Manager position vacancy; writing grants, grant administration, reviewing projects status, working closely with engineers and contractors, initiating project progress, etc.
- f) Continued working with Wal-Mart for compliance with our lighting code, corrections for installed street infrastructure, landscaping and screening, camping issues, and the lighting appeals process.

- g) Submitted a \$150,000 GOCO grant application for the replacement of the structurally failing Springs Pedestrian Bridge.
- h) Proposed submitting Safe Routes to School grant application for sidewalks to provide connectivity of the north Pagosa residential neighborhood to the Elementary School, worked closely with the school district and the local safe routes coalition, prepared and submitted a SRTS grant application requesting \$350,000.
- i) Extensive research and time for providing recommendations for Cargo Container regulations resulting in adoption of Commercial zoning regulations.
- j) Extensive research and time for providing recommendations for the consideration of allowing smaller residential lots for single family dwellings units in the R-12 and R-18 district. Planning Commission has provided a recommendation that Town Council will consider early in 2016.
- k) Completed pedestrian path negotiations and installation of pedestrian path in front of Hometown market between South 8th and 7th Streets.
- l) Received Final Design Plan Approval (FOR) for West Phase and the East Phase of the Town to Pagosa Lakes commuter Trail Project. Authorization to proceed expected in February 2016 following successful easement donations.
- m) Completed Aerial Survey creating 1 foot interval topo maps for future planning of TTPL trails, riverwalk and adopted access control plan secondary road networks.
- n) Successful completion of 200 block (south side) sidewalk project, involving substantial property owner coordination and negotiations for improvements and removal of unused driveway cuts.
- o) Negotiated and awarded \$703,000 in CMAQ funds for FY 2016-2018 for gravel road paving projects.

2016 Planning Department Goals:

- a) Train the new Associate Planner and delegate a number of duties to achieve the department goals and continuing to provide exceptional customer service in a positive "business friendly" office environment by ensuring the necessary information and direction for development applications, business license applications, sign permits, ect., are concise and understandable.
- b) Solicit consultant bids for the update to the 2006 Comprehensive Plan with revisions developed through open community public input work sessions. This item was included in the previous year's goals, however, with the continued staff shortage we were unable to initiate this effort.
- c) Refine and update the departments numerous development applications and applicant checklists, to ensure a better understanding of requirements and applicability for each specific application process.
- d) If awarded the SHF grant for the Water Works facility, coordinate the efforts needed for the successful stabilization/restoration of the facility, and oversee the grant administration process.

- e) Oversee the Rumbaugh Creek Bridge restoration project and administer the grant contract.
- f) Fully engage in the development of the new CitizenServe permitting software program for office and consumer implementation in 2016.
- g) Assist the project manager in the coordination of the Springs Pedestrian Bridge replacement, east and west phase TTPL trail projects, 8th Street re-construction project, and other projects and grant administration.
- h) Develop recommendations for inclusions into the 5 year capital improvement plan, present to the Historic Preservation Board and Planning Commission for recommendations and then Town Council for consideration.
- i) Utilizing the Ariel Survey Topography mapping produced in late 2015, work with our engineer to develop plans for the Harman Hill TTPL trail phase and coordinate efforts to secure additional grant funding and trail easements through the Federal Uniform Act for future trail phase construction.
- j) If Awarded the North Pagosa Neighborhood SRTS grant, work with the projects manager to develop plans, conduct environmental reports, and queue for construction as early as feasible.
- k) Work with the Historic Preservation Board to accomplish their goals including:
 - ≈ Developing an interpretative sign plan for the district and overlook parking lot.
 - ≈ Implement strategies to draw more attention and tourists to Pagosa Springs Heritage and the Downtown Historic District.
 - ≈ Complete the installation of “Historic Property Designation Plaques”.
 - ≈ Solicit additional Activities & Events for the Historic Preservation Month of May.
 - ≈ Coordinate historic preservation presentations regarding the benefits to be presented to all governmental boards, community organizations and general public.
- l) Work with the Historic Preservation Board to including;
- m) Work with town streets department, projects manager and the town engineer to develop improvement plans for the Rumbaugh Creek culvert inlet/outlet structure at First Street.
- n) Work with the Project Manager to develop sidewalk improvement plans and construction for the north side of the 200 and/or 100 block on the north side of Pagosa Street.
- o) Provide recommendations for general house cleaning of typos and language clarifications in the Land Use Development Code.
- p) Continue to participate on the TTC Way Finding sub-committee to identify opportunities to implement the adopted "Streetscape, Furnishings and Signage Plan", and to incorporated recommendations from the 2013 Downtown Colorado, Inc. report.
- q) Work with the Town Manager, Building Maintenance Director and Streets Superintendent for the consideration of an energy savings analysis/audit that would

include a LED light change out program that will not cost the town additional annual funds and will provide a complete return on investment within a couple of years, resulting in large energy cost savings for many future years.

r) Coordinate the design, engineering services and property owner arrangements and agreements for the continuation of the Pagosa Street sidewalk improvement project during the 2014-15 winter in preparation for 2015 construction. In addition, coordinate the installation of a pedestrian walkway along the downtown city market complex that will connect with the new lighted intersection project with 7th Street.

s) Continue to identify incorrect property addressing and initiate correction process with property owners, to ensure emergency response efficiency, shipping deliveries, etc.

POLICE DEPARTMENT

Description:

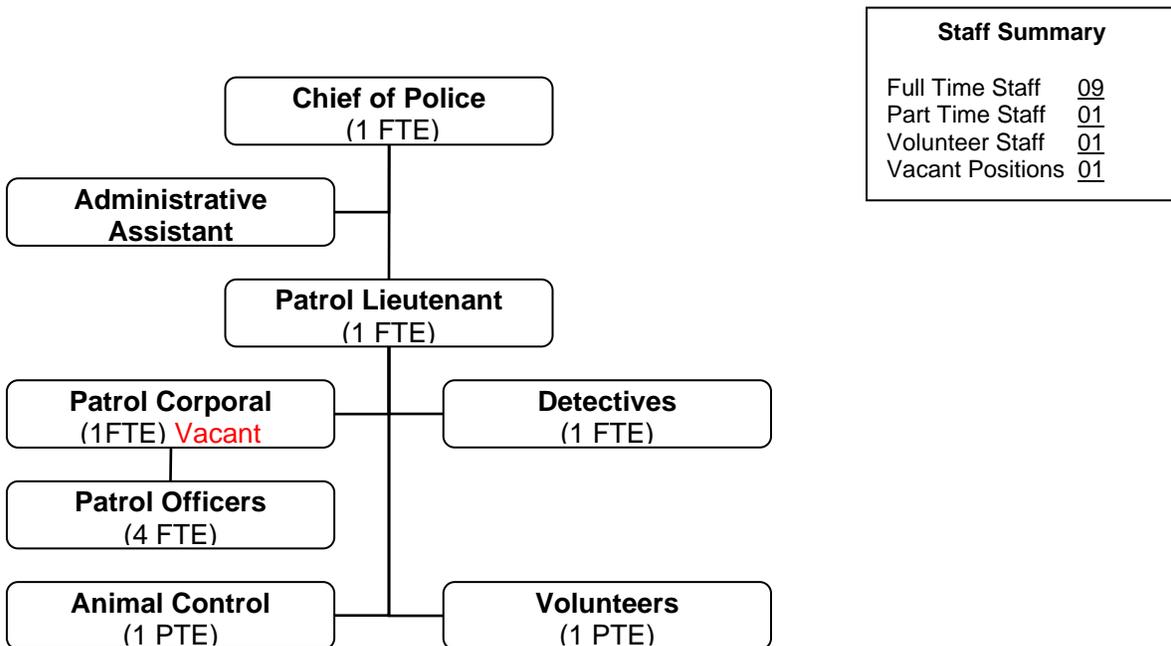
The Pagosa Springs Police Department is responsible for serving and protecting both the citizens of and visitors to Pagosa Springs by providing the most effective law enforcement services possible 24 hours every day, seven days each week, 365 days a year using limited resources as efficiently as possible.

Core Services:

The Police Department conducts a full array of police services that include, but are not limited to: responding to routine calls for police service; rendering emergency service; managing emergency situations and crime scenes; enforcing criminal laws and traffic regulations; investigating violations of criminal laws and traffic accidents; performing security and traffic control for special events; providing training and information for civic organizations, businesses, schools and individuals; and assisting other law enforcement and emergency service agencies.

As of December 14, 2015, the Police Department has one vacant position. The vacant Corporal, patrol position is currently filled by a part time officer. Being fully staffed will make it easier to manage overtime and leave, and allow for more consistent community interaction at special events.

Below is the current organizational flow chart.



2014 Accomplishments:

The following lists some of the main accomplishments of 2014:

- a) As of November 30th, 2015 589 incident reports have been generated a consistent number in relation to 2014. The Department has investigated and completed 160 accident reports a 48% increase over 2014
- b) Current calls for service is over 3600 in 2015 compared to 2500 for all of 2014.
- c) Officers to date logged over 700 hours of training in compliance with the Peace Officers Standards Training Board.
- d) Officers have received over \$10,000 in scholarship funding for advanced training. This included nationally recognized Firearms Instructors, Hostage negotiation, Drug interdiction training, Driver Instructors, Arrest control instructors.
- e) The department received two (2) grants from the Colorado Department of Transportation for additional impaired driving enforcement.
- f) The current policy is compliant with all state and federal law and best practices nationally within the law enforcement community. Officer are required to test daily on current policy provided by electronic Daily Training Bulletins (DTB's) which are tracked and managed to reduce the Towns liability.
- g) The department received a Colorado POST grant to provide online training to officers 24 hours a day.
- h) The Department has continued the responsibility of managing Sex Offenders Registrations for sex offenders living within the Town limits.

2015 Goals:

The primary goal for 2015 is to maintain and/or increase our level of service within the parameters of the department's budget. Additional goals are as follows:

- a) Update MOU and additionally participate in the 6th Judicial Officer Involved Investigation Team.
- b) Continue to develop written documentation for training, crisis management, and compliance with CBI directives.
- c) Provide continuing education and advanced training for officers.
- d) Obtain DUI enforcement grant funding for 2015.
- e) Increase traffic safety and reduce impaired driving offenses.
- f) Increase public education and outreach programs.

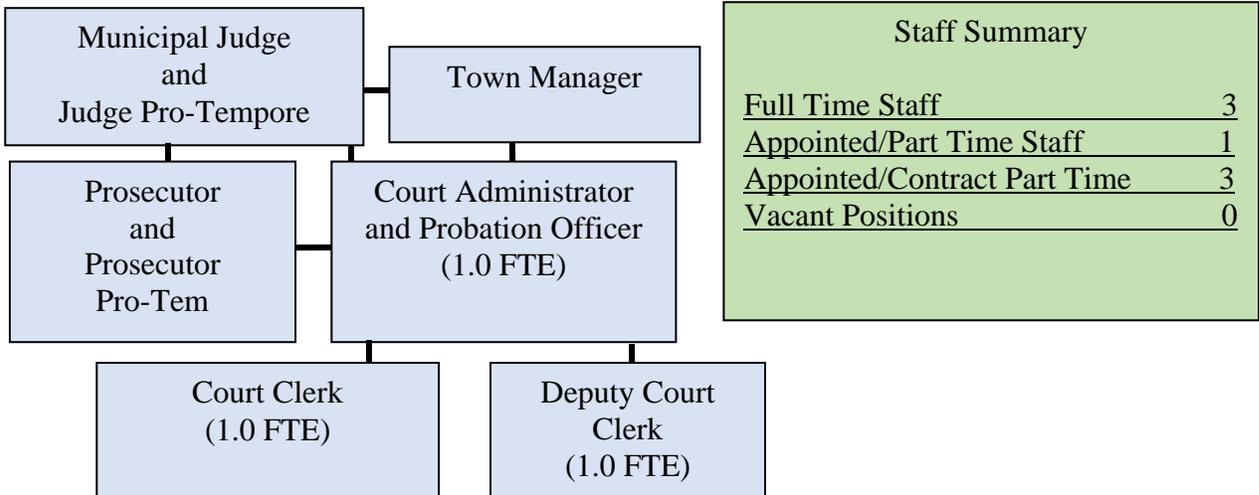
MUNICIPAL COURT DEPARTMENT

Description

The Pagosa Springs Municipal Court maintains an independent judiciary to dispense justice fairly and quickly. Municipal Court adjudicates adults and juveniles for status, petty, and misdemeanor offenses occurring within the Town’s corporate boundaries. Municipal Court adjudicates additional violations of the Municipal Code including, but not limited to, traffic, nuisance, building, sign, and land use violations. Municipal Court holds juvenile offenders accountable to the community, for their criminal behavior, by using pre-sentence staffings, creative sentencing, and by taking the time necessary to make a positive difference in their lives.

Core Services

Municipal Court is conducted four days per month to conduct arraignments, financial hearings, dispositional hearings, trials, sentencing, et.al. The Court Administrator/Probation Officer provides full probation supervision for adults and juveniles adjudicated by the Court. This includes in-person contacts with youth and their families in the office, at the schools, or at the youths’ homes. The Probation Officer performs drug and alcohol testing on adults and juveniles adjudicated by Municipal Court and assigns community service to youth and adults adjudicated by the Court. The Court Administrator and Court Clerk, when required, do pre-sentence investigations by interviewing offenders, researching the National and Colorado Crime Information Centers (NCIC/CCIC), contacting schools, contacting other Courts, and contacting other probation departments for background information on offenders. The 23-member, volunteer Community Youth Task Force (CYTF) has been staffing the youth of our community for approximately 30 years. Youth who are found guilty or enter a plea of guilty, for their first criminal offense, are ordered to appear with their families for this pre-sentence staffing. The Court Clerk and Deputy Court Clerk serve as the Victim/Witness Coordinators who issue subpoenas to victims and witnesses and prepare, send, and receive Victim Impact Statements.



2015 Accomplishments

- On September 17, 2015, the Town Council approved the creation of a Deputy Court Clerk position for Municipal Court. The successful candidate for the Deputy Court Clerk position was Amber Johnson, and she began her employment with the Town on December 14, 2015. She is assuming the responsibilities of victim notification and the processing of all traffic filings. Ms. Johnson will be cross-trained in all levels of case processing and courtroom management.
- Court security was implemented. The Pagosa Springs Police Department provided officers to staff the Court security desk, and the officers effectively screened persons for security risks and compliance with courtroom decorum.
- The Court Administrator successfully transferred all of her human resource responsibilities to the Human Resource and Records Clerk, Kathy Harker. The HR duties and documents transferred included:
 - the annual CIRSA audits and rosters for the Volunteer Accident Medical Plan (VAMP) and the Community Service Workers Accident Medical Plan (CSWAMP),
 - the documents to bind over annual coverage for the CIRSA VAMP and CSWAMP programs,
 - 2009-2012 Certificates of Insurance for inclusion into the CIRSA Property/Casualty and Worker's Compensation plan coverages with CIRSA
 - 2008 and 2009 Personnel Handbook and Personnel Policy revision documents,
 - 2008 Short Term Disability and Long Term Disability informational and revision documents,
 - 2008 Job Description Revisions which incorporated FLSA status and Drug Testing status of all Town of Pagosa Springs employment positions,
 - 2008-2012 Drug Testing Pool and Drug Testing Status (Safety Sensitive, DOT, and Non-DOT)
- The Court Administrator created a restitution tracking database to ensure accurate receipt of restitution payments from defendants and to ensure timely restitution payments to victims.
- The Court Clerk created a victim notification database to facilitate the timely notification of victims to allow them sufficient time to request reparations if appropriate.
- In July 2015, Larry Cardamone, the Senior Loss Control Representative from CIRSA, met with the Court Administrator. Mr. Cardamone is satisfied with the modifications (exit signs, duress alarms, panic hardware) made to the Municipal Courtroom/Council Chambers to enhance safety. Mr. Cardamone was informed that Pagosa Springs Police Officers provide security for court sessions. Mr. Cardamone is pleased the Town is continuing to expand procedures to improve Court security.
- The Court Clerk has been trained to collect debit/credit card payments from defendants.
- On October 6, 2015, the Town Council approved an employment agreement with Judge William Anderson, and the Council re-appointed him for a four-year term.
- The Court Administrator, Court Clerk, and Deputy Court Clerk successfully completed CIRSA trainings, recommended by Human Resources, to remain in compliance with CIRSA mandates. These trainings enhanced the safety performance and job knowledge of Court staff.

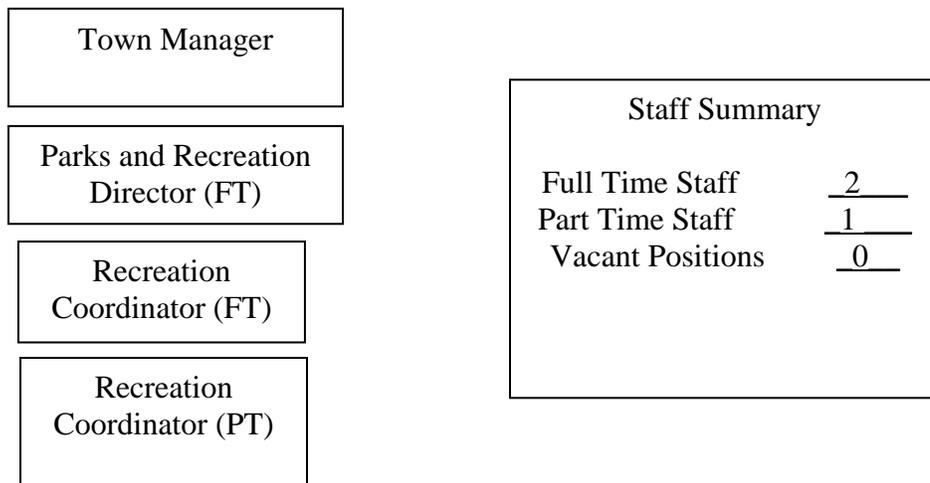
2016 Goals

- Municipal Court is expanding its in-court calendar to maintain the fidelity of court services. Court will be in session a minimum of 4 days per month. This expansion will accommodate the increasing traffic workload and will allow more accountability hearings to be conducted with persons on probation.
- The Deputy Court Clerk will enhance the Victim Notification database to ensure consistent and timely restoration to victims.
- The Deputy Court Clerk will participate in numerous trainings to expand her knowledge of municipal court procedures.
- As the Deputy Court Clerk develops her skills, the Court Administrator/Probation Officer will begin transitioning away from her in-court clerical work to focus on probation supervision, community service coordination, and delayed administration projects. In 2016, the Court Administrator will review legislative updates from the past few years, determine if recent legislative changes require incorporation into the Municipal Code, and bring the modifying ordinances before Council if necessary.
- The Court Administrator and Town Manager will review and discuss the contract for prosecutorial services in Municipal Court. Due to substantial growth in court activity in 2015, the annual encumbrance for prosecutorial services was over-expended. Modifying fee arrangements and restructuring the contract will be discussed; any resolution arrived at will ensure reasonable costs for prosecutorial services while preserving the efficiency of prosecutions.

RECREATION DEPARTMENT

Description: The Recreation Department provides and directs comprehensive recreation programs for the youth and adults in the community. The Department also coordinates with other government agencies to identify opportunities to provide additional recreation planning and facilities, and reviews programs, policies, equipment, facilities, and events to ensure that the public's recreation needs are being met. Staff also identifies and authors appropriate grants when feasible. The department reports to the Town Manger and recommends and implements changes when appropriate to improve services and facilities. The department includes 2 full-time employees, one part-time, and 15-25 seasonal, part-time employees (referees, umpires, instructors, etc.).

Core Services: The department directly administers 10 programs: youth basketball, adult basketball, baseball, adult softball, tee ball, youth soccer, youth volleyball, youth tennis, youth gymnastics, and the "Pick-up Pagosa Country" anti-litter campaign. During the summer months, the department also co-administers a new outdoor education program (for youths) with assistance from the community center staff. The administration of these programs includes the provision of equipment, instruction, team uniforms, game officials, awards, first aid, criminal background checks for volunteers, coaches and officials, and weekly news articles and press releases.



2015 Accomplishments: Overall program participation this year remained the same over last year in the youth category and adult category. These figures are lower than the average of approximately 8-percent growth over the past seven years, but mainly because most programs have hit maximum capacity due to restraints imposed by a lack of expanding infrastructure/facilities. Business sponsorships were down slightly for this year (4 percent). Adult basketball, however, had to be postponed entirely this year in order to offer youth volleyball.

The department will come in under budget for the tenth consecutive year. There were also minor additions to Yamaguchi Park, including landscaping and staining of the terrazzo.

In addition, the staff has again secured facility use agreements with the school district, PLPOA and Wyndham resorts. At Town Park the playground equipment was replaced.

2016 Goals: The department will continue to work on aspects at Yamaguchi Park, including refinements to the existing and uncompleted landscaping, and new picnic tables. South Park the shade material will be replaced, volleyball court will be improved, basketball goals will be replaced, and the parking lot will be expanded. An effort to beautify all parks will continue. The Pagosa Area Tourism Board has purchased new bike racks that will be installed in our parks.

Due to a lack of gym space, the adult basketball program will not be offered and the youth volleyball program will continue. Staff will also evaluate the possibility of adding youth programs for ages 3 and up, and will again work with community center staff to develop a new summer outdoor education program for youths. Staff intends to offer these new programs next year only if they can be administered within the projected budget.

Based on the continued direction and support from Town Council, the department will strive to efficiently provide and market ample recreation opportunities for adults and youth in a cost-effective manner, and will identify grant

opportunities which can be evaluated and pursued in order to meet the growing demand for quality programs and facilities.

The department will also continue to engage the school district and Archuleta County regarding opportunities to offset the Town's cost of providing most of the community's organized recreation programs.

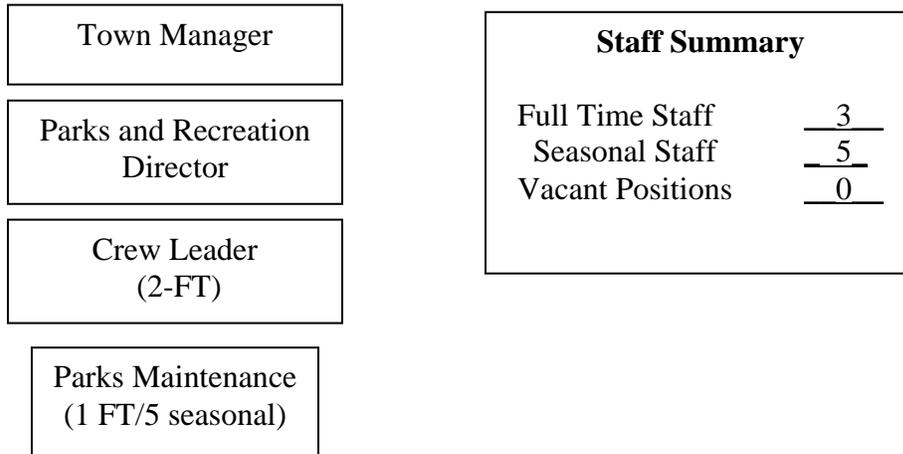
PARKS DEPARTMENT

Description:

This department maintains all existing park facilities within the town’s corporate boundaries and the grounds surrounding all town buildings. This department’s daily work includes coordinating with other town departments, other governmental entities and agencies, and individuals to monitor and maintain all park grounds and facilities for safety, aesthetics, ecological health, and compliance with governmental guidelines. The department performs needed upgrades and maintenance operations.

Core Services:

Maintain all public grounds in the Town. Monitors and maintains the safety and aesthetic values of all Town grounds; ensures the maximum availability of Town facilities for visitors and residents alike; administers parks reservations for special events, and acts as Town liaison with parks users; coordinates with Recreation Department on field maintenance and scheduling; develops and plans new parks facilities and improves existing parks spaces; serves as horticultural consultants to the public and coordinates community-service horticultural projects; conducts snow-removal operations coordinated by the Streets Department; operates and maintains the ice-rink, skate park, and all other parks amenities; and monitors and maintains mitigation areas including the town’s conservation easement.



2015 Accomplishments:

Reservoir Hill was the focus of much of the work in the Town’s parks in 2015. A donated observation gazebo was installed by friends of reservoir hill. Improvements to the grade and irrigation of the meadow are completed, and the revegetation of the meadow is accomplished. The infrastructure of the hill is augmented with expanded electrical service. Hazard tree removal generates a safer park experience and an opportunity for chainsaw training for the crew. Timber is milled into dimensional lumber to be used for future Parks Dept projects. A new observation platform is built on the top of the hill with the help of the Parks staff, and improved trail signage was installed. A grant from the Colorado State Forest Service is acquired to help fund continuing forestry work. Elsewhere, the sixth of seven permitted whitewater features is built in the Yamaguchi Park section of the river. New fencing and a staircase are added to the Town Park pedestrian bridge approach. The first pond hockey tournament is held at the River Center, and new educational signage pertaining to fishing is installed at numerous locations along the river. A third seasonal employee is hired and trained. His help is instrumental in the establishment of landscape materials along the extension of the Wetlands Trail, the repair and adjustment of the Centennial Park irrigation, and numerous routing maintenance operations. He also helps complete the hardscaping adjacent to the new sidewalk on the Eighth St. side of the library. A new position is created to take over the task of facilitating the growing number of events held in the parks.

2016 Goals:

Major thinning of the forest on Reservoir Hill will be accomplished affordably through the use of grant funding and specialized equipment. The improvement of the landscaping at the Visitor Center will continue. The seventh and final whitewater feature will be installed at Cotton's Hole, bringing to completion the multi-year River Restoration Project. More trees will be planted, more grass established and more visitors accommodated. The parks crew will be restructured to include two full-time crew leaders, one full-time maintenance, and 5 seasonal employees. Landscaping at Yamaguchi Park will be improved. Beautification of all of our parks will occur. The Riverwalk by the river center ponds will be replaced. A skate bowl will be added to the existing skate park at Yamaguchi Park. South Park will get a facelift which includes, volleyball court, shade structure material replaced, basketball goals replaced, and extending the parking lot.

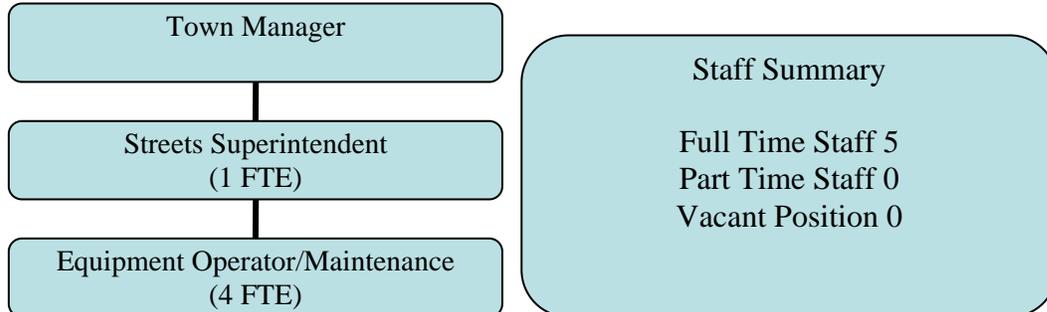
STREETS DEPARTMENT

Description:

The Streets Department provides year round service, construction and maintenance of all Town streets, signs and lighting, also service to the cemetery, parks & trail preservation, and maintenance of drainage and sidewalks. This Department also assists other staff, when needed, with the Town geothermal system and sanitation district.

Core Services:

- Maintaining all streets by filling pot holes and cracks, replacing asphalt where needed.
- Grading and applying additional base to gravel roads or chemical for dust control.
- Keeping lighting, signs and drainage in good condition.
- Plowing snow from all roads, alleys, streets, sidewalks and parking areas in the Town.
- Repairing and replacing cracked or broken Town sidewalks.
- Participating in special events and town functions as traffic control and fireworks team. Responsible for organization and participation of Town wide clean up weeks.
- General cemetery care and road maintenance, location and sale of plots.
- Geothermal service of leaks, temperature, and proper function.
- Service and maintenance to department vehicles and equipment, and organization and maintenance of Town shop property.
- Installation of banners, flags, and signs for special events in the Town.
- Coordinating with engineers, contractors and sub-contractors on capital projects.



2015 Accomplishments:

The Department's 2015 accomplishments include maintaining a high level of service to the Town for the maintenance and upkeep of the town's roadway system. Staff attended training on heavy equipment operations, safety, and flagger certifications. The department expanded the parking area at the base of Reservoir Hill and worked on flood control throughout the downtown area and 1st Street and 5th Street Alley. We installed street lighting from 2nd street to 3rd street on the south side. We replaced several broken and cracked areas of sidewalk in the downtown area. We assisted other town departments with services as necessary. We also fixed geothermal behind the court house resulting in minimal leakage throughout the system. We organized the annual Town clean up providing dumpsters at the Town shop for all residence to unload their yard material. We also cleaned up trees on Rumbaugh Creek banks for the historical perseveration project. We also provided assistance and manpower in decorating and displaying holiday lighting in the downtown area. Staff worked to transfer all cemetery records into a digital format for ease of use in the future.

2016 Goals:

The Department will continue its cooperation with other departments and work to coordinate special projects as needed. The Department will work with other town staff and engineering to coordinate capital improvements for 2016 according to the Capital Improvement Plan and 2016 budget. Hope to start 8th Street replacement along with the addition of curb and gutters and sidewalk. The staff will help with the Riverwalk east section to 160 bridge. The Streets Department will be working closely with the Sanitation District upgrading and maintaining the collection system and assisting with the new pipeline and eventual decommissioning of the lagoons. As every holiday, the Streets Department will also work with other departments on Christmas lighting. Staff will be working with CDOT on Hwy 160 projects include the McCabe Creek bridge project.

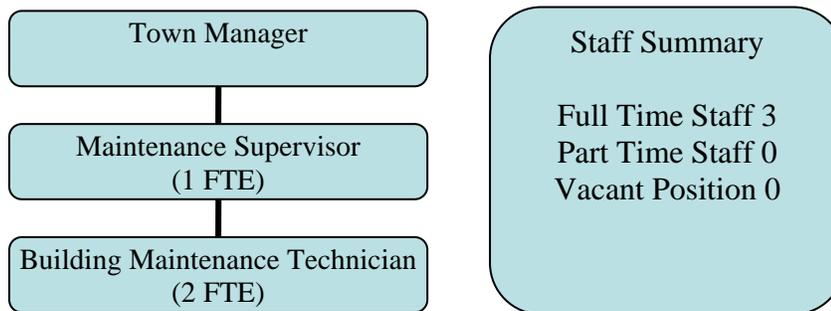
FACILITIES MAINTENANCE DEPARTMENT

Description:

The Maintenance Department performs a variety of facility and building maintenance and preventative maintenance duties for the Town's buildings and facilities. Work performed includes skilled and semi-skilled carpentry, electrical, plumbing, and mechanical duties.

Core Services:

This Department's main duty is to provide preventative maintenance and repair, when needed, to Town facilities, equipment and buildings. These duties also include investigating maintenance complaints, performing building safety inspections, and ensuring compliance with proper work methods and CIRSA recommendations. The Maintenance Department works closely with all other departments and is available to assist when necessary. This department also maintains records of completed maintenance and repair work and responds to requests for emergency repairs. The staff orders supplies and maintains an inventory of parts, schedules, directs and participates in remodeling of facilities. During the winter season, this department is responsible for removing snow from both the Town Hall, Community Center and Visitor Center parking lots and walkways. This Department also assists with the functions of the Community Center by moving furniture within and between buildings; sets up rooms and meeting spaces, assists in the set-up and take-down of necessary equipment used in events at the Community Center and is in charge of custodian services in the Town Hall, Community Center and Visitor Center. This department also coordinates and directs the Town's 4th of July fireworks presentation. The Maintenance Supervisor also shares the responsibility of the Geothermal System with the Streets Superintendent. The Supervisor assists in handling customer service, keeping the plant running smoothly, repairing leaks and working with the Town Clerk department assisting with geothermal billing.



2015 Accomplishments: This Department provided excellent services for the overall upkeep of the Town Hall, Community Center and Visitor Center. The Maintenance Department assisted the Streets Department with concrete replacement to Town sidewalks, curb and gutter, as well as spending a week assisting with crack filling the Town streets. This Department also poured new sidewalks in Yamaguchi Park with the help of the Parks Department. New stucco was applied along the lower portion of the Community Center. The Maintenance Supervisor took on the Sanitation District's on-call duties during the supervisors' absence.

2016 Goals:

In 2016, the Department plans to continue its efficient maintenance program for the Town facilities and continue to respond to facility emergencies/failures as well as conduct preventative

maintenance. The Department will assist and share the responsibilities in the Geothermal Department and be available to work with the other Town departments as needed. Staff is working with the Community Center on several capital projects at the center as well as assisting the Special Projects Manager to with the geothermal system for the new facility in Centennial Park.

LODGER’S TAX FUND (PAGOSA SPRINGS AREA TOURISM BOARD)

Description:

The Tourism Board’s overall goals and objectives unify around bringing tourists to Pagosa Springs. The Town Board is focused on increasing overnight stays in Pagosa Springs and Archuleta County, increasing overall tourism traffic to Pagosa Springs and improving local amenities to encourage repeat visitation from tourists. The Committee consists of 9 Board members and 2 full time and 2 part time staff members.

Core Services:

- a) Promote Pagosa Springs as a tourism destination through the following:
 - a. Promote Pagosa Springs as a tourism destination through print and online marketing efforts
 - b. Continue to drive interest in Pagosa Springs through Social Media efforts, including Pagosa Springs facebook page, twitter, youtube and trip advisor
 - c. Work closely with Colorado Tourism Office and regional destinations to promote Pagosa Springs
 - d. Fund and work with area event organizers to create events that will attract tourists to Pagosa and also provide them something to do while in town
 - e. Work with Town to implement Wayfinding and Signage Plan and other capital improvement projects as needed

- b) Work with community to improve the experience that Pagosa Springs offers tourists

Town Manager
Tourism Director (FT)

2016 Staff Summary	
Full Time Staff	<u>2</u>
Part Time Staff	<u>2</u>
Vacant Positions	<u>0</u>
Board Members	<u>9</u>

2015 Accomplishments:

- a) Developed robust video library with collection of summer and winter high definition video footage
- b) Continued implementation of Wayfinding & Signage Plan
- c) Partnered with 4 other destinations (Ouray, Glenwood Springs, Chaffee County and Steamboat Springs) to develop and promote the Historic Hot Springs Loop
- d) Began efforts to reach group and international travel markets
- e) Developed concept for “business kiosks” to get information to larger number of tourists visiting the area; program will be launched in early 2016
- f) Further enhanced visitor center by adding additional monitors with looping video and created new brochures to assist visitors
- g) Continued to see growth in lodgers tax and overall leads through marketing efforts
- h) Successfully merged Town and County efforts to promote tourism by forming the Pagosa Springs Area Tourism Board, funded through both town and county lodgers tax collections

2015 Measurements:

- a) Through November 2015, lodgers tax is up approximately 4% over 2014, despite a reduction of nearly 130 rooms, or the equivalent of 47,450 rooms per year.
- b) Tax compliance outreach was completed in late November 2015, furthermore, the development of brochures and helpful information will be available in early 2016 of assist property owners with ongoing compliance.
- c) Online searches and referrals increased through Book Direct in 2015; Chimney Rock and Center for the Arts events were included. Additional events and activities could be included if more businesses had online booking capabilities
- d) Door counters were added at the visitor center to track traffic by the hour; Counters were added in February 2015, so beginning in March 2016 we will have year over year data for daily, weekly and monthly traffic.
- e) Tourism Board became a member of Destination Marketing Association International and Director attended Marketing Innovation Summit; furthermore, staff is involved in CADMO and attended the CO Governors Conference on Tourism

2016 Goals:

- a) Determine 3-5 year strategy for Tourism Board and establish budget priorities accordingly
- b) Continue implementation of Wayfinding & Signage Plan
- c) Continue to see growth in lodger's tax and overall leads through increased marketing efforts
- d) Continue to add new ways to provide information for tourists where they are looking, launch phone apps and digital magazine for tablets in 2013
- e) Further develop partnerships with Colorado Tourism Office and regional destinations
- f) Continue Lodging Tax Compliance program
- g) Continue to monitor and track all marketing efforts and overall performance metrics to maximize effectiveness

2016 Measurements:

- a) Increase lodgers tax revenue over the impressive collections seen in 2014 and 2015
- a) Implement ongoing tax compliance effort throughout the Ton of Pagosa Springs and Archuleta County
- b) Increase searches and referrals through Book Direct; increase number of activities and properties utilizing system
- c) Expand video library
- d) As a Board, continue to be proactive in reaching tourists and staying on top of important marketing trends
- e) Increase ways to provide visitor information in a variety of formats

Addendum C

Debt Service

Pagosa Springs - Combined Amortization

Nominal Annual Rate: 3.570%

	Date	Payment	Interest	Principal	Balance	Purchase Option Price
Loan	7/8/2011				\$ 2,155,207.38	
1	1/1/2012	\$ 205,906.73	\$ 37,829.28	\$ 168,077.45	\$ 1,987,129.93	N/A
2	7/1/2012	\$ 205,906.73	\$ 35,470.27	\$ 170,436.46	\$ 1,816,693.47	N/A
3	1/1/2013	\$ 205,906.73	\$ 32,427.98	\$ 173,478.75	\$ 1,643,214.72	N/A
4	7/1/2013	\$ 205,906.73	\$ 29,331.39	\$ 176,575.34	\$ 1,466,639.38	N/A
5	1/1/2014	\$ 205,906.73	\$ 26,179.52	\$ 179,727.21	\$ 1,286,912.17	N/A
6	7/1/2014	\$ 205,906.73	\$ 22,971.34	\$ 182,935.39	\$ 1,103,976.78	N/A
7	1/1/2015	\$ 89,816.53	\$ 19,705.99	\$ 70,110.54	\$ 1,033,866.24	\$ 1,044,204.90
8	7/1/2015	\$ 89,816.53	\$ 18,454.51	\$ 71,362.02	\$ 962,504.22	\$ 972,129.26
9	1/1/2016	\$ 89,816.53	\$ 17,180.70	\$ 72,635.83	\$ 889,868.39	\$ 898,767.07
10	7/1/2016	\$ 89,816.53	\$ 15,884.15	\$ 73,932.38	\$ 815,936.01	\$ 824,095.37
11	1/1/2017	\$ 89,816.53	\$ 14,564.46	\$ 75,252.07	\$ 740,683.94	\$ 748,090.78
12	7/1/2017	\$ 89,816.53	\$ 13,221.21	\$ 76,595.32	\$ 664,088.62	\$ 670,729.51
13	1/1/2018	\$ 89,816.53	\$ 11,853.98	\$ 77,962.55	\$ 586,126.07	\$ 591,987.33
14	7/1/2018	\$ 89,816.53	\$ 10,462.35	\$ 79,354.18	\$ 506,771.89	\$ 511,839.61
15	1/1/2019	\$ 89,816.53	\$ 9,045.88	\$ 80,770.65	\$ 426,001.24	\$ 430,261.25
16	7/1/2019	\$ 89,816.53	\$ 7,604.12	\$ 82,212.41	\$ 343,788.83	\$ 347,226.72
17	1/1/2020	\$ 89,816.53	\$ 6,136.63	\$ 83,679.90	\$ 260,108.93	\$ 262,710.02
18	7/1/2020	\$ 89,816.53	\$ 4,642.94	\$ 85,173.59	\$ 174,935.34	\$ 176,684.69
19	1/1/2021	\$ 89,816.53	\$ 3,122.60	\$ 86,693.93	\$ 88,241.41	\$ 89,123.82
20	7/1/2021	\$ 89,816.53	\$ 1,575.12	\$ 88,241.41	\$ -	\$ -
Totals		\$2,492,871.80	\$337,664.42	\$ 2,155,207.38		



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June Madrid
 Archuleta County

EXHIBIT B
RENT SCHEDULE

Date	Principal Component	Interest Component ¹	Total Rent	Remaining Lease Balance
7/1/14	0	0	\$90,000.00 down payment	\$210,000.00
1/1/2015	5,398.46	3,675.00	9,073.46	204,601.54
7/1/2015	5,492.93	3,580.53	9,073.46	199,108.61
1/1/2016	5,589.06	3,484.40	9,073.46	193,519.55
7/1/2016	5,686.87	3,386.59	9,073.46	187,832.68
1/1/2017	5,786.39	3,287.07	9,073.46	182,046.29
7/1/2017	5,887.65	3,185.81	9,073.46	176,158.64
1/1/2018	5,990.68	3,082.78	9,073.46	170,167.96
7/1/2018	6,095.52	2,977.94	9,073.46	164,072.44
1/1/2019	6,202.19	2,871.27	9,073.46	157,870.25
7/1/2019	6,310.73	2,762.73	9,073.46	151,559.52
1/1/2020	6,421.17	2,652.29	9,073.46	145,138.35
7/1/2020	6,533.54	2,539.92	9,073.46	138,604.81
1/1/2021	6,647.88	2,425.58	9,073.46	131,956.93
7/1/2021	6,764.21	2,309.25	9,073.46	125,192.72
1/1/2022	6,882.59	2,190.87	9,073.46	118,310.13
7/1/2022	7,003.03	2,070.43	9,073.46	111,307.10
1/1/2023	7,125.59	1,947.87	9,073.46	104,181.51
7/1/2023	7,250.28	1,823.18	9,073.46	96,931.23
1/1/2024	7,377.16	1,696.30	9,073.46	89,554.07
7/1/2024	7,506.26	1,567.20	9,073.46	82,047.81
1/1/2025	7,637.62	1,435.84	9,073.46	74,410.19
7/1/2025	7,771.28	1,302.18	9,073.46	66,638.91
1/1/2026	7,907.28	1,166.18	9,073.46	58,731.63
7/1/2026	8,045.66	1,027.80	9,073.46	50,685.97
1/1/2027	8,186.46	887.00	9,073.46	42,499.51
7/1/2027	8,329.72	743.74	9,073.46	34,169.79
1/1/2028	8,475.49	597.97	9,073.46	25,694.30
7/1/2028	8,623.81	449.65	9,073.46	17,070.49
1/1/2029	8,774.73	298.73	9,073.46	8,295.76
7/1/2029	8,295.76	145.18	9,073.46	0
¹ Interest Component of Rent Rate = 3.50%.				