



**Town of Pagosa Springs
Budget 2011**

Fiscal Year January 1, 2011 to December 31, 2011

Adopted December 7, 2010

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TOWN OF PAGOSA SPRINGS 2011 BUDGET MESSAGE

David Mitchem
Town Manager

PURPOSE/BACKGROUND

National economy weakness continues to be reflected in the layoffs and high unemployment claims. The December 2010 unemployment rate is as follows: nation-wide, 9.4% 9.8% (9.9% in 2009); Colorado, 8.8% (7.3% in 2009); and Archuleta County, 10.9% (8.3% in 2009). While the unemployment rate continues to adversely affect national, state and local economic stability, other national leading indicators suggest that the economy is stabilizing. The stock market continued to rebound in 2010.

To respond quickly should the local economy experience a downturn, the Town Council 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 is reflected in Resolution 2010-15.

The Town Council budgeted for \$2,853,374 in 2011 sales tax revenue, or seven percent (7%) below 2009 actual sales tax revenue, and three percent (3%) above 2010 budgeted sales tax revenue. This budgeted amount was split equally between the General Fund and Capital Fund. For every five percent (5%) reduction in expenditures, \$152,000 must be trimmed from the budget (\$76,000 from the General Fund and \$76,000 from the Capital Improvement Fund).

The Resolution also directs the Town staff to: 1) Implement a policy to abate fifty percent (50%) of the Town's normal planning/development and building permit fees for 2011; 2) Monitor the Town's revenues on a monthly basis and report fluctuations from prior months and prior year revenues to the Town Council; 3) Deploy a financial stability plan, reducing Town expenditures upon the advent of lower sales tax revenue over two consecutive months (or two of three consecutive months) as compared to the averaged sales tax revenue levels of 2009, and 2010. The plan excludes the 2010 Department of Revenue Audit payment.

Modification to expenditures may occur as early as mid-February 2011. For example, February's expenditure level will be based on the average of December 2010 and January 2011 revenue (or the average of November and December of 2010 and January 2011 revenue). Using this method, the Town will not delay its response to changes in the revenue stream.

The Town's 2011 financial stability plan controls expenditures in the following manner: whenever the percentage of sales tax revenues collected falls more than five percent (5%) below the average revenues collected for the same period in the preceding two fiscal years and the percentage of sales tax revenues collected in the previous month (or previous two months) falls five percent (5%) below the average revenues collected for the same periods in the preceding two fiscal years, the Town manager shall implement a ten percent (10%) reduction in sales tax related expenditures.

2010 BUDGET PERFORMANCE

The Town's 2010 sales tax revenues declined three and six tenths percent (-3.56%) or -\$109,201 compared to 2009. Accordingly, the 2011 budget holds expenditures levels down to ensure the Town's economic stability. Town expenditure reductions will be directly proportional to the reduction in revenues and the criterion for expenditure reductions will take into account the relative value of specific programs or services provided to the community.

The 2010 budget approved by the Town Council in December of 2009 estimated increasing the end of year General Fund reserves by \$29,561. At the end of 2010 the Town actually increased General Fund reserves by \$643,188 (including \$500,870 Department of Revenue audit payment). The same approved budget estimated that the Town would add \$9,148 to Capital Fund Reserves. At the end of 2010 the Town actually increased Capital Fund reserves by \$450,552 (including \$500,870 Department of Revenue audit payment).

To ensure financial stability, during 2010, the Town staff was diligent to reduce expenditures and accessed additional grant funding (e.g.: an additional \$161,440 for a new dust-reduction street sweeper). As a result of staff diligence, a Department of Revenue audit payment of \$1,001,739 and sales tax revenue exceeding the Town Council budgeted amount by \$197,616, at the end of 2010 the Town was able to acquire badly needed capital equipment.

Acquired capital equipment included the purchase of three fully equipped Police Vehicles as well as several new computers and new server to replace the rapidly outdated equipment. Upgrades to the Ross Aragón Community Center were approved and will begin in 2011 and the 2010 purchase of critical river property will be used to expand the Town's downtown trail system.

2011 BUDGET

During the budget development process, the Town Council utilized a 2011 sales tax revenue target of \$2,853,374, which is seven percent (7%) below 2009 actual sales tax revenue, and three percent (3%) above 2010 budgeted sales tax revenue.

The 2011 budget projected a \$2,456,485 carryover of funds from 2010. The actual cash carried into 2011 is \$2,606,082 (includes the unexpected revenues of \$1,001,739 from the Department of Revenue sales tax audit). The \$149,597 growth is a result of increased General Fund revenues of \$66,382 (\$44,208 in sales tax revenues between the General and Capital Funds) and reduced expenditures in the General and Capital Funds.

The approved 2011 budget estimates year-end cash reserves of \$1,588,631 in the General Fund and \$514,955 in the Capital Improvement Fund. The proposed 2011 budget expenditures will create a year-end unrestricted reserve of \$1,955,143.

The Town's 2010 sales tax revenues declined three and six tenths percent (-3.56%) or -\$109,201 compared to 2009. In calendar year 2009 sales tax revenue was down -7.47% (-\$247,730), compared to 2008. To be fully prepared, the department heads identified expenditures at the five percent (5%), ten percent (10%), fifteen percent (15%) and twenty percent (20%) reduction levels.

In 2010, the Town's sales tax revenue analysis shifted to one based on year-to-date sales tax receipts (a cash basis analysis, rather than an accrual basis analysis).

Actual sales tax revenue received in 2010 total \$3,960,681 (includes a one-time \$1,001,739 Department of Revenue audit). While 2010 sales tax revenue was below those of 2009, the deficits are much less than several months ago.

Year-to-date lodger's tax revenue has increased +8.48% (+\$26,872) compared to the same period last year. In calendar year 2009 lodgers tax revenue was up +9.20% (\$29,684), compared to 2008. The Town lodging tax rate of 4.9% resulted in \$315,941 in 2006; \$334,149 in 2007; \$322,666 in 2008; and \$352,376 in 2009. The preliminary figures for 2010 indicate that lodging tax revenues will total approximately \$381,658. Expenditure of Lodgers Tax revenue is restricted to tourism related marketing or tourism related capital improvements and are reflected in the Town Tourism Committee budget which is reviewed and approved by the Town Council annually.

CAPITAL IMPROVEMENT

In November of 2008, the voters renewed a measure that allocates 1% local sales tax to the Town of Pagosa Springs for capital improvements and the maintenance thereof. To respect the decision of the voters, the Town has divided its budget into general operations and capital improvement sections.

The Town Council's allocation of capital improvement revenues for 2011 continues to place increased emphasis on improving the Town's street infrastructure. Debt service of Town facilities also remains a high priority. This approach ensures that the Town does not become overextended in new facility/infrastructure projects without considering the cost of maintenance. Therefore, the structure of the proposed capital improvement budget reflects expenditures in maintenance and debt service first, then new projects. After these priorities, the Town will use remaining revenues to expand the community's fiber optics and wireless communication capabilities. The fiber optics initiative is a partnership with Archuleta County, other communities in the Southwest economic development region, and the Colorado Department of Local Affairs.

On December 15, 2009, the Town Council approved the Capital Improvement Decision Matrix as a general guide for identifying and prioritizing capital improvement projects. As part of the Town's capital improvement plan, SGM Engineers and the Street's Department Director drafted a five year plan to improve the Town's streets. The Council then refined the street improvement five-year plan by moving the reconstruction of Lewis Street between North 3rd Street and North 4th Street from 2012 to 2010.

During 2010, in addition to filling pot-holes throughout Town, the Town's Streets Department staff replaced sidewalk, curb and gutter at the Hwy 160 and Hot Springs Blvd. pocket park. Reconstruction of the Trinity Lane and Eagle Drive intersection and Village Drive between Eaton Drive and Talisman Drive and the Hwy 160 and 7th Street entrance was completed in October. In September, chip and seal work was completed on 6th Street, Eagle Drive and Village Drive.

Cost estimates for the reconstruction of Lewis Street between 1st Street and 4th Street were submitted to the Town Council. Engineering for Lewis Street will be complete and construction will begin in the spring of 2011. The Town plans to submit a grant application to CDOT for the construction of a sidewalk on the south side of Lewis Street.

Note: In addition to major projects (roads, bridges, buildings, etc.), capital improvements in government agencies typically include items purchased for \$2,500 (technology items as low as \$1,000), or more, and having a useful life of five years or more (e.g.: computers, vehicles, etc.).

ASSESSED VALUATION & MILL LEVIES

The Town of Pagosa Springs assessed valuation for 2011 is \$70,413,979 (an increase of \$485,063 from 2010). Staff recommended that the Town Mill Levy be set at 1.557 Mills, generating \$108,879, plus an additional .015 mills of refunds/abatements will generate \$1,049.

SPECIAL FUNDS SUMMARY

Beginning in 2009 and continuing in 2011, the format of the budget changed, reflecting separate fund accounts for all Town resources that are restricted to specific projects. These funds include the Capital Improvement Fund, Lodger's Tax Fund, Conservation Trust Fund, and Impact Fee/Trust Fund. The General Fund and Geothermal Enterprise Fund previously existed.

GENERAL FUND

In 2009, the General Fund was split into several different funds. The 2011 Budget shows General Fund beginning reserves of \$1,695,208 and projects 2011 revenues at \$1,907,473 with expenses of \$2,014,049 creating a year-end balance of \$1,588,631.

CAPITAL IMPROVEMENT FUND

The creation of a Capital Fund was required to ensure full accountability in response to the November 2008 ballot initiative in which sales tax collection requires the expenditure of 50% of the town's Sales Tax Revenue to be spent on capital projects and maintenance. The 2011 Budget estimates Capital Fund beginning reserves of \$761,277; projected revenues of \$2,687,727; expenses of \$2,934,049; and creating a year-end balance of \$514,955.

CONSERVATION TRUST FUND

These revenues result from an IGA with the State of Colorado and Archuleta County for the receipt of Town and County lottery dollars. These funds can be used specifically for capital improvements and maintenance related to parks, recreation and trails. This fund anticipates 2011 revenues of \$45,850 and expenditures of \$50,000 for a budgeted fund balance of \$69,714.

LODGERS TAX FUND

The Town Tourism Committee is the entity designated by the town to budget revenues and expenditures of Lodgers Tax dollars. The town budget reflects the TTC general income and detailed expenditures. The 2011 budget reflects increasing TTC expenditures for capital construction projects. The budget projects 2011 revenues as follows: Lodgers Tax, \$400,000; visitor guide, \$99,900; and grants \$200,000. Expenditures are planned at \$ 699,900, thus creating a year-end fund balance of \$65,212.

IMPACT FEE/TRUST FUND

This fund has been established to improve the administration of these earmarked funds. The town collects impact fee funds for roads, regional public buildings, regional recreation facilities, parks and trails. The town also collects impact fees for the Upper San Juan Fire District (Emergency Service Provider) and the San Juan Water Conservancy District (Water Storage). The 50 JT School District, as an in-lieu dedication, has also been added to this fund, as the impact fee dollars are passed through to this taxing district. During the 3rd quarter of 2008, the town initiated collection of a 2% administration fee for the pass-through collections to the Water Conservancy, Emergency Management and School District. In 2009, the Town Council abated development fees at a 100% rate and in 2010 the fees were abated at 50%. The 50% abatement, which includes the Town's impact fees, will continue through 2011.

The Town also collects funds for the Pinon Lake Fountain, the Fourth of July Fireworks, Whitewater Features and the Yamaguchi Park skate park. The 2011 budget reflects revenues of \$40,135 and expenditures of \$83,135 for a total year-end fund balance of \$56,829.

GEOHERMAL ENTERPRISE FUND

The Geothermal Enterprise Fund includes the full costs of operating this utility. As a result of aging infrastructure, the Town is assessing alternative approaches to utilizing its geothermal waters for heating purposes. In 2010, the National Renewable Energy Laboratory conducted a study and provided the Town options for more effectively utilizing our geothermal resources, along with recommended grant sources.

On December 16th the Town signed a letter of intent with Hardin Geothermal, LLC to pursue an expanded use of our geothermal resources. Hardin Geothermal is encouraging the Town to utilize U. S. Department of Energy grant funds to enhance the Town's heating system, as well as provide for energy related renovations of community businesses and homes. In early 2011 the Town and Hardin will assess the merits of utilizing the company's technology and its business approach to acquiring U. S. Department of Energy grant funds.

The 2011 budget shows an estimated beginning fund balance of \$202,873, operational revenues of \$44,500, grant revenues of \$400,000 and expenditures of \$522,050.

ORGANIZATIONAL CHANGES

The organizational changes reflected in the 2009 and 2010 budgets will continue in 2011. These include an increased level of detail and separation of multiple line items to improve tracking of expenditures. To improve accountability, a number of line items that were formally a direct charge against the general fund have been moved into the department budgets. For example, the cost of legal services and economic development have been moved into the Town Manager's budget and the Combined Dispatch Center and the Humane Society of Pagosa Springs have been move into the Police Department budget. General copy costs are accumulated within the Town Clerk's budget. However, cell phones were redistributed from the Clerk's Department to each individual department. The cemetery revenues were repositioned to the capital fund along with the associated expenses. Amortization schedules for the town's existing debt service have been included as attachments to the budget.

STAFFING

After several years of declines in Town staffing, in 2011, the Town will increase staffing by 3 full time equivalent positions, including: a police sergeant; seasonal parks maintenance; seasonal streets maintenance; and two janitorial staff will move from part-time to full-time. As in 2010, Town staff will not receive any cost of living or merit salary increases in 2011. The last Salary Survey was completed in 2004.

AUDIT OF TOWN REVENUES AND EXPENDITURES

Available for public review is an audit of the Town's 2010 expenditures dated February 2011.

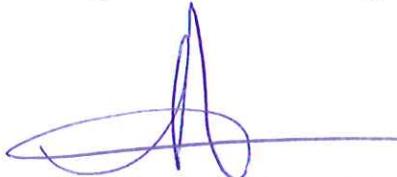


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ASSESSED VALUATION AND MILL LEVIES

YEAR	2009	2010	2011
ASSESSED VALUATION	65,714,864	69,928,916	70,413,979
MILL LEVY	1.576 Mills	1.572 Mills	1.573 Mills
TOTAL REVENUES	\$103,567	\$109,928	\$110,761

I, April Hessman, certify that the attached is a true and accurate copy of the adopted 2011 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 \$ 70,413,979 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: 12/07/2010 for budget/fiscal year 2011.
(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>109,634</u>
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction ^I	< > mills	\$ < >
SUBTOTAL FOR GENERAL OPERATING:	1.557 mills	\$ 109,634
3. General Obligation Bonds and Interest ^J	_____ mills	\$ _____
4. Contractual Obligations ^K	_____ mills	\$ _____
5. Capital Expenditures ^L	_____ mills	\$ _____
6. Refunds/Abatements ^M	<u>.016</u> mills	\$ <u>1,127</u>
7. Other ^N (specify): _____	_____ mills	\$ _____
	_____ mills	\$ _____
TOTAL: [Sum of General Operating Subtotal and Lines 3 to 7]	1.573 mills	\$ 110,761

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, 1313 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).

CERTIFICATION OF TAX LEVIES, continued

THIS SECTION APPLIES TO TITLE 32, ARTICLE 1 SPECIAL DISTRICTS THAT LEVY TAXES FOR PAYMENT OF GENERAL OBLIGATION DEBT (32-1-1603 C.R.S.). Taxing entities that are

Special Districts or Subdistricts of Special Districts must certify separate mill levies and revenues to the Board of County Commissioners, one each for the funding requirements of each debt (32-1-1603, C.R.S.) Use additional pages as necessary. The Special District's or Subdistrict's total levies for general obligation bonds and total levies for contractual obligations should be recorded on Page 1, Lines 3 and 4 respectively.

CERTIFY A SEPARATE MILL LEVY FOR EACH BOND OR CONTRACT:

BONDS^J:

- 1. Purpose of Issue: _____
Series: _____
Date of Issue: _____
Coupon Rate: _____
Maturity Date: _____
Levy: _____
Revenue: _____

- 2. Purpose of Issue: _____
Series: _____
Date of Issue: _____
Coupon Rate: _____
Maturity Date: _____
Levy: _____
Revenue: _____

CONTRACTS^K:

- 3. Purpose of Contract: _____
Title: _____
Date: _____
Principal Amount: _____
Maturity Date: _____
Levy: _____
Revenue: _____

- 4. Purpose of Contract: _____
Title: _____
Date: _____
Principal Amount: _____
Maturity Date: _____
Levy: _____
Revenue: _____

Use multiple copies of this page as necessary to separately report all bond and contractual obligations per 32-1-1603, C.R.S.

CERTIFICATION OF VALUES

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 **2010**
 In Archuleta County, CO On 12/03/2010 Are:

Previous Year's Net Total Assessed Valuation:	\$69,928,916
Current Year's Gross Total Assessed Valuation:	\$70,413,979
(-) Less TIF district increment, if any:	\$0
Current Year's Net Total Assessed Valuation:	\$70,413,979
New Construction*:	\$1,510,100
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.):	\$71.81
Taxes Abated or Refunded as of August 1 (39-10-114(1)(a)(I)(B) C.R.S.):	\$1,171.74

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 **2010**
 In Archuleta County, CO On 12/03/2010 Are:

Current Year's Total Actual Value of All Real Property*:	\$368,452,887
ADDITIONS TO TAXABLE REAL PROPERTY: Construction of taxable real property improvements**:	\$11,906,239
ANNEXATIONS/INCLUSIONS:	\$0
Increased Mining Production***:	\$0
Previously exempt property:	\$0
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: Destruction of taxable property improvements.	\$223,370
Disconnections/Exclusions:	\$0
Previously Taxable Property:	\$433,410

* 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, 2010

SUMMARY OF ALL FUNDS REVENUES AND EXPENDITURES

	2009 Budget	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
REVENUES					
General Fund	2,828,766	2,934,805	2,918,811	3,545,420	3,602,680
Capital Improvement	2,333,232	2,644,484	2,832,748	2,930,184	3,449,004
Impact Fee Fund	106,294	148,438	200,731	147,719	139,964
Lodgers Tax Fund	379,814	431,071	456,860	463,354	765,112
Geothermal Enterprise Fund	168,367	303,227	152,383	242,211	647,373
Conservation Trust Fund	131,617	132,984	129,830	153,864	119,714

EXPENDITURES					
General Fund	2,125,773	1,874,954	1,867,524	1,850,212	2,014,049
Capital Improvement	2,173,674	1,700,090	2,372,015	2,168,907	2,934,049
Impact Fee Fund	79,376	67,419	131,742	47,890	83,135
Lodgers Tax Fund	337,950	386,517	390,342	398,142	699,900
Geothermal Enterprise Fund	102,738	88,903	55,588	39,338	522,050
Conservation Trust Fund	100,000	75,000	80,000	80,000	50,000

Year End Cash Reserve					
General Fund	702,993	1,090,235	1,051,288	1,695,208	1,588,631
Capital Improvement	159,557	414,798	460,733	761,277	514,955
Impact Fee Fund	26,918	81,018	68,989	99,829	56,829
Lodgers Tax Fund	41,864	44,554	66,518	65,212	65,212
Geothermal Enterprise Fund	65,629	197,511	96,795	202,873	125,323
Conservation Trust Fund	31,617	57,984	49,830	73,864	69,714

GENERAL FUND REVENUES

Account	Description	2009 Budget	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
TAXES & CONTRACTS						
10-31-100	Property Tax	103,567	128,821	109,928	109,928	110,996 ^a
10-31-200	Special Ownership/MVL	15,400	15,039	12,000	15,200	14,500
10-31-310	Sales Tax	1,623,075	1,534,072	1,380,664	1,457,368	1,426,687 ^b
10-31-310	Sales Tax Audit Revenues	0	0	0	500,869	0
10-31-420	Cigarette Tax	25,696	21,393	21,103	19,824	19,500
10-31-600	Gas Franchise	15,500	11,814	14,800	19,321	16,520
10-31-610	Telephone Franchise	5,483	19,897	18,500	11,424	11,500
10-31-750	Cable TV Franchise	10,200	9,153	9,000	8,233	9,000
10-31-770	Ground Lease	17,000	52,176	49,711	59,147	65,370
10-31-810	Severance Tax	7,000	14,452	2,601	3,566	3,500
	subtotal	1,822,921	1,806,817	1,618,307	2,204,880	1,677,573
LICENSES & PERMITS						
10-32-110	Liquor License	5,500	11,883	5,500	8,785	5,500
10-32-190	Peddler/Contractor/Bus. License	12,188	15,702	8,750	12,695	11,000
10-32-210	Building Permits/Fees	90,375	46,014	22,250	5,000	5,000
	subtotal	108,063	73,598	36,500	26,480	21,500
INTERGOVERNMENTAL REVENUE						
10-33-410	Mineral Leasing	2,725	2,873	1,437	2,236	2,200
10-33-480	PSSGID Insurance	20,000	20,000	20,000	20,000	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
10-33-600	Other County IGA's	26,250	26,250	0	0	0
10-33-610	Other Grants	7,000	7,000	6,220	4,000	0
10-33-700	Historical/Planning Grants	5,000	0	0	0	0
10-33-740	LEAF Police Grant	0	2,620	0	0	0
10-33-770	CDBG Infrastructure/EIA Grants	0	61,639	0	0	0
10-33-780	Courts, State Grants	16,650	19,795	13,928	12,400	13,000 ^c
	subtotal	108,625	171,177	72,585	69,636	63,700
CHARGES FOR SERVICES						
10-34-600	Cemetery	2,300	1,200	0	0	0
10-34-630	Dept Human Serv Building Lease	35,700	35,700	31,000	31,000	31,000
10-34-640	Park User Fees	13,000	14,771	0	0	0
10-34-650	Recreation User Fees	47,000	45,810	45,000	45,000	45,000
10-34-680	Developer Reimbursement	27,258	11,784	13,644	4,117	0
	subtotal	125,258	109,265	89,644	80,117	76,000
FINES AND FORFEITS						
10-35-110	Court Fines	20,000	36,482	45,000	45,000	40,000
10-35-115	Traffic Surcharges	0	4,642	6,000	6,500	6,000
10-35-125	Police Fees & Misc	500	1,183	1,200	1,500	1,200
	subtotal	20,500	42,307	52,200	53,000	47,200
MISCELLANEOUS						
10-36-110	Miscellaneous	25,000	6,240	12,000	6,000	6,000
10-39-990	Interest Earned	10,000	18,186	12,200	14,910	15,000
10-36-115	Administration from Impact Fee Fund	197	0	162	162	500
	subtotal	35,197	24,426	24,362	21,072	21,500
	GENERAL FUND REVENUE	2,220,563	2,227,589	1,893,598	2,455,185	1,907,473
	Prior Year End Cash Reserve	608,203	707,216	1,025,213	1,090,235	1,695,208
	Total General Fund Revenue	2,828,766	2,934,805	2,918,811	3,545,420	3,602,680

a based on Assessors Certification

b 7% below 2009 actual divided with CIP

c TGYS Grant

GENERAL FUND EXPENDITURES						
Account	Description	2009 Budget	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
GENERAL GOVERNMENT						
10-44	Town Manager/Admin Department	272,715	197,139	281,209	281,209	371,727
10-42	Town Clerk/Town Hall Department	369,542	330,908	291,400	284,805	295,536
10-48	Municipal Court Department	144,131	145,942	152,680	150,743	161,217
10-46	Building/Planning Department	187,551	145,032	124,032	122,505	135,145
10-53	Community Center Department	120,646	114,458	100,989	101,020	110,983
	subtotal	1,094,585	933,480	950,310	940,282	1,074,608
PUBLIC SAFETY						
10-51	Police Department	690,997	657,517	683,055	664,885	714,577
	subtotal	690,997	657,517	683,055	664,885	714,577
RECREATION						
10-56	Recreation Department	213,645	205,001	177,909	165,040	167,614
	subtotal	213,645	205,001	177,909	165,040	167,614
COMMUNITY SUPPORT SERVICES						
10-75	Service Organizations	92,890	78,957	56,250	56,250	57,250
	Subtotal	92,890	78,957	56,250	56,250	57,250
OTHER EXPENDITURE						
10-76-100	Transfer to Sanitation 2009 Property Tax	0	0	0	23,755	0
	General Fund Expenditures	2,092,117	1,874,954	1,867,524	1,850,212	2,014,049
	Capital Fund Expenditures	33,656	0	0	0	0
	Total General Fund Expenditures	2,125,773	1,874,954	1,867,524	1,850,212	2,014,049

	TOTAL REVENUES	2,828,766	2,934,805	2,918,811	3,545,420	3,602,680
	TOTAL EXPENDITURES	2,125,773	1,874,954	1,867,524	1,850,212	2,014,049
	End Year Cash Reserve	702,993	1,090,235	1,051,288	1,695,208	1,588,631
	Restricted 3% Tabor Reserve	63,773	56,249	56,026	55,506	60,421
	Unrestricted Reserve	639,219	1,033,986	995,262	1,639,701	1,528,210

TOWN MANAGER/ADMINISTRATION DEPARTMENT

Account		2009 Budget	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
PERSONNEL						
10-44-110	Town Manager	100,000	101,339	100,000	100,000	100,000
10-44-110	Projects Director	25,000	0	0	0	0
10-44-131	FICA	7,650	9,478	7,650	7,650	7,650
10-44-132	Insurance	9,500	6,546	7,783	7,783	10,697
10-44-133	Travel/Dues/Expenses	7,500	1,668	4,000	4,000	4,000
10-44-134	Pension	833	869	5,000	5,000	5,000
10-44-137	Auto Allowance	1,200	1,200	1,200	1,200	1,200
10-44-139	Housing Allowance	6,900	2,702	18,600	18,600	14,400
10-44-226	Attorney	100,000	63,303	80,000	80,000	80,000
	Subtotal	258,583	187,105	224,233	224,233	222,947
COMMODITIES						
10-44-202	Office Supplies	500	104	150	150	150
10-44-210	Copy Expense	500	0	0	0	0
10-44-402	Telephone	500	417	400	400	400
	Subtotal	1,500	521	550	550	550
CONTRACTUAL						
10-44-172	Employee Education Program	1,500	0	0	0	1,500
10-44-420	Contingency Fund	2,000	381	1,000	1,000	1,000
10-44-412	Economic Development	0	0	50,000	50,000	50,000
	Subtotal	3,500	381	51,000	51,000	52,500
DUES						
10-44-404	SW Eco. Dev./Region 9	745	745	745	745	745
10-44-405	Region 9 Trans Planning	348	348	348	348	348
10-44-406	San Juan RC&D	50	50	50	50	50
10-44-409	Club 20	200	200	200	200	200
10-44-414	CML Dues	3,530	3,530	3,424	3,424	3,424
10-44-416	Chamber of Commerce	659	659	659	659	659
10-44-431	AEDA Dues	3,600	3,600	0	0	0
10-44-xxx	Southwest Council of Governments	0	0	0	0	304
	Subtotal	9,132	9,132	5,426	5,426	5,730
ECONOMIC DEVELOPMENT						
10-44-	CO Office Econ. Dev. Parelli Grant	0	0	0	0	17,500
10-44-	Archuleta County Education Center	0	0	0	0	50,000
10-44-	Economic Dev Incentives	0	0	0	0	40,000
	TOTAL MANGER/ADMIN BUDGET	272,715	197,139	281,209	281,209	371,727

TOWN CLERK/TOWN HALL DEPARTMENT						
Account		2009 Budget	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
PERSONNEL						
10-42-110	Town Clerk	38,500	38,312	48,000	48,000	48,000
10-42-110	Deputy Clerk	35,069	34,908	35,069	35,069	35,069
10-42-131	FICA	5,628	4,971	6,355	6,355	6,355
10-42-132	Insurance	17,126	15,822	17,968	17,968	24,949
10-42-134	Pension	3,678	3,650	4,153	4,153	4,153
	subtotal	100,001	97,663	111,545	111,545	118,526
COMMODITIES						
10-42-203	Office Supplies	2,500	3,804	1,000	1,550	2,500
10-42-211	Copy Expenses	4,500	4,652	3,650	3,650	3,650
10-42-216	Travel/Training Dues	2,200	1,997	1,000	1,000	2,500
10-42-218	Utilities Gas/Elec/Water/Trash	48,300	39,766	31,000	28,000	28,000
10-42-222	Telephone	11,400	12,496	12,675	12,675	13,000
10-42-230	Printing/Publications/Recordings	4,500	2,555	2,500	2,500	2,500
10-42-242	Postage	2,600	2,458	1,200	1,500	2,000
10-42-248	Elections	0	0	1,500	1,745	0
10-42-300	Town Council	2,500	612	500	500	500
	subtotal	78,500	68,339	55,025	53,120	54,650
CONTRACTUAL						
10-42-223	County Treasures Fees	2,071	2,877	2,800	2,800	2,510
10-42-224	Drug Testing	600	300	330	330	350
10-42-227	Auditor	6,500	6,500	6,500	6,500	6,500
10-42-228	Computer Support	2,000	1,241	1,500	900	1,500
10-42-232	Bonds, Insurance	118,000	114,851	99,000	96,000	77,000
10-42-246	Caselle Support	6,660	6,660	7,000	6,660	7,000
10-42-269	Cafeteria Plan Administrator	3,280	910	1,200	450	1,000
10-42-270	Health Reimbursement Account	25,000	4,612	5,000	5,000	20,000
10-42-280	Wellness Benefit	0	83	0	0	0
10-42-290	IRS Audit Response	25,750	25,750	0	0	0
10-42-510	Web Site	1,180	1,122	1,500	1,500	6,500
	subtotal	191,041	164,906	124,830	120,140	122,360
TOTAL TOWN CLERK BUDGET						
		369,542	330,908	291,400	284,805	295,536

a \$150 IIMC \$100 CCMA \$1,000 Clerks Institute \$500 on-the-road workshops

b Council Chamber Recorder \$495

c Self Funded Insurance

BUILDING/PLANNING DEPARTMENT

Account		2009 Budget	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
PERSONNEL						
10-46-110	Building, Official	48,623	48,357	48,623	48,623	48,623
10-46-110	Building, Inspector	38,349	38,659	0	0	0
10-46-110	Planner, Senior	44,720	27,245	40,500	40,500	40,500
10-46-131	FICA	10,074	8,584	6,818	6,818	6,818
10-46-132	Insurance	16,000	14,051	14,635	14,635	23,498
10-46-133	School/Travel/Dues	4,000	130	4,000	2,500	3,000
10-46-134	Pension	6,585	5,286	4,456	4,456	4,456
	Subtotal	168,351	142,311	119,032	117,532	126,895
COMMODITIES						
10-46-202	Office Supplies	1,500	1,206	1,000	700	1,500
10-46-208	Historic Preservation Board	8,000	675	500	313	2,500
10-46-210	Copy Expense	700	2	750	1,335	1,500
10-46-212	Fuel/Oil/Mileage	1,000	319	350	250	350
10-46-402	Telephone	500	370	400	375	400
10-46-410	Board Training	500	0	0	0	0
	Subtotal	12,200	2,571	3,000	2,973	6,250
CONTRACTUAL						
10-46-415	Regional GIS Services	2,000	0	2,000	2,000	2,000
10-46-420	Professional Plan Review	5,000	150	0	0	0
	Subtotal	7,000	150	2,000	2,000	2,000
	TOTAL BUILDING/PLNG BUDGET	187,551	145,032	124,032	122,505	135,145

MUNICIPAL COURT

Accounts		2009 Budget	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
PERSONNEL						
10-48-110	Judge	16,047	16,155	21,396	21,396	21,396
10-48-110	Court Admin/Youth Advocate	42,636	42,416	42,636	42,636	42,636
10-48-110	Court Clerk/ Administrative Asst	31,547	31,413	31,547	31,547	31,547
10-48-115	Judge Pro-Tem	500	426	500	0	500
10-48-131	FICA	6,903	5,777	7,312	7,312	7,312
10-48-132	Insurance	18,250	20,157	23,220	23,220	31,717
10-48-133	Travel/Dues/Education	500	80	0	0	850
10-48-134	Pension	3,709	3,681	3,709	3,709	3,709
10-48-220	Vehicle Expenses	200	157	0	28	150
	Subtotal	120,292	120,262	130,320	129,848	139,817
COMMODITIES						
10-48-108	Juvenile Task Force	500	62	0	0	100
10-48-120	Drug Test/Monitoring Dev.	1,600	823	1,000	500	1,000
10-48-123	Prisoner Cost	3,500	3,317	2,000	4,345	2,000
10-48-202	Office Supplies	1,200	1,088	1,000	1,000	1,000
10-48-232	Liability Insurance/ Work Comp.	539	539	0	0	0
	Subtotal	7,339	5,828	4,000	5,845	4,100
CONTRACTUAL						
10-48-204	Court Appointed Counsel	1,500	2,461	1,500	1,500	1,500
10-48-206	Counseling	2,000	2,153	2,000	1,500	2,000
10-48-210	Translation Services	200	55	200	350	200
10-48-230	Town Prosecutor	10,000	12,349	12,000	10,000	12,000
10-48-234	Misc. Expenses	1,000	1,026	575	900	1,100
10-48-280	Computer Support	1,800	1,808	2,085	800	500
	Subtotal	16,500	19,852	18,360	15,050	17,300
	TOTAL MUNI COURTS BUDGET	144,131	145,942	152,680	150,743	161,217

- a Reimbursed if TGYS Grant Awarded
- b Contract with Archuleta County
- c Moved to Town Clerk Insurance/Bonding
- d Contract Attorney Larry Holthus
- e JCG Annual Contract for Court Recorder

POLICE DEPARTMENT						
Account		2009 Budget	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
PERSONNEL						
10-51-110	Chief	59,751	59,393	59,751	63,000	52,000
10-51-110	Assistant Chief (Vacant)	0	0	0	0	0
10-51-110	Narcotics Detective	44,720	44,477	0	0	0
10-51-110	Senior Detective	50,012	49,729	50,012	50,012	50,012
10-51-110	Sergeant	44,824	44,581	44,824	17,500	44,800
10-51-110	Officer	43,899	43,663	43,899	43,899	43,899
10-51-110	Officer	37,533	37,346	37,533	37,533	37,533
10-51-110	Officer	35,610	35,438	35,610	35,610	35,610
10-51-110	Officer	40,782	39,258	35,600	35,600	35,600
10-51-110	Officer	5,935	0	39,000	39,000	39,000
10-51-110	Administrative Assistant	28,069	27,961	29,637	29,637	30,000
10-51-108	Parking Enforcement	12,460	10,262	6,230	6,230	6,230
10-51-111	Part Time Officer/Evidence Tech	10,000	1,250	0	0	0
10-51-105	Animal Control	13,568	13,518	13,568	13,568	13,568
10-51-130	FPPA (officers) 8%	29,045	28,119	27,698	25,772	27,076
10-51-131	Medicare (officers) 1.45%	5,264	5,219	5,020	4,671	4,908
10-51-131	FICA (non officers) 7.65%	4,903	3,513	3,782	3,782	3,810
10-51-132	Insurance	51,705	51,636	52,336	47,000	71,293
10-51-133	Training	2,000	2,411	1,500	2,000	2,000
10-51-134	Pension	19,557	18,967	18,793	17,590	18,423
10-51-216	Dues/Subscriptions	400	562	750	750	750
10-51-218	Uniform	1,000	2,415	1,500	1,500	2,000
10-51-500	NRA Passthrough Account	7,000	6,998	6,220	6,220	0
	Subtotal	548,037	526,717	513,264	480,874	518,511
COMMODITIES						
10-51-202	Office Supplies	2,000	2,314	2,000	2,400	2,200
10-51-204	Postage	760	408	500	300	500
10-51-212	Fuel/Oil	22,000	11,856	15,000	20,000	25,000
	Subtotal	24,760	14,578	17,500	22,700	27,700
CONTRACTUAL						
10-51-280	Computer Support	3,100	3,075	2,925	2,195	0
10-51-402	Telephone	3,600	3,449	3,500	3,500	3,500
10-51-404	Print/Publishing/Advertising	1,000	1,051	500	500	500
10-51-408	Vehicle/Maintenance and Repairs	17,000	16,967	15,000	15,000	15,000
10-51-410	Dispatch Center	80,000	80,000	123,366	123,366	123,366
10-51-412	Humane Society	10,000	8,500	3,500	3,500	10,000
10-51-420	Investigation Contingency	2,500	2,432	2,500	2,500	2,500
10-51-428	Radio/Maintenance and Repairs	0	425	500	400	500
10-51-430	Radar Certification	1,000	323	500	350	500
10-51-434	Case Medical Expense	0	0	0	10,000	10,000
10-51-808	Misc Police Equipment	0	0	0	0	2,500
	Subtotal	118,200	116,222	152,291	161,311	168,366
	TOTAL POLICE BUDGET	690,997	657,517	683,055	664,885	714,577

- a Promotion to Sergeant Position
- b Backfill Patrol Officer
- c Moved to Capital Expenditure
- d Taser Replacement
- e Increased vehicle operations
- f Agreed upon \$10,000 contract 12/16/10

COMMUNITY CENTER DEPARTMENT						
Account		2009 Budget	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
PERSONNEL						
10-53-110	Facility Coordinator	40,000	39,801	40,000	40,000	40,000
10-53-110	Event/Program Coordinator	25,800	25,710	25,800	25,800	25,800
10-53-111	Administrative Assistant	18,720	15,140	11,960	11,960	16,640
10-53-131	FICA	6,466	5,721	5,949	5,980	6,307
10-53-132	Insurance	14,100	13,553	13,990	13,990	18,946
10-53-134	Pension	3,290	3,265	3,290	3,290	3,290
	subtotal	108,376	103,188	100,989	101,020	110,983
COMMODITIES						
10-53-133	Travel/Training	1,000	0	0	0	0
10-53-238	Janitorial	6,440	6,440	0	0	0
10-53-400	Operation Costs	4,830	4,830	0	0	0
	subtotal	12,270	11,270	0	0	0
TOTAL COMM. CENTER BUDGET						
		120,646	114,458	100,989	101,020	110,983

- a Part Time increased to 32 hours
- b Moved to Capital and Maintenance

RECREATION DEPARTMENT						
Account		2009 Budget	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
PERSONNEL						
10-56-110	Director	50,000	49,724	50,000	50,000	50,000
10-56-110	Recreation Supervisor	39,566	39,370	39,566	38,000	39,566
10-56-110	Recreation Coordinator	25,000	18,351	25,000	16,000	0 ^a
10-56-111	Refs/Umps/Part time	34,300	24,972	25,000	23,500	30,000
10-56-131	FICA	8,764	8,824	8,764	8,764	6,852
10-56-132	Insurance	8,736	8,198	8,000	8,000	7,968
10-56-133	Travel/Dues	500	35	500	300	700
10-56-134	Pension	4,478	4,444	4,478	4,478	4,478
	Subtotal	171,345	153,918	161,309	149,042	139,564
COMMODITIES						
10-56-202	Office Supplies	500	114	500	300	500
10-56-204	Postage	100	88	0	0	0
10-56-206	Recreation Supplies/Equipment	16,000	14,990	12,000	12,000	18,000
10-56-208	Trophies/Awards	5,000	3,468	1,500	1,500	4,500
	Subtotal	21,600	18,660	14,000	13,800	23,000
CONTRACTUAL						
10-56-402	Telephone	1,000	937	800	800	800
10-56-406	Vehicle Maintenance	500	0	500	200	500
10-56-420	Fireworks/Events	17,000	29,556	0	0	0 ^b
10-56-422	Med Supplies/Maint/Repairs	1,200	1,147	800	796	2,000
10-56-824	Special Events	1,000	782	500	402	1,750
	Subtotal	20,700	32,422	2,600	2,198	5,050
	TOTAL RECREATION BUDGET	213,645	205,001	177,909	165,040	167,614

a Not Replacing Coordinator Position

b TTC and Donations

SERVICES ORGANIZATIONS							
Account		2009 Budget	2009 Actual	2010 Budget	2010 Estimate	2011 Requests	2011 Budget
County Services							
10-75-399	Nutrition/Seniors	7,200	6,120	7,000	7,000	9,000	7,000
10-75-400	Transportation/Seniors	4,000	3,400	3,500	3,500	3,950	3,500
10-75-430	Mountain Express	20,000	17,000	25,000	25,000	40,000	20,000
Education/ Economic Development							
10-75-397	Education/Adult Learning Center	12,500	10,625	4,500	4,500	15,000	4,500
10-75-412	Arch. Economic Dvlp Assoc.	15,000	12,750	0	0	0	0
10-75-	Four Corners Film Office	0	0	0	0	5,000	0
Health/Safety							
10-75-401	SW CO Mental/Pagosa Counsel Cntr	1,800	1,530	800	800	2,000	800
10-75-410	Southwest Safehouse	700	595	450	450	700	450
10-75-417	ACVAP	10,000	8,500	5,000	5,000	5,000	5,000
10-75-425	San Juan Basin Health	1,890	1,607	1,000	1,000	1,600	1,000
10-75-428	Acute Treatment Unit (Crossroads)	12,000	10,200	4,000	4,000	15,000	15,000
10-75-	Humane Society of Pagosa Springs	0	0	5,000	5,000	20,000	0
Housing/Open Space							
10-75-403	Community Connections	1,800	1,530	0	0	1,900	0
10-75-426	Colorado Housing Inc (CHI)	4,500	3,825	0	0	5,000	0
10-75-429	Southwest Land Alliance	1,500	1,275	0	0	0	0
10-75-	Housing Solutions of the Southwest	0	0	0	0	500	0
Cultural/Events							
10-75-	Pagosa Springs Arts Council	0	0	0	0	20,000	0
TOTAL SERVICE FUNDS		92,890	78,957	56,250	56,250	144,650	57,250

3% of total revenue

\$57,224

CAPITAL IMPROVEMENT FUND						
REVENUE						
Account	Description	2009 Budget	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
TAXES AND FEES						
51-31-100	Highway Users Tax Fund	57,173	62,145	67,161	67,161	65,000
51-31-310	Sales Tax	1,623,075	1,534,072	1,380,664	1,457,368	1,426,687
51-31-310	Sales Tax Audit Revenue	0	0	0	500,869	0
51-31-640	Park User Fees	0	0	12,000	11,500	11,500
51-31-650	Cemetery Fees	0	0	1,000	1,100	1,000
INTERGOVERNMENTAL REVENUES						
51-33-400	County Road Mill	74,295	62,432	70,000	59,149	59,149
51-33-480	PSSGID Streets Contract	20,000	20,000	10,000	10,000	0
51-33-490	Geothermal Streets Contract	9,444	9,490	9,519	9,519	9,500
51-33-500	Sidewalks in Lieu Fees	6,649	0	6,625	6,625	0
51-33-600	Transfer from Conservation Trust Fund	100,000	75,000	80,000	80,000	50,000
51-33-610	Transfer from Impact Fees	62,690	0	0	0	50,000
51-33-615	Transfer from Skaters Coal Trust Fund	0	0	100,000	0	0
51-33-630	Dept Human Serv. Janitorial Contract	0	0	8,200	8,200	8,200
STATE AND FEDERAL GRANTS						
51-33-620	Transfer from General Fund	33,656	0	0	0	0
51-33-720	CDOT Enhancemt Grants (SJ Alley)	310,000	290,035	0	0	249,000
51-33-xxx	State Trails Grant (Riverwalk Extension)	0	0	0	0	0
51-33-760	GOCO Grants/IGA's (Yamaguchi Restroom)	0	50,000	200,000	0	200,000
51-33-770	CDBG Infrastructure/EIA Grants/DOLA	36,250	35,409	17,500	15,000	17,500
51-33-780	DOLA fiber-optics and wi-fi grant	0	0	404,250	133,068	290,191
51-33-	CDOT Safe Rts 2 School (Lewis Sidewalk)	0	0	0	0	250,000
51-33-	CDOT CMAQ Funds Street Sweeper	0	0	0	155,827	0
MISCELLANEOUS						
51-36-110	Miscellaneous	0	33,699	0	0	0
TOTALS						
	Total Annual Revenues	2,333,232	2,172,282	2,366,920	2,515,386	2,687,727
	Prior Year End Cash Reserve	0	472,202	465,828	414,798	761,277
	Total Revenues	2,333,232	2,644,484	2,832,748	2,930,184	3,449,004

CAPITAL IMPROVEMENT FUND

EXPENDITURES

Account	Description	2009 Budget	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
Maintenance & Debt						
51-53-425	Community Center Loan	236,694	236,694	236,695	236,695	236,695
51-61	Streets Department	423,836	400,817	415,631	421,231	475,143
51-68	Parks Department	188,438	184,618	198,818	200,318	226,914
51-70	Facilities Maintenance Department	132,671	132,390	135,934	136,047	170,727
	Total Maint. and Debt Expenditures	981,639	954,520	987,078	994,291	1,109,479

Capital Improvement Expenditures	2009 Budget	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
Town Clerk/Town Hall					
51-42-202	Office Furniture	500	0	0	0
51-42-222	Telephone System	2,660	2,850	0	0
51-42-281	Technology	1,500	0	11,000	14,200
	subtotal	4,660	2,850	11,000	14,200
Town Manager/Administration					
51-44-110	Construction Manager	27,750	14,959	0	0
51-44-264	Capital Improvement Plan	72,500	70,819	0	0
51-44-281	Technology	2,500	0	0	1,500
51-44-400	CDBG Infrastructure/EIA Grants/DOLA	0	0	41,525	30,000
51-44-410	DOLA fiberoptics and wi-fi grant	0	0	539,000	152,079
51-44-	Community Grant Writer	0	0	0	0
	subtotal	102,750	85,778	580,525	183,579
Building/Planning					
51-46-281	Technology	1,500	4,669	0	1,600
51-46-406	Planning Studies/Grants	10,000	2,262	0	0
51-46-441	Annexations	3,000	780	0	0
51-46-448	Affordable Housing Land/Appraisals	5,000	0	0	0
51-46-461	Downtown Planning/Improvements	15,000	94	0	0
	subtotal	34,500	7,805	0	1,600
Municipal Court					
51-48-281	Technology	1,500	2,206	0	1,400
	subtotal	1,500	2,206	0	1,400
Police/Safety					
51-51-281	Technology	2,500	758	2,910	3,000
51-51-806	Police Car	0	0	0	110,000
	subtotal	2,500	758	2,910	113,000
Community Center					
51-53-400	Operations Costs	0	0	4,830	4,830
51-53-450	Capital Improvements	6,400	6,400	6,400	29,310
	subtotal	6,400	6,400	11,230	34,140
Recreation					
51-56-281	Technology	1,000	718	0	0
51-56-449	Recreation Equipment	2,500	1,256	2,125	2,000
	subtotal	3,500	1,975	2,125	2,000
Facilities Maintenance					
51-70-435	Town Hall Improvements	6,000	0	9,100	9,100
51-70-442	Furnishing Town Hall	500	0	1,200	1,200
	subtotal	6,500	0	10,300	10,300
Streets/Streetcape					
51-77-424	Street Paving and Maintenance	163,000	64,674	162,722	392,722
51-77-427	Misc Concrete/Sidewalks	50,000	0	0	0
51-77-428	Street Lighting Improvements	5,000	0	0	0
51-77-429	Lewis Street/Intersection	120,000	17,080	0	0
51-77-443	Great West Avenue	0	24,639	0	0
51-77-445	N/S Pagosa Blvd.	10,000	0	0	0
51-77-447	Majestic Drive Paving (CMAQ)	0	12,537	0	1,000
51-77-453	Street Furniture	5,000	0	0	0
51-77-454	New Street Truck/Backhoe	36,000	0	20,000	20,000
51-77-459	Wayfinding Plan/Medians	0	0	21,000	21,000
51-77-460	Mural on Main Street	0	0	9,500	9,500
51-77-	San Juan Alley Sidewalk	0	0	0	0
51-77	Lewis Street Sidewalk	0	0	0	0
	subtotal	389,000	118,929	213,222	444,222

CAPITAL IMPROVEMENT FUND						
Parks						
51-77-500	Yamaguchi Park Restrooms	0	0	0	0	250,000
51-77-544	River Restoration Project	56,000	48,251	77,000	38,000	58,000
51-77-546	Sports Complex Design/Trails MP	0	0	7,000	7,000	0
51-77-550	Parks Equipment	20,000	5,000	20,000	20,000	20,000
51-77-552	Town Parks Improvements	5,000	0	39,500	39,500	15,000
51-77-560	Raw Water Irrigation	4,000	3,386	4,000	4,000	4,000
51-77-561	South 8th Street Park	7,500	3,894	5,000	5,000	5,000
51-77-565	Arts Building Demolition	0	0	3,000	3,000	0
51-77-570	Skate Park	0	0	305,500	5,500	0
51-77-571	Vehicle - Truck	0	0	15,000	25,000	25,000
51-77-572	Reservoir Hill Park Development	0	0	8,000	8,000	0
	subtotal	92,500	60,531	484,000	155,000	377,000
Trails						
51-77-631	Town to Lakes Trail	0	0	0	0	12,000
51-77-634	River Walk Improvements	50,000	26,263	63,000	208,550	40,000
51-77-660	Harman Park Trail/Sidewalk	52,600	0	0	0	0
51-77-663	Pedestrian Bridge/Trail	439,000	432,076	0	0	0
51-77-670	Sidewalk in Lieu	6,625	0	6,625	6,625	0
	subtotal	548,225	458,338	69,625	215,175	52,000
	Total Improvement Expenditures	1,192,035	745,570	1,384,937	1,174,616	1,824,570
	Total Maintenance/Debt Expenditures	981,639	954,520	987,078	994,291	1,109,479
	Total Improvement Expenditures	1,192,035	745,570	1,384,937	1,174,616	1,824,570
	Total Capital Expenditures	2,173,674	1,700,090	2,372,015	2,168,907	2,934,049
	TOTAL CAPITAL REVENUES	2,333,232	2,644,484	2,832,748	2,930,184	3,449,004
	TOTAL CAPITAL EXPENDITURES	2,173,674	1,700,090	2,372,015	2,168,907	2,934,049
	End Year Cash Reserve	159,557	414,798	460,733	761,277	514,955
	Restricted 3% Tabor	65,210	51,003	71,160	65,067	88,021
	Unrestricted Reserve	94,347	363,795	389,573	696,210	426,933

- a 93% of 2009 Actual Sales Tax Revenues
- b County IGA for Cemetery Maintenance - Oddfellows
- c Lewis Street Repave 10year \$1.8million 4.5% = \$227,500 annual payment
- d 51-77-500 Yamaguchi Restrooms or Skate Park contingent upon GOCO grant and donation/in-kind
- e Term of Loan ends July 1, 2014
- f Computer Lease
- g Possible Big Box Annexation
- h TOPS Gym usage, Hot Springs Blvd lights and water, LPEA, Source gas, PAWSD
- i Community Center Dumpster Enclosure
- j Tasks 3&4 for new features installation Yamaguchi Park
- k 3 New Patrol Cars 2010
- L 25,000 proposed for parks service vehicle
- m amendment required if state trails spring grant cycle is available, trail across wetland to lower ped bridge
- n Additional Multi-purpose Room Lighting, Curtains, and Sound System \$21,910

- 1 DOLA grant intern - approved 11/3/09
- 2 DOLA fiber-optics and wi-fi expansion 75% grant - approved 11/3/09
- 3 Use as match for replacement sidewalks - locations to be determined
- 4 Uniform Act Advisor for Majestic Drive and Town to Lakes Trail
- 5 \$16,000 Backhoe payments plus new plow pickup-truck \$30,000
- 6 Match TTC for wayfinding signage/reservoir hill project
- 7 Yamaguchi Park Restroom Design
- 8 GOCO Grant Land Acquisition - Watters Property
- 9 Engineering, Environmental and Easements - possible spring cycle trails grant
- 10 San Juan Alley Sidewalk-CDOT Enhancement Grant
- 11 Lewis Street Sidewalk-CDOT Safe Routes to School

STREETS DEPARTMENT						
Account		2009 Budget	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
PERSONNEL						
51-61-110	Street Superintendent	58,151	57,858	58,152	58,152	58,152
51-61-110	Equip Operator/Maint.	37,559	37,378	18,780	18,780	18,780
51-61-110	Equip Operator/Maint.	36,059	35,890	36,059	36,059	36,059
51-61-110	Streets Crew	30,968	30,838	30,968	30,968	30,968
51-61-110	Streets Crew	30,968	30,838	30,968	30,968	30,968
51-61-111	Part time/Overtime	0	0	0	0	15,000
51-61-131	FICA	14,665	13,979	13,229	13,229	14,529
51-61-132	Insurance	33,513	31,730	33,729	33,729	46,841
51-61-133	School/Travel	1,500	1,196	1,500	1,612	2,500
51-61-134	Pension	9,510	9,513	8,646	8,646	8,746
	Subtotal	252,893	249,220	232,031	232,143	262,543
COMMODITIES						
51-61-202	Office Supplies	500	381	200	188	200
51-61-212	Fuel&Oil	32,000	17,557	26,000	26,000	28,000
51-61-222	Tires	3,000	2,713	3,000	3,000	3,000
51-61-228	Gravel/Asphalt	17,000	17,123	17,000	20,000	27,000
51-61-230	Culverts	0	0	2,000	0	2,000
51-61-234	Street Lighting	42,000	43,227	42,000	42,000	44,000
51-61-439	Street Lighting Maintenance	1,000	3,453	2,000	3,500	2,000
	Subtotal	95,500	84,453	92,200	94,688	106,200
CONTRACTUAL						
51-61-402	Telephone cellular	400	378	400	400	400
51-61-406	Maintenance-Vehicles	25,000	17,596	25,000	29,000	30,000
51-61-410	Uniforms	2,000	2,483	5,000	5,000	5,000
51-61-418	Cemetery	1,000	0	1,000	0	1,000
51-61-434	Utilities/Shop	15,000	14,549	16,000	16,000	16,000
51-61-436	Maintenance-Roads	16,000	21,930	22,000	22,000	22,000
51-61-444	Sweeper Maintenance	10,000	4,164	10,000	10,000	10,000
51-61-	Lightpole Banners	0	0	0	0	10,000
51-61-460	Clean-Up Week	6,043	6,043	12,000	12,000	12,000
	Subtotal	75,443	67,143	91,400	94,400	106,400
	TOTAL STREETS BUDGET	423,836	400,817	415,631	421,231	475,143

a Seasonal Part Time

b Gravel to supplement on roads as needed/Large Asphalt patchwork/Gravel Majestic and Oren Road

c Signs, Painting, Mag Chloride and Sand in Winter

d Clean up County dump fees and mailing fees

e Cemetery Sinking Fund

PARKS DEPARTMENT						
Account		2009 Budget	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
PERSONNEL						
51-68-110	Parks Supervisor	43,136	42,913	43,136	43,136	43,136
51-68-110	Parks Maintenance	31,268	31,136	31,268	31,268	31,268
51-68-110	Parks Maintenance	29,268	29,151	29,268	29,268	29,268
51-68-111	Parks Maintenance	15,000	13,262	15,000	15,000	30,000 ^a
51-68-131	FICA	9,078	8,345	9,078	9,078	10,226
51-68-132	Insurance	22,504	19,521	22,384	22,384	31,332
51-68-134	Pension	5,184	5,144	5,184	5,184	5,184
	Subtotal	155,438	149,471	155,318	155,318	180,414
COMMODITIES						
51-68-212	Fuel/Oil	10,000	3,967	4,000	4,000	5,000
51-68-216	Park/Field Maintenance	21,000	29,095	30,000	30,000	30,000
51-68-218	Park Utilities	0	0	7,000	8,500	9,000
51-68-220	Vehicle Maintenance	1,000	1,267	1,500	1,500	1,500
51-68-402	Telephone	500	453	500	500	500
51-68-816	Town Tree Program	500	366	500	500	500
	Subtotal	33,000	35,148	43,500	45,000	46,500
	TOTAL PARKS BUDGET	188,438	184,618	198,818	200,318	226,914

a additional seasonal for Yamaguchi Park maintenance

FACILITIES MAINTENANCE DEPARTMENT						
Account		2009 Budget	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
PERSONNEL						
51-70-110	Maintenance Director	42,632	42,412	42,632	42,632	42,632
51-70-110	Custodian	24,178	24,100	11,154	11,210	0
51-70-111	Part Time Help	1,500	1,467	1,500	1,500	1,500
51-70-112	Custodian Full Time Town Hall	0	0	16,380	16,380	29,120
51-70-112	Custodian Full Time Comm Cntr	0	0	16,380	16,380	29,120
51-70-133	Travel/Training	300	246	300	300	300
51-70-131	FICA	5,111	5,026	6,621	6,625	7,717
51-70-132	Insurance	11,660	11,834	8,778	8,778	27,195
51-70-134	Pension	3,341	3,326	2,689	2,692	5,044
51-70-410	Uniforms	1,500	2,195	1,950	1,950	1,500
	subtotal	90,221	90,607	108,384	108,447	144,127
CONTRACTUAL						
51-70-206	Janitorial Supplies	6,000	5,864	6,000	6,000	6,000
51-70-207	Janitorial Contract Cleanings	3,000	3,000	2,000	2,000	0
51-70-402	Telephone	500	486	500	500	550
51-70-406	Vehicle Fuel/Maintenance	3,000	3,064	2,000	2,050	3,000
51-70-436	Town Hall Maintenance	25,000	24,982	12,000	12,000	12,000
51-70-437	Heating/Cooling Maintenance	2,000	1,821	2,000	2,000	2,000
51-70-438	Building Electric Maintenance	1,000	581	1,000	1,000	1,000
51-70-440	Elevator Maintenance	1,950	1,986	2,050	2,050	2,050
	subtotal	42,450	41,783	27,550	27,600	26,600
	TOTAL MAINTENANCE BUDGET	132,671	132,390	135,934	136,047	170,727

a 2 full time janitors for maintenance of town buildings - gazebo, s park, snow removal, windows

b 2 FTE available coverage during vacations

CONSERVATION TRUST FUND						
		2009 Budget	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
Revenue						
21-37-530	Town Lottery	16,500	16,243	16,250	15,530	15,500
21-37-700	County Lottery	30,000	30,000	80,000	80,000	30,000
21-37-990	Unbudgeted Interest	0	451	520	350	350
	Subtotal	46,500	46,694	96,770	95,880	45,850
	Prior Fund Balances	85,117	86,290	33,060	57,984	73,864
	TOTAL REVENUES	131,617	132,984	129,830	153,864	119,714
Expenditures						
21-40-800	Parks Maintenance	0	0	80,000	80,000	50,000
21-40-920	Riverwalk Trail Improvements	50,000	25,000	0	0	0
21-40-930	Town Park Ped Bridge	50,000	50,000	0	0	0
	Subtotal	100,000	75,000	80,000	80,000	50,000
	Total Expenditures to CIF	100,000	75,000	80,000	80,000	50,000
	TOTAL REVENUES	131,617	132,984	129,830	153,864	119,714
	TOTAL EXPENDITURES	100,000	75,000	80,000	80,000	50,000
	Ending Fund Balance	31,617	57,984	49,830	73,864	69,714

TRUST/IMPACT FUND						
		2009 Budget	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
Revenue						
31-22-600	Roads	9,238	12,711	12,373	25,493	10,432
31-22-700	Regional Public Buildings	3,744	5,073	4,306	8,649	3,603
31-22-800	Regional Recreation Facilities	2,148	232	0	71	0
31-22-900	Parks	920	3	0	1	0
31-23-000	Trails	1,160	4	0	2	0
31-23-100	Emergency Service Provider	4,829	7,112	5,544	11,364	4,734
31-23-200	Water Storage	4,327	2,473	2,410	3,661	2,276
31-23-300	School Land Dedication	708	277	0	400	0
31-23-350	Administration	197	184	162	300	90
31-23-450	Pinon Lake Fountain	0	3,875	0	2,725	3,000
31-23-460	Fireworks Fund	0	720	17,000	2,865	16,000
31-23-500	Skaters Coalition	0	25,871	76,000	11,170	0
	Subtotal	27,271	58,537	117,795	66,701	40,135
	Prior Fund Balances	79,023	89,901	82,936	81,018	99,829
	TOTAL REVENUES	106,294	148,438	200,731	147,719	139,964

Expenditures						
31-22-000	Old Pedestrian Harman Park	52,600	52,600	0	0	0
31-22-600	Roads	10,090	0	0	0	50,000
31-22-700	Regional Public Buildings	0	0	0	0	0
31-22-800	Regional Recreational Facilities	0	0	0	0	0
31-22-900	Parks	0	0	0	0	0
31-23-000	Trails	0	0	0	0	0
31-23-100	Emergency Service Provider	4,829	7,112	5,544	11,364	4,734
31-23-200	Water Storage	4,327	2,473	2,410	3,661	2,276
31-23-300	School Land Dedication	708	277	0	400	0
31-23-350	Administration	197	0	162	162	500
31-23-400	Sidewalk in lieu	6,625	0	6,625	0	6,625
31-23-450	Pinon Lake Fountain	0	3,007	0	1,800	3,000
31-23-460	Fireworks Fund	0	0	17,000	3,500	16,000
31-23-500	Skaters Coalition	0	1,950	100,000	27,003	0
	Total Expenditures	79,376	67,419	131,742	47,890	83,135

	TOTAL REVENUES	106,294	148,438	200,731	147,719	139,964
	TOTAL EXPENDITURES	79,376	67,419	131,742	47,890	83,135
	Ending Fund Balance	26,918	81,018	68,989	99,829	56,829

a Lewis Street

b 2% fees passed on to districts

c contingent upon GOCO grant and donatations/in-kind

LODGER'S TAX FUND

		2009 Budget	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
Revenue						
41-31-500	Lodgers Tax	330,000	360,343	375,000	375,000	400,000
41-31-550	Visitor & Pocket Guide	0	0	28,800	28,800	99,900
	Other Income (grants,etc)	25,000	12,176	20,000	15,000	200,000
	Subtotal	355,000	372,519	423,800	418,800	699,900
	Prior Year End Cash Carryover	24,814	58,552	33,060	44,554	65,212
	TOTAL REVENUES to TTC	379,814	431,071	456,860	463,354	765,112

Expenditures						
41-42-200	External Marketing	208,700	241,326	165,542	165,542	115,500 a
41-42-210	Special Events	20,000	21,155	42,400	42,400	50,000
41-42-215	Community Grant Writer	0	0	0	0	9,000
41-42-220	Capital Projects	0	0	20,000	35,000	251,000 b
41-42-225	Visitor Center/Fulfillments	80,000	90,546	88,000	88,000	114,500
41-42-230	Administration	29,250	33,490	61,000	53,800	60,000
41-42-250	Visitor & Pocket Guide	0	0	13,400	13,400	99,900
	Total Expenditures to TTC	337,950	386,517	390,342	398,142	699,900
	TOTAL REVENUES	379,814	431,071	456,860	463,354	765,112
	TOTAL EXPENDITURES	337,950	386,517	390,342	398,142	699,900
	Ending Fund Balance	41,864	44,554	66,518	65,212	65,212

a Change in visitor guide contract

b Wayfinding and Signage, Reservoir Hill, Fishing

GEOHERMAL ENTERPRISE FUND

REVENUES

Account	Description	2009 Budget	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
SERVICE FEES AND FINES						
55-38-100	Geothermal Utility	50,000	52,557	45,000	40,000	40,000
55-38-300	Geothermal Lease & Heat Tap	12,000	144,651	18,151	4,700	4,500
55-39	Geo Infrastructure Replace	0	0	0	0	350,000
55-39	NREL Exploration Dept of Energy Grant	0	0	0	0	50,000
	Total Annual Revenues	62,000	197,208	63,151	44,700	444,500
	Prior Year End Cash Reserves	106,367	106,019	89,232	197,511	202,873
	Total Revenues	168,367	303,227	152,383	242,211	647,373

GEOHERMAL ENTERPRISE FUND

EXPENDITURES

Account	Description	2009 Budget	2009 Estimate	2010 Budget	2010 Estimate	2011 Budget
PERSONNEL						
55-40-110	Salary/Engineer-Director					
55-40-131	FICA					
55-40-132	Insurance					
55-40-133	School/Travel	250	131	250	0	250
55-40-134	Pension					
	Subtotal	250	131	250	0	250
COMMODITIES						
55-40-202	Office Supplies	100	0	100	100	100
55-40-204	Postage	500	44	200	200	200
	Subtotal	600	44	300	300	300
CONTRACTUAL						
55-40-444	Utilities/Electric and Water	6,000	4,839	6,000	5,500	6,000
55-40-446	Legal/Attorney	2,000	27,854	5,000	2,500	5,000
55-40-438	Engineering	1,000	380	1,000	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	9,444	9,490	9,519	9,519	9,500
55-40-xxx	Contractual Services Sanitation Dept	4,444	4,489	4,519	4,519	4,500
	Subtotal	28,888	53,052	32,038	28,038	32,000
CAPITAL IMPROVEMENTS						
55-40-242	Repair Equipment/Meters	2,000	191	2,000	2,000	2,000
55-40-244	Repair of Leaks	62,000	35,485	15,000	8,000	8,000
55-40-246	New Pump/Meters	8,000	0	5,000	1,000	3,500
55-40-832	Contingency	1,000	0	1,000	0	1,000
55-40	Geothermal Infrastructure Replace	0	0	0	0	400,000
55-40	NREL Drilling Exploratoion	0	0	0	0	75,000
	Subtotal	73,000	35,676	23,000	11,000	489,500
	Total Geothermal Expenditures	102,738	88,903	55,588	39,338	522,050
	TOTAL REVENUES	168,367	303,227	152,383	242,211	647,373
	TOTAL EXPENDITURES	102,738	88,903	55,588	39,338	522,050
	Year End Carryover Reserve	65,629	197,511	96,795	202,873	125,323

a Contract employees in Streets and Sanitation

Addendum A

Specific Revenues

PROPERTY TAX REVENUE

Distribution: 100% General Fund

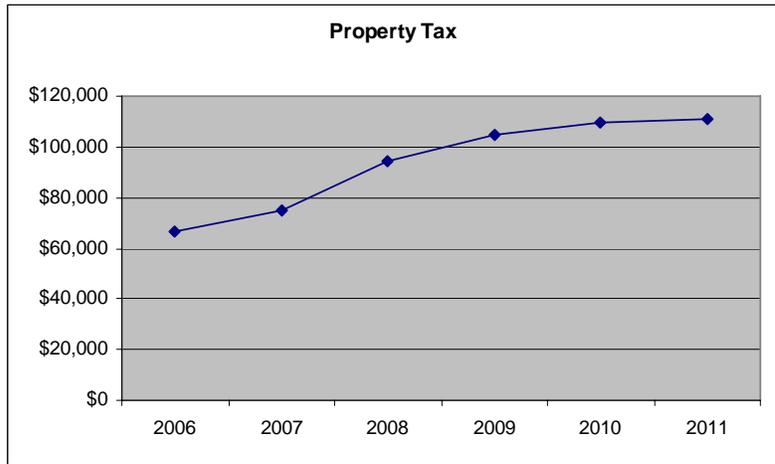
Source: Property owners within the Town of Pagosa Springs corporate boundaries

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>
2006	\$66,455	26%
2007	\$74,891	13%
2008	\$94,055	26%
2009	\$105,066	12%
2010	\$109,928	5%
2011	\$110,996	1%

Forecast: \$109,996, a 1% increase from 2010 revenue receipts.

Rationale: Based on the assessed valuation provide by the Assessor’s Office calculated at the set Mill Levy of 1.574

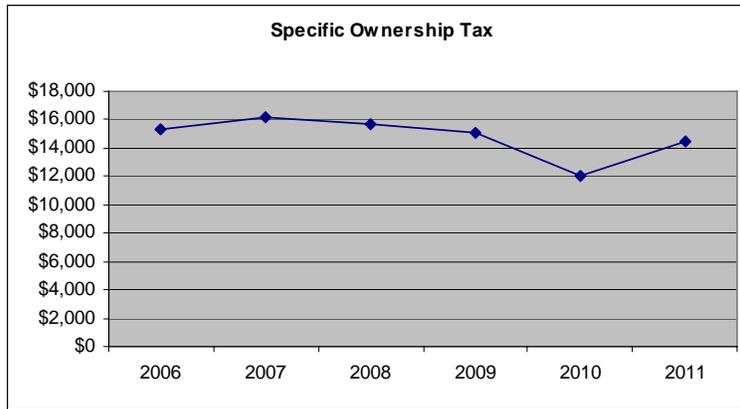
SPECIFIC OWNERSHIP TAX REVENUE

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



<u>Year</u>	<u>Revenue</u>	<u>% Change</u>
2006	\$15,293	14%
2007	\$16,155	6%
2008	\$15,747	-3%
2009	\$15,039	-4%
2010	\$12,000	-20%
2011	\$14,500	21%

Forecast: \$14,500, a 21% increase from 2010 estimated collection.

Rationale: Estimated economic recovery and increased population into Town.

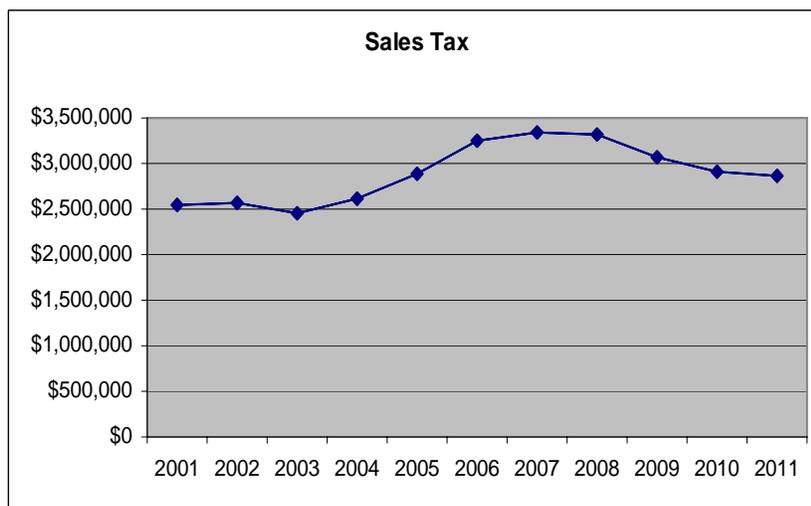
SALES TAX REVENUE

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 in 2009 and again in 2010 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. The additional funds are not reflected in the 2010 revenue amount.

Ten Year Trend



<u>Year</u>	<u>Revenue</u>	<u>% Change</u>
2001	\$2,536,001	11%
2002	\$2,565,420	1%
2003	\$2,462,119	-4%
2004	\$2,620,922	6%
2005	\$2,894,838	10%
2006	\$3,254,503	12%
2007	\$3,330,494	2%
2008	\$3,315,873	0%
2009	\$3,068,144	-7%
2010	\$2,914,736	-5%
2011	\$2,853,374	-2%

Forecast: \$2,853,374, a 7% reduction from 2009 actual collection.

Rationale: It is projected the economy will slowly begin to turn around. The County has projected a 6% decrease from the 2009 actual sales tax revenues; the Town is being a bit more conservative with a 7% decrease. On average sales tax counts for only 15% of the County's revenues, whereas the Town relies on sales tax as approximately 80% of total revenue between the general and capital improvement funds.

FRANCHISE REVENUES

Distribution: 100% General Fund

Source: Sourcegas, Centurytel, USA Communication

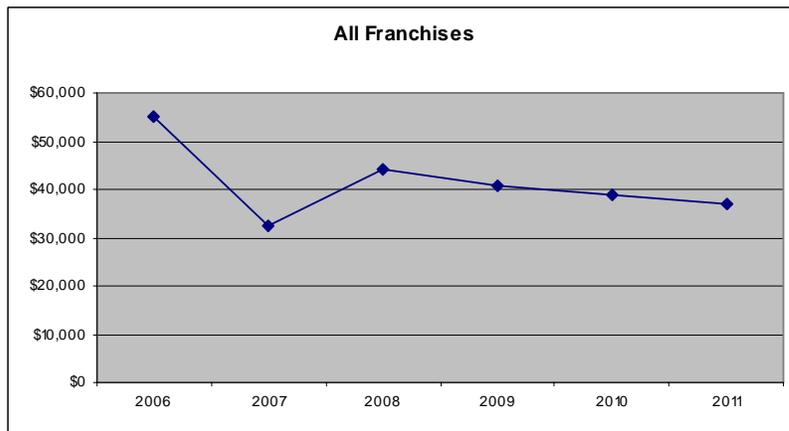
Collection: The Town collects franchise payments for general town services that it does not provide but “franchises” to private companies.

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

Ordinance No. 298, expires 2015 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)

Six Year Trend



<u>Year</u>	<u>Revenue</u>	<u>% Change</u>
2006	\$55,123	-3%
2007	\$32,502	-41%
2008	\$44,154	36%
2009	\$40,864	-7%
2010	\$38,978	-5%
2011	\$37,020	-5%

Forecast: \$37,020, a 5% reduction from 2010 estimated collection

Rationale: Forecast anticipates no 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 the telephone and cable franchise.

LOTTERY REVENUE

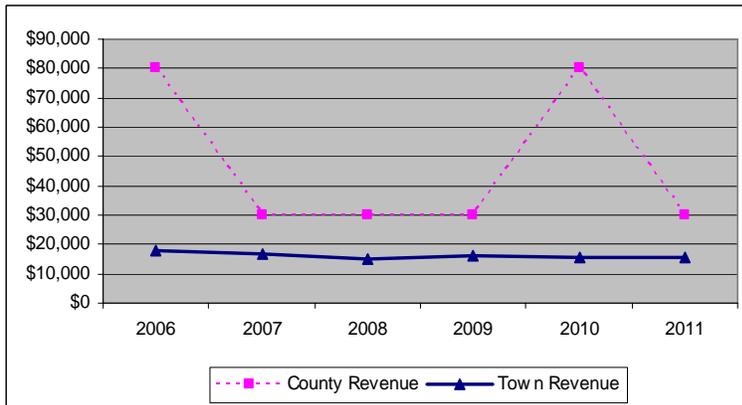
Distribution: Conservation Trust Fund (CTF)

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>
2006	\$80,000	\$17,620	21%
2007	\$30,000	\$16,541	-6%
2008	\$30,000	\$15,000	-3%
2009	\$30,000	\$16,243	3%
2010	\$80,000	\$15,530	107%
2011	\$30,000	\$15,500	-52%

Forecast: \$45,500 is a 53% decrease from 2010 collection.

Rationale: Forecast anticipates the funds received from the State will remain flat for 2011 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.

Addendum B

Departmental Summaries

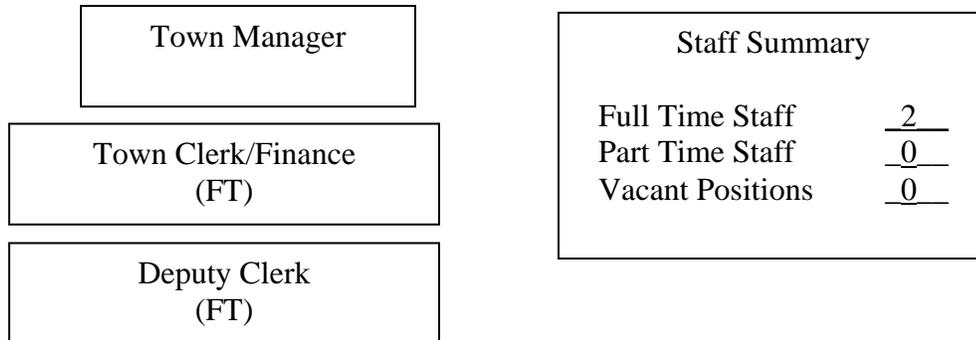
TOWN CLERK/FINANCE DEPARTMENT

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 and payables records, and maintains personnel records. The clerk’s office works with the sanitation and geothermal district to complete the billing, filing of liens, and notices required for these districts.

Core Services:

The core services the department provides include maintaining town accounts receivable and accounts payable and providing payroll for all employees. The department works to maintain its human resources by acting as a liaison for all employee health, dental, pension, worker’s compensation and liability insurance. 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 and liquor licenses, serving as the secretary for the Town Council and Town manager. Assistance with annual budget preparation is the duty of this department. This department also “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 Town Tourism Committee via receiving and tracking all lodgers tax collections and payments.



2010 Accomplishments:

The clerk and deputy clerk have worked hard to achieve a goal of high quality, professional service and improved function and operation of the Clerk/Finance department. The department continues the efforts to organize all contracts, resolutions, ordinances, and minutes making the retrieval and administration more efficient. 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. The clerk’s office ran a professional, organized mayoral election, with three district candidates on the ballot. Once again, the clerk attended the week long clerks institute training; gaining knowledge in all areas related to the Clerk’s office. The finance department has worked in harmony with the town manager to provide regular updates to both staff and council as to town fund balances and year to date spending reports. The clerk continues to assist all departments in preparation of the annual budget.

2011 Goals:

The department goals for 2011 include maintaining a high level of service with quality results. It is a top priority to continue to improve skills, knowledge and performance with additional training. This is the final year for the clerks institute training, and training in the finance area is desired. The department is planning on continuing the organization of all town records that will increase the ability of both staff and the public to search for resolutions, ordinances or minutes thus making the department more efficient. A large number of residents the Town serve gain information electronically through the internet; the town's website needs a professional makeover. Funds have been budgeted to update the site during 2011. As always, the department will be searching for cost saving programs to speed processing and increase the Town's reserves.

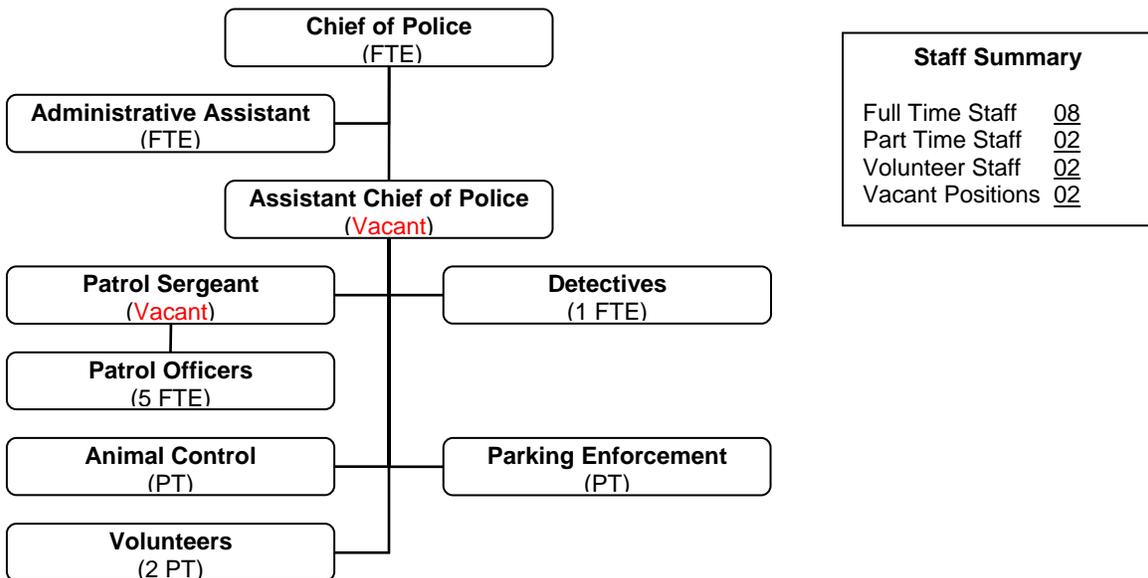
POLICE DEPARTMENT

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.



2010 Accomplishments:

The known crime rate for Pagosa Springs is measured by the number of reports generated, this number has remained consistent to year to date reports filed in 2009. As of September 21, 2010, the Department has generated 69 accident reports and 306 incident reports, compared to year to date reports of 64 accident reports and 305 incident reports in 2009

Administration:

The Police Department faced many challenges this year including a change in command staff, working with a budget reduction, and providing the same services with fewer personnel. The need to employ cost saving measures and revenue generation has become imperative. The Department implemented several programs in 2010 and was able to accomplish the following to this effect:

- a) Fee Schedule – implemented a new fee schedule for VIN inspections and Fingerprint services, generating \$ 1,489.50 in revenue year to date (services previously provided to the public for free).
- b) Fine, Surcharge, and Point Schedule - adoption of a new fine, point, and surcharge schedule for violations of the Model Traffic Code. The change updated the current fine schedule and added surcharges generating \$ 5,656.00 in revenue year to date, no surcharges were previously collected. These surcharges help to offset fuel costs for patrol vehicles.
- c) Grants – the Department continues to apply for grants to supplement equipment and training costs, as well as, fund additional traffic patrols. The NRA grant received this year totaled \$ 6,220.00 and was used to fund the purchase of target stands and ammunition for firearms training and qualification. The High Visibility Impaired Driving Enforcement (HVIDE) grant received this year totaled \$ 4,590.00. This grant from the Colorado Department of Transportation is providing funds for officers to be compensated for extra traffic patrol shifts during specified campaigns, targeting impaired driving enforcement.
- d) Training- the Department requested and was reimbursed by the Colorado Peace Officers Standards Training (POST) \$1,900.00 for training costs, and additionally received 152 hours of free advanced training.
- e) Restitution – New procedures were put into place to request losses from offenders when convicted of a crime (medical care, medical clearances).
- f) Reports submitted to the District Attorney’s Office have been streamlined by creating checklists and going paperless. All reports are submitted via email in pdf format and all digital evidence is transferred using a flash drive instead of burning CDs. Saving printing, copying costs.
- g) New evidence procedures for the retention of digital evidence as been implemented, no longer are police digital evidence files at risk on the Towns computer network server. The police department now maintains a self contained secure storage device.

The Department continues to update the Operations Manual maintain the destruction of records in compliance with the Town’s Records Retention Schedule, as endorsed by the Colorado State Archivist.

Investigations:

The investigations function saw additional increases in cases involving fraud, scam, and identity theft. A single detective investigates all serious felony cases; his proficiency has provided the Department a 77% closure rate for serious crimes in 2010. Additionally in order to reduce the amount of accrued comp time, thereby reducing unfunded liabilities, the Detective provided both primary and backup/cover for uniform patrol as required. He serves as the Department K9 unit and has provided tracking assistance to other law enforcement agencies, including during the jail escape, and finding significant evidence in a Sheriff’s Department felony case. The K9 unit has provided public relations at school demonstrations and the Public Safety Expo.

Patrol:

The major challenge in Patrol in 2010 was to provide 24/7 coverage (regular shifts and on-call) while minimally staffed and at times understaffed. This was accomplished by the Officers’ flexibility with changing schedules, shifts, and days off to ensure the community had ample

police coverage. Officers have been provided so far this year with a total of 528 hours of training to maintain certifications, skills proficiency, and advanced training. The patrol unit saw a significant reduction of compensatory time, reducing unfunded liability. Due to staff vacancies, the implementation of a full time traffic enforcement Officer was not achieved.

Public Relations:

The Department continues to foster positive relationships with the community through participation in community events, working with the school district and other community groups, and sponsoring Hunter Safety Classes with the Department of Wildlife. These relationships include but are not limited to community interaction with the K9, free child fingerprinting, and the uniform presence of parking enforcement in the downtown area.

2011 Goals:

The primary goal for 2011 is to maintain and/or increase our level of service within the parameters of a reduced budget. Maintain services provided by the Archuleta Combined Dispatch without additional service fees.

The Department has reinstated and will keep parking enforcement on a seasonal basis (May through October).

Fulfill the existing Sergeant position, which will allow for additional supervision, coverage, and reduction in liability and compensatory time. (No request will be made to fill the Assistant Chief position in 2011 a continued budget reduction of \$65,503.00 including benefits).

Maintaining records in compliance with the Town retention schedule and updating the records management system with cases the Department is required to retain permanently or for an extended period of time.

The administrative function has started entering Department NIBRS (Uniform Crime Reporting Statistics) and Sexual Offender Registration data to CBI in 2010. This data has been previously entered by the Archuleta County Sheriff's Department/Dispatch. The Administrative assistant will continue to develop this program, saving additional Archuleta Combined Dispatch user fees annually of \$12,000.00.

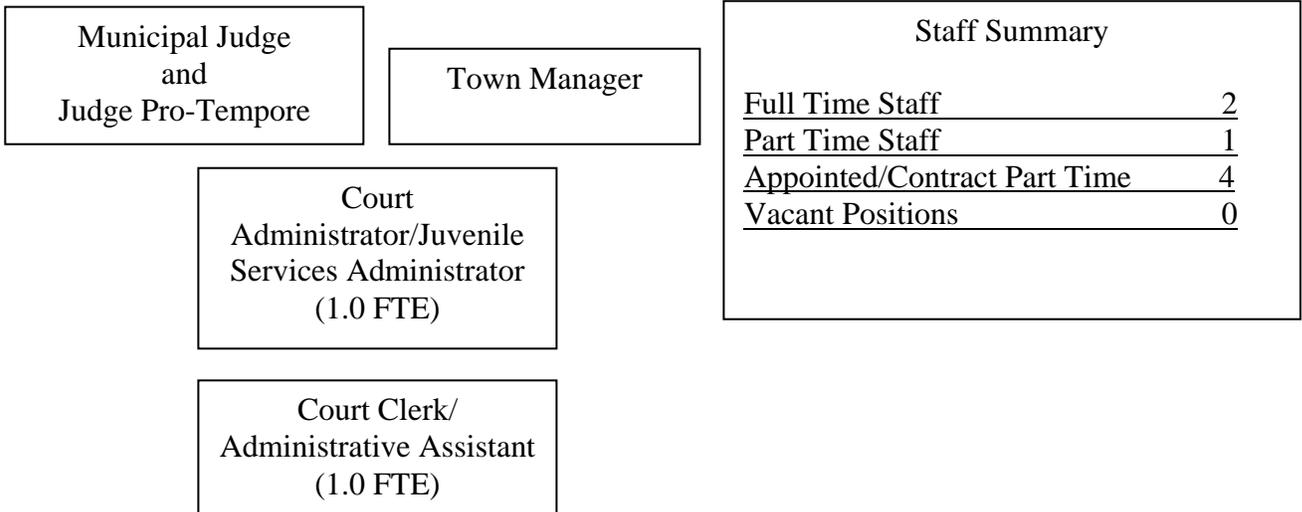
MUNICIPAL COURT DEPARTMENT

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 that occur 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 works to hold juveniles 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 held once per week to conduct arraignments, financial hearings, dispositional hearings, trials, sentencings, et.al. The Court/Juvenile Services Administrator 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 Juvenile Services Administrator 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 18-member, volunteer Community Youth Task Force (CYTF) has been staffing the youth of our community for over 25 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 serves as the Victim Witness Coordinator who issues subpoenas to victims and witnesses and prepares, sends, and receives Victim Impact Statements. The Court contracts with a local counselor to offer quarterly drug and alcohol educational programs to youth adjudicated by the Court. The Court participates in a state evaluation process. The Juvenile Services Administrator and Court Clerk administer pre-tests and post-tests to youth adjudicated by the Court. The JSA completes recidivism measures for all youth who have exited the Juvenile Services Program six and twelve months after exit. This data is analyzed, annually, to produce statistical results for Municipal Court as well as aggregate data for the State of Colorado. Municipal Court tracks delinquency, substance abuse, and recidivism with the evaluation.



2010 Accomplishments

- Per Resolution No. 2008-33, the Town Council approved the restoration of the presiding Judge's salary to pre-2009 funding levels. This allowed the Judge to resume weekly Court schedules.
- In May 2010, the Municipal Court and the Juvenile Services Program participated in a program and financial audit conducted by the State of Colorado. The Municipal Court and Juvenile Services Program received a successful report which is attached to this summary.
- In July 2010, the Municipal Court and the Juvenile Services Program participated in a program and evaluation audit conducted by Colorado State University. CSU evaluators, Julie Ann Maertens and Stefanie Putter, were complementary of the evaluation protocol the Juvenile Services Program has implemented to ensure the continuity of program fidelity.
- Municipal Court continues to collect data on youth entering the Municipal Court system. Data is obtained by pre-testing and post-testing all youth who participate in the Court's Juvenile Services Program. On October 22, 2010, Municipal Court was scheduled to receive evaluation results from Colorado State University for state fiscal year 2009-2010. Due to technical issues at Colorado State University, the evaluation results have not been finalized.
- Municipal Court received the Tony Grampsas Youth Services (TGYS) Grant for the 2008-2009, 2009-2010, and 2010-2011 State Fiscal Years. These are the 15th through 17th years Municipal Court has received this competitive funding. Due to state budget cuts, the Court's 2010-2011 award was reduced to \$12,678.

2011 Goals

- Municipal Court will apply for an 18th cycle of funding from the State of Colorado's Tony Grampsas Youth Services (TGYS) program. The RFA will be available in late December 2010 or early January 2011. Available funding for the TGYS program remains undetermined, but Municipal Court intends to request reimbursement funding for a small portion of department salaries, training expenses, vehicle expenses, and Community Youth Task Force (CYTF) expenses.
- The Juvenile Services Program will continue to collect delinquency, substance abuse, and recidivism data on program youth 6 months and 12 months post program exit. This data will be analyzed by Colorado State University (CSU). The program's evaluation by Colorado State University is funded by the TGYS grant, so all data will be reported to the State of Colorado.
- Municipal Court staff would like to acquire training to gain continuing education in Court Management and Positive Youth Development. The Court Administrator will request reimbursement funding from the TGYS Grant to compensate for these expenditures which are funded through the Court's Travel/Education and Vehicle Expense line items.

- Municipal Court staff will continue researching the possibility of acquiring Court security. To date, no appropriate grants have been identified that support local government efforts to enhance security. The Town Council will be asked to provide appropriate match funding for a grant if and when one is identified. Municipal Court will not pay an off-duty Police Officer to provide Court security given the continued budget reductions expected in 2011.
- Municipal Court staff will cooperate with all Town efforts to acquire a Staff Attorney/Town Prosecutor. The Court's current contract funding for prosecutorial services jeopardizes agency capacity by not allowing a prosecutor to be available to conduct Court business as often as necessary.
- Municipal Court is aware of the Town's need to continue operating with reduced expenditures in 2011. Municipal Court staff will maintain the viability and capacity of the department by sustaining partnerships with existing organizations and individuals to ensure Court activities and programs continue to operate with efficiency, productivity, and success in a time of reduced budgets.

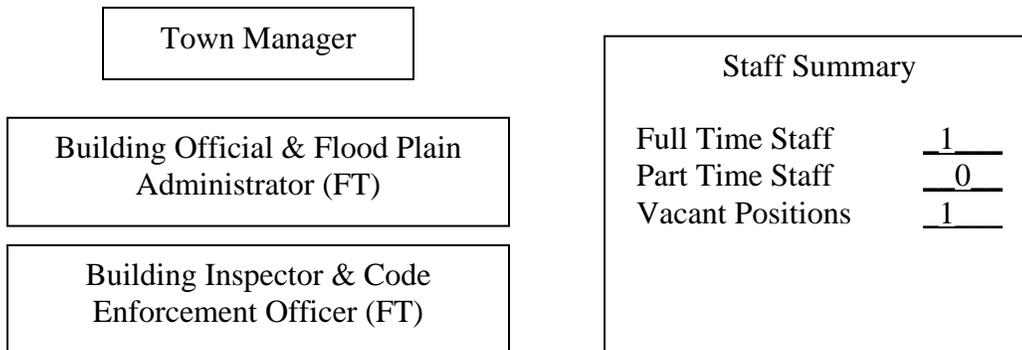
BUILDING DEPARTMENT

Description:

The department is charged with the enforcement of the building codes which are adopted by the Town to establish the minimum requirements to safeguard the public health, safety and general welfare through structural strength, means of egress facilities, stability, sanitation, adequate light and ventilation, energy conservation, and safety to life and property from fire and other hazards attributed to the built environment and to provide safety to fire fighters and emergency responders during emergency operations.

Core Services:

The Building Department’s primary function is to ensure buildings are safely designed and constructed for the citizens and visitors of Pagosa Springs, This is 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 Town zoning ordinance, property maintenance and sign code enforcement and permitting as well as flood plain management and business licensing. The department provides co-operational support to the following, but not limited to, entities; PAWSD, Pagosa Springs Fire Protection District, Archuleta County and all other Town of Pagosa Springs Departments.



2010 Accomplishments:

- The Building Official successfully negotiated and wrote a Memorandum of Understanding between PAWSD, The Fire District, the Town and Archuleta County after over a year of meetings, numerous document iterations and set backs the document was successfully completed but eventually not accepted by Town Council. The Building Official is now working on creating an ordinance document to place the enforcement duties of the provisions of the Fire Code for new construction under the auspices of the Town Building Official.
- The Building Official/ Flood Plain Administrator updated the Flood Prevention regulations within the Land Use Development Code to reflect the FEMA required changes that were adopted in the Fall of 2009 so that staff and the public have the most up-to-date and accurate development requirements.
- Successful implementation of the “One-stop-shop” Prior to this program, permit applicants were required to seek approval from various jurisdictional agencies and utility companies prior to full building permit approval. The applicant was required to contact each entity and make arrangements with them to have the plans reviewed and approved.

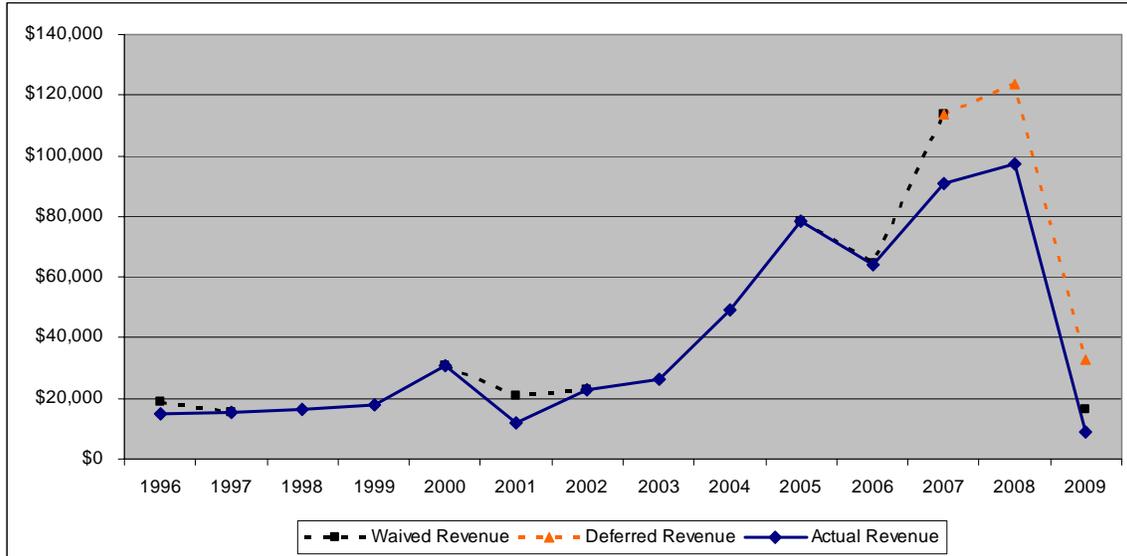
With this new program the applicant simply brings the plan sets to Town Hall and the staff makes arrangements for all plan reviews and approvals.

- This department has striven to provide quick turn around times for all plan reviews. The Town Manager has stated publicly that we will work to cut development review turn around times in half and since this policy was implemented the reviews for Building Code compliance have been kept to 1-7 working days which is down from the previous 1-12 working day turn around times.
- Continued to provide “code education and support” to designers and builders so that as their level of understanding of the codes increases, the number of corrections during the plan review and field inspections continue to decrease, as they have recently done each year in the recent past which greatly improves the efficiency of the process.
- The above achievements were all accomplished while the department continued to provide “Next Day” inspection services and complete and thorough plan reviews (which helps ensure that major and costly problems with the building design can be rectified prior to being caught in the field during the inspection process).

2011 Goals:

- Assume the duties of Fire Code Plans Examiner for all additions, alterations, changes of use and new construction of buildings.
- Work towards gaining certification as Fire Code Plans Examiner from the International Code Council through studying the code as well as attending training classes.
- Continue and improve upon the “One Shop” concept.
- Make every attempt to continue permit turn around times with additional duties (Fire Code reviews) and only one staff member.
- Continue to provide “Next Day” inspection services to ensure costly construction delays are not attributed to the inspection process once construction has begun.
- Continue to provide “code education and support” to designers and builders so that as their level of understanding of the codes increases, the number of corrections during the plan review and field inspections continue to decrease, as they have recently done each year in the recent past which greatly improves the efficiency of the process.

Building Permit Fees*



Building Permit Fees

Year	Revenue	% Change	Rev. + waived	Rev. + deferred + waived
1996	\$14,705	21%	\$18,830	
1997	\$15,365	5%	\$15,365	
1998	\$16,247	6%		
1999	\$17,895	10%		
2000	\$30,614	71%	\$30,614	
2001	\$11,717	-38%	\$21,009	
2002	\$22,627	93%	\$22,979	
2003	\$26,341	16%		
2004	\$49,239	87%		
2005	\$78,263	59%	\$78,263	
2006	\$63,851	-18%	\$64,495	
2007	\$90,956	42%	\$113,533	\$113,533
2008	\$97,462	7%		\$123,849
2009	\$8,831	-91%	\$16,301	\$32,762
2010	\$9,000	0%	\$18,000	\$36,000

*It is important to note that the % Change in fees collected does not account for waived fees. It does however, account for changes in deferred fees from year 2009 to the projected 2010 fees since the deferred fees were actually incurred in 2009. It is obviously unknown how many applicants will chose to defer payment of building permit fees in 2010 so for the sake of projection it is taken at the same rate as 2010 which was 50% of total fees incurred in 2010.

PLANNING DEPARTMENT

Description:

The town planning department’s primary responsibility is 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 and Regional Parks, Recreation, Open Space & Trails Master Plan; grant writing; ordinance development and drafting; code enforcement assistance; customer service; and staffing to Town Council, Planning Commission and Historic Preservation Board.

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 (Vacant)
Associate Planner (FT)

Staff Summary	
Full Time Staff	<u>1</u>
Part Time Staff	<u>0</u>
Vacant Positions	<u>1</u>

2010 Accomplishments:

Long Range Planning

- a) Completed the Mathews Trail Easement Agreement, a section of the proposed Town to Lakes Trail.
- b) Coordinated and managed the new wayfinding sign construction projects.
- c) Served as construction project manager for the Mural on Main project.
- d) Successfully applied for and granted a \$250,000 CDOT transportation enhancement grant for a safe route to school sidewalk along S. 8th Street and San Juan Alley to the Elementary School.
- e) Worked with CDOT to request installation of new Left hand turn signal at Hot Springs Blvd.
- f) Worked with CDOT to complete a Speed limit study east bound hwy 160 between Hot Springs Blvd and the First Street Bridge resulting in a future speed reduction from 35mph to 30mph.
- g) Assisted HPB with the coordination of NEW Historic Preservation Month Activities and Events in May.
- h) Drafted new template for future Cell Tower Ground Lease agreements ensuring equitable terms, increased annual town revenues and co-location equipment requirements.
- i) Reduced legal fees by drafting documents prior to legal review.
- j) Ensured "Quantum Travel" did not leave town by indentifying their intent to do so early, working closely with the principles and interjecting multiple times with assistance and guidance as their decision was teetering on staying. The result is one of Pagosa Springs most promising new businesses that will eventually employ 35-50 employees.

Current Planning

- a) Applying for a Safe Routes to School grant (\$200,000, December cycle) for a sidewalk along the 100, 200 & 300 blocks of Lewis Street.
- b) Applying for a State Historic Society Grant (Nov cycle) for implementation of new Interpretive and Designation signs through out the Historic District.
- c) Preparing to present the CDOT Highway Access Control Plan to the Community, Planning Commissions and Town Council for consideration of adopting via an MOU between the County, Town & CDOT.
- d) Conducting Neighborhood work sessions for the new San Juan Alley Safe Routes to School Sidewalk that will also provide future connection to the Town to Lakes Trail system.

2011 Planning Department Goals:

- a) Continue Town to Lakes trail easement negotiations, design/engineering and pursue grant funds for design/engineering/construction in cooperation with Archuleta County;
- b) Provide and coordinate training opportunities for appointed and elected officials in regards to planning techniques and projects for both the Planning Commission and Historic Preservation Board.
- c) Continue to provide exceptional customer service with a positive business friendly office environment by ensuring the necessary information and direction for development applications, business license applications, sign permits, ect..,
- d) Continue to work closely with the County Clerk, Assessor and land surveyors to ensure proper recordation of legal property plats and contract documents.
- e) Continue to work with the TTC regarding the Town's Wayfinding sign plan and serve as project coordinator for future implementation of the plan.
- f) Serve as the Town's representative on the new task force overseeing the efforts of the new Community Grant Writer to ensure all eligible grants are identified and analyzed for applicability for Town & Community projects.
- g) Work with the Historic Preservation Board to implement strategies to draw more attention and tourists to Pagosa Springs Heritage and the Downtown Historic District including;
 - ~ A Sign Plan which may include additional interpretive displays and Historic District Designation Signs.
 - ~ Activities & Events for the Month of May, Historic Preservation Month.
 - ~ Complete the posting of all “Historic Property Designation Plaques”
- h) Begin the process of updating the Comprehensive Plan adopted in May 2006. This document is a vital Planning document providing long term Goals for the town. The Comprehensive Plan is scheduled for updates every 5 years.

2011 Budget request explanations:

51-46-441 Annexations \$5,000.

This would allow staff to cover costs associated with the continuation of annexations along Hwy 160 from N. Pagosa Blvd west to Trails Blvd for possible Big Box.

51-77-461 San Juan Alley Sidewalk \$317,000

This is the full cost of the sidewalk project which includes \$249,556.00 from CDOT enhancement funds and \$61,000 matching from the town and \$6,000 in kind for clearing/Prep/Pavement removal. This grant has been approved however the funds will not be released until July 1, 2011.

51-77-459 Wayfinding Signs \$20,000

The TTC hopes to also secure \$40,000 towards new wayfinding signs to be constructed in 2011.

51-77-462 Lewis Street Sidewalk Safe Routes to School Grant \$240,000

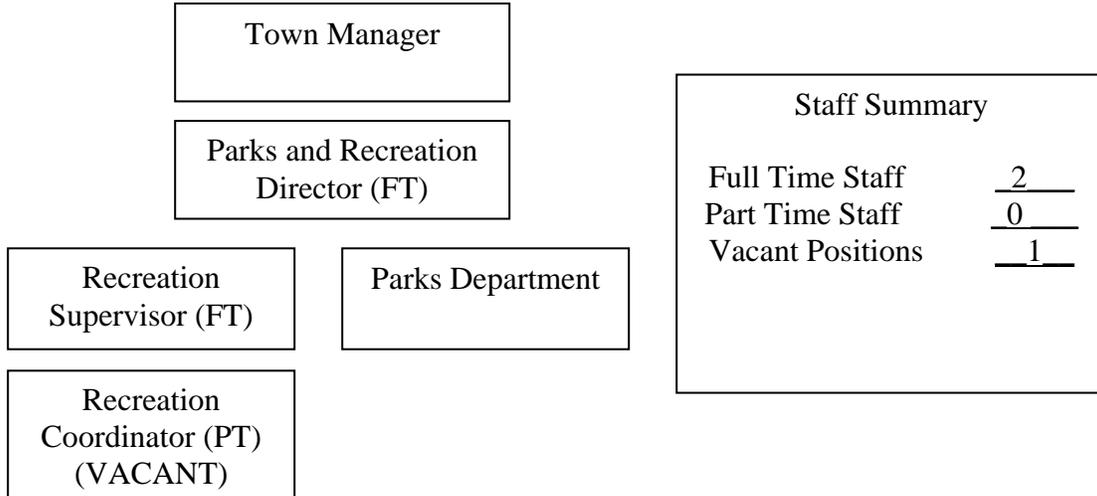
This grant is due in December 2010 with awards in April 2011. The grant is intended to pay for construction of sidewalks and retaining walls along the 100 & 200 blocks of Lewis Street in conjunction with the Lewis Street re-construction. A \$200,000 grant requires a \$40,000 match.

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.

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 and 15-20 seasonal, part-time employees (referees, umpires, instructors, etc.).

Core Services: The department administers 10 programs: youth basketball, adult basketball, baseball, adult softball, tee ball, soccer, youth volleyball, youth tennis, Hooked on Fishing, and the “Pick-up Pagosa Country” anti-litter campaign. 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.



2010 Accomplishments: Despite lingering budget restraints, to date the department has expanded program participation this year by an average of 9.5 percent over last year, which is fairly consistent with the average of 11-percent growth over the past four years. The department will come in under budget for the fifth consecutive year, and revenues for this year will exceed last year’s totals. Also, due to a growing volunteer base and improved efficiency on behalf of seasonal employees, the department has eliminated the part-time “recreation coordinator” position indefinitely, which has resulted in a smaller projected budget for next year. The need for this position will be evaluated annually.

In addition, the department has once again secured facility use agreements with the school district, PLPOA and Wyndham resorts which could allow recreation programming to expand in the future.

2011 Goals: Based on direction from Town Council, the department will continue 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.

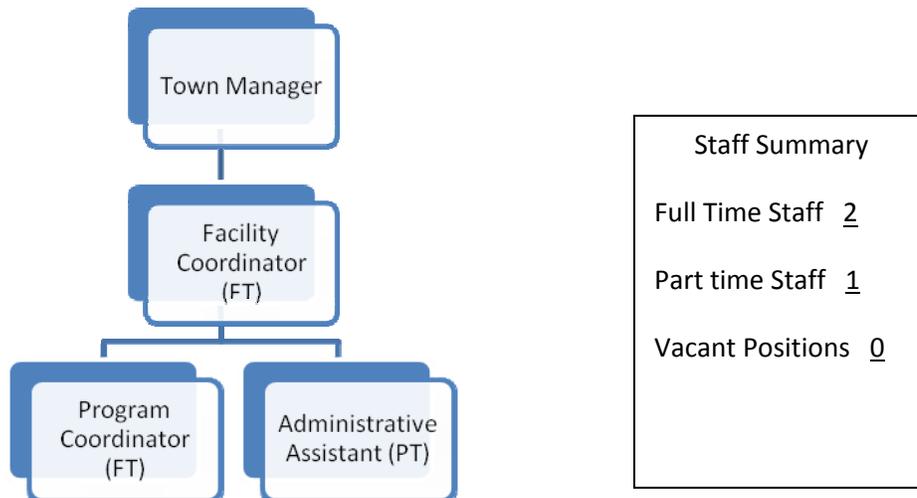
COMMUNITY CENTER DEPARTMENT

Description:

This department works to provide affordable services and space for all ages and diverse groups to gather for social, sports, civic, art and culture, educational, business and faith-based activities. This department creates and coordinates activities for the benefit of the entire community.

Core Services:

Daily operations of this department include scheduling reservations for room rentals, facilitating community events, workshops, classes, and programs held in the center, as well coordinating, advertising and hosting several community events.



2010 Accomplishments:

Provided 15 free weekly and monthly programs for the community. The programs ranged from educational, exercise to fun activities. Created a rental program to produce another avenue of income by renting out to the community our chairs, tables, banquet supplies and event items. Purchased another display board that we use for selling advertising space for business or events. We now have two and they are both through the end of the year. Mounted a projector box and projector in the ceiling of the multipurpose room for purposes of renting it out. Heat tape on the roof for snow melt was completed. Successfully booked larger venues to hold events at the center. Those venues were very happy with accommodations and the extra efforts the staff put forth to help make their event a success. We have rebooked them for 2011. Received PSCFC board approval to go forward with getting the cost together for improvements of the multipurpose room. Improvements in MPR; projector in ceiling of MPR, softer lighting, stage lighting, wrap around curtains or dividers, fixed sound system. Other improvements; purchase projector for our smaller rooms to rent out.

Goals 2011:

Continue with our marketing efforts to attract large venues to book their meeting space at the center. Design a brochure that reflects on the qualities, resourcefulness and usage of the Community Center. To complete the improvements of the multipurpose room based upon importance and cost effectiveness. Continue researching funding sources for improvements of the center.

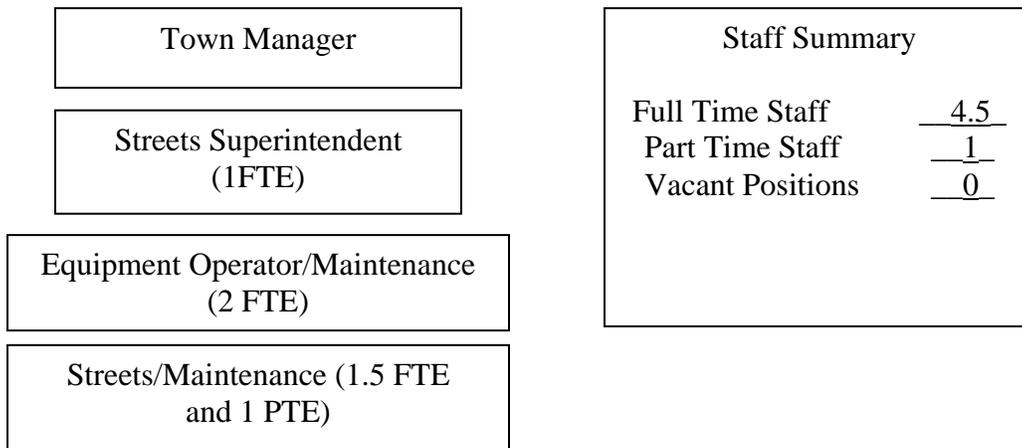
STREETS DEPARTMENT

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.



2010 Accomplishments:

In 2010 the department kept up with and fulfilled all our daily duties, which included frequent plowing during a harsh winter. Trail projects included the paving of the Riverwalk from lower pedestrian bridge to South 6th Street and from Hot Springs Blvd Bridge to the upper pedestrian bridge, and the connection from the Springs Resort Complex to the end of the existing Riverwalk Trail near town hall. Chip and seal application was completed on three major streets including Eagle Drive, Village Drive and South 6th Street. Eagle Drive, Village Drive and 7th Street at Hwy 160 also received asphalt overlay in areas as per the capital improvement plan. Sidewalk repairs were completed in the overlook parking lot and Hot Springs Blvd in conjunction with the Wayfinding and Signage plan. Filling of cracks on the Town’s streets was completed. During the summer all drainage and other street duties were accomplished including the painting of

crosswalks. The razing of the Arts Council building in the Town Park was completed this summer. The streets department worked with the geothermal department to complete upgrades needed in the geothermal system. The streets department once again worked to improve the Reservoir Hill road and park to accommodate the increased use of the hill.

2011 Goals:

The departments 2011 goals include continuing to maintain a high level of service to the Town for the maintenance and upkeep of the town's roadway system. 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 2011 according to the Capital Improvement Plan; this may include reconstruction of Lewis Street from the 100 block to the 400 block including curb and gutter and possibly sidewalks. The department will also assist with the extension of the Town's trail system and Reservoir Hill park projects.

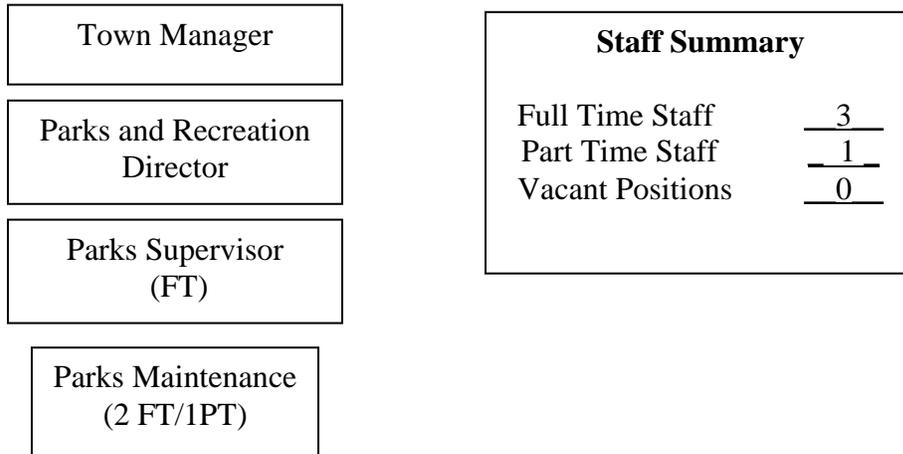
PARKS DEPARTMENT

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, and 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; and monitors and maintains mitigation areas including the town’s conservation easement.



2010 Accomplishments:

Many municipal improvements and special events take place in Pagosa in 2010. A replaced mural and new signage appears on Main Street. A new playground in Yamaguchi Park is built. Two huge bicycle tours come through. New stairs access the Riverwalk from the Senior Center and descend to the Town Park field from Hot Springs Blvd. A fence now keeps kids and balls from entering the street from the acre of turf at South Park. The Mary Fisher Park hosts families, festival goers, and river users. Improved turf graces Yamaguchi Park and the meadow on Reservoir Hill. The crumbling Arts Council Building in Town Park is gone, replaced by more parking and a signboard featuring events taking place in the Park. Citizens and tourists continue to flock to our public spaces, drawn by facilities and amenities that continue to improve and grow. New river features appear. None of this takes place without the dedication and effort of all the Town staff, and none of it happens without the participation of the parks crew. We mow, aerate, irrigate, and fertilize turf. We plant, prune, feed and nurture trees. We schedule, enable, and clean up after events, projects, picnics, rallies, and tours. We keep the level of services up and the level surfaces maintained. We’re among the first in and the last out every day, and we do it with a smile, because we love what we do.

2011 Goals:

The slow progress of the establishment of Yamaguchi Park is a deep disappointment to the Parks Department, and its improvement is the highest priority for 2011. The addition of another seasonal employee to the parks summer crew will make many necessary improvements possible, and the building of a bathroom will make the park much more user-friendly. Continued development of Reservoir Hill must be closely monitored by parks staff, and new river features in the Town Park reach will require amenities and services at the Mary Fish Park to expand. The ponds at the River Center need to be dredged, and the Riverwalk there resurfaced. Snow removal efficiency can be improved, and the reservation process for the Town's facilities improved. An admissions fee for large events would generate much-needed revenue without negatively affecting attendance.

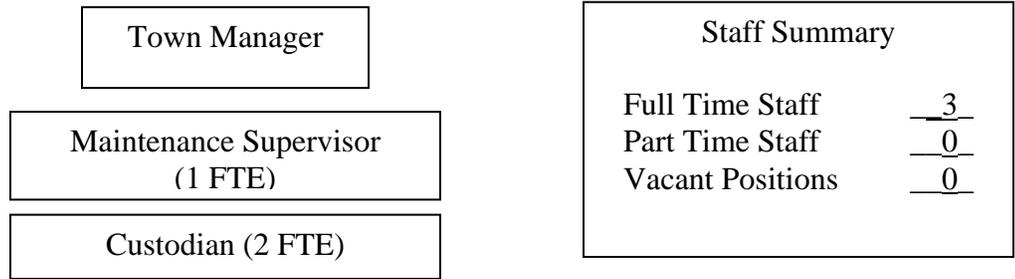
FACILITIES MAINTENANCE DEPARTMENT

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, Town facilities, equipment and buildings by performing a variety of skilled and semi-skilled work. 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 and Community 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 and Community Center. This department also coordinates and directs the Town’s 4th of July fireworks presentation.



2010 Accomplishments:

In 2010, this department was successful in completing the upkeep and maintenance at the Town Park gazebo and the South Park building. Also, the installation of one of the two dumpster enclosures at Town Park, the other will be completed in 2011. As always this department is instrumental in the organization and presentation of the annual fireworks show, with each year better than the last. This department strives to continue the overall upkeep of the Town Hall and the Community Center.

2011 Goals:

In 2011, 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 construction of the community center parking lot dumpster enclosure is budgeted for 2011 which will bring the site into compliance with the town’s land use code.

LODGER’S TAX FUND (TOWN TOURISM COMMITTEE DEPARTMENT)

Description:

The Town Tourism Committee’s overall goals and objectives unify around bringing tourists to Pagosa Springs. The Town Tourism Committee is focused on increasing tourism traffic to Pagosa Springs and improving local amenities to encourage repeat visitation from tourists. The Committee consists of 11 Board members and one staff person.

Core Services:

- a) Promote Pagosa Springs as a tourism destination through the following:
 - a. Advertising Pagosa Springs as a tourism destination through print and online marketing efforts
 - b. Drive interest in Pagosa Springs through Social Media efforts, including Pagosa Springs facebook page, twitter, youtube, Quora and trip advisor
 - c. 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
- b) Work with community to improve the experience that Pagosa Springs offers tourists

Town Manager

Town Tourism Committee Executive Director (FT)
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2010 Staff Summary	
Full Time Staff	<u>1</u>
Part Time Staff	<u>0</u>
Vacant Positions	<u>0</u>
Board Members	<u>11</u>

2010 Accomplishments:

Products

- a) Launched new www.visitpagosasprings.com website to focus entirely on tourism
- b) Increased Pagosa Springs presence on popular social marketing outlets – trip advisor, facebook, youtube, twitter, Quora, etc.
- c) Began implementation of Wayfinding / Signage Plan
- d) Began efforts to improve Reservoir Hill as a downtown tourism amenity
- e) Worked with Pagosa Sun to develop new editions of Official Visitor Guide
- f) Worked with Cassio Group to develop new Hunting Guide
- g) Created online Business Resource Center to aid local businesses in reaching tourists visiting Pagosa Springs
- h) Implemented barcode technology for smart phones in area signage

2010 Measurements:

- a) Currently, lodgers tax shows an increase of 7.4% versus 2009 and a 15.4% increase versus 2008
- b) Fulfillment requests show an increase of 41% over 2009 and 245% over 2008.

2011 Goals:

- a) Continue implementation of Wayfinding & Signage Plan
- b) Continue to enhance Reservoir Hill's natural amenities and protect as a downtown recreation resource
- c) Continue to see growth in lodger's tax and fulfillment requests through marketing efforts
- d) Develop new online and printed visitor guide program, working with Cassio Group, to enhance visitor experience
- e) Develop Tourism Conference to further assist local businesses in reaching tourists in Pagosa Springs
- f) Work with Area Lodgers to improve information flow regarding upcoming events and live music so that tourists have current access to all area happenings, through weekly email and Tourism Partner "information poster"

2011 Measurements:

- a) Increase lodgers tax revenue by at least 5% over 2010
- b) Increase fulfillment requests by 25% over 2010
- c) As a committee, continue to be proactive in reaching tourists and staying on top of important marketing trends

GEOHERMAL ENTERPRISE FUND AND DEPARTMENT

Description:

The Geothermal Department serves a heating utility in which its primary service is to provide uninterrupted heat to its customers during the heating season. The geothermal heating system has been in service since December 1982.

Core Services:

Primary operations entail 24 hour per day, year-round monitoring of flows of raw geothermal water, balancing the heat exchange rates, pressures, customers BTU meters, repair leaks, and other repairs. This department provides

Town Manager	Staff Summary Full Time Staff <u> 0 </u> Part Time Staff <u> 2 </u> Vacant Positions <u> 0 </u>
Geothermal Supervisor (1 PT)	
Geothermal Maintenance (1 PT)	

2010 Accomplishments:

The department was successful in providing seasonal heat to its customers in the 09/10 period. The geothermal department has connected 1 new customer in 2010. We replaced 6 air/vac valves on the system. Detailed the inside of the geothermal building (painted pipes and cleaned). Performed three tours of the facility. Have completed a multitude of repairs of broken pipes in a timely manor.

2011 Goals:

The department will continue to provide a high level of service and continual heat to its customers during the 10/11 heating season. The geothermal department will be actively seeking out new customers to tie onto our system. Also looking for grant funding for system upgrades and extensions.

Addendum C

Debt Service

SCHEDULE I-A

to
LEASE AND PURCHASE OPTION AGREEMENT

between

WELLS FARGO BROKERAGE SERVICES, LLC
as Lessor

and

TOWN OF PAGOSA SPRINGS, COLORADO
AND
PAGOSA SPRINGS FACILITIES COALITION, INC.
as Lessee

Pmt	Total Payment Due	Interest Payment Due	Principal Payment Due	After Payment Principal Balance	After Payment Termination Value	Payment Due Date	Annual Interest Amounts
	\$0.00			\$2,145,184.30		Aug 30, 2002	\$0.00
1	\$118,346.77	\$35,329.99	\$83,016.78	\$2,062,167.52	\$2,078,780.25	Jan 1, 2003	\$0.00
2	\$118,346.77	\$50,523.10	\$67,823.67	\$1,994,343.85	\$2,009,804.51	Jul 1, 2003	\$85,853.10
3	\$118,346.77	\$48,861.42	\$69,485.35	\$1,924,858.51	\$1,939,190.59	Jan 1, 2004	\$0.00
4	\$118,346.77	\$47,159.03	\$71,187.74	\$1,853,670.77	\$1,866,899.60	Jul 1, 2004	\$96,020.46
5	\$118,346.77	\$45,414.93	\$72,931.84	\$1,780,738.93	\$1,792,891.69	Jan 1, 2005	\$0.00
6	\$118,346.77	\$43,628.10	\$74,718.67	\$1,706,020.26	\$1,717,126.10	Jul 1, 2005	\$89,043.04
7	\$118,346.77	\$41,797.50	\$76,549.28	\$1,629,470.98	\$1,639,561.07	Jan 1, 2006	\$0.00
8	\$118,346.77	\$39,922.04	\$78,424.73	\$1,551,046.25	\$1,560,153.87	Jul 1, 2006	\$81,719.54
9	\$118,346.77	\$38,000.63	\$80,346.14	\$1,470,700.11	\$1,478,860.75	Jan 1, 2007	\$0.00
10	\$118,346.77	\$36,032.15	\$82,314.62	\$1,388,385.49	\$1,395,636.92	Jul 1, 2007	\$74,032.79
11	\$118,346.77	\$34,015.44	\$84,331.33	\$1,304,054.16	\$1,310,436.53	Jan 1, 2008	\$0.00
12	\$118,346.77	\$31,949.33	\$86,397.45	\$1,217,656.71	\$1,223,212.62	Jul 1, 2008	\$65,964.77
13	\$118,346.77	\$29,832.59	\$88,514.18	\$1,129,142.53	\$1,133,917.15	Jan 1, 2009	\$0.00
14	\$118,346.77	\$27,663.99	\$90,682.78	\$1,038,459.75	\$1,042,500.91	Jul 1, 2009	\$57,496.58
15	\$118,346.77	\$25,442.26	\$92,904.51	\$945,555.24	\$948,913.53	Jan 1, 2010	\$0.00
16	\$118,346.77	\$23,166.10	\$95,180.67	\$850,374.57	\$853,103.45	Jul 1, 2010	\$48,608.37
17	\$118,346.77	\$20,834.18	\$97,512.60	\$752,861.97	\$755,017.89	Jan 1, 2011	\$0.00
18	\$118,346.77	\$18,445.12	\$99,901.65	\$652,960.32	\$654,602.79	Jul 1, 2011	\$39,279.30
19	\$118,346.77	\$15,997.53	\$102,349.25	\$550,611.07	\$551,802.83	Jan 1, 2012	\$0.00
20	\$118,346.77	\$13,489.97	\$104,856.80	\$445,754.27	\$446,561.38	Jul 1, 2012	\$29,487.50
21	\$118,346.77	\$10,920.98	\$107,425.79	\$338,328.48	\$338,820.44	Jan 1, 2013	\$0.00
22	\$118,346.77	\$8,289.05	\$110,057.73	\$228,270.76	\$228,520.65	Jul 1, 2013	\$19,210.03
23	\$118,346.77	\$5,592.63	\$112,754.14	\$115,516.62	\$115,601.24	Jan 1, 2014	\$0.00
24	\$118,346.77	\$2,830.16	\$115,516.62	\$0.00	\$1.00	Jul 1, 2014	\$8,422.79

Wells Fargo Equipment Finance, Inc.
 733 Marquette Avenue
 MAC: N9306-070
 Minneapolis, MN 55402

**SUPPLEMENT TO MASTER GOVERNMENTAL
 LEASE-PURCHASE AGREEMENT**

Name and address of Lessee:
Town of Pagosa Springs
551 Hot Springs Boulevard
Pagosa Springs, CO 81147

Supplement No. 0303118-400

This is a Supplement to the Master Governmental Lease-Purchase Agreement No. 303118 dated June 8, 2010 (the "Master Lease"), between Lessor and Lessee. Pursuant to the Master Lease (all the terms and conditions of which are incorporated herein by reference, except to the extent that they relate to other Schedules or Equipment listed on other Schedules) and this Supplement, Lessor is leasing to Lessee, and Lessee is leasing from Lessor, the Equipment described below. Lessee represents, warrants and covenants that its representations, warranties and covenants set forth in the Master Lease (including, without limitation, Section 6 thereof) are true and correct as though made on the date of execution of this Supplement.

EQUIPMENT DESCRIPTION

Quantity	Serial Number	
One (1)	NAC531622	2010 Case 580SM-3 Backhoe, including all parts, attachments and accessories.

Location of Equipment (if different from Lessee's address)	SCHEDULE OF RENT PAYMENTS		
	Basic Rental Payments	Number Of Payments	Advance Payments
Acceptance Date	1,333.00	60	1,333.00
Payment term in months	Interest Rate	First Payment Due	Final Purchase Option Price
60 months	4.12%	July 2010	\$1.00
Rental payment period (check one)			
<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-annually		<input type="checkbox"/> Annually <input type="checkbox"/> Other - see additional provisions	
FINANCE AMOUNT: \$72,416.00			
TOTAL RENT: \$79,979.96			

Additional Provisions:

Exhibit A is attached hereto pursuant to Section 4 of the Master Lease Agreement #303118 dated June 8, 2010. Notwithstanding anything to the contrary contained herein, the date the first payment period begins shall be the date 100% of the proceeds are disbursed hereunder.

LESSOR: Wells Fargo Equipment Finance, Inc.

LESSEE: Town of Pagosa Springs
 Pagosa Springs, CO

By _____
 Its _____
 Date _____

By David J. Mitchell
 Town Manager
 Date July 7, 2010