

**TOWN OF DILLON
TOWN COUNCIL
REGULAR MEETING**



**Town Hall Council Chambers
7:00 p.m.
Tuesday, December 1, 2015**

AGENDA

1. Call to Order and Roll Call
2. Approval of Agenda
3. Approval of Consent Agenda
 - a. Minutes of Regular Meeting of November 17, 2015
 - b. Approval of Bill List and Payroll Ledger
4. Citizen Comments
5. Staff Updates
6. Consideration of Ordinance No. 19 -15, Series of 2015
Second Reading and Public Hearing
Fees

AN ORDINANCE BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, REPEALING AND REPLACING IN ITS ENTIRETY CHAPTER 19, "FEES," OF THE DILLON MUNICIPAL CODE FOR THE PURPOSES OF UPDATING FEES ASSOCIATED WITH THE REQUIREMENTS OF THE DILLON MUNICIPAL CODE; AND, SETTING FORTH DETAILS IN RELATION THERETO.

7. Consideration of Resolution No. 39-15 Series of 2015
Public Hearing

A RESOLUTION BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, MAKING SUPPLEMENTAL APPROPRIATIONS TO VARIOUS FUNDS FOR THE TOWN OF DILLON, COLORADO FOR THE 2015 BUDGET YEAR.

Town of Dillon
275 Lake Dillon Drive
Post Office Box 8
Dillon, CO 80435

970.468.2403
Fax 970.262.3410

8. Consideration of Resolution No. 40-15, Series of 2015

A RESOLUTION BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, ADOPTING THE BUDGET FOR THE TOWN OF DILLON, COLORADO, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2016 AND SUMMARIZING THE REVENUES AND EXPENDITURES FOR EACH FUND.

9. Consideration of Resolution No. 41-15, Series of 2015

A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE TAXABLE YEAR 2015 TO HELP DEFRAID THE COSTS OF MUNICIPAL GOVERNMENT FOR THE TOWN OF DILLON, COLORADO FOR THE 2016 BUDGET YEAR.

10. Consideration of Resolution No.42-15, Series of 2015

A RESOLUTION APPROPRIATING SUMS OF MONEY TO DEFRAID EXPENSES AND LIABILITIES OF THE TOWN OF DILLON, COLORADO FOR THE 2016 BUDGET YEAR.

11. Consideration of Resolution No. 43-15, Series of 2015

A RESOLUTION BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO FINDING AND DECLARING A MODIFICATION OF THE DILLON URBAN RENEWAL PLAN TO BE A MINOR MODIFICATION OF THE PLAN AND APPROVING SUCH MODIFICATION.

12. Consideration of Resolution No. 44-15, Series of 2015

A RESOLUTION AUTHORIZING THE TOWN OF DILLON, COLORADO, TO WAIVE THE WINTER CONSTRUCTION PROHIBITION AS SET FORTH IN SECTION 18-1-50 OF THE DILLON MUNICIPAL CODE FOR EXCAVATION, GRADING AND UTILITY CONSTRUCTION AT 134 LAKE DILLON DRIVE; IMPOSING CONDITIONS FOR SAID WAIVER; AND, SETTING FORTH DETAILS IN RELATION THERETO.

13. Consideration of Resolution No. 45-15, Series of 2015

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, DIRECTING THE TOWN CLERK OF THE TOWN OF DILLON TO CONDUCT THE REGULAR MUNICIPAL ELECTION, SCHEDULED FOR APRIL 5, 2016, AS A MAIL BALLOT ELECTION, DESIGNATING OR APPOINTING THE DILLON TOWN CLERK AS THE DESIGNATED ELECTION OFFICIAL OF THE TOWN OF DILLON.

14. Town Manager's Report
15. Mayor's Report
16. EXECUTIVE SESSION for a conference with the Town attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b); and, specifically regarding the Yacht Club Condominium HOA litigation and conclusion.
17. Adjournment

**TOWN OF DILLON
TOWN COUNCIL
REGULAR MEETING**
Tuesday, November 17, 2015
7:00 p.m.
Dillon Town Hall

CALL TO ORDER & ROLL CALL

A regular meeting of the Town Council of the Town of Dillon, Colorado, was held on Tuesday, November 17, 2015, at the Dillon Town Hall. Mayor Kevin Burns called the meeting to order at 7:00 p.m. and the following Council Members answered roll call: Brad Bailey, Mark Nickel, Ben Raitano, and R. Louis Skowyra, III. Staff members present were: Tom Breslin, Town Manager; Kerstin Anderson, Marketing and Communications Director; Dan Burroughs, Town Engineer; Mark Heminghaus, Police Chief; Carri McDonnell, Finance Director; and Jo-Anne Tyson, Town Clerk.

APPROVAL OF AGENDA

There being no changes to the agenda, it will stand approved as presented.

APPROVAL OF CONSENT AGENDA

Council Member Raitano moved to approve the following consent agenda:

- a. Minutes of Regular Meeting of November 3, 2015
- b. Approval of Bill List dated November 13, 2015 in the amount of \$251,887.44; and Payroll Ledger dated November 13, 2015 in the amount of \$71,261.95.

Council Member Skowyra seconded the motion which passed unanimously upon roll call vote.

CITIZEN COMMENTS

There were no citizen comments.

STAFF UPDATES

Staff updates were presented at work session held earlier in the day.

SWEARING IN OF NEW COUNCIL MEMBER

Town Clerk Jo-Anne Tyson administered the Oath of Office to newly-appointed Council Member Jennifer Barchers. Ms. Barchers' term will run through April, 2016. She fills a vacancy created by Terry King's resignation.

CONSIDERATION OF ORDINANCE NO. 19-15, SERIES OF 2015

First Reading

AN ORDINANCE BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, REPEALING AND REPLACING IN ITS ENTIRETY CHAPTER 19, "FEES," OF THE DILLON MUNICIPAL CODE FOR THE PURPOSES OF UPDATING FEES ASSOCIATED WITH THE REQUIREMENTS OF THE

DILLON MUNICIPAL CODE; AND, SETTING FORTH DETAILS IN RELATION THERETO.

Ordinance 19-15 proposes to amend fees in Chapter 19, "Fees," of the Dillon Municipal Code. The increased fees serve to recoup costs that will be incurred by the Town and the 2016 budget has included revenues that include these fees. The proposed fees generally have an increase of approximately 4% due to a projected increase in salaries and benefits costs, unless otherwise noted. This ordinance shall take effect January 1, 2016.

Council Member Raitano moved to approve Ordinance No. 19-15, Series of 2015. Council Member Skowyra seconded the motion which passed unanimously upon roll call vote.

CONSIDERATION OF RESOLUTION NO. 36-15, SERIES OF 2015

A RESOLUTION BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO ADOPTING A COMPREHENSIVE PLAN FOR THE TOWN OF DILLON.

The Comprehensive Plan is a long-range, evolving document that guides the Town in achieving the vision and goals of the community by establishing a framework for developing regulatory tools and advising decision making for the future of the Town of Dillon. The Plan strives to promote the community's values, goals, and vision for the Town. While the Plan is not a regulatory document, it provides background for decision making for establishing policies, for the delivery of services, for providing orderly growth and development criteria, embodies both current and long-term needs, and provides for a balance between the natural and built environment.

The Town of Dillon's Comprehensive Plan is typically updated every three years. The 2015 updates reflect the improvements the Town has performed on parks, facilities, and the recreation path system within the Town limits. The update also includes sales tax collections, changes to verbiage for clarification purposes, and time references to previous studies or developments.

Council Member Raitano moved to approve Resolution No. 36-15, Series of 2015. Council Member Bailey seconded the motion which passed unanimously upon roll call vote.

CONSIDERATION OF RESOLUTION NO. 37-15, SERIES OF 2015

A RESOLUTION BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO ADOPTING A THREE-MILE PLAN FOR THE TOWN OF DILLON.

The purpose of this plan is to address the specific statutory requirements of Colorado Revised Statutes (C.R.S.) 31-12-105, which requires that a municipality adopt an annexation plan prior to the annexation of any land into the municipality, and that it provide direction to the municipality and land owners concerning land use issues and infrastructure improvements needed upon annexation into the Town of Dillon. Minor updates to the Three Mile Plan include the accurate presentation of the Oro Grande Trail, clarification to improve readability, as well as updated utility information. The Town will update and consider amendments to the Three Mile Plan on an annual basis.

Council Member Skowyra moved to approve Resolution No. 37-15, Series of 2015. Council Member Raitano seconded the motion which passed unanimously upon roll call vote.

CONSIDERATION OF RESOLUTION NO. 38-15, SERIES OF 2015

A RESOLUTION ADOPTING THE PERSONNEL HANDBOOK DATED NOVEMBER 17, 2015 FOR THE TOWN OF DILLON, COLORADO; AND, SETTING FORTH DETAILS IN RELATION THERETO.

This resolution proposes to repeal the Town of Dillon Personnel Handbook and replace it in its entirety with the inclusion of two minor amendments. The first proposed amendment addresses the “Types of Employment” section changing the Town Clerk position from a department head and reporting to the Town Manager to being under the Finance Director. The second proposed amendment clarifies verbiage in the “On-Call and Compensation” section. This section has been changed to allow for incentive time to be at a rate of one hour per occurrence (per six hour period). Per the Town Attorney’s recommendation, verbiage was further clarified to read “Compensation for this incentive time will be at a rate of one hour at the employee’s overtime rater per six hour period.”

Council Member Raitano moved to approve the amended version of Resolution No. 38-15, Series of 2015 as presented in Exhibit A. Council Member Skowrya seconded the motion which passed unanimously upon roll call vote.

Council Member Raitano moved to approve Resolution No. 38-15, Series of 2015. Council Member Skowrya seconded the motion which passed unanimously upon roll call vote.

TOWN MANAGER’S REPORT

Town Manager Tom Breslin presented his report at the earlier Work Session.

MAYOR’S REPORT

Mayor Burns stated he attended the Mayor’s, Manager’s and Commissioner’s Meeting on Thursday, November 5, 2015. He reviewed the County election results with Council stating all issues passed. He attended the “How to Build a Better Colorado” statewide initiative meeting and mentioned the Summit County Housing Authority Intergovernmental Agreement is being reviewed by the towns and County.

ADJOURNMENT

There being no further business, Mayor Burns declared the meeting adjourned at 7:17 p.m.

Respectfully submitted by:

Jo-Anne Tyson, Town Clerk, CMC/MMC

Report Criteria:

Detail report.

Invoice detail records above \$ included.

Paid and unpaid invoices included.

Invoice Detail.GL Account = 10100100-91990000

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3814	Velocity Constructors Inc	4	2015 dillon water tank project	10/27/2015	451,669.70	.00	
1931	Hudson Auto Source	20935	Truck Purchase	11/16/2015	40,876.47	40,876.47	11/17/2015
433	STRATEGIC FENCE AND WALL	7027	chain link fence	11/17/2015	15,147.00	.00	
62	COLUMBINE HILLS CONCRETE	MARINA YARD	2015 Marina Yard paving	11/23/2015	4,442.00	4,442.00	11/25/2015
3069	Stuart C Irby Co	S009047923.0	led Luminaire	11/12/2015	3,893.56	.00	
3846	Industrial Pipe Solutions, Inc	109046524	Retainage	09/22/2015	2,918.85	2,918.85	11/25/2015
3718	CPRA Studio LLC	14118.9.7	retainaing for cemetery master pla	11/06/2015	2,849.50	2,849.50	11/17/2015
3086	Renner Sports Surfaces	2 RETAINAGE	Court Resurface Retainage	11/02/2015	2,768.70	2,768.70	11/25/2015
168	EVERIST MATERIALS LLC	228751	ice slicer/sand	11/17/2015	2,578.71	.00	
3586	Bureau of Reclamation	1801228946	Water Lease Contract	07/24/2015	1,979.42	1,979.42	11/18/2015
3704	The Lincoln National Life Insuranc	11/19/15	insurance	11/10/2015	1,836.56	.00	
3799	Alpine Insights	A107	on-line & intercept surveys	10/18/2015	1,500.00	.00	
2674	Browns Hill Engineering	10559	SCADA lease	11/09/2015	1,172.50	.00	
2674	Browns Hill Engineering	10559	SCADA lease	11/09/2015	1,172.50	.00	
3283	Bailey Builders	11/24/15	marina stairs upper railing	11/16/2015	926.57	.00	
2800	ACORN PETROLEUM INC	740780	fuel	11/09/2015	866.46	.00	
3289	Ron Turley Associates Inc	45287	annual maintenance, software up	11/02/2015	700.00	.00	
3672	Whitehall's Alpine BG	2001002	engine performance restoration	11/18/2015	638.65	.00	
136	HONNEN EQUIPMENT CO	713802	oil filter, filter eleme,	11/06/2015	501.21	.00	
2073	CLEARWATER CLEANUP CO	17524	flat rate to pump	10/30/2015	495.00	.00	
101	ROBERT EVANS	11/24/15	travel to air show conference	11/24/2015	318.20	.00	
3181	Colorado Analytical Lab, Inc.	151105022	CU/Pb-CDH	11/13/2015	300.00	.00	
123	GRAINGER INC	9889219698	ducting hose, 3/4 barb, 1-1/2 barb	11/09/2015	299.02	.00	
3509	Comcast - 34227	505700330401	8497505700330401	11/15/2015	252.85	.00	
3295	Law Enforcement Alliance for Def	11/23/14	legal defense coverage	11/11/2015	252.00	.00	
266	USA BLUE BOOK	796550	rplcmnt lamp, sulfuric acid	11/06/2015	245.43	.00	
273	WAGNER EQUIPMENT	P00C1840103	filter, lamp Gp	11/13/2015	208.41	.00	
1931	Hudson Auto Source	1856	cap	11/11/2015	196.26	.00	
2721	L.A.W.S.	10491	magnet fluorescent orn & bl vinyl	11/23/2015	195.80	.00	
1058	Wofford Electric	2015-098	seasonal shut down	11/05/2015	187.50	.00	
94	DPC INDUSTRIES INC	737005013-15	CHLORINE 150 # cyl	11/03/2015	167.57	.00	
45	KING SOOPERS CUSTOMER C	11/19/15	KS2323	11/07/2015	131.99	.00	
3541	LegalShield	11/19/15	legal	11/19/2015	131.55	.00	
266	USA BLUE BOOK	796550	rplcmnt lamp, sulfuric acid	11/06/2015	110.14	.00	
206	PORT SUPPLY	2707373	hardener resin	11/02/2015	104.52	.00	
266	USA BLUE BOOK	796472	lead gasket	11/06/2015	102.17	.00	
1205	Comcast - 34744	505700333553	8497 50 570 0333553	11/11/2015	98.92	.00	
569	DENVER WIRE ROPE & SUPPL	58032	clip, drop forged	11/10/2015	98.00	.00	
930	United Reprographic Supply Inc	IN69842	CT1394-04	11/12/2015	95.60	.00	
2927	Lyons Gaddis	10/31/15	professional services	10/13/2015	79.50	.00	
1196	High Country Custom Impression	2781	metal plate & frame	11/17/2015	72.00	.00	
444	Century Link	5136534719 11	970 513 6534 719	11/07/2015	69.57	.00	
45	KING SOOPERS CUSTOMER C	11/19/15	KS2323	11/07/2015	60.15	.00	
123	GRAINGER INC	9883236540	socket bit	11/02/2015	59.55	.00	
71	CPC Solutions	193406	business cards Joanne	11/13/2015	59.35	.00	
45	KING SOOPERS CUSTOMER C	11/19/15	KS2323	11/07/2015	53.14	.00	
444	Century Link	5130796656 11	9705160796656	11/17/2015	51.83	.00	
1931	Hudson Auto Source	2121	guard pkg	11/18/2015	42.50	.00	
2720	VERMEER SALES AND SERVIC	159910	sharpening SOP	11/11/2015	35.49	.00	
3181	Colorado Analytical Lab, Inc.	151104056	total metals by icp	11/12/2015	30.00	.00	
3319	Auto Zone	714	000191297	11/03/2015	29.82	.00	
123	GRAINGER INC	9890307862	industrial fire hose nozzle	11/10/2015	27.24	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
755	SUMMIT COUNTY JOURNAL	11648183	ad 11648183A	11/06/2015	20.54	.00	
755	SUMMIT COUNTY JOURNAL	11648183	ad 11648183A	11/06/2015	20.54	.00	
45	KING SOOPERS CUSTOMER C	11/19/15	KS2323	11/07/2015	19.02	.00	
94	DPC INDUSTRIES INC	DE73000855-1	CHLORINE 150 # cyl	10/31/2015	18.00	.00	
755	SUMMIT COUNTY JOURNAL	11677902	ad 11677902A	11/13/2015	16.70	.00	
755	SUMMIT COUNTY JOURNAL	11691620	11691620A	11/20/2015	14.17	.00	
755	SUMMIT COUNTY JOURNAL	11681888	11681888A	11/20/2015	12.14	.00	
45	KING SOOPERS CUSTOMER C	11/19/15	KS2323	11/07/2015	12.00	.00	
3032	Fastenal	COSIV22471	HCS, NE nylock, sae thru hd	11/04/2015	7.89	.00	
3032	Fastenal	COSIV22520	hcs 1/2-13x4 YZ8	11/04/2015	4.95	.00	
Grand Totals:					543,245.38	55,834.94	

.....Approved _____ Dated ___/___/___

Report Criteria:

- Detail report.
- Invoice detail records above \$ included.
- Paid and unpaid invoices included.
- Invoice Detail.GL Account = 10100100-91990000

TOWN OF DILLON
PAYROLL LEDGER
11/27/2015

Payroll 11/27/15

Administration	\$	19,067.56
Council	\$	-
Planning/Engineering	\$	5,878.93
Police	\$	28,572.95
Public Works	\$	20,685.94
Buildings/Parks	\$	6,944.60
Street Improvement	\$	115.99
Water	\$	7,646.37
Sewer	\$	1,797.47
Marina	\$	<u>10,152.18</u>

Total Gross Payroll \$ 100,861.99

Less: Payroll Taxes \$ (20,686.37)

Less: Misc. Deductions \$ (15,107.67)

Net Payroll \$ 65,067.95

**TOWN COUNCIL ACTION ITEM
STAFF SUMMARY
DECEMBER 1, 2015 COUNCIL MEETING**

DATE: November 25, 2015

AGENDA ITEM NUMBER: 6

ACTION TO BE CONSIDERED: Consideration of Ordinance No. 19-15, Series of 2015 **Second Reading and Public Hearing** - An Ordinance amending Chapter 19, "Fees," of the Dillon Municipal Code.

SUMMARY:

All fees have been reviewed and the proposed changes are reflected in Exhibit A. The increases in fees serve to recoup costs that will be incurred by the Town and the 2016 budget has included revenues that include these fees. Unless stated otherwise, fees have a proposed increase of approximately 4% due to a projected increase in salaries/benefits costs. This Ordinance shall take effect January 1, 2016.

Cemetery Fees:

- Labor costs for interments have increased to take into account salary increases of 4% in 2015.

Chapter 11: There are a few minor changes to more accurately reflect average staff time required for excavation permits.

Chapter 13: The water volume charge has been changed to reflect the recommendations of the water and sewer rate study completed by HDR Engineering. The volume charge increases serve to cover costs associated with water operations. The second and third tier rates for commercial/non-residential customers were kept lower than residential customers in 2015 as their increase was much larger. The rate study recommended increasing the commercial/non-residential rates over three years to bring them to the same rates as residential by 2017.

Chapter 16:

Level III and Level IV Development Application Fees: Minor wording changes and a reduction in the modification to a Level IV Development Permit to more accurately reflect the staff time required to process that permit.

Telecommunications Facilities Permit: This fee has always been included in Chapter 16 for telecommunications facilities but for consistency all fees are now included in Chapter 19.

Marina: We believe it is time for an increase in our fees, to keep pace with ever-increasing operating expenses. Our proposal is for a 6-10% increase for fees. This increase would still place the Dillon Marina well below both Colorado and national pricing. We have not implemented any changes in our rental boat fees and some storage fees since 2014, yet overall marina expenditures have increased by more than 14% in the same time period. Operations costs jumped over 28 % from \$164,000 in 2011 to \$202,800 budgeted for 2016. Future operations costs in all likelihood should continue to rise. Utilities have increased by more than 24% since 2007. The payroll costs will go up

4% in 2016. The marina has invested over 4 million in capital improvements in the in the last five years.

BUDGET IMPACT: The increases in fees serve to recoup costs that will be made by the Town in 2016. The 2016 budget has included revenues that include these fees.

STAFF RECOMMENDATION: Staff recommends approval of Ordinance 19-15, Series of 2015.

**ACTION REQUESTED: Motion, Second and Roll Call Vote For Approval
Second Reading and Public Hearing**

Recommended motion language: “.....move to approve Ordinance 19-15, Series of 2015, amending Chapter 19, “Fees” of the Dillon Municipal Code.”

At least four (4) affirmative votes will be required for the approval of this ordinance.

STAFF MEMBER RESPONSIBLE: Carri McDonnell, Finance Director

ORDINANCE NO. 19-15
Series of 2015

AN ORDINANCE BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, REPEALING AND REPLACING IN ITS ENTIRETY CHAPTER 19, "FEES," OF THE DILLON MUNICIPAL CODE FOR THE PURPOSES OF UPDATING FEES ASSOCIATED WITH THE REQUIREMENTS OF THE DILLON MUNICIPAL CODE; AND, SETTING FORTH DETAILS IN RELATION THERETO.

WHEREAS, the Town Council by the Town of Dillon, Colorado has determined that it is in the best interest of the Town to amend Chapter 19, "Fees," of the Dillon Municipal Code to add additional fees and update existing fees associated with the requirements of the Dillon Municipal Code.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, AS FOLLOWS:

Section 1. That Chapter 19 "Fees," of the Dillon Municipal Code shall be repealed in its entirety and replaced with a new Chapter 19, "Fees," as set forth in Exhibit "A," attached hereto and incorporated herein by this reference.

Section 2. Severance Clause. If any article, section paragraph sentence, clause or phrase of this ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Town Council hereby declares that it would have passed this Ordinance and each part or parts thereof, irrespective of the fact that any one part or parts may be declared invalid or unconstitutional.

Section 3. Repeal. All other Ordinances, or parts of any Ordinances or other code provisions in conflict are hereby repealed.

Section 4. That this Ordinance shall take effect January 1, 2016.

**INTRODUCED, READ AND APPROVED AND ORDERED PUBLISHED BY
TITLE ONLY THIS 17TH DAY OF NOVEMBER, 2015.**

**PASSED, ADOPTED AND APPROVED AND ORDERED PUBLISHED _____
_____ ONLY THIS _____ DAY OF
_____, 2015.**

TOWN OF DILLON, COLORADO,
a Colorado municipal corporation

By: _____
Kevin Burns, Mayor

ATTEST:

By: _____
Jo-Anne Tyson, CMC/MMC, Town Clerk

CHAPTER 19

Fees

Appendix 19-A Schedule of Fees

APPENDIX 19-A

Schedule of Fees

DESCRIPTION	FEE	SECTION REFERENCE
CHAPTER 1		
Municipal Code	\$88.00	1-3-100
CHAPTER 2		
Compensation	Mayor: \$900.00 per month	2-2-10(a)
Compensation	Council Member: \$300.00 per month	2-2-10(b)
CHAPTER 5		
Imposition of emergency telephone charge	Not to exceed \$0.70 per month	5-3-20
CHAPTER 6		
LIQUOR LICENSE FEES		
Application fee	\$1,000.00	6-1-40
Application fee – new license concurrent review	\$1,000.00	6-1-40
Application fee – transfer of ownership	\$750.00	6-1-40
Application fee – transfer of ownership concurrent review	\$750.00	6-1-40
Annual Renewal Application Fee	\$100.00	6-1-40
Arts license	\$41.25	6-1-40
Beer and wine license	\$48.75	6-1-40
Brew pub license	\$75.00	6-1-40
Club license	\$41.25	6-1-40
Hotel and restaurant license	\$75.00	6-1-40
Hotel and restaurant with optional premises	\$75.00	6-1-40
Liquor-licensed drugstore	\$22.50	6-1-40
Optional premises license	\$75.00	6-1-40
Racetrack license	\$75.00	6-1-40
Resort complex license	\$75.00	6-1-40
Retail gaming tavern license	\$75.00	6-1-40
Retail liquor store license	\$22.50	6-1-40
Tavern license	\$75.00	6-1-40
Vintner's restaurant	\$75.00	6-1-40
RELATED FEES AND PERMITS		
Addition of related facility permits to existing resort complex license (each)	\$100.00	6-1-40

Bed and breakfast permit	\$25.00	6-1-40
Branch warehouse or warehouse storage permit	No fee	6-1-40
Change of location	\$750.00	6-1-40
Change of trade name/corporate name	No fee	6-1-40
Corporation/LLC change (per person) may be charged for background investigation by local OR state (not both); Nonmaster file only	\$100.00	6-1-40
Duplicate license	No fee	6-1-40
Expansion – add optional premises to existing hotel/restaurant	No fee	6-1-40
Hotel/tavern manager's registration	\$75.00	6-1-40
Late renewal application fee	\$500.00	6-1-40
Master file – State-issued	No fee	6-1-40
Minibar permit (no OAP contribution) with hotel/restaurant license	\$325.00	6-1-40
Modification of premises	No fee	6-1-40
Retail warehouse storage permit	No fee	6-1-40
Special events permit (liquor) per event	\$100.00	6-1-40
Special events permit (3.2%) per event	\$100.00	6-1-40
Temporary permit	\$100.00	6-1-40
Winery direct shipper permit	No fee	6-1-40
Retail 3.2% beer on premises	\$3.75	6-1-40
Retail 3.2% beer off premises	\$3.75	6-1-40
Retail 3.2% on/off premises	\$3.75	6-1-40
Art gallery permit	\$3.75	6-1-40
Art gallery application	\$100.00	6-1-40
Art gallery renewal application fee	\$100.00	6-1-40
Suspension or revocation; fine	Not less than \$200.00 nor more than \$5,000.00	6-1-50(b)
ADULT-ORIENTED BUSINESS		
License required: Type A fee	\$1,000.00 per year	6-2-50(a)
License required: Type B fee	\$2,000.00 per year	6-2-50(a)
Application fee	\$250.00	6-2-70
PEDDLERS AND SOLICITORS		
Peddling and soliciting fees	\$5.00 per day	6-4-80
Peddling and soliciting fees	\$25.00 per month	6-4-80
Peddling and soliciting fees	\$100.00 per year	6-4-80
USE PERMITS		

Sidewalk sale permit	\$50.00	6-5-20
Sidewalk banner or awning permit	\$50.00	6-5-30
Encroachment license	\$2,000.00	6-5-40
Closure permit	\$100.00	6-5-40
Encroachment agreement	\$80.00	
CHAPTER 11		
EXCAVATIONS		
Grading and excavation permit: excluding new construction	\$100.00 <u>\$55.00</u>	11-3-70
Grading and excavation permit: new construction – single-family home	\$480.00 <u>\$240.00</u>	11-3-70
Grading and excavation permit: new construction – duplex	\$640.00 <u>\$360.00</u>	11-3-70
Grading and excavation permit: new construction – commercial, nonresidential and multi-family residential	\$480.00 <u>\$320.00</u> + \$25.00 <u>\$20.00</u> per 1,000 square feet of <u>gross</u> lot area	11-3-70
Application fee, excavation permit	\$5.00	11-3-70
Undertaking and deposit required <u>Fee</u>	\$200.00 + \$2.00 for each additional square foot if the excavation exceeds 15 square feet	11-3-80(a)
Undertaking and deposit required	\$1,000.00	11-3-80(b)
CEMETERY FEES		
Cemetery plot (in Town)	\$100.00	11-7-70
Cemetery plot (Summit County resident)	\$350.00	11-7-70
Cemetery plot (non-Summit County resident)	\$1,000.00	11-7-70
Cemetery Capital Fee on the sale of all cemetery plots	\$400.00	11-7-70
Summer (April 15—October 31): Open/close	\$820.00 <u>\$850.00</u>	11-7-110
Summer (April 15—October 31): Open/close – Saturday	\$1,230.00 <u>\$1,280.00</u>	11-7-110
Summer (April 15—October 31): Cremation burial	\$120.00 <u>\$125.00</u>	11-7-110
Summer (April 15—October 31): Cremation burial – Saturday	\$185.00 <u>\$192.00</u>	11-7-110
Summer (April 15—October 31): Disinterment	Actual labor & equipment costs	11-7-110
Summer (April 15—October 31): Disinterment deposit	\$1,000.00	11-7-110
Summer (April 15—October 31): Cremation disinterment deposit	\$500.00	11-7-110
Winter (November 1—April 14): Open/close	\$1,230.00 <u>\$1,280.00</u>	11-7-110
Winter (November 1—April 14): Open/close – Saturday	\$1,845.00 <u>\$1,920.00</u>	11-7-110
Winter (November 1—April 14): Cremation burial	\$185.00 <u>\$192.00</u>	11-7-110
Winter (November 1—April 14): Cremation burial – Saturday	\$275.00 <u>\$285.00</u>	11-7-110
Winter (November 1—April 14): Disinterment	Actual labor & equipment costs	11-7-110
Winter (November 1—April 14): Disinterment deposit	\$1,500.00	11-7-110

Winter (November 1—April 14): Cremation disinterment deposit	\$750.00	11-7-110
Deposit for a grave marker	\$350.00	Per Section 10.B of the Dillon Cemetery Rules & Regulations
CHAPTER 13		
WATER		
Noncontinuous service shutoff and reinstate service	\$50.00	13-2-60
Water rates: capital fee	\$23.30 per EQR per month	13-2-70
Water rates: single-family volume charge tier one 0—6,000 gallons per month per EQR	\$5.50 <u>\$5.60</u> per 1,000 gallons of use	13-2-70
Water rates: single-family volume charge tier two 6,001—10,000 gallons per month per EQR	\$6.55 <u>\$6.70</u> per 1,000 gallons of use	13-2-70
Water rates: single-family volume charge tier three over 10,000 gallons per month per EQR	\$8.05 <u>\$8.20</u> per 1,000 gallons of use	13-2-70
Water rates: multi-family volume charge tier one 0—6,000 gallons per month per EQR	\$5.59 <u>\$5.60</u> per 1,000 gallons of use per unit	13-2-70
Water rates: multi-family volume charge tier two 6,001—10,000 gallons per month per EQR	\$6.55 <u>\$6.70</u> per 1,000 gallons of use per unit	13-2-70
Water rates: multi-family volume charge tier three over 10,000 gallons per month per EQR	\$8.05 <u>\$8.21</u> per 1,000 gallons of use per unit	13-2-70
Water rates: Nonresidential/mixed use volume charge tier one 0-6,000 gallons per month per EQR	\$5.50 <u>\$5.60</u> per 1,000 gallons of use	13-2-70
Water rates: Nonresidential/mixed use volume charge tier two 6,001-10,000 gallons per month per EQR	\$5.75 <u>\$6.25</u> per 1,000 gallons of use	
Water rates: Nonresidential/mixed use volume charge tier three over 10,000 gallons per month per EQR	\$6.75 <u>\$7.50</u> per 1,000 gallons of use	
Water tap fee – schedule of fees & charges	\$8,438.00 per EQR	13-2-70
Preconnection water service charge	\$6.20 per EQR	13-2-80
Billing, payment; late charges	\$5.00 per calendar month	13-2-90(d)(1)
Billing, payment; late charges	Interest is 1% per month	13-2-90(d)(2)
Fire standby connection fees, ¾"	\$200.00	13-2-100
Fire standby connection fees, 1"	\$250.00	13-2-100
Fire standby connection fees, 1½"	\$300.00	13-2-100
Fire standby connection fees, 2"	\$350.00	13-2-100
Fire standby connection fees, 3"	\$500.00	13-2-100
Fire standby connection fees, 4"	\$800.00	13-2-100

Fire standby connection fees, 6"	\$1,500.00	13-2-100
Fire standby connection fees, 8"	\$2,500.00	13-2-100
Water meters	Actual cost based on size	13-2-140
Hydrant usage – hookup fee	\$25.00 per hookup	13-2-180
Residential backflow device testing	\$60.00 per device	13-2-260
SEWERS & SEWAGE DISPOSAL		
Private systems	\$400.00	13-3-90(c)(1)
Sewer tap fee: rates and charges; schedule	\$6,528.00 per EQR	13-3-140(b)
Rates and charges; schedule	\$400.00 per EQR (Dillon Valley)	13-3-140(c)
Rates and charges; schedule	\$41.20 per month	13-3-140(d)(1)
Preconnection sewer service charge	\$7.65 per EQR per month	13-3-150
Billing; payment; late charges	\$5.00 per calendar month	13-3-160(b)(4)a
Billing; payment; interest	1% per month for each month unpaid	13-3-160(b)(4)b
Billing for noncontinuous service	\$50.00	13-3-170
CHAPTER 16 AND 17		
LEVEL I DEVELOPMENT APPLICATION FEES		
Temporary structure.	\$20.00	16-2-410
Residential remodel which does not include an addition to the footprint of the structure.	\$80.00	16-2-410
Home occupations.	\$20.00	16-2-410
Tenant finish or non-residential remodel without addition.	\$80.00	16-2-410
Minor modification to an existing development permit.	\$20.00	16-2-410
Residential Deck for a single family home or duplex.	\$20.00	16-2-410
Roof or siding replacement without structural modifications.	\$20.00	16-2-410
Hot Tub or swimming pool at a single family home or duplex.	\$20.00	16-2-410
Fence.	\$20.00	16-2-410
Shed or accessory structure with a footprint less than or equal to 200 square feet.	\$20.00	16-2-410
Window or Door Replacement without structural modifications.	\$20.00	16-2-410
Solar Panel mounted on roof.	\$20.00	16-2-410
Unclassified	\$40.00	16-2-410
LEVEL II DEVELOPMENT APPLICATION FEES		
Accessory Structure greater than 200 square feet in a residential zoned area.	\$160.00	16-2-310(b)(8)
Roof or siding replacement with structural modifications.	\$40.00	16-2-310(b)(8)
Antennae replacement on an approved telecommunication tower.	\$40.00	16-2-310(b)(8)

Addition of an Antennae(s) to an approved telecommunication tower.	\$40.00	16-2-310(b)(8)
Residential remodels greater than one (1) dwelling units.	\$240.00	16-2-310(b)(8)
Any residential building remodel which includes an addition.	\$240.00	16-2-310(b)(8)
New single-family residential building.	\$480.00	16-2-310(b)(8)
New duplex dwelling unit.	\$480.00	16-2-310(b)(8)
Window or Door Replacement with structural modifications.	\$40.00	16-2-310(b)(8)
LEVEL III DEVELOPMENT APPLICATION FEES		
New multi-family residential building or condominium.	\$1,600.00	16-2-210(b)(8)
New hotel/motel building.	\$1,600.00	16-2-210(b)(8)
New commercial, office and/or industrial building	\$1,600.00	16-2-210(b)(8)
New bed and breakfast or boarding houses.	\$1,600.00	16-2-210(b)(8)
Variance.	\$480.00	16-2-210(b)(8)
Minor PUD amendment.	\$480.00	16-2-210(b)(8)
Subdivision sketch or concept plan.	\$480.00	16-2-210(b)(8)
Conditional use permit.	\$480.00	16-2-210(b)(8)
Accessory dwelling unit.	\$480.00	16-2-210(b)(8)
Telecommunication tower.	\$800.00	16-2-210(b)(8)
Outside Patio or Deck associated with any commercial, office, industrial or multi-family residential building.	\$320.00	16-2-210(b)(8)
Accessory structure greater than 200 square feet in a non-residential zoned area.	\$320.00	16-2-210(b)(8)
Non-residential remodel with footprint addition.	\$320.00	16-2-210(b)(8)
Hot Tub or Swimming Pool associated with any commercial, office, industrial or multi-family residential building.	\$320.00	16-2-210(b)(8)
Freestanding Solar Panel.	\$320.00	16-2-210(b)(8)
Major Modification to a level III Development Permit.	\$160.00	16-2-210(b)(8)
LEVEL IV DEVELOPMENT APPLICATION FEES		
Rezoning.	\$1,600.00	16-2-110(b)(7)
PUD.	\$3,200.00	16-2-110(b)(7)
Major PUD amendment.	\$1,600.00	16-2-110(b)(7)
Town right-of-way or easement vacation.	\$320.00	16-2-110(b)(7)
Class S-1 Subdivisions.	\$320.00	16-2-110(b)(7)
Class S-2 Subdivisions.	\$800.00	16-2-110(b)(7)
Class S-3 Subdivisions.	\$1,600.00	16-2-110(b)(7)
Major Modification to a level IV Development Permit.	\$480.00 \$240.00	16-2-110(b)(7)
PARKING FEES (PER SPACE)		

Per deficient space	\$100.00	16-6-50
SIGNS, CLASS 1		
Master Sign Plan	\$320.00	16-11-70
Amendments to Master Sign Plan	\$160.00	16-11-70
Individual signs – permanent	\$160.00	16-11-70
SIGNS, CLASS 2		
Temporary banner	\$20.00	16-11-80
Temporary grand opening banner	\$20.00	16-11-80
Directional sign	\$20.00	16-11-80
Menu display boxes	\$20.00	16-11-80
Temporary sandwich board, moveable sign	\$20.00	—
Permanent tenant sign within an approved Master Sign Plan	\$40.00	16-11-80
<u>TELECOMMUNICATIONS ANTENNAS & TOWERS</u>		
Telecommunications Facilities Permit Fee New	\$2,000.00	==
Telecommunications Facilities Permit Fee New Antenna	\$300.00	==
CHAPTER 18		
BUILDING REGULATIONS		
Location and installation of water meters; maintenance of access	\$25.00	18-1-120(c)(1)

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DESCRIPTION	FEE
MISCELLANEOUS FEES	
COPIES	
Comprehensive Plan	\$30.00
Land Development Code	\$30.00
Sign Code	\$15.00
Front entrance business sign lease	\$350.00 per six (6) months
Lake Dillon Drive business directional signage	\$200.00 per year
Final plat recording	\$30.00
Business license list	\$20.00
Business license list (nonprofit)	\$10.00
Billing, payment; nonsufficient funds fee	\$25.00 (NSF)
Copies or printouts of public records up to 11" x 17"	\$0.25 per standard page or a fee not to exceed the actual cost of providing a copy in a format other than a standard page
Audio recordings:	
Digital	\$15.00 per CD/DVD
Tape	\$25.00 per tape

Bid documents	Varies
Computer reports and information – customized: Printed Provided on CD/DVD	\$5.00 setup fee + \$0.25 per page \$10.00 per CD/DVD
Computer reports requiring special programming services	\$75.00 per hour
Document certification	\$1.25 per document
E-mail information	\$2.00 per document, for documents currently within the Town's electronic document management system. \$2.00 per document + research, retrieval fees, if applicable, for documents not within the Town's electronic document management system. Documents may be e-mailed in a nonalterable format only.
Faxes – local or long distance	\$0.50 per page
Maps and plans – black and white: 8½" x 11" 11" x 17" 24" x 36"	\$1.00 each \$2.00 each \$5.00 each
Maps and plans – color: 8½" x 11" 11" x 17" 24" x 36" 36" x 48"	\$5.00 each \$10.00 each \$25.00 each \$30.00 each
Photos	\$5.00 + cost of reproduction
Research and retrieval fees – staff time	\$25.00 per hour for requests requiring more than 15 minutes of staff time
Research and retrieval fees – attorney time	\$25.00 per hour
Deposit for open records request	Varies based on estimated fees of request
Transcripts – pursuant to Court order only	\$3.50 per page, or current contractor rate for transcription service
Security – police officers	\$50.00 per hour per officer
Vehicle and administrative fee – security/police	\$15.00 per hour
Hookup fee for electrical outlets for overnight buses	One-time \$50.00 administrative fee and \$50.00 per night electrical service
Electric car hookup	\$10.00 per day (administrative fee included)
Website basic business listing	No charge
Website expanded business listing (12 months)	\$150.00
Website charges per change (1 free per year, charge administrative fee after initial input)	\$15.00
Snow storage, 5—15-yard single and double axel dump trucks, per load	\$10.00
Snow storage, 15—25-yard semi-end dump tractor trailers, per load	\$15.00
MEETING ROOM RENTAL FEES	
Town Hall meeting room rental fee	\$200.00 per half day
Town Hall meeting room rental fee:	50% discount

Nonprofit, in-Town resident or business discount on rental (physical location in Dillon)	
Town Hall meeting room rental fee: governmental agencies	No charge
Town Hall meeting room deposit	\$100.00
SPECIAL EVENTS	
Farmer's market application fee	\$10.00
Farmer's market rate – summer season, Buffalo Street	\$500.00
Farmer's market rate – summer season, LaRiva parking lot	\$450.00
Farmer's market rate – summer season, Main Street	\$400.00
Farmer's market rate for returning/early bird	\$50.00 discount off summer season rate
Farmer's market additional space	\$50.00 discount off first space fee
Farmer's market rate for nonprofit	\$250.00
Farmer's market drop-in daily rate (maximum 5 drop-ins per summer)	\$50.00
Farmer's market electric fee – summer season	\$200.00
Farmer's market electric fee – drop-in	\$15.00 per market per space
Farmer's market parking space, Buffalo Street	\$200.00 per space
Site fee, Monday—Saturday	\$0.02 per square foot – for area used by event
Site fee, Monday—Saturday, nonprofit	\$0.01 per square foot – for area used by event
Site fee, Sunday	\$0.01 per square foot – for area used by event
Site fee, Sunday, nonprofit	\$0.05 per square foot – for area used by event
PARK RESERVATIONS	
Prime season is defined as follows: Friday preceding Memorial Day through Monday ending Labor Day	
Marina Park Pavilion – prime season, Friday, Saturday or Sunday (½ day)	\$800.00 (includes cleaning)
Marina Park Pavilion – prime season, Friday, Saturday or Sunday (full day)	\$1,500.00
Marina Park Pavilion – prime season, Monday—Thursday (½ day)	\$500.00
Marina Park Pavilion – prime season, Monday—Thursday (full day)	\$900.00
Marina Park Pavilion – out of season rate any day (½ day)	\$500.00
Marina Park Pavilion – out of season rate any day (full day)	\$900.00
Marina Park Pavilion: Nonprofit, in-Town resident or business (physical location in Dillon) discount on rental *	50% discount
*Residents and businesses requesting the discount must present proof of physical address to receive the discounted rate.	
Marina Park Pavilion: Summit County resident or business (physical location in Summit County) discount on rental *	25% discount

*Residents and businesses requesting the discount must present proof of physical address to receive the discounted rate.	
Marina Park Pavilion fireplace rental (½ day)	\$25.00
Town Park Pavilion (½ day)	\$100.00 (includes cleaning)
Town Park Pavilion (½ day) – nonprofit	\$50.00 (includes cleaning)
Amphitheatre	Per day \$1,500.00+ \$800.00 damage deposit + \$200.00 cleaning deposit
Amphitheatre – nonprofit	Per day \$750.00 + \$800.00 damage deposit + \$200.00 cleaning deposit
Amphitheatre – nonprofit	Per summer – \$2,585.00
Point Dillon Park – lawn rental (10:00 a.m. – 6:00 p.m.)	\$800.00
Point Dillon Park – lawn rental 10:00 a.m. – 6:00 p.m.) – nonprofit	\$400.00
Athletic fields – in Summit County resident	\$20.00 per hour/\$80.00 per day
Athletic fields – out of Summit County resident	\$30.00 per hour/\$120.00 per day
Athletic fields – nonprofit	\$10.00 per hour/\$40.00 per day
MARINA RENTALS	
Runabout	\$115.00 <u>\$125.00</u> per two hours \$155.00 <u>\$170.00</u> per three hours \$190.00 <u>\$210.00</u> per four hours
Pontoon 22'	\$145.00 <u>\$160.00</u> per two hours \$190.00 <u>\$210.00</u> per three hours \$220.00 <u>\$245.00</u> per four hours
Pontoon 25'	\$230.00 <u>\$255.00</u> per two hours \$340.00 <u>\$340.00</u> per three hours \$400.00 <u>\$440.00</u> per four hours
Sailboat 22'	\$120.00 <u>\$130.00</u> per two hours \$165.00 <u>\$175.00</u> per three hours \$205.00 <u>\$220.00</u> per four hours
Grill rentals	\$23.00 <u>\$25.00</u> per two hours \$26.00 <u>\$30.00</u> per three hours \$28.00 <u>\$34.00</u> per four hours
Dock box storage	\$80.00
MARINA ADMINISTRATIVE	
Slip transfer fee (existing customers)	\$25.00 <u>\$30.00</u>
Slip transfer fee (new customers)	\$50.00 <u>\$55.00</u>
Wait list fee	\$100.00
Wait list fee deposit	\$50.00
Work order late fee	\$50.00 <u>\$55.00</u>

Interest charges	18% annual fee, over 30 days past due
MARINA SERVICES	
Shrink wrap boats	\$18.00 per foot for boats up to 26 feet; \$20.00 per foot for boats more than 26 to 28 feet in length; \$22.00 <u>\$24.00</u> per foot for boats over 28 feet in length
Remove and recycle shrink wrap	\$125.00 <u>\$130.00</u>
Commission water system	\$85.00 <u>\$95.00</u> per hour
Winterize water system	\$85.00 <u>\$95.00</u> per hour + materials
Winterize head	\$85.00 <u>\$95.00</u> per hour + materials; does not include pumping of head
Pump head	\$105.00 <u>\$110.00</u>
Commission/mount outboard motors	\$85.00 <u>\$95.00</u> per hour + approximately \$28.00 in materials
Commission/inboard motors	\$85.00 <u>\$95.00</u> per hour
Change oil filters	\$85.00 <u>\$95.00</u> per hour + approximately \$25.00 <u>\$55.00</u> in materials
Change fuel filter	\$85.00 <u>\$95.00</u> per hour + service parts
Decommission sails	\$85.00 <u>\$95.00</u> per hour for removal and storage prep
Step/lower mast	\$85.00 <u>\$95.00</u> per hour + \$12.00 mast kit for stepping
Tune mast	\$85.00 <u>\$95.00</u> per hour + parts, if needed
Winterize inboard engines	\$100.00 <u>\$120.00</u> + approximately \$40.00 in materials
Winterize stern-drive engines	\$110.00 <u>\$130.00</u> + approximately \$30.00 in materials
Winterize outboard motor	\$75.00 <u>\$80.00</u> + approximately \$28.00 in materials
Prepare boat for transport	\$85.00 <u>\$95.00</u> per hour for sail and power boats
Pull keel boat	\$205.00 <u>\$215.00</u> for boats up to 24 feet; over 24 feet, add \$12.65 <u>\$13.25</u> per foot.
Pull powerboat/swing keel boat	\$120.00 <u>\$130.00</u> for boats up to 24 feet; over 24 feet, add \$10.40 <u>\$11.00</u> per foot
Launch keel boat	\$205.00 <u>\$215.00</u> for boats up to 24 feet; over 24 feet, add \$12.65 <u>\$13.25</u> per foot
Launch power boat/swing keel boat	\$120.00 <u>\$130.00</u> for boats up to 24 feet; over 24 feet, add \$10.40 <u>\$11.00</u> per foot
Sail repair	\$85.00 <u>\$95.00</u> per hour + materials
Replace zinc anodes	\$85.00 <u>\$112.00</u> per hour + parts
Bottom paint jobs	\$85.00 <u>\$95.00</u> per hour + materials
Bottom wash	\$65.00 <u>\$70.00</u> at end of season up to 24 feet; over 24 feet, add \$2.75 <u>\$3.00</u> per foot
Battery charge	\$12.00 if battery is brought in; \$40.00 <u>\$45.00</u> if removed from boat by staff

All other marina services	\$85.00 <u>\$95.00</u> per hour labor + any parts and materials necessary to complete the job
Launch ramp day use	\$7.50/day or \$35.00/season
Shower token	\$3.00 each
Slip holder dock key	\$5.00 each
Lost dock key	\$25.00 each
MARINA STORAGE	
Dry storage, rear or off-site	\$500.00 <u>\$550.00</u> for boats up to 24 feet; over 24 feet, add \$22.00 per foot
Summer trailer storage	\$415.00 <u>\$435.00</u> for boats up to 24 feet; over 24 feet, add \$23.00 per foot
Lakeside boat storage, front	\$525.00 <u>\$550.00</u> for boats up to 24 feet; over 24 feet, add \$22.00 per foot
Crane dry boat storage	\$1150.00 <u>\$1210.00</u> for boats up to 24 feet; over 24 feet, not applicable.
Star storage	\$525.00 <u>\$550.00</u>
Cat/laser storage	\$300.00 <u>\$315.00</u> (cat on beach only – no trailer)
Canoe, kayak storage	\$140.00 <u>\$145.00</u>
Winter boat/trailer storage	\$400.00 <u>\$420.00</u> for boats up to 24 feet; over 24 feet add \$23.00 <u>\$24.00</u> per foot
Boat tow	\$55.00 <u>\$58.00</u>
Store outboard motor	\$30.00 <u>\$32.00</u>
Battery storage	\$42.00 <u>\$44.00</u>
SAILING LESSONS/SPECIAL SERVICES	
Private lesson	\$65.00 <u>\$70.00</u> per hour/two-hour minimum
Basic keelboat semi-private sailing course	\$300.00 <u>\$330.00</u> per person (class of 2 people per 8 hours)
Basic keelboat group sailing course	\$300.00 <u>\$330.00</u> per person (class of 3-5 people per 12 hours)
Semi-private lesson	\$45.00 <u>\$50.00</u> per person per hour
Sailing tour - 2 hour	\$55.00 <u>\$60.00</u> per person/two-hour tour (2 people minimum/5 maximum)
Sailing tour - 3 hour	\$80.00 <u>\$90.00</u> per person/three-hour tour (2 people minimum/5 maximum)
Sailing tour - 4 hour	\$110.00 <u>\$120.00</u> per person/four-hour tour (2 people minimum/5 maximum)
Captain	\$65.00 <u>\$70.00</u> per hour (does not include boat rental)
Cleaning, waxing	\$60.00 <u>\$95.00</u> per hour (not included within launching services)
ASA Basic keelboat certification exam fee	\$120.00 <u>\$130.00</u> per person

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ASA membership fee	\$39.00 per person
SLIP RATES	
Double slip – up to 19'11"	\$1,195.00 <u>\$1,255.00</u> per season
Double slip – 20' to 23'11"	\$1,345.00 <u>\$1,410.00</u> per season
Double slip – 24' to 26'	\$1,575.00 <u>\$1,655.00</u> per season
Double slip – over 26'	\$66.00 <u>\$70.00</u> per boat foot
Single slip – up to 23'11"	\$1,730.00 <u>\$1,815.00</u> per season
Single slip – 24' to 26'	\$1,815.00 <u>\$1,905.00</u> per season
Electrical slip – up to 23'11"	\$2,020.00 <u>\$2,120.00</u> per season
Electrical slip – 24' to 27'11"	\$2,250.00 <u>\$2,360.00</u> per season
Electrical slip – 28' to 33'11"	\$2,490.00 <u>\$2,615.00</u> per season
Dock ends	\$970.00 <u>\$1,020.00</u> per season
Short-term/temp slips	\$38.00 per day (noon—noon; reservations necessary)
Monthly slip	1/5 of seasonal rate for slip type and boat length

DESCRIPTION	FEE
POLICE DEPARTMENT	
Fingerprints	\$25.00
Fingerprints for Dillon residents & Dillon businesses	\$0.00
Police reports	\$5.00 per report for first 20 pages; \$0.25 each additional page
VIN inspection	\$10.00
Truck inspection	\$50.00—\$75.00 (dependent on size)
Truck reinspection	\$25.00
Accident report copies	\$5.00
Probation alcohol monitoring	\$10.00 per test

RETAIL MARIJUANA FEES	
Local Application and Licensing Fee for Retail Marijuana Store	\$3,000.00
Annual Renewal Fee	Fees for the annual renewal of any license issued by the Town shall be fifty percent of the fee for the issuance of a new license, which includes the Local Application Fee and Licensing Fee.
Change of Ownership on Business License or Application (this includes the cost of one new owners background check)	\$250.00
Each additional new owner or associated person	\$250.00
Corporation or LLC Structure Change (Per Person)	\$100.00
Change of Location	\$500.00

Modification of Premises	\$150.00
Change of Trade Name	\$50.00
Inspections & Compliance Checks (announced or unannounced)	\$1,000.00

**TOWN COUNCIL ACTION ITEM
STAFF SUMMARY
DECEMBER 1, 2015 COUNCIL MEETING**

DATE: November 25, 2015

AGENDA ITEM NUMBER: 7

ACTION TO BE CONSIDERED: Consideration of Resolution No. 39-15, Series of 2015
Public Hearing

SUMMARY: The Council adopted the 2015 budget and appropriated the funds in December 2014. The Council may amend the budget during the budget year by resolution after a public hearing. The notice of the public hearing was published on November 20, 2015. The supplemental appropriation outlines the reason for the expenditure and the revenue source for paying for the new expenditure.

The recommended supplemental appropriations for additional expenditures for the following funds are:

- Marina Enterprise Fund - \$54,500 to be paid from unanticipated revenues from storage, boat rentals and fuel sales in 2015. The additional costs come from the increase in revenues.
- Marina Enterprise Fund - \$10,000 to be paid from unappropriated fund balance for an increase in the cost of the new truck to replace the 2002 Dodge.
- Cemetery Perpetual Care Fund - \$2,350, to be paid from unanticipated revenues from donations to be used to purchase headstones for the unmarked grave project.

BUDGET IMPACT: As indicated above

STAFF RECOMMENDATION: Staff recommends approval of Resolution No. 39-15, Series of 2015.

ACTION REQUESTED: **MOTION, SECOND, AND ROLL CALL VOTE AFTER PUBLIC HEARING**

Resolutions require the affirmative vote of a majority of the members present.

Suggested Motion: "... move approval of Resolution No. 39-15, Series of 2015 making supplemental appropriations for various funds for the 2015 budget year.

DEPARTMENT HEAD RESPONSIBLE: Carri McDonnell, Finance Director

RESOLUTION NO. 39-15
Series of 2015

A RESOLUTION BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, MAKING SUPPLEMENTAL APPROPRIATIONS TO VARIOUS FUNDS FOR THE TOWN OF DILLON, COLORADO FOR THE 2015 BUDGET YEAR.

WHEREAS, the Town of Dillon, Colorado wishes to make supplemental appropriations to the General Fund, Capital Improvement Fund, Water Plant Investment Fund, Marina Enterprise Fund, and Cemetery Perpetual Care Fund for the 2015 budget year; and

WHEREAS, funds are available from unappropriated fund balances.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, AS FOLLOWS:

Section 1. That the appropriations of unencumbered funds are hereby enacted and the expenditure of the aforementioned sums of money is authorized as follows:

A. Supplemental Appropriation to General Fund for unanticipated expenditures as shown below:

1. Appropriation from Marina Enterprise Fund unanticipated revenues of \$100,000 from boat rentals, \$11,000 from storage and \$17,000 from fuel sales for the following increases in expenditures associated with revenue increases:

• Payroll	\$	10,000
• Fuel Sales	\$	9,000
• Retail Sales	\$	6,000
• Rental Boat Repairs	\$	11,000
• Dock Maintenance	\$	7,500
• Lease, Denver Water	\$	5,500
• Credit Card Commissions	\$	5,500

2. Appropriation from Marina Enterprise Fund unappropriated fund balance for an increase in costs for a vehicle replacement \$ 10,000

TOTAL SUPPLEMENTAL APPROPRIATION TO THE GENERAL FUND \$ **64,500**

E. Supplemental Appropriation to Cemetery Perpetual Care Fund for unanticipated expenditures as shown below:

1. Appropriation from Cemetery Perpetual Care Fund unanticipated revenues from donations for the headstone project \$ 2,350

TOTAL SUPPLEMENTAL APPROPRIATION TO CEMETERY PERPETUAL CARE FUND \$ **2,350**

APPROVED AND ADOPTED THIS 1ST DAY OF DECEMBER, 2015, BY THE TOWN COUNCIL FOR THE TOWN OF DILLON, COLORADO.

TOWN OF DILLON
a Colorado municipal corporation

By: _____
Kevin Burns, Mayor

ATTEST:

By: _____
Jo-Anne Tyson, CMC/MMC, Town Clerk

**TOWN COUNCIL ACTION ITEM
STAFF SUMMARY
DECEMBER 1, 2015 COUNCIL MEETING**

DATE: November 25, 2015

AGENDA ITEM NUMBER: 8

ACTION TO BE CONSIDERED: Consideration of Resolution 40-15, Series of 2015

SUMMARY: This resolution approves the adoption of the 2016 budget. The budget booklet is included for your review. The 2016 total revenues are \$10,534,253 with a beginning fund balance of \$7,618,905. 2016 total expenditures are \$12,405,675. Total reserves for all funds are \$2,800,162 leaving a fund balance of \$2,947,321 at 12/31/16.

BUDGET IMPACT: n/a

STAFF RECOMMENDATION: The staff recommends approval of Resolution 40-15, Series of 2015.

Suggested Language – Move approval of Resolution No. 40-15, Series of 2015, adopting the budget for the town for the fiscal year ending December 31, 2016 and summarizing the revenues and expenditures for each fund.

ACTION REQUESTED: MOTION, SECOND, ROLL-CALL VOTE

RESOLUTIONS REQUIRE THE AFFIRMATIVE VOTE OF A MAJORITY OF THE
MEMBERS PRESENT.

DEPARTMENT HEAD RESPONSIBLE: Carri McDonnell, Finance Director

RESOLUTION NO. 40-15
Series of 2015

A RESOLUTION BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, ADOPTING THE BUDGET FOR THE TOWN OF DILLON, COLORADO, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2016 AND SUMMARIZING THE REVENUES AND EXPENDITURES FOR EACH FUND.

WHEREAS, the Town Manager, designated to prepare the annual budget for Dillon, Colorado, for the fiscal year ending December 31, 2016, has prepared said budget and submitted it to the Town Council, and;

WHEREAS, upon due and proper notice said proposed budget was opened for public inspection at a designated place and the Town Council held a public hearing on November 3, 2015, public notice was published in accordance with state statute, and interested taxpayers were given an opportunity to file or register any objections to said proposed budget, and;

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, AS FOLLOWS:

Section 1. That in the annual budget for 2016 estimated revenues for the various funds of the Town of Dillon, Colorado are:

See Exhibit A attached hereto and incorporated herein by this reference.

Section 2. That in the annual budget for 2016 the estimated expenditures for each fund of the Town of Dillon, Colorado are:

See Exhibit A attached hereto and incorporated herein by this reference.

Section 3. That in the annual budget for 2016 the estimated "Emergency Reserve," consisting of 3% of 2015 fiscal year spending excluding bonded debt service is \$216,621, in 2016.

Section 4. That the budget for the Town of Dillon, Colorado, for the fiscal year ending December 31, 2016 as heretofore submitted to the Town Council by the Town Manager, and as changed and amended by said Town Council, is hereby adopted and approved for the Town of Dillon, Colorado, for said 2016 budget year.

Section 5. That the budget herein approved and adopted shall be signed by the Mayor and the Town Clerk and made a part of the public record of the Town.

APPROVED AND ADOPTED THIS 1ST DAY OF DECEMBER, 2015 BY THE TOWN COUNCIL FOR THE TOWN OF DILLON, COLORADO.

TOWN OF DILLON
a Colorado municipal corporation

By: _____
Kevin Burns, Mayor

ATTEST:

By: _____
JoAnne Tyson, CMC/MMC, Town Clerk

TOWN OF DILLON
2016 Budget
Combining Balance Sheet

	<u>General Fund</u>	<u>Capital Imp Fund</u>	<u>Street Imp Fund</u>	<u>Water/Sewer Operating Funds</u>	<u>Plant Investment Funds</u>	<u>Marina Fund</u>	<u>Parking Fund</u>	<u>Conservation Trust Fund</u>	<u>Housing Initiative 5A Fund</u>	<u>Cemetery Perpetual Care Fund</u>	<u>TOTAL</u>
Beginning Balance	1,751,048	1,215,656	1,175,980	845,586	1,798,659	263,569	760	21,253	467,897	78,497	7,618,905
Revenues											
Revenues	4,570,795	1,516,475	885,690	1,177,459	704,935	1,214,000	-	68,504	105,128	3,200	10,246,186
Transfers In	-	38,067	-	-	250,000	-	-	-	-	-	288,067
Total Revenues	<u>4,570,795</u>	<u>1,554,542</u>	<u>885,690</u>	<u>1,177,459</u>	<u>954,935</u>	<u>1,214,000</u>	<u>-</u>	<u>68,504</u>	<u>105,128</u>	<u>3,200</u>	<u>10,534,253</u>
Expenditures											
Expenditures	4,350,529	2,506,109	1,611,394	1,150,791	1,312,952	1,106,392	-	54,000	23,441	2,000	12,117,608
Transfers Out	-	-	-	250,000	-	38,067	-	-	-	-	288,067
Total Expenditures	<u>4,350,529</u>	<u>2,506,109</u>	<u>1,611,394</u>	<u>1,400,791</u>	<u>1,312,952</u>	<u>1,144,459</u>	<u>-</u>	<u>54,000</u>	<u>23,441</u>	<u>2,000</u>	<u>12,405,675</u>
Rev Over (Under) Exp	<u>220,266</u>	<u>(951,567)</u>	<u>(725,704)</u>	<u>(223,332)</u>	<u>(358,017)</u>	<u>69,541</u>	<u>-</u>	<u>14,504</u>	<u>81,687</u>	<u>1,200</u>	<u>(1,871,422)</u>
Reserves - Restricted	-	-	210,803	-	11,155	-	-	-	-	70,462	292,420
Reserves - Unrestricted	<u>1,257,632</u>	<u>-</u>	<u>-</u>	<u>287,697</u>	<u>200,000</u>	<u>207,929</u>	<u>-</u>	<u>-</u>	<u>549,584</u>	<u>4,900</u>	<u>2,507,742</u>
Available Cash Balance	<u>713,682</u>	<u>264,089</u>	<u>239,473</u>	<u>334,557</u>	<u>1,229,487</u>	<u>125,181</u>	<u>760</u>	<u>35,757</u>	<u>-</u>	<u>4,335</u>	<u>2,947,321</u>

Town of Dillon, Colorado



2016 Budget

***Town of Dillon
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2016 Budget***

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Budget Memorandum

DATE: November 25, 2015
TO: Mayor Kevin Burns and Dillon Town Council
FROM: Tom Breslin, Town Manager
RE: 2016 Budget Memo

I am pleased to present the 2016 Budget in accordance with the Dillon Home Rule Charter and the Dillon Municipal Code. As we have been discussing for the past several months, the Town's financial position is solid due to an increase in revenues, a sustainable and responsible capital spending program, and an increase in reserves. The 2016 Budget allows the Town to be able to maintain a high level of services expected by our residents, businesses and visitors. Our local economy is growing with sales tax increases of almost 13% in 2015 which included the opening of three new businesses, Dickeys, Alpenglow Botanicals and Native Roots. The Town is optimistic about opportunities for growth in 2016 and will continue to work on economic development efforts to bring new businesses to Dillon while supporting our existing business community.

The Town continues to focus spending on capital projects with \$4.2 million allocated in 2016. The major projects include the reconstruction of the section of Lodgepole Street from the marina to Lake Dillon Drive, replacement of marina rental boats, completion of the Town Park master plan design, overlay of LaBonte Street from Buffalo to Tenderfoot, overlay of Little Beaver Trail, installation of emergency power at the water plant, replacement of the sewer main in the Town Center, relocation of the sewer line in conjunction with the street reconstruction on Lodgepole, installation of stairs from the recreation path to the marina parking lot behind Marina Place, replacement of the stairs from Lodgepole to Dillon Reservoir, signage for all parks and open space areas and the first phase for improvements to the amphitheatre.

Reserves have increased from 2015 to \$2.8 million across all funds. Fund balance after reserves is just under \$3 million, increase of \$500k from last year. Total expenditures of \$12 million will be paid from \$10.2 million in revenues and \$7.6 million in beginning fund balance. The General Fund operates the Town and is funded primarily by sales tax (85%). While General Fund revenues have increased 9.25% from 2015 to 2016, expenditures have only increased 3.65% for salaries, insurances, utilities and events. The Town was able to reduce the premiums for the employee health insurance program by moving to a statewide county health pool. The savings of \$170k will be placed in a separate reserve to be used over the next three years to offset future increases to the town and the employees.

The Water Operating Fund includes a 2% increase in the water volume charge to our customers. The water capital fee and sewer fee will remain the same in 2015. Both funds are showing flat revenues with minor increases in operational spending in the Sewer Fund. The marina continues to show growth with an increase in revenues of 16% from 2014 actuals to 2015 estimates. The Water, Sewer and Marina Funds include the required three months of reserves and debt reserves if necessary. Additional information on all funds can found in the details of the budget that follow.

I would like to thank the Town Council and staff for all of their hard work on the 2016 Budget.

Town of Dillon

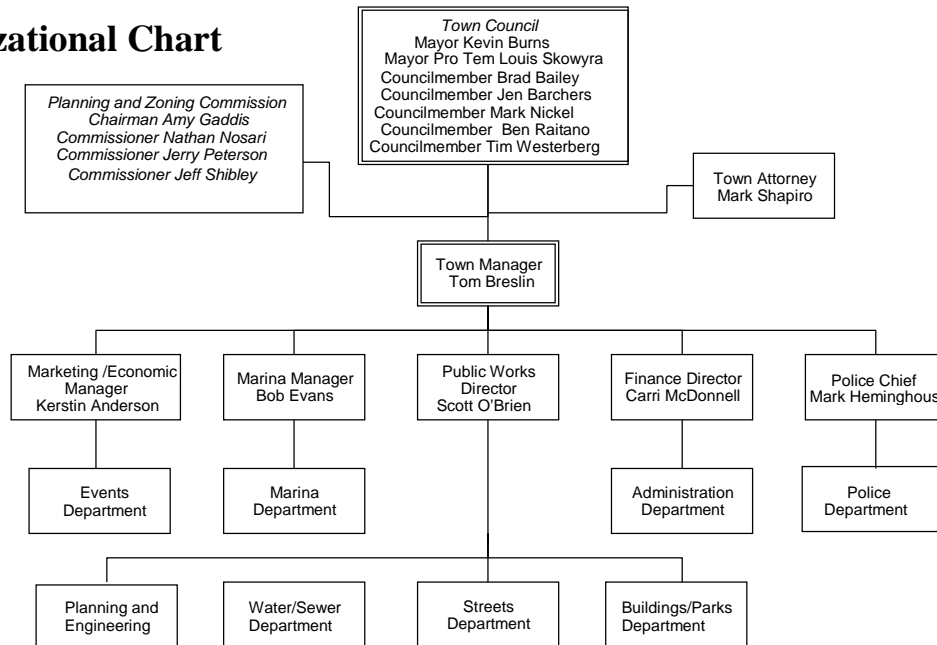
Town Overview

2016 Budget

A Brief History

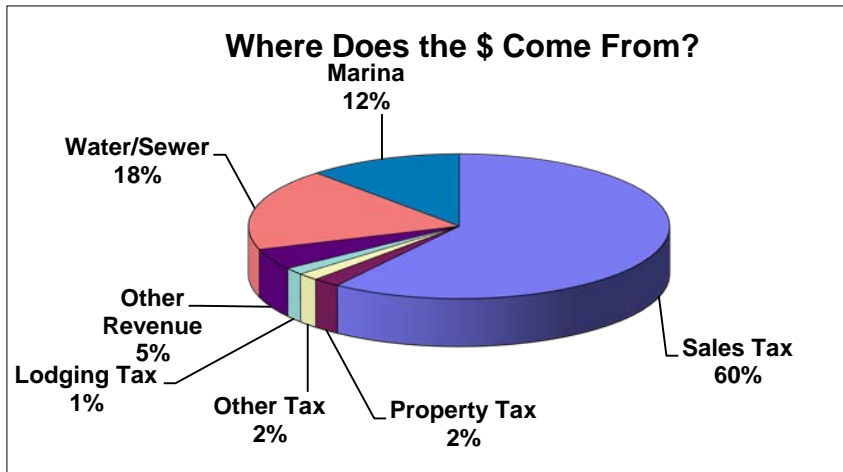
The Town of Dillon was incorporated on January 26, 1883, at the site of a trading post and stage stop. The Town was moved three times; once to be closer to the railroad, a second time to be located between three rivers - the Blue, the Ten Mile, and the Snake. The third move began in 1956 when the Denver Water Board began the process of building the dam. The residents began the move to Dillon's final location on the shore of the new reservoir in 1961, where the town continues to thrive today. The Town of Dillon is a full-service community with a year-round resident population of approximately 900. Its close proximity to the famous Summit County ski areas makes it a convenient spot for winter vacationers. The many condominiums and motel rooms bring the peak population to about 4,000 people.

Organizational Chart



The Town of Dillon is a home rule community with a council-manager form of government. The seven member Town Council determines policies, enacts local legislation, adopts the budget and appoints the Town Manager. The Town Manager executes the laws and administers the Town government. The Town Council appoints the Town Attorney and Planning and Zoning Commission. The five member Planning and Zoning Commission's responsibility is to review development applications in accordance with the Comprehensive Plan that is updated every three years. There is currently a vacant position on the Planning and Zoning Commission as Brad Bailey was appointed to the Town Council in November 2015.

**Town of Dillon
Revenue Overview
2016 Budget**

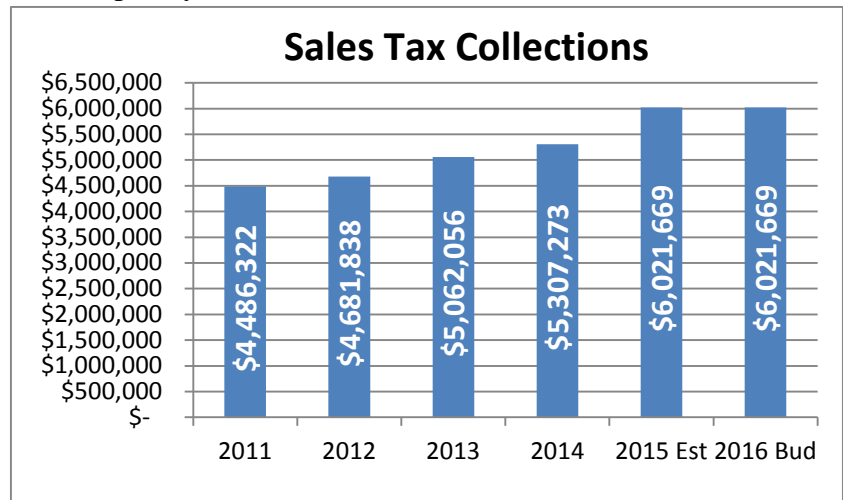


Revenue collections for the 2016 budget year total \$10,246,186. Approximately 60% of total revenues come from sales tax. Other revenues include charges for services, licenses and permits, interest, bond/loan proceeds and intergovernmental revenues.

Sales Tax

Sales tax is divided between the General Fund (72.4%), Capital Improvement Fund (26%) and the Improvement District #1, Anemone

Trail Fund (1.46%) and the voter approved temporary .5% sales tax for streets. The debt associated with the Anemone Trail Fund will be paid in 2015 moving that sales tax to the Street Improvement Fund in 2016. Sales tax is up 14.1% from 2014 to the 2015 estimates and up 34.2% over a four year period from 2011 to the 2015 estimates. The 2016 sales tax collections are estimated to remain flat to the 2015 estimates.

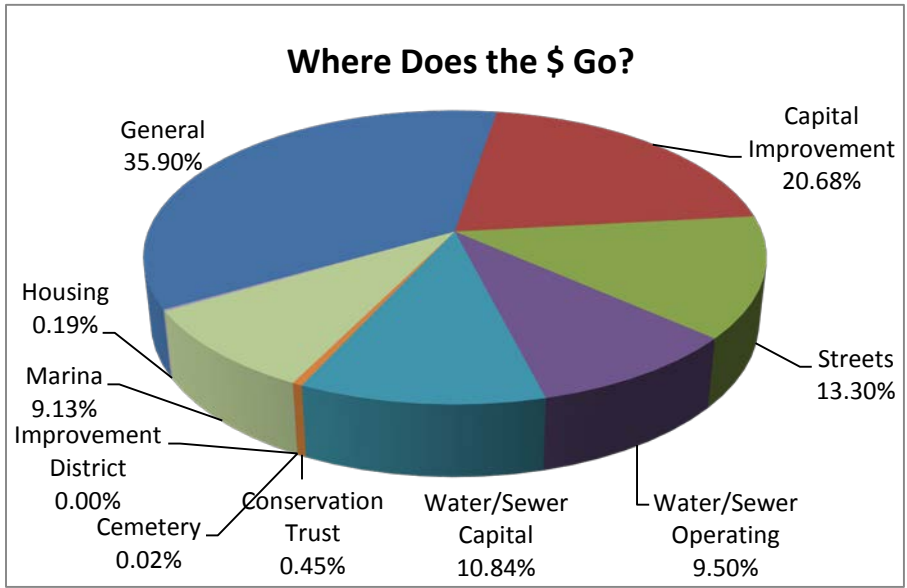


Property Tax

Another major source of revenue is property tax, which represents 2% of the total revenues. The assessed valuation for the Town increased by 4.8% for 2015 from \$62,343,410 to \$65,335,200. The mill levy certified for 2016 is 3.351, which will be split between the General Fund (2.873 mills) and the Capital Improvement Fund (.478 mills). The Dillon Urban Renewal Authority will received \$4,283 from the Town of Dillon for their tax increment financing in 2016 based on the 2015 taxable year.

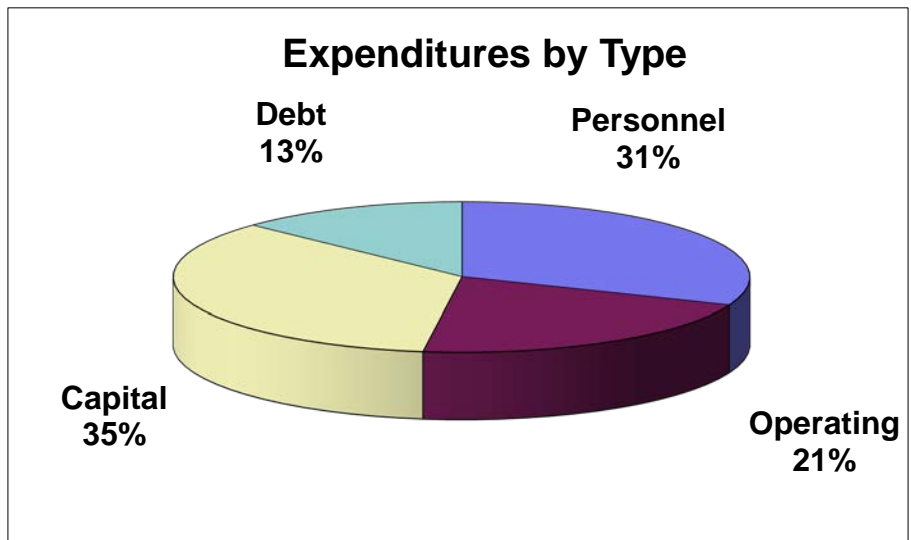
	2016 Budget		2015 Actual	
Assessed Valuation	\$	65,335,200	\$	62,343,410
	<u>Amount</u>	<u>Mill Levy</u>	<u>Amount</u>	<u>Mill Levy</u>
General Operating				
General Fund	\$ 187,708	2.873	\$ 179,113	2.873
Capital Improvement Fund	\$ 31,230	0.478	\$ 29,800	0.478
Total General Operating	\$ 218,939	3.351	\$ 208,913	3.351
Less: DURA	\$ (4,283)		\$ -	
Temporary Mill Levy Rate Reduction	\$ -	-	\$ -	-
Total General Operating	\$ 214,656	3.351	\$ 208,913	3.351

Town of Dillon Expenditure Overview 2016 Budget



These charts answer the question – where does the money go? The Town provides municipal services for residents, property owners, businesses and visitors. The major services include public safety, public works, buildings and parks, debt service (funding for capital projects), capital (infrastructure maintenance and improvements), and utilities (water and sewer services). The Town also owns and operates the Dillon Marina. Additionally, administration,

planning/engineering, events, marketing and economic development provide support services. Since most of the Town’s business is service-oriented, salaries and benefits for the employees equate to 36.8% of the total expenditures in 2016. Capital projects are the focus of spending in 2016 at 35%. Major capital projects include improvements to the Dillon Amphitheatre, reconstruction of Lodgepole Street from the marina to Lake Dillon Drive, overlay of LaBonte and Little Beaver Trail. Operating costs and debt repayments are 21% and 13% respectively. Outstanding debt service at 12/31/15 is \$14,668,648, up \$2,748,992 from 2014. In 2015, the Water Enterprise Fund entered into a loan agreement for the installation of the water storage tank in the amount of \$1.8 million and the Town issued \$2.05 million in bonds to fund the reconstruction projects in 2015 and 2016.



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TOWN OF DILLON
2016 Budget
Combining Balance Sheet

	<u>General Fund</u>	<u>Capital Imp Fund</u>	<u>Street Imp Fund</u>	<u>Water/Sewer Operating Funds</u>	<u>Plant Investment Funds</u>	<u>Marina Fund</u>	<u>Parking Fund</u>	<u>Conservation Trust Fund</u>	<u>Housing Initiative 5A Fund</u>	<u>Cemetery Perpetual Care Fund</u>	<u>TOTAL</u>
Beginning Balance	1,751,048	1,215,656	1,175,980	845,586	1,798,659	263,569	760	21,253	467,897	78,497	7,618,905
Revenues											
Revenues	4,570,795	1,516,475	885,690	1,177,459	704,935	1,214,000	-	68,504	105,128	3,200	10,246,186
Transfers In	-	38,067	-	-	250,000	-	-	-	-	-	288,067
Total Revenues	<u>4,570,795</u>	<u>1,554,542</u>	<u>885,690</u>	<u>1,177,459</u>	<u>954,935</u>	<u>1,214,000</u>	<u>-</u>	<u>68,504</u>	<u>105,128</u>	<u>3,200</u>	<u>10,534,253</u>
Expenditures											
Expenditures	4,350,529	2,506,109	1,611,394	1,150,791	1,312,952	1,106,392	-	54,000	23,441	2,000	12,117,608
Transfers Out	-	-	-	250,000	-	38,067	-	-	-	-	288,067
Total Expenditures	<u>4,350,529</u>	<u>2,506,109</u>	<u>1,611,394</u>	<u>1,400,791</u>	<u>1,312,952</u>	<u>1,144,459</u>	<u>-</u>	<u>54,000</u>	<u>23,441</u>	<u>2,000</u>	<u>12,405,675</u>
Rev Over (Under) Exp	<u>220,266</u>	<u>(951,567)</u>	<u>(725,704)</u>	<u>(223,332)</u>	<u>(358,017)</u>	<u>69,541</u>	<u>-</u>	<u>14,504</u>	<u>81,687</u>	<u>1,200</u>	<u>(1,871,422)</u>
Reserves - Restricted	-	-	210,803	-	11,155	-	-	-	-	70,462	292,420
Reserves - Unrestricted	<u>1,257,632</u>	<u>-</u>	<u>-</u>	<u>287,697</u>	<u>200,000</u>	<u>207,929</u>	<u>-</u>	<u>-</u>	<u>549,584</u>	<u>4,900</u>	<u>2,507,742</u>
Available Cash Balance	<u>713,682</u>	<u>264,089</u>	<u>239,473</u>	<u>334,557</u>	<u>1,229,487</u>	<u>125,181</u>	<u>760</u>	<u>35,757</u>	<u>-</u>	<u>4,335</u>	<u>2,947,321</u>

TOWN OF DILLON
2015 Estimate
Combining Balance Sheet

	<u>General Fund</u>	<u>Capital Imp Fund</u>	<u>Street Imp Fund</u>	<u>Water/Sewer Operating Funds</u>	<u>Plant Investment Funds</u>	<u>Marina Fund</u>	<u>Parking Fund</u>	<u>Conservation Trust Fund</u>	<u>Housing Initiative 5A Fund</u>	<u>Cemetery Perpetual Care Fund</u>	<u>Improvement District Fund</u>	<u>TOTAL</u>
Beginning Balance	2,027,392	281,062	275,055	791,318	1,639,684	211,958	760	46,911	382,407	74,748	80,933	5,812,228
Revenues												
Revenues	4,591,961	1,606,485	2,873,298	1,167,614	2,531,715	1,243,725	-	8,504	106,389	8,599	62,393	14,200,683
Transfers In	-	788,067	-	-	-	-	-	-	-	-	-	788,067
Total Revenues	<u>4,591,961</u>	<u>2,394,552</u>	<u>2,873,298</u>	<u>1,167,614</u>	<u>2,531,715</u>	<u>1,243,725</u>	<u>-</u>	<u>8,504</u>	<u>106,389</u>	<u>8,599</u>	<u>62,393</u>	<u>14,988,750</u>
Expenditures												
Expenditures	4,118,305	1,459,958	1,972,373	1,113,346	2,372,740	1,154,047	-	34,162	20,899	4,850	143,326	12,394,006
Transfers Out	750,000	-	-	-	-	38,067	-	-	-	-	-	788,067
Total Expenditures	<u>4,868,305</u>	<u>1,459,958</u>	<u>1,972,373</u>	<u>1,113,346</u>	<u>2,372,740</u>	<u>1,192,114</u>	<u>-</u>	<u>34,162</u>	<u>20,899</u>	<u>4,850</u>	<u>143,326</u>	<u>13,182,073</u>
Rev Over (Under) Exp	<u>(276,344)</u>	<u>934,594</u>	<u>900,925</u>	<u>54,268</u>	<u>158,975</u>	<u>51,611</u>	<u>-</u>	<u>(25,658)</u>	<u>85,490</u>	<u>3,749</u>	<u>(80,933)</u>	<u>1,806,677</u>
Reserves - Restricted	-	-	-	-	11,008	-	-	-	-	68,962	-	79,970
Reserves - Unrestricted	<u>1,029,576</u>	<u>-</u>	<u>-</u>	<u>278,337</u>	<u>150,000</u>	<u>178,470</u>	<u>-</u>	<u>-</u>	<u>73,849</u>	<u>3,700</u>	<u>-</u>	<u>1,713,932</u>
Available Cash Balance	<u>721,472</u>	<u>1,215,656</u>	<u>1,175,980</u>	<u>567,249</u>	<u>1,637,651</u>	<u>85,099</u>	<u>760</u>	<u>21,253</u>	<u>394,048</u>	<u>5,835</u>	<u>-</u>	<u>5,825,003</u>

TOWN OF DILLON
2015 Budget
Combining Balance Sheet

	<u>General Fund</u>	<u>Capital Imp Fund</u>	<u>Street Imp Fund</u>	<u>Water/Sewer Operating Funds</u>	<u>Plant Investment Funds</u>	<u>Marina Fund</u>	<u>Parking Fund</u>	<u>Conservation Trust Fund</u>	<u>Housing Initiative 5A Fund</u>	<u>Cemetery Perpetual Care Fund</u>	<u>Improvement District Fund</u>	<u>TOTAL</u>
Beginning Balance	1,905,332	286,549	261,791	722,959	1,354,465	213,796	760	44,775	377,394	72,593	74,729	5,315,143
Revenues												
Revenues	4,180,702	1,296,234	2,719,184	1,162,711	2,507,407	1,111,000	-	69,350	93,116	2,080	68,597	13,210,381
Transfers In	-	788,067	-	-	-	-	-	-	-	-	-	788,067
Total Revenues	<u>4,180,702</u>	<u>2,084,301</u>	<u>2,719,184</u>	<u>1,162,711</u>	<u>2,507,407</u>	<u>1,111,000</u>	<u>-</u>	<u>69,350</u>	<u>93,116</u>	<u>2,080</u>	<u>68,597</u>	<u>13,998,448</u>
Expenditures												
Expenditures	4,197,280	1,650,652	2,729,003	1,134,325	2,941,476	1,098,999	-	88,000	20,899	2,500	143,326	14,006,460
Transfers Out	750,000	-	-	-	-	38,067	-	-	-	-	-	788,067
Total Expenditures	<u>4,947,280</u>	<u>1,650,652</u>	<u>2,729,003</u>	<u>1,134,325</u>	<u>2,941,476</u>	<u>1,137,066</u>	<u>-</u>	<u>88,000</u>	<u>20,899</u>	<u>2,500</u>	<u>143,326</u>	<u>14,794,527</u>
Rev Over (Under) Exp	<u>(766,578)</u>	<u>433,649</u>	<u>(9,819)</u>	<u>28,386</u>	<u>(434,069)</u>	<u>(26,066)</u>	<u>-</u>	<u>(18,650)</u>	<u>72,217</u>	<u>(420)</u>	<u>(74,729)</u>	<u>(796,079)</u>
Reserves - Restricted	-	-	169,070	-	11,740	-	-	-	-	66,812	-	247,622
Reserves - Unrestricted	<u>1,049,320</u>	<u>-</u>	<u>-</u>	<u>283,582</u>	<u>150,000</u>	<u>180,629</u>	<u>-</u>	<u>-</u>	<u>159,580</u>	<u>1,750</u>	<u>-</u>	<u>1,824,861</u>
Available Cash Balance	<u>89,434</u>	<u>720,198</u>	<u>82,902</u>	<u>467,763</u>	<u>758,656</u>	<u>7,101</u>	<u>760</u>	<u>26,125</u>	<u>290,031</u>	<u>3,611</u>	<u>-</u>	<u>2,446,581</u>

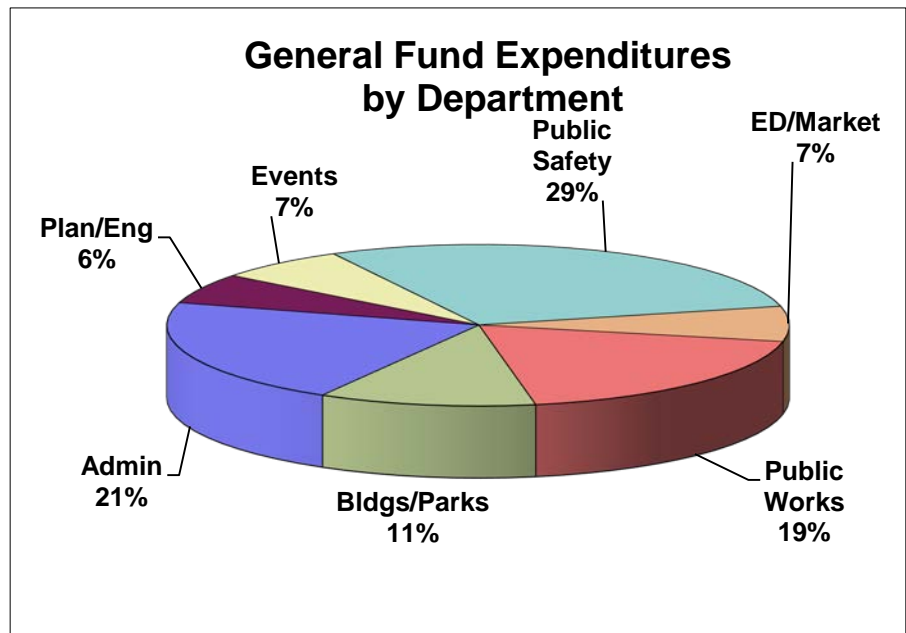
TOWN OF DILLON
2014 Actual
Combining Balance Sheet

	<u>General Fund</u>	<u>Capital Imp Fund</u>	<u>Street Imp Fund</u>	<u>Water/Sewer Operating Funds</u>	<u>Plant Investment Funds</u>	<u>Marina Fund</u>	<u>Parking Fund</u>	<u>Conservation Trust Fund</u>	<u>Housing Initiative 5A Fund</u>	<u>Cemetery Perpetual Care Fund</u>	<u>Improvement District Fund</u>	<u>TOTAL</u>
Beginning Balance	1,492,685	198,486	102,960	911,477	961,150	182,622	760	52,831	313,042	77,833	47,431	4,341,277
Revenues												
Revenues	4,271,430	1,226,185	730,893	1,164,499	899,701	1,067,859	-	8,786	98,165	7,165	176,828	9,651,511
Transfers In	-	38,067	-	-	250,000	-	-	-	-	-	-	288,067
Total Revenues	<u>4,271,430</u>	<u>1,264,252</u>	<u>730,893</u>	<u>1,164,499</u>	<u>1,149,701</u>	<u>1,067,859</u>	<u>-</u>	<u>8,786</u>	<u>98,165</u>	<u>7,165</u>	<u>176,828</u>	<u>9,939,578</u>
Expenditures												
Expenditures	3,736,723	1,181,676	558,799	1,034,658	471,167	1,000,456	-	14,706	28,800	10,250	143,326	8,180,561
Transfers Out	-	-	-	250,000	-	38,067	-	-	-	-	-	288,067
Total Expenditures	<u>3,736,723</u>	<u>1,181,676</u>	<u>558,799</u>	<u>1,284,658</u>	<u>471,167</u>	<u>1,038,523</u>	<u>-</u>	<u>14,706</u>	<u>28,800</u>	<u>10,250</u>	<u>143,326</u>	<u>8,468,628</u>
Rev Over (Under) Exp	<u>534,707</u>	<u>82,576</u>	<u>172,094</u>	<u>(120,159)</u>	<u>678,534</u>	<u>29,336</u>	<u>-</u>	<u>(5,920)</u>	<u>69,365</u>	<u>(3,085)</u>	<u>33,502</u>	<u>1,470,950</u>
Reserves - Restricted	-	-	-	-	-	-	-	-	-	67,462	-	67,462
Reserves - Unrestricted	<u>934,181</u>	<u>-</u>	<u>-</u>	<u>258,665</u>	<u>-</u>	<u>187,081</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,750</u>	<u>-</u>	<u>1,381,677</u>
Available Cash Balance	<u>1,093,211</u>	<u>281,062</u>	<u>275,054</u>	<u>532,653</u>	<u>1,639,684</u>	<u>24,877</u>	<u>760</u>	<u>46,911</u>	<u>382,407</u>	<u>5,536</u>	<u>80,933</u>	<u>4,363,088</u>

**Town of Dillon
General Fund Overview
2016 Budget**

	2014 <u>ACTUAL</u>	2015 <u>BUDGET</u>	2015 <u>ESTIMATE</u>	2016 <u>BUDGET</u>	\$ Increase 16 Budget to 15 Budget	% Increase 16 Budget to 15 Budget
Beginning Balance	1,492,685	1,905,332	2,027,392	1,751,048	(154,284)	-8.10%
Revenues	4,271,430	4,183,702	4,591,961	4,570,795	387,093	9.25%
Expenditures						
Administration	815,611	829,085	840,728	919,114	90,029	10.86%
Planning/Engineering	271,801	284,857	259,232	263,417	(21,440)	-7.53%
Events	249,796	290,309	304,129	293,877	3,568	1.23%
Public Safety	1,146,808	1,287,737	1,217,368	1,261,202	(26,535)	-2.06%
Marketing/Economic Development	108,432	218,115	228,178	305,684	87,569	40.15%
Public Works	709,774	811,239	793,500	818,302	7,063	0.87%
Buildings/Parks	434,501	475,938	475,170	488,933	12,995	2.73%
Total Expenditures	<u>3,736,723</u>	<u>4,197,280</u>	<u>4,118,305</u>	<u>4,350,529</u>	<u>153,249</u>	<u>3.65%</u>
Transfer Out	<u>-</u>	<u>750,000</u>	<u>750,000</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>
Revenues Over (Under) Exp	<u>534,707</u>	<u>(13,578)</u>	<u>473,656</u>	<u>220,266</u>	<u>233,844</u>	<u>-1722.23%</u>
Reserves - Unrestricted	934,181	1,049,320	1,029,576	1,087,632	38,312	3.65%
Reserves - Health Insurance	<u>-</u>	<u>-</u>	<u>-</u>	<u>170,000</u>	<u>170,000</u>	<u>0.00%</u>
Available Cash Balance	<u>1,093,211</u>	<u>92,434</u>	<u>721,472</u>	<u>713,682</u>	<u>621,248</u>	<u>672.10%</u>

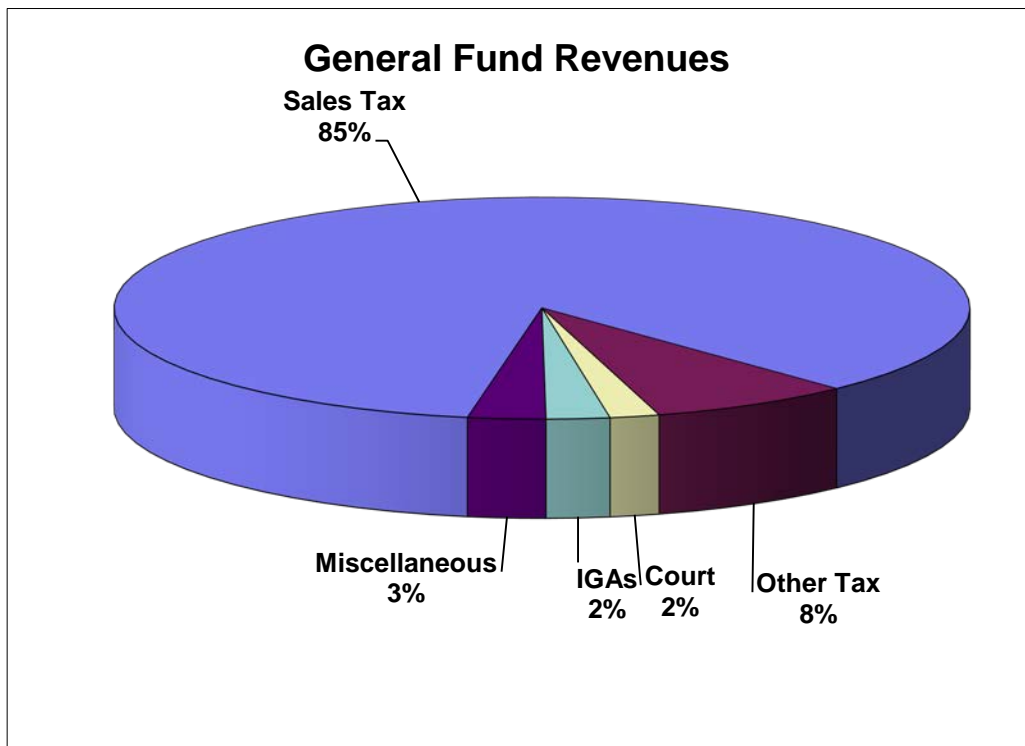
The General Fund is comprised of seven departments that provide the government services to the citizens and visitors of the Town of Dillon: administration, planning/engineering, events, public safety including court, marketing/economic development, public works and buildings/parks. The department budgets include specific programs that account for the costs of services to provide those programs. Core services account for 59% of General Fund expenditures and include public works, public safety and buildings/parks.



Town of Dillon
General Fund – Revenues
2016 Budget

	2014 ACTUAL	2015 BUDGET	2015 ESTIMATE	2016 BUDGET	\$ Increase 16 Budget to 15 Budget	% Increase 16 Budget to 15 Budget
Beginning Balance	1,492,685	1,905,332	2,027,392	1,751,048	(154,284)	-8.10%
REVENUES						
Taxes	3,760,432	3,728,563	4,237,794	4,242,106	513,543	13.77%
Licenses, Permits	80,317	79,558	65,549	65,549	(14,009)	-17.61%
Intergovernmental	131,660	124,295	114,348	109,208	(15,087)	-12.14%
Charges for Services	31,046	31,657	44,065	44,065	12,408	39.20%
Court Fees	207,689	204,000	85,384	85,384	(118,616)	-58.15%
Police Services	405	592	701	701	109	18.41%
Miscellaneous	59,881	15,037	44,120	23,782	8,745	58.16%
Transfer In-Capital	-	-	-	-	-	0.00%
Total Revenues	4,271,430	4,183,702	4,591,961	4,570,795	387,093	9.25%

Sales tax collections represent 85% of revenues collected in the General Fund. Additional revenues come from various sources. Other taxes include cigarette tax from the State of Colorado and franchise tax from the providers of gas, electric, phone and cable services, licenses and permits. Licenses and permits are decreasing 17.6% from 2015 to 2016 due to the moratorium for licensing for retail marijuana establishments. Intergovernmental Agreements (IGAs) are taxes collected from other governmental agencies and are down due to a reduction in the Highway Users Tax from the State of Colorado. Charges for services are up as a result of an increase in park reservations. Miscellaneous revenues include interest earnings which are up 58%.



Town of Dillon
General Fund – Administration Department
2016 Budget

	2014 <u>ACTUAL</u>	2015 <u>BUDGET</u>	2015 <u>ESTIMATE</u>	2016 <u>BUDGET</u>	\$ Increase 16 Budget to 15 Budget	% Increase 16 Budget to 15 Budget
Administration						
Council	60,501	58,405	57,115	57,905	(500)	-0.86%
Interagency Funding	41,681	44,835	44,402	53,147	8,312	18.54%
Donations	11,551	15,000	15,000	18,000	3,000	20.00%
Elections	11,516	800	-	12,000	11,200	1400.00%
Licensing	3,066	6,100	18,760	13,750	7,650	125.41%
Staff Training	1,060	3,150	2,500	4,000	850	26.98%
General Operations	<u>686,236</u>	<u>700,796</u>	<u>702,951</u>	<u>760,312</u>	<u>59,517</u>	<u>8.49%</u>
Total Administration	<u>815,611</u>	<u>829,085</u>	<u>840,728</u>	<u>919,114</u>	<u>90,029</u>	<u>10.86%</u>

Budget Narrative - Administration

The mission of the Administration Department is to provide excellent customer service and administrative support to the citizens, visitors, elected officials and other Town departments. The Administration Department includes expenditures for the Town Council, Town Manager, Finance Director, Clerk, and front office staff. Interagency funding and donations approved by the Town Council are also included in the Administrative Budget.

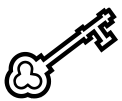
The Manager is the administrative officer of the Town and is responsible to the Council for the proper administration of all Town business. The Finance Director prepares the annual budget, monthly and annual financial statements, monitors cash flow and analyzes sales tax data. The Clerk is responsible for records management, liquor and business licensing and election administration.

At the April 2014 election, the voters elected Mayor Kevin Burns and re-elected Council Members Erik Jacobsen, Mark Nickel and Tim Westerberg to serve until April 2018. Ben Raitano was appointed to fill the vacancy created when Council Member Burns was elected as Mayor. Council Member Raitano will serve a partial term until April 2016. Council Members Erik Jacobsen and Terry King resigned in the fall of 2015. Brad Bailey and Jennifer Barchers were appointed to fill their vacancies until the April 2016 election. Council Member Louis Skowyra's term will also be up in April 2016. Council appointed Tom Breslin as the Dillon Town Manager in July 2014.

*Town of Dillon
General Fund – Administration Department
2016 Budget*

Dillon Town Council

*Value Statements
Fiscal Years 2015-2016*



The Town of Dillon values proactive engagement of our residents, businesses, visitors and local/ regional partners to promote a positive sense of community.



The Town of Dillon promotes community revitalization and supports sustainable development of a thriving and vital community.



The Town of Dillon supports cultural, recreational and educational amenities and opportunities that enhance the Town's unique qualities.



The Town of Dillon provides conscientious stewardship of Dillon's resources, amenities and environment, now and into our future.



The Town of Dillon values promotion of Dillon as a welcoming and responsive place to live, work and have fun.

Town of Dillon
General Fund – Planning/Engineering Departments
2016 Budget

	<u>2014 ACTUAL</u>	<u>2015 BUDGET</u>	<u>2015 ESTIMATE</u>	<u>2016 BUDGET</u>	<u>\$ Increase 16 Budget to 15 Budget</u>	<u>% Increase 16 Budget to 15 Budget</u>
Planning/Engineering						
Planning	89,237	63,295	86,359	87,983	24,688	39.00%
Engineering	99,596	131,711	90,802	92,546	(39,165)	-29.74%
GIS	5,115	5,200	5,200	5,200	-	0.00%
Staff Training	2,893	3,600	3,600	3,600	-	0.00%
General Operations	<u>74,960</u>	<u>81,051</u>	<u>73,271</u>	<u>74,088</u>	<u>(6,963)</u>	<u>-8.59%</u>
Total Planning/Engineering	<u>271,801</u>	<u>284,857</u>	<u>259,232</u>	<u>263,417</u>	<u>(21,440)</u>	<u>-7.53%</u>

Budget Narrative – Planning

The Planning Department functions as the initial contact point for persons wishing to develop a piece of property, build a home, remodel a building, or even install a business sign. It's the Planning Department's responsibility to see that applicants pass through the development review process smoothly while assuring that their project complies with the Dillon Municipal Code.

In addition to ongoing development review, the Planning Department composes and processes amendments to the zoning regulations, subdivision regulations, and the Comprehensive Plan. The Department assists the Urban Renewal Authority in strategizing the process by which revitalization of its Town Center will occur and conducts research pertinent to future issues such as energy conservation and development build out projections.

The Planning Department acts as Dillon staff liaison to many organizations and governmental agencies including US Census Bureau, Lake Dillon Fire Rescue, Summit County Energy Working Group, Summit County Wildfire Council, Summit Prevention Alliance/Live Well, High Country Conservation Center.

Planning Department Accomplishments in 2015

- *Development Review:* Processed applications for major and minor redevelopment projects and signage.
- *Retail Marijuana:* The Town Planner assisted in the opening of two retail marijuana stores.
- *File Digitization:* The Town hired a part time employee to continue digitizing all of the Town's planning Lot and Block records. The scanning portion of this project is complete.
- *Code Changes:* Prepared ordinance changes for PUD code additions.
- *Masterplan Updates:* Updated the three mile plan and the comprehensive plan.
- *Town Center Plan:* Developed a masterplan for the Town Center creating new development opportunities and rearranging Town owned parking to minimize parking impacts to the area.

***Town of Dillon
General Fund – Planning/Engineering Departments
2016 Budget***

Budget Narrative – Planning (continued)

Planning Department Goals for 2016

- Continue adopting new code revisions to make the code more concise and useful to Dillon's citizens.
- Conduct ongoing development application review and processing.
- Prepare and process minor land use code and sign code amendments
- Work on planning related GIS layers
- Continue work on economic development tasks as assigned.
- Continue work on evolving the Town Center Plan.

Budget Narrative – Engineering

The Engineering Department provides the Town with in-house surveying, engineering and construction management and construction inspection services to save the Town money on capital construction projects. The department assists the marina, water, sewer and public works departments with day-to-day engineering needs. The department aids in the creation and maintenance of public works, water and sewer GIS mapping for town infrastructure.

Engineering Accomplishments for 2015

- *Marina Capital Improvement Projects:* Completed the design and construction of the boat yard paving.
- *Marina Park Landscaping:* Complete the design and construction of the Marina Park landscaping and required sidewalk and grading improvements.
- *Ensign Drive:* Completed the construction of the final phase of Ensign Drive.
- *Dillon Disc Golf:* Complete the installation of concrete tee pads at 18 tee locations.
- *Dillon Rec Path:* Completed the patching and repair work on the rec path segment between Summerwood and Tenderfoot Street. This work also included a new slurry seal over the entire length of this path segment.
- *GIS:* Continued development of GIS mapping for the cemetery, water and sewer infrastructure GIS layers

Engineering Goals for 2016

- Complete the reconstruction of Lodgepole Street between Lake Dillon Drive and the Marina Drive work completed in 2012. This work includes the design and construction of a new water main segment beneath this work.
- Complete the design and construction of an overlay on Little Beaver Trail.
- Continue working on ADA transition plan based on data from the 2013 ADA audit.
- Work on completing additional GIS layers for the Town utilities and public works mapping for the Town of Dillon.
- Work on code revisions.

Town of Dillon
General Fund –Events Department
2016 Budget

	2014 ACTUAL	2015 BUDGET	2015 ESTIMATE	2016 BUDGET	\$ Increase 16 Budget to 15 Budget	% Increase 16 Budget to 15 Budget
Events						
Town Party	18,514	19,269	6,959	10,453	(8,816)	-45.75%
Clean Up Day	2,226	3,053	2,963	2,869	(184)	-6.04%
Dance Nights	1,924	2,048	2,536	2,587	539	26.30%
Lake Dillon Brew Festival	11,804	10,641	9,961	9,562	(1,079)	-10.14%
Fall for the Arts	-	-	-	-	-	0.00%
July 4th	7,716	8,364	10,045	15,036	6,672	79.77%
Memorial Day Service	4,631	5,480	635	635	(4,845)	-88.41%
Farmers Market	(4,162)	(2,316)	4,240	5,279	7,595	-327.94%
Holiday Lighting	8,504	13,007	4,436	4,476	(8,531)	-65.59%
Sunset at the Summit Concerts	38,599	37,305	38,427	39,357	2,052	5.50%
Friday Night Concerts	37,594	28,847	28,316	26,505	(2,342)	-8.12%
Volunteer Programs	263	500	500	500	-	0.00%
Miscellaneous Events	49,557	89,601	118,885	96,478	6,877	7.68%
Art Festival	(938)	(425)	(962)	(458)	(33)	7.87%
Saturday Morning Adventures	-	1,144	-	-	(1,144)	-100.00%
Staff Training	633	765	-	765	-	0.00%
General Operations	72,931	73,026	77,188	79,835	6,809	9.32%
Total Events	249,796	290,309	304,129	293,877	3,568	1.23%

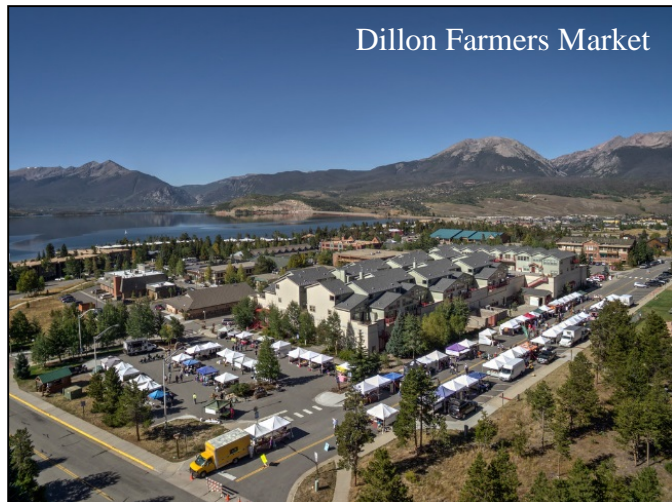
Budget Narrative –Events

The Town of Dillon’s Event Department has the primary goal of planning and executing the highest quality events throughout Dillon to create and stimulate business within the town’s limits while providing our locals and guests with a terrific experience.

The 2015 Event Season began in May and was extended until September 18th. We shared some exciting new experiences in 2015 such as our first ever movie night as well as the US Pro Cycle Challenge mid-race sprint in town and the Jumbo Tron finish shown at the amphitheater.

2015 Events Schedule

The Dillon Farmers Market is still one of the marquis offerings the town produces every summer, 2015 was no different. This summer we added entertainment on Main Street, additional children’s’ animation in Town Park and roughly 115 full time vendors with the addition of weekly drop-ins. The market was again produced at a near Net-Zero cost.



*Town of Dillon
General Fund –Events Department
2016 Budget*

Budget Narrative –Events (continued)

Our amphitheater concerts were produced by the Lake Dillon Theatre Company on Saturdays, while Friday nights were a continued partnership with the town and the Dillon Business Association. The town also produced a number of concerts independently of these organizations extending the season all the way until the September 18th “Who’s Bad” concert which was extremely well attended and well received. Moving forward the town is reworking the business model at the amphitheatre to continue to elevate the level of talent as well as work with a more diverse group of non-profit partners from throughout the Summit County community.

Looking towards 2016 we are concentrating our efforts on the continued evolution of the Dillon Amphitheatre. Movie nights, dance nights, outstanding talent at all of our community concerts and more. We will be hosting the 106 West Triathlon in conjunction with Human Movement Event Production and various community entities that will culminate with a party at the amphitheatre that evening. The expected participation level is near 2,500.



We are continually committed to making our farmers market the best in the high country and currently brainstorming new ideas for 2016 including more entertainment and additional children’s programming both of which were kicked off in 2015.



Dillon Amphitheatre Concert

While the 2016 US Pro Challenge has yet to be announced, our 2015 event was made in hopes of increasing Dillon’s involvement moving forward to possibly include a race finish within the town limits.

We will also continue to solicit community feedback as we move forward in the exciting process of the amphitheater development.

***Town of Dillon
General Fund – Public Safety Department
2016 Budget***

	2014 <u>ACTUAL</u>	2015 <u>BUDGET</u>	2015 <u>ESTIMATE</u>	2016 <u>BUDGET</u>	\$ Increase 16 Budget to 15 Budget	% Increase 16 Budget to 15 Budget
Police						
Patrol	555,289	635,165	632,438	677,595	42,430	6.68%
Truck Inspection	-	-	-	-	-	0.00%
Community Services	46,279	58,472	29,371	29,115	(29,357)	-50.21%
Investigation	3,811	3,800	8,200	8,200	4,400	115.79%
Communication	145,546	128,430	122,278	114,864	(13,566)	-10.56%
Court	61,551	63,000	45,000	45,000	(18,000)	-28.57%
Staff Training	425	2,500	2,500	2,500	-	0.00%
General Operations	<u>333,907</u>	<u>396,370</u>	<u>377,581</u>	<u>383,928</u>	<u>(12,442)</u>	<u>-3.14%</u>
Total Police	<u>1,146,808</u>	<u>1,287,737</u>	<u>1,217,368</u>	<u>1,261,202</u>	<u>(26,535)</u>	<u>-2.06%</u>

Budget Narrative – Public Safety

Mission Statement:

The mission of the Dillon Police Department is to provide professional, ethical, objective and community oriented police services to citizens living, working or visiting the town. The Police Department is committed to crime prevention and working cooperatively with the community to identify and solve neighborhood problems.

Introduction:

The individuals who comprise the Dillon Police Department are devoted to providing high quality police services to the citizens and visitors of the Town of Dillon, as well as being strong contributing members of the law enforcement community in Summit County. We are always working hard, applying the tenants of Community Oriented Policing in all aspects of our duties. We train hard to ready ourselves to deal with routine incidents, as well as to be prepared for extraordinary circumstances we may be faced with. Morale in the department remains high as the agency continues its forward progress implementing goal oriented, logic based policing.

Personnel:

The authorized staffing level for the department is six (6) Police Officers, two (2) Police Sergeants, a half-time Community Service Officer / a half-time Administrative Assistant, and one (1) Chief of Police. This year, the Department hired one (1) trainee who paid for the academy, but was paid to attend it. Three officers completed the 16 week field training program and are currently assigned to patrol. The department was fully staffed for a short time, until a 2-year officer resigned to take a position with a front-range law enforcement agency.

***Town of Dillon
General Fund – Public Safety Department
2016 Budget***

Budget Narrative – Public Safety (continued)

Equipment:

The department purchased its third new Ford Interceptor (2015 model) and in turn, will be retiring one (1) older police vehicle. The department is authorized five (5) patrol cars and the Chief's car. One of the patrol cars doubles as a CSO vehicle when needed. The Ford Interceptor, which was designed to be a police vehicle, has proven to be a very reliable and durable vehicle, requiring less maintenance and down-time. This year the department spent approximately \$10,000 to implement a body-worn camera program. Every employee is assigned a camera and required to wear it while in uniform and when practical during plain clothes assignments.

All county law enforcement agencies are committed to rebuilding the county SWAT Team. We currently have one (1) officer assigned to the team, who will be outfitted with equipment by the end of 2015.

Training:

For 2015, Colorado Police Officer Standards and Training (POST) implemented a minimum requirement that every certified officer complete 24 hours of training, to be broken down into 12 hours of perishable skills - arrest control, firearms, and driving, and 12 hours of training in other topics. All officers will exceed POST requirements.

This year, the department began utilizing PoliceOneAcademy.com, a Colorado POST Certified, web-based training platform, to accomplish a lot of the required training while officers are on duty. PoliceOneAcademy.com was paid for by a grant from Colorado POST.

Special Events:

The Department supported the many special events that were held throughout the year, including the Friday night and Saturday night concerts, the Farmers' Market, the Lake Dillon Beer Festival, the Dillon Air Show, the USA Pro Challenge bike race, and various other events that were held in Dillon.

The Colorado Mounted Rangers were again utilized to supplement the police presence at the larger concerts and the USA Pro Challenge. The Colorado Mounted Rangers are a volunteer organization of POST certified police officers that provide security assistance when requested by government agencies.

Conclusion:

The focus for the department in 2015 has been providing quality training, mentoring, and leadership for the officers, resulting in a department that is more oriented toward customer / citizen satisfaction. This is demonstrated by the willingness of each member of the department to participate in the body-worn camera program; providing the transparency to the public that has been lacking in law enforcement agencies in years past. Due to recent events, there is a new era dawning in law enforcement in the U.S. and the Dillon Police Department is eager to meet the coming standards and adopt the innovative best practices for providing quality services to the citizens living, working, and visiting our town.

Town of Dillon
General Fund – Economic Development, Marketing and Communications
2016 Budget

	<u>2014 ACTUAL</u>	<u>2015 BUDGET</u>	<u>2015 ESTIMATE</u>	<u>2016 BUDGET</u>	<u>\$ Increase 16 Budget to 15 Budget</u>	<u>% Increase 16 Budget to 15 Budget</u>
Economic Development						
Economic Development	60,870	155,500	108,759	90,600	(64,900)	-41.74%
Marketing	26,985	54,050	57,550	93,550	39,500	73.08%
Staff Training	866	1,750	875	1,750	-	0.00%
General Operations	19,711	6,815	60,994	119,784	112,969	1657.65%
Total Economic Development	<u>108,432</u>	<u>218,115</u>	<u>228,178</u>	<u>305,684</u>	<u>87,569</u>	<u>40.15%</u>

Budget Narrative – Marketing and Communications

The Marketing & Communications Department’s goal is to promote the Town of Dillon, drive tax revenue by attracting tourists and locals alike and also to enhance Dillon’s public image. We also ensure that all pertinent and newsworthy information is disseminated correctly and in a timely manner to all of our local media outlets.

The Town and Marina marketing/advertising efforts maintain a fiscally responsible approach to maximize our exposure in local, regional and national markets.

- Dillon kicked off a new branding initiative in Nov. 2015 and will work to finalize and implement a strong brand identity across all channels in 2016. Efforts will include a focus on developing engaging content which will be utilized on the website, social channels and in advertising.
- We will implement a new website with a focus on driving tourism, economic development and providing a portal to the Dillon Business Community.
- We will shift advertising dollars to support a Paid Search campaign focused on: marina, events, economic development, recreation and vacation campaigns.
- Efforts will be made to reduce placements in various local print publications and “rack” magazines and instead focus on a handful of key publications. Most notably, we will continue to have a strong presence in the Summit Daily News.
- We will continue to utilize radio for marketing the marina and events but will reallocate some of these dollars towards Paid Search.
- Social Media is no longer a free marketing channel. We will utilize dollars towards targeted fan acquisition.
- We will continue to advertise digitally with the Colorado State Tourism Board.
- Efforts will continue to market the town and communicate town activities through the use of SCTV – channel 10 and summitnews.com. Two programs are regularly produced to inform our viewing audience: Council Update (communicating Council action at the most recent Council meeting) and Dillon Dialogue (featuring one or two council members with host to discuss current topics in the Town).
- We will curate strong content including copy, photos and videos to promote a strong Dillon Identity.
- Public relations strategies are used heavily to promote the town, marina and business activities within the town. The use of press releases and social media combined with good relationships with local reporters has generated numerous articles and “free” press mentions. Being informed of what local businesses are doing, decisions that town council has made and the continued efforts of our many advisory committees ensures that we are able to keep the media abreast of all current happenings in town.

Town of Dillon
General Fund – Public Works Department
2016 Budget

	2014 ACTUAL	2015 BUDGET	2015 ESTIMATE	2016 BUDGET	\$ Increase 16 Budget to 15 Budget	% Increase 16 Budget to 15 Budget
Public Works						
Street Maintenance	126,335	152,973	150,447	156,677	3,704	2.42%
Parking Lot Maintenance	29,002	48,244	42,248	46,533	(1,711)	-3.55%
Snow Removal	172,390	168,416	168,492	171,362	2,946	1.75%
Vehicle Maintenance	158,396	206,500	201,798	206,124	(376)	-0.18%
Staff Training	135	5,500	2,500	5,500	-	0.00%
General Operations	<u>223,516</u>	<u>229,606</u>	<u>228,015</u>	<u>232,106</u>	<u>2,500</u>	<u>1.09%</u>
Total Public Works	<u>709,774</u>	<u>811,239</u>	<u>793,500</u>	<u>818,302</u>	<u>7,063</u>	<u>0.87%</u>

Budget Narrative – Public Works

Yearly Operations: The maintenance division of public works is a service-oriented division tasked with the responsibility of repairing, maintaining, and upgrading publicly owned roadways, parking lots, facilities and equipment. The Town of Dillon has close to 20 lane miles of roadway, 4 miles of bike path, 23 parking lots, 8 buildings/structures, and 50 vehicles/pieces of equipment utilized by five separate departments/divisions. Our goal is to provide to the public, both residents and guests alike, safe, well maintained streets, lots, facilities, and equipment. The maintenance division is a diverse and talented group of people with skills and certification in equipment operation and repair, road construction and repair, utility installation and repair, plumbing, carpentry and electrical repair. The public works director and staff provide the management, planning, direction and over-sight on all operations.

Winter Operations: During the winter, the maintenance division’s main objective is to ensure that all roadways, bike paths, sidewalks and lots are plowed, sanded and safe. Staff is on the job from 4:00am-6:00pm, with remaining hours covered by an on-call schedule. Maintenance utilizes a variety of equipment to meet this demand, including plow trucks, front end loaders, backhoes, motor graders, sidewalk machines and snow hauling trucks. Maintenance also uses a variety of products depending on conditions including sand, salt sand, and liquid deicer. Daily operations include clearing/sanding, de-icing, crowding/push back, hauling to storage sites, and drainage clearing. Many areas of Town lack adequate snow storage and, consequently, the division hauls snow from many areas throughout the Town.

Summer Operations: Summer is typically the busiest time of the year for maintenance. The main focus in the summer is street repair and maintenance, parking lot repair and maintenance, bike path maintenance, and special projects. Work on streets and lots includes asphalt repairs and maintenance, sign repairs and replacement, striping, sweeping operations and dust control, concrete repair, storm drain cleaning, drainage work, and lighting repair and maintenance. Maintenance is also involved in capital construction projects, street preparation for contractor jobs, and other special projects.

***Town of Dillon
General Fund – Public Works Department
2016 Budget***

Budget Narrative – Public Works (continued)

Facility Maintenance: Maintenance provides year round facility maintenance for the Town Hall and Police Department, Old Town Hall, Town Park facilities, Maintenance Shop, Marina Park facilities, Amphitheatre and Concession Stand. Routine maintenance for these facilities includes cleaning, painting, plumbing repairs, electrical repairs and lighting, heating and cooling, and carpentry. Capital projects can be done in-house and include facility construction and limited remodeling.

Assistance to Others: Maintenance also provides assistance to other departments including the Police Department, Administration, Marina, Events and Marketing, and the Water & Sewer Department.

Goals: The maintenance division of public works looks forward to another successful year of needed routine maintenance to Town infrastructure. The maintenance division takes tremendous pride in the quantity and quality of the services we provide and the professionalism of our division.



Town of Dillon
General Fund – Buildings and Parks Department
2016 Budget

	2014 ACTUAL	2015 BUDGET	2015 ESTIMATE	2016 BUDGET	\$ Increase 16 Budget to 15 Budget	% Increase 16 Budget to 15 Budget
Buildings and Parks						
Town Hall	57,759	75,971	74,624	75,904	(67)	-0.09%
Maintenance Shop	27,156	41,761	41,706	42,755	994	2.38%
Old Town Hall	2,115	2,318	1,638	6,612	4,294	185.25%
Town Park	18,798	26,846	20,748	21,291	(5,555)	-20.69%
Marina Park	35,413	34,464	37,459	39,905	5,441	15.79%
Amphitheatre	15,486	36,413	21,504	21,916	(14,497)	-39.81%
Nature Preserve	1,019	1,203	1,773	1,796	593	49.32%
Bike/Pedestrian Path	2,003	600	1,571	1,590	990	165.07%
Landscaping	55,578	49,234	40,192	41,813	(7,421)	-15.07%
Cemetery	25,863	19,049	14,682	19,436	387	2.03%
Town Center	62,238	73,142	79,896	72,606	(536)	-0.73%
Forestry	506	1,000	1,676	1,435	435	43.45%
Weed Control	9,154	10,500	10,500	10,500	-	0.00%
Staff Training	-	1,000	1,000	1,000	-	0.00%
Recycling	11,985	18,943	11,906	12,930	(6,013)	-31.74%
Bus Stops	471	1,500	1,500	1,500	-	0.00%
General Operations	108,957	81,994	112,795	115,945	33,951	41.41%
Total Buildings/Parks	434,501	475,938	475,170	488,933	12,995	2.73%

Budget Narrative – Buildings and Parks

The buildings & parks division of public works is a service-oriented division with the responsibility of maintaining the Town’s parks, landscaping, and facilities for the use and enjoyment of Town residents and guests alike. Buildings & parks is committed to continually finding ways to beautify the Town through landscape improvements and new installations. The Town of Dillon has two public parks and picnic areas, two public restroom facilities, three landscaped entrances, two landscaped highway median sections, four tennis courts, two playground parks, one baseball field, one basketball court, two bocce ball courts, and five pocket parks. In addition, buildings & parks crews are also responsible for the care of the Dillon Cemetery, Nature Preserve and Town Center. The public works director and staff provide the management, planning, direction and over-sight on all operations.

Summer Operations: After all facilities are initialized and brought online in the spring, the buildings & parks division is kept busy with daily, weekly, and monthly maintenance tasks. Daily tasks include trash pickup at all facilities and parks, restroom cleaning and stocking, landscape bed care and flower planting, park and playground inspections, irrigation checks and repairs, and hand watering. Weekly duties include mowing and weed eating, dragging and lining the baseball field for Little League, weed pulling, tennis court maintenance, and restroom wash downs. Monthly tasks include documented playground safety checks, turf aeration, fertilization, Nature Preserve trail checks, facility inspections, and forestry related tasks and projects.

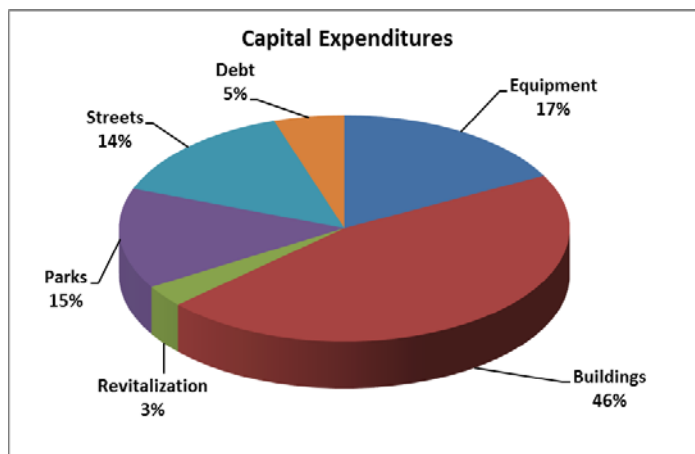
Capital Projects: Every year, the buildings & parks crews work on countless landscape improvement projects, in an effort to make the Town more beautiful. In 2016 staff will continue the first phase of design work for the Town Park as a part of the grant received from Great Outdoors Colorado.

Town of Dillon
Capital Improvement Fund
2016 Budget

	2014 ACTUAL	2015 BUDGET	2015 ESTIMATE	2016 BUDGET	\$ Increase 16 Budget to 15 Budget	% Increase 16 Budget to 15 Budget
BEGINNING BALANCE	198,486	286,549	281,062	1,215,656	929,107	324.24%
REVENUES						
Property Taxes	29,890	29,800	29,800	31,290	1,490	5.00%
Sales Taxes	1,132,772	1,225,634	1,405,185	1,405,185	179,551	14.65%
Sale of Assets	46,213	38,000	150,000	78,000	40,000	105.26%
Earned Interest	510	1,000	500	1,000	-	0.00%
Grant Proceeds	16,000	-	20,000	-	-	0.00%
Sign Rental	800	1,800	1,000	1,000	(800)	-44.44%
Transfer In-Marina Loan	38,067	38,067	38,067	38,067	-	0.00%
Transfer In	-	750,000	750,000	-	(750,000)	0.00%
TOTAL REVENUES	<u>1,264,252</u>	<u>2,084,301</u>	<u>2,394,552</u>	<u>1,554,542</u>	<u>(529,759)</u>	<u>-25.42%</u>
EXPENDITURES						
Office Equipment	18,912	14,500	14,500	112,000	97,500	672.41%
Building Improvements	44,294	315,000	134,539	1,150,000	835,000	265.08%
Police Equipment	61,262	75,400	75,400	71,900	(3,500)	-4.64%
Revitalization Projects	31,535	190,470	188,522	78,000	(112,470)	-59.05%
Park Improvements	173,872	421,000	483,184	360,000	(61,000)	-14.49%
Fleet Replacement Program	163,756	246,000	245,936	235,000	(11,000)	-4.47%
Street Improvements	329,715	-	110,000	50,000	50,000	0.00%
Pavement Maintenance	28,120	261,392	70,987	307,319	45,927	17.57%
Events/Marketing Equip	-	-	10,000	15,000	15,000	0.00%
Debt Service	330,210	126,890	126,890	126,890	-	0.00%
Transfer Out - General Fund	-	-	-	-	-	0.00%
TOTAL EXPENDITURES	<u>1,181,676</u>	<u>1,650,652</u>	<u>1,459,958</u>	<u>2,506,109</u>	<u>855,457</u>	<u>51.83%</u>
Revenues Over (Under) Expend	<u>82,576</u>	<u>433,649</u>	<u>934,594</u>	<u>(951,567)</u>	<u>(1,385,216)</u>	<u>-319.43%</u>
AVAILABLE CASH BALANCE	<u>281,062</u>	<u>720,198</u>	<u>1,215,656</u>	<u>264,089</u>	<u>(456,109)</u>	<u>-63.33%</u>

**Budget Narrative – Capital
Improvement Fund**

Sales tax is the primary source of revenue for the Capital Improvement Fund at 90.4%. Expenditures include the acquisition of equipment/facilities and the maintenance/construction of Town assets. The major expenditure in 2016 is the first phase of the amphitheatre improvements in the amount of \$1 million.



Town of Dillon
5 Year Capital Plan
2016 Budget

Capital Improvement Plan

<u>DESCRIPTION</u>	<u>2015 Est</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
BEGINNING BALANCE	281,062	1,215,656	264,089	70,686	624,936	1,063,194
REVENUES						
General Property Taxes	29,800	31,290	32,855	34,497	36,222	38,033
Sales Tax	1,405,185	1,405,185	1,433,289	1,461,954	1,491,194	1,521,017
Sale of Assets	150,000	78,000	60,000	56,000	50,000	65,000
Interest Earned	500	1,000	1,000	1,000	1,000	1,000
Loan-Marina	38,067	38,067	22,000	22,000	22,000	22,000
Grant Proceeds	20,000	-	-	200,000	-	-
Sign Rental	1,000	1,000	1,000	1,000	1,000	1,000
Transfer In	750,000	-	-	-	-	-
TOTAL REVENUES	<u>2,394,552</u>	<u>1,554,542</u>	<u>1,550,143</u>	<u>1,776,452</u>	<u>1,601,416</u>	<u>1,648,051</u>
EXPENDITURES						
<u>Office Equipment</u>						
Office Furniture	2,500	5,000	2,500	2,500	2,500	2,500
Copier	-	10,000	-	-	-	-
Computers	12,000	97,000	12,000	13,200	13,200	14,000
Total Office Equipment	<u>14,500</u>	<u>112,000</u>	<u>14,500</u>	<u>15,700</u>	<u>15,700</u>	<u>16,500</u>
<u>Building Improvements</u>						
Maintenance Shop Improvements	20,713	-	-	50,000	50,000	-
Amphitheatre Improvements	42,609	40,000	-	-	-	-
ADA Improvements	20,000	20,000	20,000	20,000	20,000	20,000
Town Hall Improvements	31,217	30,000	70,000	-	50,000	50,000
Lake Dillon Bus Stop	-	60,000	-	-	-	-
Amphitheatre Master Plan	20,000	1,000,000	900,000	-	-	-
Total Building Improvements	<u>134,539</u>	<u>1,150,000</u>	<u>990,000</u>	<u>70,000</u>	<u>120,000</u>	<u>70,000</u>
<u>Police Equipment</u>						
Copier	-	5,500	-	-	-	-
Misc Equipment	-	5,000	10,000	5,000	5,000	10,000
Police Vehicles/Setup	50,000	51,000	52,000	53,000	54,000	55,000
Mobile Data Terminals	25,400	10,400	11,250	11,513	11,788	12,078
Total Police Equipment	<u>75,400</u>	<u>71,900</u>	<u>73,250</u>	<u>69,513</u>	<u>70,788</u>	<u>77,078</u>
<u>Revitalization Projects</u>						
Light Pole Replacement	57,113	53,000	50,000	50,000	50,000	50,000
Town Center Survey/Plat	6,362	20,000	-	-	-	-
Electronic Sign Boards	120,047	-	-	-	-	-
Banners	5,000	5,000	5,000	5,000	5,000	5,000
Total Revitalization Projects	<u>188,522</u>	<u>78,000</u>	<u>55,000</u>	<u>55,000</u>	<u>55,000</u>	<u>55,000</u>

Town of Dillon
5 Year Capital Plan
2016 Budget

Capital Improvement Plan (continued)

<u>DESCRIPTION</u>	<u>2015 Est</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
<u>Park Improvements</u>						
Recreational Path Resurface	146,809	40,000	40,000	40,000	40,000	40,000
Disc Golf Course	20,000	30,000	-	-	-	-
Marina Park Master Plan Improvements	250,244	-	-	-	-	-
Tennis/Pickleball Court Improvements	27,687	-	-	-	-	50,000
Town Park Master Plan Grant Match	-	-	-	250,000	100,000	100,000
Irrigation System	10,000	40,000	-	-	-	-
Cemetery Master Plan	28,444	30,000	-	-	-	-
Nature Preserve Picnic Shelters	-	10,000	-	-	-	-
Nature Preserve Signage	-	5,000	-	-	-	-
Park Identification Signage	-	30,000	-	-	-	-
Stairs - Marina Place to Marina	-	100,000	-	-	-	-
Stairs - Lodgepole Street	-	75,000	-	-	-	-
Lodgepole Restroom Design	-	-	-	-	25,000	-
Lodgepole Restroom Grant Match	-	-	-	-	105,000	-
Total Park Improvements	483,184	360,000	40,000	290,000	270,000	190,000
<u>Fleet Replacement Program</u>						
Admin/Marketing/Plan/Eng Vehicles	-	-	-	30,000	-	-
Parks Equipment	-	-	-	27,000	18,000	-
Public Works Vehicles	29,436	30,000	27,000	-	-	-
Public Works Equipment	216,500	205,000	200,000	262,000	315,000	290,000
Total Fleet Replacement Program	245,936	235,000	227,000	319,000	333,000	290,000
<u>Street Improvements</u>						
Paving Marina Yard	110,000	-	-	-	-	-
Lodgepole Drainage Outfall Repair	-	50,000	-	-	-	-
Total Street Improvements	110,000	50,000	-	-	-	-
<u>Pavement Maintenance</u>						
Surface Maintenance	6,022	55,000	55,000	55,000	55,000	55,000
Chip Seal Lodgepole	-	-	-	34,560	-	-
Overlay Little Beaver	-	100,000	-	-	-	-
Chip Seal Upper Tenderfoot	-	23,520	-	-	-	-
Overlay Oro Grande	64,965	-	-	-	-	-
Overlay LaBonte Street	-	100,679	127,273	-	-	-
Overlay Lake Dillon-LaBonte to Lodge	-	28,120	-	-	-	-
Overlay Lookout Ridge Road	-	-	39,961	-	-	-
Overlay N Dam Road	-	-	82,682	-	-	-
Overlay Dam Road	-	-	33,880	-	-	-
Overlay County Road 51	-	-	-	201,477	-	-
Overlay Evergreen Road	-	-	-	17,956	-	-
Overlay Buffalo	-	-	-	88,996	-	-
Overlay E Anemone	-	-	-	-	128,744	-
Overlay W Anemone	-	-	-	-	83,248	-
Overlay Little Dam Road	-	-	-	-	26,678	-
Overlay Three Rivers	-	-	-	-	-	38,744
Overlay West Buffalo	-	-	-	-	-	100,948
Overlay Dillon Ridge Road	-	-	-	-	-	57,112
Overlay Elkhorn	-	-	-	-	-	46,246
Total Pavement Maintenance	70,987	307,319	338,796	397,989	293,670	298,050

***Town of Dillon
5 Year Capital Plan
2016 Budget***

Capital Improvement Plan (continued)

<u>DESCRIPTION</u>	<u>2015 Est</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Events/Marketing						
Misc Equipment	10,000	15,000	5,000	5,000	5,000	5,000
Total Miscellaneous Projects	10,000	15,000	5,000	5,000	5,000	5,000
Debt Service	126,890	126,890	-	-	-	-
TOTAL EXPENDITURES	1,459,958	2,506,109	1,743,546	1,222,202	1,163,158	1,001,628
Revenues Over (Under) Expenditures	934,594	(951,567)	(193,403)	554,250	438,258	646,423
AVAILABLE CASH BALANCE	1,215,656	264,089	70,686	624,936	1,063,194	1,709,616

Debt Service

The Town entered into a lease purchase agreement with Wells Fargo Brokerage Services for capital projects and heavy equipment purchases in 2006. The interest rate is 4.25% and will be paid in full in 2016.

<i>2006 Capital Project Lease, Capital Projects/Heavy Equipment Debt Service Schedule-Original Debt Issued \$1,016,500</i>			
<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	\$ 121,716	\$ 5,173	\$ 126,889



Town of Dillon
Street Improvement Fund
2016 Budget

	2014	2015	2015	2016	\$ Increase	% Increase
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>	<u>16 Budget to</u>	<u>16 Budget to</u>
					<u>15 Budget</u>	<u>15 Budget</u>
BEGINNING BALANCE	102,960	261,791	275,055	1,175,980	914,189	349.21%
REVENUES						
Sales Taxes	582,313	575,009	646,056	646,056	71,047	12.36%
Sales Taxes-NonDedicated	-	-	16,092	78,484		
Lodging Tax	148,019	142,175	159,150	159,150	16,975	11.94%
Earned Interest	561	2,000	2,000	2,000	-	0.00%
Bond Proceeds	-	2,000,000	2,050,000	-	(2,000,000)	0.00%
Transfer In-TC II	-	-	-	-	-	0.00%
TOTAL REVENUES	<u>730,893</u>	<u>2,719,184</u>	<u>2,873,298</u>	<u>885,690</u>	<u>(1,833,494)</u>	<u>-67.43%</u>
EXPENDITURES						
Lodgepole	-	500,000	-	715,000	215,000	0.00%
Ensign Drive	-	1,500,000	1,275,000	10,000	(1,490,000)	0.00%
Overhead Allocation	-	-	50,000	10,000	10,000	0.00%
Bond Principal-2008 Bonds	120,000	125,000	125,000	270,000	145,000	116.00%
Bond Interest-2008 Bonds	222,743	217,943	217,943	212,943	(5,000)	-2.29%
Bond Principal-2010 Bonds	80,000	85,000	85,000	90,000	5,000	5.88%
Bond Interest-2010 Bonds	135,656	133,896	133,896	131,686	(2,210)	-1.65%
Bond Principal-2015 Bonds	-	112,030	-	115,000	2,970	2.65%
Bond Interest-2015 Bonds	-	35,134	35,134	55,965	20,831	59.29%
Fees	400	20,000	50,400	800	(19,200)	-96.00%
TOTAL EXPENDITURES	<u>558,799</u>	<u>2,729,003</u>	<u>1,972,373</u>	<u>1,611,394</u>	<u>(1,117,609)</u>	<u>-40.95%</u>
Revenues Over (Under) Ex	<u>172,095</u>	<u>(9,819)</u>	<u>900,925</u>	<u>(725,704)</u>	<u>(715,885)</u>	<u>7290.81%</u>
Debt Service Reserve	<u>-</u>	<u>169,070</u>	<u>-</u>	<u>210,803</u>	<u>41,733</u>	<u>24.68%</u>
AVAILABLE CASH BALANCE	<u>275,055</u>	<u>82,902</u>	<u>1,175,980</u>	<u>239,473</u>	<u>156,571</u>	<u>188.86%</u>

Budget Narrative – Street Improvement Fund

In 2008, the voters approved a temporary sales tax increase of .5% and authorized the Town to issue \$20 million in bonds to reconstruct numerous streets in Town. The increased sales tax revenue will be used to pay the annual debt payments. In, 2015, the Town issued \$2.05 million in bonds in order to reconstruct the remaining 1/3 of Ensign Drive and the section of Lodgepole Street from the Dillon Marina to Lake Dillon Drive. The following roads have been completed: West Buffalo, Three Rivers, Gold Run Circle, lower Tenderfoot, Corinthian Circle, James Court and 2/3 of Ensign Drive. The streets that have not been reconstructed include: 1/3 of Ensign Drive, upper Tenderfoot Street, Lodgepole Street, Marina Drive, Little Beaver Trail, Cemetery Road and the intersection of Highway 6 and Evergreen.

***Town of Dillon
Street Improvement Fund
2016 Budget***

Five Year Street Improvement Plan

<u>DESCRIPTION</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
BEGINNING BALANCE	1,175,980	450,276	465,049	486,062	519,535
REVENUES					
Sales Tax - .5% Dedicated	646,056	652,517	659,042	665,632	672,288
Sales Tax, non-dedicated	78,484	79,269	80,062	80,862	81,671
Lodging Tax	159,150	160,742	162,349	163,972	165,612
Interest Earned	2,000	2,500	2,500	2,500	2,500
Bond Proceeds	-	-	-	-	-
TOTAL REVENUES	<u>885,690</u>	<u>895,027</u>	<u>903,952</u>	<u>912,967</u>	<u>922,071</u>
EXPENDITURES					
<u>Street Reconstruction Projects</u>					
Ensign Drive	10,000	-	-	-	-
Lodgepole (LDD-Marina)	715,000	-	-	-	-
Overhead Allocation	<u>10,000</u>	<u>10,500</u>	<u>11,025</u>	<u>11,576</u>	<u>12,155</u>
Total Street Reconstruction Projects	<u>735,000</u>	<u>10,500</u>	<u>11,025</u>	<u>11,576</u>	<u>12,155</u>
<u>Debt Service</u>					
Bond Principal-2008 Bonds	270,000	280,000	295,000	305,000	320,000
Bond Interest-2008 Bonds	212,943	202,142	190,592	178,202	165,087
Bond Principal-2010 Bonds	90,000	90,000	90,000	95,000	100,000
Bond Interest-2010 Bonds	131,686	128,986	125,836	122,506	118,706
Bond Principal-2015 Bonds	115,000	115,000	120,000	120,000	125,000
Bond Interest-2015 Bonds	55,965	52,826	49,686	46,410	43,134
Closing Costs	<u>800</u>	<u>800</u>	<u>800</u>	<u>800</u>	<u>800</u>
Total Debt Service	<u>876,394</u>	<u>869,754</u>	<u>871,914</u>	<u>867,918</u>	<u>872,727</u>
TOTAL EXPENDITURES	<u>1,611,394</u>	<u>880,254</u>	<u>882,939</u>	<u>879,494</u>	<u>884,882</u>
Revenues Over (Under) Expend	<u>(725,704)</u>	<u>14,773</u>	<u>21,013</u>	<u>33,472</u>	<u>37,189</u>
Debt Service Reserve	<u>210,803</u>	<u>193,666</u>	<u>187,440</u>	<u>173,431</u>	<u>170,337</u>
AVAILABLE CASH BALANCE	<u>239,473</u>	<u>271,383</u>	<u>298,622</u>	<u>346,104</u>	<u>386,386</u>

Town of Dillon
Street Improvement Fund
2016 Budget

Debt Service

The Town issued \$5 million in bonds in 2008. The bonds mature on December 1, 2028 with interest rates ranging from 3.25% to 5% over the 20-year term.

The Town issued \$3.1 million in bonds in 2010. The bonds mature on December 1, 2030 with interest rates ranging from 1.25% to 4.75% over the 20-year term.

The Town issued \$2.05 million in bonds in 2015. The bonds mature on December 1, 2030 with an interest rate of 2.73% over the 20 year term.

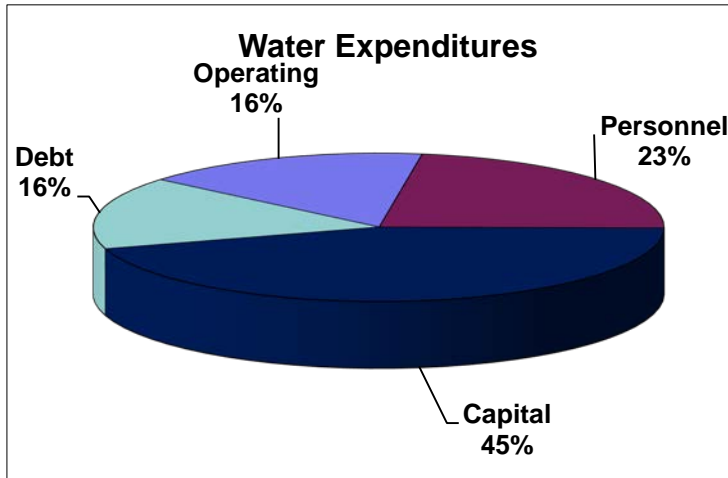
Street Improvement Fund							
Sales Tax Revenue Bonds, Series 2008				Sales Tax Revenue Bonds, Series 2010			
Original Debt Issue \$5,000,000				Original Debt Issue \$3,100,000			
<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	270,000	212,942	482,942	2016	90,000	131,686	221,686
2017	280,000	202,142	482,142	2017	90,000	128,986	218,986
2018-2028	<u>4,070,000</u>	<u>1,262,515</u>	<u>5,332,515</u>	2018-2030	<u>2,565,000</u>	<u>1,234,746</u>	<u>3,799,746</u>
Totals	4,620,000	1,677,599	6,297,599	Totals	2,745,000	1,495,418	4,240,418

Sales Tax Revenue Bonds, Series 2015			
Original Debt Issue \$2,050,000			
<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	115,000	55,965	170,965
2017	115,000	52,825	167,825
2018-2030	<u>1,820,000</u>	<u>366,639</u>	<u>2,186,639</u>
Totals	2,050,000	475,429	2,525,429

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Town of Dillon
Water Enterprise Funds
2016 Budget

Highlights



- Water Enterprise Funds include Water Operating Fund for operating costs and Water Plant Investment Fund for capital projects and debt payments.
- The water capital fee will remain the same in 2016. Water volume charges will be increased 2% in 2016 as recommended by the 2014 Water Rate Study.
- Operating expenditures budgeted to decrease 2.1%.
- Reserves = three months of operating expenditures (\$122,809).

Water Operating Fund

	2014 <u>ACTUAL</u>	2015 <u>BUDGET</u>	2015 <u>ESTIMATE</u>	2016 <u>BUDGET</u>	\$ Increase 16 Budget to 15 Budget	% Increase 16 Budget to 15 Budget
Beginning Balance	353,110	349,091	416,011	428,999	79,908	22.89%
REVENUES						
Water Rents	493,259	478,695	494,526	504,417	25,722	5.37%
Standby Fees	4,801	-	-	-	-	0.00%
Earned Interest	333	5,500	3,146	3,100	(2,400)	-43.64%
Miscellaneous	-	306	306	306	-	0.00%
Cross Connection	540	540	720	720	180	33.33%
Transfer In	-	-	-	-	-	0.00%
Total Revenues	<u>498,933</u>	<u>485,041</u>	<u>498,698</u>	<u>508,543</u>	<u>23,502</u>	<u>4.85%</u>
EXPENDITURES						
Water Plant	35,841	38,500	37,634	38,000	(500)	-1.30%
Treatment	24,509	32,132	33,910	32,010	(122)	-0.38%
Distribution	10,440	25,000	12,706	14,400	(10,600)	-42.40%
Source Maintenance	39,303	43,582	43,035	43,717	135	0.31%
Staff Training	2,324	7,315	6,000	6,000	(1,315)	-17.98%
General Operations	<u>323,615</u>	<u>355,469</u>	<u>352,425</u>	<u>357,111</u>	<u>1,642</u>	<u>0.46%</u>
Total Expenditures	<u>436,032</u>	<u>501,998</u>	<u>485,710</u>	<u>491,238</u>	<u>(10,760)</u>	<u>-2.14%</u>
Revenues Over (Under) Exp	<u>62,901</u>	<u>(16,957)</u>	<u>12,988</u>	<u>17,305</u>	<u>34,262</u>	<u>-202.05%</u>
Reserves - Unrestricted	<u>109,008</u>	<u>125,500</u>	<u>121,428</u>	<u>122,809</u>	<u>(2,690)</u>	<u>-2.14%</u>
Available Cash Balance	<u>307,003</u>	<u>206,635</u>	<u>307,572</u>	<u>323,494</u>	<u>116,860</u>	<u>56.55%</u>

***Town of Dillon
Water Enterprise Funds
2016 Budget***

Water Plant Investment Fund

	2014 <u>ACTUAL</u>	2015 <u>BUDGET</u>	2015 <u>ESTIMATE</u>	2016 <u>BUDGET</u>
BEGINNING BALANCE	602,241	821,460	1,009,558	1,403,883
REVENUES				
Capital Fees	492,714	484,543	484,543	484,543
Tap Fees	10,017	16,876	32,148	16,876
Interest	678	1,000	692	1,000
Loan Proceeds	200,000	1,800,000	1,800,000	-
Transfer In	-	-	-	-
TOTAL REVENUES	<u>703,409</u>	<u>2,302,419</u>	<u>2,317,383</u>	<u>502,419</u>
EXPENDITURES				
Old Dillon Reservoir Legal Costs	4,514	-	-	-
Old Dillon Reservoir Enlargement	88,601	-	-	-
Interconnect Communications (1/2 share)	-	-	-	15,000
PRV Communications	-	-	-	30,000
Salt Lick Gulch Communications (1/3 share)	-	-	-	10,000
Motor/Pump Replacements	-	24,000	19,933	-
Storage Tank	135,093	1,830,000	1,830,000	75,000
Corrosion Control	40,589	-	15,514	-
Clinton Reservoir Assessments	-	2,500	52	-
Valve Nut Riser	3,451	3,000	3,000	-
Water Rate Study	14,476	-	2,968	-
Emergency Power at Water Plant	-	170,000	-	170,000
Water Main Repl Lodge-Marina	-	100,000	-	150,000
Feasibility Study-Alternative Water	-	50,000	-	75,000
Raw Water Valve	-	-	8,320	-
Water Line Upgrades	-	-	-	-
Equipment	94	15,000	15,000	15,000
SCADA Server	-	10,000	7,035	14,070
Water Meters	-	-	12,099	12,000
CWCB Principal	-	-	-	32,679
CWCB Interest	-	-	-	54,934
CWRPDA Principal	9,094	-	6,137	76,049
CWRPDA Interest	180	191,044	3,000	35,499
Transfer Out	-	-	-	-
TOTAL EXPENDITURES	<u>296,092</u>	<u>2,395,544</u>	<u>1,923,058</u>	<u>765,231</u>
Revenues Over (Under) Expenditures	<u>407,317</u>	<u>(93,125)</u>	<u>394,325</u>	<u>(262,812)</u>
Reserves - Microfiltration	-	150,000	150,000	200,000
Reserves - Debt Service	-	11,008	11,008	11,155
AVAILABLE CASH BALANCE	<u>1,009,558</u>	<u>567,327</u>	<u>1,242,875</u>	<u>929,916</u>

Town of Dillon
Water Enterprise Funds
2016 Budget

Budget Narrative – Water Enterprise Funds

The mission of the Town of Dillon’s water division is to provide the public with water that is safe to drink, good tasting and is aesthetically pleasing. The Town strives to provide high quality water in sufficient quantity to meet the daily needs of its customers, as well as provide for fire protection. The Towns primary water sources are Straight Creek and Laskey Gulch. Water from these sources is diverted and treated at the membrane water treatment facility. Treated water is fed into a new 1,500,000 gallon elevated glass fused to steel storage tank on County Road 51 and a 500,000 gallon underground concrete tank located above Corinthian Hill subdivision. Treated water from these tanks flows into the distribution system which consists of various sized mains ranging from 6 inch to 12 inch cast and ductile iron pipe. Fire hydrants are fed from these main lines. Operation, maintenance and repair of these facilities are performed 24 hours per day, 7 days per week by State licensed and certified operators.

The Town also operates and maintains an emergency interconnection pump station with the Town of Silverthorne, and a gravity flow emergency interconnection with Dillon Valley. These two connections may be used to provide treated water in an emergency. The Town maintains various water rights including the completed expansion of Old Dillon Reservoir. These water rights and facilities are maintained and utilized within required augmentation plans to address both community growth and emergency planning.

Major projects for 2016 include the replacement of the water main on Lodgepole to the Marina. Communication and controls for remote sites (Salt Lick Diversion, emergency interconnects, pressure reducing valve, etc.) for monitoring and operations. System wide upgrade to broadband communications system between the Water Treatment Plant main PLC and all remote sites. Demolition of the retired 400,000 gallon elevated steel tank on County Road 51. The Town will also be installing a State required backup generator for the water treatment plant.

Debt Service

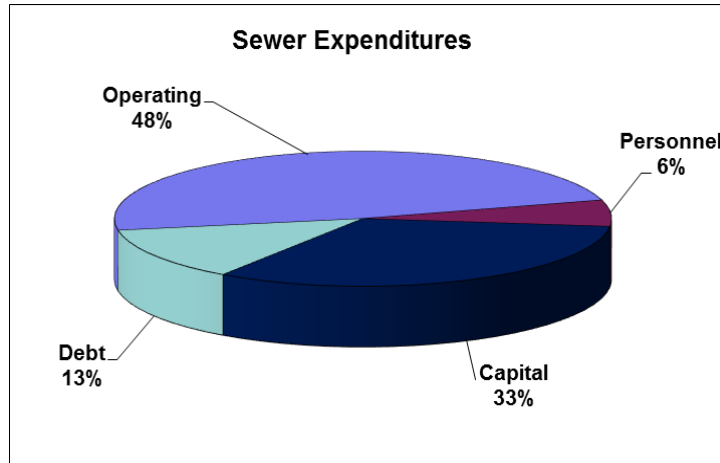
The 2009 Colorado Water Conservation Board loan proceeds were used to fund the expansion of the Old Dillon Reservoir. The loan repayments began in 2015 upon completion of the Old Dillon Reservoir. The interest rate is 4% for 30 years.

The Town obtained a loan from the Colorado Water Resources and Power Development Authority using the Drinking Water Revolving Fund for the replacement of the water storage tank in 2015. The interest rate is 2% for a term of 20 years.

Water Enterprise Fund - Debt Service Schedules							
2009 CWCB Loan, Old Dillon Reservoir				Drinking Water Revolving Fund			
Original Debt Issue \$1,373,351				Original Debt Issue \$1,800,000			
Year	Principal	Interest	Total	Year	Principal	Interest	Total
2016	32,679	54,934	87,613	2016	76,049	35,499	111,548
2017	33,986	53,627	87,613	2017	77,578	33,970	111,548
2018-2045	<u>1,165,038</u>	<u>721,323</u>	<u>1,886,361</u>	2018-2035	<u>1,637,236</u>	<u>311,856</u>	<u>1,949,092</u>
Totals	1,231,703	829,884	2,061,587	Totals	1,790,863	381,325	2,172,188

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Town of Dillon
Sewer Enterprise Funds
2016 Budget



Highlights

- Sewer Enterprise Funds include Sewer Operating Fund for operating costs and Sewer Plant Investment Fund for capital projects and debt payments.
 - The 2016 monthly sewer rates will remain the same as 2015 at \$41.20 per EQR per month.
 - Operating expenditures increased 4.3% or \$27,226 due to treatment cost increases from the Joint Sewer Authority. The majority of expenditures are for treatment costs and capital projects.
- Reserves in operating fund=3 months of operating expenditures (\$164,888).

Sewer Operating Fund

	2014 <u>ACTUAL</u>	2015 <u>BUDGET</u>	2015 <u>ESTIMATE</u>	2016 <u>BUDGET</u>	\$ Increase 16 Budget to 15 Budget	% Increase 16 Budget to 15 Budget
Beginning Balance	558,367	373,868	375,307	416,587	42,719	11.43%
REVENUES						
Sewer Rents	665,490	677,570	668,816	668,816	(8,754)	-1.29%
Earned Interest	76	100	100	100	-	0.00%
Miscellaneous	-	-	-	-	-	0.00%
Transfer In	-	-	-	-	-	0.00%
Total Revenues	<u>665,566</u>	<u>677,670</u>	<u>668,916</u>	<u>668,916</u>	<u>(8,754)</u>	<u>-1.29%</u>
EXPENDITURES						
Treatment	466,863	477,647	477,647	494,262	16,615	3.48%
Collection Maintenance	21,265	32,150	35,150	49,150	17,000	52.88%
Lift Station	8,155	11,485	12,658	12,708	1,223	10.65%
Staff Training	840	2,980	1,500	2,000	(980)	-32.89%
General Operations	<u>101,503</u>	<u>108,065</u>	<u>100,681</u>	<u>101,433</u>	<u>(6,632)</u>	<u>-6.14%</u>
Total Expenditures	<u>598,626</u>	<u>632,327</u>	<u>627,636</u>	<u>659,553</u>	<u>27,226</u>	<u>4.31%</u>
Transfer Out	<u>250,000</u>	<u>-</u>	<u>-</u>	<u>250,000</u>	<u>250,000</u>	<u>0.00%</u>
Revenues Over (Under) Exp	<u>66,940</u>	<u>45,343</u>	<u>41,280</u>	<u>9,363</u>	<u>(35,980)</u>	<u>-79.35%</u>
Reserves - Unrestricted	<u>149,657</u>	<u>158,082</u>	<u>156,909</u>	<u>164,888</u>	<u>6,807</u>	<u>4.31%</u>
Available Cash Balance	<u>225,651</u>	<u>261,129</u>	<u>259,678</u>	<u>11,061</u>	<u>(250,068)</u>	<u>-95.76%</u>

Town of Dillon
Sewer Enterprise Funds
2016 Budget

Sewer Plant Investment Fund

	2014	2015	2015	2016
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>
	358,909	533,005	630,126	394,776
REVENUES				
Capital Fees	187,921	191,332	188,860	188,860
Tap Fees	7,750	13,056	24,872	13,056
Interest	621	600	600	600
Transfer In	<u>250,000</u>	-	-	<u>250,000</u>
TOTAL REVENUES	<u>446,292</u>	<u>204,988</u>	<u>214,332</u>	<u>452,516</u>
EXPENDITURES				
Equipment	-	5,000	2,500	5,000
SCADA Server	-	10,000	7,035	14,070
Vacuum Trailer	-	60,000	60,430	-
Vehicle Replacement	-	35,000	35,386	-
Sewer Rate Study	14,476	-	2,968	-
Replace Defective Manholes/Main:	6,948	100,000	5,431	100,000
Town Center Sewer Line Imp	-	-	-	100,000
Lodgepole Amph Sewer Relocatio	-	-	-	100,000
East Bank Interceptor	-	182,281	182,281	-
Marina Lift Station	-	-	-	75,000
Principal	-	-	135,237	141,116
Interest	<u>153,651</u>	<u>153,651</u>	<u>18,414</u>	<u>12,535</u>
TOTAL EXPENDITURES	<u>175,075</u>	<u>545,932</u>	<u>449,682</u>	<u>547,721</u>
Revenues Over (Under) Expend	<u>271,217</u>	<u>(340,944)</u>	<u>(235,350)</u>	<u>(95,205)</u>
Reserves - Unrestricted	<u>-</u>	<u>732</u>	<u>-</u>	<u>-</u>
AVAILABLE CASH BALANCE	<u>630,126</u>	<u>191,329</u>	<u>394,776</u>	<u>299,571</u>

Budget Narrative – Sewer Enterprise Fund

The purpose of the Town’s sewer collection system is to ensure that wastewater is collected and transported from the Town to the Blue River Sewage Treatment Plant in Silverthorne. The infrastructure for this system includes clay and PVC piping of various sizes, manhole and cleanout structures, and two sewage lift stations. Annual maintenance for these facilities includes video inspection and cleaning, pipe replacement or rehabilitation, manhole and cleanout inspection and repair, utility locating, leak detection and repair, and lift station maintenance and repair. The Town is also a joint owner/operator of the treatment plant in Silverthorne. The Town collects fees from its residents which are used to operate/maintain the Blue River Sewage Treatment Plant, and to complete capital improvement projects.

Projects for 2016 include manhole and pipe rehabilitation, improvements to the Town Center sewer main, relocation of the sewer line in Lodgepole Street in conjunction with the Lodgepole street improvements and improvements to the Marina lift station.

Town of Dillon
Sewer Enterprise Funds
2016 Budget

Budget Narrative – Sewer Enterprise Fund (continued)

Debt Service

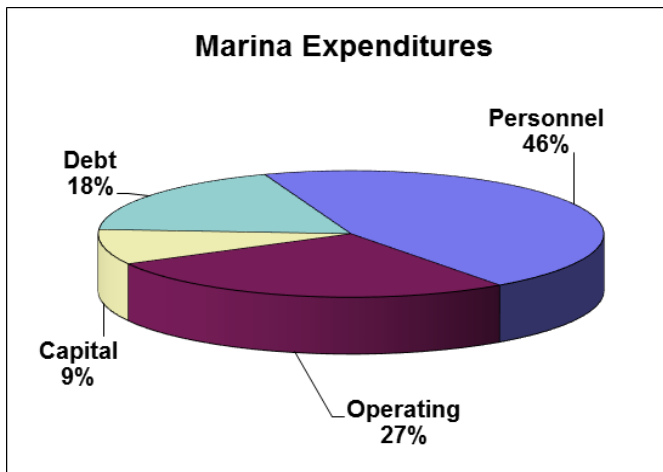
The Town issued two loans in 2007 for upgrades to the sewer lift station on Gold Run Circle and lining of 90% of the sewer collection system. The interest rates are 4.3% and 4.4% respectively with maturity in 2017. The outstanding balances are a combined \$153,651 at 12/31/16.

Sewer Enterprise Fund – Debt Service Schedules							
2007 Sewer Lift Station Upgrades				2007 Sewer Lining System			
Original Debt Issued \$650,000				Original Debt Issued \$575,000			
<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2016	\$ 74,772	\$ 6,568	\$ 81,340	2016	\$ 66,344	\$ 5,967	\$ 72,311
2017	<u>\$ 77,987</u>	<u>\$ 3,353</u>	<u>\$ 81,340</u>	2017	<u>\$ 69,263</u>	<u>\$ 3,048</u>	<u>\$ 72,311</u>
TOTAL	\$ 152,759	\$ 9,921	\$ 162,680	TOTALS	\$ 135,607	\$ 9,015	\$144,622

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Town of Dillon
Marina Enterprise Fund
2016 Budget

Highlights



- Revenues for 2016 are anticipated to be \$1,214,000, a decrease of 2% or \$25,000 over the 2015 budget of \$1,239,000.
- Operating expenditures are budgeted to go down slightly \$2,707 or .26% in 2016. The slight reduction comes from the cost of sales categories as revenues are budgeted to go down in 2016.
- Capital expenditures include minor equipment purchases, rental boat purchases and the moving of the public dock to G dock in 2016.
- The reserve fund is three months of operating expenditures or \$207,929. Cash

available after reserves is \$125,181.

Marina Enterprise Fund

	2014 <u>ACTUAL</u>	2015 <u>BUDGET</u>	2015 <u>ESTIMATE</u>	2016 <u>BUDGET</u>	\$ Increase <u>16 to 15 Bud</u>	% Increase <u>16 to 15 Bud</u>
Beginning Balance	182,622	213,796	211,958	263,569	49,773	23.28%
REVENUES						
Miscellaneous Revenues	2,094	2,500	2,225	2,500	-	0.00%
Gift Certificates	2,209	1,500	500	1,500	-	0.00%
Retail Sales	44,025	42,000	45,000	44,000	2,000	4.76%
Marine Service	89,231	100,000	95,000	100,000	-	0.00%
Marine Service Parts	31,923	32,000	34,000	40,000	8,000	25.00%
Retail Sales Food	5,040	4,500	7,000	5,500	1,000	22.22%
Mooring/Slips	342,732	345,000	350,000	375,000	30,000	8.70%
Summer/Winter Storage	92,758	100,000	100,000	100,000	-	0.00%
Boat Rentals	319,528	415,000	418,000	365,000	(50,000)	-12.05%
Fuel Sales	52,208	72,000	72,000	62,000	(10,000)	-13.89%
Concession Stand	24,659	30,000	38,000	30,000	-	0.00%
Concession Paddleboard	3,035	4,000	4,500	4,500	500	0.00%
Sale of Boats	-	30,000	5,000	20,000	(10,000)	0.00%
Sale of Trailers	8,900	-	-	-	-	0.00%
Sailing School	14,656	16,000	23,500	18,000	2,000	12.50%
Touring	8,540	9,500	14,500	10,500	1,000	10.53%
Interest Income	3,012	2,000	2,500	2,500	500	25.00%
Zebra Mussel Reimbursement	20,002	29,000	29,000	29,000	-	0.00%
Ramp Fees	3,307	4,000	3,000	4,000	-	0.00%
Total Revenues	<u>1,067,859</u>	<u>1,239,000</u>	<u>1,243,725</u>	<u>1,214,000</u>	<u>(25,000)</u>	<u>-2.02%</u>

Town of Dillon
Marina Enterprise Fund
2016 Budget

Marina Enterprise Fund (continued)

Budget Narrative – Marina Enterprise Fund

	2014	2015	2015	2016	\$ Increase	% Increase
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>	<u>16 to 15 Bud</u>	<u>16 to 15 Bud</u>
EXPENDITURES						
Personnel	453,251	511,161	511,000	521,700	10,539	2.06%
Retail Sales	61,013	58,700	52,600	64,000	5,300	9.03%
Mooring/Slips	766	6,200	5,000	2,000	(4,200)	-67.74%
Rentals	24,761	24,000	23,800	12,900	(11,100)	-46.25%
Fuel Sales	43,434	50,100	50,000	40,500	(9,600)	-19.16%
Concessions	-	1,900	400	1,900	-	0.00%
Facility	69,516	79,980	75,889	79,000	(980)	-1.23%
Capital Outlay						
Engineering	185	200	500	500	300	150.00%
Office Equipment	7,512	10,000	13,000	6,000	(4,000)	-40.00%
Rental Boats	58,570	92,000	92,000	40,000	(52,000)	-56.52%
Other Equipment	5,765	6,200	2,000	4,000	(2,200)	-35.48%
Dock Maintenance	8,297	8,500	8,500	10,000	1,500	17.65%
Infrastructure Improvements	-	-	4,500	30,000	30,000	0.00%
Vehicle Purchases	-	40,000	40,000	-	(40,000)	-100.00%
Total Capital Outlay	80,329	156,900	160,500	102,500	(54,400)	-34.67%
Debt Service	209,870	210,150	210,150	210,244	94	0.04%
Training	11,464	8,000	10,500	12,000	4,000	50.00%
General Operations	84,119	94,475	92,275	97,715	3,240	3.43%
Total Expenditures	<u>1,038,523</u>	<u>1,201,566</u>	<u>1,192,114</u>	<u>1,144,459</u>	<u>(57,107)</u>	<u>-4.75%</u>
Revenues Over (Under) Exp	<u>29,336</u>	<u>37,434</u>	<u>51,611</u>	<u>69,541</u>	<u>32,107</u>	<u>85.77%</u>
Reserves - Unrestricted	<u>187,081</u>	<u>180,629</u>	<u>178,470</u>	<u>207,929</u>	<u>27,300</u>	<u>15.11%</u>
Available Cash Balance	<u>24,877</u>	<u>70,601</u>	<u>85,099</u>	<u>125,181</u>	<u>54,580</u>	<u>77.31%</u>

At 9017 feet of altitude, the Dillon Marina is the highest marina in North America and the second-highest in the world. It occupies a 56-acre footprint, six acres on land, and 50 acres on the water. With all of the extreme problems associated with a high-altitude marina on a non-constant level lake, the marina employs over 6,000 feet of docks with 1,224 cleats for securing boats, and 68 anchors connected to 8,250 feet of steel cable to hold everything together. We currently provide in-depth marine services. Specifically, we provide a full-service boatyard, sailing school, marine dry storage, wet slips with electricity, bath house with showers, and a food and beverage operation. The marina also donates in-kind services to the Dillon Yacht Club and junior sailing program. We maintain a fleet of 26 rental boats and provide for special events such as Let's Go Boating, the Marina Mutt show and the World's Highest Air Show.

**Town of Dillon
Marina Enterprise Fund
2016 Budget**

Budget Narrative – Marina Enterprise Fund (continued)



Our mission statement: The Dillon Marina will be Colorado’s premier marine attraction in the Rockies. We will provide first-class recreational experiences and marine services to local and national visitors. We will provide a physically attractive setting in which to experience fun and family oriented recreation in an entertaining and safe manner. We will continue to balance the recreational and service needs of our customers with a strong environmental awareness.

Some major projects completed in the year 2015 were the purchase and commissioning of 4 new pontoon boats, lights installed in upper parking lots, and lower parking lot paving.

Marina Enterprise Fund Debt

The Marina Fund is responsible for the lease agreement entered into by the Town with UMB Bank in 2010 using the Town Hall as collateral. The lease proceeds of \$2.2 million funded the slope stabilization at the marina. The lease is a 20 year term with an interest rate of 4.65%. The outstanding balance at 12/31/16 will be \$1,904,000.

<i>Debt Service Schedule</i>			
<i>Original Debt Issued \$2,200,000</i>			
<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	\$ 87,000	\$ 83,677	\$ 170,677
2017	\$ 91,000	\$ 79,585	\$ 170,585
2018-2031	<u>\$1,643,000</u>	<u>\$564,626</u>	<u>\$2,207,626</u>
Total	<u>\$1,821,000</u>	<u>\$727,888</u>	<u>\$2,548,888</u>

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***Town of Dillon
Special Revenue Funds
2016 Budget
Parking Escrow Fund***

	2014	2015	2015	2016	\$ Variance	% Variance
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>	<u>16 Budget to</u>	<u>16 Budget</u>
					<u>15 Budget</u>	<u>to 15 Budget</u>
BEGINNING BALANCE	760	760	760	760	-	0.00%
REVENUES						
Parking Fees	-	-	-	-	-	0.00%
TOTAL REVENUES	-	-	-	-	-	0.00%
EXPENDITURES						
Transfer Out	-	-	-	-	-	0.00%
TOTAL EXPENDITURES	-	-	-	-	-	0.00%
Revenues Over(Under)						
Expenditures	-	-	-	-	-	0.00%
AVAILABLE CASH						
BALANCE	760	760	760	760	-	0.00%

Budget Narrative – Parking Escrow Fund

The Parking Escrow Fund was established to allow developers in the Town Center to pay for deficient parking spaces. There are no anticipated revenues or expenditures in 2016.

***Town of Dillon
Special Revenue Funds
2016 Budget***

Cemetery Perpetual Care Fund

	2014	2015	2015	2016	\$ Variance	% Variance
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>	<u>16 Budget to</u>	<u>16 Budget</u>
					<u>15 Budget</u>	<u>to 15 Budget</u>
BEGINNING BALANCE	77,833	72,593	74,748	78,497	5,904	8.13%
REVENUES						
Perpetual Care Payments	4,000	1,500	1,500	1,500	-	0.00%
Capital Fee	-	-	1,600	1,200		
Earned Interest	586	580	484	500	(80)	-13.79%
Contributions	1,529	-	4,665	-	-	0.00%
Gravesite Deposits	1,050	-	350	-	-	0.00%
TOTAL REVENUES	<u>7,165</u>	<u>2,080</u>	<u>8,599</u>	<u>3,200</u>	<u>1,120</u>	<u>53.85%</u>
EXPENDITURES						
Headstones	3,250	4,850	4,850	2,000	(2,850)	-58.76%
Survey Work	7,000	-	-	-	-	0.00%
TOTAL EXPENDITURES	<u>10,250</u>	<u>4,850</u>	<u>4,850</u>	<u>2,000</u>	<u>(2,850)</u>	<u>-58.76%</u>
Revenues Over (Under) Expend	<u>(3,085)</u>	<u>(2,770)</u>	<u>3,749</u>	<u>1,200</u>	<u>3,970</u>	<u>-143.32%</u>
Non-Spendable-CPC	67,462	66,812	68,962	70,462	3,650	5.46%
Reserved for Capital Projects	-	-	1,600	2,800		
Reserved for Gravesite Markers	<u>1,750</u>	<u>1,750</u>	<u>2,100</u>	<u>2,100</u>	<u>350</u>	<u>0.00%</u>
AVAILABLE CASH BALANCE	<u>5,536</u>	<u>1,261</u>	<u>5,835</u>	<u>4,335</u>	<u>3,074</u>	<u>243.77%</u>

Budget Narrative – Cemetery Perpetual Care Fund

The Cemetery Perpetual Care Fund receives the money from the sale of cemetery lots at the Dillon Cemetery. All expenditures must be used for Cemetery purposes. The Dillon Cemetery Advisory Committee is continuing their work on placing headstones on unmarked graves. The revenue from the sale of lots is considered non-spendable and must be maintained in a perpetual care fund account. The Town began collecting deposits for gravesite markers if the family of the deceased does not purchase a gravesite marker at the time of interment. Once a gravesite marker is purchased by the family, the deposit is returned. The Town began collecting a capital fee on the sale of all lots. This money will be reserved for future capital projects at the Dillon Cemetery. The fund balance at 12/31/16 is projected to be \$4,335.

*Town of Dillon
Special Revenue Funds
2016 Budget*

Housing Initiative 5A Fund

	2014	2015	2015	2016	\$ Variance	% Variance
	ACTUAL	BUDGET	ESTIMATE	BUDGET	16 Budget to	16 Budget
					15 Budget	to 15 Budget
BEGINNING BALANCE	313,042	377,394	382,407	467,897	90,503	23.98%
REVENUES						
Impact Fees	835	-	1,261	-	-	0.00%
Sales Tax	97,330	93,086	105,078	105,078	11,992	12.88%
Interest	-	30	50	50	20	66.67%
Transfer In	-	-	-	-	-	0.00%
TOTAL REVENUES	<u>98,165</u>	<u>93,116</u>	<u>106,389</u>	<u>105,128</u>	<u>12,012</u>	<u>12.90%</u>
EXPENDITURES						
Administrative Fee	28,800	20,899	20,899	23,441	2,542	12.16%
Needs Assessment Study	-	-	-	-	-	0.00%
TOTAL EXPENDITURES	<u>28,800</u>	<u>20,899</u>	<u>20,899</u>	<u>23,441</u>	<u>2,542</u>	<u>12.16%</u>
Revenues Over (Under) Expend	<u>69,365</u>	<u>72,217</u>	<u>85,490</u>	<u>81,687</u>	<u>9,470</u>	<u>13.11%</u>
Reserves-Affordable Housing	-	159,580	467,897	549,584	390,004	0.00%
AVAILABLE CASH BALANCE	<u>382,407</u>	<u>290,031</u>	-	-	(290,031)	-100.00%

Budget Narrative –Housing Initiative 5A Fund

In 2006, the voters of Summit County approved a sales tax of .125% and impact fees to be used for attainable housing projects and the administrative fee from the Summit Combined Housing Authority. The 2016 expenditure is the administrative fee paid to the Multi-Jurisdictional Housing Authority. Town Council has reserved the fund balance at the end of 2016 in the amount of \$549,584 to provide funding for future affordable housing developments.

*Town of Dillon
Special Revenue Funds
2016 Budget*

Conservation Trust Fund

	2014	2015	2015	2016	\$ Variance	% Variance
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>BUDGET</u>	<u>16 Budget to</u>	<u>16 Budget</u>
					<u>15 Budget</u>	<u>to 15 Budget</u>
BEGINNING BALANCE	52,831	44,775	46,911	21,253	(23,522)	-52.53%
REVENUES						
State Lottery Funds	8,762	9,300	8,454	8,454	(846)	-9.10%
Earned Interest	24	50	50	50	-	0.00%
GOCO Grant	-	60,000	-	60,000	-	0.00%
TOTAL REVENUES	<u>8,786</u>	<u>69,350</u>	<u>8,504</u>	<u>68,504</u>	<u>(846)</u>	<u>-1.22%</u>
EXPENDITURES						
Town Park Master Plan Update	3,300	-	-	-	-	0.00%
Town Park Master Plan Improve	-	74,000	20,000	54,000	(20,000)	-27.03%
Marina Park Paver Path	-	14,000	14,162	-	(14,000)	0.00%
MP Pavilion Wind Screens	<u>11,406</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>
TOTAL EXPENDITURES	<u>14,706</u>	<u>88,000</u>	<u>34,162</u>	<u>54,000</u>	<u>(34,000)</u>	<u>0.00%</u>
Revenues Over (Under) Expen	<u>(5,920)</u>	<u>(18,650)</u>	<u>(25,658)</u>	<u>14,504</u>	<u>33,154</u>	<u>-177.77%</u>
AVAILABLE CASH BALANCE	46,911	26,125	21,253	35,757	9,632	36.87%

Budget Narrative – Conservation Trust Fund

The Conservation Trust Fund collects the state lottery proceeds from Great Outdoors Colorado. All expenditures must benefit public parks and open space. The 2016 expenditure is for Town Park master plan survey and design of Phase I. The Town received a grant from Great Outdoors Colorado that will be received in 2016 to pay for the Town Park master plan. The ending fund balance at 12/31/16 is projected to be \$35,757.

***Town of Dillon
Debt Service Funds
2016 Budget***

Improvement District #1 Anemone Trail Fund

	2014	2015	2015	2016	\$ Variance	% Variance
	ACTUAL	BUDGET	ESTIMATE	BUDGET	16 Budget to 15 Budget	16 Budget to 15 Budget
BEGINNING BALANCE	47,431	74,729	80,933	-	(74,729)	0.00%
REVENUES						
Sales Tax	176,826	68,577	62,392	-	(68,577)	0.00%
Earned Interest	2	20	1	-	(20)	0.00%
Transfer In	-	-	-	-	-	0.00%
TOTAL REVENUES	<u>176,828</u>	<u>68,597</u>	<u>62,393</u>	<u>-</u>	<u>(68,597)</u>	<u>0.00%</u>
EXPENDITURES						
Debt Service-Principal	133,153	138,146	138,146	-	(138,146)	0.00%
Debt Service-Interest	<u>10,173</u>	<u>5,180</u>	<u>5,180</u>	<u>-</u>	<u>(5,180)</u>	<u>0.00%</u>
TOTAL EXPENDITURES	<u>143,326</u>	<u>143,326</u>	<u>143,326</u>	<u>-</u>	<u>(143,326)</u>	<u>0.00%</u>
Revenues Over (Under) Exp	<u>33,502</u>	<u>(74,729)</u>	<u>(80,933)</u>	<u>-</u>	<u>74,729</u>	<u>0.00%</u>
AVAILABLE CASH BALANCE	<u>80,933</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>

Budget Narrative – Improvement District #1, Anemone Trail Fund

The 1996 Excise Tax Bonds were issued to pay for road construction on Anemone Trail. The interest rate is 3.75% and is paid in 2015. The bonds were paid in full in 2015.

TOWN OF DILLON
LEASE PURCHASE DISCLOSURE SCHEDULE
29-1-103(3) (d) C.R.S.

2016 BUDGET

- A. THE TOTAL AMOUNT TO BE EXPENDED DURING THE ENSUING FISCAL YEAR FOR PAYMENT OBLIGATIONS UNDER ALL LEASE-PURCHASE AGREEMENTS INVOLVING REAL PROPERTY:

\$ 170,677

- B. THE TOTAL MAXIMUM PAYMENT LIABILITY UNDER ALL LEASE-PURCHASE AGREEMENTS INVOLVING REAL PROPERTY OVER THE ENTIRE TERMS OF SUCH AGREEMENTS, INCLUDING ALL OPTIONAL RENEWAL TERMS:

\$ 2,548,888

- C. THE TOTAL AMOUNT TO BE EXPENDED DURING THE ENSUING FISCAL YEAR FOR PAYMENT OBLIGATIONS UNDER ALL LEASE-PURCHASE AGREEMENTS OTHER THAN THOSE INVOLVING REAL PROPERTY:

\$ 126,890

- D. THE TOTAL MAXIMUM PAYMENT LIABILITY UNDER ALL LEASE-PURCHASE AGREEMENTS OTHER THAN THOSE INVOLVING REAL PROPERTY OVER THE ENTIRE TERMS OF SUCH AGREEMENTS, INCLUDING ALL OPTIONAL RENEWAL TERMS:

\$ 126,890

**Summit County Telecommunications Consortium
Operating Fund
2016 Budget**

The Town of Dillon participates in the Summit County Telecommunications Consortium (SCTC) intergovernmental agreement with the Towns of Breckenridge, Frisco and Silverthorne and Summit County Government to provide funding and programming for Channels 10 and 22 in Summit County. The Town of Dillon is the fiscal agent, therefore the budget for the SCTC is included with the Town of Dillon's budget.

	2014	2015	2015	2016
	<u>Actual</u>	<u>Budget</u>	<u>Estimates</u>	<u>Budget</u>
BEGINNING BALANCE	38,518.02	59,690.12	62,144.41	73,602.23
REVENUES				
Local Government Contribution				
Town of Breckenridge	30,261.00	31,376.00	31,376.00	29,277.00
Town of Dillon	7,969.00	8,103.00	8,103.00	7,477.00
Town of Frisco	15,978.00	16,878.00	16,878.00	15,685.00
Town of Silverthorne	9,884.00	10,107.00	10,107.00	9,928.00
Summit County Government	59,273.00	59,841.00	59,841.00	55,016.00
Summit Stage	<u>6,500.00</u>	<u>6,500.00</u>	<u>6,500.00</u>	<u>6,500.00</u>
Total Local Govt Contribution	<u>129,865.00</u>	<u>132,805.00</u>	<u>132,805.00</u>	<u>123,883.00</u>
Miscellaneous Income				
Interest Earned	<u>734.00</u>	<u>25.00</u>	<u>700.00</u>	<u>700.00</u>
Total Miscellaneous Income	<u>734.00</u>	<u>25.00</u>	<u>700.00</u>	<u>700.00</u>
TOTAL REVENUES	<u>130,599.00</u>	<u>132,830.00</u>	<u>133,505.00</u>	<u>124,583.00</u>
Operating Expenditures				
Contract Labor	68,259.96	70,990.30	70,990.30	73,829.91
Supplies	220.42	1,000.00	500.00	1,000.00
Postage	-	20.00	20.00	20.00
Legal	-	240.00	-	240.00
Insurance	3,390.00	3,566.00	3,368.00	3,494.00
Miscellaneous	72.69	500.00	200.00	500.00
Web Site Hosting	3,690.00	480.00	513.88	480.00
Programming	-	300.00	300.00	300.00
Training	-	450.00	450.00	450.00
Remote Access	-	540.00	405.00	540.00
Marketing	1,001.00	1,000.00	1,000.00	1,000.00
Labor	<u>30,338.54</u>	<u>53,704.00</u>	<u>44,300.00</u>	<u>48,300.00</u>
Total Operating Expenditures	<u>106,972.61</u>	<u>132,790.30</u>	<u>122,047.18</u>	<u>130,153.91</u>
TOTAL EXPENDITURES	<u>106,972.61</u>	<u>132,790.30</u>	<u>122,047.18</u>	<u>130,153.91</u>
CASH AVAILABLE	<u>62,144.41</u>	<u>59,729.82</u>	<u>73,602.23</u>	<u>68,031.32</u>

***Summit County Telecommunications Consortium
Capital Fund
2016 Budget***

Capital Expenditures for the SCTC are funded with the Public Education and Government (PEG) fees that are assessed by Comcast to their customers. The PEG fees are then remitted to the SCTC to fund capital equipment needs in order to provide programming for Channels 10 and 22.

	2014 <u>Actual</u>	2015 <u>Budget</u>	2015 <u>Estimates</u>	2016 <u>Budget</u>
BEGINNING BALANCE	48,184.43	29,077.43	28,617.33	28,955.33
REVENUES				
PEG Fees	44,633.22	44,600.00	44,600.00	44,708.00
Interest Earned	733.99	15.00	700.00	700.00
Transfer In from Operating Fund	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL REVENUES	<u>45,367.21</u>	<u>44,615.00</u>	<u>45,300.00</u>	<u>45,408.00</u>
EXPENDITURES				
Equipment Maintenance	-	3,000.00	3,000.00	3,000.00
Communication Services	3,505.64	3,800.00	3,800.00	3,800.00
Computer Support	780.00	1,800.00	1,000.00	1,800.00
Music Library	1,477.00	1,477.00	1,477.00	1,477.00
Miscellaneous Capital	145.00	3,000.00	1,000.00	3,000.00
Channel 10 Capital	12,029.00	-	-	-
Channel 22 Capital	-	4,000.00	4,000.00	2,000.00
Studio Capital	26,700.00	7,950.00	6,400.00	-
Office Equipment	<u>20,297.67</u>	<u>24,285.00</u>	<u>24,285.00</u>	<u>11,500.00</u>
TOTAL EXPENDITURES	<u>64,934.31</u>	<u>49,312.00</u>	<u>44,962.00</u>	<u>26,577.00</u>
ENDING BALANCE	<u>28,617.33</u>	<u>24,380.43</u>	<u>28,955.33</u>	<u>47,786.33</u>

**TOWN COUNCIL ACTION ITEM
STAFF SUMMARY
DECEMBER 1, 2015 COUNCIL MEETING**

DATE: November 25, 2015

AGENDA ITEM NUMBER: 9

ACTION TO BE CONSIDERED: Consideration of Resolution 41-15, Series of 2015

SUMMARY: The mill levy must be certified to the Summit County BOCC prior to December 4, 2015 and therefore must be approved at this Council meeting. This resolution approves the property tax mill levy for the 2016 budget year. The assessed valuation for the town increased by 4.8% or \$2,991,790. The general operating mill levy can be maintained at 3.351. The general operating mill levy of 3.351 is split between the General Fund (2.873) and Capital Improvement Fund (.478). There is a reduction for the Dillon Urban Renewal Authority tax increment financing of \$4,283 that will be sent to DURA.

BUDGET IMPACT: Property tax collections in 2016 will be \$183,425 in the General Fund and \$31,230 in the Capital Improvement Fund.

RECOMMENDATION: The staff recommends approval of Resolution 41-15, Series of 2015.

Suggested Language – Move approval of Resolution No. 41-15, Series of 2015, levying general property taxes for the taxable year 2015 to help defray costs of municipal government for the Town for the 2016 budget year.

**ACTION REQUESTED: MOTION, SECOND, ROLL-CALL VOTE
RESOLUTIONS REQUIRE THE AFFIRMATIVE VOTE OF A MAJORITY OF
THE MEMBERS PRESENT.**

DEPARTMENT HEAD RESPONSIBLE: Carri McDonnell, Finance Director

**RESOLUTION NO. 41-15
SERIES OF 2015**

**A RESOLUTION LEVYING GENERAL PROPERTY TAXES
FOR THE TAXABLE YEAR 2015 TO HELP DEFRAY THE
COSTS OF MUNICIPAL GOVERNMENT FOR THE TOWN
OF DILLON, COLORADO FOR THE 2016 BUDGET YEAR.**

WHEREAS, the Town Council of the Town of Dillon has adopted the annual budget in accordance with the Local Government Budget Law on December 1, 2015, and;

WHEREAS, the amount of money necessary to balance the budget for the general operating expenses is \$218,939 and;

WHEREAS, the valuation for assessment for the taxable year of 2015 for the Town of Dillon as certified by the County Assessor is \$65,335,200.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, AS FOLLOWS:

Section 1. That for the purpose of defraying general operating expenses of the Town of Dillon during the 2016 budget year, there is hereby levied a tax of 3.351 mills upon each dollar of the total assessed valuation of all taxable property within the Town of Dillon for the taxable year 2015.

Section 2. That the Town Clerk is hereby authorized and directed to immediately certify to the County Commissioners of Summit County, Colorado, the total tax levy for the Town of Dillon, Colorado, as is herein set forth.

APPROVED AND ADOPTED THIS 1ST DAY OF DECEMBER, 2015 BY THE TOWN COUNCIL FOR THE TOWN OF DILLON, COLORADO.

TOWN OF DILLON
a Colorado municipal corporation

By: _____
Kevin Burns, Mayor

ATTEST:

By: _____
Jo-Anne Tyson, CMC/MMC, Town Clerk

**TOWN COUNCIL ACTION ITEM
STAFF SUMMARY
DECEMBER 1, 2015 COUNCIL MEETING**

DATE: November 25, 2015

AGENDA ITEM NUMBER: 10

ACTION TO BE CONSIDERED: Consideration of Resolution 42-15, Series of 2015

SUMMARY: This resolution appropriates the money for the 2016 expenditures by fund based on the 2015 budget. The total expenditures of \$12,405,675 will be paid from the total estimated fund balance at 12/31/15 of \$7,618,905 and 2016 revenues of \$10,534,253.

BUDGET IMPACT: n/a

STAFF RECOMMENDATION: The staff recommends approval of Resolution 42-15, Series of 2015.

Suggested Language – Move approval of Resolution No. 42-15, Series of 2015, appropriating sums of money to defray expenses and liabilities of the town for the 2016 budget year.

**ACTION REQUESTED: MOTION, SECOND, ROLL-CALL VOTE
RESOLUTIONS REQUIRE THE AFFIRMATIVE VOTE OF A MAJORITY OF
THE MEMBERS PRESENT.**

DEPARTMENT HEAD RESPONSIBLE: Carri McDonnell, Finance Director

RESOLUTION NO. 42-15
Series of 2015

**A RESOLUTION APPROPRIATING SUMS OF MONEY TO
DEFRAY EXPENSES AND LIABILITIES OF THE TOWN OF
DILLON, COLORADO FOR THE 2016 BUDGET YEAR.**

WHEREAS, the Town Council has adopted the annual budget for the Town of Dillon for the 2016 budget year in accordance with applicable law, and;

WHEREAS, the Town Council has, by Resolution, made the proper tax levy and has made provisions for revenues in an amount equal to, or greater than, the total proposed expenditures as set forth in said budget, and;

WHEREAS, the Town Council is now desirous of making appropriations for the ensuing fiscal year:

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, AS FOLLOWS:

Section 1. That the following sums are hereby appropriated from the revenue of each fund, to each fund, including fund to fund transfers, for the purposes stated:

General Fund	\$4,350,529
Capital Improvement Fund	2,506,109
Street Improvement Fund	1,611,394
Enterprise Funds:	
Water Operating Fund	491,238
Sewer Operating Fund	909,553
Marina Fund	1,144,459
Plant Investment Funds:	
Water Fund	765,231
Sewer Fund	547,721
Special Revenue Funds:	
Parking Escrow Fund	0
Cemetery Perpetual Care Fund	2,000
Conservation Trust Fund	54,000
Housing Initiative 5A	<u>23,441</u>
 TOTAL	 <u>\$12,405,675</u>

APPROVED AND ADOPTED THIS 1ST DAY OF DECEMBER, 2015 BY THE TOWN COUNCIL FOR THE TOWN OF DILLON, COLORADO.

TOWN OF DILLON
a Colorado municipal corporation

By: _____
Kevin Burns, Mayor

ATTEST:

By: _____
Jo-Anne Tyson, CMC/MMC, Town Clerk

**TOWN COUNCIL ACTION ITEM
STAFF SUMMARY
DECEMBER 1, 2015 COUNCIL MEETING**

DATE: November 25, 2015

AGENDA ITEM NUMBER: 11

ACTION TO BE CONSIDERED: Consideration of Resolution No. 43-15, Series of 2015

SUMMARY: The Council approved the Dillon Urban Renewal Plan on July 21, 2009 and amended the plan on February 7, 2012 to include tax increment financing. The Town's urban renewal attorney, Paul Benedetti has reviewed the plan and recommended the attached changes in red. The proposed modifications are minor and do not require a public hearing to approve the minor modifications.

BUDGET IMPACT: There is no budget impact.

STAFF RECOMMENDATION: Staff recommends approval of Resolution No. 43-15, Series of 2015.

ACTION REQUESTED: **MOTION, SECOND, AND ROLL CALL VOTE**

Resolutions require the affirmative vote of a majority of the members present.

Suggested Motion: "... move approval of Resolution No. 43-15, Series of 2015 finding and declaring a modification of the Dillon Urban Renewal Plan to be a minor modification of the plan and approving such modification

DEPARTMENT HEAD RESPONSIBLE: Carri McDonnell, Finance Director

RESOLUTION NO. 43-15
Series of 2015

**A RESOLUTION BY THE TOWN COUNCIL OF THE TOWN OF DILLON,
COLORADO FINDING AND DECLARING A MODIFICATION OF THE
DILLON URBAN RENEWAL PLAN TO BE A MINOR MODIFICATION OF
THE PLAN AND APPROVING SUCH MODIFICATION**

WHEREAS, The Town Council of the Town of Dillon wishes to modify the Dillon Urban Renewal Plan, originally adopted on July 21, 2009 and amended on February 7, 2012 (Plan); and

WHEREAS, Section 31-25-107 of the Colorado Revised Statutes provides that the Town Council may modify the Plan at any time and shall make a determination whether or not such modification will substantially change the Plan in land area, land use, design, building requirements, timing, or procedure, as previously approved; and

WHEREAS, The Town Council of the Town of Dillon believes it is necessary and in the public interest to modify such Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, AS FOLLOWS:

Section 1. The proposed modification of the Plan, as contained in the modified Plan attached to and made a part of this resolution, is a minor modification that will not substantially change the Plan in land area, land use, design, building requirements, timing, or procedure, as previously approved.

Section 2. Because the modification of the Plan is a minor modification thereof, the approval of such modification is not subject to the requirements of Section 31-25-107 of the Colorado Revised Statutes.

Section 6. The staff of the Dillon Urban Authority are hereby authorized and directed to deliver the findings, approvals, and recommendations contained herein to all appropriate parties, and to prepare, execute, and deliver all documents necessary to effectuate the Plan modification described herein.

**APPROVED AND ADOPTED THIS 1ST DAY OF DECEMBER, 2015, BY THE
TOWN COUNCIL FOR THE TOWN OF DILLON, COLORADO.**

TOWN OF DILLON
a Colorado municipal corporation

By: _____
Kevin Burns, Mayor

ATTEST:

By: _____
Jo-Anne Tyson, CMC/MMC, Town Clerk



Town of Dillon

Urban Renewal Plan

Town of Dillon, Colorado

July 21, 2009, amended February 7, 2014, and _____, 2015

Prepared for:

Dillon, Colorado Town Council

Prepared by:

Leland Consulting Group



Town of Dillon

Urban Renewal Plan

Town of Dillon, Colorado

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Urban Renewal Plan

Town of Dillon, Colorado

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Town of Dillon

Urban Renewal Plan

Town of Dillon, Colorado

1.0 Introduction

1.1 Preface

This *Town of Dillon Urban Renewal Plan* (the “**Plan**” or the “**Urban Renewal Plan**”) has been prepared by the Dillon Urban Renewal Authority (the “**Authority**”) for the Town of Dillon (“**Town**”). It will be carried out by the Authority, pursuant to the provisions of the Urban Renewal Law of the State of Colorado, Part 1 of Article 25 of Title 31, Colorado Revised Statutes, 1973, as amended (the “**Act**”). The administration and implementation of this Plan, including the preparation and execution of any documents implementing it, shall be performed by the Authority.

1.2 Blight Findings

Under the Act, an urban renewal area is a blighted area, which has been designated as appropriate for an urban renewal project. In each urban renewal area, conditions of blight, as defined by the Act, must be present, and in order for the Authority to exercise its powers, the Town Council must find that the presence of those conditions of blight, “substantially impairs or arrests the sound growth of the municipality or constitutes an economic or social liability, and is a menace to the public health, safety, morals or welfare.”



The *Town of Dillon Conditions Survey*, prepared by Leland Consulting Group, dated October, 2008, which is attached hereto as **Attachment 1** (the "**Blight Study**"), demonstrates that the Town of Dillon Conditions Survey Area ("**Study Area**"), as defined in the Blight Study, is a blighted area under the Act.

1.3 Other Findings

The Area is appropriate for ~~an one or more u~~Urban ~~r~~Renewal ~~p~~Projects ~~as defined in the Act. and other u~~Undertakings ~~and activities in furtherance of the Urban Renewal Project pursuant to this Plan may include any and all activities~~ authorized by the Act ~~to be advanced by the Authority as may.~~ ~~One or more projects could require the demolition and clearance of certain public and private improvements within the Area as provided in this Plan. If this is the case, such actions will be determined to be~~ necessary to prevent the spread of deterioration and/ or eliminate unsafe, obsolete and other uses detrimental to the public welfare

It is the intent of the Town Council in adopting this Plan that the Authority exercise all powers authorized in the Act which are necessary, convenient or appropriate to accomplish the objectives of this Plan. Further, it is the intent of this Plan that the Authority exercise all such powers as may now be possessed or hereafter granted for the elimination of qualifying conditions in the Area.

The powers conferred by the Act are for public uses and purposes for which public money may be expended and police powers exercised. This Plan is in the public interest and necessity -- such finding being a matter of legislative determination by the Town Council.



1.4 Urban Renewal Area Boundaries

The proposed Town of Dillon Urban Renewal Area (the “**Urban Renewal Area**” or the “**Area**”) includes all properties within the Town limits as delineated in **Figure No. 1** and described in the legal description presented in the **Appendix**. The boundaries of the Area generally include 1,488 acres of land (including a portion of the reservoir). For the purposes of this analysis, 655 parcels (not including individual condominium units), were aggregated into 65 survey blocks, totaling 820 acres. As per the Statute, the legal description controls the boundary description in case of any conflict.

1.4.1 Map of Urban Renewal Area (Figure 1)

The Urban Renewal Area map is presented as **Figure No. 1** on the following page.

2.0 Definitions

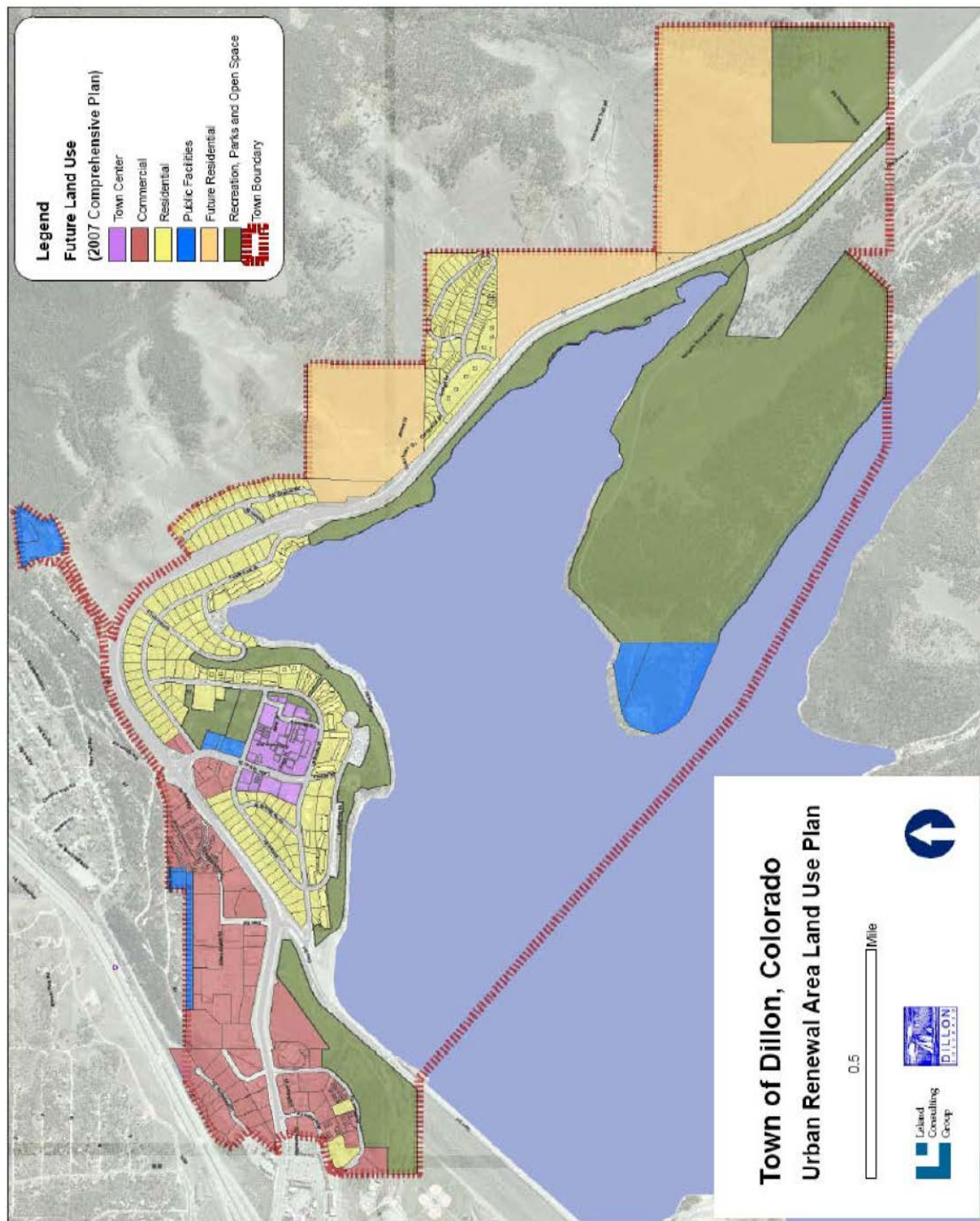
Act – means the Urban Renewal Law of the State of Colorado, Part 1 of Article 25 of Title 31, Colorado Revised Statutes, as amended.

Area or Urban Renewal Area – means the Town of Dillon Urban Renewal Area as depicted in **Figure 1** and legally described in **Appendix I**.

Dillon Comprehensive Plan – means the *Town of Dillon Comprehensive Plan Update 2008*, as such plan has been or may be amended from time to time.

Authority – means the Dillon Urban Renewal Authority.

Figure 1:





Blight Study - means the *Town of Dillon Conditions Survey*, prepared by Leland Consulting Group, dated October, 2008, attached hereto as **Attachment 1** and incorporated herein by this reference.

Town - means the Town of Dillon, a home-rule municipal corporation of the State of Colorado.

Town Council - means the Town Council of the Town of Dillon.

Town Tax or **Town Taxes** - means, collectively, the tax imposed by the Town on certain transactions.

Comprehensive Plan - means the *Town of Dillon Comprehensive Plan Update 2008* (the "Comprehensive Plan"), as such plan may be replaced or modified from time to time.

Cooperation Agreement - means any agreement between the Authority and Town, or any public body (the term "public body" being used in this Plan as defined by the Act) respecting action to be taken pursuant to any of the powers set forth in the Act or in any other provision of Colorado law, for the purpose of facilitating public undertakings deemed necessary or appropriate by the Authority under this Plan.

C.R.S. - means the Colorado Revised Statutes, as amended from time to time.

Impact Report - means the *Town of Dillon Summit County Impact Report* prepared by Leland Consulting Group, dated April, 2009, attached hereto as **Attachment 2** and incorporated herein by this reference.

Improvement District - means a special district created to make improvements, typically to public space infrastructure, in a given area.



Plan or Urban Renewal Plan – means this *Town of Dillon Urban Renewal Plan*.

~~**Property Tax Increment Area** – means that portion of the Area designated as a property tax increment area, as defined and pursuant to the procedures set forth in this Plan.~~

Redevelopment / Development Agreement – means one or more agreements between the Authority and developer(s) and / or property owners or such other individuals or entities as may be determined by the Authority to be necessary or desirable to carry out the purposes of this Plan.

~~**Sales Tax** – means the municipal sales tax imposed by the Town on certain transactions.~~

~~**Sales Tax Increment Area** – means any portion of the Area designated as a sales tax increment area, as defined and pursuant to the procedures set forth in Section 7.3 of this Plan.~~

Study Area – means the geographic territory defined for the Blight Study, the boundaries of which are coterminous with the Area boundaries.

~~**Tax Increment Area** – means a portion of the Area designated as a Property Tax and/or Sales Tax Increment Area, as defined and pursuant to the procedures set forth in this Plan.~~

Urban Renewal Project – has the same meaning as defined in the Act and includes all of the undertakings and activities authorized by the Act and this Urban Renewal Plan.



3.0 Purpose of the Plan

The purpose of this Plan is to reduce, eliminate and prevent the spread of blight within the Area and to stimulate growth and investment within the Area boundaries. To accomplish this purpose, the Plan promotes local objectives expressed in adopted community plans with respect to appropriate land uses, private investment and public improvements, provided that the delineation of such objectives shall not be construed to require that any particular development or construction activity project necessarily promote all such objectives.

Specifically, the *Town of Dillon Urban Renewal Plan* seeks to advance the vision of the priorities of the *Town of Dillon Parks and Recreation Master Plan 2007*, *Dillon Town Center Vision and Direction 2007*, *Dillon Town Center Revitalization Strategy 2007*, *Dillon Marina Master Planning Report 2008* and *Dillon Economic Revitalization Advisory Committee Report 2008*. These plans, as they may be updated, modified, or replaced while this Plan is in effect, speak to significant portions of the Urban Renewal Plan Area and address a comprehensive list of goals and objectives related to community revitalization.

Within the Urban Renewal Area, uses and product types which can respond to market conditions over time; further the goals and objectives of the *Town of Dillon Comprehensive Plan-Update 2008*, and other community adopted plans, as well as any other relevant municipal policy document adopted while this Plan is in effect; leverage the community's investment in public improvements projects; and, contribute to redevelopment of and elimination of blight within the Area will be encouraged.

While the principal goal of the urban renewal effort, as required by the Act, is to afford maximum opportunity, consistent with the sound needs of the Town as a whole and to develop and rehabilitate the Area by private enterprise; it is not



intended to replace the efforts of area business development or marketing organizations.

The rehabilitation and redevelopment of properties within the Area will be accomplished through the improvement of existing, and construction of new, structures and infrastructure, attraction of new investment and reinvestment, and prevention of deterioration of properties in the Area. The effort will involve the Authority and Town Council with participation and cooperation by the private sector.

While the Act authorizes the Authority to undertake zoning and planning activities to regulate land use, maximum densities, and building requirements in the Area, the Town will regulate land use and building requirements. At a minimum, all undertakings and activities in furtherance of this Plan and the Urban Renewal Project projects of the Authority within the Area shall comply with all applicable municipal requirements in effect from time to time.

4.0 Blight Conditions

Before an urban renewal plan can be adopted by the Town, the area must be determined to be a “blighted area” as defined in Section 31-25-103(2) of the Act, which provides that, in its present condition and use, the presence of at least four of the following factors in the area, substantially impairs or arrests the sound growth of the municipality, retards the provision of housing accommodations, or constitutes an economic or social liability, and is a menace to the public health, safety, morals, or welfare:

- (a) *Slum, deteriorated, or deteriorating structures;*
- (b) *Predominance of defective or inadequate street layout;*
- (c) *Faulty lot layout in relation to size, adequacy, accessibility, or usefulness;*
- (d) *Unsanitary or unsafe conditions;*
- (e) *Deterioration of site or other improvements;*
- (f) *Unusual topography or inadequate public improvements or utilities;*



- (g) *Defective or unusual conditions of title rendering the title nonmarketable;*
- (h) *The existence of conditions that endanger life or property by fire or other causes;*
- (i) *Buildings that are unsafe or unhealthy for persons to live or work in because of building code violations, dilapidation, deterioration, defective design, physical construction, or faulty or inadequate facilities;*
- (j) *Environmental contamination of buildings or property;*
- (k.5) *The existence of health, safety, or welfare factors requiring high levels of municipal services or substantial physical underutilization or vacancy of sites, buildings, or other improvements; or*
- (l) *If there is no objection by the property owner or owners and the tenant or tenants of such owner or owners, if any, to the inclusion of such property in an urban renewal area, "blighted area" also means an area that, in its present conditions and use and, by reason of the presences of any one of the factors specified in paragraphs (a) to (k.5) of Section 31-25-103(2), substantially impairs or arrests the sound growth of the municipality, retards the provision of housing accommodations, or constitutes an economic or social liability, and is a menace to the public health, safety, morals, or welfare.*

The Act also provides that, if private property is to be acquired by the Authority by eminent domain, at least five of the factors specified in Section 31-25-103(2)(a) to (2)(l) must be present.

The general methodology for conducting the Blight Study is to: (i) define the Study Area; (ii) gather information about the Study Area, such as right-of-way and parcel boundaries, aerial photography, etc.; (iii) evaluate evidence of blight through field reconnaissance of the Study Area to document observed physical conditions of blight; and, (iv) collect data about blight factors that are not visually observable.

Establishment of the Area as an urban renewal area will allow for public resources and revenues to effectively target the removal of blight and installation of infrastructure to advance the Town's vision as expressed in the following mission statement:

"Dillon as a vibrant community with a proud history and an exciting future that enhances its unique recreational, economic, and environmental characteristics.



The Town is dedicated to providing high quality services to its residents, businesses, and guests through responsive government and through enhancement of cultural and recreational activities in a pedestrian-friendly environment.”

Among the 11 qualifying factors identified in the Act, the Blight Study identified the presence of the following eight blight factors in the Study Area:

- (a) Slum, Deteriorated and Deteriorating Structures
- (b) Predominance of Defective or Inadequate Street Layout
- (c) Faulty Lot Layout in Relation to Size, Adequacy, Accessibility, or Usefulness
- (d) Unsanitary or Unsafe Conditions
- (e) Deterioration of Site or Other Improvements
- (f) Unusual Topography or Inadequate Public Improvements or Utilities
- (h) Existence of Conditions that Endanger Life or Property by Fire or Other Causes
- (k.5) Existence of Health, Safety, or Welfare Factors Requiring High Levels of Municipal Services or Substantial Physical Underutilization or Vacancy of Sites, Buildings, or Other Improvements

The condition, (g) of Section 31-25-103(2), defective or unusual conditions of title rendering the title non-marketable, was not investigated.

5.0 Plan’s Relationship to Local Objectives and Appropriate Land Uses

5.1 General Description

Implementation of this Urban Renewal Plan supports the objectives and requirements of the ~~Town of Dillon Comprehensive Plan Update 2008~~ with respect to development and redevelopment. As development occurs in



the Area, it shall conform to the *Dillon Comprehensive Plan* and any subsequent updates, the Town Building and Zoning Codes and any rules, regulations, and policies promulgated pursuant thereto, any site-specific planning documents that might impact properties in the Area including, but not limited to, Town-approved site, drainage, and public improvement plans, and any applicable Town design standards, all as in effect and as may be amended from time to time.

Existing conditions present within the Area will be remedied by the proposed Plan, but will need to first be identified as a priority public investment item by the Authority in consultation with the Town and community. Improvements will be phased as the market allows and funded in part by tax increment revenues.

5.2 Relationship to Dillon Comprehensive Plan

A general plan for the Town, known as the *Town of Dillon Comprehensive Plan Update*, was adopted in 2008. The Authority, with the cooperation of the Town, private enterprise and other public bodies, will undertake ~~projects and~~ activities described in this Plan in order to eliminate the conditions of blight identified herein while implementing the goals and objectives of the ~~Town of Dillon Comprehensive Plan Update 2008~~ and subsequent updates. Specific elements of the ~~Town of Dillon Comprehensive Plan Update 2008~~, and any subsequent updates, which this Plan advances, include the following (taken verbatim).

Town of Dillon Comprehensive Plan Update 2008

Section 3. Economic Overview

Goals and Policies



Goal: To broaden and enhance Dillon’s long-term viability while at the same time establishing the Town Center with a unique and lasting sense of place.

Policies: Strive to provide an economic environment that helps promote, expand and strengthen commercial activities.

Encourage a diversified economic base for the community that emphasizes niche markets and supports retail, while strengthening the viability of businesses and is compatible with the environmental resources of the community.

Promote economic development in a responsible manner with due consideration to public cost, energy availability, land use compatibility, and transportation access.

Goal: To revitalize the Town Center utilizing opportunities for economic expansion, tenant stabilization and diversification aimed at strengthening Dillon’s year-round economy.

Policies: Research alternative incentives to attract new businesses. These could include incentives for taxes, creation of public gathering spaces, zoning, financing, parking, and increased density facilitated through an Urban Renewal Authority (URA).

Encourage the preservation and enhancement of commercial development and redevelopment in the Town Center as a method to better serve residents and visitors.

Continue to evaluate the Town Center and identify additional improvements that can improve the economic climate of the community.

Section 6. Land Use Element

Land Use Guidelines

The Town has been working towards integrating its multiple master plans into a unified vision. Through this process, several medium and high-priority projects were identified. The Town should work to develop



implementation plans and budgets to achieve these goals over the next three to five years.

Residential. The Town, through its comprehensive planning process, is trying to achieve diversity in housing types and densities to provide a choice to Dillon year-round residents as well as second homebuyers. Through the *Comprehensive Plan*, the municipal zoning ordinance, and capital improvement program, it is hoped that a diversity of housing types can be achieved.

Town Center. The Dillon Town Center was improved by the community in the early to mid 1990's through extensive streetscape and street improvements. The Town needs to continue to build on these improvements and encourage private investment in the Town Center that will strengthen the economic climate in downtown Dillon. The Leland Study and the *Dillon Town Center Vision and Direction Report* both recommended the formation of an Urban Renewal Authority. The formation of an Urban Renewal Area encompassing the Town Center areas will provide funding mechanisms for incentives to promote redevelopment of outdated and underused commercial spaces, as well as provide an opportunity to develop housing for year-round residents. The key to revitalization will be to bring more people for longer periods of time to the Town Center to dine, shop, and enjoy public spaces and spectacular views.

The West Entry Monument was developed near the Town line between Dillon and Silverthorne. This entry monument complements the entry monument at Lake Dillon Drive. Further efforts should continue to use design elements from these projects to enhance the character of Dillon and provide continuity between the Town Center and the Highway 6 commercial corridor.

Goals and Policies

Goal: To improve the Dillon Town Center, and create a focal point for the community that contains civic, commercial, cultural, entertainment, and recreational activities that can be utilized throughout the year.



Policies: Encourage future commercial development to improve the Dillon Town Center capable of providing services and amenities for the community.

Analyze potential uses for the Dillon Town Center and strive to keep it as a community focal point, rather than allowing its importance to diminish.

Create an incentive program to encourage the redevelopment of existing buildings that no longer meet Town design standards, nor provide for uses that encourage additional commercial activity within the Town Center. This new incentive program should be matched with regulations (such as vertical zoning) to create the desired hardscapes and tenant mix for the Town Center.

Section 9. Implementation

Town Center Revitalization

Implement the recommendations of the Dillon Economic Revitalization Advisory Committee *Town Center Vision and Direction Report*. Recommendations include the formation of an Urban Renewal Authority as well as development of an incentive plan to encourage redevelopment and investment in the Town Center.

5.3 Relationship to Other Community Plans

Implementation of this Urban Renewal Plan will be consistent with development objectives expressed in all community adopted and accepted documents including the *Town of Dillon Parks and Recreation Master Plan 2007*, *Dillon Town Center Vision and Direction 2007*, *Dillon Town Center Revitalization Strategy 2007*, *Dillon Marina Master Planning Report 2008* and *Dillon Economic Revitalization Advisory Committee Report 2008*. Primary planning goals and objectives identified and described in these



documents which support urban renewal activities are presented in the Appendix section of this report.

6.0 Authorized Urban Renewal Undertakings and Activities

The Act allows for a wide range of activities to be used in the implementation of an urban renewal plan. In the case of this Plan, it is the Authority's intent to provide incentives to stimulate private investment in cooperation with property owners and other affected parties in order to accomplish its objectives. Public-private partnerships and other forms of cooperative development will be key to the Authority's strategy for preventing the spread of blight and eliminating existing blight conditions. Reliance on powers such as eminent domain will only be considered as a final option, as determined by the Town Council, to achieve the objectives of this Plan.

6.1 Public Improvements and Facilities

The Authority may undertake certain actions to make the Area more attractive for private investment. The Authority may, or cause others to, install, construct, and reconstruct any public improvements.

Additionally, the Authority may, or cause others to, demolish and clear buildings and existing improvements for the purpose of promoting the objectives of the Plan and the Act. Finally, the Authority may, or may cause others to, install, construct and reconstruct any other authorized improvements in the Area, including, without limitation, other authorized undertakings or improvements for the purpose of promoting the objectives of this Plan and the Act.

Public ~~improvements projects~~ are intended to stimulate (directly and indirectly) private sector investment in and around the Area. The combination of public and private investment will assist in the



investment and reinvestment of the Area with a greater intensity and quality of viable residential, commercial, employment and mixed-use sub-areas supported by multiple forms of transportation and public spaces contributing to the overall economic well-being of the community.

As described in **Section 4.0** of this Plan, eight qualifying conditions of blight, as defined in Section 31-25-103(2) of the Act, are evident in the Area. This Plan proposes addressing each of these conditions through completion of the following public improvements and facilities or such other improvements and facilities as may be proposed from time to time:

- (a) Slum, Deteriorated and Deteriorating Structures: new buildings and structures and other building improvements including facades, fencing and out-buildings;
- (b) Predominance of Defective or Inadequate Street Layout: improved access and circulation within interior parcels (including to lake Dillon Theater and commercial businesses); completion of incomplete streets; and, roadway repairs;
- (c) Faulty Lot Layout in Relation to Size, Adequacy, Accessibility, or Usefulness: (see Predominance of Defective or Inadequate Street Layout);
- (d) Unsanitary or Unsafe Conditions: pedestrian improvements; ADA improvements; lighting; bike paths; and deferred maintenance items including cracked and buckled sidewalks;
- (e) Deterioration of Site or Other Improvements: improvements to parking surfaces and other public improvements;
- (f) Unusual Topography or Inadequate Public Improvements or Utilities: undergrounding of overhead utilities; increasing water flow and electrical capacity;



- (h) Existence of Conditions that Endanger Life or Property by Fire and Other Causes: sprinklering of commercial buildings; enhanced water flow capacity; and, improved access for emergency vehicles;
- (k.5) Existence of Factors Requiring High Levels of Municipal Services or Substantial Physical Underutilization or Vacancy of Sites, Buildings or Other Improvements: new and improved uses, site assemblage; site preparation; and, assistance with post-development leasing strategies.

6.2 Other Improvements and Facilities

Other public and private ~~There could be other non-public~~ improvements in the Area ~~that~~ may be required to accommodate development and redevelopment. The Authority may assist in the financing or construction of these improvements.

6.3 Development Opportunities—~~Catalyst Projects~~

A key concept associated with implementation of the Plan is targeted investment that will serve to catalyze development throughout the Area and fund future public improvements. The aggregate impact of potential investment within the Area is reflected in the Impact Report in **Attachment 2**.

6.4 Development Standards

All development in the Area shall conform to applicable land use and building rules, regulations, policies and other requirements and standards of the Town and any other governmental entity which has



jurisdiction over all or any portion of the Area as applicable from time to time.

In conformance with the Act and the Plan, the Authority may adopt design standards and other requirements applicable to redevelopment activities ~~projects~~ undertaken by the Authority in the Area. Unless otherwise approved by Town Council, any such standards and requirements adopted by the Authority shall be consistent with all other Town zoning and development policies and regulations.

6.5 Variations in the Plan

The Authority may propose, and the Town Council may make, such modifications to this Urban Renewal Plan as may be necessary provided they are consistent with the ~~Town of Dillon Comprehensive Plan Update 2008~~ and any subsequent updates, as well as the Act, or such amendments made in accordance with this Plan and as otherwise contemplated by this Plan.

The Authority may, in specific cases, allow non-substantive variations from the provisions of this Plan if it determines that a literal enforcement of the provision would constitute an unreasonable limitation beyond the intent and purpose stated herein.

6.6 Urban Renewal Plan Review Process

The review process for the Plan is intended to provide a mechanism to allow those parties responsible for implementing its provisions ~~key projects~~ to periodically evaluate its effectiveness and make adjustments to ensure efficiency in implementing the recommended activities.



The following steps are intended to serve as a guide for future Plan review:

- (a) The Authority may propose modifications, and the Town Council may make such modifications as may be necessary provided they are consistent with the ~~Town of Dillon Comprehensive Plan Update 2008~~ and any subsequent updates, as well as the Act.
- (b) Modifications may be developed from suggestions by the Authority, property and business owners, and Town staff operating in support of the Authority and advancement of this Plan.
- (c) A series of joint workshops may be held by and between the Authority and property and business owners to direct and review the development of Plan modifications.

6.7 ~~Project~~ Financing and Creation of Tax Increment Areas

While ~~construction of improvements projects~~ within the Area are planned to be primarily privately financed, it is the intent of the Town Council in approving this Urban Renewal Plan to ~~authorize the use of~~ tax increment financing by the Authority to assist with ~~the redevelopment in the Area of these projects~~. Urban renewal authorities in Colorado are authorized by statute (C.R.S 31-25-105) to borrow money and accept advances, loans, grants and contributions from public or private sources, and to issue bonds to finance their activities or operations. In practice, an accepted method for financing the urban renewal projects described in an urban renewal plan is to utilize incremental property tax and / or municipal



sales tax revenues attributable to the redevelopment in the plan project area to pay the principal of, the interest on, and any premiums due in connection with the bonds of, loans or advances to, or indebtedness incurred by the Authority.

The boundaries of the Urban Renewal Area shall be as set forth in **Appendix I**. As more fully set forth herein this **Section 6.7**, it is the intent of Town Council in approving this Plan to authorize the use of tax increment financing by the Authority as part of its efforts to undertake and advance the Plan.

6.8 Property Acquisition and Land Assemblage

The Authority may acquire property by negotiation or any other method authorized by the Act, including the power of eminent domain, except that any proposal to acquire property under the power of eminent domain may not include property zoned as residential under the Dillon municipal code, which includes the Residential Estate, Residential Low Density, Residential Medium Density and Residential High Density zoning designations. Any Mixed Use zoning designation, or its equivalent, shall not be considered a residential zoning designation under this Plan. However, the Authority may acquire any property, regardless of zoning designation, under the power of eminent domain if the owner of the property in question requests a “friendly condemnation” process and consents in writing to acquisition of the property by eminent domain by the Authority. Any proposal to acquire property under the power of eminent domain must be approved by the Town Council via ordinance, and in accordance with the Act.



The Authority may temporarily operate, manage and maintain property in the Area. Such property shall be under the management and control of the Authority and may be rented or leased pending its disposition for redevelopment.

6.9 Relocation Assistance

It is not anticipated that acquisition of real property by the Authority will result in the relocation of any individuals, families, or business concerns. However, if such relocation becomes necessary, the Authority will adopt a relocation plan in conformance with the Act.

6.10 Demolition, Clearance, Environmental Remediation, and Site Prep

In carrying out this Plan, it is anticipated that the Authority may, on a case-by-case basis, elect to demolish and clear buildings, structures and other improvements. Additionally, development activities consistent with this Plan, including but not limited to Development or Cooperation Agreements, may require such demolition and clearance to eliminate unhealthy, unsanitary, and unsafe conditions, eliminate obsolete and other uses detrimental to the public welfare, and otherwise remove and prevent the spread of deterioration.

With respect to property acquired by the Authority, it may demolish and clear, or contract to demolish and clear, those buildings, structures and other improvements pursuant to this Plan, if in the judgment of the Authority, such buildings, structures and other improvements cannot be rehabilitated in accordance with this Plan. The Authority may also undertake such additional site preparation activities as it deems necessary to facilitate the disposition and development of such property.



6.11 Property Disposition

The Authority may sell, lease, or otherwise transfer real property or any interest in real property subject to covenants, conditions and restrictions, including architectural and design controls, time restrictions on development, and building requirements, as it deems necessary to develop such property. Real property or interests in real property may be sold, leased or otherwise transferred for uses in accordance with the Act and this Plan. All property and interest in real estate acquired by the Authority in the Area that is not dedicated or transferred to public entities, shall be sold or otherwise disposed of for redevelopment in accordance with the provision of this Plan and the Act.

6.12 Redevelopment and Rehabilitation Actions

Redevelopment and rehabilitation actions within the Area may include such undertakings and activities as are in accordance with this Plan and the Act, including without limitation: demolition and removal of buildings and improvements as set forth herein; installation, construction and reconstruction of public improvements; elimination of unhealthful, unsanitary or unsafe conditions; elimination of obsolete or other uses detrimental to the public welfare; prevention of the spread of deterioration; and, provision of land for needed public facilities. The Authority may enter into Cooperation Agreements and Redevelopment/Development Agreements to provide assistance or undertake all other actions authorized by the Act or other applicable law to redevelop and rehabilitate the Area.

6.13 Redevelopment / Development Agreements



The Authority is authorized to enter into Redevelopment/Development Agreements or other contracts with developer(s) or property owners or such other individuals or entities as are determined by the Authority to be necessary or desirable to carry out the purposes of this Plan. Such Redevelopment/Development Agreements, or other contracts, may contain such terms and provisions as shall be deemed necessary or appropriate by the Authority for the purpose of undertaking the activities contemplated by this Plan and the Act, and may further provide for such undertakings by the Authority, including financial assistance, as may be necessary for the achievement of the objectives of this Plan or as may otherwise be authorized by the Act.

Existing agreements between the Town and private parties that are consistent with this Plan are intended to remain in full force and effect.

6.14 Cooperation Agreements

For the purpose of this Plan, the Authority may enter into one or more Cooperation Agreements pursuant to the Act. The Town and the Authority recognize the need to cooperate in the implementation of this Plan and, as such, Cooperation Agreements may include, without limitation, agreements regarding the planning or implementation of this Plan and ~~the Urban Renewal Projects~~ its projects, including, without limitation, as well as programs, public works operations, or activities which the Authority, the Town or such other public body is otherwise empowered to undertake. Such activities also include, -and including without limitation, agreements respecting the financing, installation, construction and reconstruction of public improvements, utility line relocation, storm water detention, environmental remediation, landscaping and/or other eligible improvements.



The Authority will consider and may enter into Cooperation Agreements with any public body within the boundaries of which property taxes collected as a result of a public levy, or any portion of said levy, will be subject to allocation or division pursuant to C.R.S. 31-25-107(9). The Cooperation Agreements may provide for the allocation of responsibility among the parties to the agreement for payment of the quantifiable costs of any additional public infrastructure or services necessary to offset the impacts of an urban renewal project, and for the sharing of revenues.

7.0 Urban Renewal Project Financing

7.1 Public Investment Objective

It is the intent of the Plan that the public sector play a significant role in urban renewal efforts as a strategic partner. However, experience has proven that a critical component to the success of any urban renewal strategy is participation by both the public and private sectors. Leveraging of resources will be key as no one entity, either public or private, has sufficient resources alone to sustain a long-term improvement effort. Typical public infrastructure investments may include, but are not limited to: unifying streetscape elements (but for specific modifications made on private property); improving access and circulation; improving streets and parks; providing for infrastructure improvements; completing utilities; and, creating special districts or other financing mechanisms.

7.2 Authorization

The Authority may finance undertakings pursuant to this Plan by any method authorized under the Act or any other applicable law, including without limitation: issuance of notes, bonds and other obligations in an



amount sufficient to finance all or part of this Plan; borrowing of funds and creation of indebtedness; advancement of reimbursement agreements; and / or utilization of the following: federal or state loans or grants; interest income; annual appropriation agreements; agreements with public or private entities; and loans, advances and grants from any other available sources. The principal, interest, costs and fees on any indebtedness are to be paid for with any lawfully available funds of the Authority.

Debt may include bonds, refunding bonds, notes, interim certificates or receipts, temporary bonds, certificates of indebtedness, or any other obligation lawfully created.

7.3 ~~Project~~ Revenues

7.3.1 Tax Increment Financing

The Plan contemplates that a primary method of financing undertakings and activities in furtherance of the Plan ~~projects within the Area~~ will be through the use of ~~property tax and Town Tax~~ increments financing. The Authority shall be authorized to pledge all or any portion of such ~~property tax and Town Tax~~ increment revenues for financing redevelopment, including public infrastructure in accordance with this Plan and applicable law, ~~that benefits the Area pursuant to one or more Cooperation Agreements~~.

7.3.2 Distribution of Tax Revenues (Note: the following provisions of Section 7.3.2 were added by modification of this Plan dated as of February 7, 2012)



All activities and undertakings under the Plan may be financed by the Authority under the property tax allocation financing provisions of the Act, which shall be in effect for a term not to exceed the period allowed by statute in the entire Urban Renewal Area described in Appendix 1, as follows:

A. Base Amount

That portion of the taxes which are produced by the levy at the rate fixed each year by or for each public body upon the valuation for assessment of taxable property in the Urban Renewal Area last certified prior to the effective date of approval of this modification of the Plan shall be paid into the funds of each such public body as are all other taxes collected by or for said public body.

B. Increment Amount

That portion of said property taxes in excess of such base amount shall be allocated to and, when collected, paid into a special fund of the Authority to pay the principal of, the interest on, and any premiums due in connection with the bonds of, loans or advances to, or indebtedness incurred by (whether funded, refunded, assumed or otherwise) the Authority for financing or refinancing, in whole or in part, activities and undertakings under the Plan.

Unless and until the total valuation for assessment of the taxable property in the Urban Renewal Area exceeds the base valuation for assessment of the taxable property in the Urban Renewal Area,



all of the taxes levied upon taxable property in the Urban Renewal Area shall be paid into the funds of the respective public bodies.

When such bonds, loans, advances and indebtedness, including interest thereon and any premiums due in connection therewith, have been paid, all taxes upon the taxable property in the Urban Renewal Area shall be paid into the funds of the respective public bodies.

The increment portion of the taxes, as described in this subsection B, may be irrevocably pledged by the Authority for the payment of the principal of, the interest on, and any premiums due in connection with such bonds, loans, advances and indebtedness incurred by the Authority to finance the Urban Renewal Project, except that such pledge shall not include any offsets or reserve for property tax refunds as set forth in Section 31-25-107(9)(a)(III) and (b) of the Act. The Authority shall set aside and reserve a reasonable amount as determined by the Authority of all incremental property taxes paid to the Authority for payment of expenses associated with administering the Plan.

7.4 Other Financing Mechanisms / Structures

The Plan is designed to provide for the use of tax increment financing as one tool to facilitate investment and reinvestment within the Area.

However, in addition to tax increment financing, the Authority shall be authorized to finance implementation of the Plan by any method authorized by the Act. The Authority is committed to making a variety of strategies and mechanisms available which are financial, physical, market



and organizational in nature. It is the intent of this Plan to use the tools either independently or in various combinations. Given the obstacles associated with development, the Authority recognizes that it is imperative that solutions and resources must be implemented ~~put in place that which~~ are comprehensive, flexible and creative.

8.0 Severability

If any portion of this Plan is held to be invalid or unenforceable, such invalidity will not affect the remaining portions of the Plan.



Town of Dillon

Urban Renewal Plan

Town of Dillon, Colorado

Appendix I:

Urban Renewal Legal Description

All real property located within the town boundary limits of the Town of Dillon, Colorado.



Town of Dillon

Urban Renewal Plan

Town of Dillon, Colorado

Appendix II:

Dillon Community Plan References

- Town of Dillon Parks and Recreation Master Plan 2007
- Dillon Town Center Vision and Direction 2007
- Dillon Town Center Revitalization Strategy 2007
- Dillon Marina Master Planning Report 2008
- Dillon Economic Revitalization Advisory Committee Report 2008



TOWN OF DILLON PARKS AND RECREATION MASTER PLAN 2007

Areas of Focus:

Based on the community needs assessment for this Parks and Recreation Master Plan, the following areas of focus were identified and form the basis of the Plan goals and objectives.

- *Park Improvements* – The Marina, Marina Park and the Amphitheatre were identified as key assets to improve upon. Public input indicated that improvements in Town Park were needed and that other than the tennis courts, the park is underutilized. There was also an interest to link park improvements with an economic development strategy for the Town Center.
- *New Parks and Facilities* – Dillon does not have an indoor recreation or multi-purpose facility. The public process demonstrated there is some interest in exploring possible new facilities including: an indoor multi-purpose rental / community facility and a plaza in the Town Center.
- *Trails / Circulation / Wayfinding* – A need was identified to improve pedestrian and bike circulation and connections through Dillon and increase wayfinding and park signage and identity.
- *Land Management / Maintenance* – While the Town of Dillon is blessed with natural beauty and staff that are dedicated to maintaining the lands and facilities, there are challenges in this area. The pine beetle devastation presents a large challenge to land managers in the Summit County area. This issue has had an impact on staffing resources and will continue to impact park operations and budgets in the coming years.



- *Recreation Programs & Special Events* – The Town holds many successful summer events that attract both residents and visitors, including the summer concert series at the Amphitheatre and the Farmer’s markets. There is interest in expanding special events and programs (for both winter activities and cultural arts year-round).

- *Marketing & Communications* – Based on the public process, there appears to be a need to expand marketing efforts for available parks and recreation opportunities in Dillon. Awareness of programs was listed as the single most important factor that the Town could improve to increase the frequency of use of Dillon’s parks and recreation facilities.

- *Organizational Management* – Several Departments have responsibilities related to parks and recreation planning and operations and there is no dedicated staff for parks and recreation management as a focus area. In addition, the Town of Dillon currently has very low cost recovery for parks and recreation services and funding for park capital improvements is limited.

- *Partnership Development* – Dillon currently has several program and funding partnerships and additional opportunities exist for partnerships and / or alternative funding; however, there is no overall partnership policy, plan or allocated resources for pursuing these types of opportunities.

DILLON TOWN CENTER VISION AND DIRECTION 2007

Vision and Concepts (Committee Recommendation)

The Town of Dillon wishes to create a unique and sustainable Town Center through creative redevelopment efforts that will bring new vitality and emphasize the Town’s

LELAND CONSULTING GROUP (July 2009)



natural mountain beauty and lakefront setting. Important aspects of this vision for a new Town Center include:

- Creative design and memorable architecture that emphasizes pedestrian placemaking in such a way as to create a new, unique experience that is compelling for people living, working or visiting Dillon.
- Ensuring compatibility between existing development, new commercial development, new residential development and new public amenities.
- Thoughtful creation of pedestrian linkages within the Town Center that integrate connections to the Dillon Marina, Marina Park and the Dillon Amphitheatre.
- Commercial development that creates economic diversity to improve and sustain year-round vitality.
- Public amenities that emphasize cultural activities and attractions, and lend themselves to a creation of a sense of place.
- A mix of housing opportunities that emphasizes year-round residency.
- Improved communication and collaboration between the Town of Dillon and Dillon business community.

Redevelopment/in-fill projects and amenities that have been identified for consideration include:

- Full-service hotel/conference center
- Community/Performing Arts center
- A central focal point such as a plaza or other social gathering area
- New restaurants/convenience/specialty retail/office space
- A gateway feature on entrance to the Town Center
- A diverse mix of new residential units, both stand alone and above specialty retail stores



- A parking strategy that will facilitate efficient and strategic land use, and promote pedestrian activity
- Creative walkways, landscapes, park space, street scenes and public art will be given high priority and must be highly refined

The Town of Dillon will consider strategic public/private partnerships that facilitate the Town's vision for the new Town Center. Examples include tax and fee rebates, land donations/write-downs, financing districts, public infrastructure improvements, zoning assistance, streamlined development review.

Key Economic Revitalization Priorities (Committee Recommendation)

A. Key Public Realm Improvements

Community projects through public and/or private partnerships for pride of place, sense of community and as economic catalysts.

With pedestrian placemaking as the primary goal, the following lists examples of possible public projects to forward this goal.

(not in priority order)

1. New structured and underground parking
2. Redesign of Lake Dillon Drive including a substantial pedestrian parkway with landscaping, art and design features to the lakefront.
3. New town square to accent the Town Center public venue and arrival
4. New community gathering centers
 - a. Public, year-round, indoor recreation opportunities
 - b. Meeting rooms
 - c. All ages gathering
 - d. Event venue



- e. Other public uses
- 5. New Town Hall/Government Center
- 6. New Performing Arts/Event Center
- 7. Comprehensive pathway system
- 8. Lake front enhancements
- 9. Landscape enhancements
- 10. Marina and Town Park redesign
- 11. Right of way design
 - a. Wayfinding
 - b. Street improvements
 - c. Lighting
- 12. Event design
- 13. Town identity/landmark program
- 14. Public art

DILLON TOWN CENTER REVITALIZATION STRATEGY 2007

Key priorities of the strategy include those presented below:

- Housing Policy / Initiatives
- Land Acquisition / Policy
- Parking Strategy
- Multi-Purpose Facility Feasibility
- Urban Renewal District
- Special Districts
- Business Advisory Council
- Revised Vision Statement
- Align Plans, Budgets, Regulations
- Benchmarking Program



- Economic Incentive Policy
- Income-Producing Lakefront Improvements
- Formalize Events Programming
- Linkages, Public Spaces, Gateways
- Loan Pools, Grants
- Repurpose Public Spaces
- Wayfinding Program
- Tourism Board Partnership
- Design / Sign Standards
- Marketing / Promotion
- Corridor Overlay (Highway 6)

DILLON MARINA MASTER PLANNING REPORT 2008

1.0 Executive Summary

1.1 Vision

The purpose of this project is to provide a comprehensive master plan for the Dillon Marina and its upland facilities that will serve as a catalyst for future development along the Town's waterfront and surrounding areas.

A symbiotic relationship exists between the Dillon Marina and surrounding areas. It is important to recognize this interdependence and consider how improvements to the marina will influence future development along the waterfront. It is equally important to understand how the surrounding areas and existing urban fabric influence future development of the marina.



1.2 Guiding Principles

- Facilitate the creation of and realization of a Town vision for the Dillon waterfront.
- Emphasize the Dillon waterfront as an inherently public asset to be shared by everyone
- Maintain the quality of water within the Dillon Reservoir in accordance with its status as a pristine body of water.
- Create a walkable waterfront that serves as the unifying theme and connective tissue of Dillon's waterfront.
- Establish a clear separation of the marina's public and service related areas.
- Include amenities that support year-round use of the waterfront.
- Link and provide multiple destinations along paths and trails to create a dynamic waterfront experience.
- Maximize the usefulness and efficiency of the marina's service area.
- Acknowledge the Dillon waterfront as part of the existing Town fabric and an influential contributor to future development.
- Respect the site's historical identity and build upon its cultural significance.
- Emphasize a mixed-use approach to development in an effort to diversity uses and users.
- Maximize public accessibility wherever site conditions permit.
- Facilitate coordination between public and private entities for long-term social, economic and ecological success.
- Encourage public participation to ensure a community acceptance and support.
- Develop a long-term phased approach that is flexible enough to accommodate changes that will occur throughout the process.
- Support continuous management of the waterfront and associated amenities to insure perennial success.



5.0 Goals and Objectives

5.1 Goals

Throughout the interview and data acquisition process, a series of common goals were identified. These goals were used in discussions of the potential marina improvements.

- Create a shared community vision for the waterfront.
- Provide the Town of Dillon with a practical plan for maintenance, upgrading, and expansion of the Dillon Marina.
- Develop the Dillon Marina into a regional destination with multiple sub-destinations within it.
- Improve the linkages between the marina, park, amphitheatre and Town Center.
- The Dillon Marina improvements are to act as a catalyst for the revival of the Town Center.
- Provide expansion of appropriate parking opportunities. Keep parking capacity apace with facility growth. Develop mechanisms for sharing parking among different user groups.
- Improvements to the marina should b based on available or expected funds (enterprise zone revenues).
- Changes to the marina must consider the impact to users of adjacent facilities (amphitheatre, farmers market, condominiums).
- Marina revitalization is a long-term on-going process.

5.2 Objectives

The objectives identified during the interview and comment cycle include the reasons for going through the master planning process.



- Ensure the proposed development fits within the community's vision.
- Achieve growth of marina revenues.
- Integrate seasonal activities into the project; extend the usable season of the facilities.
- Replace and improve aging portions of marina.
- Increase accessibility of facilities to public.
- Increase ADA accessibility where possible.

**TOWN COUNCIL ACTION ITEM
STAFF SUMMARY
DECEMBER 1, 2015 TOWN COUNCIL MEETING**

DATE: November 23, 2013

AGENDA ITEM NUMBER: 12

ACTION TO BE CONSIDERED:

Consideration of Resolution No. 44-15 Series of 2015

A RESOLUTION AUTHORIZING THE TOWN OF DILLON, COLORADO, TO WAIVE THE WINTER CONSTRUCTION PROHIBITION AS SET FORTH IN SECTION 18-1-50 OF THE DILLON MUNICIPAL CODE FOR EXCAVATION, GRADING AND UTILITY CONSTRUCTION AT 134 LAKE DILLON DRIVE; IMPOSING CONDITIONS FOR SAID WAIVER; AND, SETTING FORTH DETAILS IN RELATION THERETO.

SUMMARY:

Mauna Towers, LLC has applied for a waiver to allow for the issuance of a grading and excavation permit for work during the winter months. The property sold on October 6, 2015 with an obligation on Mauna Towers to relocate their telecommunications facilities within six months. To meet their obligation with the real estate sales contract, the work must be completed by April 6, 2016. The Dillon Municipal Code limits grading and excavation permits from April 1st to October 31st of each year, per Section 18-1-50 of the Code, thus permits are not issued during the winter months. The Code does provide for a waiver from this limitation under situations requiring emergency utility repair or under extraordinary circumstances justifying the granting of such a waiver. The latter requires approval by a Resolution of the Town Council.

A condition of the zoning approval for the project required site improvements for parking, drainage, and landscaping. The applicant requests that they be given a winter construction waiver to construct the foundations for the new tower and its ancillary building so that the work may proceed as soon as possible. They also request that they be permitted until spring to implement the site improvement requirements as stipulated by the zoning approval. Small excavations for the foundations can be heated, tented, and protected from frost conditions, where extensive site work cannot be practicably accomplished in winter months.

CONDITIONS OF APPROVAL:

Staff recommends the following conditions of approval for the Resolution:

- a) A Winter Construction Waiver is granted for the construction of the concrete foundations for the new telecommunication tower and ancillary structure, the installation of the tower and ancillary structure, and the necessary work to get the tower into service.
- b) The applicant shall provide the construction documents necessary for the project to the Town. Once approved by the Town, the applicant shall submit the plans to the Summit County Building Inspection Department and obtain building permits and building inspections necessary for the project.
- c) In addition to the required building inspection department inspections, the applicant shall provide construction material testing to ensure that the design strength of the concrete and the design parameters for the project are met. The material testing engineering firm shall provide documentation of the site excavation, document the weather and thermal protection measures employed during the construction, field test results for the fresh mixed concrete, curing temperatures of the test cylinders and the concrete placed on site, and compressive strength test results. Both field cured and laboratory cured concrete test specimens shall be prepared and tested. The applicant shall provide a copy of the test results and supporting documentation to the Town.
- d) The work will not require any construction within Town roads or right-of-ways. The work shall not interfere with snow removal operations within Town roads, sidewalks or right-of-ways. No materials or equipment may be stored in the Town right-of-way.
- e) The site work associated with the project, and as required by the Planning and Zoning Commission Resolution PZ 10-15, Series of 2015 may be deferred to the spring - summer of 2016. The applicant shall provide a cost estimate for the deferred site improvement work, and put forth a letter of credit in the amount of 120% of the cost estimate as a performance guarantee. The work shall be completed by July 1, 2016.
- f) Applicants understand that some settling may occur in utility trenches or backfill due to placing and compacting frozen materials; therefore, every effort must be made to avoid placing frozen materials. Applicants agree to fix areas that may settle and bring them up flush with the adjacent grades.
- g) Applicants agree to spread topsoil and reseed all disturbed areas during the summer of 2016, and ensure that the site re-vegetates to a minimum of 75% of the current ground cover vegetation. Re-vegetation work shall be completed by October 31, 2016.

Resolutions require the affirmative vote of a majority of the members present.

STAFF RECOMMENDATION:

Staff recommends approval of Resolution #44-15, Series of 2015.

ACTION REQUESTED: Motion, Second, Vote.

STAFF MEMBER RESPONSIBLE: Ned West, Town Planner / Engineering Inspector



Town of Dillon

275 Lake Dillon Drive
Dillon, Colorado 80435

Public Works - GIS

Contents:

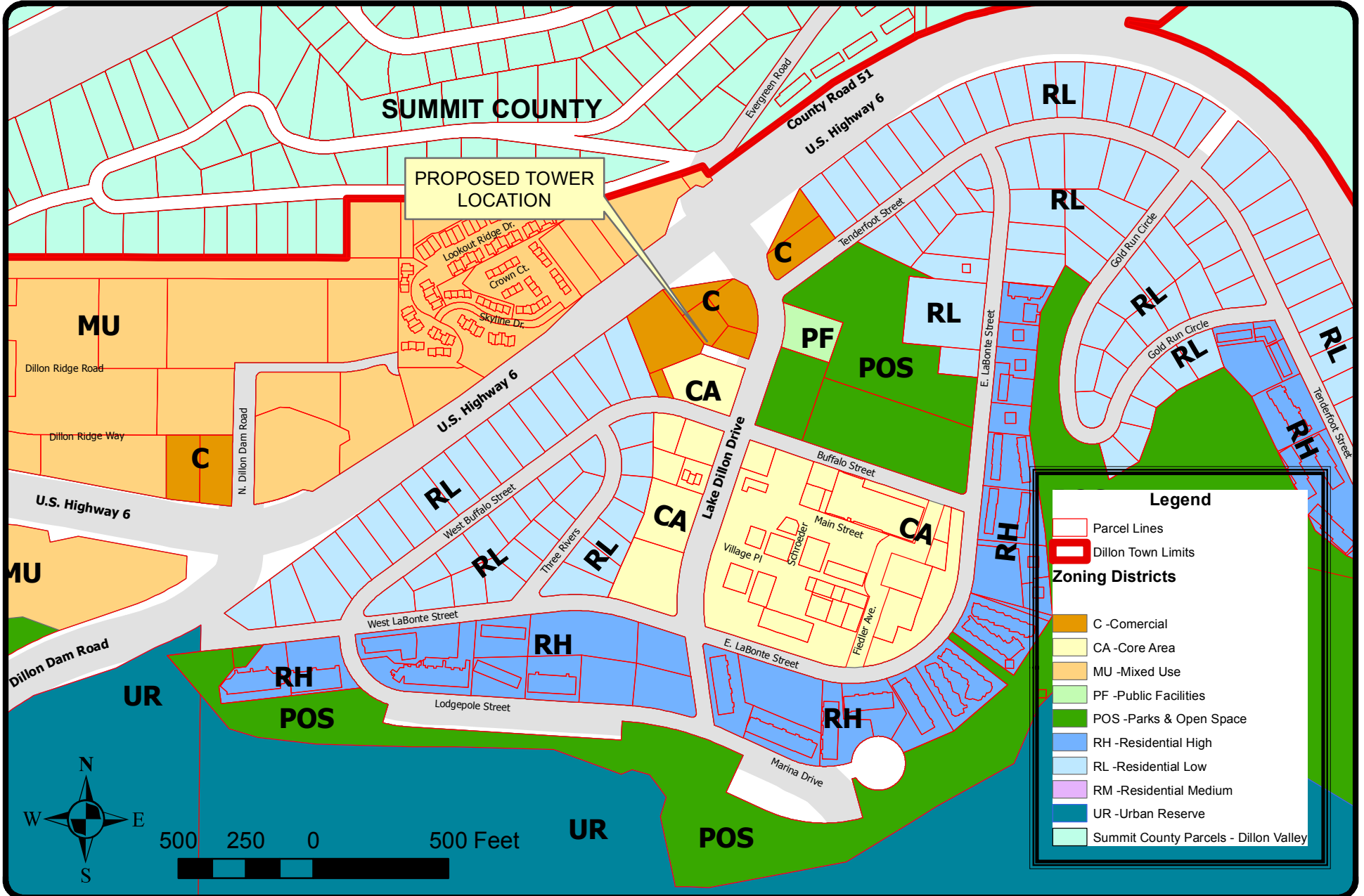
MAUNA TOWERS

134 LAKE DILLON DRIVE
VICINITY ZONING MAP

Date: November 25, 2015

By: N. West

Scale: 1 inch = 500 feet



RESOLUTION NO. 44-15
Series of 2015

A RESOLUTION AUTHORIZING THE TOWN OF DILLON, COLORADO, TO WAIVE THE WINTER CONSTRUCTION PROHIBITION AS SET FORTH IN SECTION 18-1-50 OF THE DILLON MUNICIPAL CODE FOR EXCAVATION, GRADING AND UTILITY CONSTRUCTION AT 134 LAKE DILLON DRIVE; IMPOSING CONDITIONS FOR SAID WAIVER; AND, SETTING FORTH DETAILS IN RELATION THERETO.

WHEREAS, the Dillon Municipal Code, Section 18-1-50, “Winter Construction,” states that no building permits for the commencement of construction or grading and excavation permits will be issued after October 31 of each year; and

WHEREAS, the Dillon Municipal Code, Section 18-1-50, “Winter Construction,” further states that the limitation restricting the issuance of grading and excavation permits may be waived by the Town Council in proper circumstances; and

WHEREAS, Mauna Towers, LLC (“Applicant”) has demonstrated a need for such waiver and has presented evidence justifying such a waiver; and

WHEREAS, the Town Council of the Town of Dillon, Colorado wishes to waive the limitation restricting the issuance of excavation, grading and utility construction permits in accordance with the terms of the Dillon Municipal Code, Section 18-1-50, “Winter Construction,” and to impose certain restrictions and conditions on such waiver; and

WHEREAS, the Town Council of the Town of Dillon believes it is in the best interest of the Town to waive the limitation restricting the issuance of building permits in accordance with the terms of the Dillon Municipal Code, Section 18-1-50, “Winter Construction.”

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, AS FOLLOWS:

Section 1. That the Town Council of the Town of Dillon, Colorado finds that the Applicant has demonstrated a need for such waiver of the terms of the Dillon Municipal Code, Section 18-1-50, “Winter Construction,” and has presented evidence of circumstances justifying such a waiver.

- a) Mauna Towers, LLC has recently determined a need to construct concrete foundations for a new telecommunication tower and ancillary structure, the installation of the tower and ancillary structure, and the necessary work to get the tower into service. Mauna Towers, LLC also requested that some required work as a condition of the zoning approval, be allowed to be deferred until spring-summer 2016: parking, drainage, and landscaping. Said work shall be completed by July 1, 2016.

Section 2. That the Town Council of the Town of Dillon hereby waives the limitation restricting the issuance of grading and excavation permits as set forth in the Dillon Municipal Code, Section 18-1-50, “Winter Construction,” with the following conditions applying to the waiver:

- a. The work allowed under this permit shall be limited to the work as outlined above.
- b. The work will not require any construction within Town roads or right-of-ways. The work shall not interfere with snow removal operations within Town roads, sidewalks or right-of-ways.
- c. Applicants agree to provide necessary construction documents for the project to the Town.
- d. Once construction documents are approved by the Town, Applicant agrees to submit said plans to the Summit County Building Inspection Department to obtain building permits and building inspections for the project.
- e. Applicants shall provide construction material testing to ensure that the design strength of the concrete and the design parameters for the project are met. The material testing engineering firm shall provide documentation of the site excavation, document the weather and thermal protection measures employed during the construction, field test results for the fresh mixed concrete, curing temperatures of the test cylinders and the concrete placed on site, and compressive strength test results. Both field cured and laboratory cured concrete test specimens shall be prepared and tested. The applicant shall provide a copy of the test results and supporting documentation to the Town.
- f. The Town agrees to allow the site work associated with the project, and as required by the Planning and Zoning Commission Resolution PZ 10-15, Series of 2015 to be deferred to the spring - summer of 2016. The applicant shall provide a cost estimate for the deferred site improvement work, and put forth a letter of credit in the amount of 120% of the cost estimate as a performance guarantee. The work shall be completed by July 1, 2016.
- g. Applicants understand that some settling may occur in utility trenches or backfill due to placing and compacting frozen materials; therefore, Applicant agrees to make every effort to avoid placing frozen materials. Applicants agree to fix areas that have settled and bring them up flush with the adjacent grades.
- h. Applicants agree to spread topsoil and reseed all disturbed areas during the summer of 2016 and ensure that the site re-vegetates to a minimum of 75% of the current ground cover vegetation. Re-vegetation work shall be completed by October 31, 2016.

Section 3. That in the event the conditions imposed herein are not met by the Applicant, that the waiver of the limitation of Section 18-1-50, “Winter Construction,” of the Dillon Municipal Code, as granted herein, shall be revoked.

**ADOPTED AND APPROVED THIS 1st DAY OF DECEMBER 2015, BY THE
TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO.**

TOWN OF DILLON,
a Colorado municipal corporation

By: _____
Kevin Burns, Mayor

ATTEST:

By: _____
Jo-Anne Tyson, CMC/MMC Town Clerk

Winter Construction Request

11/22/15

Town of Dillon Council Members,

For a number of years Mauna Towers, LLC, managed by Vic Michael, has owned the property at 134 Lake Dillon Drive. Mauna Towers has operated a small telecommunications facility on the property with a tower just behind the building and supporting equipment located inside.

Mauna Towers recently sold the property to Dillon Gateway Diamond in the Ruff LLC, closing on 10/6/2015. One condition of the sale allowed Mauna Towers to build a new telecommunications facility on the corner of the property. This facility would include a 60' self-support tower and an adjacent 6'X10' equipment shelter. This facility was recently approved by the Town of Dillon under resolution PZ 10-15. Upon completion of the new facility, the old tower would be taken down and the equipment would be removed from the building. Another condition of the sale required Mauna Towers to complete this work within 6 months after closing, by April 6, 2016.

I was recently hired by Mr. Michael to manage this construction project. A small amount of excavation and concrete work will be required for the tower and shelter foundations. Additional work will be required to address the conditions of the zoning approval. This will include grading to address drainage, parking lot landscaping and possibly parking lot expansion and curbing to bring the parking space into compliance.

On 11/9/15 Town Planner Ned West provided me with a list of building permit submittal requirements. I was surprised to learn it wouldn't be possible to get the required Grading and Excavating permit until April 1, 2016. I shared this with Mr. Michael who was also unaware of this requirement. If we are unable to obtain this permit until April 1, we will be unable to honor our obligation to the new owner, Dillon Gateway Diamond in the Ruff, LLC.

I would like to request a winter construction waiver that would allow us to get started as soon as possible, before the frost line gets too deep. We would do what's required to get the new telecommunications facility up and running, then remove the existing facility. I am hopeful the Town Council will allow us to wait until the spring thaw to address the conditions of the zoning approval, grading, parking, etc. While a small amount of excavating and concrete work may be feasible in the winter months, grading, parking and landscaping probably wouldn't be possible.

I am in the process of pulling together all that is required to submit for a building permit and hope to be able to apply by 12/16/15. My submittal would address all requirements, including those conditions listed under the zoning approval.

I appreciate your considering this request.

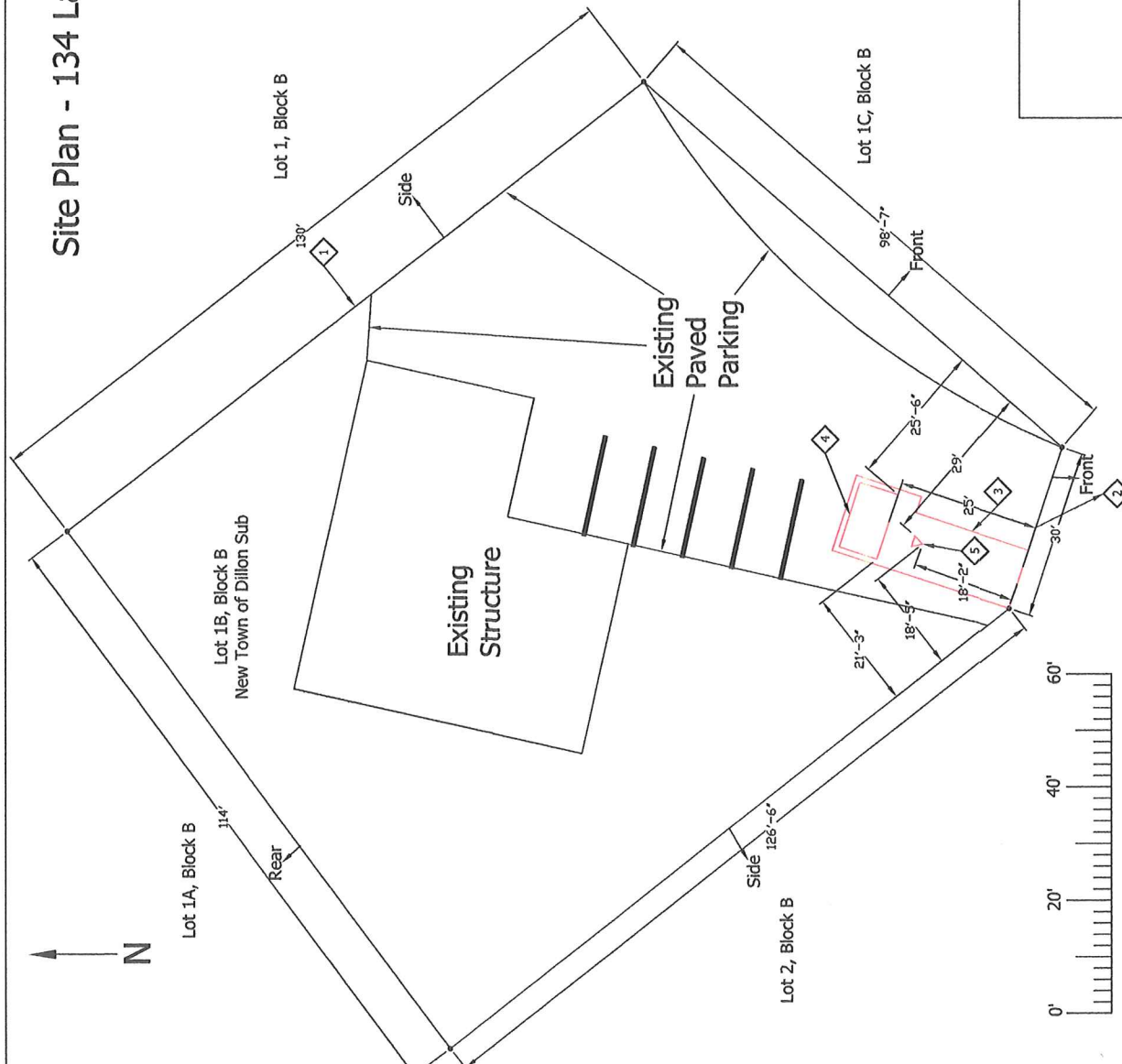
Sincerely,



David A. Closser
Dacman, Inc
4628 Gordon Dr
Boulder, CO 80305
303-859-1080
dclosser@aol.com

Site Plan - 134 Lake Dillon Road

#	REVISION	BY	DATE



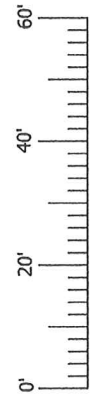
- 1 Lot 1, Block B, New Town of Dillon parcel boundary
- 2 Existing 40' wide access easement to Lake Dillon Rd
- 3 Proposed 399 sf telecommunications easement.
- 4 Proposed 7'x12' equipment shelter. Exceeds 25' front yard and 10' side yard setback
- 5 Proposed 60' tall self support tower. Exceeds 12' setback

Enlarged Telecommunications Easement

DACMAN, Inc.
 4628 Gordon Drive
 Boulder, CO 80305
 303-554-5627 ddclosser@aol.com

- FOR - Mauna Towers, LLC

CLOSSER CONSULTING FILE NAME: 134 Lake Dillon Drawing Page 1	
TITLE: Site Plan	
SITE:	
DATE: 4/29/15	BY: DAC



1"=20' when printed on 11X17 paper

**TOWN COUNCIL ACTION ITEM
STAFF SUMMARY
DECEMBER 1, 2015 COUNCIL MEETING**

DATE: November 18, 2015

AGENDA ITEM NUMBER: 13

ACTION TO BE CONSIDERED: Consideration of Resolution No.45-15, Series of 2015

SUMMARY:

Background: The Town of Dillon’s next regular election will be held on Tuesday, April 5, 2016. At that time, Dillon voters will elect four Council Members. Those with terms expiring in 2016 include Council Members Skowyra, Raitano, Bailey, and Barchers.

Mail ballots elections were first added to state statutes in 1990. The entire article was repealed and re-enacted in 1992, effective January 1, 1993. Initially, the only types of elections that could be conducted by mail ballot were non-partisan elections but then later included primary elections. In 2013, HB13-1303 extended mail ballot elections to all general, primary, odd-year, coordinated, recall, and congressional elections and 2014, HB14-1164 created a municipal mail ballot section in Title 31.

Historically, the Town Clerk acts as the Designated Election Official in municipal elections. Section 4-1, “Conduct of Elections” of the Town of Dillon Home rule Charter provides that the Town Clerk shall have charge of all activities and duties required pursuant to this charter relating to the conduct of elections in the Town. Coupled with the Town Clerk’s knowledge of State Statute and Colorado election law, it is prudent to appoint the Dillon Town Clerk as the Designated Election Officer for the upcoming April 5, 2016 Municipal Election.

Research shows that municipal mail ballot elections are becoming more popular where used and dramatically increase voter turnout. They streamline the election process making it more efficient and convenient for the voter. All active, registered Dillon voters will receive an official ballot in the mail in mid-March. Voters simply fill out the ballot and return it via USPS to the Town or drop it off at Town Hall.

Possible Advantages

- Voter convenience and satisfaction—Citizens can vote at home, and take appropriate time to study the issues.
- Financial savings—Jurisdictions may save money because they no longer need to staff traditional polling places with poll workers.
- Turnout—Convenience for the voter increases turnout.
-

Possible Disadvantages

- Tradition—The civic experience of voting with neighbors at a local school, church, or other polling place no longer exists. Some research indicates that voters show a preference for voting in the manner that is already familiar to them.
- Security—During all-mail elections (and absentee voting), coercion by family members or others may occur.

Staff has compiled Dillon voting trends for your review. Anecdotal information shared by other municipalities indicates that voter turnout has increased from averages of 10-15% voter turnout to upwards of 40% when mail ballots are used. The recent 41% voter participation in the November 2013 Summit County Coordinated election is an indication of the public's willingness to participate in elections by mail.

Election	Registered Voters	Voter Turn Out / Percentage Voting	Absentee or Early Voters	Total
4/2008	713 Active & Inactive	56 7.8% Voter Turn Out	23 3.2% of voters voted early or absentee	79 11%
4/2010	806 Active & Inactive	62 7.7% Voter Turn Out	102 12.6% of voters voted early or absentee	164 20%
4/2012	872 Active & Inactive	49 5.6% Voter Turn Out	91 10.4% of voters voted early or absentee	140 16% Voter Turn Out
11/2013	603 Active		County Mail Ballot Coordinated Election	249 41% Voter Turn Out
4/2014	411 Active		Not Mail Ballot Election Coordinated Election	139 34% Voter Turn Out

STAFF RECOMMENDATION: Staff recommends approval of Resolution No. 45-15, Series of 2015:

Resolution directing the Town Clerk to conduct the Regular Municipal election, scheduled for April 5, 2016 as a mail ballot election and designating the Town Clerk as the Designated Election Official.

ACTION REQUESTED: MOTION, SECOND, AND ROLL CALL VOTE FOR APPROVAL

Resolutions require the affirmative vote of a majority of the members present.

DEPARTMENT HEAD RESPONSIBLE: Carri McDonnell, Finance Director

RESOLUTION NO. 45 - 15
Series of 2015

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, DIRECTING THE TOWN CLERK OF THE TOWN OF DILLON TO CONDUCT THE REGULAR MUNICIPAL ELECTION, SCHEDULED FOR APRIL 5, 2016, AS A MAIL BALLOT ELECTION, DESIGNATING OR APPOINTING THE DILLON TOWN CLERK AS THE DESIGNATED ELECTION OFFICIAL OF THE TOWN OF DILLON.

WHEREAS, Section 4-1, "Colorado Municipal Election Laws Adopted" of the Town of Dillon Home Rule Charter provides that town elections shall be governed by the state statutes contained in the Colorado Municipal Election Code; and

WHEREAS, Section 4-1, "Conduct of Elections" of the Town of Dillon Home rule Charter provides that the Town Clerk shall have charge of all activities and duties required pursuant to this charter relating to the conduct of elections in the Town; and

WHEREAS, the Town of Dillon wishes to designate or appoint a Designated Election Official to oversee in accordance with state law all elections, municipal or otherwise, sanctioned by the Town; and

WHEREAS, the Town Council of the Town of Dillon believes it is in the best interest of the Town to conduct the regular municipal election, scheduled for April 5, 2016, as a mail ballot election.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DILLON, COLORADO, AS FOLLOWS:

Section 1. The Town Clerk of the Town of Dillon is hereby authorized and directed to conduct the Regular Municipal Election of the Town of Dillon, Colorado, scheduled for April 5, 2016, as a mail ballot election. Pursuant to the Home Rule Charter and Section 31-10-102.7, Colorado Revised Statutes, the Town Council hereby authorizes the Town Clerk to comply Section 7.5 of the Uniform Election Code with respect to the conduct of the mail ballot election.

Section 2. In accordance with Section 31-10-401, Colorado Revised Statutes, the Town Council hereby delegates the authority and responsibility to the Town Clerk, as the Designated Election Official as described in Colorado Revised Statutes.

Section 3. The Town Clerk of the Town of Dillon shall cause public notice of the municipal election to be given in accordance with Section 31-10-501, Colorado Revised Statutes.

Section 4. Dillon Town officers are hereby authorized and directed to take all action necessary or appropriate to effectuate the provisions of this Resolution and Order.

APPROVED AND ADOPTED THIS 1st DAY OF DECEMBER, 2015, BY THE TOWN COUNCIL FOR THE TOWN OF DILLON, COLORADO.

TOWN OF DILLON
a Colorado municipal corporation

By: _____
Kevin Burns, Mayor

ATTEST:

By: _____
Jo-Anne Tyson, CMC/MMC, Town Clerk

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