



TOWN OF AVON, COLORADO

2013 ANNUAL BUDGET

Prepared by:

Department of Finance

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TOWN OF AVON, COLORADO

2013 ANNUAL BUDGET

TOWN COUNCIL

Rich Carroll, Mayor

Todd Goulding, Mayor Pro Tem

Chris Evans

David Dantas

Jake Wolf

Jennie Fancher

Albert Reynolds

Town Staff

Patty McKenny, Acting Town Manager
Community Development Director-Vacant

Meryl Jacobs, Recreation Director

Robert Ticer, Police Chief

Director of Public Works & Transportation-Vacant

Justin Hildreth, Town Engineer

Scott Wright, Finance Director

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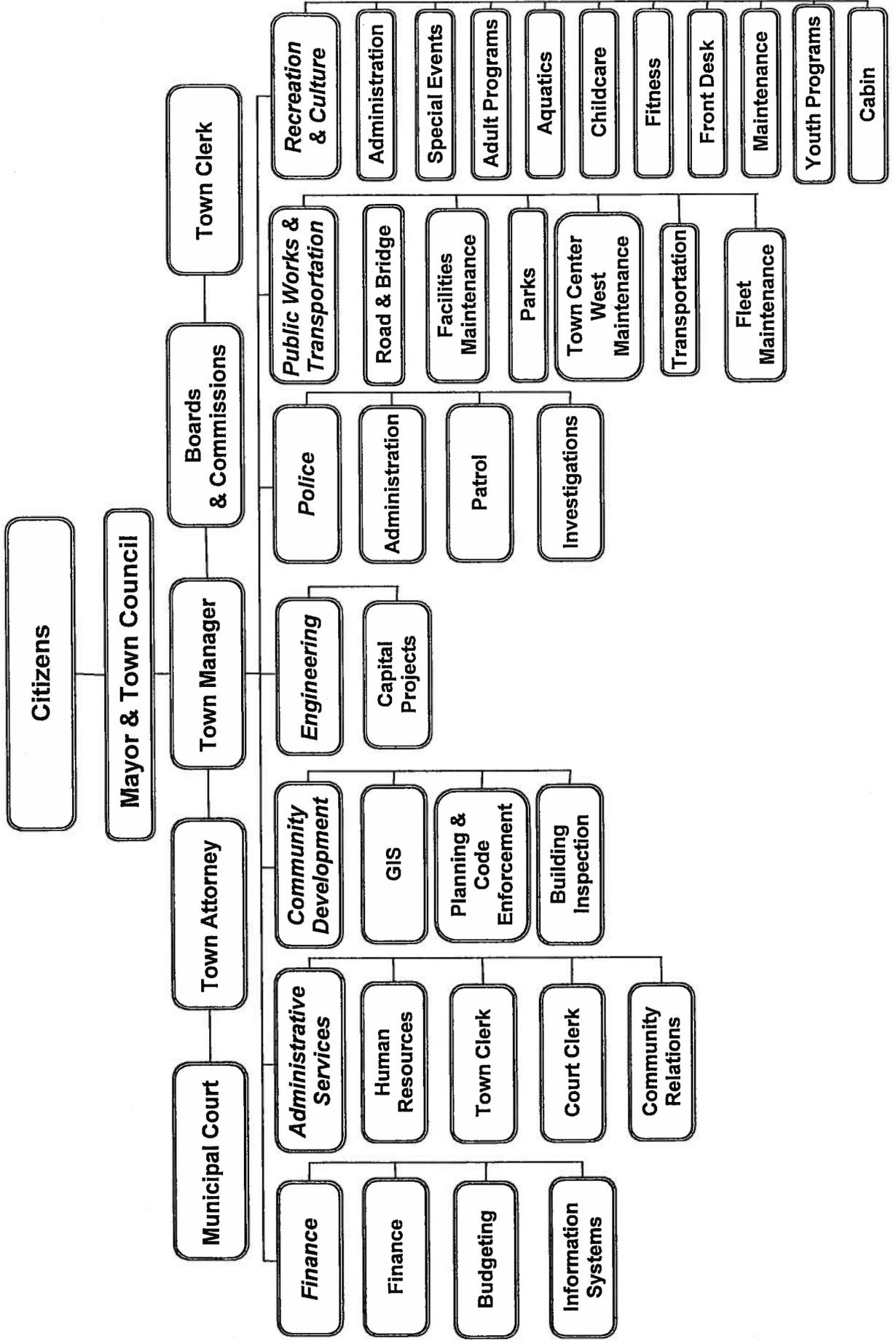
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Town of Avon Organizational Chart



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December 12, 2011

Citizens of Avon, Honorable Mayor, and
Members of the Avon Town Council:

We are pleased to present to you the annual budget of the Town of Avon for the calendar year 2013. This budget represents the Town's commitment to the needs of the community and providing quality services while practicing prudent fiscal management. This document identifies the Town's financial issues and proposed solutions and communicates the Town's goals and objectives.

The budget has been prepared in accordance with the Town charter and all applicable Town ordinances. It uses the modified accrual basis of accounting for all funds. This document is an important means of communication and serves as a policy and operations guide for Town Council and staff as it represents the Town's financial plan for 2013.

YEAR IN REVIEW

Change in Management

In a mutual decision, Avon's Town Council and town manager Larry Brooks announced in January, 2012 that after considering the pending issues and projects ahead, Avon intended to make a change in management. Mr. Brooks remained the town manager through February and then assumed a more primary and advisory role for the Town specifically on matters related to the Village at Avon lawsuit. The Town of Avon worked with The Morrison Group LLC to assist with the recruitment efforts for a new town manager. After an extensive assessment involving town council, town staff and a panel of municipal professionals and local community and business leaders, the Avon Town Council welcomed Virginia Egger of Sun Valley, Idaho to serve as its next town manager.

Extreme Drought

The Town of Avon, and all of Eagle County, experienced extreme drought conditions and experienced the fourth warmest April on record according to the Water Availability Task Force. The extreme drought conditions paired with high winds prompted the Avon Town Council to join the Eagle County Sheriff and local fire authorities to enact fire restrictions for several weeks over the summer. The drought conditions and fire restrictions also prompted the Avon Council to cancel the fireworks display that accompanies the Town's annual Salute to the USA celebration on July 3. Despite not having the pyrotechnics that Avon is famous for, the Salute to the USA celebration continued at Nottingham Park with live bands and entertainment, a family fun zone, carnival games, face painting and food vendors. Rather than returning the fireworks to the vendor, the fireworks were saved for the Fire & Ice Festival scheduled for February 2013.

Police Accreditation

The Avon police department was awarded law enforcement recognition through the Commission on Accreditation for Law Enforcement Agencies (CALEA), the gold standard of public safety, after three years of diligent work and preparation. The department received the CALEA recognition after outside independent auditors evaluated the department's policies and procedures and ensured the agency was in compliance with 112 national standards. The Avon Police Department joins less than 10% of Colorado law enforcement agencies who have achieved either recognition or accreditation. The Avon PD is now the smallest agency in Colorado to achieve CALEA status and the only one on the western slope. In addition to the CALEA recognition, the Avon Police Department has received their State Accreditation through the Colorado Association of Chiefs of Police.

Special Events

The Snow Ball music festival returned for a second year sprawling out in Avon's Nottingham Park with multiple stages that provided concertgoers a mix of music genres. The event attracted over 10,000 visitors for the three-day musical festival. This was the last year for the Snow Ball festival in Avon as the concert promoters decided to move the venue next year.

The Town of Avon and NRC365 hosted to a new wine and beer-sampling event in August. The inaugural Reds, Whites & Brews festival featured an afternoon of unlimited wine and beer tastings from up to 20 breweries and 20 wineries in Nottingham Park. Brewers include local favorites Bonfire Brewing and Crazy Mountain Brewing as well as Boulder Brewing, Aspen Brewing and Alaska brewing. Several vintners were also present from the U.S. and around the globe, including California and Italy.

The 2nd annual USA Pro Cycling Challenge rode through Avon for the Stage 4 finish in Beaver Creek on August 23 closing Highway 6, and impacting Post Boulevard, Avon Road and bus service. The Town saw a significant increase in its August sales tax and accommodation taxes likely due to these events, as well as a higher volume of guests escaping the high temperatures on the Front Range.

Eagle Valley Land Exchange

The Eagle Valley Land Exchange took a large step towards completion in the fall when the multiple parties signed the final documents, and Eagle County and the Town of Avon authorized the release of funds to complete the exchange. The Land Exchange is a cooperative venture between the Town of Avon, Eagle County, Colorado State Land Board, Eagle County Land Trust, and the United States Forest Service (USFS); the parties will be trading 10 separate parcels of land along the I-70 corridor from Edwards to Vail. As part of the exchange, Avon will receive two parcels totaling approximately 564 acres with the town contributing \$1.1 million into the total transaction. The first parcel of 478 acres, identified as West Avon and known as Beaver Creek Point, sits between the Wildridge neighborhood and the Singletree neighborhood in Edwards. The second parcel of 85.99 acres, identified as Forest Service Village, is located to the east of Avon on the north side of Interstate-70. These parcels are a part of the Town's Trails and Recreation Plan and provide essential open space buffers between Singletree and Wildridge. Portions of each parcel will be placed in a conservation easement that will perpetually and permanently be preserved as open space for public enjoyment.

2012 Metcalf Road Drainage Project

In fall 2012, the Town completed the final phase of a multi-year drainage improvements project along Metcalf Gulch. Previous phases included a channel enlargement around the Aspens Trailer Park and culvert enlargement under Interstate I-70 and Nottingham Road. Drainage infrastructure along Metcalf Road was improved in order to reduce the potential of a wash-out of Metcalf Road during a large storm event. The project included the removal of a 48" diameter culvert and replacing it with two 66 inch by 51 inch culverts, 4 culvert enlargements and the relocation of several underground utilities.

I-70 Regional Transportation Operations Facility

The Avon Town Council, along with representatives from Eagle County, the Federal Transit Administration (FTA), Colorado Department of Transportation (CDOT), Colorado Association of Transit Agencies (CASTA), as well as members of the public, project designers, and town staff celebrated the ground breaking of the I-70 Regional Transportation Operations Facility at Avon's Swift Gulch transit complex in June.

The I-70 Regional Transportation Operations Facility allows the Town of Avon and ECO Transit to provide and support the growing transit needs of the community. The transit facility was contemplated in the Town's Master Transportation Plan, which supports efforts to enhance regional transit services. The project is funded by the Federal Transit Administration Capital Investment Grant in the amount of \$7.5 million, Federal Transit Administration Better Bus and Bus Facility Grant in the amount of \$367,323, and is receiving \$1 million in Colorado FASTER Transit funds through the Colorado Department of Transportation. The Town of Avon is also contributing \$3 million.

This facility hopes to house two public transit agencies, Avon Transit and ECO Transit, and will include indoor parking for 24 buses with outdoor parking for 4 more, a wash and service bay, money room, break room, and radio dispatch office. Changes to the site include paving for bus circulation, outdoor fueling for gasoline and diesel, and improved site lighting. The project is anticipated to be completed by the fall of 2013 and is vital to the Town's vision for a transit-oriented development land plan.

Town of Avon v. Traer Creek Metropolitan District, 2008 CV 385; Traer Creek LLC, et al v Town of Avon, 2010 CV 316

The Town of Avon filed a lawsuit in fall of 2008 against Traer Creek Metropolitan District asserting various breach of contract claims under the 1998 Village (at Avon) Annexation and Development Agreement for the failure of Traer Creek Metropolitan District to make payments to the Town of Avon. Traer Creek Metropolitan District asserted various counterclaims regarding interpretation of the 1998 Village (at Avon) Annexation and Development Agreement. In spring of 2010, Traer Creek LLC filed a lawsuit against the Town of Avon for Avon's decision to not place the Traer Creek Plaza condominium application on the Town Council's agenda in accordance with provisions of the Avon Municipal Code. The two cases were consolidated in 2010 and grew in complexity with numerous claims and counterclaims. In October of 2011, the parties executed a Settlement Term Sheet in an effort to stop the on-going litigation battle and try to come to some resolution on matters moving forward. All of the parties expended significant effort in settlement negotiations over many months to overcome difficult financial challenges and legal disputes.

In November 2012, the Town of Avon, Traer Creek LLC, Traer Creek Metropolitan District and BNP Paribas reached agreement on major components of litigation settlement, including amendments to the Consolidated Annexation and Development Agreement (CARADA) and amendments to the PUD Guide and PUD Plan Map. The foundation of the agreement was predicated in the Settlement Term Sheet from October 2011.

The approval by the Avon Town Council was the result of lengthy negotiations and review by all parties and numerous public hearings. Although formal dismissal of the litigation was not immediate, the parties share a commitment to implement the settlement. Implementation of the settlement will enable the Town to receive additional revenues to fund the services it provides to the Village at (Avon). Traer Creek Metropolitan District can refinance its existing bonds with support by BNP Paribas. The settlement will also allow the Upper Eagle Regional Water Authority to construct a two million gallon water storage tank to serve the community. Development of The Village at (Avon) can continue when settlement is completed. Court dismissal of the litigation is expected when the escrow agreement and conveyance documents are complete sometime in early 2013.

2013 BUDGET HIGHLIGHTS

The 2013 budget reflects the Town's continued economic recovery while continuing to place an emphasis on the Town's priorities in balancing its budget while maintaining service levels, addressing personnel compensation and eliminating the Town's furlough program, and prioritizing its capital replacement and improvement projects.

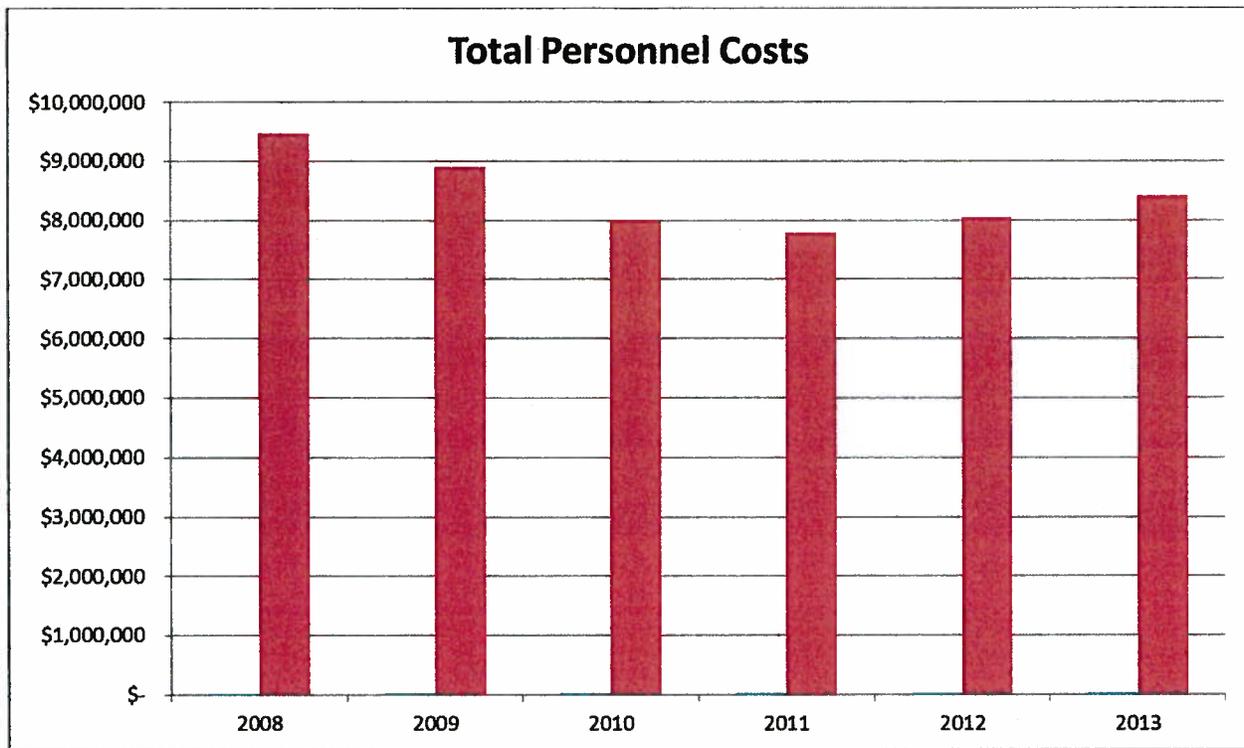
Personnel

In response to feedback from department directors and employees, management's number one priority for the 2013 budget was the elimination of the Town's furlough program that had been in place since May of 2009. The 2013 budget reflects the discontinuation of this program – and the corresponding increase in salaries and wages, the equivalent of more than four full-time employees. In addition, because of the Town's strong sales tax performance in the summer months and Town departments' commitment to keep 2013 appropriations flat, the remaining 1% across-the-board salary reduction that was still in place in 2012 has been restored effective January 1, 2013. Finally, the Town's pay for performance program that was discontinued in 2009 has been resorted and a 3% merit pool added to the budget for 2013.

The Town lost two key positions in 2012 – the Community Development Director and the Public Works Director – and continues to evaluate the replacement of these positions in 2013.

In January 2012, employees with families and/or spouses began a 10% contribution towards their health insurance benefit, which was previously offered at no cost. In 2013, single employees will also be required to make a 10% contribution towards health care costs, and contributions across-the-board will be adjusted slightly upward due to continued insurance cost increases.

The table below outlines the changes in personnel costs over time. The graph shows an upward trend in 2012 due to the restoration of 1% of the 2% employee salary cut, and an upward continuation due to the 2013 changes outlined above. Total personnel costs remain approximately \$1 million below 2008 levels.



Economic Development

In 2012, the Town created a new program budget specifically for economic development and related expenditures. The intent is to prioritize funding for research and events that will aid in reviving our local economic climate. For the 2013 budget, the Town Council added funding for the Entrepreneurs Base Camp, a workspace of the Vail Leadership Institute, which serves as an incubator and accelerator blending leadership development with business planning. The facility combines people, thinking and resources in a collaborative environment with the goal of building excellent, ethical and enduring businesses. In addition, funding was approved for the 2013 Women’s Birds of Prey World Cup ski racing event that will be held the week after the men’s event in December 2013.

Economic Development in CIP

The Town has identified available funds in its capital improvement long-range plan for economic development purposes. Although not yet specifically defined the funds could be used to incentivize development or redevelopment in Avon.

Grant Funding

In order to manage the pressures of a slowly recovering economy and a tightening budget, staff has been encouraged to more aggressively pursue grant funding to cover costs and reduce expenses. Without grant funding several of the projects that have or are set to be completed would not be financially conceivable. Grant-funded projects in the 2013 budget include the following:

- **US 6 Trail – Avon Road to Post Blvd**

The Town of Avon, the ECO Trails Department, and Eagle-Vail Metropolitan District partnered to apply for a grant to construct a trail on the north side of US 6 from Avon

Road to Post Blvd. The entities were awarded a \$355,000 grant from CDOT for the project with the remainder funded by the ECO Trails Department. This is the first part of a three-phase project. The other two phases are a bridge across the Eagle River adjacent to Avon Road and extending the trail from Post Blvd to the I-70 Eagle-Vail interchange. This project was delayed from 2012 to 2013 because of budget and right-of-way concerns.

- **Eagle River Bridge at Avon Road**

This project is a partnership with the ECO trail committee and both parties are applying to obtain GOCO grants in order to construct a bridge for a pedestrian and bicycle trail across the Eagle River adjacent to Avon Road. The trail will connect the existing core trail on the north side of the river with the trail to be constructed along the north side of US 6 in 2013. The entities have so far received a \$497,000 GOCO grants to assist in construction.

Avon Mall

In 2012, the Avon Town Council approved a plan for the Avon Mall that would create a more pedestrian-friendly walkway between Benchmark Road, Avon Station, the Town's transit center, and Lettuce Shed Lane. Improvements to the area included a new public plaza at Benchmark Road, outdoor café seating, benches, way finding signs, and landscaping. Landscape work in 2012 included removal of overgrown trees and ground cover, and the demolition of the old transit building on Benchmark Road. In late summer of 2012, a development application was received from Wyndham Vacation Resorts, a world leader in vacation ownership and transferrable timeshare products. The application is for the development of a 58-unit timeshare and mixed-use project located at 75 Benchmark Rd., directly across from Avon Station and contiguous to lettuce Shed Lane. Due to the proximity of this development to the Avon Mall and the timing of construction, it was decided to delay the Avon Mall project until 2014.

Asset Management

In an effort to maintain a healthy fund balance and reduce the financial impacts of a continuing slow economic recovery, the Town has continued to carefully manage its scheduled replacement of its fleet and other equipment. The useful lives of many items such as vehicles, machinery, and various types of equipment have been extended, providing an immediate cost savings to the town. Though deferring asset replacement reduces expenses from the direct cost of purchasing a replacement asset, it is not a long-term solution to the Town's budgetary difficulties. As the lives of the assets increase, so do the maintenance costs associated with the asset. The Town must eventually return to a more appropriate replacement schedule so that the cost of maintaining assets over time is not more than the cost to replace them.

Financial Overview

As adopted by the Town Council on November 13, 2012, the Town's total appropriations for 2013 equal \$23,320,096. Total estimated revenues for 2013 are \$21,104,158, and estimated ending fund balances are \$12,069,022. Expenditures exceed revenues primarily due to the spend-down of fund balances in the water fund, urban renewal fund, community enhancement fund, and capital projects fund for various capital improvement projects.

Taxes make up 68.25% of estimated operating revenues, with charges for services making up 20.74% and intergovernmental revenues 5.32%. Public works, engineering, and utilities constitute the highest percentage of expenditures at 18.59%, with capital improvements and equipment replacement at 17.76%, transportation and fleet maintenance expenditures at 12.6%, public safety at 13.31%, and general government/finance and recreation making up 13.84% and 12.18%, respectively.

General Fund revenues are estimated at \$12,101,354 in 2013, with taxes making up the majority (\$8,953,370; 73.99%) of operating revenues. Sales and accommodation tax collections represent 74.66% of total taxes, with general property taxes representing 18.19%.

Appropriations for general fund operating expenditures for 2013 total \$11,413,665. Expenditures for public works make up the largest portion, equaling approximately 28% of general operating expenditures for 2013. Recreational expenditures make up an additional 20.87% of general operating expenditures, public safety 22.81%, general government 23.7%, and community development 4.62%.

The fund balance of the General Fund is budgeted to increase by \$260 in 2013 to an estimated ending balance of \$3,468,842. The estimated ending fund balance represents 28.08% of 2013 general fund appropriations or the equivalent of 3.5 months of operations. The Town has felt it necessary to retain this level of fund balance because of its heavy reliance on sales and property tax revenues. The Town's position as a resort community also places a heavy reliance upon several other factors including weather, the national economy, and tourism in general. The Town's fund balance provides the resources necessary to be more adaptable to the short-term financial environment and limits the need for capital financing. It is also important to have the capacity to meet the operational impacts of redevelopment until the efforts can generate a stabilized income.

Capital improvements spending in the Capital Projects Fund will total \$3,841,343 in 2013. Major projects include the Nottingham Lake liner replacement of \$1,250,000 and the heat recovery expansion of \$350,000. In addition, several projects budgeted in 2012 will carry over into 2013 including the construction of the I-70 Regional Transportation Facilities project, the U.S Forest Service land swap, and the US Hwy 6 Trail Projects – Avon Road to Post Blvd and the Eagle River Bridge at Avon Road. Appropriations have also been made annual paving and road improvements, and communications and e-Gov related projects.

The Town collects a 2% tax from all sales of real property within the Town that is dedicated for capital improvement projects. Real estate transfer tax collections totaled \$1,616,982 in 2011, are estimated at \$1,400,000 for 2012, and are budgeted to increase in 2013 to \$1,500,000. Demand appears to be growing for residential real estate while supply dwindles, and local construction contractors indicate a growing demand for work in Eagle County.

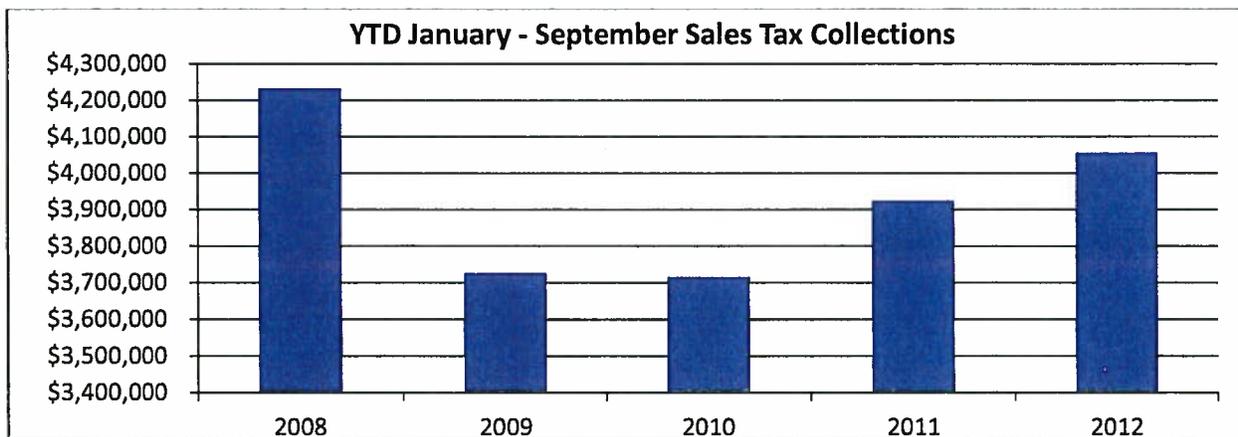
Proposed debt service fund appropriations equal \$1,261,806 for 2013. Revenues for payment of debt service come from property tax revenues, including tax increment, sales tax revenues and interest earnings.

Appropriations for the Transit Enterprise Fund total \$1,007,440 in 2013. Estimated revenues total \$156,817,000 of this amount, \$800,000 is budgeted to be received as a subsidy from the

Town's General Fund. Other revenue includes property taxes of \$40,317 from General Improvement District No. 1, charges for services of \$90,000 for transit service for the Beaver Creek Skier and Restaurant shuttles, \$22,500 for the lease of bus parking spaces, and \$4,000 in advertising revenues.

The Town's net assessed valuation declined by 1.45% in 2012 to a total value of \$180,420,250. The Town's mill rate for general operating purposes will remain at 8.956 mills, while the mill rate for debt service will decrease from 3.116 to 3.027 mills. This decrease will allow property tax revenues in the debt service fund to match a slightly reduced amount of debt service as compared to the previous year.

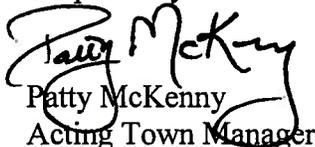
Sales tax revenues for 2013 are budgeted to grow 3% compared to revised 2012 estimates, while accommodations tax is budgeted to increase by 5%. Both 2012 sales tax revenues and accommodation tax revenues were revised up from the original budget due to a strong summer and a continuing recovering economy.

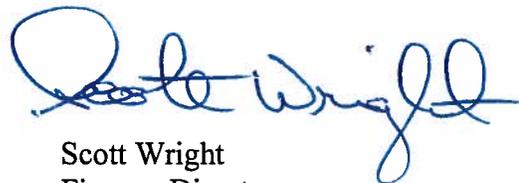


Preparation of this budget represents a significant effort on the part of department directors and their staff. These are the people who make important decisions every day regarding their budgets and how they are managed. Their commitment to financial management and efficient and effective operation of their departments is the key to making the most of every taxpayer dollar spent.

None of this effort would have been possible without the continuing support and direction of the Town Council. As representatives of the public interest of the Town of Avon, they have spent a considerable amount of time and energy in governing the process of preparing this document. Thank you to all who participated in this effort.

Respectfully submitted,


Patty McKenny
Acting Town Manager


Scott Wright
Finance Director

TOWN OF AVON Financial Overview

TOTAL - ALL FUNDS

	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
REVENUES				
Taxes	\$ 12,123,774	11,788,802	\$ 11,398,717	\$ 11,793,748
Licenses and Permits	219,265	265,600	195,600	325,600
Intergovernmental	1,164,171	12,052,551	12,075,566	918,883
Charges for Services	3,553,833	3,813,844	3,173,021	3,584,235
Fines and Forfeitures	197,103	204,250	173,750	177,750
Investment Earnings	87,099	181,316	68,663	71,525
Other Revenue	379,383	373,780	365,684	409,180
Total Operating Revenues	17,724,628	28,680,143	27,451,001	17,280,921
Other Sources				
Sales of Fixed Assets	64,972	38,700	108,700	11,000
Transfers-In From Other Funds	2,325,335	3,306,001	3,109,493	3,757,237
Capital Lease Proceeds	563,811	260,000	260,000	55,000
TOTAL REVENUES	20,678,746	32,284,844	30,929,194	21,104,158
EXPENDITURES				
General Government and Finance	3,411,329	2,841,750	2,986,291	2,707,571
Community Development	519,268	530,633	431,971	526,808
Public Safety	2,516,612	2,518,896	2,568,767	2,603,773
Public Works, Engineering and Utilities	3,429,238	3,424,684	3,480,400	3,637,397
Transportation and Fleet Maintenance	2,921,284	3,058,059	2,770,640	2,465,094
Recreation and Culture	2,054,477	2,358,678	2,274,856	2,382,087
Total Operating Expenditures	14,852,208	14,732,700	14,512,925	14,322,730
Debt Service	1,777,902	1,754,973	1,757,711	1,765,791
Capital Improvements and Equipment Replacement	1,637,893	17,701,884	16,601,016	3,474,338
Other Uses				
Transfers-Out To Other Funds	2,315,515	3,406,001	3,110,393	3,757,237
TOTAL EXPENDITURES	20,583,518	37,595,558	35,982,045	23,320,096
NET SOURCE (USE) OF FUNDS	95,228	(5,310,714)	(5,052,851)	(2,215,938)
FUND BALANCES, Beginning of Year	19,242,583	20,203,841	19,337,811	14,284,960
FUND BALANCES, End of Year	\$ 19,337,811	\$ 14,893,127	\$ 14,284,960	\$ 12,069,022

TOWN OF AVON

Financial Overview

TOTAL - BY FUND

	Special Revenue Funds					
	General Fund	Town Center West	Urban Renewal Fund	Community Enhancement Fund	Water Fund	Affordable Housing Fund
REVENUE						
Taxes	\$ 8,953,370	\$ -	\$ 753,921	\$ -	\$ -	\$ -
Licenses and Permits	325,600	-	-	-	-	-
Intergovernmental	918,883	-	-	-	-	-
Charges for Services	1,369,571	-	-	-	397,000	-
Fines and Forfeitures	177,750	-	-	-	-	-
Investment Earnings	50,000	-	5,525	-	-	-
Other Revenue	306,180	-	-	75,000	-	-
Total Operating Revenues	12,101,354	-	759,446	75,000	397,000	-
Other Sources						
Sales of Fixed Assets	-	-	-	-	-	-
Capital Lease Proceeds	25,000	-	-	-	-	-
Transfers-In From Other Funds	227,571	290,000	-	-	-	-
TOTAL REVENUES	12,353,925	290,000	759,446	75,000	397,000	-
EXPENDITURES						
General Government, Housing and Finance	2,704,921	-	950	-	-	1,700
Community Development	526,808	-	-	-	-	-
Police	2,603,773	-	-	-	-	-
Public Works, Engineering and Utilities	3,196,076	300,700	-	-	140,621	-
Transportation and Fleet Maintenance	-	-	-	-	-	-
Recreation and Culture	2,382,087	-	-	-	-	-
Total Operating Expenditures	11,413,665	300,700	950	-	140,621	1,700
Debt Service	-	-	503,985	-	-	-
Capital Expenditures	-	-	358,743	-	-	-
Other Uses						
Transfers-Out To Other Funds	940,000	-	275,000	350,000	1,250,000	-
TOTAL EXPENDITURES	12,353,665	300,700	1,138,678	350,000	1,390,621	1,700
NET SOURCE (USE) OF FUNDS	260	(10,700)	(379,232)	(275,000)	(993,621)	(1,700)
FUND BALANCES, Beginning of Year	3,468,582	26,773	1,170,387	460,468	1,663,063	535,975
FUND BALANCES, End of Year	\$ 3,468,842	\$ 16,073	\$ 791,155	\$ 185,468	\$ 669,442	\$ 534,275

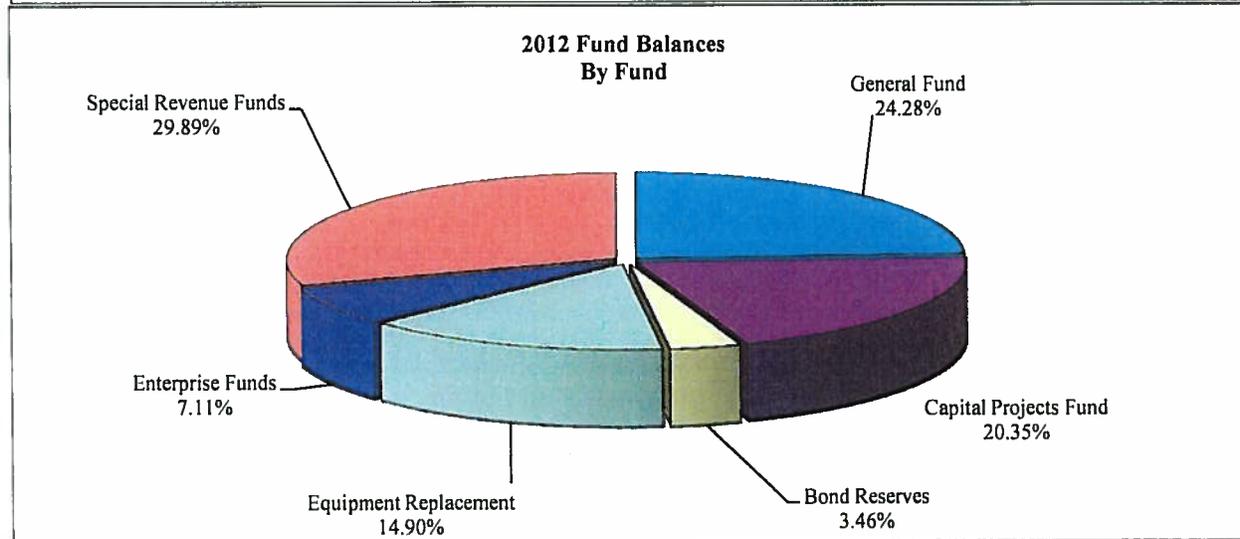
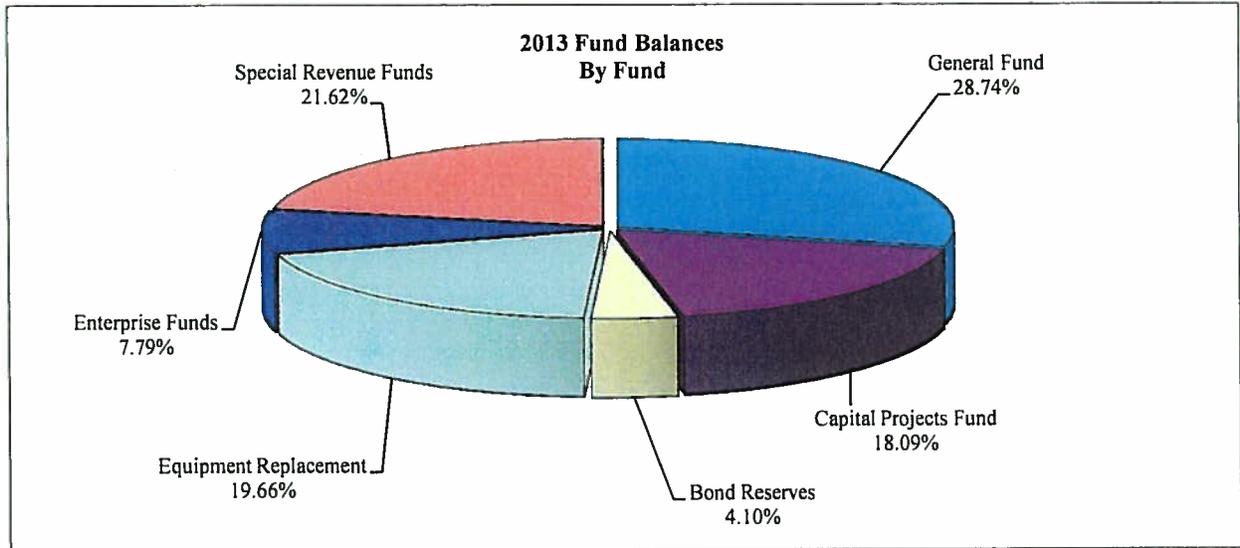
TOWN OF AVON Financial Overview

TOTAL - BY FUND

Facilities Reserve Fund	Debt Service	Capital Projects Fund	Enterprise Funds		Internal Service	Total	Percent of Total
	Fund Bond Redemption		Transit Fund	Fleet Maintenance	Equipment Replacement		
\$ -	\$ 546,140	\$ 1,500,000	\$ 40,317	\$ -	\$ -	\$ 11,793,748	68.25%
-	-	-	-	-	-	325,600	1.88%
-	-	-	-	-	-	918,883	5.32%
-	-	-	90,000	1,277,629	450,035	3,584,235	20.74%
-	-	-	-	-	-	177,750	1.03%
-	1,000	15,000	-	-	-	71,525	0.41%
-	-	1,500	26,500	-	-	409,180	2.37%
-	547,140	1,516,500	156,817	1,277,629	450,035	17,280,921	100.00%
-	-	-	-	-	11,000	11,000	
-	-	-	-	30,000	-	55,000	
-	714,666	1,600,000	800,000	125,000	-	3,757,237	
-	1,261,806	3,116,500	956,817	1,432,629	461,035	21,104,158	
-	-	-	-	-	-	2,707,571	18.90%
-	-	-	-	-	-	526,808	3.68%
-	-	-	-	-	-	2,603,773	18.18%
-	-	-	-	-	-	3,637,397	25.40%
-	-	-	1,007,440	1,457,654	-	2,465,094	17.21%
-	-	-	-	-	-	2,382,087	16.63%
-	-	-	1,007,440	1,457,654	-	14,322,730	100.00%
-	1,261,806	-	-	-	-	1,765,791	
-	-	2,899,106	-	-	216,489	3,474,338	
-	-	942,237	-	-	-	3,757,237	
-	1,261,806	3,841,343	1,007,440	1,457,654	216,489	23,320,096	
-	-	(724,843)	(50,623)	(25,025)	244,546	(2,215,938)	
413,251	494,552	2,907,569	564,658	450,884	2,128,798	14,284,960	
<u>\$ 413,251</u>	<u>\$ 494,552</u>	<u>\$ 2,182,726</u>	<u>\$ 514,035</u>	<u>\$ 425,859</u>	<u>\$ 2,373,344</u>	<u>\$ 12,069,022</u>	

TOWN OF AVON Financial Overview

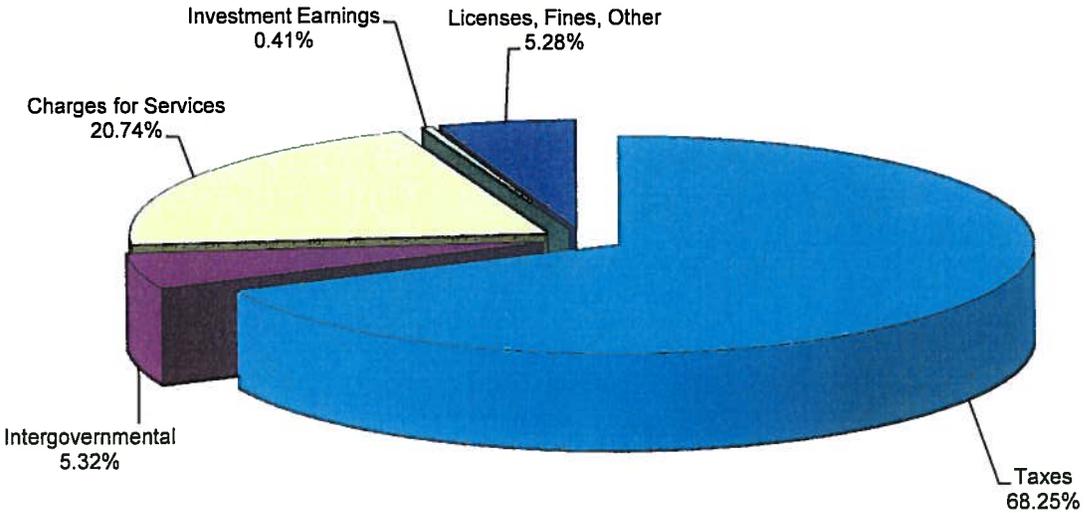
FUND BALANCES



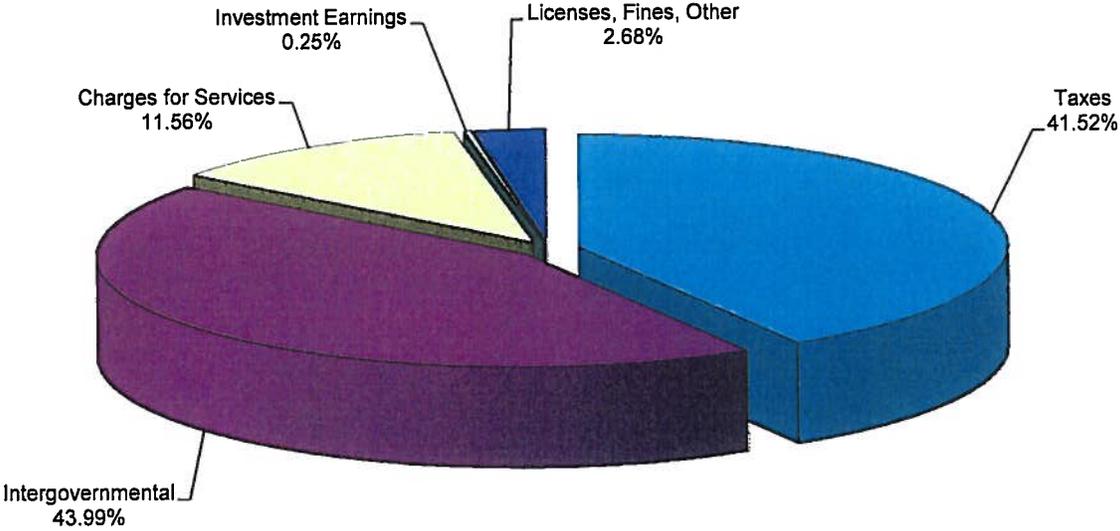
	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
Fund Balances				
General Fund	\$ 3,787,944	\$ 5,705,906	\$ 3,468,582	\$ 3,468,842
Capital Projects Fund	7,072,741	2,267,038	2,907,569	2,182,726
Bond Reserves	494,552	502,885	494,552	494,552
Equipment Replacement	1,982,423	2,104,998	2,128,798	2,373,344
Enterprise Funds	1,256,003	960,231	1,015,542	939,894
Special Revenue Funds	4,744,148	3,352,069	4,269,917	2,609,664
Total	\$ 19,337,811	\$ 14,893,127	\$ 14,284,960	\$ 12,069,022

TOWN OF AVON Financial Overview

2013 TOTAL OPERATING REVENUES By Major Source



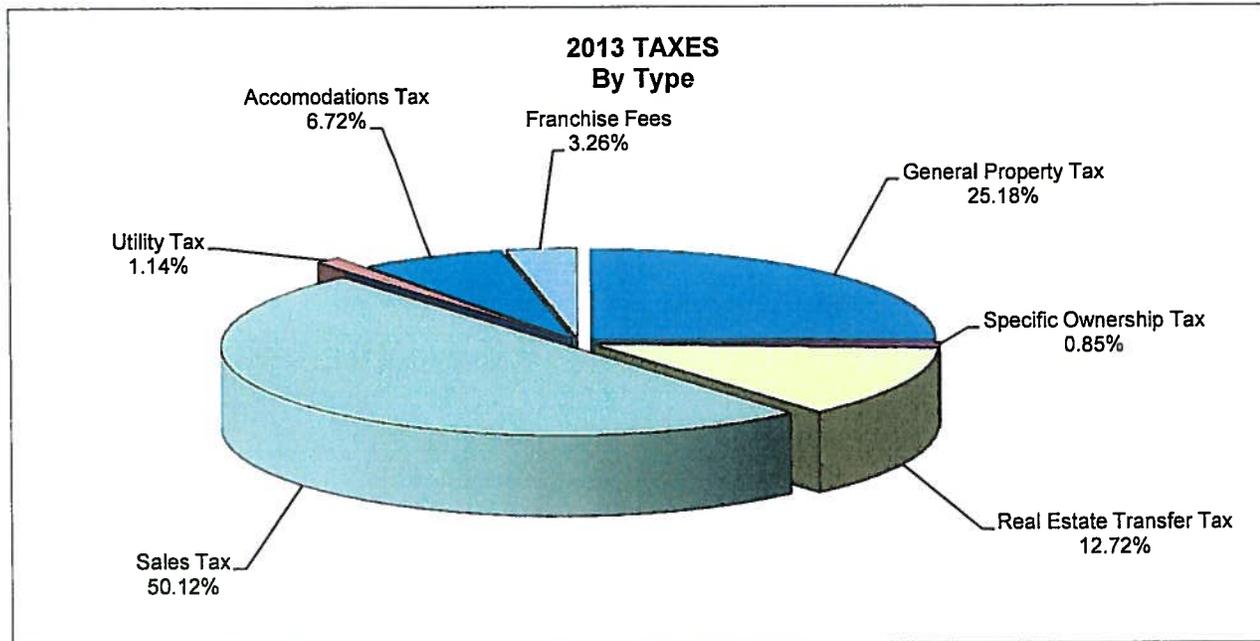
2012 TOTAL OPERATING REVENUES By Major Source



TOWN OF AVON Financial Overview

REVENUES

The Town of Avon anticipates collecting approximately \$11,793,748 or sixty-eight percent (68%) of its operating revenues, through an assortment of taxes in 2013. The chart and table below depicts the amount and type of taxes projected for 2013.



	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
TAXES				
General Property Tax	3,712,678	2,915,266	2,993,346	2,969,436
Specific Ownership Tax	93,596	100,000	97,500	100,000
Real Estate Transfer Tax	1,616,982	1,273,838	1,400,000	1,500,000
Sales Tax	5,461,559	5,546,789	5,642,671	5,911,352
Payments In-Lieu-Of Sales Tax	-	684,988	-	-
Utility Tax	125,155	150,000	130,000	135,000
Accomodations Tax	746,026	747,921	755,200	792,960
Franchise Fees	367,778	370,000	380,000	385,000
Total Taxes	\$ 12,123,774	\$ 11,788,802	\$ 11,398,717	\$11,793,748

The Town's sales tax rate is 4.0%. The sales tax is deposited into the General Fund to partially finance the operating costs associated with providing general governmental type services to the community. The Town also has a 2.0% real estate transfer tax. The tax is charged on all sales of real estate within the Town. Proceeds from this tax are deposited into the Town's Capital Projects Fund and help pay for major capital improvement projects.

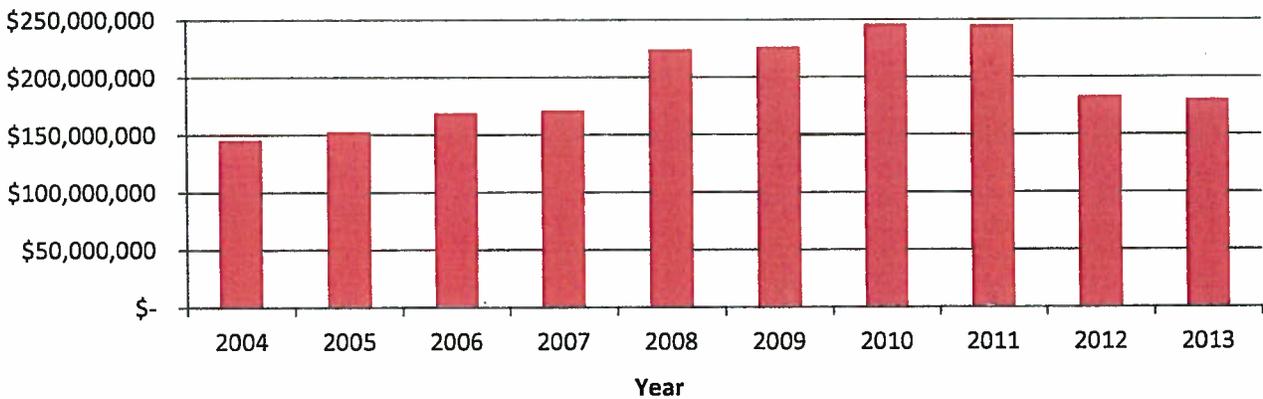
TOWN OF AVON Financial Overview

Revenues

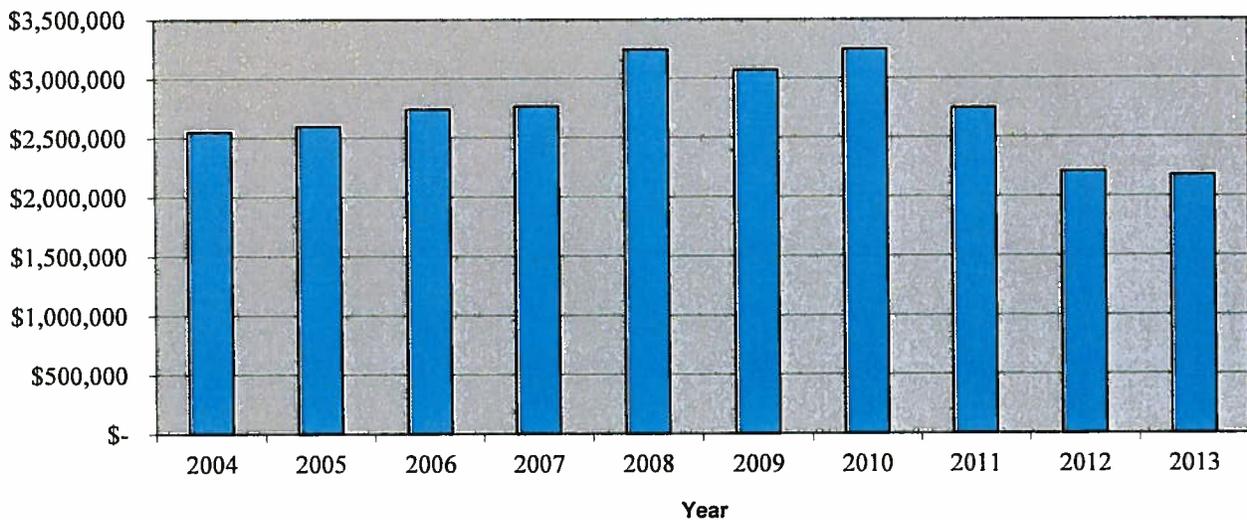
Property Tax

For 2013, the Towns' property tax rate for the General Fund will remain at 8.956 mills. The property tax rate for general bond redemption will decrease from 3.116 to 3.027 mills due to a small decrease in the Town's debt service costs. In addition, the Avon Urban Renewal Authority has budgeted \$753,921 in property tax increment. Total property tax revenues for the Town are budgeted at \$2,969,436 or 25.21% of total tax revenues. The two charts below show the Town's historical property tax levies and assessed valuations for the

Historical Assessed Values



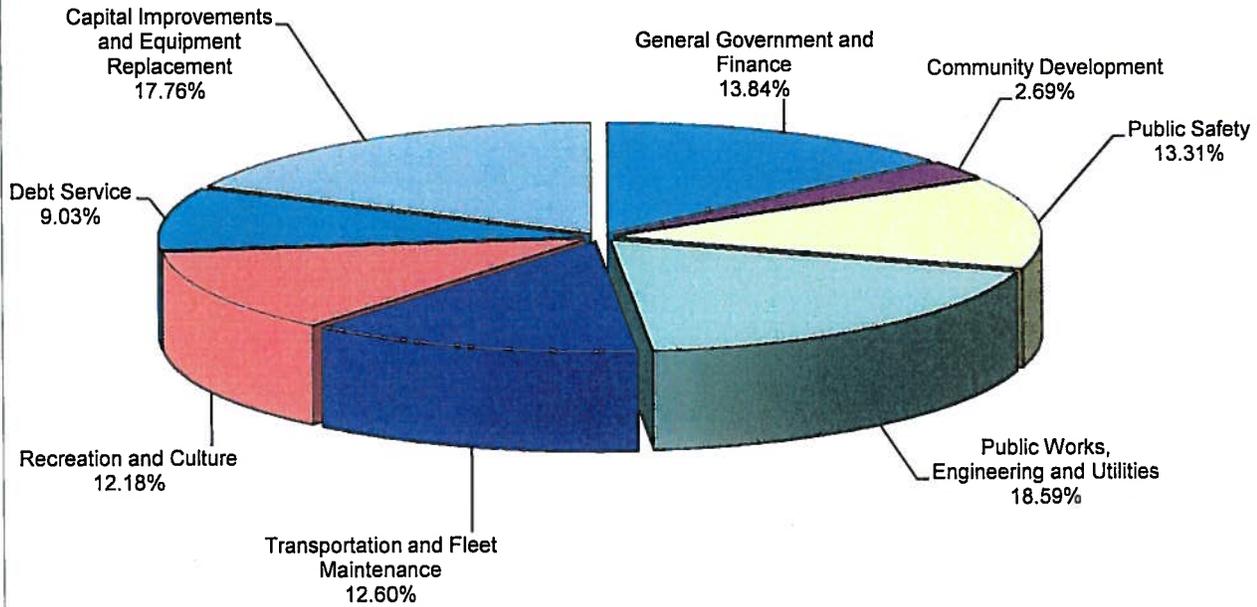
Property Tax Levy



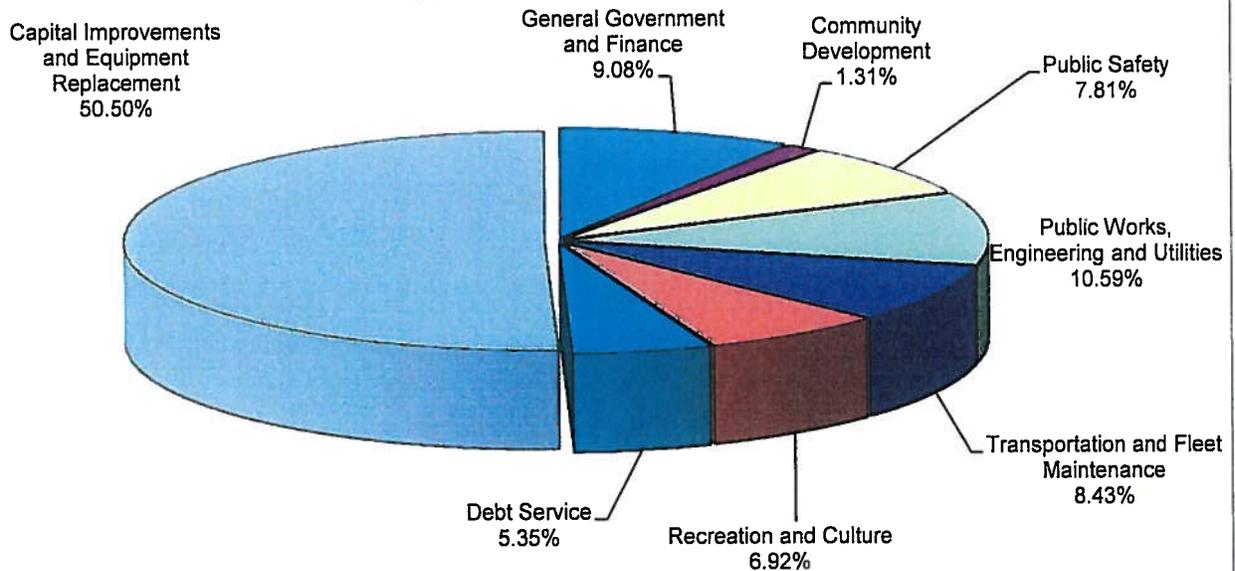
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TOWN OF AVON Financial Overview

2013 TOTAL EXPENDITURES By Major Function



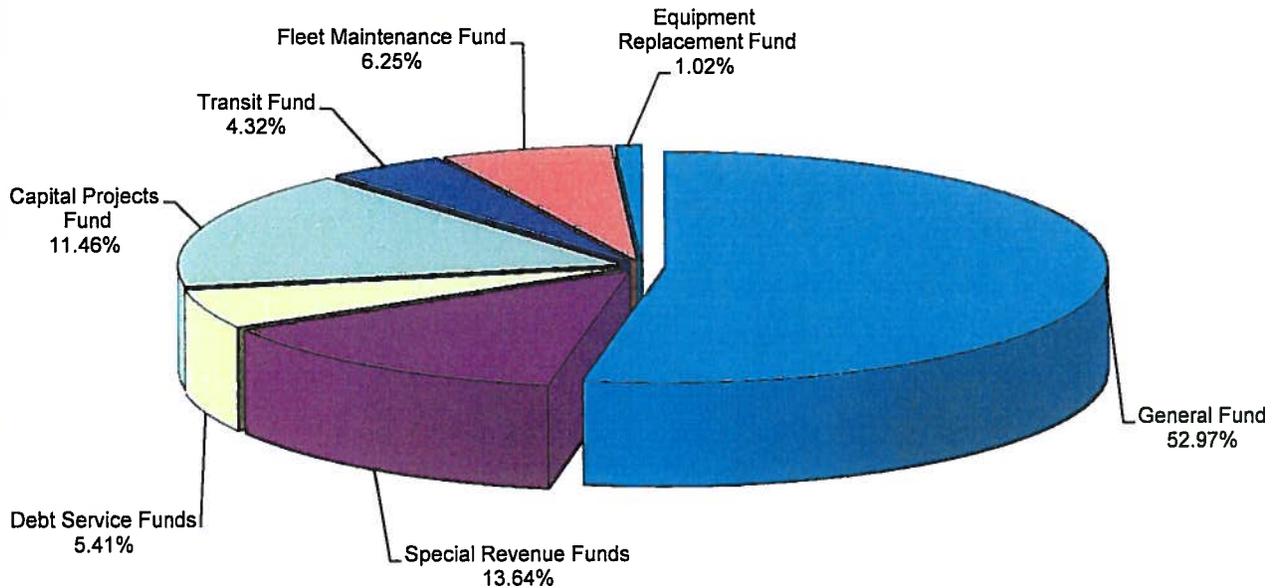
2012 TOTAL EXPENDITURES By Major Function



TOWN OF AVON Financial Overview

EXPENDITURES

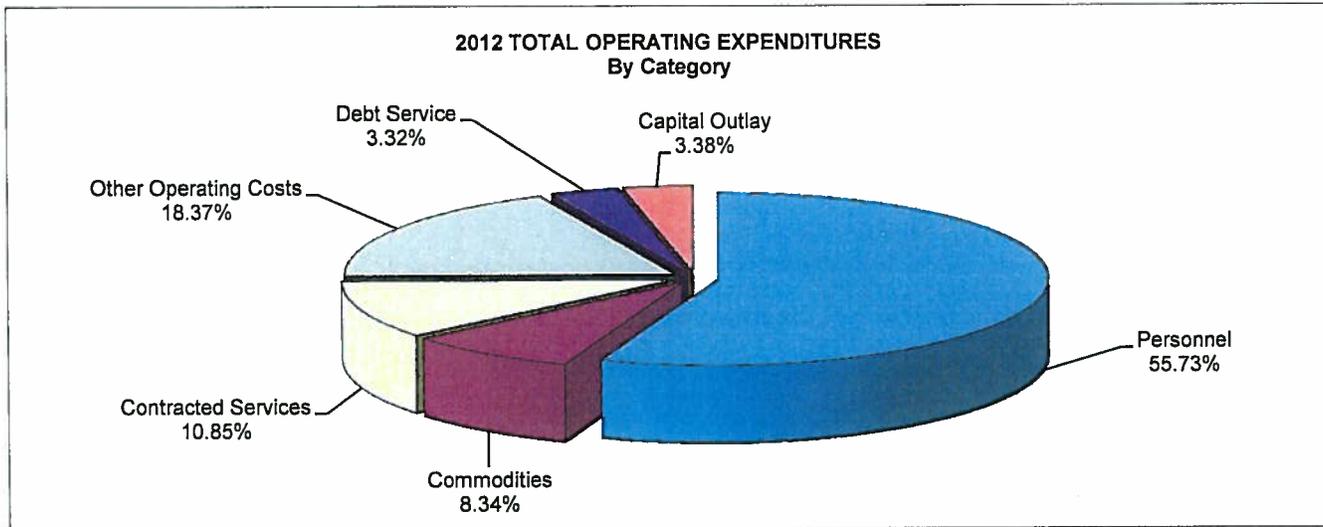
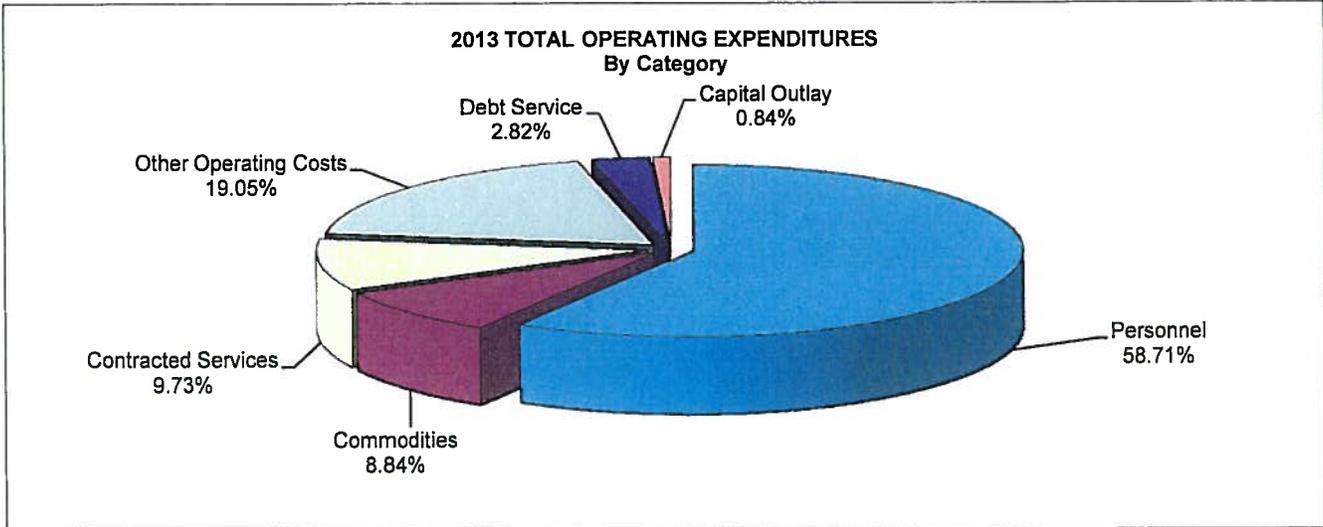
**2013 TOTAL EXPENDITURES
By Fund Type**



	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
EXPENDITURES				
Governmental Funds:				
General Fund	\$ 12,453,582	\$ 12,076,770	\$ 12,133,611	\$ 12,353,665
Special Revenue Funds	1,376,542	2,805,044	2,033,280	3,181,699
Debt Service Funds	1,273,264	1,264,800	1,264,800	1,261,806
Capital Projects Fund	1,944,867	17,791,993	17,181,690	3,841,343
Total	17,048,255	33,938,607	32,613,381	20,638,513
Proprietary Fund Types:				
Transit Fund	1,328,024	1,391,607	1,384,404	1,007,440
Fleet Maintenance Fund	1,593,260	1,666,452	1,386,236	1,457,654
Equipment Replacement Fund	613,979	598,892	598,024	216,489
Total	3,535,263	3,656,951	3,368,664	2,681,583
TOTAL EXPENDITURES	\$ 20,583,518	\$ 37,595,558	\$ 35,982,045	\$ 23,320,096

TOWN OF AVON Financial Overview

EXPENDITURES

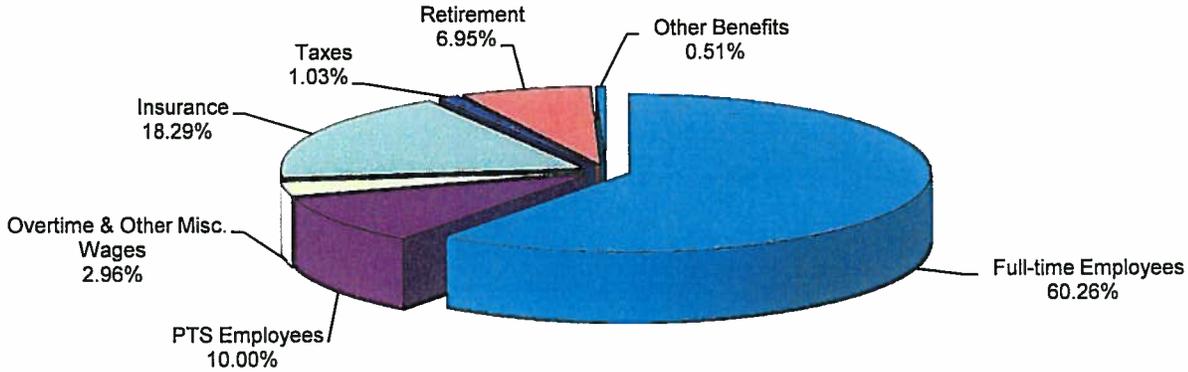


	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
OPERATING EXPENDITURES				
Personnel	\$ 7,785,247	\$ 8,033,177	\$ 8,088,494	\$ 8,409,510
Commodities	1,205,874	1,328,041	1,210,708	1,266,037
Contracted Services	2,276,818	1,635,094	1,574,487	1,393,828
Other Operating Costs	2,778,330	2,825,981	2,666,662	2,728,708
Debt Service	374,921	432,947	481,846	404,497
Capital Outlay	431,018	477,460	490,728	120,150
Total Operating Expenditures	\$ 14,852,208	\$ 14,732,700	\$ 14,512,925	\$ 14,322,730

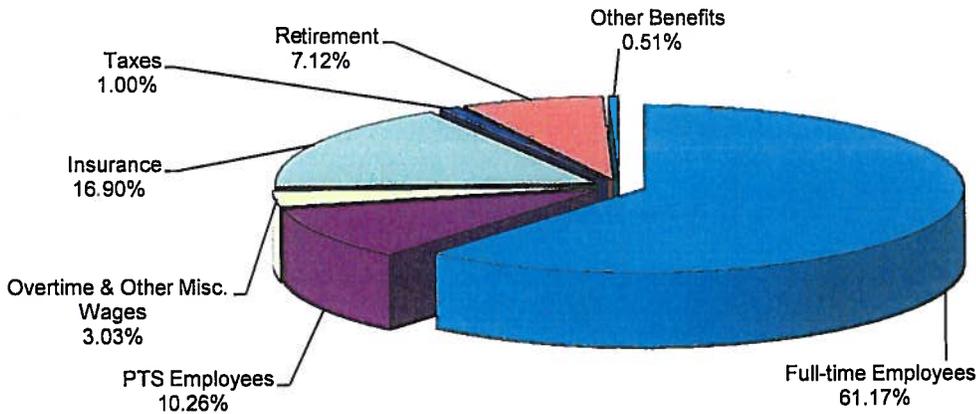
TOWN OF AVON Financial Overview

EXPENDITURES

2013 PERSONNEL EXPENDITURES



2012 PERSONNEL EXPENDITURES



	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
PERSONNEL COSTS				
Salaries and Wages:				
Full-time Employees	\$ 4,889,433	\$ 4,887,311	\$ 4,947,614	\$ 5,067,342
PTS Employees	711,268	829,319	829,820	841,197
Overtime & Other Misc. Wages	209,800	248,640	245,326	248,790
Benefits:				
Insurance	1,423,025	1,374,517	1,366,754	1,538,292
Taxes	76,254	80,813	81,117	86,559
Retirement	437,027	569,291	576,282	584,345
Other Benefits	38,440	43,286	41,581	42,985
Total Personnel Costs	\$ 7,785,247	\$ 8,033,177	\$ 8,088,494	\$ 8,409,510

MUNICIPAL SERVICES

Capital Projects Fund #41

Fund Summary

	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
REVENUES				
Taxes	\$ 1,616,982	\$ 1,273,838	\$ 1,400,000	\$ 1,500,000
Intergovernmental	240,093	10,849,323	10,868,323	-
Investment Earnings	47,261	88,059	15,000	15,000
Other Revenue	25,510	1,500	1,500	1,500
Total Operating Revenues	1,929,846	12,212,720	12,284,823	1,516,500
Other Sources:				
Transfer In - Community Enhancement Fund	-	-	-	350,000
Transfer In - Water Fund	118,305	690,000	731,695	1,250,000
Total Other Sources	118,305	690,000	731,695	1,600,000
TOTAL REVENUES	2,048,151	12,902,720	13,016,518	3,116,500
EXPENDITURES				
Capital Improvements:				
Facilities	596,215	11,970,832	11,970,832	80,000
Land and Land Improvements	105,117	1,000,000	1,000,000	50,000
Roads and Streets	6,810	2,260,000	2,230,000	250,000
Utilities	38,229	73,855	73,855	350,000
Recreation	-	-	-	-
Water Fund Projects	201,695	648,305	678,305	1,250,000
Communications and Technology	2,366	-	-	139,106
Strategic Planning	-	650,000	-	780,000
Other	32,225	-	-	-
Total Capital Improvements	982,657	16,602,992	15,952,992	2,899,106
Other Uses				
Operating Transfer-Out - General Fund	235,530	178,857	217,204	227,571
Operating Transfer Out - URA	-	300,000	300,000	-
Operating Transfer-Out - Debt Service Fund	726,680	710,144	711,494	714,666
Total Other Uses	962,210	1,189,001	1,228,698	942,237
TOTAL EXPENDITURES	1,944,867	17,791,993	17,181,690	3,841,343
NET SOURCE (USE) OF FUNDS	103,284	(4,889,273)	(4,165,172)	(724,843)
FUND BALANCE, Beginning of Year	6,969,457	7,156,311	7,072,741	2,907,569
FUND BALANCE, End of Year	\$ 7,072,741	\$ 2,267,038	\$ 2,907,569	\$ 2,182,726

MUNICIPAL SERVICES

Capital Projects Fund #41

Revenue Detail

Account Number	Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
Taxes:					
51401	Real Estate Transfer Tax	\$ 1,616,982	\$ 1,273,838	\$ 1,400,000	\$ 1,500,000
51000	Total Taxes	1,616,982	1,273,838	1,400,000	1,500,000
Intergovernmental:					
Federal/State Grants:					
53150	FTA 90 SGR	21,112	7,500,000	7,500,000	-
53151	FTA 84 BBF	211,981	367,323	367,323	-
53152	FTA/CDOT - ARRA	-	530,000	530,000	-
53153	FHWA/CDOT Hwy Trail Proj: Avon Rd-Post Blvd	-	355,000	355,000	-
53205	CDOT FASTER	-	1,000,000	1,000,000	-
53202	GOCO Grant - Eagle River Bridge	-	497,000	497,000	-
53299	Other State Grants - Water Wheel	-	-	19,000	-
Local Government/Other Agency:					
53402	Eagle County Grants	7,000	600,000	600,000	-
53000	Total Intergovernmental	240,093	10,849,323	10,868,323	-
Investment Earnings:					
57101	Interest Earnings	47,261	88,059	15,000	15,000
Other Revenues:					
58104	Fireplace Fees	-	1,500	1,500	1,500
58999	Miscellaneous Revenue	25,510	-	-	-
58000	Total Other Revenues	25,510	1,500	1,500	1,500
50000	TOTAL REVENUES	\$ 1,929,846	\$ 12,212,720	\$ 12,284,823	\$ 1,516,500

MUNICIPAL SERVICES

Capital Projects Fund #41

CIP Projects Inventory

Account Number	Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
CAPITAL IMPROVEMENT PROJECTS					
<i>General Government Facilities:</i>					
11009	Town Hall Control System	\$ 32,418	\$ 9,901	\$ 9,901	\$ -
<i>Public Works Facilities:</i>					
Public Works / Transportation Fac. Imp. Program:					
13004	Transportation Facility - Non Grant Eligible Exp	17,815	-	-	-
13005	Lot 5, Village at Avon - PW Improvements	5,262	639,212	639,212	-
13007	Final Design/Eng Svcc (Grt #84)	385,761	73,392	73,392	-
13008	Final Design/Eng Svcc (Grt #90)	27,553	1,174,506	1,174,506	-
13009	Transit Facility Construction (Grt#90)	-	8,172,941	8,172,941	-
13010	Transit Facility Construction (FASTER Grant)	-	1,370,880	1,370,880	-
13011	Transit Facility Construction (ARRA Grant)	-	530,000	530,000	-
<i>Transportation Facilities:</i>					
14004	Fuel Depot Replacement	26,196	-	-	-
<i>Cultural and Recreational Facilities:</i>					
15005	Recreation Center Vapor Barrier Repair	8,521	-	-	-
15006	Recreation Center CMU Block Deterioration Mit.	8,006	-	-	-
15007	Recreation Center Roof Repair	84,683	-	-	-
15008	Recreation Center EPDM Replacement	-	-	-	80,000
Land and Land Improvements:					
<i>Parks:</i>					
21009	Forest Service Land Acquisition	-	1,000,000	1,000,000	-
21011	Nottingham Park Stage	3,085	-	-	-
21014	Nottingham Park Capital Improvements	102,032	-	-	-
21015	Nottingham Park Capital Improvements 2013 Prog.	-	-	-	50,000
Roads and Streets:					
<i>Streetscape:</i>					
31010	Lighting Study & Conversion	5,250	-	-	-
31012	I-70 Noise Reduction Design	1,560	-	-	-
<i>Street Improvements:</i>					
32012	F/S Wildridge Access & Drainage Improvements	-	25,000	25,000	-
<i>Annual Street Maintenance:</i>					
33012	2012 Paving / Road Improvements	-	300,000	270,000	-
33013	2013 Paving / Road Improvements	-	-	-	250,000
<i>Multi-Modal/Alternative Mobility:</i>					
34015	US Hwy 6 Trail Project: Avon Rd-Post Blvd	-	1,041,000	1,041,000	-
34017	US Hwy 6 Eagle River Ped/Bike Bridge	-	894,000	894,000	-

MUNICIPAL SERVICES

Capital Projects Fund #41

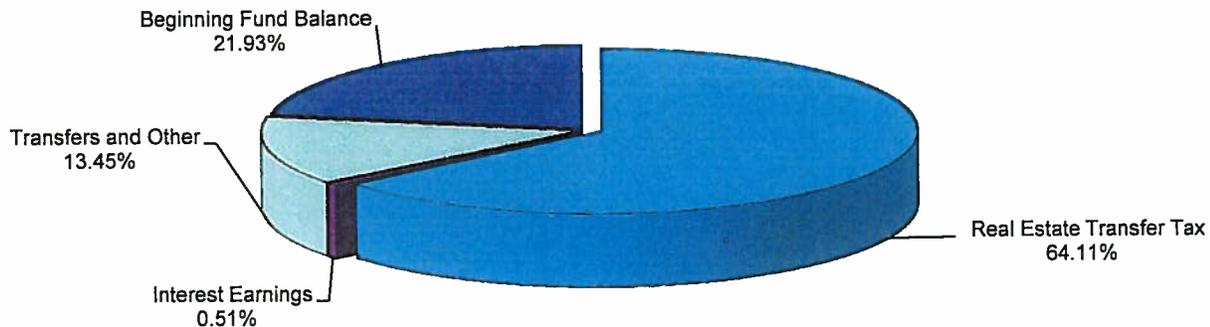
CIP Projects Inventory

Account Number	Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
CAPITAL IMPROVEMENT PROJECTS					
Utilities					
<i>Waste Heat Recovery Project:</i>					
41002	System Design	35,553	-	-	-
41003	Construction	2,676	38,855	38,855	-
41004	Main Street Piping Study	-	35,000	35,000	-
41005	Heat Recovery Expansion	-	-	-	350,000
Water Fund Projects					
61006	Metcalf Road Drainage - Phase 1	201,695	598,305	628,305	-
61010	Nottingham Lake Liner Replacement	-	50,000	50,000	1,250,000
Strategic Planning					
<i>Development Analysis and Review:</i>					
71050	Economic Development	-	650,000	-	750,000
<i>Planning and Consulting:</i>					
79011	2011 General Planning and Consulting	-	-	-	-
79012	2012 General Planning and Consulting	-	-	-	-
79013	2013 General Planning and Consulting	-	-	-	-
79108	Feasibility Study - Town Center West Lot B & C	-	-	-	30,000
Communications and Technology					
<i>Communications:</i>					
81004	VOIP Telephone System	2,366	-	-	-
81006	UHF Radio System and Repeater	-	-	-	34,800
81007	Enterprise-wide Security Camera System Upgrade	-	-	-	45,515
<i>e-Gov.:</i>					
81005	Paperless Packets	-	-	-	26,950
81008	Digital Ticketing	-	-	-	31,841
Other					
93011	2011 Historic Preservation	32,225	-	-	-
Total Capital Improvement Projects		\$ 982,657	\$ 16,602,992	\$ 15,952,992	\$ 2,899,106

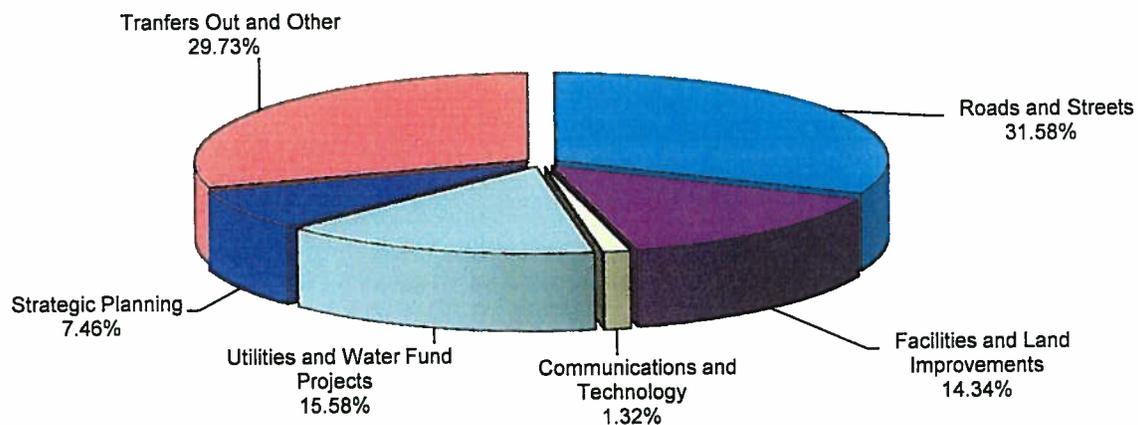
MUNICIPAL SERVICES Capital Project Fund #41

Capital Expenditures by Category and by Revenue Source

2013-2017 Financing Plan



2013-2017 Capital Costs by Category



	2013	2014	2015	2016	2017	Total
FINANCING SOURCES						
Real Estate Transfer Tax	\$ 1,500,000	\$ 1,600,000	\$ 1,700,000	\$ 1,800,000	\$ 1,900,000	\$ 8,500,000
Interest Earnings	15,000	15,000	15,000	10,000	12,000	67,000
Intergovernmental	-	-	-	-	-	-
Transfers and Other	1,601,500	177,901	1,500	1,500	1,500	1,783,901
Beginning Fund Balance	2,907,569	-	-	-	-	2,907,569
TOTAL	\$ 6,024,069	\$ 1,792,901	\$ 1,716,500	\$ 1,811,500	\$ 1,913,500	\$ 13,258,470
CAPITAL COST BY CATEGORY						
Roads and Streets	\$ 250,000	\$ 400,000	\$ 600,000	\$ 750,000	\$ 1,600,000	\$ 3,600,000
Facilities and Land Improvements	130,000	180,000	800,000	275,000	250,000	1,635,000
Communications and Technology	139,106	11,093	-	-	-	150,199
Utilities and Water Fund Projects	1,600,000	176,401	-	-	-	1,776,401
Strategic Planning	780,000	-	10,000	60,000	-	850,000
Transfers Out and Other	942,237	948,227	491,261	499,604	508,014	3,389,343
TOTAL	\$ 3,841,343	\$ 1,715,721	\$ 1,901,261	\$ 1,584,604	\$ 2,358,014	\$ 11,400,943

**TOWN OF AVON
CAPITAL PROJECTS FUND 5-YEAR PLAN**

	Actual 2011	Current		Proposed		Projected		
		Budget 2012	Budget 2013	Budget 2014	Budget 2015	Budget 2016	Budget 2017	
REVENUES								
Real Estate Transfer Tax:	\$ 1,616,982	\$ 1,400,000	\$ 1,500,000	\$ 1,600,000	\$ 1,700,000	\$ 1,800,000	\$ 1,900,000	
Interest Earnings	47,261	15,000	15,000	15,000	15,000	10,000	12,000	
Intergovernmental:								
Federal/State:								
FTA 90 SGR	21,112	7,500,000	-	-	-	-	-	
FTA 84 BBF	211,981	367,323	-	-	-	-	-	
FTA / CDOT - ARRA	-	530,000	-	-	-	-	-	
FHWA / CDOT Hwy 6 Trail Project	-	355,000	-	-	-	-	-	
CDOT FASTER	-	1,000,000	-	-	-	-	-	
GOCO Grant - Eagle Valley Trail Bridge	-	497,000	-	-	-	-	-	
Other State Grants - Water Wheel	-	19,000	-	-	-	-	-	
Local Government:								
Eagle County Trails Grant - Nottingham Park	7,000	-	-	-	-	-	-	
Eagle County Trails Grant - Avon Rd. to Post Blvd.	-	600,000	-	-	-	-	-	
Other Revenues:								
Fireplace Fees	-	1,500	1,500	1,500	1,500	1,500	1,500	
Nonclassified	25,510	-	-	-	-	-	-	
Total Operating Revenues	1,929,846	12,284,823	1,516,500	1,616,500	1,716,500	1,811,500	1,913,500	
Other Sources:								
Transfer in from Community Enhancement Fund	-	-	350,000	-	-	-	-	
Transfer in from Water Fund	118,305	731,695	1,250,000	176,401	-	-	-	
Total Other Sources	118,305	731,695	1,600,000	176,401	-	-	-	
Total Revenues and Sources of Funds	\$ 2,048,151	\$ 13,016,518	\$ 3,116,500	\$ 1,792,901	\$ 1,716,500	\$ 1,811,500	\$ 1,913,500	

**TOWN OF AVON
CAPITAL PROJECTS FUND 5-YEAR PLAN**

	Actual 2011	Current		Proposed Budget 2013	Projected			
		Budget 2012	Budget 2013		2014	2015	2016	2017
EXPENDITURES								
Capital Improvements:								
Facilities	596,215	11,970,832	80,000	110,000	100,000	250,000	-	
Land and Land Improvements	105,117	1,000,000	50,000	70,000	700,000	25,000	250,000	
Roads and Streets	6,810	2,230,000	250,000	400,000	600,000	750,000	1,600,000	
Utilities	38,229	73,855	350,000	-	-	-	-	
Water Fund Projects	201,695	678,305	1,250,000	176,401	-	-	-	
Communications and Technology	2,366	-	139,106	11,093	-	-	-	
Strategic Planning	-	-	780,000	-	10,000	60,000	-	
Other	32,225	-	-	-	-	-	-	
Total Expenditures	982,657	15,952,992	2,899,106	767,494	1,410,000	1,085,000	1,850,000	
Other Uses:								
Operating Transfer Out - General Fund	235,530	217,204	227,571	234,398	241,430	248,673	256,133	
Operating Transfer Out - URA	-	300,000	-	-	-	-	-	
Operating Transfer Out - D/S Fund 2010 COPs	255,695	248,481	251,081	248,581	249,831	250,931	251,881	
Operating Transfer Out - D/S Fund 1999 Rev Bnds	470,985	463,013	463,585	465,248	-	-	-	
Total Other Uses	962,210	1,228,698	942,237	948,227	491,261	499,604	508,014	
Total Expenditures and Uses of Funds	1,944,867	17,181,690	3,841,343	1,715,721	1,901,261	1,584,604	2,358,014	
Net Source (Use) of Funds	103,284	(4,165,172)	(724,843)	77,180	(184,761)	226,896	(444,514)	
Fund Balance, Beginning of Year	6,969,457	7,072,741	2,907,569	2,182,726	2,259,906	2,075,145	2,302,041	
Fund Balance, End of Year	\$ 7,072,741	\$ 2,907,569	\$ 2,182,726	\$ 2,259,906	\$ 2,075,145	\$ 2,302,041	\$ 1,857,527	

**TOWN OF AVON
CAPITAL PROJECTS INVENTORY 5-YEAR PLAN
(Nondiscretionary Projects)**

	Total Project Budget	2010 and Prior Yr. Actuals	Actual 2011	Current Budget 2012	Estimated Project Cost To-Date 2012	Proposed Budget 2013	Projected		
							2014	2015	2016
CAPITAL IMPROVEMENT PROJECTS									
Facilities:									
<i>General Government Facilities:</i>									
Town Hall Control System	\$ 125,000	\$ 82,681	\$ 32,418	\$ 9,901	\$ 125,000	\$ -	\$ -	\$ -	\$ -
Town Hall Elevator and Boiler Replacement	110,000	-	-	-	-	110,000	-	-	-
<i>Transit / PW Facilities Improvement Project:</i>									
Non-Grant Eligible Design	17,815	-	17,815	-	17,815	-	-	-	-
Public Works Improvements, (On-site and Lot 5)	644,474	-	5,262	639,212	644,474	-	-	-	-
Final Design /Engineering Services (Grant #84)	459,153	-	385,761	73,392	459,153	-	-	-	-
Final Design /Engineering Services (Grant #90)	1,202,059	-	27,553	1,174,506	1,202,059	-	-	-	-
Transit Facility Construction (Grant #90)	8,172,941	-	-	8,172,941	8,172,941	-	-	-	-
Transit Facility Construction (FASTER Grant)	1,370,880	-	-	1,370,880	1,370,880	-	-	-	-
Transit Facility Construction (ARRA Grant)	530,000	-	-	530,000	530,000	-	-	-	-
<i>Transportation Facilities</i>									
Fuel Depot Replacement	26,196	-	26,196	-	26,196	-	-	-	-
<i>Cultural and Recreational Facilities:</i>									
Rec. Center Vapor Barrier Repair	108,348	99,827	8,521	-	108,348	-	-	-	-
Rec. Center CMU Block Deterioration Mitigation	99,471	91,465	8,006	-	99,471	-	-	-	-
Rec. Center Roof Repair	374,492	289,809	84,683	-	374,492	-	-	-	-
Recreation Center EPDM Replacement	80,000	-	-	-	80,000	-	-	-	-
Land and Land Improvements:									
Forest Service Land Acquisition	1,028,796	28,796	-	1,000,000	1,028,796	-	-	-	-
Nottingham Park Capital Improvements	102,032	-	102,032	-	102,032	-	-	-	-
Nottingham Park Capital Improvements 2013 Program	50,000	-	-	-	-	50,000	-	-	-
Roads and Streets:									
<i>Streetscape:</i>									
Lighting Study & Conversion	709,607	704,357	5,250	-	709,607	-	-	-	-
<i>Street Improvements:</i>									
Annual Paving/Road Improvements	N/A	-	-	270,000	270,000	250,000	400,000	500,000	500,000
<i>Multi-Modal/Alternative Mobility:</i>									
US Hwy 6 Trail Project - Avon Road to Post Blvd	1,041,000	-	-	1,041,000	1,041,000	-	-	-	-
US Hwy 6 Trail Project - Undergrounding	-	-	-	-	-	-	-	-	-
Pedestrian and Bike Trail - US Hwy 6 - Eagle River Bridge	894,000	-	-	894,000	894,000	-	-	-	-

TOWN OF AVON
CAPITAL PROJECTS INVENTORY 5-YEAR PLAN
(Nondiscretionary Projects)

	Total Project Budget	2010 and Prior Yr. Actuals	Actual 2011	Current Budget 2012	Estimated Project Cost To-Date 2012	Proposed Budget 2013	Projected		
							2014	2015	2016
CAPITAL IMPROVEMENT PROJECTS									
Utilities									
<i>Waste Heat Recovery System Project:</i>									
System Design	700,449	664,896	35,553	-	700,449	-	-	-	-
Construction	3,823,297	3,781,766	2,676	38,855	3,823,297	-	-	-	-
Expansion Study	35,000	-	-	35,000	35,000	-	-	-	-
Water Fund Projects									
Metcalf Road Drainage - Phase 1	915,647	85,647	201,695	628,305	915,647	-	-	-	-
Nottingham Lake Liner Replacement - Study	50,000	-	-	50,000	50,000	-	-	-	-
Nottingham Lake Liner Replacement	1,250,000	-	-	-	-	1,250,000	-	-	-
Communications and Technology									
<i>Communications:</i>									
VOIP Telephone System	113,183	110,817	2,366	-	113,183	-	-	-	-
UHF Radio System and Repeater	34,800	-	-	-	-	34,800	-	-	-
Enterprise-wide Security Camera System Upgrade	45,515	-	-	-	-	45,515	-	-	-
e-Gov.:									
Digital Ticketing	31,841	-	-	-	-	31,841	-	-	-
Paperless Packets	26,950	-	-	-	-	26,950	-	-	-
Strategic Planning									
<i>Planning and Consulting:</i>									
Feasibility Study - Town Center West Lot B and Lot C	30,000	-	-	-	-	30,000	-	-	-
Other									
Water Wheel	32,225	-	32,225	-	32,225	-	-	-	-
Total Capital Improvement Projects	\$ 22,878,729	\$ 5,940,061	\$ 978,012	\$ 15,927,992	\$ 22,846,065	\$ 1,799,106	\$ 510,000	\$ 500,000	\$ 500,000

TOWN OF AVON
CAPITAL PROJECTS INVENTORY 5-YEAR PLAN
(Discretionary Projects)

	Total Project Budget	2010 and Prior Yr. Actuals	Actual 2011	Current Budget 2012	Estimated Project Cost To-Date 2012	Proposed Budget 2013	Projected			
							2014	2015	2016	2017
CAPITAL IMPROVEMENT PROJECTS										
Facilities:										
Fleet Maintenance Control System	100,000	-	-	-	-	-	100,000	-	-	-
Recreation Center - Water Slide Replacement	250,000	-	-	-	-	-	-	-	250,000	-
Land and Land Improvements:										
<i>Harry A. Nottingham Park Improvements (Master Plan):</i>										
Nottingham Park Stage	40,418	37,333	3,085	-	40,418	-	-	-	-	-
Nottingham Park Zone C Improvements - playground	770,000	-	-	-	-	70,000	700,000	-	-	-
Nottingham Park - Remodel Restrooms	275,000	-	-	-	-	-	-	-	25,000	250,000
Roads and Streets:										
Streetscape:										
I-70 Noise Reduction Design	4,030	2,470	1,560	-	4,030	-	-	-	-	-
FS Wildridge Access & Drainage Improvements	25,000	-	-	25,000	25,000	-	-	-	-	-
W. B/C Blvd. Streetscape Improvements (Lake St./Avon Rd.)	825,000	-	-	-	-	-	-	-	75,000	750,000
E. Beaver Creek Blvd Streetscape - Avon Rd to BC Place	275,000	-	-	-	-	-	-	-	25,000	250,000
Metcalf Road - Retaining Wall Stabilization	100,000	-	-	-	-	-	100,000	-	-	-
Multi-Modal/Alternative Mobility:										
<i>Recreational Trails Program:</i>										
Nottingham Trail-Buck Creek Trail connector	50,000	-	-	-	-	-	-	-	-	50,000
Beaver Creek Overlook Trail Improvements	50,000	-	-	-	-	-	-	-	-	50,000
Buck Creek Trail Improvements	150,000	-	-	-	-	-	-	-	150,000	-
Utilities										
Heat Recovery Expansion to Transit Center & Lot 61	350,000	-	-	-	-	350,000	-	-	-	-
Water Fund Projects										
Drainage Master Plan	50,000	-	-	-	10,035	-	-	-	-	-
W. Beaver Creek Blvd. Drainage I-70 to Railroad	385,000	42,022	-	-	42,022	-	-	-	-	-
Mountain Star Water Tank Contribution	176,401	-	-	-	-	-	-	-	176,401	-

**TOWN OF AVON
CAPITAL PROJECTS INVENTORY 5-YEAR PLAN
(Discretionary Projects)**

Total Project Budget	2010 and Prior Yr. Actuals	Actual 2011	Current Budget 2012	Estimated Project Cost To-Date 2012	Proposed Budget 2013	Projected			
						2014	2015	2016	2017
11,093	-	-	-	-	11,093	-	-	-	-
N/A	-	-	-	-	-	10,000	10,000	10,000	-
750,000	-	-	-	-	750,000	-	-	-	-
50,000	-	-	-	-	-	-	-	50,000	-
\$ 4,686,942	\$ 91,860	\$ 4,645	\$ 25,000	\$ 121,505	\$ 1,100,000	\$ 257,494	\$ 910,000	\$ 585,000	\$ 1,350,000

CAPITAL IMPROVEMENT PROJECTS
 Communications and Technology
 e-Gov.;

WebTrac

Strategic Planning
 General Planning and Consulting
 Economic Development
 Parking Study, Town Center

Total Capital Improvement Projects

**TOWN OF AVON
2013 CAPITAL PROJECTS FUND 5-YEAR PLAN
PROJECT DESCRIPTIONS
(Non-Discretionary Projects)**

FACILITIES

I-70 Regional Transportation Operations Facility Project

Description: The RTOF project consists of improvements to site infrastructure, construction of a 24-stall bus storage and maintenance facility and relocation of the public works modular building. The project is funded \$2,100,000 of Town Funds, \$7,500,000 Federal Transit Administration Grant, \$1,000,000 Colorado Department of Transportation FASTER Grant and \$523,000 American Resource and Recover Act Grant.

Status: The project construction started in June 2012 and will be completed in Fall of 2013.

Budget: 2011 \$ 413,314
2012 \$11,321,719

Relocating Public Works Operations

Description: Public Works operations and modular building will be relocated at the existing site located at 500 Swift Gulch Road to make way for new bus storage building. The proposed improvements consist of relocating the existing modular office facility and accessory structures 500 feet north on the site. Also, the project includes installing improvements such as fencing and landscaping at 375 Yoder Avenue so that some Public Works operations can be located there.

Status: The project started in June 2012 and will be completed in 2013.

Budget: 2012 \$644,474

Recreation Center EPDM Flat Roof Replacement

Description: The existing flat EPDM flat roof is approaching its 20-year life span in 2013. This project will replace the existing EPDM on the three flat roofs on the recreation center.

Status: Required to maintain the Town's existing infrastructure.

Budget: 2013 \$80,000

Town Hall Elevator and Boiler Replacement

Description: The existing elevator is starting to require significant maintenance and is no longer supported by the original manufacturer. The Town Hall snowmelt boiler is also nearing the end of its useful life and is requiring significant maintenance efforts to keep it operating. Both of these systems need to be replaced in the near future to stem the on-going maintenance expenses.

Status: Required to maintain Town's existing infrastructure.

Budget: 2014 \$110,000

2013 Nottingham Park Improvements

Description: Several capital project are required in the park including upgrading the playground equipment to meet current standards and replacing the parks garage roof.

Status: The improvements will be installed in the summer of 2013.

Budget: \$50,000

LAND AND LAND IMPROVEMENTS

Forest Service Land Acquisition

Description: Participation with the US Forest Service, Eagle County, the Colorado State Land Board, and the Eagle Valley Land Trust, in a series of land exchanges that will permanently protect 2,140 acres of public lands.

Status: The budget includes funds for the preparation of a preliminary and final appraisal of Forest Service parcels which collectively contain approximately 555 acres; the previously annexed "Parcel B" property on the northwest corner of Town containing approximately 475 acres; and the Forest Service parcel adjacent to the Village at Avon subdivision "Planning Area M" containing approximately 80 acres. Completion of this project will extend into 2013.

Budget: 2012 \$ 1,000,000

ROADS AND STREETS

Street Improvements:

Annual Paving/Road Improvements

Description: This project is the Town's annual street resurfacing and pavement maintenance program, generally consisting of asphalt overlays and related surface treatments such as curb and gutter, storm drainage repair, guardrail adjustment, etc., where applicable.

Status: Projects will be determined annually based on various existing street conditions with a 10-year pavement surface lifespan typically used as a 'rule of thumb.'

Budget:

2012	\$ 270,000
2013	\$ 250,000
2014	\$ 400,000
2015	\$ 500,000
2016	\$ 500,000
2017	\$ 500,000

Multi-Modal/Alternative Mobility:

US 6 Trail – Avon Road to Post Blvd

Description: The Town of Avon, the ECO Trails Department, and Eagle-Vail Metropolitan District partnered to obtain a grant application to construct a trail on the north side of US 6 from Avon Road to Post Blvd. The entities received a \$355,000 grant from CDOT for the project from the 2012 to 2014 enhance grant program and the remainder for the project is funded by the ECO

Trails Department. This is the first part of a three phase project. The other two phases are a bridge across the Eagle River adjacent to Avon Road and extending the trail from Post Blvd to the I-70 Eagle-Vail interchange. The above-ground electric lines will be placed underground along the route and will be paid for out of the community enhancement fund.

Status: Project is funded and design will start in 2013. It was delayed from 2012 to 2013 because of budget and right-of-way issues.

Budget: 2013 \$1,041,000

Eagle River Bridge at Avon Road

Description: Construct a bridge for a pedestrian and bicycle trail across the Eagle River adjacent to Avon Road. The trail will connect the existing core trail on the north side of the river with the trail to be constructed along the north side of US6 in 2013. The project will be a partnership with the ECO trail committee and both parties will apply to obtain GOCO grants. The entities have received a \$497,000 GOCO Grant to assist in construction.

Status: The project will be designed in 2011 and constructed in 2013. The project was delayed because of budget issues related to the trail component.

Budget: 2013 \$ 894,000

WATER FUND PROJECTS

Benchmark Lake at Nottingham Park Lake Liner Replacement

Description: Benchmark Lake was constructed in 1980 with a PVC liner that has an expected 15 year life span. The liner has not been replaced and over the last 5-years, has deteriorated to the point where it leaks approximately 2 to 3 cfs of water. The liner will be replaced with a more durable liner material and accumulated sediment will be removed in 2013. Also, several other improvements are planned for the lake including improving the beach area, grading a shallow area for figure skating, replacement of irrigation intake structure, cleaning the sediment pond and replacing several inlet pipes.

Status: The bottom of lake will be surveyed and the project designed in fall 2012. Construction will occur in fall 2013, after the summer season ends.

Budget: 2012 \$50,000
2013 \$1,250,000

COMMUNICATIONS AND TECHNOLOGY

UHF Radio System and Repeater

Description: The Town currently uses Sprint / Nextel push to talk technology to communicate among departments without the need to place a cell phone call when they need to talk to another employee. This technology is changing in the summer of 2013 and our testing to date has not proven to be a satisfactory communication solution for the departments. The affected groups are recreation special events, police department, parks, fleet and public works. The Town owns a private UHF radio band that can be accessed via an antenna being placed within the Town. Each department would need to purchase radios so they would have the necessary number to cover shifts and special events. The Nextel / Sprint push to talk phones

that are used only for that function would go away, saving the Town an estimated \$8,900 per year in cell phone costs. Once the radios are purchased and the tower and antenna are installed, there are no monthly fees associated with operation of the radio system.

Status: This is a budget estimate based on one quote the Town has received to date. A full project RPF will be performed early in 2013 to have this completed before the Nextel / Sprint system is changed over in the summer.

Budget: 2013 \$ 34,800

Enterprise-wide Security Camera System Upgrade

Description: Upgrade of the existing security camera system in the Recreation Center, as well as an upgrade to the existing system in the Police Department. This will create one central system that can be used in the Municipal Building, the Recreation Center and the Cabin. Other locations can be added to this system in the future. Many of the cameras in the Recreation Center are not operational and they are all very old technology and poor quality. This would include adding a few more cameras throughout the Municipal Building as well as replacing all existing cameras in the Recreation Center and the Cabin with new Ethernet networked cameras that can be viewed from any Town of Avon network computer. This new system will also provide the Town with video data capture for up to 30 days at a time for historical purposes

Status: This will allow the Town to have a centralized security camera system that the Town of Avon Police Department is already trained and familiar with the operation and use of.

Budget:	2013	Recreation Center	\$ 15,455
		Rec Cabin	1,680
		Police & Court area	<u>28,380</u>
		Total Project	<u>\$ 45,515</u>

Paperless Packets

Description: There is a desire to reduce the amount of paper that is generated for each Town Council and Planning and Zoning Commission meetings. This will allow the Town to be more efficient in the packet preparation as well as reduce the use of paper and supplies and reduce costs associated with generating the paper packets. This will also require the Town to purchase 14 laptops to provide to members. We will upgrade our existing Laserfiche environment to allow members of each group to remotely access completed electronic packets in a secure manner. The upgrade will also feature the use of the Laserfiche workflow product which will automatically route the electronic files that complete the packets and have staff members sign off on each document as it progresses through the process.

Status: Proposed time line is 2013 budget. After this upgrade the automatic workflow process will allow for greater efficiency in the packet generation as well as delivery of the packet securely to Town Council and Planning and Zoning members.

Budget: 2013 Laserfiche upgrade - \$12,950
Laptops (14) - \$14,000

Digital Ticketing

Description: Currently all tickets issued by the police department are manually written out by the officer at the time the ticket is issued. The ticket is then manually entered into the Intergraph system that the police department uses for ticket tracking purposes. The ticket is then also manually entered into the Sleuth court system so the ticket can be tracked in the Avon Municipal Court application. An electronic ticketing solution would allow officers to scan the driver's license and all of that data would be captured electronically to a handheld device. The officer can complete the ticket on the device, print out a hard copy to give to the citizen and they are done. The electronic information can then be downloaded from the hand held device and automatically interfaced to the Integraph and Sleuth Court system which would eliminate all of the duplication of effort that exists today in both systems.

Status: This project is scheduled for a 2014 installation

Budget: 2014 \$ 31,841

STRATEGIC PLANNING

Feasibility Study – Town Center West Lot B and C

Description: Hire a consultant to examine the feasibility of using tax increment financing and other government subsidies to stimulate the development of Lot B and C, Avon Center.

Budget: 2013 \$30,000

**TOWN OF AVON
2013 CAPITAL PROJECTS FUND 5-YEAR PLAN
PROJECT DESCRIPTIONS
(Discretionary Projects)**

FACILITIES

Fleet Maintenance Building Control Systems

Description: The Fleet Maintenance building currently does not have a control system computer and software to operate the HVAC system. As a result, it is not possible to properly manage the HVAC system operations and adjust the controls. It is expected that a properly operating control system will provide for energy savings and improved control of the building's HVAC.

Status: The project will commence in 2015 and Staff is looking at potential grant options because the project will result in reduced energy consumption.

Budget: 2015 \$100,000

Recreation Center Water Slide Replacement

Description: The large water slide at the Avon Recreation Center will be approximately 20 years old in 2016 and will have reached the end of its estimated useful life.

Budget: 2016 \$250,000

LAND AND LAND IMPROVEMENTS

Harry A. Nottingham Park Improvements Program

Overview: The Town completed the Harry A. Nottingham Park Master Plan in 2008, which identifies and outlines a series of improvements to the park that are required either to maintain its current functionality or to address unmet needs of the community. The Master Plan prioritizes the improvements over a multi-year phasing plan. \$3,000,000 is proposed over the next five years to construct the highest priority projects outlined in the Master Plan.

Nottingham Park - New Playground

Description: This project will replace the existing playground equipment with a new facility in its current location. The Park Master Plan recommended moving the playground to the current location of the restrooms. The location is recommended to be changed due to funding constraints. The new playground will be designed in 2014 for construction in 2015.

Budget: 2014 \$ 70,000
2015 \$ 700,000

Nottingham Park – Remodel Restrooms

Description: The existing restrooms are due for a remodel because of their location in the park and the on-going vandalism that occurs in the facility. The remodel will incorporate vandalism resistant fixtures and security features. The restrooms will be designed in 2016 for 2017 construction.

Budget: 2016 \$ 25,000
2017 \$ 250,000

ROADS AND STREETS

Streetscape:

West Beaver Creek Boulevard Streetscape Improvements (Lake St. to Avon Rd.)

Description: The existing West Beaver Creek Boulevard design is based on outdated projected traffic volumes because it was built prior to construction of the Post Boulevard interchange and the Eagle-Vail half-diamond interchange. The existing design is wider than required and is not pedestrian focused. The lack of development on Lot B also resulted in discontinuous sidewalk and the lack of a proper street crossing at Sun Road. This project will reduce the amount of vehicular lanes, add landscaping, additional lighting, median islands, and crosswalks to enhance pedestrian mobility and safety from Avon Road to Lake Street. An asphalt overlay will also be included as part of this project scope.

Status: \$75,000 is budgeted in 2014 for design and \$750,000 for construction of the improvements.

Budget:

2016	\$ 75,000
2017	\$ 750,000

East Beaver Creek Boulevard Streetscape Improvements (Avon Rd. to BC Place)

Description: East Beaver Creek Boulevard was constructed based on higher traffic volumes than exist today and what will occur at build-out. This has resulted in an asphalt width larger than necessary and a vehicular orientated design. This project will reduce the amount of vehicle lanes, add median islands with landscaping, and incorporate traffic calming measures.

Status: The \$25,000 programmed for 2016 includes design and the \$250,000 programmed for 2017 includes construction of the improvements from approximately Avon Road to Beaver Creek Place.

Budget:

2016	\$ 25,000
2017	\$ 250,000

Metcalf Road Cliff Stabilization

Description: The sandstone cliff above Metcalf Road just prior to the upper switchback was not stabilized during its original construction. The cliff is made up of loose sandstone that is steadily eroding and causing the lot immediately above to gradually erode toward the existing structure's foundations. This project will install a retaining wall to prevent further erosion of the steep slope.

Status: The condition of the slope does not present an immediate concern. Therefore, the design and construction of the project has been budgeted for 2015.

Budget:

2015	\$ 100,000
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Multi-modal/Alternative Mobility:

Recreational Trails Program:

Nottingham Trail-Buck Creek Trail Connector

Description: This spur trail will connect the existing Nottingham Road Bike Path to the Buck Creek Road/Nottingham Road intersection. The scope includes a paved trail from path to Nottingham Road, pedestrian improvements at the

intersection, and pedestrian improvements from the intersection to the Buck Creek Trailhead. A portion of this scope was originally proposed as part of the postponed Nottingham Road improvement project.

Status: This project is scheduled for implementation in 2017 and is dependent on available funding.

Budget: 2017 \$ 50,000

Beaver Creek Overlook Trail Improvements

Description: This project includes resurfacing the Beaver Creek overlook trail, parking lot and trailhead improvements. This areas' combination of accessibility and outstanding vistas will make it a popular destination.

Status: This project is identified in the Recreational Trails Master Plan and is scheduled for implementation in 2017.

Budget: 2017 \$ 50,000

Buck Creek Trail Improvements

Description: Construction of a gravel surface trail on the east side of Buck Creek from Swift Gulch Road north to the existing Buck Creek trailhead.

Status: The land for this project was dedicated to the Town as part of the Buck Creek PUD.

Budget: 2016 \$ 150,000

COMMUNICATIONS AND TECHNOLOGY

WebTrac

Description: The Recreation Center is moving toward using more online notifications of programs and classes available to the public. By moving to Facebook and sending out notifications via e-mail blasts as notifications off the website, customers who wish to purchase a class or program will want an easy access online link to sign up and purchase a program or a class. WebTrac is the web-enabled version of RecTrac. RecTrac is the program that the Recreation Center already uses to handle all daily business within the Recreation Center. WebTrac would allow Recreation Center customers to sign up and pay online for programs and classes offered by the Recreation Center.

Status: This project is scheduled for a 2014 installation

Budget: 2014 \$ 11,093

STRATEGIC PLANNING

General Planning and Consulting

Description: Consulting Services for Various Planning Projects That May Arise Throughout the Year.

Status: Annual Budget Item to Address Miscellaneous Unscheduled Planning Issues That May Occur During the Year.

Budget: 2015 \$ 10,000

2016 \$ 10,000

Parking Study – Town Center

Description: Develop a parking study that will analyze the recently adopted plans for the Town Center area, update parking numbers, evaluate locations for structured parking facilities and develop financing scenarios for the parking facilities.

Budget: 2016 \$ 50,000

MUNICIPAL SERVICES

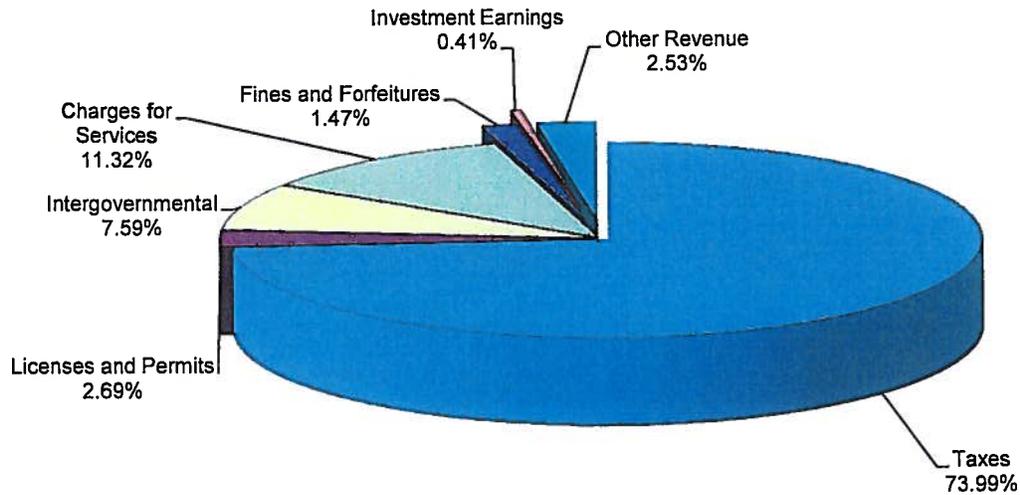
General Fund #10

Fund Summary

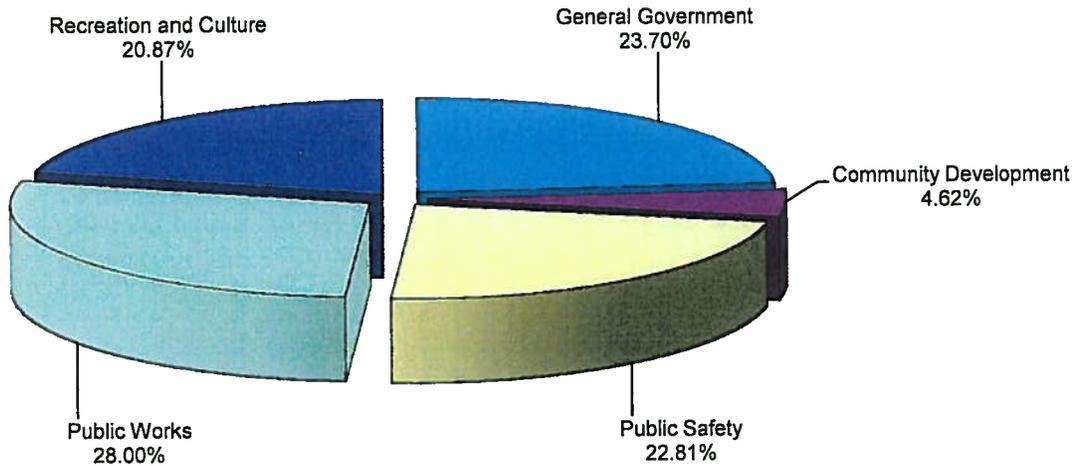
	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
REVENUES				
Taxes	\$ 8,923,062	\$ 9,240,349	\$ 8,646,022	\$ 8,953,370
Licenses and Permits	219,265	265,600	195,600	325,600
Intergovernmental	916,803	909,931	901,892	918,883
Charges for Services	1,341,607	1,731,196	1,282,101	1,369,571
Fines and Forfeitures	197,103	204,250	173,750	177,750
Investment Earnings	35,954	85,000	50,000	50,000
Other Revenue	259,081	293,680	276,180	306,180
Total Operating Revenues	11,892,875	12,730,006	11,525,545	12,101,354
Other Sources				
Sales of Fixed Assets	-	1,500	71,500	-
Capital Lease Proceeds	-	-	-	25,000
Transfer-In From Community Enhancement Fund	10,000	-	-	-
Transfer-In From Capital Projects Fund	245,350	178,857	217,204	227,571
Total Other Sources	255,350	180,357	288,704	252,571
TOTAL REVENUES	\$ 12,148,225	\$ 12,910,363	\$ 11,814,249	\$ 12,353,925
EXPENDITURES				
General Government	\$ 3,409,629	\$ 2,696,050	\$ 2,869,641	\$ 2,704,921
Community Development	519,268	530,633	431,971	526,808
Public Safety	2,516,612	2,518,896	2,568,767	2,603,773
Public Works	3,003,596	3,020,513	3,063,376	3,196,076
Recreation and Culture	2,054,477	2,358,678	2,274,856	2,382,087
Total Operating Expenditures	11,503,582	11,124,770	11,208,611	11,413,665
Other Uses				
Transfers-Out to Town Center West Fund	-	15,000	15,000	15,000
Transfers-Out to Transit	950,000	837,000	810,000	800,000
Transfers-Out to Fleet Maintenance	-	100,000	100,000	125,000
Total Other Uses	950,000	952,000	925,000	940,000
TOTAL EXPENDITURES	12,453,582	12,076,770	12,133,611	12,353,665
NET SOURCE (USE) OF FUNDS	(305,357)	833,593	(319,362)	260
FUND BALANCES, Beginning of Year	4,093,301	4,872,313	3,787,944	3,468,582
FUND BALANCES, End of Year	\$ 3,787,944	\$ 5,705,906	\$ 3,468,582	\$ 3,468,842

MUNICIPAL SERVICES General Fund

2013 OPERATING REVENUES



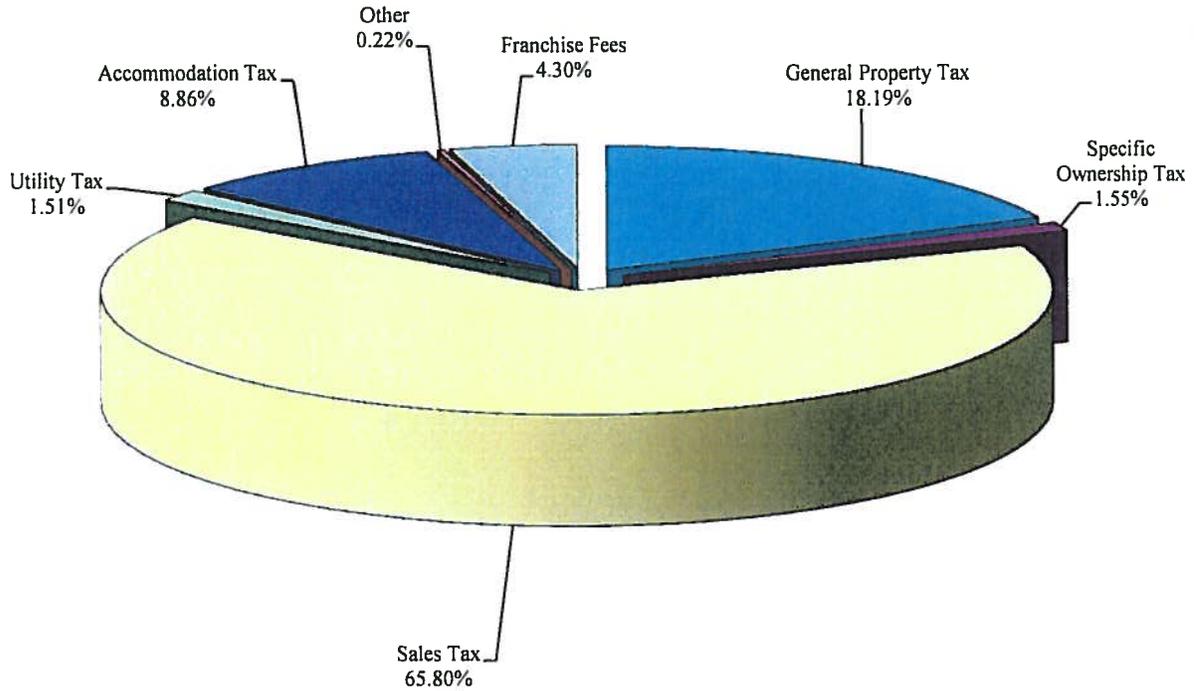
2013 OPERATING EXPENDITURES



MUNICIPAL SERVICES General Fund

Revenues

2013 TAXES

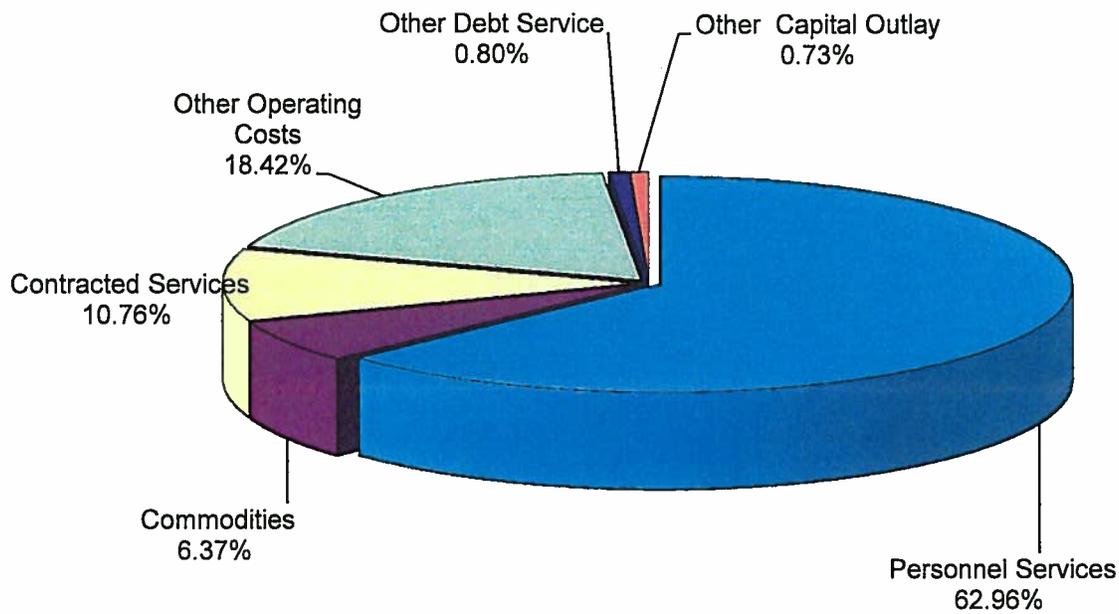


	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
TAXES				
General Property Tax	\$ 2,128,948	\$ 1,640,651	\$ 1,640,651	\$ 1,629,058
Specific Ownership Tax	93,596	100,000	97,500	100,000
Sales Tax	5,444,813	5,521,789	5,622,671	5,891,352
Utility Tax	125,155	150,000	130,000	135,000
Accommodation Tax	746,026	747,921	755,200	792,960
Other	16,746	25,000	20,000	20,000
Payments In-Lieu-Of Sales Tax	-	684,988	-	-
Franchise Fees	367,778	370,000	380,000	385,000
TOTAL TAXES	\$ 8,923,062	\$ 9,240,349	\$ 8,646,022	\$ 8,953,370

MUNICIPAL SERVICES General Fund

Expenditures

2013 OPERATING EXPENDITURES By Object Class



	Personnel Services	Commodities	Contracted Services	Other Operating Costs	Debt Service	Capital Outlay	Total
EXPENDITURES							
General Government	\$ 1,633,134	\$ 84,234	\$ 491,792	\$ 493,561	\$ -	\$ 2,200	\$ 2,704,921
Community Development	480,149	7,599	18,668	19,792	-	600	526,808
Public Safety	1,959,371	112,454	38,020	483,928	-	10,000	2,603,773
Public Works	1,615,090	369,248	380,226	672,791	90,871	67,850	3,196,076
Recreation and Culture	1,498,040	150,291	299,079	432,277	-	2,400	2,382,087
TOTAL OPERATING EXPENDITURES	\$ 7,185,784	\$ 723,826	\$ 1,227,785	\$ 2,102,349	\$ 90,871	\$ 83,050	\$ 11,413,665

MUNICIPAL SERVICES General Fund

Revenue Detail

Account Number	Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
Taxes:					
51101	General Property Tax	\$ 2,158,624	\$ 1,639,601	\$ 1,639,601	\$ 1,628,008
51102	General Property Tax - Delinquent Collections	4,440	50	50	50
51103	General Property Tax - Interest	(3,296)	1,000	1,000	1,000
51104	General Property Tax - Abatements	(30,820)	-	-	-
51201	Specific Ownership Tax	93,596	100,000	97,500	100,000
51301	Sales Tax	5,444,813	5,521,789	5,622,671	5,891,352
51302	Utility Tax	125,155	150,000	130,000	135,000
51303	Accommodation Tax	746,026	747,921	755,200	792,960
51304	Penalties and Interest	16,746	15,000	15,000	15,000
51305	Sales Tax Audit Assessments	-	10,000	5,000	5,000
51306	Payments In-Lieu-Of Sales Tax	-	684,988	-	-
51402	Franchise Fees	367,778	370,000	380,000	385,000
51000	Total Taxes	8,923,062	9,240,349	8,646,022	8,953,370
Licenses and Permits:					
52101	Liquor Licenses	7,358	7,500	10,000	10,000
52102	Business Licenses	19,735	20,000	20,000	20,000
52103	Contractor's Licenses	8,985	10,500	10,500	10,500
52201	Building Permits	139,467	200,000	120,000	250,000
52205	Road Cut Permits	43,695	27,500	35,000	35,000
52206	Other Licenses and Permits	25	100	100	100
52000	Total Licenses and Permits	219,265	265,600	195,600	325,600
Intergovernmental:					
Federal Grants:					
53106	Click It or Ticket	2,723	5,000	2,900	5,000
53107	Ballistic Vests	2,980	1,516	869	1,800
53199	Other Federal Grants	6,170	-	3,824	-
State Grants					
53204	High Visibility/LEAF	34,166	20,000	36,000	36,000
Local Government/Other Agency					
53402	Eagle County- Special Events Contribution	6,000	4,000	-	6,000
53402	Eagle County- Trail Safety and Repair	-	-	7,500	-
53402	Wal-mart	-	-	2,000	-
53900	Eagle River Youth Coalition	7,290	3,000	8,500	8,500
	Subtotal: Grants	59,329	33,516	61,593	57,300

MUNICIPAL SERVICES

General Fund

Revenue Detail

Account Number	Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
State/County Shared Revenue:					
53301	Conservation Trust	59,685	65,000	65,000	65,000
53302	Motor Vehicle Registration	22,524	22,000	22,000	22,000
53303	Highway User's Tax	183,947	187,615	187,615	187,615
53304	Cigarette Tax	43,780	47,000	47,000	47,000
53305	County Sales Tax	344,985	346,800	365,684	383,968
53306	Road & Bridge Fund	201,098	205,000	150,000	153,000
53308	State Severance Tax	1,455	3,000	3,000	3,000
	Subtotal: Shared Revenue	857,474	876,415	840,299	861,583
53000	Total Intergovernmental	916,803	909,931	901,892	918,883
Charges for Services:					
General Government:					
54101	Sales of Map and Publications	452	100	100	100
54102	Photocopying Charges	906	300	300	300
54103	License Hearing Fees	75	100	100	100
54104	Other Fees and Charges	2,611	1,250	1,250	1,250
54201	Plan Check Fees	64,599	67,000	63,000	137,000
54202	Subdivision Review Fees	1,176	1,000	1,000	1,000
54203	Design Review Fees	10,436	7,500	18,700	20,000
54204	Animal Control Fees	975	2,000	1,000	1,000
54205	Abatement Services	4,147	5,500	6,500	5,500
54206	Fire Impact Fee Administration Fees	1,735	250	250	2,500
54301	Police Reports	619	1,500	1,500	600
54302	Police Extra Duty	17,220	17,000	12,600	12,600
54303	Fingerprinting Fees	6,210	4,000	4,000	4,000
54304	VIN Inspection Fees	12,000	14,000	12,500	12,500
54305	False Alarm Fees/Misc Police Dept Fees	3,050	3,500	5,500	4,500
54306	National Night Out	400	500	500	500
54399	DUI Reimbursement	6,866	3,000	9,000	3,000
54453	Village at (Avon) Municipal Services	-	356,698	-	-
	Subtotal: General Govern.	133,477	485,198	137,800	206,450
Recreation Facility:					
54601	Admission Fees	792,769	800,000	762,000	790,000
54602	Program Fees	33,780	41,805	40,000	40,000
54603	Rentals	21,838	18,800	21,240	22,000
54604	Merchandise Sales	9,621	10,000	8,000	8,000
54605	Childcare	8,771	9,000	9,000	9,000
54606	Rec Center Services	14,536	15,000	15,000	15,000
54607	Fitness Program Revenues	42,101	40,000	40,000	40,000

MUNICIPAL SERVICES General Fund

Revenue Detail

Account Number	Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
Other Recreation:					
54651	Adult Program Revenues	12,294	14,000	9,000	12,000
54652	Cabin Equipment Rentals	29,395	38,669	28,000	28,000
54653	Athletic Field Rentals	3,587	4,465	4,465	4,465
54654	Cabin Concessions	3,689	5,500	5,000	5,000
54655	Youth Program Revenues	118,969	121,159	109,000	109,000
54676	Sponsorships	58,670	60,050	35,000	65,000
54678	Event Fees	58,110	67,550	58,596	15,656
	Subtotal: Recreation	1,208,130	1,245,998	1,144,301	1,163,121
54000	Total Charges for Services	1,341,607	1,731,196	1,282,101	1,369,571
Fines and Forfeitures:					
55101	Court Fines - Traffic	129,836	140,000	120,000	125,000
55102	Court Fines - Criminal	29,860	28,000	22,000	25,000
55103	Court Fines - Parking	9,181	11,000	5,000	5,000
55105	Court Costs	8,210	11,500	10,000	10,000
55106	Jury Fees	-	150	150	150
55107	Bond Forfeitures	500	2,000	500	500
55109	Miscellaneous Court Revenues	-	100	100	100
55110	Police Training Surcharge	13,338	11,500	12,000	12,000
55120	Police Forfeiture Revenue	6,178	-	4,000	-
55000	Total Fines and Forfeitures	197,103	204,250	173,750	177,750
Investment Earnings:					
57101	Interest	35,954	85,000	50,000	50,000
57000	Total Investment Earnings	35,954	85,000	50,000	50,000
Other Revenues:					
58101	Recreational Amenity Fees	197,927	205,000	205,000	205,000
58109	Bond Issuance Fees	10,697	10,100	10,100	10,100
58201	Lease of Town-Owned Property	12,397	20,000	12,500	42,500
58996	Miscellaneous Reimbursements	-	8,580	8,580	8,580
58999	Miscellaneous Nonclassified Revenues	38,060	50,000	40,000	40,000
58000	Total Other Revenues	259,081	293,680	276,180	306,180
50000	TOTAL REVENUES	\$ 11,892,875	\$ 12,730,006	\$ 11,525,545	\$ 12,101,354

MUNICIPAL SERVICES

General Fund

Department Expenditure Summaries

Dept./Div. Number	Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
General Government:					
Legislative:					
111	Mayor and Town Council	\$ 155,762	\$ 150,893	\$ 151,595	\$ 162,125
112	Boards and Commissions	10,598	15,306	15,306	15,306
113	Town Attorney	1,240,403	400,000	400,000	250,000
115	Town Clerk	90,374	99,307	108,818	103,011
	Total Legislative	1,497,137	665,506	675,719	530,442
Judicial:					
121	Municipal Court	126,902	126,544	129,866	135,292
Executive:					
131	Town Manager	231,781	231,544	367,672	223,472
132	Human Resources	206,799	211,374	236,740	275,701
133	Community Relations	199,738	114,467	113,568	117,075
134	Economic Development	-	140,550	140,550	163,575
	Total Executive	638,318	697,935	858,530	779,823
Finance Department:					
141	Finance	612,183	658,502	667,126	699,034
143	Information Systems	255,207	301,439	301,308	318,243
149	Nondepartmental	279,882	246,124	237,092	242,087
	Total Financial Administration	1,147,272	1,206,065	1,205,526	1,259,364
	Total General Government	3,409,629	2,696,050	2,869,641	2,704,921
Community Development:					
211	Administration	152,416	165,352	47,387	128,848
212	Planning	249,576	248,249	267,787	272,350
213	Building Inspection	117,276	117,032	116,797	125,610
	Total Community Development	519,268	530,633	431,971	526,808
Police Department:					
311	Administration	517,481	507,213	519,412	526,112
312	Patrol	1,901,246	1,902,803	1,943,680	1,970,259
313	Investigations	97,885	108,880	105,675	107,402
	Total Police	2,516,612	2,518,896	2,568,767	2,603,773

MUNICIPAL SERVICES General Fund

Department Expenditure Summaries

Dept./Div. Number	Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
Public Works:					
411	Administration	75,477	75,620	76,893	67,912
412	Engineering	259,614	184,987	260,444	263,402
413	Roads and Streets	1,520,827	1,522,218	1,501,725	1,577,709
414	Facilities Maintenance	348,195	394,103	394,033	401,949
415	Parks	799,483	843,585	830,281	885,104
Total Public Works		3,003,596	3,020,513	3,063,376	3,196,076
Recreation and Culture:					
513	Special Events	302,353	348,880	298,763	333,975
514	Administration	346,064	375,631	377,472	396,475
515	Adult Programs	28,944	36,548	28,497	35,401
516	Aquatics	373,208	443,939	442,062	458,221
517	Childcare	34,769	38,487	38,507	40,631
518	Fitness	117,518	132,080	132,121	135,298
519	Front Desk	201,591	224,941	224,325	231,876
520	Maintenance	496,539	574,475	553,233	565,465
521	Youth Programs	122,232	130,123	129,296	132,837
522	Cabin	31,259	53,574	50,580	51,908
Total Recreation and Culture		2,054,477	2,358,678	2,274,856	2,382,087
TOTAL OPERATING EXPENDITURES		\$ 11,503,582	\$ 11,124,770	\$ 11,208,611	\$ 11,413,665

MUNICIPAL SERVICES General Fund

Departmental Operating Costs

Dept./ Div. Number	Description	Personnel Services	Commodities	Purchased & Contracted Services	Other Operating Costs	Debt Service	Capital Outlay	Total
General Government:								
Legislative:								
111	Town Council	\$ 144,941	\$ -	\$ 1,000	\$ 15,084	\$ -	\$ 1,100	\$ 162,125
112	Boards and Commissions	13,306	-	-	2,000	-	-	15,306
113	Town Attorney	-	-	250,000	-	-	-	250,000
115	Town Clerk	91,161	3,500	2,000	5,250	-	1,100	103,011
Total Legislative		249,408	3,500	253,000	22,334	-	2,200	530,442
Judicial:								
121	Municipal Court	109,967	500	24,200	625	-	-	135,292
Executive:								
131	Town Manager	206,960	200	5,000	11,312	-	-	223,472
132	Human Resources	245,231	2,720	14,050	13,700	-	-	275,701
133	Community Relations	41,925	100	27,800	47,250	-	-	117,075
134	Economic Development	-	-	-	163,575	-	-	163,575
Total Executive		494,116	3,020	46,850	235,837	-	-	779,823
Administration:								
141	Finance Department	587,715	7,764	89,753	13,802	-	-	699,034
143	Information Systems	191,928	52,950	42,284	31,081	-	-	318,243
149	Nondepartmental	-	16,500	35,705	189,882	-	-	242,087
Total Administration		779,643	77,214	167,742	234,765	-	-	1,259,364
Total General Government		1,633,134	84,234	491,792	493,561	-	2,200	2,704,921
Community Development:								
211	Administration	106,176	3,000	13,918	5,754	-	-	128,848
212	Planning	262,270	3,599	750	5,131	-	600	272,350
213	Building Inspection	111,703	1,000	4,000	8,907	-	-	125,610
Total Community Development		480,149	7,599	18,668	19,792	-	600	526,808
Public Safety:								
Police Department:								
311	Administration	451,620	12,610	32,320	29,562	-	-	526,112
312	Patrol	1,414,076	94,830	4,500	446,853	-	10,000	1,970,259
313	Investigations	93,675	5,014	1,200	7,513	-	-	107,402
Total Public Safety		1,959,371	112,454	38,020	483,928	-	10,000	2,603,773

MUNICIPAL SERVICES General Fund

Departmental Operating Costs

Dept./ Div. Number	Description	Personnel Services	Commodities	Purchased & Contracted Services	Other Operating Costs	Debt Service	Capital Outlay	Total
Public Works								
411	Administration	36,743	5,132	12,149	11,038	-	2,850	67,912
412	Engineering	238,191	4,640	7,650	12,921	-	-	263,402
413	Roads and Streets	622,313	224,346	241,667	376,161	88,222	25,000	1,577,709
414	Facility Maintenance	194,546	26,681	55,870	92,352	-	32,500	401,949
415	Parks	523,297	108,449	62,890	180,319	2,649	7,500	885,104
Total Public Works		1,615,090	369,248	380,226	672,791	90,871	67,850	3,196,076
Recreation and Culture:								
513	Special Events	125,029	15,550	145,383	47,013	-	1,000	333,975
514	Administration	307,893	10,210	13,084	65,288	-	-	396,475
515	Adult Programs	31,746	3,580	-	75	-	-	35,401
516	Aquatics	384,610	30,050	200	43,361	-	-	458,221
517	Child Care	38,816	1,500	-	315	-	-	40,631
518	Fitness	73,278	5,900	-	56,120	-	-	135,298
519	Front Desk	194,854	18,050	-	17,572	-	1,400	231,876
520	Maintenance	185,013	50,202	139,012	191,238	-	-	565,465
521	Youth Programs	114,979	9,549	650	7,659	-	-	132,837
522	Cabin	41,822	5,700	750	3,636	-	-	51,908
Total Parks and Recreation		1,498,040	150,291	299,079	432,277	-	2,400	2,382,087
TOTAL OPERATING EXPENDITURES		\$ 7,185,784	\$ 723,826	\$ 1,227,785	\$ 2,102,349	\$ 90,871	\$ 83,050	\$ 11,413,665

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MUNICIPAL SERVICES Town Center West Maintenance Fund #21

Fund Summary

	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
REVENUES				
Other Revenue:				
Insurance Proceeds	\$ 8,302	\$ -	\$ -	\$ -
Miscellaneous Nonclassified Revenues	-	-	-	-
Total Operating Revenues	8,302	-	-	-
Other Sources				
Transfers In - General Fund	-	15,000	15,000	15,000
Transfers In - Urban Renewal Authority	275,000	225,000	225,000	275,000
TOTAL REVENUES	283,302	240,000	240,000	290,000
EXPENDITURES				
Public Works:				
Main Street Maintenance	302,037	289,933	290,020	300,700
Total Operating Expenditures	302,037	289,933	290,020	300,700
TOTAL EXPENDITURES	302,037	289,933	290,020	300,700
NET SOURCE (USE) OF FUNDS	(18,735)	(49,933)	(50,020)	(10,700)
FUND BALANCES, Beginning of Year	95,528	74,318	76,793	26,773
FUND BALANCES, End of Year	\$ 76,793	\$ 24,385	\$ 26,773	\$ 16,073

AVON URBAN RENEWAL AUTHORITY

Summary

FUND SUMMARY

	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
REVENUES				
Taxes	\$ 1,005,682	\$ 680,938	\$ 759,390	\$ 753,921
Investment Earnings	3,310	6,907	2,763	5,525
Total Operating Revenues	1,008,992	687,845	762,153	759,446
Other Sources				
Transfers In - Community Enhancement Fund	-	250,000	-	-
Transfers In - CIP	-	300,000	300,000	-
TOTAL REVENUES	1,008,992	1,237,845	1,062,153	759,446
EXPENDITURES				
Current:				
General Government	-	30,000	950	950
Capital Improvements	41,257	500,000	50,000	358,743
Debt Service:				
Principal	260,000	270,000	270,000	280,000
Interest	205,412	198,172	193,565	195,985
Treasurer Fees	38,226	22,001	28,346	28,000
Fiscal Charges	1,000	-	1,000	-
Other Uses				
Transfers Out - Town Center West Mtc. Fund	275,000	225,000	225,000	275,000
TOTAL EXPENDITURES	820,895	1,245,173	768,861	1,138,678
NET SOURCE (USE) OF FUNDS	188,097	(7,328)	293,292	(379,232)
FUND BALANCES, Beginning of Year	688,998	706,200	877,095	1,170,387
FUND BALANCES, End of Year	\$ 877,095	\$ 698,872	\$ 1,170,387	\$ 791,155

Function: General Government/Financial #140
 Department: Finance #140
 Program: Avon Urban Renewal Authority #148

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ -	\$ -	\$ -	\$ -	N/A
61201	Automobile Allowance	-	-	-	-	N/A
61301	FT Pension	-	-	-	-	N/A
61303	Wellness	-	-	-	-	N/A
61304	Employee Assistance Program	-	-	-	-	N/A
61401	FICA/Medicare	-	-	-	-	N/A
61501	Group Health and Life Insurance	-	-	-	-	N/A
61505	Long-term Disability Insurance	-	-	-	-	N/A
61507	Dental Insurance	-	-	-	-	N/A
61509	Worker's Compensation	-	-	-	-	N/A
61510	Unemployment Insurance	-	-	-	-	N/A
61000	Total Personnel	-	-	-	-	N/A
Commodities:						
62905	Books and Periodicals	-	-	-	-	N/A
62999	Office Supplies and Materials	-	-	-	-	N/A
62000	Total Commodities	-	-	-	-	N/A
Contract Services:						
63101	Legal Services	-	1,500	500	500	0.00%
63199	Other Professional Services	-	28,000	-	-	N/A
63203	Printing and Reproduction	-	200	200	200	0.00%
63000	Total Contract Services	-	29,700	700	700	0.00%
Other Operating Costs:						
64201	Telephone	-	50	-	-	N/A
64901	Advertising/Legal	-	250	250	250	0.00%
64000	Total Other Operating Costs	-	300	250	250	0.00%
60000	Total Expenditures	\$ -	\$ 30,000	\$ 950	\$ 950	0.00%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Finance			
Program: Avon Urban Renewal Authority			
Account Number	Account Name	2013 Budget	Justification
63101	Legal Services	500	AURA General Counsel Services 500
63230	Printing and Reproduction	200	Printing 200
63000	Total Contract Services	700	
64901	Advertising and Legal	250	Legal Notices 250
64000	Total Other Operating Costs	250	

AVON URBAN RENEWAL AUTHORITY
Debt Service

Debt Service Summary

Account Number	Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
DEBT SERVICE					
931	Series 2009, Vectra Bank Loan:				
64303	Treasurer Fees	38,226	22,001	28,346	28,000
65101	Principal	260,000	270,000	270,000	280,000
65102	Interest	205,412	198,172	193,565	195,985
65103	Fiscal Charges	1,000	-	1,000	-
60000	Sub-total	504,638	490,173	492,911	503,985
60000	TOTAL DEBT SERVICE	504,638	490,173	492,911	503,985

AVON URBAN RENEWAL AUTHORITY

Capital Projects

GIP Projects Inventory

Account Number	Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
CAPITAL IMPROVEMENT PROJECTS					
Roads and Streets:					
Street Improvements:					
32012	Lake Street Realignment Design	\$ -	\$ -	\$ -	\$ -
32013	Lake Street Construction	-	-	-	-
32014	Main Street Design	-	-	-	-
32015	Main Street Easements	-	-	-	-
32016	Main Street Construction	41,257	500,000	50,000	358,743
32017	Benchmark Road Design	-	-	-	-
Total Capital Improvement Projects		<u>\$ 41,257</u>	<u>\$ 500,000</u>	<u>\$ 50,000</u>	<u>\$ 358,743</u>

MUNICIPAL SERVICES Community Enhancement Fund #23
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Fund Summary

	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
REVENUES				
Other Revenue	\$ 74,383	\$ 70,000	\$ 75,000	\$ 75,000
Total Operating Revenues	74,383	70,000	75,000	75,000
Other Sources				
Transfers In - General Fund	-	-	-	-
TOTAL REVENUES	74,383	70,000	75,000	75,000
EXPENDITURES				
Public Works:				
Community Enhancement	-	-	-	-
Total Operating Expenditures	-	-	-	-
Other Uses				
Transfers Out - Urban Renewal Authority	-	250,000	-	-
Transfers Out - General Fund	10,000	-	-	-
Transfers Out - Capital Projects Fund	-	100,000	-	350,000
TOTAL EXPENDITURES	10,000	350,000	-	350,000
NET SOURCE (USE) OF FUNDS	64,383	(280,000)	75,000	(275,000)
FUND BALANCES, Beginning of Year	321,085	381,085	385,468	460,468
FUND BALANCES, End of Year	\$ 385,468	\$ 101,085	\$ 460,468	\$ 185,468

MUNICIPAL SERVICES
Community Enhancement Fund #23

Revenue Detail

Account Number	Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
Other Revenues:					
58106	Community Enhancement Fees	\$ 74,383	\$ 70,000	\$ 75,000	\$ 75,000
58000	Total Other Revenues	<u>74,383</u>	<u>70,000</u>	<u>75,000</u>	<u>75,000</u>
Other Sources:					
59201	Transfers In - General Fund	-	-	-	-
59000	Total Other Sources	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
50000	TOTAL REVENUES	<u>\$ 74,383</u>	<u>\$ 70,000</u>	<u>\$ 75,000</u>	<u>\$ 75,000</u>

**MUNICIPAL SERVICES
Water Fund #24**

Fund Summary

	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
REVENUES				
Intergovernmental	\$ 7,275	\$ -	\$ -	\$ -
Charges for Services	251,696	165,000	180,892	397,000
Other Revenues	1,292	-	1,004	-
Total Operating Revenues	<u>260,263</u>	<u>165,000</u>	<u>181,896</u>	<u>397,000</u>
Other Sources	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL REVENUES	<u>260,263</u>	<u>165,000</u>	<u>181,896</u>	<u>397,000</u>
EXPENDITURES				
Water Utilities	123,605	114,238	127,004	140,621
Total Operating Expenditures	<u>123,605</u>	<u>114,238</u>	<u>127,004</u>	<u>140,621</u>
Other Uses				
Transfers Out - Capital Projects Fund	118,305	690,000	731,695	1,250,000
TOTAL EXPENDITURES	<u>241,910</u>	<u>804,238</u>	<u>858,699</u>	<u>1,390,621</u>
NET SOURCE (USE) OF FUNDS	18,353	(639,238)	(676,803)	(993,621)
FUND BALANCES, Beginning of Year	<u>2,321,513</u>	<u>2,217,739</u>	<u>2,339,866</u>	<u>1,663,063</u>
FUND BALANCES, End of Year	<u>\$ 2,339,866</u>	<u>\$ 1,578,501</u>	<u>\$ 1,663,063</u>	<u>\$ 669,442</u>

MUNICIPAL SERVICES
Water Fund #24

Revenue Detail

Account Number	Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
Federal Grants:					
53199	Other Federal Grants	\$ 7,275	\$ -	\$ -	\$ -
53000	Total Intergovernmental	<u>7,275</u>	<u>-</u>	<u>-</u>	<u>-</u>
Charges for Services:					
54401	Water Surcharges	147,956	145,000	145,000	145,000
54402	Tap Fees	70,259	20,000	34,573	252,000
54404	Tap Fees - Mountain Star	33,481	-	1,319	-
54405	Tap Fees - Village at (Avon)	-	-	-	-
54000	Total Charges for Services	<u>251,696</u>	<u>165,000</u>	<u>180,892</u>	<u>397,000</u>
Other Revenues:					
58999	Nonclassified Revenues	1,292	-	1,004	-
58000	Total Other Revenues	<u>1,292</u>	<u>-</u>	<u>1,004</u>	<u>-</u>
50000	TOTAL REVENUES	<u>\$ 260,263</u>	<u>\$ 165,000</u>	<u>\$ 181,896</u>	<u>\$ 397,000</u>

MUNICIPAL SERVICES Affordable Housing Fund #25

Fund Summary

	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
REVENUES				
Other Revenue	\$ -	\$ -	\$ -	\$ -
Total Operating Revenues	-	-	-	-
Other Sources				
Transfers In - General Fund	-	-	-	-
Transfers In - Capital Projects Fund	-	-	-	-
Total Other Sources	-	-	-	-
TOTAL REVENUES	-	-	-	-
EXPENDITURES				
General Government:				
Affordable Housing	1,700	115,700	115,700	1,700
Total Operating Expenditures	1,700	115,700	115,700	1,700
TOTAL EXPENDITURES	1,700	115,700	115,700	1,700
NET SOURCE (USE) OF FUNDS	(1,700)	(115,700)	(115,700)	(1,700)
FUND BALANCES, Beginning of Year	653,375	651,675	651,675	535,975
FUND BALANCES, End of Year	\$ 651,675	\$ 535,975	\$ 535,975	\$ 534,275

MUNICIPAL SERVICES Facilities Reserve Fund #26

Fund Summary

	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
REVENUES				
Other Revenue	\$ -	\$ -	\$ -	\$ -
Total Operating Revenues	-	-	-	-
Other Sources				
Transfers In - General Fund	-	-	-	-
TOTAL REVENUES	-	-	-	-
EXPENDITURES				
Public Works:				
Facilities Maintenance	-	-	-	-
Total Operating Expenditures	-	-	-	-
Other Uses				
Transfers Out - Capital Projects Fund	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-
NET SOURCE (USE) OF FUNDS	-	-	-	-
FUND BALANCES, Beginning of Year	413,251	413,251	413,251	413,251
FUND BALANCES, End of Year	\$ 413,251	\$ 413,251	\$ 413,251	\$ 413,251

MUNICIPAL SERVICES

Debt Service Fund #31

Fund Summary

Account Number	Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
REVENUES					
Taxes:					
51101	General Property Taxes	\$ 545,815	\$ 553,306	\$ 553,306	\$ 546,140
51102	Property Tax - Delinquent	530	-	-	-
51103	Property Tax - Interest & Penalties	(877)	-	-	-
51104	Property Tax - Abatement	(7,791)	-	-	-
51000	Total Taxes	537,677	553,306	553,306	546,140
Investment Earnings:					
57101	Investment Earnings	574	1,350	900	1,000
Other Sources:					
59201	Transfers-In from Capital Projects Fund	726,680	710,144	710,594	714,666
59000	Total Other Sources	726,680	710,144	710,594	714,666
50000	TOTAL REVENUES	1,264,931	1,264,800	1,264,800	1,261,806
EXPENDITURES					
Debt Service:					
919	Series 1999, Sales Tax Revenue Refunding Bonds				
65101	Principal	395,000	405,000	405,000	425,000
65102	Interest	75,985	58,013	58,013	39,585
922	Series 2004, G.O. Refunding Bonds				
65101	Principal	425,000	445,000	445,000	455,000
65102	Interest	107,398	90,398	90,398	73,710
924	Series 2010, Certificates of Participation				
65101	Principal	115,000	120,000	120,000	125,000
65102	Interest	137,493	128,481	128,481	126,081
911					
64303	County Treasurer Fees	10,936	11,408	11,408	10,930
65103	Fiscal Agent Fees	6,452	6,500	6,500	6,500
	Total Debt Service	1,273,264	1,264,800	1,264,800	1,261,806
60000	TOTAL EXPENDITURES	1,273,264	1,264,800	1,264,800	1,261,806
	NET SOURCE (USE) OF FUNDS	(8,333)	-	-	-
	FUND BALANCES, Beginning of Year	502,885	502,885	494,552	494,552
	FUND BALANCES, End of Year	\$ 494,552	\$ 502,885	\$ 494,552	\$ 494,552

MUNICIPAL SERVICES
Transit Enterprise Fund #52

Fund Summary

	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
REVENUES				
Taxes	\$ 40,371	\$ 40,371	\$ 39,999	\$ 40,317
Intergovernmental	-	293,297	305,351	-
Charges for Services	-	88,000	88,000	90,000
Other Revenues	8,956	-	3,200	26,500
Total Operating Revenues	49,327	421,668	436,550	156,817
Other Sources				
Sale of Fixed Assets	2,595	-	-	-
Transfers In from General Fund - Operating	950,000	837,000	810,000	800,000
Transfers In from General Fund - Capital	-	-	-	-
Capital Lease Proceeds	375,502	-	-	-
Total Other Sources	1,328,097	837,000	810,000	800,000
TOTAL REVENUES	1,377,424	1,258,668	1,246,550	956,817
EXPENDITURES				
Transportation	1,328,024	1,391,607	1,384,404	1,007,440
TOTAL EXPENDITURES	1,328,024	1,391,607	1,384,404	1,007,440
NET SOURCE (USE) OF FUNDS	49,400	(132,939)	(137,854)	(50,623)
FUND BALANCES, Beginning of Year	653,112	662,769	702,512	564,658
FUND BALANCES, End of Year	\$ 702,512	\$ 529,830	\$ 564,658	\$ 514,035

MUNICIPAL SERVICES
Transit Enterprise Fund #52

Revenue Detail

Account Number	Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
Taxes:					
Property Taxes					
51101	Property Tax/ Gates GID	40,371	40,371	39,999	40,317
51103	Current & Delinquent interest	-	-	-	-
51000	Total Taxes	40,371	40,371	39,999	40,317
Intergovernmental:					
Federal Grants:					
53104	FTA Grant	-	293,297	305,351	-
53000	Total Intergovernmental	-	293,297	305,351	-
Charges for Services:					
Transportation:					
54501	Beaver Creek	-	78,000	78,000	90,000
54502	Charter/Special Event Revenues- Snowball	-	10,000	10,000	-
Employee Housing:					
54551	Rental Revenues - Employees	-	-	-	-
54553	Rental Revenues - Maintenance Charge	-	-	-	-
54555	Rental Revenues - Non- Employees	-	-	-	-
54000	Total Charges for Services	-	88,000	88,000	90,000
Other Revenues:					
58201	Lease of Town-owned Property	-	-	-	22,500
58995	Bus Advertising Revenues	-	-	3,200	4,000
58999	Miscellaneous Nonclassified Revenues	8,956	-	-	-
58000	Total Other Revenues	8,956	-	3,200	26,500
Other Sources:					
59101	Sale of Fixed Assets	2,595	-	-	-
59201	Transfers In from General Fund - Operating	950,000	837,000	810,000	800,000
59201	Transfers In from General Fund - Capital	-	-	-	-
59303	Capital Lease Proceeds	375,502	-	-	-
59000	Total Other Sources	1,328,097	837,000	810,000	800,000
50000	TOTAL REVENUES	1,377,424	1,258,668	1,246,550	956,817

MUNICIPAL SERVICES
Fleet Maintenance Enterprise Fund #61

Fund Summary

	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
REVENUES				
Charges for Services	\$ 1,509,523	\$ 1,382,449	\$ 1,174,829	\$ 1,277,629
Other Revenue	1,539	8,600	8,800	-
Total Operating Revenues	<u>1,511,062</u>	<u>1,391,049</u>	<u>1,183,629</u>	<u>1,277,629</u>
Other Sources				
Transfers-In from General Fund	-	100,000	100,000	125,000
Capital Lease Proceeds	-	-	-	30,000
Total Other Sources	<u>-</u>	<u>100,000</u>	<u>100,000</u>	<u>155,000</u>
TOTAL REVENUES	<u>1,511,062</u>	<u>1,491,049</u>	<u>1,283,629</u>	<u>1,432,629</u>
EXPENDITURES				
Public Works:				
Fleet Maintenance	1,564,261	1,634,252	1,377,336	1,444,654
Washbay	28,999	32,200	8,900	13,000
Total Operating Expenditures	<u>1,593,260</u>	<u>1,666,452</u>	<u>1,386,236</u>	<u>1,457,654</u>
TOTAL EXPENDITURES	<u>1,593,260</u>	<u>1,666,452</u>	<u>1,386,236</u>	<u>1,457,654</u>
NET SOURCE (USE) OF FUNDS	(82,198)	(175,403)	(102,607)	(25,025)
FUND BALANCES, Beginning of Year	<u>635,689</u>	<u>605,804</u>	<u>553,491</u>	<u>450,884</u>
FUND BALANCES, End of Year	<u>\$ 553,491</u>	<u>\$ 430,401</u>	<u>\$ 450,884</u>	<u>\$ 425,859</u>

MUNICIPAL SERVICES
Fleet Maintenance Enterprise Fund #61

Revenue Summary

Account Number	Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
Charges for Services:					
54806	3rd Party Fleet Maintenance Charges	\$ 714,892	\$ 686,805	\$ 656,504	\$ 656,504
54901	Departmental Fleet Maintenance Chrgs	719,525	575,770	448,027	550,827
54902	Wash Bay Charges	41,196	64,874	45,298	45,298
54903	Sales of Fuel	33,910	55,000	25,000	25,000
54000	Total Charges for Services	<u>1,509,523</u>	<u>1,382,449</u>	<u>1,174,829</u>	<u>1,277,629</u>
Other Revenues:					
58205	Insurance Reimbursements	-	8,600	8,600	-
58999	Miscellaneous Nonclassified Revenues	1,539	-	200	-
58000	Total Other Revenues	<u>1,539</u>	<u>8,600</u>	<u>8,800</u>	<u>-</u>
Other Sources:					
59201	Transfers In - General Fund	-	100,000	100,000	125,000
59303	Capital Lease Proceeds	-	-	-	30,000
59000	Total Other Sources	<u>-</u>	<u>100,000</u>	<u>100,000</u>	<u>155,000</u>
50000	TOTAL REVENUES	<u>\$ 1,511,062</u>	<u>\$ 1,491,049</u>	<u>\$ 1,283,629</u>	<u>\$ 1,432,629</u>

MUNICIPAL SERVICES
Fleet Maintenance Enterprise Fund #61

Revenue Detail

Account Number	Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
Charges for Services:					
3rd Party Fleet Maintenance Charges					
54806	Beaver Creek Transit	\$ 391,045	\$ 363,080	\$ 357,022	\$ 357,022
54806	Beaver Creek Maintenance	92,754	80,000	77,744	77,744
54806	Smith Creek Maintenance	33,758	39,855	20,664	20,664
54806	Eagle County Transit	7,197	5,075	5,689	5,689
54806	Eagle River Fire Protection District	77,189	100,750	100,750	100,750
54806	Eagle County Ambulance District	47,331	35,795	32,146	32,146
54806	Eagle River Water & Sanitation District	6,902	-	-	-
54806	Town of Minturn	19,777	14,511	23,832	23,832
54806	Town of Redcliff	230	1,000	1,000	1,000
54806	Vail Valley Foundation	3,868	3,486	100	100
54806	Greater Eagle Fire Protection District	9,211	16,439	21,033	21,033
54806	Western Eagle County Ambulance Dist.	25,477	24,000	15,853	15,853
54806	ECHMT	153	2,814	671	671
54806	Total	714,892	686,805	656,504	656,504
Departmental Fleet Maintenance Charges					
54901	Administration - Nondepartmental	4,872	5,400	-	-
54901	Comm Dev - Building Inspection	2,463	2,414	2,463	2,463
54901	Police - Administration	6,097	4,780	4,780	4,780
54901	Police - Patrol	92,295	62,500	62,500	62,500
54901	Police - Investigations	2,252	1,749	1,749	1,749
54901	Engineering	2,570	5,092	-	-
54901	Public Works - Admin	4,057	2,200	2,200	2,200
54901	Public Works - Roads and Streets	259,791	206,000	130,000	206,000
54901	Public Works - Facilities Maintenance	8,188	7,908	7,908	7,908
54901	Public Works - Parks	112,977	84,800	60,000	84,800
54901	Town Center West Maintenance	35,769	12,000	12,000	12,000
54901	Recreation - Administration	5,554	6,435	6,435	6,435
54901	Transit - Operations	123,421	125,000	115,000	115,000
54901	Fleet Maintenance	59,219	42,500	36,000	38,000
54901	Equipment Replacement Fund	-	6,992	6,992	6,992
54901	Total	719,525	575,770	448,027	550,827

MUNICIPAL SERVICES
Fleet Maintenance Enterprise Fund #61

Revenue Detail

Account Number	Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
Charges for Services - Continued:					
Washbay Charges:					
54902	Administration	936	1,040	1,040	1,040
54902	Comm Dev - Building Inspection	936	1,040	1,040	1,040
54902	Police - Administration	468	520	520	520
54902	Police - Patrol	4,680	6,240	6,240	6,240
54902	Police - Investigations	468	520	520	520
54902	Public Works - Administration	429	450	450	450
54902	Public Works - Engineering	936	1,040	1,040	1,040
54902	Public Works - Roads and Streets	7,008	7,654	7,654	7,654
54902	Public Works - Facilities Maintenance	936	1,560	1,560	1,560
54902	Public Works - Parks	5,052	6,574	6,574	6,574
54902	Town Center West Maintenance	936	657	657	657
54902	Recreation - Administration	2,124	1,560	1,560	1,560
54902	Transit - Operations	14,883	18,880	14,883	14,883
54902	Fleet Maintenance	1,404	1,560	1,560	1,560
54902	ECO	-	5,875	-	-
54902	Beaver Creek Bus System	-	9,704	-	-
54902	Total	41,196	64,874	45,298	45,298

MUNICIPAL SERVICES Equipment Replacement Internal Service Fund #63

Fund Summary

	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
REVENUES				
Charges for Services	\$ 451,007	\$ 447,199	\$ 447,199	\$ 450,035
Other Revenues	320	-	-	-
Total Operating Revenues	<u>451,327</u>	<u>447,199</u>	<u>447,199</u>	<u>450,035</u>
Other Sources				
Sales of Fixed Assets	62,377	37,200	37,200	11,000
Capital Lease Proceeds	188,309	260,000	260,000	-
Total Other Sources	<u>250,686</u>	<u>297,200</u>	<u>297,200</u>	<u>11,000</u>
TOTAL REVENUES	<u>702,013</u>	<u>744,399</u>	<u>744,399</u>	<u>461,035</u>
EXPENDITURES				
Capital Outlay:				
Fleet and Heavy Equipment	441,512	460,961	460,961	127,000
Recreation Center Equipment	150,750	62,775	65,775	50,074
Computer and Office Equipment	21,717	75,156	71,288	39,415
Machinery and Equipment	-	-	-	-
TOTAL EXPENDITURES	<u>613,979</u>	<u>598,892</u>	<u>598,024</u>	<u>216,489</u>
NET SOURCE (USE) OF FUNDS	88,034	145,507	146,375	244,546
FUND BALANCES, Beginning of Year	1,894,389	1,959,491	1,982,423	2,128,798
FUND BALANCES, End of Year	<u>\$ 1,982,423</u>	<u>\$ 2,104,998</u>	<u>\$ 2,128,798</u>	<u>\$ 2,373,344</u>

MUNICIPAL SERVICES
Equipment Replacement Internal Service Fund #63

Revenue Detail

Account Number	Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013
Charges for Services:					
Equipment Rental Charges					
54904	Town Manager	\$ 448	\$ 700	\$ 700	\$ 462
54904	Finance	429	398	398	382
54904	Information Systems	24,448	22,194	22,194	25,381
54904	Nondepartmental	10,262	12,396	12,396	13,753
54904	Comm Dev - Administration	1,050	743	743	234
54904	Comm Dev - Planning	1,163	1,904	1,904	1,621
54904	Comm Dev - Building Inspection	2,939	2,939	2,939	2,903
54904	Police - Administration	8,637	10,686	10,686	7,462
54904	Police - Patrol	70,835	80,675	80,675	81,871
54904	Police - Investigations	-	5,244	5,244	5,244
54904	Engineering	2,741	2,741	2,741	-
54904	Public Works - Administration	-	-	-	2,539
54904	Public Works - Roads and Streets	90,019	79,013	79,013	75,932
54904	Public Works - Facilities Maintenance	2,200	-	-	-
54904	Public Works - Parks	55,634	61,056	61,056	62,797
54904	Town Center West	16,540	18,199	18,199	18,232
54904	Transit	5,476	2,476	2,476	2,476
54904	Fleet Maintenance	4,575	4,575	4,575	4,559
54904	Recreation - Special Events	2,950	2,589	2,589	2,588
54904	Recreation - Administration	4,880	5,031	5,031	5,031
54904	Recreation - Aquatics	46,698	39,728	39,728	39,811
54904	Recreation - Fitness	47,935	54,725	54,725	54,870
54904	Recreation - Maintenance	48,247	35,739	35,739	38,143
54904	Recreation - Youth Programs	221	221	221	209
54904	Recreation - Cabin	2,680	3,227	3,227	3,536
54000	Total Charges for Services	<u>451,007</u>	<u>447,199</u>	<u>447,199</u>	<u>450,035</u>
Other Revenues:					
58205	Miscellaneous Revenue	320	-	-	-
Other Sources:					
59101	Sale of Fixed Assets	62,377	37,200	37,200	11,000
59303	Capital Lease Proceeds	188,309	260,000	260,000	-
59000	Total Other Sources	<u>250,686</u>	<u>297,200</u>	<u>297,200</u>	<u>11,000</u>
50000	TOTAL REVENUES	<u>\$ 702,013</u>	<u>\$ 744,399</u>	<u>\$ 744,399</u>	<u>\$ 461,035</u>

**TOWN OF AVON
 DETAILED BUDGET REQUESTS
 2013**

Department: N/A			
Program: Fleet and Heavy Equipment #811			
Account Number	Account Name	2013 Budget	Justification
			EQUIPMENT REPLACEMENT: Fleet and Heavy Equipment
66499	Other Machinery and Equipment	13,000	Public Works - Parks: Gator- Replacement for Club Car #289 13,000
66501	Automobiles and Light Duty Trucks	114,000	Police Dept - Patrol: Chevrolet Tahoes (3), Replacement for Units #329, #331 and #332 114,000
66000	Total Capital Outlay	\$ 127,000	
			Fleet and Heavy Equipment Going to Auction in 2013: #318, 319, and 320 Chev Tahoes #289 Club Car

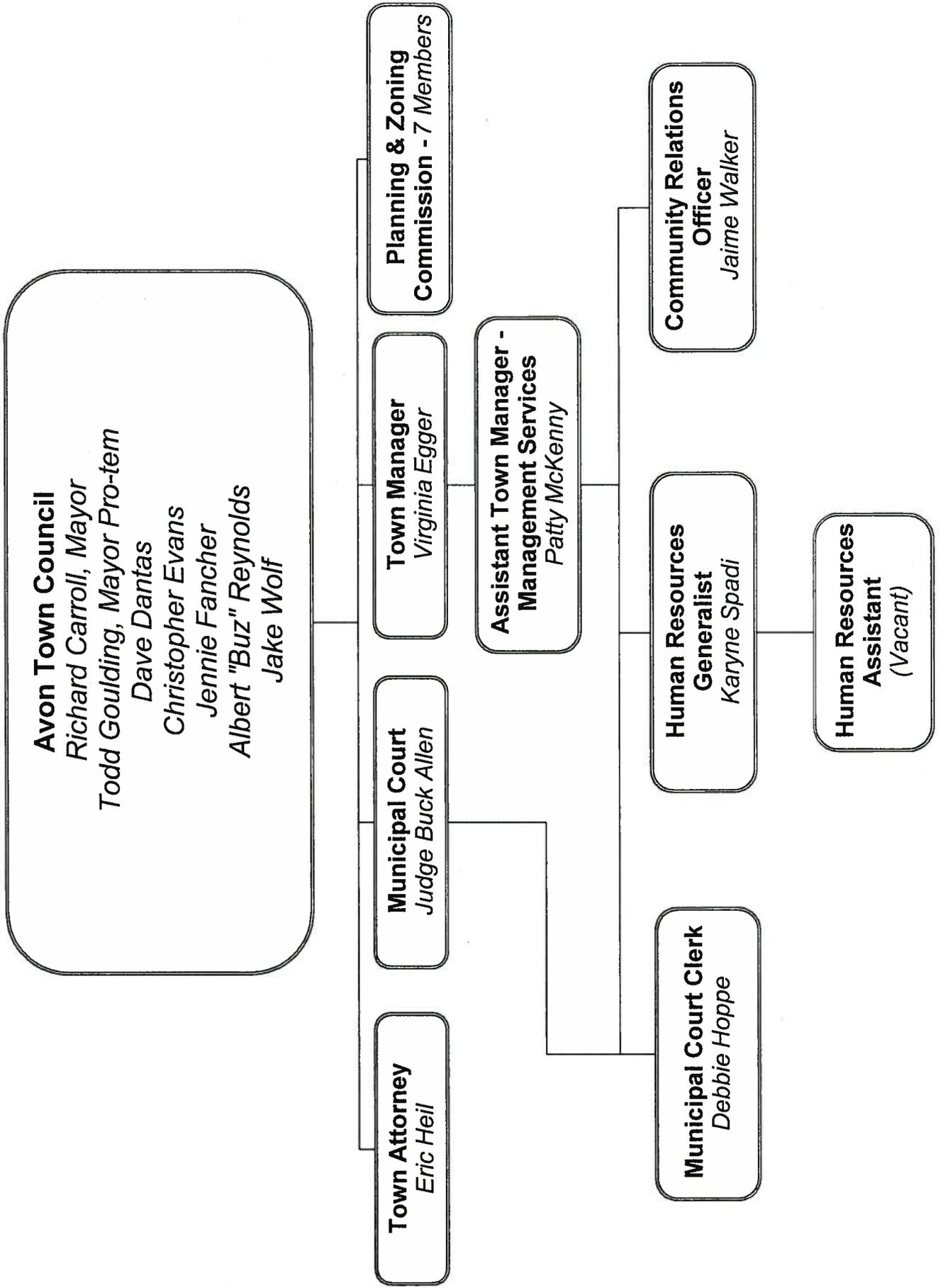
**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: N/A			
Program: Recreation Equipment #812			
Account Number	Account Name	2013 Budget	Justification
			EQUIPMENT REPLACEMENT: Recreation Center
			Aquatics:
			Pool Deck Repair 10,000
			Maintenance:
			2 Circulation Pumps 10,000
			4 Pool Automation Control Boards 7,600
66202	Building improvements	27,600	
			Fitness:
			AMT 8,000
			Jacobs Ladder 3,830
			Bicep Curl 3,257
			Tricep Extension 3,257
			Cabin:
66407	Athletic and Recreational Equipment	22,474	Paddleboats (2) 4,130
66000	Total Capital Outlay	50,074	

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: N/A			
Program: Computers and Office Equipment #813			
Account Number	Account Name	2013 Budget	Justification
			EQUIPMENT REPLACEMENT: Computers and Office Equipment
			Information Systems:
			Switch Rec Center 4,975
			Switch Police 4,975
			Switch Public Works 4,975
66402	Computers and Peripherals	39,415	Police- Patrol:
			5 MDT replacements 24,490
66000	Total Capital Outlay	39,415	

General Government



Town of Avon
Departmental Budget Summary by Program
 2013 Annual Budget
General Government

Department Budget by Category:	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel	\$ 785,817	\$ 782,021	\$ 919,691	\$ 853,491	-7.20%
Commodities	22,704	23,037	25,017	23,520	-5.98%
Contract Services	1,318,996	517,715	541,665	359,755	-33.58%
Other Operating Costs	393,481	527,536	526,434	450,378	-14.45%
Debt Service	17,238	-	-	-	NA
Capital Outlay	5,703	1,500	4,100	2,200	-46.34%
Total	\$ 2,543,939	\$ 1,851,809	\$ 2,016,907	\$ 1,689,344	-16.24%
Department Budget by Program:					
Mayor and Town Council	\$ 155,762	\$ 150,893	\$ 151,595	\$ 162,125	6.95%
Boards and Commissions	10,598	15,306	15,306	15,306	0.00%
Town Attorney	1,240,403	400,000	400,000	250,000	-37.50%
Town Clerk	90,374	99,307	108,818	103,011	-5.34%
Municipal Court	126,902	126,544	129,866	135,292	4.18%
Town Manager	231,781	231,544	367,672	223,472	-39.22%
Human Resources	206,799	211,374	236,740	275,701	16.46%
Community Relations	199,738	114,467	113,568	117,075	3.09%
Economic Development	-	140,550	140,550	163,575	16.38%
Nondepartmental	279,882	246,124	237,092	242,087	2.11%
Affordable Housing	1,700	115,700	115,700	1,700	-98.53%
Total	\$ 2,543,939	\$ 1,851,809	\$ 2,016,907	\$ 1,689,344	-16.24%
Sources of Funds:					
Direct Program Revenues:					
Liquor Licenses	\$ 7,358	\$ 7,500	\$ 10,000	\$ 10,000	0.00%
Business Licenses	19,735	20,000	20,000	20,000	0.00%
Sale of Maps and Publications	906	300	300	300	0.00%
Photocopying Charges	75	100	100	100	0.00%
License Hearing Fees	2,611	1,250	1,250	1,250	0.00%
Other Fees and Charges	64,599	67,000	63,000	137,000	117.46%
Municipal Court Revenues	197,103	204,250	173,750	177,750	2.30%
	292,387	300,400	268,400	346,400	29.06%
General Revenues Offset	2,249,852	1,435,709	1,632,807	1,341,244	-17.86%
Affordable Housing Fund	1,700	115,700	115,700	1,700	-98.53%
Total	\$ 2,543,939	\$ 1,851,809	\$ 2,016,907	\$ 1,689,344	-16.24%
Full-time Employees (FTEs)	5.75	5.75	5.75	5.75	

GENERAL GOVERNMENT

GENERAL GOVERNMENT LEGISLATIVE

The Legislative branch of local government includes the **TOWN COUNCIL, BOARDS & COMMISSIONS, TOWN ATTORNEY AND TOWN CLERK** as an administrative support role.

MAYOR AND TOWN COUNCIL

The Town of Avon is a home rule community governed by a Home Rule Charter that was written by a Charter Commission made up of Avon citizens. The Charter provides for a sound and flexible framework for the governance of municipal government and establishes a council-manager form of government. The Town Council consists of a seven-member board elected at large on a non-partisan basis to serve four-year terms, overlapping. No member serves more than two consecutive four-year terms, but someone could be appointed then elected twice. The Mayor and Mayor Pro Tem are elected from within the Council for two-year terms. The Council is the legislative and governing body of the Town and has all legislative powers and functions of municipal government as governed by the adoption of the Home Rule Charter. The Council may take action through ordinances, resolutions and motions.

The Town Council also has the authority per the Charter and State Statutes to create any **BOARDS AND COMMISSIONS**. The Town Council has appointed a **PLANNING & ZONING COMMISSION**, an **URBAN RENEWAL AUTHORITY** and a **HISTORIC PRESERVATION ADVISORY COMMITTEE**.

The **PLANNING & ZONING COMMISSION** consists of seven members who serve two-year terms. The purpose of this Commission is to preserve and protect effective development in the Town based upon present and future needs. Their primary function is to ensure the preservation of the aesthetic quality of the environment through compliance with the zoning code and other related rules and regulations, specifically the Comprehensive Plan and Design Guidelines.

The **URBAN RENEWAL AUTHORITY** was created in 2007 with the approval of Resolution No. 07-20 designating the Town Council as the Commissioners of the Authority and finding that one or more blighted areas exist in the Town and URA Resolution No. 07-01 approving the Bylaws of the duly organized body. The role of the Authority is to exercise the powers provided by State Statutes including the Urban Renewal Law, to acknowledge the blighted areas that exist within Avon and make improvements to such areas so that rehabilitation may be made in order to protect the public health, safety, morals and welfare of the residents of the Town.

The **HISTORIC PRESERVATION ADVISORY COMMITTEE** consists of five registered electors or property owners who serve in two-year terms. The Commission members were first appointed in June 2005. The Commission was created and appointed to help promote public health, safe and welfare through the protection and preservation of the Town's historical and cultural heritage as represented by designated landmarks.

The Mayor and Town Council continue to identify the following topics as priorities to the Town of Avon: Economic Development, Transit Services, Balanced Budget, Staffing Levels, and Maintaining Acceptable Service Levels for the community. The Mayor and Town Council also appoint representatives to serve on various regional and internal boards & committees. These appointments and the related activity that takes place are reviewed annually. The work session provides the forum for the committee members to provide updates and a chance for Council to discuss strategy and formulate any action on these priority topics. The Council has maintained participation on the following committees; new appointment will be made the first of 2013.

GENERAL GOVERNMENT

AGENCY	DESCRIPTION
<u>GOVERNMENTAL AGENCIES:</u>	
<p><i>Governments & Multi-Jurisdictional Organizations:</i> <i>Colorado Association of Ski Towns</i> <i>Colorado Municipal League Policy Board</i> <i>Eagle County Mayor/Manager's Meetings</i> <i>I-70 Coalition</i> <i>Housing Boards (EBAHC & BRAHC)</i></p>	<p><i>serves on various boards or participates in these groups as town's representatives</i></p>
<p><i>Eagle County Open Space Advisory Committee ("OSAC")</i></p>	<p><i>serves as town's representative on Eagle County's Open Space Advisory Board official appointment</i></p>
<p><i>Eagle County Homebuyer's Assistance Committee ("HBAC")</i></p>	<p><i>serve as town's representative on the board that advises the Homebuyer's Assistance program & guidelines</i> <i>review status of Housing Fund balance; identify appropriate uses, review down payment assistance program</i></p>
<p><i>ECO Transit Board (Eagle County Regional Transportation Authority)</i></p>	<p><i>serves as town's representative on Eagle County's Transit Advisory Board official appointment</i> <i>Appointments should be made in October</i></p>
<p><i>Eagle County School District</i></p>	<p><i>serves as town liaison for ECSD on joint matters of concern; outreach efforts to ECSD Board & community schools</i></p>
<p><i>Eagle River Water & Sanitation District</i></p>	<p><i>serves as town liaison for ERWSD on joint matters of concern</i></p>
<p><i>Upper Eagle Regional Water Authority QQ Water Committee</i></p>	<p><i>serves as town's representative on the six member authority board responsible for region's public water systems</i> <i>This is an official appointment</i></p>
<u>OTHER VALLEY WIDE GROUPS</u>	
<p><i>Beaver Creek Resort Committee (Bus & Liaison)</i></p>	<p><i>serve as town liaison to BCRC on joint matters of concern</i></p>
<p><i>Public Access TV: Channel 5</i></p>	<p><i>serves as town's representative on the Board of the nonprofit organization that manages non-commercial public, educational and governmental programming</i></p>

GENERAL GOVERNMENT

Sales & Marketing

Avon Business Association

Valley Partnership

Vail Valley Foundation

Air Alliance

Beaver Creek Resort Marketing

serves as town's liaison for these various sales and marketing groups

Economic Advisory Council (formerly Eagle County Economic Council) serves under the umbrella of the Vail Valley Partnership

serve as representative on the advisory board to the VVP governing board; assists with regional & local collaboration, research, and follow through on economic development initiatives

INTERNAL SUBCOMMITTEES

Community Development Subcommittee

*serves on town's internal committee in order to review related topics some of which include the following:
status of mall improvements*

Legal Subcommittee

serves on town's internal committee in order to review legal aspects of topics

Transit Subcommittee

serves on town's internal committee in order to review related transit topics some of which may involve interaction with ECO & Beaver Creek Resort Company

TOWN ATTORNEY

The Town Attorney provides legal assistance to the Town Council and represents the Town in any legal actions. The Town Attorney serves in an advisory capacity and interprets federal, state and local laws as they pertain to the conduct of Town business. The Town also contracts with a local attorney who serves as the Town's prosecutor for Municipal Court.

TOWN CLERK

The Town Clerk's office is responsible for providing specific services related to the actions of the Mayor and Town Council in terms of maintaining the Town's official records, including but not limited to Avon's Municipal Code, making preparations for Town Council and Local Liquor Authority Board meetings, maintaining the minutes of all meetings and providing notifications to the public per the Town's Charter. The office is responsible for the administration of municipal elections that are held every two years. The office is also responsible for interacting with the business community to assist with business registration and liquor licensing. The Clerk's office also responds to any citizen inquiries concerning Town legislation.

Town of Avon Line Item Detail

Function: General Government/Legislative #110
 Department: N/A
 Program: Mayor and Town Council #111

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61121	PTS Wages	\$ 51,000	\$ 51,000	\$ 51,000	\$ 51,000	0.00%
61207	Telephone Allowance	480	480	480	480	0.00%
61302	PTS Pension	1,913	1,913	1,913	1,913	0.00%
61401	FICA/Medicare	654	774	774	774	0.00%
61501	Group Health and Life Insurance	73,658	72,208	70,408	82,978	17.85%
61507	Dental Insurance	10,872	7,200	7,200	7,560	5.00%
61509	Worker's Compensation	80	80	82	82	0.00%
61510	Unemployment Insurance	153	154	154	154	0.00%
61000	Total Personnel	138,810	133,809	132,011	144,941	9.79%
Commodities:						
62801	Gifts and Awards	-	-	1,000	-	NA
62000	Total Commodities	-	-	1,000	-	NA
Contract Services:						
63203	Printing and Reproduction	284	500	2,000	500	-75.00%
63303	Photography Services	1,725	1,500	1,500	500	-66.67%
63000	Total Contract Services	2,009	2,000	3,500	1,000	-71.43%
Other Operating Costs:						
64101	Travel, Training and Conference	81	500	500	500	0.00%
64102	Dues, Licenses and Memberships	14,657	14,334	14,334	14,334	0.00%
64104	Meeting Expense	205	250	250	250	0.00%
64000	Total Other Operating Costs	14,943	15,084	15,084	15,084	0.00%
Capital Outlay:						
66402	Computers and Peripherals	-	-	-	1,100	100.00%
66000	Total Capital Outlay	-	-	-	1,100	100.00%
60000	Total Expenditures	\$ 155,762	\$ 150,893	\$ 151,595	\$ 162,125	6.95%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Function: General Government/Legislative			
Program: Town Council			
Account Number	Account Name	2013 Budget	Justification
63203	Printing and Reproduction	500	Miscellaneous Printing and Brochures 500
63303	Photography Services	500	Council Members 500
63000	Total Contract Services	1,000	
64101	Travel, Training and Conference	500	Miscellaneous Travel 500
			Water Quality (QQ) 1,900
			Rural Resort Region 750
			I-70 Coalition 1,300
			CAST 2,500
64102	Dues, Licenses and Memberships	14,334	CML 7,884
64104	Meeting Expense	250	Miscellaneous Meeting Expense 250
64000	Total Other Operating Costs	15,084	
66402	Computers and Peripherals	1,100	Desktop Replacment- Council Chamber 1,100
66000	Total Capital Outlay	1,100	

Town of Avon Line Item Detail

Function: General Government/Legislative #110
 Department: N/A
 Program: Boards and Commissions #112

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Services:						
61121	PTS Wages	\$ 8,550	\$ 12,600	\$ 12,600	\$ 12,600	0.00%
61302	PTS Pension	321	473	473	473	0.00%
61401	FICA/Medicare	129	190	190	190	0.00%
61509	Worker's Compensation	3	5	5	5	0.00%
61510	Unemployment Insurance	26	38	38	38	0.00%
61000	Total Personnel	9,029	13,306	13,306	13,306	0.00%
Other Operating Costs:						
64104	Meeting Expenses	1,569	2,000	2,000	2,000	0.00%
64000	Total Other Operating Costs	1,569	2,000	2,000	2,000	0.00%
Capital Outlay:						
66402	Computers and Peripherals	-	-	-	-	100.00%
66000	Total Capital Outlay	-	-	-	-	100.00%
60000	Total Expenditures	\$ 10,598	\$ 15,306	\$ 15,306	\$ 15,306	0.00%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Function: General Government/Legislative			
Program: Boards and Commissions			
Account Number	Account Name	2013 Budget	Justification
64104	Meeting Expenses	2,000	Food, P & Z Meetings 2,000
64000	Total Other Operating Costs	2,000	

Town of Avon Line Item Detail

Function: General Government/Legislative #110
 Department: N/A
 Program: Town Attorney #113

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ -	\$ -	\$ -	\$ -	NA
61201	Automobile Allowance	-	-	-	-	NA
61301	FT Pension	-	-	-	-	NA
61303	Wellness	-	-	-	-	NA
61304	Employee Assistance Program	-	-	-	-	NA
61401	FICA/Medicare	-	-	-	-	NA
61501	Group Health and Life Insurance	-	-	-	-	NA
61505	Long-term Disability Insurance	-	-	-	-	NA
61507	Dental Insurance	-	-	-	-	NA
61509	Worker's Compensation	-	-	-	-	NA
61510	Unemployment Insurance	-	-	-	-	NA
61000	Total Personnel	-	-	-	-	NA
Commodities:						
62905	Books and Periodicals	-	-	-	-	NA
62999	Office Supplies and Materials	-	-	-	-	NA
62000	Total Commodities	-	-	-	-	NA
Contract Services:						
63101	Legal Services	1,240,403	400,000	400,000	250,000	-37.50%
63203	Printing and Reproduction	-	-	-	-	NA
63000	Total Contract Services	1,240,403	400,000	400,000	250,000	-37.50%
Other Operating Costs:						
64201	Telephone	-	-	-	-	NA
64206	Cellular and Paging	-	-	-	-	NA
64301	Postage and Delivery Costs	-	-	-	-	NA
64000	Total Other Operating Costs	-	-	-	-	NA
60000	Total Expenditures	\$ 1,240,403	\$ 400,000	\$ 400,000	\$ 250,000	-37.50%

**TOWN OF AVON
 DETAILED BUDGET REQUESTS
 2013**

Function: General Government/Legislative			
Program: Town Attorney			
Account Number	Account Name	2013 Budget	Justification
63101	Legal Services	250,000	Town Attorney General Legal Services (16 hrs. per wk.) 135,000
			Traer Creek Legal Services 115,000
63000	Total Contract Services	250,000	

Town of Avon Line Item Detail

Function: General Government/Legislative #110
 Department: N/A
 Program: Town Clerk #115

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 62,850	\$ 63,749	\$ 71,266	\$ 67,508	-5.27%
61106	Paid-out Leave	-	-	724	649	-10.36%
61151	Overtime Wages	60	-	-	-	NA
61201	Automobile Allowance	1,440	1,440	1,440	1,440	0.00%
61301	FT Pension	5,310	7,012	7,919	7,497	-5.33%
61304	Employee Assistance Program	19	19	19	19	0.00%
61401	FICA/Medicare	877	945	1,065	1,009	-5.26%
61501	Group Health and Life Insurance	8,785	9,620	9,651	11,311	17.20%
61505	Long-term Disability Insurance	397	392	392	402	2.55%
61506	Short-term Disability Insurance	276	274	304	-	-100.00%
61507	Dental Insurance	955	960	960	1,008	5.00%
61509	Worker's Compensation	102	100	115	109	-5.22%
61510	Unemployment Insurance	183	196	218	209	-4.13%
61000	Total Personnel	81,254	84,707	94,073	91,161	-3.10%
Commodities:						
62905	Books and Periodicals	1,702	3,000	3,000	3,000	0.00%
62999	Office Supplies and Materials	914	500	500	500	0.00%
62000	Total Commodities	2,616	3,500	3,500	3,500	0.00%
Contract Services:						
63304	Computer Services and Support	630	750	750	750	0.00%
63504	R&M - Office Equipment	-	250	250	250	0.00%
63999	Other Contract Services	473	1,000	1,000	1,000	0.00%
63000	Total Contract Services	1,103	2,000	2,000	2,000	0.00%
Other Operating Costs:						
64101	Travel, Training and Conference	611	1,700	1,700	1,700	0.00%
64102	Dues, Licenses and Memberships	210	350	495	500	1.01%
64103	Mileage Reimbursement	-	100	100	100	0.00%
64201	Telephone	-	100	100	100	0.00%
64301	Postage and Delivery	71	100	100	100	0.00%
64302	Recording Fees	162	250	250	250	0.00%
64305	Election and Registration Costs	1,426	2,500	2,500	-	-100.00%
64901	Advertising and Legal Notices	2,271	2,500	2,500	2,500	0.00%
64000	Total Other Operating Costs	4,751	7,600	7,745	5,250	-32.21%
Capital Outlay:						
66402	Computers and Peripherals	650	1,500	1,500	1,100	-26.67%
66000	Total Capital Outlay	650	1,500	1,500	1,100	100.00%
60000	Total Expenditures	\$ 90,374	\$ 99,307	\$ 108,818	\$ 103,011	-5.34%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: General Government/Legislative			
Program: Town Clerk			
Account Number	Account Name	2013 Budget	Justification
62905	Books & Periodicals	3,000	Codification of Ordinances 3,000
62999	Office Supplies & Materials	500	Supplies Specific to Clerk 500
62000	Total Commodities	3,500	
63304	Computer Services and Support	750	Municipal Code Hosting 750
63504	R&M Office Equipment & Computers	250	Printer Repairs and Maintenance 250
63999	Other Contract Services	1,000	Archives, Scanning, Document Storage 1,000
63000	Total Contract Services	2,000	
64101	Travel, Training and Conference	1,700	CML Conference, CGFOA / Clerks Fall Conference, Clerks Institute 1,700
64102	Memberships & Dues	500	International Institute of Municipal Clerks Colorado Municipal Clerks Assoc. for Clerk and Deputy 500
64103	Mileage Reimbursement	100	Miscellaneous Town Errands 100
64201	Telephone	100	Long-Distance Charges 100
64301	Postage & Delivery	100	Fed Ex and UPS Charges 100
64302	Recording Fees	250	County Recording Fees and Motor Vehicle Registrations 250
64901	Advertising	2,500	Public Notices 2,500
64000	Total Other Operating Costs	5,250	
66402	Computers and Peripherals	1,100	Desktop Replacement- Catherine 1,100
66000	Total Capital Outlay	1,100	

GENERAL GOVERNMENT

GENERAL GOVERNMENT JUDICIAL

SERVICES PROVIDED BY MUNICIPAL COURT

The Court hears violations of the Town of Avon Ordinances. The vast majority of people who have contact with the judiciary do so at the municipal level. This underscores the importance of the municipal courts and allows them to be more responsive to the culture in their community.

SIGNIFICANT BUDGET ISSUES

The Municipal Court's Budget is short and straightforward and there are no significant budget issues for 2013. Municipal Court has become sustainable in light of the fact that the revenues collected in the past two years have covered the operational expenditures of the court. The court revenues have been on the rise due to increased police activity related to traffic infractions. There are several factors that do impact the budget:

Translation Costs:

- There is an increased demand for different language translators in Court.
- There is additional time required to process each case requiring a translator.
- The impact on the court from illegal aliens has significantly increased.

Factors determining caseload and revenue levels:

- The Police Department and its stability.
- The enforcement posture of the Police Department.
- The number of people living in and visiting Avon.
- The opening of new businesses in Avon.

ACCOMPLISHMENTS

The Avon Court provides a fair forum for the cases it hears. The Court works to accomplish:

- Access to justice for all parties.
- Expedition and timeliness.
- Equity, fairness and integrity.
- Public trust and confidence.

The Avon Court will work to continue to achieve these goals.

FUTURE OUTLOOK

The Court continues to handle the caseload scenarios and has not modified its operations even through the downturn in the economy. When there is the addition of new commercial and residential areas there will be impacts to the Court and its operation. Court activity has maintained at the same level when compared with the last couple of years. For the next budget year the Court will operate under the same format as in previous years.

Town of Avon Line Item Detail

Function: General Government/Judicial #120
 Department: N/A
 Division/Program: Municipal Court #121

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 57,398	\$ 58,030	\$ 59,909	\$ 61,452	2.58%
61106	Paid-out Leave	-	-	605	591	-2.31%
61121	PTS Wages	19,963	19,963	19,963	21,000	5.19%
61151	Overtime Wages	47	-	-	-	NA
61201	Automobile Allowance	360	360	360	360	0.00%
61301	FT Pension	4,882	6,383	6,657	6,825	2.52%
61302	PTS Pension	720	749	749	788	5.21%
61304	Employee Assistance Program	26	26	26	26	0.00%
61401	FICA/Medicare	1,093	1,147	1,183	1,221	3.21%
61501	Group Health and Life Insurance	16,352	13,107	13,114	15,425	17.62%
61505	Long-term Disability Insurance	525	485	485	511	5.36%
61506	Short-term Disability Insurance	255	257	265	-	-100.00%
61507	Dental Insurance	1,993	1,320	1,320	1,386	5.00%
61509	Worker's Compensation	121	122	129	132	2.33%
61510	Unemployment Insurance	224	235	241	250	3.73%
61000	Total Personnel	103,959	102,184	105,006	109,967	4.72%
Commodities:						
62999	Office Supplies and Materials	519	500	500	500	0.00%
62000	Total Commodities	519	500	500	500	0.00%
Contract Services:						
63101	Legal Services	16,005	18,500	18,500	18,500	0.00%
63199	Other Professional Services	440	750	750	750	0.00%
63202	Jury Fees	220	250	250	250	0.00%
63203	Printing and Reproduction Services	544	500	500	500	0.00%
63304	Computer Services and Support	653	700	700	700	0.00%
63999	Other Contract Services	2,943	2,500	3,000	3,500	16.67%
63000	Total Contract Services	20,805	23,200	23,700	24,200	2.11%
Other Operating Costs:						
64101	Travel, Training and Conference	280	500	500	500	0.00%
64102	Dues, Licenses and Memberships	20	75	75	75	0.00%
64201	Telephone	-	85	85	50	-41.18%
64000	Total Other Operating Costs	300	660	660	625	-5.30%
Capital Outlay						
66402	Computers & Peripheral	1,319	-	-	-	NA
66000	Total Capital Outlay	1,319	-	-	-	NA
60000	Total Expenditures	\$ 126,902	\$ 126,544	\$ 129,866	\$ 135,292	4.18%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Function: General Government/Judicial			
Program: Municipal Court			
Account Number	Account Name	2013 Budget	Justification
61121	PTS Wages	21,000	Municipal Judge (full salary X 12 months) 21,000
62999	Office Supplies and Materials	500	Supplies Specific to Court 500
62000	Total Commodities	500	
63101	Legal Services	18,500	Municipal Court Legal Services 18,500
63199	Other Professional Services	750	Indigent Attorney Fees 750
63202	Juror and Witness Fees	250	Jury Trial Requests 250
63203	Printing and Reproduction	500	Court Forms 500
63304	Computer Services and Support	700	Sleuth Maintenance 700
63999	Other Contract Services	3,500	Translation Svc: 9 days X \$200/day+\$500 2,300 Archives, Miscellaneous Services 1,200
63000	Total Contract Services	24,200	
64101	Travel, Training and Conferences	500	CAMCA; Sleuth Software Training 500 Colorado Assn. of Municipal Court Clerks
64102	Dues, Licenses and Memberships	75	Colorado Assn of Municipal Court Clerks 75
64201	Telephone	50	Long-Distance Charges 50
64000	Total Other Operating Costs	625	

GENERAL GOVERNMENT
EXECUTIVE

SERVICES PROVIDED BY THE EXECUTIVE BRANCH

Avon's Town Administration consists of various programs providing administrative services and support to the town council, general public and employees of the Town of Avon. The divisions within this branch include TOWN MANAGER, TOWN CLERK, HUMAN RESOURCES AND COMMUNITY RELATIONS.

THE **TOWN MANAGER** is the Chief Executive and Administrative Officer who is responsible for enforcing the laws and ordinances of the Town, oversight of all town personnel, the annual budget to Council, enforces all terms and conditions imposed in favor of the Town in any contract or public utility franchise, attends Council meetings and participates in discussions with the Council in an advisory capacity, and establishes a system of accounting and auditing for the Town which shall reflect, in accordance with generally accepted accounting principles, the financial condition and financial operation of the Town. The Town Manager assists in the management and implementation of projects and programs that help create the vision the Town Council has adopted as outlined in the various town documents.

THE **TOWN CLERK'S** office provides administrative support to the Town Council and Town Manager's office. The specific role of the clerk's office is outlined in the Legislative section of the budget document.

THE **HUMAN RESOURCES** office oversees all employee related functions including: recruiting, hiring, retention, compensation and benefits, compliance with federal & state regulations, and risk management. The Town's Employee, Safety and Supervisor's Handbooks provide the town's policies and procedures for managing the employees and the organization. Specifically the program provides the following services to the employees of Avon:

RECRUITING: Manages all job postings and job ads, maintains job web page, manages job applications, helps with interviewing, and performs police background checks.

HIRING, COMPENSATION & BENEFITS: Responsible for new hire orientations, benefits administration, maintains policy handbooks, performs annual market compensation surveys, maintains performance evaluations, responsible for compensation administration, reviews and recommends position tracking and classification changes, maintains the personnel files, and administers the various programs provided part-time and full time employees.

COMPLIANCE WITH FEDERAL & STATE REGULATIONS: Ensures that the Town complies with FLSA and all other state and Federal labor laws, administers FMLA, conducts internal investigations, is clearing house for corrective action and terminations and administers all associated paperwork, conducts exit interviews.

RISK MANAGEMENT: Oversees and provides day-to-day support for the town's risk management arena, oversees Safety Committee, coordinates safety training, files property, liability, and workers compensation claims and renewal applications, and handles unemployment claims to name a few of the HR functions.

THE **COMMUNITY RELATIONS** office plays a crucial role in communicating with the Town of Avon residents through the accurate and consistent flow of public information and promotion of special events to the media and the Town's various constituencies. The "Communications Plan" adopted in 2010 which outlines the town's communication goals, objectives, and tactics, is the premise of how the town hopes to "build community through communications". The Community Relations Officer is responsible for implementing those aspects outlined in this plan as well as provides oversight with the following services: press releases, Town's website, newsletters, and other various media & promotional brochures. In addition, the Community Relations Officer works directly with the general public to address any questions or concerns and/or to provide information as requested.

GENERAL GOVERNMENT

2012 ACCOMPLISHMENTS FOR EACH PROGRAM

TOWN MANAGER:

Regional Joint Meetings with Local Governments

- Met with Eagle County to discuss regional topics of concerns, including regional transit and land planning efforts

Federal Projects

- Monitored Participation in United States Forest Service Multi-Party Land Exchange

Community Development and Capital Improvement Projects

- Legislation addressing regulations associated with child care, vendor carts, historic preservation
- Began construction of the I-70 Transportation Operations Facility Project at the Swift Gulch location
- Removed the Stone Creek Charter School buildings from Lot 5 so that Avon's public works department could utilize the satellite location
- Reviewed multiple land use applications

Miscellaneous Legislation and Avon Code Updates

Budget Reduction Programs

- Continued monitoring the financial environment for the town in light of the continued downturn in the economy, reduced property valuations and legal costs related to pending litigation

Urban Renewal Authority

- Continued to address "Main Street Plan" with implementation of numerous capital improvements to the area, i.e. mall improvements project

Village at Avon

- Implemented Settlement Term Sheet between multiple parties that was executed in 2011

Water Rights

Active participation and funding of agencies and groups that provide information related to the water quality of the Eagle River

Transit Services

- Secured Partnership with Beaver Creek Resort Company in providing another year of skier shuttle bus services

TOWN CLERK:

- Successfully administered November coordinated election with Eagle County for municipal candidates
- Managed packet production for weekly meetings
- Completed RFP Process for Hiring Consultant to perform Facilitation Services for town business matters

HUMAN RESOURCES:

Budget Management

- Monitored Personnel & Benefits Program that continue to balance the high cost of medical insurance with generous plan offerings

Recruiting & Hiring

- Completed RFQ Process for Hiring Consultant for Town Manager Executive Search Process
- Assisted with Executive Search for the Town Manager
- Assisted with process to hire numerous positions, i.e. facilities maintenance worker, engineer, administrative assistant, lifeguard, accountant

GENERAL GOVERNMENT

Compensation & Benefits

- Reviewed benefits programs for cost implications and Federal Health Care Reform Compliance
- Supported departments by providing reviews and tracking performance evaluations
- Analyzed compensation package with support of 2013 recommendations for salary adjustments (reductions were made to salaries in 2010, implementation of a furlough program in 2009, and salary freeze on the pay for performance program in 2010)

Compliance with Federal & State regulations:

- Revised "Employee Handbook" distributed to employees with updates & revisions to various employment law topics
- Implemented Drug & Alcohol Testing Program for all safety sensitive positions
- Continued to revise Job Descriptions across departments

Employee Relations

- Awarded Town of Avon Certificates Recognizing Employees for Years of Service & Life Saving Awards

Risk Management

- Nominated and Awarded "Safety Manager of the Year" for Recreation Director
- Implemented "Safe Driver" Program in an effort to reduce driving incidents
- Received "Loss Prevention Award" from CIRSA for excellent score on the Loss Control Audit

Miscellaneous Programs

- Offered support to employees regarding their health and retirement benefits by hosting an annual "Benefits Fair"
- Coordinated Retirement Board Elections and reviewed with the board suggested Retirement Plan Amendments
- Helped implement "General Purpose Retirement Loan Program" for full time employees

MUNICIPAL COURT:

- Municipal Court has become sustainable in light of the revenues which have been collected to cover the operational expenditures

COMMUNITY RELATIONS:

- Ran issue-specific communications campaigns soliciting community involvement and feedback
- Press releases were distributed on all relevant topics, special events, Council actions, etc.; over 120 distributed to the press and e-mail subscribers to date with 212 stories published in local and regional news outlets
- Continued to publish the biannual Avon Ambassador electronically
- Redesigned the town's website to include additional features and easier to use navigation which fosters government transparency.
- Finalized the Town Social Media Policy and Procedures and established Facebook accounts for the Town of Avon, Avon Recreation and Avon PD to reach a larger constituent base
- Fostered town relationships with other organizations in the Valley; cooperated with the Vail Valley Foundation to support efforts for the USA Pro Cycling Challenge
- Collaborated with the Eagle County Public Information Officer group on valley-wide fire restriction and drought messaging; continued to participate in ongoing education efforts with the group
- Lead PIO group on three emergencies—the I-70 truck accident, Chambertin fire and white powder incident at the Avon Post office. Incident management included establishing a Joint Information Center, establishing a media staging area, interfacing with and conducting interviews with the media, sending press releases and updates

GENERAL GOVERNMENT

FUTURE PRIORITIES FOR EACH PROGRAM

TOWN CLERK'S OFFICE includes the following:

- Continue to coordinate the implementation of the Records Management Program with other administrative departments, i.e. engineering, community development, finance
- Evaluate Town Code language on business registration and liquor license with town attorney to ensure compliance with state regulations

HUMAN RESOURCES OFFICE includes the following:

- Enhance "New-Hire Orientation On-boarding" Program
- Obtain Employee Feedback: Design an employee survey to help HR improve on our effectiveness
- Enhance Employee Recognition Programs
- Enhance & ensure Professional Development Opportunities:
 - Organize quarterly HR/Supervisor training session to discuss Employment Law concerns
 - Conduct quarterly in-house town wide safety training venues and promote online safety training
- Continue E-Gov efforts through the development of the Town's intranet module as part of the website to help keep employees informed
- Continue to review programs and efforts that help the town recruit, retain, and reward employees
- Ensure that the town offers a "competitive" compensation and benefits plan

MUNICIPAL COURT includes the following:

- Continue to coordinate with police department to ensure efficient operations between court functions and police efforts

COMMUNITY RELATIONS OFFICE includes the following:

- Evaluate interest in completing a community survey (prior survey completed in 2008)
- Continue to grow email list to improve direct communication with constituent groups
- Continue to prepare and train for major media event using the incident command structure
- Work with PIO group, Vail Valley Foundation and Vail Valley Partnership on collaborative valley-wide efforts
- Continue to increase Avon's publicity through articles, marketing materials, press releases, advertisements, and social media
- Produce a Town of Avon brochure and Avon Community Guide
- Develop relationships with Spanish media
- Establish a social media presence

SIGNIFICANT BUDGET ISSUES AND FUTURE OUTLOOK

The Town continues to respond to the slow economy in its efforts to streamline programs and staffing levels. Once again there are no new general government programs. Each division within administration continues to strive towards serving its internal and external customer in an exceptional manner. Balancing expenditures to revenue streams continue to be challenging and as revenue begins to recover, there will be a reinstatement of the programs that were implemented to achieve cost savings, i.e. salary reduction and furlough program. The Town will also continue to monitor and alter its health plan in a conservative manner with the understanding that it continues to offer a comprehensive benefits package in order to attract, recruit and retain highly skilled employees in this tight market. The Town of Avon remains committed to our employees as they are our most important asset.

Town of Avon Line Item Detail

Function: General Government/Executive #130

Department: N/A

Program: Town Manager #131

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 174,601	\$ 168,342	\$ 172,128	\$ 152,754	-11.26%
61106	Paid-out Leave	-	-	88,317	1,469	-98.34%
61151	Overtime Wages	30	-	-	-	NA
61201	Automobile Allowance	12,000	12,000	13,000	12,000	-7.69%
61301	FT Pension	15,138	18,518	28,648	16,965	-40.78%
61304	Employee Assistance Program	29	29	53	29	-45.28%
61401	FICA/Medicare	126	134	324	2,410	643.83%
61501	Group Health and Life Insurance	16,520	14,694	16,691	17,177	2.91%
61505	Long-term Disability Insurance	620	582	691	587	-15.05%
61506	Short-term Disability Insurance	660	670	740	-	-100.00%
61507	Dental Insurance	1,927	1,440	1,644	1,512	-8.03%
61509	Worker's Compensation	1,799	1,652	2,354	1,558	-33.81%
61510	Unemployment Insurance	505	533	732	499	-31.83%
61000	Total Personnel	223,955	218,594	325,322	206,960	-36.38%
Commodities:						
62999	Office Supplies and Materials	199	200	1,000	200	-80.00%
62000	Total Commodities	199	200	1,000	200	-80.00%
Contract Services:						
63999	Other Contract Services	38	5,000	30,000	5,000	-83.33%
63000	Total Contract Services	38	5,000	30,000	5,000	-83.33%
Other Operating Costs:						
64101	Travel, Training and Conference	1,636	1,100	1,100	3,000	172.73%
64102	Dues, Licenses, and Memberships	347	100	100	1,000	900.00%
64104	Meeting Expenses	1,510	2,000	3,000	3,000	0.00%
64201	Telephone	-	250	250	250	0.00%
64206	Cellular and Paging	2,286	2,000	2,000	2,000	0.00%
64301	Postage and Delivery Costs	119	100	100	100	0.00%
64402	Equipment Replacement Charges	448	700	700	462	-34.00%
64902	Financial Support, Donations, and Contributions	-	1,500	1,500	1,500	0.00%
64000	Total Other Operating Costs	6,346	7,750	8,750	11,312	29.28%
Capital Outlay:						
66402	Computers and Peripherals	717	-	1,100	-	-100.00%
66404	Furniture and Fixtures	526	-	1,500	-	NA
66000	Total Capital Outlay	1,243	-	2,600	-	-100.00%
60000	Total Expenditures	\$ 231,781	\$ 231,544	\$ 367,672	\$ 223,472	-39.22%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Function: General Government/Executive			
Program: Town Manager			
Account Number	Account Name	2013 Budget	Justification
62999	Office Supplies and Materials	200	Various Office Supplies 200
62000	Total Commodities	200	
63999	Other Contract Services	5,000	Manager's Contingency 5,000
63000	Total Contract Services	5,000	
64101	Travel, Training and Conference	3,000	Miscellaneous Travel 3,000
64102	Dues, Licenses and Memberships	1,000	CCMA 1,000
64104	Meeting Expenses	3,000	Business Meetings 3,000
64201	Telephone	250	Long Distance Charges 250
64206	Cellular & Paging	2,000	Communications software/hardware 2,000
64301	Postage and Delivery Costs	100	UPS/Fed Ex Delivery Charges 100
64402	Equipment Replacement Charges	462	Annual Equipment Rental Charges 462
64902	Financial Support, Donations, and Contributions	1,500	Manager's Discretionary Account for In-kind Services 1,500
64000	Total Other Operating Costs	11,312	

Town of Avon Line Item Detail

Function: General Government/Executive #130

Department: N/A

Program: Human Resources #132

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 139,441	\$ 141,167	\$ 157,891	\$ 192,263	21.77%
61106	Paid-out Leave	-	-	1,525	1,437	-5.77%
61151	Overtime Wages	60	-	-	-	NA
61201	Automobile Allowance	1,800	1,800	1,800	1,800	0.00%
61301	FT Pension	11,797	15,528	17,368	16,602	-4.41%
61304	Employee Assistance Program	46	46	46	46	0.00%
61401	FICA/Medicare	1,903	2,073	2,316	2,215	-4.36%
61501	Group Health and Life Insurance	25,221	22,806	22,874	26,820	17.25%
61505	Long-term Disability Insurance	976	945	945	955	1.06%
61506	Short-term Disability Insurance	612	609	676	-	-100.00%
61507	Dental Insurance	2,948	2,280	2,280	2,394	5.00%
61509	Worker's Compensation	223	221	255	241	-5.49%
61510	Unemployment Insurance	404	429	479	458	-4.38%
61000	Total Personnel	185,431	187,904	208,455	245,231	17.64%
Commodities:						
62905	Books and Periodicals	758	1,820	1,500	1,820	21.33%
62999	Office Supplies and Materials	1,021	900	900	900	0.00%
62000	Total Commodities	1,779	2,720	2,400	2,720	13.33%
Contract Services:						
63101	Legal Services	-	-	4,000	4,500	12.50%
63203	Printing and Reproduction Services	-	300	300	300	0.00%
63205	Police Checks	2,157	2,500	2,500	2,500	0.00%
63504	R&M - Office Equip & Computer	-	250	250	250	0.00%
63999	Other Purchased and Contract Services	3,299	3,000	4,000	6,500	62.50%
63000	Total Contract Services	5,456	6,050	11,050	14,050	27.15%
Other Operating Costs:						
64101	Travel, Training and Conference	2,093	2,500	2,500	2,500	0.00%
64102	Dues, Licenses and Memberships	4,960	5,000	5,135	5,000	-2.63%
64103	Mileage Reimbursement	221	200	200	200	0.00%
64104	Meetings	2,519	1,500	1,500	1,500	0.00%
64201	Telephone	-	200	200	200	0.00%
64206	Cellular and Paging	1,558	1,200	1,200	1,200	0.00%
64301	Postage and Delivery Costs	-	100	100	100	0.00%
64901	Advertising and Legal Notices	2,373	4,000	4,000	3,000	-25.00%
64000	Total Other Operating Costs	13,724	14,700	14,835	13,700	-7.65%
Capital Outlay:						
66402	Computers and Peripherals	409	-	-	-	NA
66000	Total Capital Outlay	409	-	-	-	NA
60000	Total Expenditures	\$ 206,799	\$ 211,374	\$ 236,740	\$ 275,701	16.46%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: General Government/Executive			
Program: Human Resources			
Account Number	Account Name	2013 Budget	Justification
62905	Books and Publications	1,820	Safety Publications/Training Materials What's New in Bene's and Compensation Online publications for State/Federal Laws Top Health Newsletter Other HR Publications
62999	Office Supplies and Materials	900	Miscellaneous HR office Supplies
62000	Total Commodities	2,720	
63101	Legal Services	4,500	Legal HR Matters
63203	Printing and Reproduction Charges	300	Various Printing
63205	Police Checks	2,500	Police Background Checks for All Depts.
63504	R&M - Office Equipment and Computers	250	Printer Repair and Maintenance
63999	Other Contract Services	6,500	Pre-employment Drug Screens Employee Satisfaction Survey Townwide Training - Mtn States, CIRSA, and Pinnacol
63000	Total Contract Services	14,050	
64101	Travel, Training and Conference	2,500	SHRM Annual Conference
64102	Dues, Licenses and Memberships	5,000	SHRM - \$300, IPMA - \$200, HCHRA - \$100 Mountain States Employer's Council
64103	Mileage Reimbursement	200	Staff Travel
64104	Meetings	1,500	Food & Bevs for Meetings/Safety Lunches
64201	Telephone	200	Long Distance Charges
64206	Cellular and Paging	1,200	Communications software/hardware
64301	Postage and Delivery Costs	100	UPS/Fed Ex Delivery Charges
64901	Advertising and Legal Notices	3,000	Vail Daily, La Tribuna, Vail Trail, Denver Post Classified Advertising for Job Ads
64000	Total Other Operating Costs	13,700	

Town of Avon Line Item Detail

Function: General Government/Executive #130

Department: N/A

Program: Community Relations #133

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61121	PTS Wages	\$ 40,006	\$ 38,675	\$ 38,675	\$ 39,000	0.84%
61122	PTS Bonuses	599	599	599	659	10.02%
61151	Overtime Wages	458	-	-	-	NA
61302	PTS Pension	1,521	1,473	1,473	1,487	0.95%
61401	FICA/Medicare	610	591	591	597	1.02%
61509	Worker's Compensation	63	61	62	63	1.61%
61510	Unemployment Insurance	122	118	118	119	0.85%
61000	Total Personnel	43,379	41,517	41,518	41,925	0.98%
Commodities:						
62999	Office Supplies and Materials	26	100	100	100	0.00%
62000	Total Commodities	26	100	100	100	0.00%
Contract Services:						
63203	Printing and Reproduction	1,414	5,300	5,300	5,300	0.00%
63999	Other Contract Services	12,467	20,000	20,000	22,500	12.50%
63000	Total Contract Services	13,881	25,300	25,300	27,800	9.88%
Other Operating Costs:						
64101	Travel, Training and Conference	25	1,100	1,100	1,100	0.00%
64102	Dues, Licenses and Memberships	90	450	650	650	0.00%
64103	Mileage Reimbursement	48	100	100	100	0.00%
64201	Telephone	-	100	100	100	0.00%
64206	Cellular and Paging	102	300	400	1,000	150.00%
64301	Postage and Delivery Costs	1,261	1,500	1,300	1,300	0.00%
64901	Advertising and Legal Notices	-	2,000	1,000	1,000	0.00%
64903	Economic Development	90,000	-	-	-	NA
64904	Operating Fees, Assessments and Charges	48,844	42,000	42,000	42,000	0.00%
64000	Total Other Operating Costs	140,370	47,550	46,650	47,250	1.29%
Capital Outlay:						
66402	Computers and Peripherals	2,082	-	-	-	NA
66000	Total Capital Outlay	2,082	-	-	-	NA
60000	Total Expenditures	\$ 199,738	\$ 114,467	\$ 113,568	\$ 117,075	3.09%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: General Government/Executive		Program: Community Relations	
Account Number	Account Name	2013 Budget	Justification
61121	PTS Wages	39,000	25 Hours X 52 Weeks X \$30.00/hr 39,000
61122	PTS Bonuses	659	1 X \$659 659
62999	Office Supplies and Materials	100	Various Supplies 100
62000	Total Commodities	100	
63203	Printing and Reproduction	5,300	Printing/Photography Avon Ambassador 2x/yr @ \$650 4,000 1,300
63999	Other Contract Services	22,500	Community Survey Website Hosting, Adds and Changes 10,500 12,000
63000	Total Contract Services	27,800	
64101	Travel, Training and Conference	1,100	Police Media Training, 3CMA Conference 1,100
64102	Dues, Licenses and Memberships	650	3CMA 650
64103	Mileage Reimbursement	100	Staff Travel 100
64201	Telephone	100	Long Distance Charges 100
64206	Cellular and Paging	1,000	Sprint USB Card Cell Phone Data Service 600 400
64301	Postage and Delivery	1,300	Avon Ambassador 1,300
64901	Advertising and Legal Notices	1,000	Construction Updates, General Town Info 1,000
64904	Operating Fees, Assessments and Charges	42,000	PEG Fee Grants Channel 5 - 2% Franchise Fee Collections 10,000 32,000
64000	Total Other Operating Costs	47,250	

Town of Avon Line Item Detail

Function: General Government/Executive #130
 Department: NA
 Program: Economic Development #134

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel Services:						
61101	Regular Full-time Salaries	\$ -	\$ -	\$ -	\$ -	NA
61151	Overtime Wages	-	-	-	-	NA
61201	Automobile Allowance	-	-	-	-	NA
61301	FT Pension	-	-	-	-	NA
61304	Employee Assistance Program	-	-	-	-	NA
61401	FICA/Medicare	-	-	-	-	NA
61501	Group Health and Life Insurance	-	-	-	-	NA
61505	Long-term Disability Insurance	-	-	-	-	NA
61506	Short-term Disability Insurance	-	-	-	-	NA
61507	Dental Insurance	-	-	-	-	NA
61509	Worker's Compensation	-	-	-	-	NA
61510	Unemployment Insurance	-	-	-	-	NA
61000	Total Personnel Services	-	-	-	-	NA
Contract Services:						
63102	Audit and Accounting Services	-	-	-	-	NA
63199	Other Professional Services	-	19,000	11,150	-	-100.00%
63203	Printing and Reproduction Services	-	-	-	-	NA
63304	Computer Services and Support	-	-	-	-	NA
63504	R & M - Office Equipment	-	-	-	-	NA
63000	Total Contract Services	-	19,000	11,150	-	-100.00%
Other Operating Costs:						
64101	Travel, Training and Conference	-	-	-	-	NA
64102	Dues, Licenses and Memberships	-	550	550	550	0.00%
64103	Mileage Reimbursement	-	-	-	-	NA
64104	Meeting Expenses	-	-	-	-	NA
64399	Other Administrative Fees	-	-	-	-	NA
64402	Equipment Replacement Charges	-	-	-	-	NA
64902	Financial Support, Donations and Cont.	-	31,000	38,850	38,025	-2.12%
64903	Economic Development	-	90,000	90,000	125,000	38.89%
64000	Total Other Operating Costs	-	121,550	129,400	163,575	26.41%
60000	Total Expenditures	\$ -	\$ 140,550	\$ 140,550	\$ 163,575	16.38%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: General Government/Executive		Program: Economic Development	
Account Number	Account Name	2013 Budget	Justification
64102	Dues, Licenses and Memberships	550	Vail Valley Partnership 550
			Vail Leadership Institute - Entrepreneurs' Base Camp 7,500
64902	Financial Support, Donations and Contributions	38,025	Vail Valley Partnership: Sports and Event Coalition 15,000 MTRiPs 9,525 EGE Air Alliance 6,000
64903	Economic Development	125,000	Marketing Funding: VVF - 2013 Men's' Birds of Prey World Cup 40,000 VVF - 2013 Women's Birds of Prey World Cup 35,000 VVF - 2015 World Alpine Championships 50,000
64000	Total Operating Costs	163,575	

Town of Avon Line Item Detail

Function: General Government/Finance and Administration #140
 Department: N/A
 Program: Nondepartmental #149

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Commodities:						
62401	Gasoline	\$ 1,322	\$ 1,517	\$ 1,517	\$ 1,500	-1.12%
62802	Food and Beverage	5,650	4,500	5,000	5,000	0.00%
62999	Office Supplies and Materials	10,593	10,000	10,000	10,000	0.00%
62000	Total Commodities	17,565	16,017	16,517	16,500	-0.10%
Contract Services:						
63203	Printing and Reproduction Services	1,914	2,500	2,500	2,500	0.00%
63504	R&M - Office Equipment	7,380	7,100	7,100	7,100	0.00%
63603	Rental - Office Equipment	9,415	9,365	9,365	9,905	5.77%
63999	Other Contract Services	16,592	16,200	16,000	16,200	1.25%
63000	Total Contract Services	35,301	35,165	34,965	35,705	2.12%
Other Operating Costs:						
64104	Meeting Expenses	465	1,000	100	1,000	900.00%
64201	Telephone	17,601	18,918	18,918	21,702	14.72%
64206	Cellular and Paging	245	-	-	-	NA
64301	Postage	6,180	6,500	6,500	6,500	0.00%
64303	Treasurer's Fees	43,325	34,926	34,926	32,560	-6.77%
64307	Bank Service Charges and Credit Card Fees	-	250	250	250	0.00%
64401	Fleet Maintenance Charges	4,871	5,400	-	-	NA
64402	Equipment Replacement Charges	10,262	12,396	12,396	13,753	10.95%
64403	Washbay Charges	936	1,040	1,040	1,040	0.00%
64905	Insurance Premiums	125,893	114,512	111,480	113,077	1.43%
64000	Total Other Operating Costs	209,778	194,942	185,610	189,882	2.30%
Debt Service:						
65201	Capital Lease Payments	17,238	-	-	-	NA
65000	Total Debt Service	17,238	-	-	-	NA
60000	Total Expenditures	\$ 279,882	\$ 246,124	\$ 237,092	\$ 242,087	2.11%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: General Government			
Program: Nondepartmental			
Account Number	Account Name	2013 Budget	Justification
62401	Gasoline	1,500	Fuel Charges on Motor Pool Vehicle 1,500
62802	Food & Beverage	5,000	Town Meetings Food and Supplies 5,000
62999	Office Supplies & Materials	10,000	Xerox Copier/Print Charges 4,500 Xerox Paper, Office Supply Inventory 5,500
62000	Total Commodities	16,500	
63203	Printing & Reproduction Charges	2,500	Town Stationary & Envelopes 2,500
63504	R&M - Office Equipment & Computers	7,100	VoIP System Maintenance 7,100
63603	Rentals - Office Equipment	9,905	Xerox 7675 Copier Lease (\$643.32 x 12) 7,720 Postage Meter Lease (\$182.09 x 12) 2,185
			Laserfiche Annual Basic Services Support 8,200 Employee Bus Passes 3,000 1st Aid Supplies 750 Water Cooler Service 150 FSA Fees 1,200 Flu Shots, Benefits Fair Health Assessment 2,400
63999	Other Contract Services	16,200	Flowers, Picture Framing, Miscellaneous 500
63000	Total Contract Services	35,705	
64104	Meeting Expenses	1,000	Budget Retreat and Other Meetings 1,000
			Microtech-Tel PRI T-1 Line 6,768 Microtech-Tel Long Distance 750 Swift Gulch T-1 Line 1,800 Fireworks Analog Line 540 Main TOA Fax Line 1,080 Backup DSL 1,104 Intrado E-911 Location Identification 360 CenturyLink Metro Ethernet Muni Bldg and Swift Gulch (6 months) 9,300
64201	Telephone	21,702	
64301	Postage & Delivery Costs	6,500	General Admin Postage and Delivery Costs 6,500
64303	Treasurer's Fees	32,560	2% Eagle County Treasurer Collection Fee 32,560
64307	Bank Service Charges and Credit Card Fees	250	Various Fees 250
64402	Equipment Replacement Charges	13,753	Annual Equipment Rental Charges 13,753
64403	Wash Bay Charges	1,040	Annual Wash Bay Charges 1,040

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: General Government			
Program: Nondepartmental			
Account Number	Account Name	2013 Budget	Justification
			CIRSA:
			Fiduciary Liability 2,725
			Excess Crime 268
			Boiler and Machinery 3,462
			Treasurer's Bond - Scott Wright 368
64905	Insurance Premiums	113,077	Property and Casualty (71%) 106,255
64000	Total Other Operating Costs	189,882	

**Town of Avon
Line Item Detail**

Function: General Government/Executive #130
 Department: N/A
 Program: Affordable Housing #193

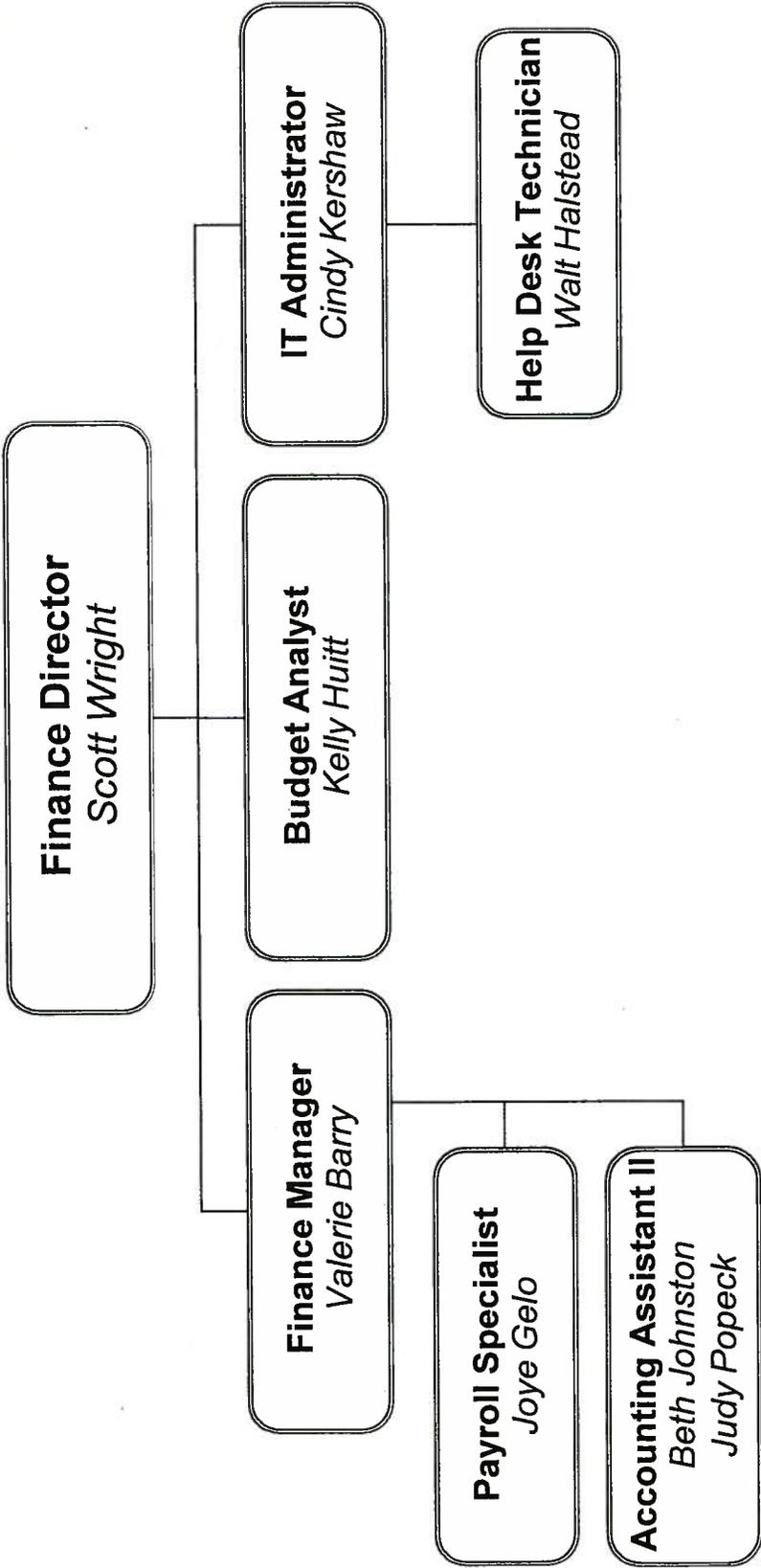
Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61121	PTS Wages	\$ -	\$ -	\$ -	\$ -	NA
61302	PTS Pension	-	-	-	-	NA
61401	FICA/Medicare	-	-	-	-	NA
61509	Worker's Compensation	-	-	-	-	NA
61510	Unemployment Insurance	-	-	-	-	NA
61000	Total Personnel	-	-	-	-	NA
Commodities:						
62904	Software	-	-	-	-	NA
62905	Books and Periodicals	-	-	-	-	NA
62999	Office Supplies and Materials	-	-	-	-	NA
62000	Total Commodities	-	-	-	-	NA
Contract Services:						
63203	Printing and Reproduction	-	-	-	-	NA
63304	Computer Services	-	-	-	-	NA
63504	R&M - Office Equip & Computer	-	-	-	-	NA
63999	Other Contract Services	-	-	-	-	NA
63000	Total Contract Services	-	-	-	-	NA
Other Operating Costs:						
64101	Travel, Training and Conference	-	-	-	-	NA
64102	Dues, Licenses and Memberships	-	-	-	-	NA
64103	Mileage Reimbursement	-	-	-	-	NA
64201	Telephone	-	-	-	-	NA
64301	Postage and Delivery Costs	-	-	-	-	NA
64501	Down Payment Assistance	-	114,000	114,000	-	NA
64901	Advertising and Legal Notices	-	-	-	-	NA
64902	Financial Support, Donations, and Contributions	1,700	1,700	1,700	1,700	0.00%
64903	Economic Development	-	-	-	-	NA
64000	Total Other Operating Costs	1,700	115,700	115,700	1,700	NA
Capital Outlay:						
66402	Computers and Peripherals	-	-	-	-	NA
66404	Furniture and Fixtures	-	-	-	-	NA
66000	Total Capital Outlay	-	-	-	-	NA
60000	Total Expenditures	\$ 1,700	\$ 115,700	\$ 115,700	\$ 1,700	-98.53%

**TOWN OF AVON
 DETAILED BUDGET REQUESTS
 2013**

Department: General Government/Executive			
Program: Affordable Housing			
Account Number	Account Name	2013 Budget	Justification
64902	Financial Support, Donations and Contributions	1,700	Discretionary Funding: - Eagle County Loan Fund Down Payment Assistance Program 1,700
64000	Total Other Operating Costs	1,700	

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Finance & Information Technology



Town of Avon
Departmental Budget Summary by Program
 2013 Annual Budget
Finance Department

Department Budget by Category:	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel Services	\$ 688,654	\$ 726,745	\$ 740,561	\$ 779,643	5.28%
Commodities	38,487	59,222	59,399	60,714	2.21%
Contract Services	97,820	132,578	126,978	132,037	3.98%
Other Operating Costs	37,895	40,696	40,796	44,883	10.02%
Capital Outlay	4,534	700	700	-	-100.00%
Total	\$ 867,390	\$ 959,941	\$ 968,434	\$ 1,017,277	5.04%
Department Budget by Program:					
Finance	\$ 612,183	\$ 658,502	\$ 667,126	\$ 699,034	4.78%
Information Systems	255,207	301,439	301,308	318,243	5.62%
Total	\$ 867,390	\$ 959,941	\$ 968,434	\$ 1,017,277	5.04%
Sources of Funds:					
General Revenues Offset	\$ 867,390	\$ 959,941	\$ 968,434	\$ 1,017,277	5.04%
Total	\$ 867,390	\$ 959,941	\$ 968,434	\$ 1,017,277	5.04%
Full-time Employees (FTEs)	8.00	8.00	8.00	8.00	

GENERAL GOVERNMENT

GENERAL GOVERNMENT FINANCIAL ADMINISTRATION AND INFORMATION SYSTEMS

SERVICES PROVIDED BY FINANCE AND INFORMATION SYSTEMS

The Finance Director is the chief financial officer and treasurer of the Town and is responsible for all financial management activities of the Town. These activities include: accounting and financial reporting, budgeting and long-range planning, treasury management, debt administration, and information systems. Financial administration and fiscal management crosses all Town programs and the finance department is expected to lead and assist other departments in implementing the Town values of economy and efficiency by means of finance-related processes and controls.

Day-to-day aspects of financial administration for department staff include the functions of purchasing and accounts payable, payroll administration, sales tax collection and administration, and general accounting. The Finance Manager oversees these daily functions. Information systems are managed and operated by the Town's IT administrator. This position is responsible for ensuring that the Town's computer network systems and telephone systems are operating within specifications for user's needs, and are adequately protecting the Town's data.

FINANCIAL ADMINISTRATION

2012 Accomplishments

The finance department had a very demanding year in 2012 due to a staff resignation and two staff extended leaves. In addition, nearly nine months of litigation support involving financial modeling, document review and numerous late-into-the-evening meetings consumed a great deal of time and effort but ultimately resulted in an approved ordinance which amended the Village at (Avon) PUD and a Consolidated and Restated Annexation and Development Agreement with the Traer Creek parties.

While the Finance Director was spending his efforts on the Traer Creek settlement, the Finance Manager provided much needed staff direction and assistance in covering the above-mentioned vacancies and hired and trained a new staff person in the revenue and sales tax collection and reporting area.

Other 2012 accomplishments include:

- Cross-trained new staff person in accounts payable processing and sales tax reporting; two areas of Finance where extended leaves were in effect.
- Developed a taxable gift policy for the Financial Policy and Procedure Manual.
- Continued to coordinate grant reporting with Town departments and assisted in meeting requirements for managing and reporting state and federal grant awards.

GENERAL GOVERNMENT

2013 Goals and Objectives

The Finance Department's primary objectives for 2013 include:

- Continue our efforts in collecting internet-based short-term rentals;
- Continue efforts to add additional vendors to the EFT program;
- Upgrade sales tax software to new version; Implement online filing of sales tax returns and payment via EFT directly into the Town's operating account;
- Investigate and possibly implement an interface between the Recreation Center's RecTrac software system and the Finance Department's Pentamotion fund accounting software;
- Coordinate the Single Audit process with Town departments and the Town's independent auditors.

INFORMATION SYSTEMS

2012 Accomplishments

- Implemented a popular new monthly desktop software training program for employees called "cookies with IT."
- Completed an upgrade of the new VoIP and voice mail system.
- Developed an Information Technology Long-range Plan.
- Continued desktop replacement program and upgrades to Windows 7 and installing Office 2010 for users.
- Installed a web filter to keep unwanted sites from being accessed over the Town's internet connection.
- Replaced the Town's Storage Area Network (SAN) infrastructure with new present-day technology. All critical Town data is stored on this SAN disk storage infrastructure and was upgraded in order to protect the Town's data.
- Replaced an Ethernet switch in the Municipal Building network that exceeded its life cycle.
- Upgrade memory on hosts running virtual servers.
- Assisted with upgrade of sales tax/ business license software application for Finance;
- Installed a new public wireless access in the Recreation Center lobby for guests.
- Evaluated, reported and included in the IT long-range plan a work program for migrating to paperless Council packets.
- Assisted Engineering Department with Swift Gulch modular building connectivity relocation and temporary connections during the I-70 Regional Transportation Facility Project construction.

2013 Goals and Objectives

The goals and objectives for the IT department in 2013 will focus on continuing to implement the necessary technology and infrastructure to support the Town's future growth and ongoing "green" and "e-gov" initiatives. Continuing to move toward new technologies will allow the Town to be more efficient and improve productivity. These include the following:

- Upgrade of Laserfiche software and implementation of paperless meeting packets for Town Council and Planning and Zoning Commission with secure delivery. Project includes enhancement of wireless access in the Municipal Building to support paperless meetings and provide Web-based citizen access to Laserfiche documents
- Provide web-based access for filing sales tax and business licenses, and eventually, on-line payments.
- Install enterprise-wide security camera system in the Police Department, Recreation Center, and at the new I-70 Regional Transportation Facility location as part of the construction project.
- Assist in the implementation of e-Ticketing and the interface for between the Police Department and Municipal Court software systems.
- Assist in implementing a new UHF radio system to replace the current push-to-talk cell phones and issue and RFQ for cell phone providers.
- Evaluate and implement Town Council meeting room audio, video, electrical and other overall improvements.
- Implement an online collaboration tool for internal and external users for collaboration on projects.
- Move data backup and recovery and replication of data to the cloud for disaster recovery.
- Implement 911 call identification for each specific desktop phone location within the Town government.
- Migrate to CenturyLink Metro Ethernet connectivity to the internet for improved bandwidth.
- Replacement of desktops and laptops as part of our existing equipment replacement policy.

Town of Avon Line Item Detail

Function: General Government/Financial #140
 Department: Finance #140
 Program: Finance #141

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel Services:						
61101	Regular Full-time Salaries	\$ 404,634	\$ 408,347	\$ 417,347	\$ 428,630	2.70%
61106	Paid-out Leave	-	-	3,052	4,121	35.03%
61151	Overtime Wages	1,166	1,500	1,500	1,500	0.00%
61201	Automobile Allowance	3,600	3,600	3,600	3,600	0.00%
61301	FT Pension	34,292	44,918	45,908	47,603	3.69%
61304	Employee Assistance Program	144	144	144	144	0.00%
61401	FICA/Medicare	4,452	4,780	4,852	5,050	4.08%
61501	Group Health and Life Insurance	65,595	71,866	71,903	84,519	17.55%
61505	Long-term Disability Insurance	3,084	2,906	2,906	2,983	2.65%
61506	Short-term Disability Insurance	1,773	1,773	1,809	-	-100.00%
61507	Dental Insurance	7,164	7,200	7,200	7,560	5.00%
61509	Worker's Compensation	644	640	673	691	2.67%
61510	Unemployment Insurance	1,177	1,240	1,267	1,314	3.71%
61000	Total Personnel Services	527,725	548,914	562,161	587,715	4.55%
Commodities:						
62903	Data Processing Supplies	1,900	2,000	2,000	2,000	0.00%
62904	Software	253	1,500	1,500	1,500	0.00%
62905	Books and Periodicals	2,398	1,623	1,800	2,014	11.89%
62999	Office Supplies and Materials	731	2,250	2,250	2,250	0.00%
62000	Total Commodities	5,282	7,373	7,550	7,764	2.83%
Contract Services:						
63102	Audit and Accounting Services	28,530	34,130	28,530	33,530	17.53%
63199	Other Professional Services	83	8,500	8,500	8,500	0.00%
63203	Printing and Reproduction Services	4,132	5,300	5,300	5,300	0.00%
63304	Computer Services and Support	32,774	40,783	40,783	41,723	2.30%
63504	R & M - Office Equipment	-	700	700	700	0.00%
63000	Total Contract Services	65,519	89,413	83,813	89,753	7.09%

**Town of Avon
Line Item Detail**

Function: General Government/Financial #140
 Department: Finance #140
 Program: Finance #141

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Other Operating Costs:						
64101	Travel, Training and Conference	6,547	6,250	7,000	7,800	11.43%
64102	Dues, Licenses and Memberships	1,444	1,479	1,479	1,395	-5.68%
64103	Mileage Reimbursement	571	600	600	600	0.00%
64104	Meeting Expenses	582	750	750	750	0.00%
64201	Telephone	-	350	350	350	0.00%
64206	Cellular and Paging	347	450	500	700	40.00%
64301	Postage and Delivery	105	250	250	250	0.00%
64399	Other Administrative Fees	1,106	1,450	1,450	1,450	0.00%
64402	Equipment Replacement Charges	429	398	398	382	-4.02%
64901	Advertising and Legal Notices	-	125	125	125	0.00%
64000	Total Other Operating Costs	11,131	12,102	12,902	13,802	6.98%
Capital Outlay:						
66402	Computers and Peripherals	2,526	700	700	-	-100.00%
66000	Total Capital Outlay	2,526	700	700	-	-100.00%
60000	Total Expenditures	\$ 612,183	\$ 658,502	\$ 667,126	\$ 699,034	4.78%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Finance and Information Systems			
Program: Finance			
Account Number	Account Name	2013 Budget	Justification
61151	Overtime Wages	1,500	Staff Overtime 1,500
62903	Data Processing Supplies	2,000	LaserJet Toner, Magnetic Ink Cartridges 1,750 Miscellaneous Data Processing Supplies 250
62904	Software	1,500	Financial Software & PC Computer Updates 1,500
			GASB Pronouncements Subscription 275 GASB Codification 70 US Master Tax Guide 105 Governmental Update Newsletter 175 Govt. Reporting Illustrations and Trends 189 Guide to Single Audits 381 Guide to Audits of Local Governments 381 Grant Management Handbook 99 Kiplinger Letter 89
62905	Books and Publications	2,014	Various Other Publications and Reports 250
62999	Office Supplies and Materials	2,250	Calculator Replacements 250 Miscellaneous Supplies, Computer Paper 2,000
62000	Total Commodities	7,764	
63102	Audit and Accounting Services	33,530	Single Audit - McMahan & Assoc 5,000 Annual Audit - McMahan & Assoc (SS) 28,530
63199	Other Professional Services	8,500	Sales Tax Audit Program 3,500 Financial Modeling and Advisory Services 5,000
63203	Printing and Reproduction Charges	5,300	AP & Payroll Checks and Envelopes 1,500 2012 Budget 2,000 2011 Audit 700 W-2's and 1099's 250 Sales Tax Envelopes 750 Eagle County Sales Reports 100
63304	Computer Services and Support	41,723	Pentamation Software Maintenance & Support 27,023 Sales Tax Maintenance & Support 9,400 Pentamation / WebEx Training 2,800 Other Computer Services and Support 2,500
63504	R&M - Office Equipment and Computers	700	Printer Maintenance & Repair 700
63000	Total Contract Services	89,753	
64101	Travel, Training and Conference	7,800	Training Classes for Staff 1,250 State Conference (3) 2,250 GFOA Training Seminars (2) 3,300 Cont. Educ. for Director (20hrs@\$50/hr.) 1,000

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Finance and Information Systems			
Program: Finance			
Account Number	Account Name	2013 Budget	Justification
			Sungard Pentation Users Group 195
			American Institute of CPAs 250
			Government Finance Officers Assoc. 470
			Colorado Government Finance Officers 120
			CO Secretary of State (Finance Authority) 80
64102	Dues, Licenses and Memberships	1,395	American Payroll Association 280
64103	Mileage Reimbursement	600	Staff Travel 600
			American Payroll Association Meetings 250
64104	Meeting Expenses	750	Staff and Organizational Meetings 500
64201	Telephone	350	Long Distance Charges 350
64201	Cellular and Paging	700	Cellular Telephone Charges 700
64301	Postage and Delivery	250	Postage and Delivery Costs 250
			RETT Recording Fees 1,000
64399	Other Administrative Fees	1,450	GFOA Certificate of Achievement Program 450
64402	Equipment Replacement Charges	382	Annual Equipment Rental Charges 382
			Legal Notices-Budget & Unclaimed Property
64901	Advertising and Legal Notices	125	Miscellaneous Advertising 125
64000	Total Operating Costs	13,802	

Town of Avon Line Item Detail

Function: General Government/Financial #140
 Department: Finance #140
 Program: Information Systems #143

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel Services:						
61101	Regular Full-time Salaries	\$ 130,545	\$ 131,877	\$ 131,877	\$ 139,656	5.90%
61106	Paid-out Leave	-	-	501	1,343	168.06%
61151	Overtime Wages	304	1,000	1,000	1,000	0.00%
61301	FT Pension	11,038	14,507	14,562	15,510	6.51%
61304	Employee Assistance Program	48	48	48	48	0.00%
61401	FICA/Medicare	1,804	1,927	1,934	2,059	6.46%
61501	Group Health and Life Insurance	13,850	23,938	23,938	28,160	17.64%
61505	Long-term Disability Insurance	1,030	954	954	981	2.83%
61506	Short-term Disability Insurance	574	574	574	-	-100.00%
61507	Dental Insurance	1,152	2,400	2,400	2,520	5.00%
61509	Worker's Compensation	206	207	213	225	5.63%
61510	Unemployment Insurance	378	399	399	426	6.77%
61000	Total Personnel Services	160,929	177,831	178,400	191,928	7.58%
Commodities:						
62903	Data Processing Supplies	7,111	6,450	6,450	9,850	52.71%
62904	Software	26,038	44,299	44,299	42,000	-5.19%
62905	Books and Periodicals	-	750	750	750	0.00%
62999	Office Supplies and Materials	56	350	350	350	0.00%
62000	Total Commodities	33,205	51,849	51,849	52,950	2.12%
Contract Services:						
63304	Computer Services and Support	29,953	40,415	40,415	39,534	-2.18%
63504	R & M - Office Equipment and Computers	2,348	2,750	2,750	2,750	0.00%
63000	Total Contract Services	32,301	43,165	43,165	42,284	-2.04%
Other Operating Costs:						
64101	Travel, Training and Conference	1,970	5,700	5,700	5,700	0.00%
64201	Telephone	43	350	-	-	NA
64206	Cellular and Paging	303	350	-	-	NA
64402	Equipment Replacement Charges	24,448	22,194	22,194	25,381	14.36%
64000	Total Other Operating Costs	26,764	28,594	27,894	31,081	11.43%
Capital Outlay:						
66402	Computers and Peripherals	2,008	-	-	-	NA
66000	Total Capital Outlay	2,008	-	-	-	NA
60000	Total Expenditures	\$ 255,207	\$ 301,439	\$ 301,308	\$ 318,243	5.62%

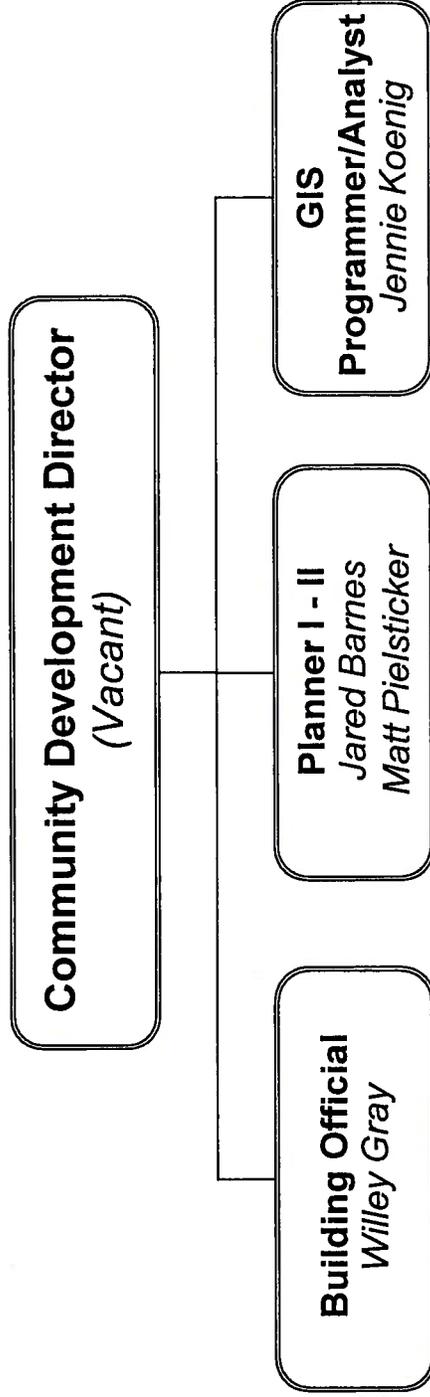
**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Finance			
Program: Information Systems			
Account Number	Account Name	2013 Budget	Justification
61151	Overtime	1,000	Required Help Desk Overtime 1,000
62903	Data Processing Supplies	9,850	Wireless AP for Muni Bldg 850 Parts, battery backups, memory 2,000 Equipment for upgraded CenturyLink Lines 7,000
62904	Software	42,000	VMWare Upgrade 3,200 Microsoft Yearly Renewals 17,500 Microsoft 365 25 users SharePoint Collaboration 2,400 AppAssure Backup Replication & Recovery 15,000 Entrust Certificate Renewals 1,000 Data storage in the cloud (6 mos) 900 Miscellaneous Software 2,000
62905	Books and Periodicals	750	Books and CD Based training 500 Misc Periodicals and Reference Materials 250
62999	Office Supplies and Materials	350	Miscellaneous 350
62000	Total Commodities	52,950	
			Total Smartnet Switches / Routers 7,425 HP Server Care Packs 4,800 Symantec Backup Exec Maintenance 1,728 Symantec Anti-Virus Maintenance (75) 3,225 Citrix Metaframe 250 What's-Up Gold Management 1,000 SmartDraw Maintenance 690 VMWare Vsphere Maintenance Renewals 1,200 PEI 24x7x2 After-hours Tech Support 1,200 Maintenance on Wireless Link to Swift Gulch 1,600 Total DSL Charges 4,236 Total Imagine T&M Charges 1,520 Aruba Wireless Maintenance Annual 1,000 Overland Storage Tape Drive Maintenance 1,100 APC UPS Maintenance (2) 860 MailMarshal SMTP & McAfee 1,200 Technology Long Term Planning 4,000
63304	Computer Services and Support	39,534	Consulting Services 2,500
63504	R&M - Office Equipment and Computers	2,750	Computer Repairs and Hardware Replacement 2,750
63000	Total Contract Services	42,284	

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Finance			
Program: Information Systems			
Account Number	Account Name	2013 Budget	Justification
64101	Travel, Training & Conference	5,700	Training Classes 3,600 State / Local Government IT Conference 750 CGAIT Dues 600 Travel and Misc. Other Seminars 750
64402	Equipment Replacement Charges	25,381	Annual Equipment Rental Charges 25,381
64000	Total Operating Costs	31,081	

Community Development



Town of Avon
Departmental Budget Summary by Program
2013 Annual Budget
Community Development Department

Department Budget by Category:	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel	\$ 482,064	\$ 484,653	\$ 384,732	\$ 480,149	24.80%
Commodities	4,852	7,104	7,881	7,599	-3.58%
Contract Services	16,237	16,346	21,718	18,668	-14.04%
Other Operating Costs	13,153	21,430	16,540	19,792	19.66%
Capital Outlay	2,962	1,100	1,100	600	-45.45%
Total	\$ 519,268	\$ 530,633	\$ 431,971	\$ 526,808	21.95%
Department Budget by Program:					
Administration	\$ 152,416	\$ 165,352	\$ 47,387	\$ 128,848	171.91%
Planning	249,576	248,249	267,787	272,350	1.70%
Building Inspection	117,276	117,032	116,797	125,610	7.55%
Total	\$ 519,268	\$ 530,633	\$ 431,971	\$ 526,808	21.95%
Sources of Funds:					
Direct Program Revenues:					
Contractor's Licenses	\$ 8,985	\$ 10,500	\$ 10,500	\$ 10,500	0.00%
Building Permits	139,467	200,000	120,000	250,000	108.33%
Other Licenses and Permits	25	100	100	100	0.00%
Plan Check Fees	1,176	1,000	1,000	1,000	0.00%
Design Review Fees	975	2,000	1,000	1,000	0.00%
Fire Impact Fee Administration Fees	619	1,500	1,500	600	-60.00%
	151,247	215,100	134,100	263,200	96.27%
General Fund Subsidy	368,021	315,533	297,871	263,608	-11.50%
Total	\$ 519,268	\$ 530,633	\$ 431,971	\$ 526,808	21.95%
Full-time Employees (FTEs)	5.00	5.00	4.00	5.00	

GENERAL GOVERNMENT

GENERAL GOVERNMENT COMMUNITY DEVELOPMENT

DEPARTMENT BACKGROUND

The **Community Development Department** is responsible for managing the town's built environment and creating a livable community that balances the needs of residents, businesses, property owners, and visitors. There are four divisions within the Department that assist in creating and implementing the community vision: Planning, Building, and GIS Mapping. The Department also serves as a leader in coordinating multi-departmental work efforts addressing a wide range of planning and development issues in the Town of Avon each year.

The **Planning Division** prepares and administers the Avon Comprehensive Plan, all zoning and subdivision ordinances, and reviews and makes recommendations on land use development applications. The Division also provides staff support to the *Planning and Zoning Commission*, *Historic Preservation Committee*, *Community Development Subcommittee*, *Regional Watershed Planning Committee*, and the *Eagle River Water and Sanitation District*. The **Building Division** provides all construction related services in the Town. This Division is responsible for the enforcement of the building, plumbing, and mechanical codes, and certain municipal codes as adopted by the Town Council. The Division reviews and processes permit applications, plan check applications, and performs inspections of all construction projects in the town. The Building division also coordinates with Eagle County Environmental Health Department and Eagle River Fire Prevention District to facilitate the proper completion of all commercial projects. **Code Enforcement** is managed by the Planning and Building Divisions. Staff investigates citizen and other-agency complaints related to substandard and/or dangerous structures; zoning violations; lighting violations and public nuisances. The **GIS Division** creates and manages all mapping functions and associated data management for the Town. Staff provides state-of-the-art mapping and data services to Town departments, citizens, local governments, and businesses.

SIGNIFICANT BUDGET ISSUES

The Community Development Department budget has been reduced by more than 27% since 2009; with staff reductions in Code Enforcement, Building, Planning and Engineering. The Department lost a Planning Manager in 2011, and the Director of Community Development Director position has remained vacant since January, 2012. The reduction in staff has required all FTE staff person to be responsible for processing application fees, issuing contractor licenses, managing permits and inspections, and responding to all walk-in and phone-in questions and inquires.

MAJOR ACCOMPLISHMENTS

1. Processed 112 building permits through October 31, 2012 with a total valuation of \$20,897,618.00. Collected \$160,462.70 in permit fees during this period.
2. Processed sixty nine (69) zoning, subdivision, design review, special review use and other entitlement applications, and collected \$21,000.56 in fees during this period.
3. Laser fiche archival record keeping: 669 Building Files, 628 Planning Files, 74 Building permit plan sets, and 58 design review plan sets scanned into the system.
4. GIS Data Collection – Town owned lights (in coordination with Town Electrician); Town owned signs completed in coordination with Road & Bridge supervisor.
5. 84 total maps created for 2012 through October – 18 for Community Development; 33 for other departments; 32 for the Village at Avon PUD application process; 1 outside request; and 3 data requests.
6. Provided staff support for 17 Planning and Zoning Committee meetings and one Community Development Subcommittee meeting.
7. Assisted the USFS and County in due diligence, land use considerations and policy issues related to the use and management of the parcels associated with the USFS Land Exchange.

GENERAL GOVERNMENT

8. Drafted two amendments to the Avon Development Code including: 1) New regulations listing Day Care use as an eligible Special Review Use (SRU) in the Industrial Commercial Zone District; and 2) Fee Schedule Amendments to allow for flat fees for smaller and less complex planning applications.
9. Completed Phase 1 of the Avon Pedestrian Mall Improvement project. Worked with other town staff, Council, and the PZC to develop a design plan which improved the pedestrian experience along the mall, and added new plaza space for outdoor entertainment and special events.
10. Represented the Town at the Regional Watershed Planning meetings. Attended regular meetings with other stakeholders.
11. Managed all aspects of the construction and installation of the historic waterwheel in compliance with the State grant requirements. The project was completed in the spring, and the state grant was successfully closed out with over \$20,000 in grant funding.
12. Collaborated with the IT Department to create a new GIS server to house the new Arc Server software. This software will allow for smoother and wider distribution of GIS data to all town employees for day to day use and simple map production. This dissemination of information will provide the staff with access to data such as aerial photos, street and address information, zoning and land use, building locations and other essential layers of information.

DEPARTMENT GOALS 2013:

LONG-RANGE PLANNING

1. Review the Avon Comprehensive Plan with the Town Council to consider goals and policies related to the Land Exchange parcels.
2. Continue staff support to the Regional Watershed Plan update process, and bring to Town Council for considered adoption by reference.
3. Work with the community and Council to consider amendments to the West Town Center District Master Plan.

CURRENT PLANNING

1. Manage updates to the Avon Development Code, including Historic Preservation Ordinance and zone district updates.

OPERATIONS

1. Continue working with Public Works Dept. on asset mapping.
2. Manage updates to Pentamation permitting software.
3. Continue to monitor activity levels with staffing levels in the department.

OPEN SPACE AND TRAILS

1. Assist Eagle County and the USFS with successful completion of the Land Exchange process.
2. Complete easement agreement and obtain CDOT approval for the final section of the Singletree-Avon trail.

Town of Avon Line Item Detail

Function: Community Development #200
 Department: Community Development #210
 Program: Administration #211

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 110,583	\$ 110,817	\$ 16,623	\$ 75,000	351.18%
61121	PTS Wages	-	-	4,800	4,800	0.00%
61201	Automobile Allowance	3,600	3,600	300	3,000	900.00%
61301	FT Pension	9,391	12,190	1,828	8,250	351.31%
61302	PTS Pension	-	-	180	180	0.00%
61304	Employee Assistance Program	24	24	4	20	400.00%
61401	FICA/Medicare	1,601	1,659	318	1,203	278.30%
61501	Group Health and Life Insurance	7,116	12,152	1,823	11,802	547.39%
61505	Long-term Disability Insurance	527	497	153	497	224.84%
61506	Short-term Disability Insurance	474	467	70	-	-100.00%
61507	Dental Insurance	576	1,200	180	1,050	483.33%
61509	Worker's Compensation	623	174	32	126	293.75%
61510	Unemployment Insurance	321	343	65	248	281.54%
61000	Total Personnel	134,836	143,123	26,376	106,176	302.55%
Commodities:						
62905	Books and Periodicals	20	-	-	-	NA
62999	Office Supplies and Materials	1,740	3,000	3,000	3,000	0.00%
62000	Total Commodities	1,760	3,000	3,000	3,000	0.00%
Contract Services:						
63203	Printing and Reproduction	325	500	500	500	0.00%
63304	Computer Services and Support	6,271	6,400	6,400	6,400	0.00%
63504	R&M - Office Equipment	1,115	1,700	1,700	1,700	0.00%
63603	Rentals - Office Equipment	4,746	4,746	5,318	5,318	0.00%
63000	Total Contract Services	12,457	13,346	13,918	13,918	0.00%
Other Operating Costs:						
64101	Travel, Training, and Conference	200	1,000	-	1,000	NA
64102	Dues, Licenses and Memberships	-	400	-	400	NA
64104	Meeting Expense	602	620	350	1,500	328.57%
64201	Telephone	-	100	-	100	NA
64206	Cellular	736	800	180	800	344.44%
64301	Postage and Delivery Costs	279	520	520	520	0.00%
64402	Equipment Replacement Charges	1,050	743	743	234	-68.51%
64901	Advertising and Legal Notices	496	600	1,200	1,200	0.00%
64000	Total Other Operating Costs	3,363	4,783	2,993	5,754	92.25%
Capital Outlay						
66402	Computers and Peripherals	-	1,100	1,100	-	NA
66000	Total Capital Outlay	-	1,100	1,100	-	NA
60000	Total Expenditures	\$ 152,416	\$ 165,352	\$ 47,387	\$ 128,848	171.91%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Community Development			
Program: Administration			
Account Number	Account Name	2013 Budget	Justification
61121	PTS Wages	4,800	\$16/hr x 40 hrs/wk x 15 wks x 50% dist
			4,800
62999	Office Supplies and Materials	3,000	Misc Supplies and Printer Cartridges for entire department
			3,000
62000	Total Commodities	3,000	
63203	Printing & Reproduction	500	Copy Services for Large Projects
			500
63304	Computer Services and Support	6,400	Pentamation Support
			6,400
63504	R&M - Office Equipment and Computers	1,700	Copier Print Charges
			1,700
63603	Rentals - Office Equipment	5,318	WCP7535 Copier Lease (\$443.16 x 12)
			5,318
63000	Total Contract Services	13,918	
64101	Travel, Training, and Conference	1,000	Director/Planning Mgr Conference/Training
			1,000
64102	Dues, Licenses, and Memberships	400	Director/Planning Mgr Memberships
			400
64104	Meeting Expense	1,500	General Meeting Expenses for Com Dev Subcommittee, Historic Preservation, and Staff Meetings
			1,500
64201	Telephone and Long Distance	100	Long Distance Charges
			100
64206	Cellular and Paging	800	Cellular Phone Service for Director and one number on stand-by
			800
64301	Postage and Delivery	520	Fed Ex, UPS, Certified Mail
			520
64402	Equipment Replacement Charges	234	Annual Equipment Rental Charges
			234
64901	Advertising and Legal Notices	1,200	Public Notices per New Land Code Requirements
			1,200
64000	Total Other Operating Costs	5,754	

Town of Avon Line Item Detail

Function: Community Development #200
 Department: Community Development #210
 Program: Planning #212

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 186,323	\$ 172,825	\$ 181,243	\$ 183,018	0.98%
61106	Paid-out Leave	-	-	1,152	1,760	52.78%
61121	PTS Wages	-	-	4,800	4,800	0.00%
61301	FT Pension	15,523	19,011	19,937	20,326	1.95%
61302	PTS Pension	-	-	180	180	0.00%
61304	Employee Assistance Program	74	72	72	72	0.00%
61401	FICA/Medicare	2,564	2,506	2,700	2,751	1.89%
61501	Group Health and Life Insurance	30,086	35,805	35,839	42,132	17.56%
61505	Long-term Disability Insurance	1,593	1,485	1,485	1,470	-1.01%
61506	Short-term Disability Insurance	784	761	794	-	-100.00%
61507	Dental Insurance	3,055	3,600	3,600	3,780	5.00%
61509	Worker's Compensation	1,668	1,290	1,424	1,412	-0.84%
61510	Unemployment Insurance	540	518	558	569	1.97%
61000	Total Personnel	242,210	237,873	253,784	262,270	3.34%
Commodities:						
62401	Gasoline	47	-	-	-	NA
62904	Software	2,276	2,572	3,349	3,349	0.00%
62905	Books and Periodical	-	250	250	250	0.00%
62000	Total Commodities	2,323	2,822	3,599	3,599	0.00%
Contract Services:						
63199	Other Professional Services	-	-	5,800	-	-100.00%
63203	Printing and Reproduction Services	532	1,000	-	750	NA
63501	R&M- Building and Facility	448	-	-	-	NA
63000	Total Contract Services	980	1,000	5,800	750	NA
Other Operating Costs						
64101	Travel, Training and Conference	-	1,800	1,100	2,200	100.00%
64102	Dues, Licenses and Memberships	681	1,500	1,500	1,310	-12.67%
64104	Meeting Expense	66	750	100	-	-100.00%
64206	Cellular and Paging	209	600	-	-	NA
64402	Equipment Replacement Charges	1,163	1,904	1,904	1,621	-14.86%
64000	Total Other Operating Costs	2,119	6,554	4,604	5,131	11.45%
Capital Outlay						
66402	Computers and Peripherals	1,944	-	-	600	NA
66000	Total Capital Outlay	1,944	-	-	600	NA
60000	Total Expenditures	\$ 249,576	\$ 248,249	\$ 267,787	\$ 272,350	1.70%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department:	Community Development		
Program:	Planning		
Account Number	Account Name	2013 Budget	Justification
61121	PTS Wages	4,800	\$16/hr x 40 hrs/wk x 15 wks x 50% dist 4,800
			Trimble GPS Maintenance and Support 349
			Arc GIS Desktop Primary Maint. and Support 1,500
			Arc Pad Maintenance and Support 250
62904	Software	3,349	Arc GIS Server Maintenance and Support 1,250
62905	Books and periodicals	250	Reference Materials and Subscriptions 250
62000	Total Commodities	3,599	
63203	Printing and Reproduction Services	750	Printing Maps, Comp Plans, etc. 750
63000	Total Contract Services	750	
64101	Travel, Training and Conference	2,200	Online Software Training - GIS Analyst 200 GIS Conference- Southwest Users Group 1,000 APA State Conference for 2 Planners 1,000
			APA & AICP Membership- Planner II 415
			APA Membership- Planner I 225
			AICP Exam- Planner I 495
64102	Dues, Licenses, and Memberships	1,310	GIS Membership/URISA 175
64402	Equipment Replacement Charges	1,621	Annual Equipment Rental Charges 1,621
64000	Total Other Operating Costs	5,131	
66402	Computers and Peripherals	600	2 Monitor Upgrades 600
66000	Total Capital Outlay	600	

Town of Avon Line Item Detail

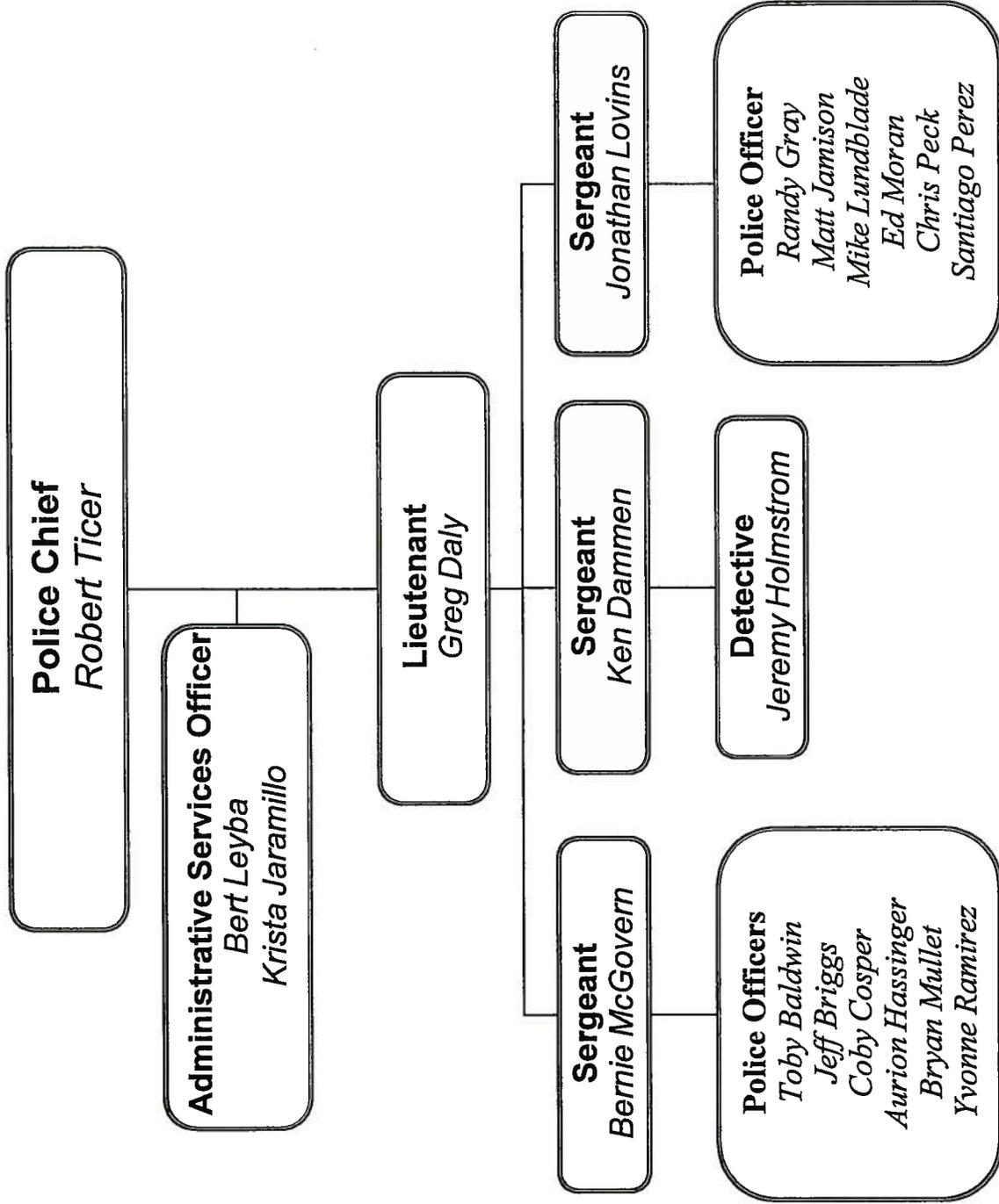
Function: Community Development #200
 Department: Community Development #210
 Program: Building Inspection #213

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 78,548	\$ 78,715	\$ 78,715	\$ 83,357	5.90%
61106	Paid-out Leave	-	-	794	802	1.01%
61301	FT Pension	6,636	8,659	8,746	9,257	5.84%
61304	Employee Assistance Program	24	24	24	24	0.00%
61401	FICA/Medicare	1,106	1,141	1,152	1,220	5.90%
61501	Group Health and Life Insurance	14,976	12,021	12,021	14,135	17.59%
61505	Long-term Disability Insurance	527	497	497	497	0.00%
61506	Short-term Disability Insurance	341	338	338	-	-100.00%
61507	Dental Insurance	1,812	1,200	1,200	1,260	5.00%
61509	Worker's Compensation	821	826	849	899	5.89%
61510	Unemployment Insurance	227	236	236	252	6.78%
61000	Total Personnel	105,018	103,657	104,572	111,703	6.82%
Commodities:						
62401	Gasoline	630	632	632	650	2.85%
62805	Clothing and Uniforms	-	100	100	-	-100.00%
62807	Consumable Tools/Small Equipment	-	50	50	50	0.00%
62905	Books and Periodicals	139	500	500	300	-40.00%
62000	Total Commodities	769	1,282	1,282	1,000	-22.00%
Contract Services:						
63199	Other Professional Services	2,800	2,000	2,000	4,000	100.00%
63000	Total Contract Services	2,800	2,000	2,000	4,000	100.00%
Other Operating Costs:						
64101	Travel, Training and Conference	200	1,500	1,500	1,500	0.00%
64102	Dues, Licenses and Memberships	250	250	250	250	0.00%
64103	Mileage Reimbursement	-	200	200	200	0.00%
64104	Meeting Expenses	-	250	-	-	NA
64206	Cellular & Pagers	883	1,500	600	600	0.00%
64401	Fleet Maintenance Charges	2,463	2,414	2,414	2,414	0.00%
64402	Equipment Replacement Charges	2,939	2,939	2,939	2,903	-1.22%
64403	Washbay Charges	936	1,040	1,040	1,040	0.00%
64000	Total Other Operating Costs	7,671	10,093	8,943	8,907	-0.40%
Capital Outlay						
66402	Computers and Peripherals	1,018	-	-	-	NA
66000	Total Capital Outlay	1,018	-	-	-	NA
60000	Total Expenditures	\$ 117,276	\$ 117,032	\$ 116,797	\$ 125,610	7.55%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Community Development			
Program: Building Inspection			
Account Number	Account Name	2013 Budget	Justification
62401	Gasoline	650	Vehicle Fuel 650
62807	Consumable Tools/Small Equip	50	Inspection Equipment 50
62905	Books and Periodicals	300	Building Codes, Journals etc. 300
62000	Total Commodities	1,000	
63199	Other Professional Services	4,000	Building Inspection Fees 4,000
63000	Total Contract Services	4,000	
64101	Travel, Training and Conference	1,500	IBC Certifications 1,500
64102	Dues, Licenses, and Memberships	250	ICBO 250
64103	Mileage Reimbursement	200	Reimbursement for Personal Auto 200
64206	Cellular and Paging	600	Cellular Phone Service 600
64401	Fleet Maintenance Charges	2,414	Annual Fleet Maintenance Charges 2,414
64402	Equipment Replacement Charges	2,903	Annual Equipment Rental Charges 2,903
64403	Washbay Charges	1,040	Annual Washbay Charges 1,040
64000	Total Other Operating Costs	8,907	

Police



Town of Avon
Departmental Budget Summary by Program
2013 Annual Budget
Police Department

Department Budget by Category:	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel	\$ 1,856,626	\$ 1,882,350	\$ 1,918,567	\$ 1,959,371	2.13%
Commodities	123,849	111,154	123,608	112,454	-9.02%
Contract Services	45,230	38,260	38,860	38,020	-2.16%
Other Operating Costs	479,075	472,732	473,332	483,928	2.24%
Capital Outlay	11,832	14,400	14,400	10,000	-30.56%
Total	\$ 2,516,612	\$ 2,518,896	\$ 2,568,767	\$ 2,603,773	1.36%
Department Budget by Program:					
Administration	\$ 517,481	\$ 507,213	\$ 519,412	\$ 526,112	1.29%
Patrol	1,901,246	1,902,803	1,943,680	1,970,259	1.37%
Investigations	97,885	108,880	105,675	107,402	1.63%
Total	\$ 2,516,612	\$ 2,518,896	\$ 2,568,767	\$ 2,603,773	1.36%
Sources of Funds:					
Direct Program Revenues:					
Federal Grants:					
Click It or Ticket	\$ 2,723	\$ 5,000	\$ 2,900	\$ 5,000	72.41%
Ballistic Vests	2,980	1,516	869	1,800	107.13%
Suicide Prevention	6,170	-	3,824	-	-100.00%
State/Other Grants:					
High Visibility/LEAF	34,166	20,000	36,000	36,000	0.00%
Eagle River Youth Coalition	-	-	2,000	-	-100.00%
Wal-mart	-	-	2,000	-	-100.00%
Animal Control Fees	10,436	7,500	18,700	20,000	6.95%
Police Reports	1,735	250	250	2,500	900.00%
Police Extra Duty	619	1,500	1,500	600	-60.00%
Fingerprinting Fees	17,220	17,000	12,600	12,600	0.00%
VIN Inspection Fees	6,210	4,000	4,000	4,000	0.00%
Misc. Police Department Fees	12,000	14,000	12,500	12,500	0.00%
National Night Out	3,050	3,500	5,500	4,500	-18.18%
DUI Reimbursement	400	500	500	500	0.00%
Police Forfeiture Revenue	6,178	-	4,000	-	-100.00%
	103,887	74,766	107,143	100,000	-6.67%
General Fund Subsidy	2,412,725	2,444,130	2,461,624	2,503,773	1.71%
Total	\$ 2,516,612	\$ 2,518,896	\$ 2,568,767	\$ 2,603,773	1.36%
Full-time Employees (FTEs)	20.00	20.00	20.00	20.00	

POLICE DEPARTMENT

SERVICES PROVIDED BY THE POLICE

The Police Department includes **ADMINISTRATION & PUBLIC ASSISTANCE, PATROL and INVESTIGATIONS.**

Mission Statement

Make A Difference

Goals

Through our service and community partnerships we are focused on education, crime reduction/deterrence, and traffic safety.

Values

Courage. We demonstrate moral and physical courage in the performance of our duties.

Outstanding Leadership. We will lead by example and serve as role models to the community in choosing to do the right thing for the right reason.

Unsurpassed Integrity. We are honest and truthful, recognizing integrity is the cornerstone of our department.

Respect. We believe in treating all people with respect and dignity.

Teamwork. We respect and cooperate with fellow employees, other agencies, and the community to identify and achieve common goals.

Empathy. While we will always take enforcement action where necessary, we accept the responsibility to empathize with others and protect the rights of all.

Openness. We share factual information in a timely manner through various mediums both internally and externally.

Uncompromising Honor. We are proud of our profession and pledge to do nothing to bring dishonor to our community or department.

Sacrifice. We are committed to Service above Self.

Positioning for Success (Goals):

- **Maintain recognition/accreditation standards with the Commission on Accreditation for Law Enforcement Agencies (CALEA):** The Police Department secured recognition with CALEA in July of 2012 for the first time. The Department will continue to maintain these high standards as they move forward with accreditation.
- **“Building a Better Community” Goals:** The Avon Police Department will develop new programs and enhance existing programs that involve the community.

Police Department

- **Police Bicycle Patrol** – The Department will continue to utilize the patrol plan that incorporates bicycle patrol to combat crime and make positive contacts with citizens.
- **Volunteers in Police Service** – The Department will continue to strengthen the volunteer program to allow officers to focus on policing and create valuable ties between law enforcement and members of the community. These volunteers will be available to perform the duties of the Police Service Officer position, which is currently held vacant for budgetary purposes, and additional duties such as: traffic control, special events, public relations, court duty, and clerical work.
- **Citizen's Police Academy** – The Department will host its fifth annual Citizen's Police Academy to create another avenue for the community to become involved and learn about the agency.
- **National Night Out and Community Events** – The Department will continue with this annual event at three neighborhood locations to strategically involve more of the community. Other Avon Town Departments will be encouraged to participate.
- **Victim Assistance and Suicide Prevention** – The Department will continue significant involvement in assuring that victims are assisted following a crime by providing; thorough follow-up investigation, counseling, and status of proceedings. In addition, the Avon Police will continue in the leadership role with the Suicide Prevention Coalition in Eagle County.
- **Gore Range DUI Taskforce** – Continue to build upon the success of the multi-agency taskforce, which has been positively recognized by the Colorado Department of Transportation and Mothers Against Drunk Driving (MADD). Alcohol related crashes in Avon continue to slide to record lows.
- **Click it or Ticket-** Avon Police will continue to participate in this National Enforcement Mobilization to enhance traffic safety. The May 2012 Avon Seat Belt Survey indicated a 92.5% compliance rate, which is 10% higher than the Colorado Average. This is a result of the enforcement and education campaigns by the Department after the Avon Town Council passed primary seat belt legislation in the summer of 2011.
- **Multi-Agency Teamwork** – The Department will strengthen its leadership and involvement with the following:
 - Eagle County Public Safety Council.
 - Last Call/Detox Center and Sober Living Eagle County.
 - Eagle River Youth Coalition.
 - Eagle County Law Enforcement Immigrant Advisory Committee.
 - Eagle County Law Enforcement Executives.
 - Mothers Against Drunk Drivers (MADD)
 - Colorado Association of Chiefs of Police (CACP) Executive Board (Chief Ticer-1st Vice President).

- FBI National Academy Association.
 - IACP Highway Safety Committee Executive Board
 - Eagle County Special Operations Unit (Lt. Daly-Team Commander).
 - Rotary Club of Edwards (Chief Ticer-President Elect).
 - Preparation under the Incident Command Model for the World Alpine Ski Championships 2015. Chief Ticer is the Operations Section Chief. Lt. Daly is the Tactical Operations Commander. Detective Sergeant Ken Dammen is the Planning Section Chief and Dignitary Protection Leader.
- **Law Enforcement Challenge**-The Department will, for the fourth year, participate in the Colorado and International Law Enforcement Challenge. This is a competitive program designed to set traffic safety goals and measure success. Chief Ticer is the Chairman for the CACP Colorado Law Enforcement Challenge. In 2012, the Avon Police Department was awarded First Place in Colorado in the Municipal Police Category for their achievements in traffic safety.

PROGRAM: ADMINISTRATION AND PUBLIC ASSISTANCE

Program Description

This program encompasses the administration and the front desk/counter operation of the department. Planning, organizing, staffing, coordinating, directing, reporting and budgeting for all functions of the police department. Personnel include the Chief of Police, Police Lieutenant, and two Administrative Service Officers.

Services Provided to the Community

- **Records retention and release:** Colorado statutes establish strict requirements for the retention and release of criminal justice records. The administrative staff works on a daily basis with information requests from citizens, attorneys, insurance companies, other law enforcement agencies, and the media.
- **Information Management:** Personnel process a significant volume of reports and other material for delivery to the courts, prosecutors, insurance companies and others. The Department is required to report crime and arrest statistical information to the Federal Bureau of Investigations annually.
- **Customer Service:** The front desk is staffed Monday through Friday from 8:00 AM to 5:00 PM. All of our department members are encouraged to provide excellent customer service to citizens, guests, and merchants.
- **Services Provided:** Fingerprinting, VIN inspections, sex offender registration, breath testing, lost and found, and providing local information and parking permits are just a few of the duties performed by the administrative staff in direct interface with community members.
- **Recruiting Unit:** Recruiting, selecting and, training of new personnel. Direction of in-service training programs.
- **Liaison:** Outstanding working relationship with other law enforcement agencies within Eagle County, the State, and throughout the United States.
- **Property and Evidence:** The Department is required to store evidence for all investigations until adjudicated by the courts or permanently in some cases.

Police Department

- **Purchasing:** The Department maintains purchasing and expense records.
- **Media Liaison:** Prepare media releases and remain responsive to public record requests concerning high profile crimes in partnership with the Avon Community Relations Officer.

Future Outlook

- Continue and strengthen partnerships with citizen groups and government organizations in Eagle County.
- Active participation with the I-70 Law Enforcement Training Region, which receives funding for police officer training from the State of Colorado.
- Maintain accreditation with the Commission on Accreditation for Law Enforcement Agencies (CALEA).
- Improve involvement with the Volunteer in Police Service (VIPS) program.
- Continue to support Chief Ticer in his representation of Avon as the First Vice President for the Colorado Association of Chiefs of Police and member of the IACP Highway Safety Committee.

PROGRAM: PATROL

Program Description

Avon Police Officers assigned to Patrol are required to handle all aspects of law enforcement and community service. In fact, police officers handle most issues related to town government when other municipal departments are closed. In 2011, the Avon Police Department investigated 908 total criminal incidents and in 2010 they investigated 786 incidents, revealing a 16% increase. However, there were 75 more crimes reported in March 2011 compared to March 2010 due to the First Annual Snowball Music Festival, which saw significant increases in Drug Dealing Arrests. During 2011, arrests increased 15% from 334 to 384 and felony arrests increased from 39 to 71, which was up 82%. These arrests stats were the highest since 2008, yet relatively low in comparison to statistics dating back to 1997. There were 101 drug related arrests in 2011, which was the highest on record since statistics have been kept (1997). Traffic crashes in 2011 were at an all-time low of 161 crashes (18-injury, 0-fatality). Driving Under the Influence (DUI) Arrests increased 52% in 2011 compared to 2010 from 78 to 118. Officers kept very busy as calls for service increased in 2011 by 18% for a total of 16,905 from 14,382. The Police Department averaged 46 calls for service per day, addressing a variety of public safety and community concerns. The Police Department is emphasizing data driven approaches to reducing crime and traffic crashes collectively to increase efficiency and meet the goals of the department. In 2013, the Department will utilize Raids online software for capturing near real-time data, which in turn will facilitate efficient and strategic responses to crime and traffic problems. Serious Crime and traffic crashes continue to decline in Avon and is a priority goal for the Police Department. The Department is proud to state that burglary, robbery (0), assault, motor vehicle theft, forgery, and fraud all decreased in 2011. All of these categories were the lowest on record or near record lows.

Services Provided to the Community

- **Crime prevention and public education:** Officers meet with citizens and business owners with the goal of preventing crime through education, reducing the fear of crime, and enhancing safety and security while improving quality of life.

- **Traffic:** Police officers are charged with facilitating the safe and efficient movement of traffic through traffic law enforcement and professional crash investigation.
- **Preservation of peace and order:** Special events, family conflicts, and interacting with emotionally disturbed persons are examples of events where police officers preserve peace and order.
- **Animal Control:** Avon Police or contracted Eagle County Animal Control officers are called to resolve domestic animal complaints.
- **Community Problem Solving:** Working with citizens to assist them in solving disorder, crime, fear of crime, and quality of life concerns.
- **Provision of emergency services:** The police provide all manners of emergency assistance, from protection at the scenes of traffic crashes, to removing drunk and disorderly patrons from bars.
- **Preventive patrol:**
 - Vehicle
 - Bicycle
 - Foot
- **Code Enforcement handled by the Police Service Officer (position vacant)**
 - Wildlife Protection Ordinance education and enforcement
 - Parking enforcement
 - Smoking Ordinance
- **Special events:** Provide law enforcement at special events.
- **Directed patrols:** Assign patrols to areas of town that have a pattern of crime or excessive traffic crashes.
- **Investigations:** Police officers investigate all reported crimes.
- **Non-criminal workload:** Police officers are called upon to resolve many non-criminal incidents including lost and found property, missing persons, family conflicts, citizens and guests locked out of their homes, rooms or cars, barking or dangerous dogs, injured animals, frightened or mentally ill persons, suspicious persons, vehicles or noises and a variety of other problems.

Future Outlook

- Maintain high professional standards of behavior and performance.
- Improve level of expertise through supervisory and employee training
- Continue to monitor activity trends and modify programs and allocation of resources to meet the needs of the community.
- Increase traffic education and enforcement to improve safety on our streets, sidewalks, and right-of-ways.
- Increase the use of police bicycles for patrol.

PROGRAM: INVESTIGATIONS

Program Description

The Avon Police Department has one sergeant and one detective assigned to investigate serious or complex crimes. These are investigations of "crimes against persons" including assault, sexual assault, robbery, and all death investigations. The detectives also investigate serious and complicated "crimes against property", i.e., burglary, high loss frauds, embezzlements and computer crime, and attempts to recover stolen property. They are responsible for all liquor board investigations. The clearance rate for solving crime in 2011 was .48%.

Police Department

The Detectives solved a major crime in 2011, when they arrested Eric Callaghan, AKA The Bridge Street Bandit/ATM Bandit. This arrest broke a 2-year crime spree that spanned 36 commercial burglaries between Summit County and Mesa County. Mr. Callaghan was convicted of the crimes and sentenced to 7 years in State Prison and ordered to pay back restitution to the victims in excess of \$100,000.

Services Provided to the Community

- **Criminal investigations:** Investigate serious or complex crimes.
- **On-call:** 24-hours a day, seven days a week
- **Recover stolen property:** Locate and return stolen property to the owners.
- **Drug Enforcement:** Liaison with Drug Task Forces.
- **Immigrant Relations:** Liaison with the Immigrant Community in Avon.
- **Liquor Enforcement:** Liquor Board investigations and participation in routine compliance checks. The annual undercover liquor enforcement compliance checks in the summer of 2011, resulted in only one citation for selling alcohol to a minor. This was an excellent success set up through an education campaign with liquor establishments prior to the enforcement wave.
- **Sex Offender Response Team:** Active representative to this countywide organization to keep record on registered sex offenders and compliance checks of Avon's registered sex offenders.

Future Outlook

- Continue to work in cooperation with the District Attorney's Office and other law enforcement agencies to share information and reduce crime.
- Provide crime prevention information to the public regarding identify theft and fraud.
- Obtain training and equipment to improve evidence gathering and evaluation techniques.
- Follow-up on every felony or domestic violence crime to assure the best possible investigation is completed for the victim.
- Develop skills in Financial Crimes Investigations to further seize assets from Criminal Enterprises.
- Seize assets of drug traffickers through partnerships with the U.S. DEA.

Town of Avon Line Item Detail

Function: Public Safety #300
 Department: Police #310
 Program: Administration #311

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 316,858	\$ 320,178	\$ 320,178	\$ 328,907	2.73%
61106	Paid-out Leave	-	-	3,131	3,163	1.02%
61151	Overtime Wages	4,784	2,000	5,000	3,000	-40.00%
61301	FT Pension	27,146	35,220	36,786	36,528	-0.70%
61304	Employee Assistance Program	91	96	96	96	0.00%
61401	FICA/Medicare	4,423	4,672	4,717	4,859	3.01%
61501	Group Health and Life Insurance	56,583	48,106	48,106	56,522	17.49%
61505	Long-term Disability Insurance	6,718	6,436	6,436	6,490	0.84%
61506	Short-term Disability Insurance	1,341	1,374	1,374	-	-100.00%
61507	Dental Insurance	7,037	4,800	4,800	5,040	5.00%
61509	Worker's Compensation	5,048	5,308	5,941	6,010	1.16%
61510	Unemployment Insurance	929	967	967	1,005	3.93%
61000	Total Personnel	430,958	429,157	437,532	451,620	3.22%
Commodities:						
62401	Gasoline	3,676	3,160	3,160	3,160	0.00%
62801	Gifts and Awards	142	500	500	500	0.00%
62802	Food and Beverages	2,289	1,500	1,500	1,500	0.00%
62805	Clothing and Uniforms	881	1,000	1,000	1,000	0.00%
62807	Consumable Tools/Small Equipment	883	1,000	1,000	1,000	0.00%
62808	Promotional, Informational, and Marketing Mtls.	5,600	1,000	4,224	1,000	-76.33%
62901	Duplicating Supplies	91	600	600	600	0.00%
62903	Data Processing Supplies	78	300	300	300	0.00%
62904	Software	85	300	300	300	0.00%
62905	Books and Periodicals	232	750	750	750	0.00%
62999	Office Supplies and Materials	1,992	2,500	2,500	2,500	0.00%
62000	Total Commodities	15,949	12,610	15,834	12,610	-20.36%
Contract Services:						
63203	Printing and Reproduction Services	4,602	4,500	4,500	4,500	0.00%
63301	Medical Services and Examinations	1,230	1,500	1,500	1,500	0.00%
63302	Laboratory Services	2,375	1,500	1,500	1,500	0.00%
63504	R&M - Office Equipment	4,006	1,285	1,285	1,285	0.00%
63506	R&M - Radio and Communications Equipment	-	1,000	1,000	1,000	0.00%
63603	Rentals - Office Equipment	5,881	6,275	6,275	5,535	-11.79%
63999	Other Contract Services	17,824	17,500	17,500	17,000	-2.86%
63000	Total Contract Services	35,918	33,560	33,560	32,320	-3.69%

**Town of Avon
Line Item Detail**

Function: Public Safety #300
 Department: Police #310
 Program: Administration #311

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Other Operating Costs:						
64101	Travel, Training and Conference	9,964	7,000	7,600	9,000	18.42%
64102	Dues, Licenses and Memberships	2,437	2,000	2,000	2,000	0.00%
64201	Telephone	-	1,200	1,200	1,200	0.00%
64206	Cellular and Paging	4,329	2,300	2,300	2,300	0.00%
64301	Postage and Delivery Costs	1,663	1,300	1,300	1,300	0.00%
64401	Fleet Maintenance Charges	6,097	4,780	4,780	4,780	0.00%
64402	Equipment Replacement Charges	8,637	10,686	10,686	7,462	-30.17%
64403	Washbay Charges	468	520	520	520	0.00%
64901	Advertising and Legal Notices	-	1,000	1,000	1,000	0.00%
64000	Total Other Operating Costs	33,595	30,786	31,386	29,562	-5.81%
Capital Outlay:						
66402	Computers and Peripherals	1,061	1,100	1,100	-	-100.00%
66000	Total Capital Outlay	1,061	1,100	1,100	-	-100.00%
60000	Total Expenditures	\$ 517,481	\$ 507,213	\$ 519,412	\$ 526,112	1.29%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Police			
Program: Administration			
Account Number	Account Name	2013 Budget	Justification
61151	Overtime Wages	3,000	Victim Services, Evidence Call Out Administration Overtime 3,000
62401	Gasoline	3,160	Gasoline for Vehicles 3,160
62801	Gifts and Awards	500	Employee Incentives, Gifts 500
62802	Food and Beverages	1,500	Seminars, Classes, and Meetings 1,500
62805	Clothing and Uniforms	1,000	Administration Uniforms 1,000
62807	Consumable Tools/Small Equipment	1,000	Miscellaneous Equipment 1,000
62808	Promotional and Marketing Materials	1,000	National Night Out, Calendars, Water Bottles, Pens, Pins, Crime Prevention Materials 1,000
62901	Duplicating Supplies	600	Copier, Paper, Toner, Misc. 600
62903	Data Processing Supplies	300	Discs, Mouse, Ink, Cartridges 300
62904	Software	300	Software Applications 300
62905	Books and Periodicals	750	Muni. Codes, Traffic Codes Law Enforcement Periodicals 750
62999	Office Supplies and Materials	2,500	Copier, CBI Computer, Paper 2,500
62000	Total Commodities	12,610	
63203	Printing and Reproduction Services	4,500	Business Cards, Stationary, Manuals, Pamphlets, Court Envelopes 4,500
63301	Medical Services and Examinations	1,500	Hepatitis/Drug Screens Annual Physicals Fitness Program 1,500
63302	Laboratory Services	1,500	Pre-Employment Testing 1,500
63504	R&M - Office Equipment	1,285	Copier, Computers, Printers, Shredder, Etc. 1,285
63506	R&M - Radios and Communications Equip.	1,000	Pagers, Radio, Cell Phone Repair & Maint. 1,000
63603	Rentals - Office Equipment	5,535	Copier Machine \$461.24 x 12 5,535
63999	Other Contract Services	17,000	Accreditation Fee 2,500 ECAC Contract 11,400 Vehicle Towing, Microfilm 3,100
63000	Total Contract Services	32,320	

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Police			
Program: Administration			
Account Number	Account Name	2013 Budget	Justification
64101	Travel, Training and Conference	9,000	Lieutenant Leadership and SWAT Training, Highway Safety Committee and Post CST Training, Records Certification, Evidence Certification and IACP Conference
64102	Dues, Licenses and Memberships	2,000	International Chiefs of Police, Colorado Chiefs, Drug Recognition Expert Fees Community partnership w/ rotary, FBI NA
64201	Telephone	1,200	Long Distance and Modem Charges
64206	Cellular and Paging	2,300	Cellular
64301	Postage and Delivery Costs	1,300	Postage and Cost of Delivery of Evidence Items to CBI for Testing
64401	Fleet Maintenance Charges	4,780	Annual Fleet Maintenance Charges
64402	Equipment Replacement Charges	7,462	Annual Equipment Rental Charges
64403	Washbay Charges	520	Annual Washbay Charges
64901	Advertising and Legal Notices	1,000	Recruit Advertising
64000	Total Other Operating Costs	29,562	

Town of Avon Line Item Detail

Function: Public Safety #300
 Department: Police #310
 Program: Patrol #312

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 867,089	\$ 902,525	\$ 902,525	\$ 895,316	-0.80%
61106	Paid-out Leave	-	-	8,072	8,609	6.65%
61151	Overtime Wages	99,825	84,000	102,869	105,500	2.56%
61156	Extra Duty Pay	31,279	12,000	12,000	12,000	0.00%
61301	FT Pension	73,345	99,278	100,166	99,432	-0.73%
61304	Employee Assistance Program	348	360	360	360	0.00%
61401	FICA/Medicare	13,842	14,479	14,907	14,811	-0.64%
61501	Group Health and Life Insurance	179,962	179,182	179,182	210,578	17.52%
61505	Long-term Disability Insurance	19,940	19,771	19,771	20,688	4.64%
61506	Short-term Disability Insurance	3,620	3,957	3,957	-	-100.00%
61507	Dental Insurance	22,113	18,000	18,000	18,900	5.00%
61509	Worker's Compensation	23,303	22,292	25,018	24,818	-0.80%
61510	Unemployment Insurance	2,871	2,996	3,060	3,064	0.13%
61000	Total Personnel	1,337,537	1,358,840	1,389,887	1,414,076	1.74%
Commodities:						
62101	Police Operating and Field Supplies	2,142	3,000	7,000	3,000	-57.14%
62102	Firearms and Weapons Supplies	19,440	14,000	16,000	14,000	-12.50%
62401	Gasoline	52,091	48,980	48,980	48,980	0.00%
62804	Training Supplies	57	500	500	500	0.00%
62805	Clothing and Uniforms	18,964	13,200	13,200	13,200	0.00%
62806	Safety Materials and Supplies	5,937	11,000	11,000	11,000	0.00%
62807	Consumable or Small Equipment Items	4,289	2,000	2,000	3,000	50.00%
62808	Promotional, Informational, & Marketing Mtls	-	-	3,230	-	-100.00%
62809	Medical Supplies and 1st Aid	493	1,000	1,000	1,000	0.00%
62902	Audio/Visual Supplies	471	150	150	150	0.00%
62000	Total Commodities	103,884	93,830	103,060	94,830	-7.99%
Contract Services:						
63302	Laboratory Services	4,435	3,000	3,000	4,000	33.33%
63549	R&M - Other Specialized Equipment	850	500	500	500	0.00%
63999	Other Contract Services	1,009	-	600	-	NA
63000	Total Contract Services	6,294	3,500	4,100	4,500	9.76%

Town of Avon Line Item Detail

Function: Public Safety #300
 Department: Police #310
 Program: Patrol #312

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Other Operating Costs:						
64101	Travel, Training and Conference	15,697	15,000	15,000	15,000	0.00%
64103	Mileage Reimbursement	73	400	400	400	0.00%
64206	Cellular	11,433	18,342	18,342	18,342	0.00%
64401	Fleet Maintenance Charges	92,295	62,500	62,500	62,500	0.00%
64402	Equipment Replacement Charges	70,835	80,675	80,675	81,871	1.48%
64403	Washbay Charges	4,680	6,240	6,240	6,240	0.00%
64901	Advertising and Legal Notices	-	500	500	500	0.00%
64904	Operating Fees, Assessments and Charges	247,747	250,776	250,776	262,000	4.48%
64000	Total Other Operating Costs	442,760	434,433	434,433	446,853	2.86%
Capital Outlay:						
66402	Computers and Peripherals	810	2,200	2,200	-	-100.00%
66405	Radio & Communication Equipment	9,961	10,000	10,000	10,000	0.00%
66000	Total Capital Outlay	10,771	12,200	12,200	10,000	-18.03%
60000	Total Expenditures	\$ 1,901,246	\$ 1,902,803	\$ 1,943,680	\$ 1,970,259	1.37%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Police			
Program: Patrol			
Account Number	Account Name	2013 Budget	Justification
			Grant Funded Duty Pay:
			Hi Vis/LEAF 36,000
			ERYC 8,500
			Click It or Ticket 5,000
			11.5 hr shifts-Straight time Hour Shifts 12,000
			Special Events: St. Pat, Salute, NNO 5,000
61151	Overtime Wages	105,500	Investigations, Court, Report Writing, Patrol 39,000
61156	Extra Duty	12,000	Extra Duty Contracts 12,000
62101	Police Operating and Field Supplies	3,000	Training Equipment, Film for Cameras, Intox Supplies and Taser Batteries 3,000
62102	Firearms and Weapons Supplies	14,000	Firearm Supplies, Shotgun Shells, Bullets Rifle Repairs, Cleaning Supplies, Targets Less Than Lethal Forces Munitions 14,000
62401	Gasoline	48,980	Gas for Patrol Cars 48,980
62804	Training Supplies	500	Training Supplies 500
62805	Clothing and Uniforms	13,200	Uniforms (\$600 x17) 10,200 Misc. Uniforms, Leather Gear, Equipment 3,000
62806	Safety Materials	11,000	New/Replacement Ballistic Vests (50% grant funded) 3,600 Flares, Cones, Safety Equipment 7,400
62807	Consumable Tools/ Small Equipment	3,000	Narcotics Testing Eq, NIK Kits, Swabs 3,000
62809	Medical Supplies and First Aid	1,000	Blood and Urine Test Equipment Replace 1st Aid Supplies 1,000
62902	Audio/Visual Supplies	150	Video Tapes, Supplies 150
62000	Total Commodities	94,830	
63302	Laboratory Services	4,000	Toxicology Testing, Blood & Urine Testing 4,000
63549	R&M - Other Specialized Equipment	500	Radar 500
63000	Total Contract Services	4,500	
			Academy 4,200
64101	Travel, Training and Conference	15,000	Miscellaneous Training: Bike Patrol, Community Policing, SRO, Police Liability, Search and Seizure 10,800
64103	Mileage Reimbursement	400	Mileage/POV 400

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Police			
Program: Patrol			
Account Number	Account Name	2013 Budget	Justification
			Cellular Phone Service 18 x 619/yr 11,142
64206	Cellular and Paging	18,342	Raids on Line, Evidence on Q, and Livescan Maintenance Contracts 7,200
64401	Fleet Maintenance Charges	62,500	Annual Fleet Maintenance Charges 62,500
64402	Equipment Replacement Charges	81,871	Annual Equipment Rental Charges 81,871
64403	Washbay Charges	6,240	Annual Washbay Charges 6,240
64901	Advertising and Legal Notices	500	New Officer Recruitment Pamphlets 500
			Crime Stoppers 500
			COPS LINK 1,900
			Clancy 3,120
			Detox Facility 19,567
			Boarding Prisoners 750
			800 MHz System Fee 26,000
64904	Operating Fees, Assessments, and Charges	262,000	Vail Dispatch Services 210,163
64000	Total Other Operating Costs	446,853	
66405	Radio and Communication Equipment	10,000	Mobile Radios (2) 10,000
	Total Capital Outlay	10,000	

Town of Avon Line Item Detail

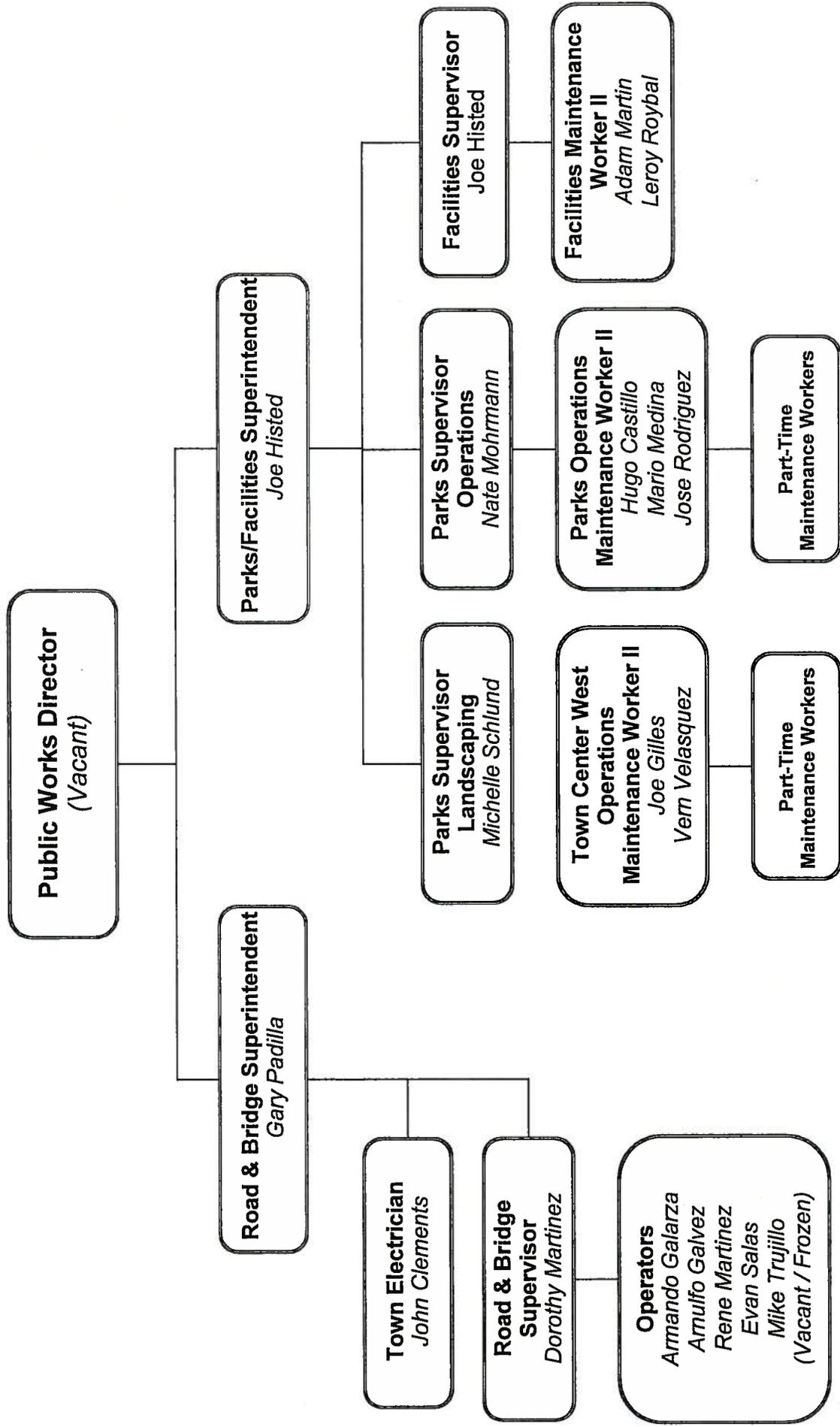
Function: Public Safety #300
 Department: Police #310
 Program: Investigations #313

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 57,715	\$ 57,473	\$ 57,473	\$ 58,053	1.01%
61106	Paid-out Leave	-	-	553	558	0.90%
61151	Overtime Wages	4,310	9,000	9,000	9,000	0.00%
61156	Extra Duty Pay	-	4,000	-	-	NA
61301	FT Pension	4,941	6,322	6,383	6,447	1.00%
61304	Employee Assistance Program	24	24	24	24	0.00%
61401	FICA/Medicare	867	1,022	1,030	980	-4.85%
61501	Group Health and Life Insurance	14,878	11,934	11,934	14,032	17.58%
61505	Long-term Disability Insurance	1,722	1,494	1,494	1,509	1.00%
61506	Short-term Disability Insurance	245	253	253	-	-100.00%
61507	Dental Insurance	1,812	1,200	1,200	1,260	5.00%
61509	Worker's Compensation	1,438	1,420	1,593	1,609	1.00%
61510	Unemployment Insurance	179	211	211	203	-3.79%
61000	Total Personnel	88,131	94,353	91,148	93,675	2.77%
Commodities:						
62101	Police Operating and Field Supplies	2,473	2,500	2,500	2,500	0.00%
62401	Gasoline	1,207	1,264	1,264	1,264	0.00%
62805	Clothing and Uniforms	212	300	300	600	100.00%
62806	Safety Materials	-	200	200	200	0.00%
62807	Consumable Tools/Small Equipment	8	250	250	250	0.00%
62902	Audio/Visual Supplies	116	200	200	200	0.00%
62000	Total Commodities	4,016	4,714	4,714	5,014	6.36%
Contract Services:						
63301	Medical Services and Exams	3,018	1,200	1,200	1,200	0.00%
63000	Total Contract Services	3,018	1,200	1,200	1,200	0.00%
Other Operating Costs:						
64401	Fleet Maintenance Charges	2,252	1,749	1,749	1,749	0.00%
64402	Equipment Replacement Charges	-	5,244	5,244	5,244	0.00%
64403	Washbay Charges	468	520	520	520	0.00%
64000	Total Other Operating Costs	2,720	7,513	7,513	7,513	0.00%
Capital Outlay:						
66402	Computers and Peripherals	-	1,100	1,100	-	-100.00%
66000	Total Capital Outlay	-	1,100	1,100	-	-100.00%
60000	Total Expenditures	\$ 97,885	\$ 108,880	\$ 105,675	\$ 107,402	1.63%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Police			
Program: Investigations			
Account Number	Account Name	2013 Budget	Justification
61151	Overtime Wages	9,000	Investigator's Overtime 9,000
62101	Police Operating and Field Supplies	2,500	DUI Blood Storage Refrigerator Equipment, Investigative Supplies 2,500
62401	Gasoline	1,264	Gasoline for vehicle 1,264
62805	Clothing and Uniforms	600	Miscellaneous Uniforms 600
62806	Safety Materials	200	Gloves, PPE, Decontamination Wipes 200
62807	Consumable Tools/Small Equipment	250	Miscellaneous 250
62902	Audio/Visual Supplies	200	Video & Audio Cassettes for Court 200
62000	Total Commodities	5,014	
63301	Medical Services and Exams	1,200	Sex Assault Medical Services 1,200
63000	Total Contract Services	1,200	
64401	Fleet Maintenance Charges	1,749	Annual Fleet Maintenance Charges 1,749
64402	Equipment Replacement Charges	5,244	Annual Equipment Rental Charges 5,244
64403	Washbay Charges	520	Annual Washbay Charges 520
64000	Total Other Operating Costs	7,513	

Public Works



Town of Avon
Departmental Budget Summary by Program
2013 Annual Budget
Public Works Department

Department Budget by Category:	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel	\$ 1,364,464	\$ 1,417,949	\$ 1,431,743	\$ 1,524,847	6.50%
Commodities	350,639	381,337	360,665	391,321	8.50%
Contract Services	340,570	378,585	414,857	387,026	-6.71%
Other Operating Costs	874,419	778,528	667,728	765,759	14.68%
Debt Service	96,755	116,821	165,720	90,871	-45.17%
Capital Outlay	19,172	52,239	52,239	73,550	40.80%
Total	\$ 3,046,019	\$ 3,125,459	\$ 3,092,952	\$ 3,233,374	4.54%
Department Budget by Program:					
Administration	\$ 75,477	\$ 75,620	\$ 76,893	\$ 67,912	-11.68%
Roads and Streets	1,520,827	1,522,218	1,501,725	1,577,709	5.06%
Facilities Maintenance	348,195	394,103	394,033	401,949	2.01%
Parks	799,483	843,585	830,281	885,104	6.60%
Town Center West Maintenance Fund	302,037	289,933	290,020	300,700	3.68%
Total	\$ 3,046,019	\$ 3,125,459	\$ 3,092,952	\$ 3,233,374	4.54%
Sources of Funds:					
Direct Program Revenues:					
Eagle County Trail Safety and Repair Grant	\$ -	\$ -	\$ 7,500	\$ -	-100.00%
Highway User's Tax	22,524	22,000	22,000	22,000	0.00%
Road & Bridge Fund	344,985	346,800	365,684	383,968	5.00%
Abatement Services	975	2,000	1,000	1,000	0.00%
Road Cut Permits	43,695	27,500	35,000	35,000	0.00%
Capital Lease Proceeds	-	-	-	25,000	NA
	412,179	398,300	431,184	466,968	8.30%
General Fund Subsidy	2,331,803	2,437,226	2,371,748	2,465,706	3.96%
Town Center West Maintenance Fund	302,037	289,933	290,020	300,700	3.68%
Total	\$ 3,046,019	\$ 3,125,459	\$ 3,092,952	\$ 3,233,374	4.54%
Full-time Employees (FTEs)	19.40	19.40	19.40	19.40	

PUBLIC WORKS

The Public Works Dept. consists of three organizational divisions; **Administration, Roads and Bridges, and Parks/Facilities**. All divisions work to maintain the Town's existing infrastructure and building assets and also lend support to other Departments for various special events throughout the year, planning, energy initiatives, and assisting with set-up/tear-down, crowd control, trash collection, traffic control, and vendor supervision.

ADMINISTRATION provides overall direction and coordination for the Public Works Department including staff management, strategic planning, project management, grant writing, cross-department coordination, and reporting to the Town Manager and Town Council. This division also provides assistance to the general public, provides technical assistance to the Town Manager, and is responsible for the whole department's budget development and control.

ROAD AND BRIDGE (R&B) is an operational division responsible for the maintenance of over 60 lane miles of roadway, six bridges, 2 railroad overpasses, 8 miles of sidewalk, and the town's major storm water infrastructure. The street system also consists of over seven miles of guardrail, 435 various light poles, over 900 street signs, and thirty bike path signs. All work in the public rights-of-way (r.o.w.) by private parties or contractors must have a valid permitted authorized by the Director of Public Works in order to protect the public's investment in assets and to safeguard the traveling public. R&B manages the r.o.w. permit process and conducts inspection of work to verify permit compliance. Snow plowing, road patching, road striping, street light repair, guard rail and sign repair, street sign making, response to all emergency personnel, and weed abatement are some of the other services provided by this division.

PARKS/FACILITIES division provides maintenance of public buildings and structures as well as parks, streetscapes, and open spaces. The PARKS group maintains four parks, including over sixty-five acres of irrigated open space and multi-use athletic fields. The PARKS group is also responsible for the maintenance and care of four tennis courts, three basketball courts, and two picnic shelters, the Nottingham Lake fishing pier, plus five miles of recreation trails, two miles of fencing, over eight hundred trees, more than twenty thousand square feet of planting beds, Avon Station and 9 other bus-stops, plus 82 total trash receptacles and 23 pet stations. The FACILITIES group keeps the HVAC equipment operational and maintains the exterior and interior furnishings of all of Avon's public buildings except the Recreation Center. This group coordinates renovation work and provision of temporary facilities with all other departments as needed. During the winter season, several of the PARKS/FACILITIES employees are utilized by the ROADS AND BRIDGES division to assist with road snow plowing operations. The remainder of the PARKS/FACILITIES group is responsible for snow and ice removal and maintenance of over two miles of sidewalk, recreation paths and parking lots. Cooperation with the Recreation Department, in scheduling and staffing 17+ Special Events covering 31 calendar days, athletic events (e.g., lacrosse, soccer, hockey tournaments) and recreational activities (e.g., club kickball, hockey, ultimate Frisbee, flag football).

DEPARTMENT ACCOMPLISHMENTS FOR 2012

- **Conducted Road and Bridge maintenance**, including:
 - Kept over 150 streetlights functioning
 - Repaired curbs, shoulder, and guardrail
 - Street striping and road markings installed
 - Repaired damage to roads, signs, lights from 11 accidents
 - Repaired damage from 9 vandalism incidences
 - Conducted traffic control for 2 special events
 - Annual large item and Christmas tree cleanup for Town of Avon residents
 - Managed noxious weed program: 2 violations issued
 - Cleaned all storm sewer inlets within the town limits
 - Removed all debris and materials from Swift Gulch to the Annex, to the landfill etc. to prepare for Swift Gulch construction
 - Assisted with the Metcalf Gulch drainage project by providing traffic control, asphalt patching and infrared patching

- **Conducted Facility Asset Maintenance and improvements** including:
 - Managed installation of new HVAC unit in Fleet to replace faulty fan coil unit.
 - Updated emergency lighting and exit signs at the Municipal Building.
 - Painted offices and break room at Fleet Maintenance.
 - Replaced all ceiling tiles in Police Department.
 - Removed old sink/toilet unit from ammunition locker.
 - Installed new flooring in Swift Gulch modular building
 - Replaced track lighting in Council Chambers to improve lighting for TV cameras energy efficient LED's.
 - Installed wall and office door in Community Development.
 - Installed new ventilation fans in the garage area of the Parks Facility.

- **Conducted Parks and Streetscape Maintenance** including:
 - Installed 72 new, more reliable and efficient irrigation rotors in Nottingham Park.
 - Installed 9 new irrigation control valves throughout Avon's irrigation system.
 - Conducted bronze patina maintenance on art in public places statues on Avon Rd.
 - Renovated north and south landscaping at intersection of Hurd Lane and Avon Rd.
 - Installed irrigation service at Lot 5 for future landscaping.
 - Installed 4 new solar powered bollard caps at Avon Station (6 were installed in 2011).
 - Water-sealed Nottingham Park Playground.

PUBLIC WORKS

- Installed 4 new Bear Proof trash cans along Avon Rd.
- Replaced or renewed 40 yards of mulch/bark products to spruce up Town maintained plantings areas.
- Renovated landscaping at Lot 16. Replaced tired beds with new shrubs and 3 maple trees.
- Repaired 11 vandalized areas including damage to irrigation, fencing, bus stops, restrooms and trash receptacles.
- Removed 3 large cottonwood trees from the Nottingham Lake Dam as directed by State of Colorado Dam Inspector.
- Cleared overgrown willows, cottonwood trees and other debris from approximately 3,500 feet of irrigation canal in East Avon.
- Repaired one hole in the lake.
- American Red Cross HeartSaver 1st Aid/CPR/AED (all Parks and Facilities staff)
- CIRSA Certified Flagger Training (all Parks and Facilities staff)

DEPARTMENT PRIORITIES FOR 2013

Top priorities and goals for the Department of Public Works are listed below.

Bus Storage Building is under construction at 500 Swift Gulch Road that will cause operational challenges throughout the 18-month construction period (June 2012-November 2013) including restricted site access, utility outages, increased site traffic and parking, layout sequencing changes, and impacts to vehicle fueling and parking. Construction at Swift Gulch will put pressure on Public Works staff to adapt operations to changing conditions. The preliminary construction schedule estimates that Public Works headquarters (including dispatch, administrative offices, and shops) will be relocated to the upper tier of the Swift Gulch site and operable by December 2012. Equipment and bulk materials storage have been distributed between the Town's four operational sites (500 Swift Gulch Road, 375 Yoder, 1101 Wildwood Road, One Lake Street) until construction is complete

- **Assist with relocation of operations** for public works staff, including relocation of modular building. The facilities staff will assist in order to reduce contractor costs.
- **Repair asphaltic pavements** in Wildridge and other areas where considerable freeze-thaw cycle damage has occurred over the past three winters.
- **Repair Eagle Valley Trail** where tree roots are causing cracking and heaving of thin asphalt
- **Placed portions of Nottingham-Puder Ditch** along Swift Gulch Rd in pipe to reduce water loss and temperature increases
- **Complete GIS inventories** for street lighting, signs, and storm drainage infrastructure to more efficiently track maintenance of these assets.
- **Cross training** parks, road and bridge, and facilities staff to provide better coverage of core services during vacations, sick leave, etc.
- **Manage outsourced work** to contractors where appropriate.

PUBLIC WORKS

FUTURE OUTLOOK

The Department of Public Works will have exciting new challenges with the opening of the bus storage and maintenance building. The structure will add 35,000 SF of new space to operate and maintain but will lower the maintenance requirements of the buses. In addition to this new work, the department will be assuming landscape maintenance within the Village (at Avon). This will be challenging because of the degradation of the landscaping, but will dramatically beautify the area. The Department is looking forward to these large improvements that will significantly improve the Town.

Town of Avon Line Item Detail

Function: Public Works #400
 Department: Public Works Department #410
 Program: Administration #411

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 33,212	\$ 33,416	\$ 33,416	\$ 27,000	-19.20%
61106	Paid-out Leave	-	-	1,123	260	-76.85%
61201	Automobile Allowance	1,080	1,080	1,080	900	-16.67%
61301	FT Pension	2,832	3,676	3,800	2,999	-21.08%
61304	Employee Assistance Program	7	7	7	7	0.00%
61401	FICA/Medicare	471	500	516	408	-20.93%
61501	Group Health and Life Insurance	4,534	3,646	3,646	4,249	16.54%
61505	Long-term Disability Insurance	158	167	167	167	0.00%
61506	Short-term Disability Insurance	143	141	141	-	-100.00%
61507	Dental Insurance	544	360	360	378	5.00%
61509	Worker's Compensation	359	350	360	291	-19.17%
61510	Unemployment Insurance	96	103	103	84	-18.45%
61000	Total Personnel	43,436	43,446	44,719	36,743	-17.84%
Commodities:						
62401	Gasoline	728	632	632	632	0.00%
62802	Food and Beverages	1,288	1,950	1,950	1,750	-10.26%
62805	Clothing and Uniforms	410	300	300	300	0.00%
62904	Software	175	500	500	500	0.00%
62905	Books and Periodicals	-	200	200	200	0.00%
62999	Office Supplies and Materials	1,942	1,750	1,750	1,750	0.00%
62000	Total Commodities	4,543	5,332	5,332	5,132	-3.75%
Contract Services:						
63504	R&M - Office Equipment and Computer	767	882	882	882	0.00%
63506	R&M - Radios and Communications Equip.	6,044	4,268	4,268	7,850	83.93%
63603	Rentals - Office Equipment	1,749	2,099	2,099	1,917	-8.67%
63999	Other Contract Services	425	1,500	1,500	1,500	0.00%
63000	Total Contract Services	8,985	8,749	8,749	12,149	38.86%
Other Operating Costs:						
64101	Travel, Training and Conference	841	1,000	1,000	1,100	10.00%
64102	Dues, Licenses and Memberships	461	1,023	1,023	1,068	4.40%
64104	Meeting Expense	-	120	120	120	0.00%
64201	Telephone	1,147	1,300	1,300	1,300	0.00%
64206	Cellular and Paging	10,121	9,000	9,000	4,200	-53.33%
64301	Postage and Delivery Costs	1,145	300	300	300	0.00%
64401	Fleet Maintenance Charges	4,057	2,200	2,200	2,200	0.00%
64403	Washbay Charges	429	450	450	450	0.00%
64901	Advertising and Legal Notices	-	-	-	300	NA
64000	Total Other Operating Costs	18,201	15,393	15,393	11,038	-28.29%

Town of Avon Line Item Detail

Function: Public Works #400
 Department: Public Works Department #410
 Program: Administration #411

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
	Capital Outlay					
66401	Office Equipment	312	550	550	550	0.00%
66402	Computers and Peripherals	-	150	150	200	33.33%
66404	Furniture and Fixtures	-	2,000	2,000	2,100	5.00%
66000	Total Capital Outlay	312	2,700	2,700	2,850	5.56%
60000	Total Expenditures	\$ 75,477	\$ 75,620	\$ 76,893	\$ 67,912	-11.68%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Public Works		Program: Administration	
Account Number	Account Name	2013 Budget	Justification
62401	Gasoline	632	Fuel for Vehicles 632
			Coffee Service 1,400
62802	Food and Beverage	1,750	Seasonal staff training events (2) 300 Regional PW Meetings 50
62806	Clothing and Uniforms	300	Outerwear, Logowear 300
62904	Software	500	Software 500
62905	Books and Periodicals	200	Reference Books and Magazines 200
62999	Office Supplies and Materials	1,750	Printer, Copier Plotter Supplies 1,000 Miscellaneous Flyers and Supplies 750
62000	Total Commodities	5,132	
63504	R&M - Office Equip and Computers	882	Copier Maintenance 882
			800 MHz Radio Service 10@ \$365 each 3,650
			800MHz Rebuild base 3,500
			Batteries 200
63506	R&M - Radios and Communications Equip.	7,850	Repairs 500
63603	Rentals Office Equipment	1,917	50% of Copier lease \$319.57 x 12 months 1,917
63999	Other Contract Services	1,500	Copy Services 1,500
63000	Total Contract Services	12,149	
64101	Travel, Training and Conference	1,100	Training 1,100
			PE 150
			WEF 175
			ASME 140
			NRPA 145
			APWA 238
			CO Weed Association 100
64102	Dues, Licenses, and Memberships	1,068	AWA, Lake Management 120
64104	Meeting Expenses	120	Quarterly QQ, ECO Trails, Design, Safety 120
64201	Telephone and Long Distance	1,300	PW Fax, Fire Alarm, Long Distance Charges 1,300
			Smartphones w/ Data (\$780 X 3) 2,340
			Cellphones (\$240 X 5) 1,200
64206	Cellular and Paging	4,200	Internet for Laptop (\$660 X 1) 660
64301	Postage and Delivery costs	300	Miscellaneous Deliveries/Shipments 300

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Public Works			
Program: Administration			
Account Number	Account Name	2013 Budget	Justification
64401	Fleet Maintenance	2,200	Annual Fleet Maintenance Charge 2,200
64403	Washbay Charges	450	Annual Washbay Charges 450
64901	Advertising and Legal Notices	300	Advertising and Legal Notices 300
64000	Total Other Operating Costs	11,038	
66401	Office Equipment	550	Office Equipment 550
66402	Computers and Peripherals	200	Digital Camera and Memory Card 200
66404	Office Furniture and Fixtures	2,100	Fixtures, Furniture Replacement 2,100
66000	Total Capital Outlay	2,850	

Town of Avon Line Item Detail

Function: Public Works #400
 Department: Public Works Department #410
 Program: Roads and Streets #413

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 355,400	\$ 369,940	\$ 369,940	\$ 386,806	4.56%
61106	Paid-out Leave	-	-	3,566	3,719	4.29%
61151	Overtime Wages	15,998	32,000	32,000	32,000	0.00%
61301	FT Pension	30,637	40,693	41,085	42,620	3.74%
61304	Employee Assistance Program	198	204	204	204	0.00%
61401	FICA/Medicare	5,197	5,828	5,879	6,127	4.22%
61501	Group Health and Life Insurance	122,376	100,959	100,959	118,836	17.71%
61505	Long-term Disability Insurance	3,417	3,318	3,318	3,426	3.25%
61506	Short-term Disability Insurance	1,574	1,674	1,674	-	-100.00%
61507	Dental Insurance	14,113	10,200	10,200	10,710	5.00%
61509	Worker's Compensation	13,390	13,275	15,874	16,597	4.55%
61510	Unemployment Insurance	1,081	1,206	1,206	1,268	5.14%
61000	Total Personnel	563,381	579,297	585,905	622,313	6.21%
Commodities:						
62201	Street Repair and Maint. Materials and Supplies	19,976	20,000	20,000	22,000	10.00%
62202	Sand and Gravel	45,253	55,625	35,953	56,000	55.76%
62203	Street Sign Materials and Supplies	25,819	28,800	28,800	28,800	0.00%
62205	Plumbing and Electrical Supplies and Materials	40,073	16,059	16,059	16,059	0.00%
62305	Chemicals	21,061	22,300	22,300	23,300	4.48%
62401	Gasoline	10,087	7,900	7,900	8,295	5.00%
62402	Diesel	37,559	49,840	49,840	52,332	5.00%
62802	Food and Beverage	695	750	750	750	0.00%
62804	Training Supplies	100	600	600	600	0.00%
62805	Clothing and Uniforms	4,001	4,100	4,100	4,100	0.00%
62806	Safety Materials and Supplies	2,382	2,270	2,270	2,270	0.00%
62807	Consumable Tools/Small Equipment	8,317	9,840	9,840	8,040	-18.29%
62899	Other Miscellaneous Operating Supplies	609	1,800	1,800	1,800	0.00%
62000	Total Commodities	215,932	219,884	200,212	224,346	12.05%
Contract Services:						
63301	Medical Services and Exams	10	1,764	1,764	1,764	0.00%
63502	R&M - Streets	89,729	92,230	101,230	104,203	2.94%
63608	Rentals - Machinery & Equipment	-	600	600	700	16.67%
63999	Other Contract Services	124,605	135,722	146,394	135,000	-7.78%
63000	Total Contract Services	214,344	230,316	249,988	241,667	-3.33%

**Town of Avon
Line Item Detail**

Function: Public Works #400
 Department: Public Works Department #410
 Program: Roads and Streets #413

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Other Operating Costs:						
64101	Travel, Training and Conference	3,672	8,075	8,075	8,075	0.00%
64203	Electric	36,220	41,307	41,307	41,800	1.19%
64401	Fleet Maintenance Charges	259,791	206,000	130,000	206,000	58.46%
64402	Equipment Replacement Charges	90,019	79,013	79,013	75,932	-3.90%
64403	Washbay Charges	7,008	7,654	7,654	7,654	0.00%
64901	Advertising and Legal	-	500	500	700	40.00%
64902	Financial Support, Donations and Contributions	35,099	36,000	36,000	36,000	0.00%
64906	Insurance Deductibles	236	-	-	-	NA
64000	Total Other Operating Costs	432,045	378,549	302,549	376,161	24.33%
Debt Service:						
65201	Capital Lease Payments	94,107	114,172	163,071	88,222	-45.90%
65000	Total Debt Service	94,107	114,172	163,071	88,222	-45.90%
Capital Outlay:						
66402	Computers and Peripherals	1,018	-	-	-	NA
66499	Other Machinery & Equipment	-	-	-	25,000	NA
66000	Total Capital Outlay	1,018	-	-	25,000	NA
60000	Total Expenditures	\$ 1,520,827	\$ 1,522,218	\$ 1,501,725	\$ 1,577,709	5.06%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Public Works			
Program: Roads & Streets			
Account Number	Account Name	2013 Budget	Justification
61151	Overtime Wages	32,000	Overtime 32,000
			Street Paint 3,000
			Brick Sealer, Crosswalks 5,000
			Asphalt/Cold Patch 3,000
			Replenish Guard Rail Material 5,000
62201	Street Repair and Maint. Materials and Supp	22,000	Pre-mark Street Striping 6,000
			Cinders 50,000
62202	Sand and Gravel	56,000	Shoulder Material 6,000
			Delineators, Reflectors 6,500
			Steel Posts 24 @ \$200 4,800
			Stains, Paints, Brushes 750
			Replenish Cones and Barrels 1,750
			Construction Signs (Vlg) 2,500
			Sign Materials 6,000
62203	Street Sign Materials and Supplies	28,800	Wood Posts 100 @ \$65 6,500
			Avon Rd Light heads, terminals, etc 4,000
			Bulbs 4,600
			Hardware 1,725
62205	Plumbing and Electrical Supplies and Materials	16,059	3-Path Lights @ \$2867 each 5,734
			Weed Killer 3,000
			Neutralizer 800
62305	Chemicals	23,300	Ice Slicer 19,500
62401	Gasoline	8,295	Unleaded Fuel 8,295
62402	Diesel	52,332	Diesel Fuel 52,332
62802	Food and Beverage	750	Miscellaneous Meetings 750
62804	Training Supplies	600	Video Rental, Safety Handouts 600
			10 Coats @ \$175 each 1,750
			10 Bibs @ \$125 each 1,250
62805	Clothing and Uniforms	4,100	Uniforms, Hats, Shirts 11 @ \$100 1,100
			Personal Protective Equipment 10 @ \$150 1,500
			Barricade Lights 220
62806	Safety Materials and Supplies	2,270	First Aid Supplies 550

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Public Works			
Program: Roads & Streets			
Account Number	Account Name	2013 Budget	Justification
			Electrical Field tools 2,000
			Asphalt Tools/Crack Fill Specialty Tools 500
			Hand Tools 1,300
			Guardrail Attachment 1,800
			Air Tools 1,440
			(2) Weed Eaters 1,000
62807	Consumable Tools/ Small Equipment	8,040	Miscellaneous Hardware
			Bracket Hardware 800
62899	Other Miscellaneous Operating Supplies	1,800	Miscellaneous Hardware 1,000
62000	Total Commodities	224,346	
			Random Alcohol 500
			Random Drug 500
63301	Medical Services and Exams	1,764	DOT Physicals 764
			Miscellaneous Patch (potholes, sinkholes) 25,000
			Infra Red Patch 17,303
			Storm Water System Maintenance 15,000
			Crosswalk Brick Repairs (2) 8,000
63502	R&M - Streets	104,203	Guard Rail Repair 500 LF/yr @ \$25/LF 12,500
			Crack Fill Maintenance 26,400
63608	Rentals - Machinery and Equipment	700	Miscellaneous Equipment Rentals 700
			Electrical Outsourcing 12,000
			Snow Removal/Hauling 25,000
			Snow Removal/Handwork (Avon Rd) 1,100
			Street Striping 42,000
			Sidewalk Repairs 8,000
			Trash, Landfill (Includes Clean up Work) 9,500
			Vandalism 3,600
			UNCC Charges (Locates, Tier 1) 2,000
			Paint RR Bridge Walls 6,800
			Weed Mitigation 20,000
63999	Other Contract Services	135,000	Paint Streetscape Lights 25 @ \$200 5,000
63000	Total Contract Services	241,667	
			Road Tech Trainer Dues 675
			Equipment Operator Certification 5,000
64101	Travel, Training, and Conference	8,075	ALTAP/APWA Training 2,400

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Public Works			
Program: Roads & Streets			
Account Number	Account Name	2013 Budget	Justification
			W.BC Blvd. Streetlights 2,000
			I-70 Sign 1,550
			Christmas Lights #1 3,350
			Christmas Lights #2 2,820
			Street Lights - Avon Road 2,700
			Path Lights - Avon Road 2,700
			Path Outlets 7,700
			Recreation Center Parking Lot 2,600
			Riverfront Drive 1,600
			Benchmark Road Street Lights 1,920
			Avon Elementary 1,160
			Village Streetlights 2,700
			Village Earthlights 2,700
			Hurd Lane Street Lights 1,700
			West Beaver Creek Blvd Path Lights 2,600
64203	Electric	41,800	Chapel Place Path Lights 2,000
64401	Fleet Maintenance Charges	206,000	Annual Fleet Maintenance Charges 206,000
64402	Equipment Replacement Charges	75,932	Annual Equipment Rental Charges 75,932
64403	Washbay Charges	7,654	Annual Washbay Charges 7,654
64901	Advertising and Legal Notices	700	Door Hangers, Flyers 700
64902	Financial Support, Donations	36,000	Westin Riverfront Public Plaza 36,000
64000	Total Other Operating Costs	376,161	
65201	Capital Lease Payments	88,222	2007 Master Lease (Leeboy, Dump Truck) 58,022 2011 Peterbilt Plow Truck Lease 30,200
65000	Total Debt Service	88,222	
66499	Other Machinery & Equipment	25,000	SS Auger Sander Unit 25,000
66000	Total Capital	25,000	

Town of Avon Line Item Detail

Function: Public Works #400
 Department: Public Works Department #410
 Program: Facility Maintenance #414

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 118,427	\$ 119,220	\$ 119,220	\$ 125,399	5.18%
61106	Paid-out Leave	-	-	390	1,206	209.23%
61151	Overtime Wages	2,718	5,000	5,000	5,000	0.00%
61301	FT Pension	9,858	13,114	13,156	13,927	5.86%
61304	Employee Assistance Program	60	66	66	66	0.00%
61401	FICA/Medicare	1,700	1,801	1,807	1,908	5.59%
61501	Group Health and Life Insurance	38,189	32,661	32,661	38,448	17.72%
61505	Long-term Disability Insurance	1,090	1,088	1,088	1,124	3.31%
61506	Short-term Disability Insurance	500	540	540	-	-100.00%
61507	Dental Insurance	4,173	3,300	3,300	3,465	5.00%
61509	Worker's Compensation	3,108	3,037	3,429	3,608	5.22%
61510	Unemployment Insurance	351	373	373	395	5.90%
61000	Total Personnel	180,174	180,200	181,030	194,546	7.47%
Commodities:						
62205	Plumbing & Electrical Supplies and Materials	3,558	6,385	6,385	6,385	0.00%
62401	Gasoline	2,522	3,160	3,160	3,160	0.00%
62402	Diesel	1,018	2,136	2,136	2,136	0.00%
62803	Janitorial, Custodial and Cleaning Supplies	8,103	10,500	10,500	11,000	4.76%
62805	Clothing and Uniforms	723	600	600	800	33.33%
62807	Consumable Tools/Small Equipment	1,306	2,000	2,000	2,000	0.00%
62899	Other Miscellaneous Operating Supplies	458	1,200	1,200	1,200	0.00%
62000	Total Commodities	17,688	25,981	25,981	26,681	2.69%
Contract Services:						
63501	R&M - Buildings and Facilities	41,078	39,475	48,575	34,675	-28.62%
63599	Other Maintenance Services	14,136	21,095	21,095	21,195	0.47%
63000	Total Contract Services	55,214	60,570	69,670	55,870	-19.81%
Other Operating Costs:						
64101	Travel, Training and Conference	1,324	3,300	3,300	3,300	0.00%
64102	Dues, Licenses and Memberships	3,924	3,924	3,924	3,924	0.00%
64201	Telephone	1,647	-	-	-	NA
64202	Gas	13,873	12,880	12,880	12,880	0.00%
64203	Electric	41,710	46,044	46,044	46,044	0.00%
64204	Water and Sanitation	9,018	6,736	6,736	6,736	0.00%
64205	Trash and Recycling	7,448	18,000	8,000	10,000	25.00%
64401	Fleet Maintenance Charges	8,188	7,908	7,908	7,908	0.00%
64402	Equipment Replacement Charges	2,200	-	-	-	NA
64403	Washbay Charges	936	1,560	1,560	1,560	0.00%
64000	Total Other Operating Costs	90,268	100,352	90,352	92,352	2.21%

Town of Avon Line Item Detail

Function: Public Works #400
 Department: Public Works Department #410
 Program: Facility Maintenance #414

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
	Capital Outlay:					
66202	Building Improvements	4,014	26,500	26,500	32,500	22.64%
66402	Computers and Peripherals	837	-	-	-	NA
66404	Furniture and Fixtures	-	500	500	-	-100.00%
66000	Total Capital Outlay	4,851	27,000	27,000	32,500	20.37%
60000	Total Expenditures	\$ 348,195	\$ 394,103	\$ 394,033	\$ 401,949	2.01%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department:	Public Works		
Program:	Facility Maintenance		
Account Number	Account Name	2013 Budget	Justification
61151	Overtime Wages	5,000	Overtime 5,000
62205	Plumbing & Electrical Supplies & Materials	6,385	Plumbing and Mechanical Equipment 3,500 Light Bulbs, Fixtures 2,000 Electrical Supplies 885
62401	Gasoline	3,160	Gasoline Fuel for Vehicle 3,160
62402	Diesel	2,136	Diesel Fuel for Vehicle 2,136
62803	Janitorial, Custodial, and Cleaning Supplies	11,000	Paper Products, Trash Bags 5,800 Cleaning Supplies 4,100 Miscellaneous Items 1,100
62805	Clothing and Uniforms	800	Outerwear 400 Uniforms, Hats, Shirts, Pants 400
62807	Consumable Tools, Small Equipment	2,000	Maintenance Tools 2,000
62899	Other Miscellaneous Operating Supplies	1,200	Miscellaneous Hardware 1,200
62000	Total Commodities	26,681	
			Sherwood Meadows Miscellaneous Repairs 1,125
			Cabin Interior Repairs 500
			PW Annex Exterior Repairs 800
			Pumphouse Deck Repairs/Stain 1,500 Electrical Upgrades 1,500 Exterior Repairs 500
			Municipal Building Sound Consult / Repairs Council Chambers 5,000 Exterior Repairs (Stucco, Paint, Concrete) 1,400 Door and Window Repairs 1,400 Door Mats 1,000 HVAC Filters (quarterly) 1,200 Miscellaneous Repairs 2,400 Atrium Windows-Glass, Frame & Sealing 1,000 Flags 2,500 HVAC Repairs 3,000
			Parks Restroom Misc Maintenance: Plumbing, Paint, Stalls 1,000
			Parks Building Interior Paint 250 Overhead Door Maintenance 500 Exterior Repairs 500

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Public Works		Program: Facility Maintenance		
Account Number	Account Name	2013 Budget	Justification	
63501	R&M - Buildings and Facilities	34,675	Swift Gulch - Admin & Transit	
			Deck and Landing Repairs	250
			Door, Trim Repair	250
			HVAC Repairs	3,000
			Filters (bi-annual)	100
			Fleet Maintenance Building	
			Misc. Repairs: HVAC, Snowmelt, etc.	4,000
			Sherwood Meadows	1,000
			Security Monitor Alarm System at Municipal Building, Cabin & Swift Gulch	4,450
			Backflow Certifications 10 @ \$140 each	1,400
			Elevator Inspection (Annual) Fleet, Muni	600
			Snow Removal Rec Center	2,500
			Boiler Inspection (Annual) Fleet, Muni	425
			Fire Extinguisher Service (Annual)	1,000
			Elevator Maintenance	3,120
Pest Control	4,200			
63599	Other Maintenance Services	21,195	Other Maintenance Service	2,500
63000	Total Contract Services	55,870		
64101	Travel, Training and Conference	3,300	CMC/MSEC Classes	600
			HVAC Classes (Heat Reclaim)	1,200
			Backflow Certification	1,500
64102	Dues, Licenses and Memberships	3,924	Sherwood Meadows Condo Assn.	3,924
64202	Gas	12,880	Municipal Building and Cabin	12,880
			Sherwood Meadows	5,293
			Swift Gulch	10,189
			Municipal Building	18,515
			Pumphouse and Cabin	6,485
64203	Electric	46,044	PW Annex	2,781
			Parks Storage Facility	2,781
			Municipal Building, Cabin, Park Storage	4,536
64204	Water & Sanitation	6,736	Swift Gulch	2,200
			Trash Service	9,500
64205	Trash Collection and Recycling	10,000	Clean-up Week	500
64401	Fleet Maintenance Charges	7,908	Annual Fleet Maintenance Charges	7,908
64403	Washbay Charges	1,560	Annual Washbay Charges	1,560
64000	Total Other Operating Costs	92,352		

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department:	Public Works		
Program:	Facility Maintenance		
Account Number	Account Name	2013 Budget	Justification
			Municipal Bld IT AC unit replacement (50,000BTU unit) 6,500 Sound Consult / Repair Council Chambers 5,000 PW Admin Bld AED/defibrillator 1,900 ADA upgrades 3,500 Police Station: 800 MHz DTR BDA System 9,200 Safety Improvements 4,500 Parks Garage: AED/defibrillator 1,900
66202	Building Improvements	32,500	
66000	Total Capital Outlay	32,500	

Town of Avon Line Item Detail

Function: Public Works #400
 Department: Public Works Department #410
 Program: Parks #415

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 253,177	\$ 250,312	\$ 250,312	\$ 272,621	8.91%
61106	Paid-out Leave	-	-	2,805	2,621	-6.56%
61121	PTS Wages	85,059	94,000	94,000	95,504	1.60%
61122	PTS Bonuses	599	-	-	-	NA
61151	Overtime Wages	8,492	12,698	12,698	12,698	0.00%
61202	Ski Pass	-	1,198	1,198	1,318	10.02%
61301	FT Pension	21,229	27,534	27,842	30,277	8.75%
61302	PTS Pension	3,202	3,525	3,525	3,581	1.59%
61304	Employee Assistance Program	135	136	136	136	0.00%
61401	FICA/Medicare	4,919	4,723	4,763	5,633	18.27%
61501	Group Health and Life Insurance	59,702	67,126	67,126	79,054	17.77%
61505	Long-term Disability Insurance	2,424	1,958	1,958	2,453	25.28%
61506	Short-term Disability Insurance	1,126	972	972	-	-100.00%
61507	Dental Insurance	7,439	6,780	6,780	7,119	5.00%
61509	Worker's Compensation	7,724	7,695	8,538	9,128	6.91%
61510	Unemployment Insurance	1,010	1,075	1,075	1,154	7.35%
61000	Total Personnel	456,237	479,732	483,728	523,297	8.18%
Commodities:						
62202	Sand and Gravel	1,334	1,400	1,400	4,100	192.86%
62204	Construction, Maint. and Permanent Materials	4,731	4,750	4,750	4,950	4.21%
62205	Plumbing and Electrical Supplies and Materials	15,608	21,100	21,100	22,100	4.74%
62206	Landscaping and Plant Materials	10,676	12,200	12,200	13,445	10.20%
62305	Chemicals	4,915	9,610	9,610	7,500	-21.96%
62401	Gasoline	8,447	7,584	7,584	8,344	10.02%
62402	Diesel	7,390	7,120	7,120	7,832	10.00%
62802	Food and Beverage	611	700	700	750	7.14%
62803	Janitorial, Custodial and Cleaning Supplies	3,621	4,995	4,995	5,200	4.10%
62804	Training Supplies	-	200	200	200	0.00%
62805	Clothing and Uniforms	2,972	2,980	2,980	3,130	5.03%
62806	Safety Materials and Supplies	5,611	4,525	4,525	4,525	0.00%
62807	Consumable Tools/Small Equipment	6,130	6,450	6,450	6,650	3.10%
62809	Medical Supplies and First Aid	469	900	900	900	0.00%
62899	Other Miscellaneous Operating Supplies	17,508	18,823	18,823	18,823	0.00%
62000	Total Commodities	90,023	103,337	103,337	108,449	4.95%
Contract Services:						
63503	R&M - Parks and Athletic Facilities	18,070	5,000	5,000	5,000	0.00%
63608	Rentals - Machinery and Equipment	-	700	700	700	0.00%
63999	Other Contract Services	30,026	56,950	64,450	57,190	-11.26%
63000	Total Contract Services	48,096	62,650	70,150	62,890	-10.35%

Town of Avon Line Item Detail

Function: Public Works #400
 Department: Public Works Department #410
 Program: Parks #415

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Other Operating Costs:						
64101	Travel, Training and Conference	3,290	5,350	5,350	5,550	3.74%
64203	Electric	14,527	15,132	15,132	15,132	0.00%
64204	Water and Sewer	3,998	5,466	5,466	5,466	0.00%
64401	Fleet Maintenance Charges	112,978	84,800	60,000	84,800	41.33%
64402	Equipment Replacement Charges	55,634	61,056	61,056	62,797	2.85%
64403	Washbay Charges	5,052	6,574	6,574	6,574	0.00%
64000	Total Other Operating Costs	195,479	178,378	153,578	180,319	17.41%
Debt Service:						
65201	Capital Lease Payments	2,648	2,649	2,649	2,649	0.00%
65000	Total Debt Service	2,648	2,649	2,649	2,649	0.00%
Capital Outlay:						
66402	Computers and Peripherals	-	1,100	1,100	1,100	0.00%
66404	Furniture and Fixtures	-	500	500	2,400	380.00%
66499	Other Machinery and Equipment	-	15,239	15,239	4,000	-73.75%
66804	Bike Paths	7,000	-	-	-	NA
66000	Total Capital Outlay	7,000	16,839	16,839	7,500	-55.46%
60000	Total Expenditures	\$ 799,483	\$ 843,585	\$ 830,281	\$ 885,104	6.60%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Public Works			
Program: Parks			
Account Number	Account Name	2013 Budget	Justification
61121	PTS Wages	95,404	5,612 hours X \$17.00/hr. 95,404
61151	Overtime Wages	12,698	Overtime Demands 12,698
61202	Ski Pass	1,318	2 x \$659 1,318
62202	Sand and Gravel	4,100	Volleyball Courts (N side) 500 Athletic Field Top Dressing 2,600 Playground 500 Wildridge Parks 500
62204	Construction, Mtc, and Permanent Materials	4,950	Lumber 2,000 Hardware 600 Weed Barrier 1,600 Vandalism 750
62205	Plumbing & Electrical Supplies & Materials	22,100	Maxicom Components 5,000 Rainbird Supplies 4,000 Irrigation Supplies 2,600 Maxicom Clock Repair/Replacement 3,000 Pump Maintenance 2,000 Electrical Supplies 4,500 Vandalism 1,000
62206	Landscaping and Plant Materials	13,445	Compost/Mulch 3,000 Annuals, Perennials, Trees & Shrubs 6,445 Sod 2,000 Seed (Grass or Wildflower), Bulbs 1,000 Other/Vandalism 1,000
62305	Chemicals	7,500	Fertilizer 4,000 Snowmelt 2,000 Pesticides 1,500
62401	Gasoline	8,344	Unleaded Fuel - Parks Vehicles, Equipment 8,344
62402	Diesel	7,832	Diesel Fuel - Parks Vehicles, Equipment 7,832
62802	Food and Beverage	750	Safety Meetings 350 Salute Meals 400
62803	Janitorial, Custodial, and Cleaning Supplies	5,200	Public Restrooms: Cleaning Supplies 1,000 Paper Products 1,900 Other 300 Park Storage: Trash Liners 2,000
62804	Training Supplies	200	Training Supplies 200

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Public Works			
Program: Parks			
Account Number	Account Name	2013 Budget	Justification
62805	Clothing and Uniforms	3,130	Seasonal/PTS Shirts 450 Outerwear (8 People) 1,200 Shirts, Hats and Pants 1,480
62806	Safety Materials and Supplies	4,525	Type II Safety Clothing 1,000 Gloves 800 Footwear 1,200 Safety Supplies 1,525
62807	Consumable Tools, Small Equipment	6,650	Maintenance Tools 2,600 Plumbing Tools 850 Toro Equipment 2,500 Other Equipment 700
62809	Medical Supplies and 1st Aid	900	Parks Facility Kit 900
62899	Other Miscellaneous Operating Supplies	18,823	Holiday Lights 2,500 Bear Proof Cans: Avon Road (4) 3,500 Athletic Field Materials 2,000 Recreation Supplies 900 Park Supplies 4,623 10x20 Replacement Tent 1,500 Stadium/Events Barricade 3,000 Paints and Supplies 800
62000	Total Commodities	108,449	
63503	R&M - Parks and Athletic Facilities	5,000	Sod Replacement, Top Dress, Aerate 5,000
63608	Rentals - Machinery and Equipment	700	Miscellaneous Equipment Rentals 700
63999	Other Contract Services	57,190	Weed Control 5,000 Tree Care 13,200 Bronze Statue Maintenance 3,000 Plumbing 1,600 County Landfill 2,200 Vandalism 1,500 Dumpster Rental 2,200 Asphalt Repairs (non-ECO) 7,000 Snow Removal Hand Work 3,500 Programmable Lock for WR Fire station 2,000 Miscellaneous Asphalt Repairs (ECO Path) 7,000 Porta-Potty Rental (3) 8,990
63000	Total Contract Services	62,890	

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Public Works			
Program: Parks			
Account Number	Account Name	2013 Budget	Justification
64101	Travel, Training and Conference	5,550	Commercial Pesticide Applicator (5) 500
			Progreen Training 500
			CPSI Certification (2) 1,000
			RMTMA Conference (2) 850
			Lodging 1,200
			Maxicomm Training (1) 1,500
64203	Electric	15,132	Pump house 10,439
			Park Restrooms 2,571
			Cabin 1,818
			Pocket Park - Wildridge 304
			Cabin:
			Water 320
			Sewer 320
			Restrooms:
			Water 140
			Sewer 355
			Irrigation Meters:
			Avon Road - Core 366
			E. BC Blvd. 330
			S.E. Burger King Meter 665
			O'Neal Spur 950
Roundabout #1 650			
Basketball Courts B. C. B. 170			
Shutdown Nottingham/Puder ditch 775			
64204	Water and Sanitation	5,466	Eaglebend Pocket Park 425
64401	Fleet Maintenance Charges	84,800	Annual Fleet Maintenance Charges 84,800
64402	Equipment Replacement Charges	62,797	Annual Equipment Rental Charges 62,797
64403	Washbay Charges	6,574	Annual Washbay Charges 6,574
64000	Total Other Operating Costs	180,319	
65201	Capital Lease Payments	2,649	2006 Master Lease (Toro Z-Master Mower) 2,649
65000	Total Debt Service	2,649	
66402	Computers and Peripherals	1,100	Desktop Replacement- Joe 1,100
66404	Furniture & Fixtures	2,400	Desk, shelves, chair (2) 2,400
66599	Other Machinery and Equipment	4,000	Turf Aerator 4,000
66000	Total Capital Outlay	7,500	

Town of Avon Line Item Detail

Function: Public Works #400
 Department: Public Works Department #410
 Division/Program: Town Center West Maintenance #417

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 65,650	\$ 73,498	\$ 73,498	\$ 80,167	9.07%
61106	Paid-out Leave	-	-	767	771	0.52%
61121	PTS Wages	23,443	18,460	18,460	17,680	-4.23%
61151	Overtime Wages	2,551	3,000	3,000	3,600	20.00%
61202	Ski Pass	-	599	599	659	10.02%
61301	FT Pension	5,456	8,085	8,169	8,903	8.99%
61302	PTS Pension	843	730	730	708	-3.01%
61304	Employee Assistance Program	41	48	48	48	0.00%
61401	FICA/Medicare	1,279	1,396	1,407	1,502	6.75%
61501	Group Health and Life Insurance	16,729	23,700	23,700	27,917	17.79%
61505	Long-term Disability Insurance	619	676	676	738	9.17%
61506	Short-term Disability Insurance	287	340	340	-	-100.00%
61507	Dental Insurance	2,074	2,400	2,400	2,520	5.00%
61509	Worker's Compensation	2,001	2,055	2,280	2,426	6.40%
61510	Unemployment Insurance	263	287	287	309	7.67%
61000	Total Personnel	121,236	135,274	136,361	147,948	8.50%
Commodities:						
62202	Sand and Gravel	650	650	650	650	0.00%
62205	Plumbing and Electrical Materials and Supplies	2,730	2,900	2,900	3,000	3.45%
62206	Landscaping and Plant Materials	4,789	4,450	4,450	4,700	5.62%
62305	Chemicals	3,476	5,000	4,000	4,000	0.00%
62401	Gasoline	2,046	2,370	2,370	2,600	9.70%
62402	Diesel	1,152	2,848	2,848	3,133	10.01%
62805	Clothing and Uniforms	928	935	935	980	4.81%
62806	Safety Materials and Supplies	503	500	500	500	0.00%
62807	Consumable Tools/Small Equipment	1,811	2,650	2,650	2,650	0.00%
62899	Other Miscellaneous Operating Supplies	4,368	4,500	4,500	4,500	0.00%
62000	Total Commodities	22,453	26,803	25,803	26,713	3.53%
Contract Services:						
63999	Other Contract Services	13,931	16,300	16,300	14,450	-11.35%
63000	Total Contract Services	13,931	16,300	16,300	14,450	-11.35%
Other Operating Costs:						
64203	Electric	75,980	75,000	75,000	75,000	0.00%
64401	Fleet Maintenance Charges	35,769	12,000	12,000	12,000	0.00%
64402	Equipment Replacement Charges	16,540	18,199	18,199	18,232	0.18%
64403	Washbay Charges	936	657	657	657	0.00%
64905	Insurance Premiums	4,201	-	-	-	NA
64906	Insurance Deductibles	5,000	-	-	-	NA
64000	Total Other Operating Costs	138,426	105,856	105,856	105,889	0.03%

**Town of Avon
Line Item Detail**

Function: Public Works #400
 Department: Public Works Department #410
 Division/Program: Town Center West Maintenance #417

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
	Capital Outlay:					
66499	Machinery and Equipment	5,991	5,700	5,700	5,700	0.00%
66000	Total Capital Outlay	5,991	5,700	5,700	5,700	0.00%
60000	Total Expenditures	<u>\$ 302,037</u>	<u>\$ 289,933</u>	<u>\$ 290,020</u>	<u>\$ 300,700</u>	<u>3.68%</u>

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

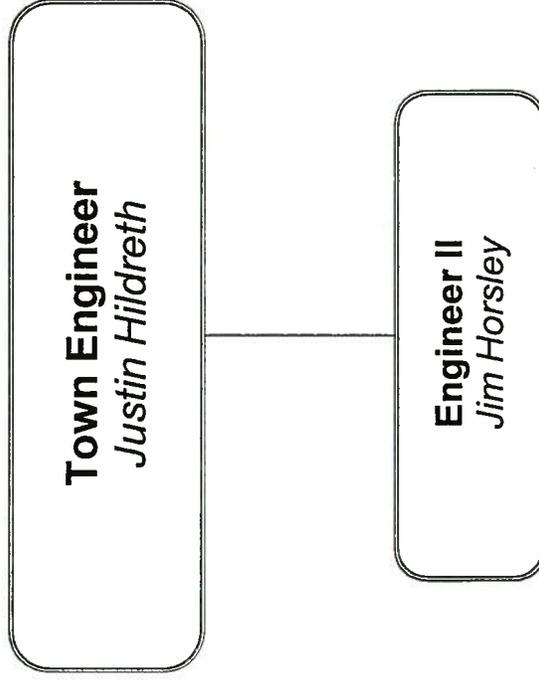
Department: Public Works			
Program: Town Center West Maintenance			
Account Number	Account Name	2013 Budget	Justification
61121	PTS Wages	17,680	1,040hrs (26 weeks) X \$17.00/hr. 17,680
61151	Overtime Wages	3,600	Overtime Demands FT 1,800 Overtime Demands PTS 1,800
62202	Sand and Gravel	650	Decorative Rock 650
62205	Plumbing & Electrical Supplies & Materials	3,000	Irrigation Supplies 3,000
62206	Landscaping and Plant Materials	4,700	Compost & Mulch 1,250 Flowers, Trees, Shrubs & Sod 2,100 Seed 850 Other/Vandalism 500
62305	Chemicals	4,000	Fertilizer 400 Rodent Repellent, Pesticide 300 Icemelt 3,300
62401	Gasoline	2,600	Unleaded Fuel 2,600
62402	Diesel	3,133	Diesel Fuel 3,133
62805	Clothing and Uniforms	980	Outerwear 680 Hats, Pants, Shirts 300
62806	Safety Materials and Supplies	500	Safety Supplies 500
62807	Consumable Tools, Small Equipment	2,650	Maintenance Tools 1,000 Small Equipment 1,650
62899	Other Miscellaneous Operating Supplies	4,500	Misc. Supplies 500 Bollard Parts 1,500 Holiday Lights: Replacement 2,500
62000	Total Commodities	26,713	
63999	Other Contract Services	14,450	Tree Care (removal, pruning, spraying) 5,650 Weed Control (Lake Street/Mall Turf) 2,150 Snow Removal Handwork 4,000 Asphalt Repair 1,200 Miscellaneous Repairs 1,200 Vandalism 250
63000	Total Contract Services	14,450	
64203	Electrical	75,000	Avon Station, Lettuce Shed Lane, Heat Rec 75,000

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Public Works			
Program: Town Center West Maintenance			
Account Number	Account Name	2013 Budget	Justification
64401	Fleet Maintenance Charges	12,000	Annual Fleet Maintenance Charges 12,000
64402	Equipment Replacement Charges	18,232	Annual Equipment Rental Charges 18,232
64403	Washbay Charges	657	Annual Washbay Charges 657
64000	Total Other Operating Costs	105,889	
66499	Machinery and Equipment	5,700	Small Branch Clipper 5,700
66000	Total Capital Outlay	5,700	

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Engineering



Town of Avon
Departmental Budget Summary by Program
 2013 Annual Budget
Engineering Department

Department Budget by Category:	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel	\$ 276,122	\$ 194,486	\$ 286,410	\$ 291,162	1.66%
Commodities	3,707	4,440	4,440	4,640	4.50%
Contract Services	88,661	62,176	58,825	70,150	19.25%
Other Operating Costs	14,729	38,123	37,773	38,071	0.79%
Total	\$ 383,219	\$ 299,225	\$ 387,448	\$ 404,023	4.28%
Department Budget by Program:					
Engineering	\$ 259,614	\$ 184,987	\$ 260,444	\$ 263,402	1.14%
Water Utilities	123,605	114,238	127,004	140,621	10.72%
Total	\$ 383,219	\$ 299,225	\$ 387,448	\$ 404,023	4.28%
Sources of Funds:					
Direct Program Revenues:					
Subdivision Review Fees	\$ 10,436	\$ 7,500	\$ 18,700	\$ 20,000	6.95%
	10,436	7,500	18,700	20,000	6.95%
General Fund Subsidy	13,648	(1,370)	24,540	15,831	-35.49%
Water Fund	123,605	114,238	127,004	140,621	10.72%
Capital Projects Fund	235,530	178,857	217,204	227,571	4.77%
Total	\$ 383,219	\$ 299,225	\$ 387,448	\$ 404,023	4.28%
Full-time Employees (FTEs)	3.00	2.00	2.00	2.00	

ENGINEERING

ENGINEERING

SERVICES PROVIDED BY ENGINEERING

The services provided by Engineering include **ADMINISTRATION, CAPITAL PROJECTS, SUBDIVISION, DEVELOPMENT, AND PUBLIC INFRASTRUCTURE REVIEW, LONG-RANGE CAPITAL PLANNING, STUDIES, AND WATER UTILITIES.**

The **MISSION** of the Engineering Department is to provide and maintain adequate, safe public infrastructure, such as streets and roads, drainage ways, and facilities. This includes planning and managing construction of Capital Improvement Projects, review of proposed construction, and planning for growth and redevelopment. It is the goal of the Engineering Department to accomplish its mission safely and with an economical use of resources.

The Engineering Department also provides support to other Town Departments by providing technical review, project management, and other support as requested. The Engineering Department also manages the Water Fund.

SIGNIFICANT BUDGET ISSUES

The Engineering Department and Water Fund Budgets have been prepared to accommodate the same revenues as in 2012. A large amount of staff time will include the review and quality assurance management of future development projects, Street and Circulation Improvements, and management of the Town's Capital Projects. The Engineering Department will continue its goal of assisting the other Town of Avon Departments with their requests for information and technical review.

ACCOMPLISHMENTS

- **Capital Improvement Projects (CIP)**
 - *Street Improvements and Repairs*
 - The Engineering Department coordinates the design of public infrastructure, preparation of construction documents, management of the CIP budget, and construction administration for the major street improvements and repairs.
 - Managing the construction of the bus storage and maintenance building at the Public Works Facility on Swift Gulch Road.
 - Coordinating with Public Works Department the relocation of some Public Works operations to 375 Yoder Avenue site.
 - 2012 Street Improvements that included asphalt overlays of 8 cul-de-sacs in Wildridge.
 - *Drainage Improvements*
 - Construction of the Metcalf gulch drainage improvements which consisted of the installation of twin 66" x 51" culverts, twin 24" culverts, and two separate 18" culverts for a total four crossings of Metcalf Road. Associated concrete headwalls and wingwalls, boulder walls, and erosion control measures are included in the scope of work.
 - Initiated the design of the replacement of the Benchmark Lake at H.A. Nottingham Park liner.

ENGINEERING

- *CIP Projects Warranty Observations*
 - The Engineering Department coordinates the inspection and work associated with the warranty of previous CIP projects.
- **Village at Avon**

Continue to oversee the quality assurance of the public improvements associated with the development of the Village at Avon.
- **Water Utilities**

Manage the water utilities, including water tap fees, water service charges, drainage ways, lakes and irrigation ditches. The Engineering Department is currently working with the Upper Eagle River Water Authority and the Colorado River Water Conservation District on obtaining additional water rights to serve the growth and redevelopment of Avon.
- **Development & Subdivision Review**

Assist the Community Development Department with the review of all sketch design, final design, Planned Unit Development's (PUD) and special review use (SRU) submittals to ensure conformance with the design guidelines and town standards. The Engineering Department reviews and manages the subdivision applications and grading permits. There have been 2 subdivision applications, 7 minor projects, and 1 PUD application submitted as of November 1, 2012.
- **Requests for Information**

The general public and Town of Avon staff often request information from the Engineering Department. These requests include traffic counts, maps of the town, drainage information and construction plans and updates. This includes numerous requests for information regarding the roundabouts, as well as construction plans from prior capital projects for other firms in preparation of private development projects.
- **Traffic Counts**

Coordinated traffic counts at twenty locations within the Town in July 2012. The traffic process includes review of the results and an analysis of the data with previous years.
- **Road Inventory**

The Engineering Department continues to maintain the Street and Road Inventory for state funding and The Village (at Avon) municipal service agreement purposes. Updating the GIS layer that has been developed to monitor roadway details items such as roadway width, overlay depths, and reconstruction dates is an annual function. Another department responsibility includes maintaining the Highway Users Tax Fund (HUTF) database report for the Colorado Department of Transportation. The HUTF is an important tool used by the state to acquire and allocate state and federal road project funding.

FUTURE OUTLOOK

In 2013, the Engineering Department will continue with the planning and implementation of services for the Town of Avon. Along with the routine functions of the Engineering Department, there are several large projects that are planned for 2013.

- ***The I-70 Regional Transportation Operations Facility***

This project involves design and construction of transit-related facilities at the Town's Swift Gulch site located at 500 Swift Gulch Road. Construction of the project is ongoing and is scheduled for a fall 2013 completion.

- **Eagle Valley Trail and Eagle River Bridge**

The Eagle Valley Trail will extend from Avon Road to Post Blvd on the north side of US 6 and includes a bridge over the Eagle River, east of Avon Road over the whitewater park. The project has four funding partners: ECO Trail, Town of Avon, Great Outdoors Colorado, and Colorado Department of Transportation. Construction is scheduled to start in summer of 2013.
- **Water Fund Projects**

The primary water fund project for 2013 is the replacement of the lake liner for Benchmark Lake at H.A. Nottingham Park.
- **Capital Improvement Projects (CIP)**

Plan, monitor and/or design, and manage construction of improvement projects as identified by the Town Council. The current draft of the 2013 CIP Budget includes 5 new projects at a cost of over \$2.1 million.
- **Water Rights**

Continue to monitor water rights as they relate to both existing and future development, and to investigate opportunities for the acquisition of additional water rights.
- **Village at Avon**

Continue the planning and analysis of the future public improvements associated with the Village at Avon.

Town of Avon Line Item Detail

Function: Public Works #400
 Department: Public Works Department #410
 Program: Engineering #412

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 188,711	\$ 86,967	\$ 136,649	\$ 145,718	6.64%
61106	Paid-out Leave	-	-	-	1,401	NA
61121	PTS Wages	-	37,097	37,097	37,097	0.00%
61201	Automobile Allowance	3,348	3,348	3,348	3,348	0.00%
61301	FT Pension	15,921	9,566	15,031	16,183	7.66%
61302	PTS Pension	-	1,391	1,391	1,391	0.00%
61304	Employee Assistance Program	57	23	60	42	-30.00%
61401	FICA/Medicare	2,772	1,868	2,588	2,740	5.87%
61501	Group Health and Life Insurance	23,806	11,470	30,978	24,736	-20.15%
61505	Long-term Disability Insurance	1,255	573	965	915	-5.18%
61506	Short-term Disability Insurance	832	370	604	-	-100.00%
61507	Dental Insurance	1,826	1,140	3,060	2,205	-27.94%
61509	Worker's Compensation	2,100	953	1,754	1,852	5.59%
61510	Unemployment Insurance	570	382	531	563	6.03%
61000	Total Personnel	241,198	155,148	234,056	238,191	1.77%
Commodities:						
62401	Gasoline	525	790	790	790	0.00%
62802	Food and Beverages	809	500	500	500	0.00%
62807	Consumable Tools/Small Equipment	-	250	250	250	0.00%
62899	Other Miscellaneous Operating Supplies	459	750	750	750	0.00%
62901	Duplicating Supplies	-	300	300	300	0.00%
62904	Software	1,679	600	600	800	33.33%
62905	Books and Periodicals	81	250	250	250	0.00%
62999	Office Supplies and Materials	154	1,000	1,000	1,000	0.00%
62000	Total Commodities	3,707	4,440	4,440	4,640	4.50%
Contract Services:						
63199	Other Professional Services	-	6,000	6,000	6,000	0.00%
63203	Printing and Reproduction Services	1,162	750	750	750	0.00%
63504	R&M - Office Equipment	156	900	900	900	0.00%
63603	Rentals - Office Equipment	5,026	5,026	1,675	-	-100.00%
63000	Total Contract Services	6,344	12,676	9,325	7,650	-17.96%
Other Operating Costs:						
64101	Travel, Training and Conference	76	500	500	1,000	100.00%
64102	Dues, Licenses and Memberships	100	900	900	900	0.00%
64201	Telephone	-	100	-	-	NA
64206	Cellular and Pagers	1,925	2,250	2,250	2,250	0.00%
64301	Postage and Delivery Costs	17	100	100	100	0.00%
64401	Fleet Maintenance	2,570	5,092	5,092	5,092	0.00%
64402	Equipment Replacement Charges	2,741	2,741	2,741	2,539	-7.37%
64403	Washbay Charges	936	1,040	1,040	1,040	0.00%
64000	Total Other Operating Costs	8,365	12,723	12,623	12,921	2.36%
60000	Total Expenditures	\$ 259,614	\$ 184,987	\$ 260,444	\$ 263,402	1.14%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Public Works			
Program: Engineering			
Account Number	Account Name	2013 Budget	Justification
61121	PTS Wages	37,097	Part-Time Summer Engineer 37,097
62401	Gasoline	790	Gasoline Charges for Motor Pool Vehicles 790
62802	Food and Beverages	500	Coffee Supplies 500
62807	Consumable Tools/Small Equipment	250	PDA, Field Measuring & Drafting Equipment 250
62899	Other Miscellaneous Operating Supplies	750	Storage Supplies, Plotter Supplies 750
62901	Duplicating Supplies	300	Paper & Toner (Large Format Copier/Plotter) 300
62904	Software	800	AutoCAD, Adobe Upgrades Software & Upgrades 800
62905	Books and Periodicals	250	Updated Reference Manuals 250
62999	Office Supplies and Materials	1,000	Office, Graphic & Drafting Materials 1,000
62000	Total Commodities	4,640	
63199	Other Professional Services	6,000	SIA Inspections, Surveying, Traffic Counts Whitewater Park Monitoring 6,000
63203	Printing and Reproduction Services	750	Map and Document Printing 750
63504	R&M - Office Equipment and Computers	900	Printers, Plotter, Fax, etc. 900
63000	Total Contract Services	7,650	
64101	Travel, Training and Conference	1,000	Professional Training Seminars 1,000
64102	Dues, Licenses and Memberships	900	ASCE, APA, APWA & CASFM 900
64206	Cellular and pager	2,250	Cellular Service, New Cellular Phone 2,250
64301	Postage and Delivery	100	Federal Express/UPS Charges 100
64401	Fleet Maintenance Charges	5,092	Annual Fleet Maintenance Charges 5,092
64402	Equipment Replacement Charges	2,539	Annual Equipment Rental Charges 2,539
64403	Washbay Charges	1,040	Annual Washbay Charges 1,040
64000	Total Other Operating Costs	12,921	

Town of Avon Line Item Detail

Function: Utilities
 Department: Public Works
 Program: Water Utilities #424

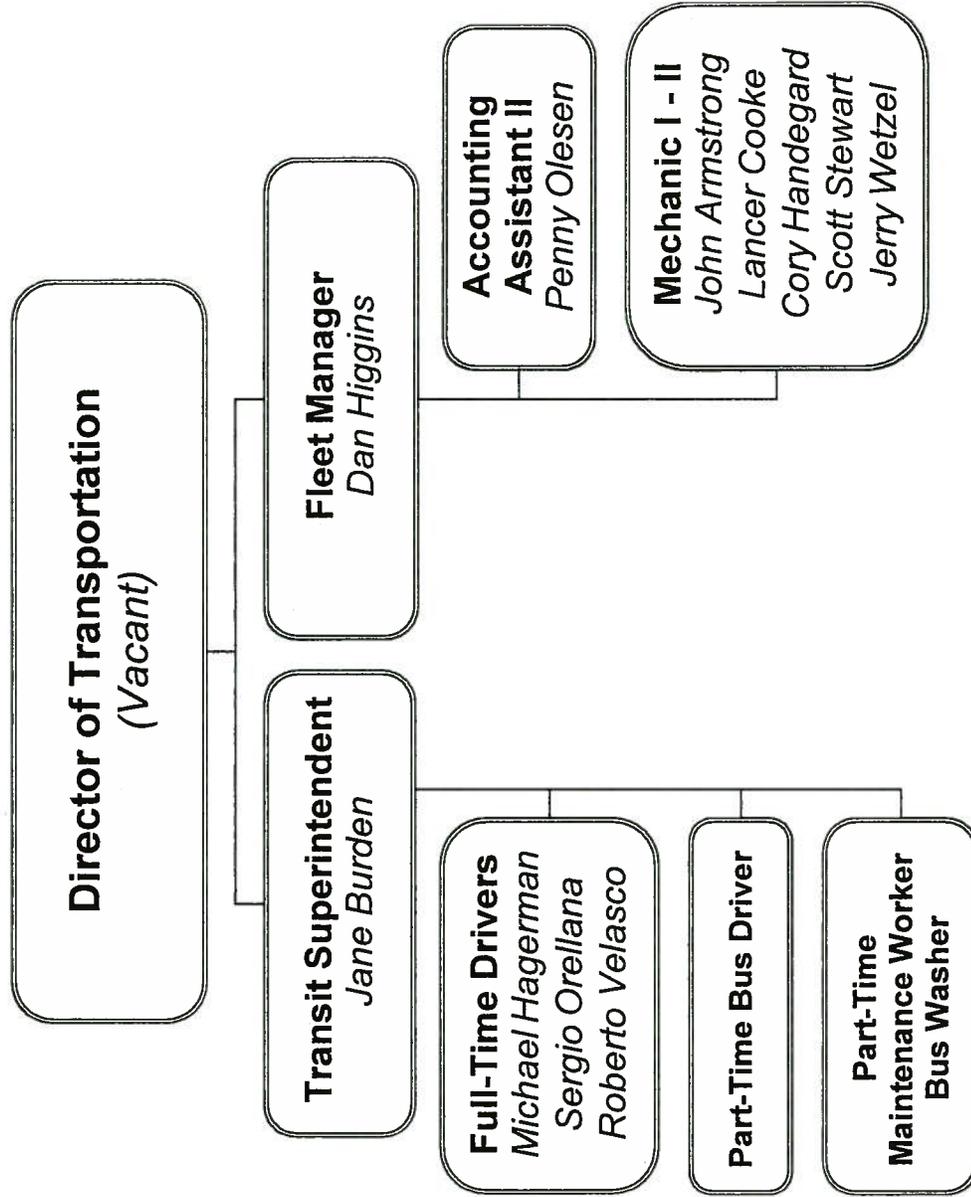
Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 27,336	\$ 29,645	\$ 39,808	\$ 39,325	-1.21%
61106	Paid-out Leave	-	-	-	378	NA
61151	Overtime	62	-	-	-	NA
61201	Automobile Allowance	612	612	612	552	-9.80%
61301	FT Pension	2,264	3,261	4,379	4,367	-0.27%
61304	Employee Assistance Program	8	8	11	11	0.00%
61401	FICA/Medicare	390	439	586	584	-0.34%
61501	Group Health and Life Insurance	3,267	4,216	5,427	6,368	17.34%
61505	Long-term Disability Insurance	160	169	225	226	0.44%
61506	Short-term Disability Insurance	123	127	170	-	-100.00%
61507	Dental Insurance	290	420	540	567	5.00%
61509	Worker's Compensation	332	350	475	472	-0.63%
61510	Unemployment Insurance	80	91	121	121	0.00%
61000	Total Personnel	34,924	39,338	52,354	52,971	1.18%
Contract Services:						
63101	Legal Service	13,607	10,000	10,000	25,000	150.00%
63102	Audit and Accounting Services	1,500	1,500	1,500	1,500	0.00%
63104	Engineering Services	2,058	3,000	3,000	3,000	0.00%
63999	Other Contract Services	65,152	35,000	35,000	33,000	-5.71%
63000	Total Contract Services	82,317	49,500	49,500	62,500	26.26%
Other Operating Costs:						
64901	Advertising and Legal Notices	-	250	-	-	NA
64902	Financial Support	6,200	24,900	24,900	24,900	0.00%
64905	Insurance Premiums	164	250	250	250	0.00%
64000	Total Other Operating Costs	6,364	25,400	25,150	25,150	0.00%
60000	Total Water Utilities	\$ 123,605	\$ 114,238	\$ 127,004	\$ 140,621	10.72%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Public Works			
Program: Water Utilities			
Account Number	Account Name	2013 Budget	Justification
63101	Legal Services	25,000	Water Engineers and Water Attorney Services for Water Rights Filing 25,000
63102	Audit and Accounting Services	1,500	2012 Audit 1,500
63104	Engineering Services	3,000	Miscellaneous Engineering Services 3,000
			NP & Metcalf Ditch Maintenance 15,000
			Survey of spillway 3,000
63999	Other Contract Services	33,000	Rodent control 10,000
			Restoration of south face of dam 5,000
63000	Total Contract Services	62,500	
			Discretionary Funding:
			Watershed Council 4,000
			Urban Runoff Group 6,900
64902	Financial Support, Donations and Contributions	24,900	ERWSD & USGS 13,000
			Eagle River Cleanup 1,000
64905	Insurance Premiums	250	Commercial and Umbrella Coverage 250
64000	Total Other Operating Costs	25,150	

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Transit & Fleet Maintenance



TRANSPORTATION

TRANSPORTATION AND FLEET MAINTENANCE

The Transportation Department consists of three basic divisions; **Administration, Transit, and Fleet.** These divisions lend support to other Departments for transportation planning, transit service operations, fleet vehicle procurement and maintenance. The Department operates under the supervision of the Director of Public Works. This position is currently vacant as of the publication of this book.

ADMINISTRATION provides overall direction and coordination for the Transportation Department including staff management, long-term transportation planning, and inter-departmental coordination. The Department works closely with Engineering for transportation planning and traffic control of construction areas; with Community Development through development plan review for transit and pedestrian needs; with Recreation for coordination of traffic control and transit services during special events; and with Public Works for paving and other right-of-way related activities. Regional and state-wide transportation planning, facilities grant proposals, and funding prioritization with CDOT and FTA is the responsibility of the director within this Department.

TRANSIT division consists of two budget programs: Administration and Operations. The Administration program provides coordination and control of the division budget, prepares service agreements for transportation, payroll, purchase order and ridership information; applies for grants for rolling stock from State and Federal sources; processing and record keeping of all seasonal and full-time employee information, files PUC license information, and manages the drug and alcohol testing program required by FTA. The Operations program supports all driver CDL training, the driver safety program, route design, shift scheduling, and transit accident investigations. Marketing and other public information such as bus schedules, bus stop destination schedules, help wanted ads, promotional material, newsletters, and on bus publications are developed by Transit division staff. This group is responsible for the coordination, booking, execution and billing of all special event transportation needs plus provides certification for persons who are eligible for Para-transit service. Jane Burden manages the Transit Division.

FLEET Maintenance Division operates as an enterprise fund. Fleet provides various maintenance services to the Town of Avon departments as well as 11 outside agencies. Fleet provides Repair and Maintenance services, 24-hour fueling services, emergency road service, and washing service for all of its customers. The shop operates 13.5 hours per day (6am-7:30pm) seven days per week year-round. In addition to the above-mentioned services, Fleet also provides new vehicle specification, vehicle life cycle reports, vehicle replacement costs, as well as the actual procurement of vehicles and equipment. Fleet serves as a liaison between 3rd party agencies and other service providers (dealers) to assist with their procurement needs as well. Once new vehicles have been received, Fleet provides custom installation of customer-specific features including welding, fabrication, electronics, and instrumentation for all agencies and departments. Fleet also supports the Heat Recovery Facility equipment (pumps, controls) and fabricates other equipment and materials used by the Town. A total of 360 vehicles and pieces of equipment are managed and maintained by Fleet. Dan Higgins manages the Fleet Division as well as budget accounts for the Wash Bay and Fuel.

TRANSPORTATION

DEPARTMENT ACCOMPLISHMENTS FOR 2012

TRANSIT

- **Shifted service priority toward ski season** while continuing to provide year-round bus service in order to stay within limited budget for public transit services.
- **Implemented and performed well on contracted bus service for ski season 2011-12** for agreement with Beaver Creek executed on December 7, 2011.
- **Assisted Engineering to manage transit grant fund awards** and fulfill reporting obligations associated with expenditure of \$7.5 million from FTA (90 State of Good Repair Program) and \$523K from the State of Colorado (Transit-FASTER Program) for construction of the *I-70 Regional Transportation Operations Facility*.
- **Applied for grant funds** from FTA and CDOT to go toward purchase of replacement buses and equipment.
- **Received and commissioned new bus** purchased with FTA-5309 grant monies to replace an older bus from the fleet
- **Implemented Town Wide Employee Safe Driver Program**
- **Managed Drug/Alcohol testing program** for Town, including non-transportation department staff

Avon Transit continues to rely on the general fund revenues to pay for the cost of administration and operations. A ballot question to voters in November 2011 which would have raised sales tax to create dedicated revenue for public transit did not pass. In response to the failed ballot question and continued community input supporting the need for transit services, Avon Transit shifted resources to improve winter season service and reduce service offered during other times of the year. The winter service was financially supported by a partnership with Beaver Creek Resort Company (BCRC).

The biggest impact of budget cuts and service changes was felt by bus riders on the valley floor, where two routes (formerly "Blue Line" and "Red Line") were consolidated into one figure-eight shaped "Black Line". In 2012, the Black Line operated with one bus during the hours of 6:30am-6:30pm in the winter and 7am-6pm in the spring, summer, and fall. Ski season service included connectivity throughout the day between the lodges within Avon and Beaver Creek Resort. The "Skier Shuttle" route, offered in years past, was restored to provide 15-30 minute service during 8am-5:30pm. This route averaged 865 rides (one-way) per day through the ski season and operated an average cost of \$1.40 per ride. Riders on this route are a combination of lodging guests, on-mountain employees, and area local residents. Feedback from the community about the ski season service was very positive. Riders expressed gratitude for the direct bus route to Avon lodges with the continued option to use the gondola. Comments from riders to drivers indicated that they also appreciated the consistent scheduled service and filling of the "mid-day gap" (11am-2pm), which were improvements initiated by Avon Transit as compared to the previous two seasons. Crowding during download was observed on Saturdays and powder days on the Skier Shuttle, when buses were often "standing room only", despite the 2nd bus provided during this peak time.

In 2012, the "Restaurant Shuttle" was added on a 30-minute frequency between Avon restaurants and Beaver Creek. This route averaged 135 rides (one-way) per day through the ski season and operated an average cost of \$2.75 per ride. Riders on this

TRANSPORTATION

route were primarily lodging guests, with the most popular destinations being the Westin Riverfront and the Beaver Creek Covered Bridge bus stops.

The FY2013 transit budget is based on the plan to repeat the same service level, but with a full ski season of winter bus route operation by Avon Transit. FY2013 budget provides for about 8,620 service hours of bus operations. Staffing for this level of service remains at 3 full time drivers plus 6 part time seasonal drivers.

FLEET

- **Maintained 7 day shop hours** with an average of only 4.7 mechanics on staff
- **Lower level of revenue** projected for 2012 as compared to 2011. The economic climate has caused many third party customers to reduce vehicle use and delay routine maintenance. Still the division is expected to process about 1,500 work orders and finish the year with about \$1,000,000 in total maintenance billings.
- **Provided approx. 500 hours of training** to re-build skill on emergency vehicle systems after the loss of trained personnel.
- **Purchased and outfitted 6 new vehicles** to modernize the Town's fleet.

Total output of Avon Fleet Maintenance decreased in FY2012 as compared to FY2011. Total revenues and the number of work orders both dropped by about 20% as compared to 2011. Third party work also dropped for a third straight year. This decline was largely due to the economic recession which caused many customers to reduce vehicle use, delay routine maintenance, and develop their own mechanic skills in-house. Billable hours for the division averaged above 65% and more overtime was booked per mechanic in 2012 than previous years. Budget cuts, staff loss, and mandatory furlough days resulted in a decrease in the available in-service labor hours and the associated level of service offered by Avon Fleet in 2012. The average number of full-time mechanics employed by Avon Fleet reduced from 7 in 2011 down to 4.7 in 2012. By reducing operating hours and having mechanics work alone during early and late times of the day, it was possible to keep the shop open Monday-Sunday, 365 days per year to meet the needs of the town and third party customers. Operating hours were cut from 21.5 hours per day to 13.5 hrs per day year-round. Overtime and training costs rose in 2012 due to employee turnover. Avon Fleet Maintenance staff continues to try and re-build the third party customer base back up to previous levels.

DEPARTMENT PRIORITIES FOR 2013

Department-wide, the top priority for next year is to:

- **Minimize Disruption to Operations Throughout Construction** at Swift Gulch. There will be operational challenges throughout the 18-month construction period (July 2012-November 2013) including restricted site access, utility outages, increased site traffic and parking, layout sequencing changes, and impacts to vehicle fueling and parking. This project is a joint effort with the Department of Public Works and ECO Transit.

Division goals and priorities for next year are as follows:

TRANSIT

- Work with regional partners to develop and implement a transit and parking plan for the December 2013 Birds of Prey Men's and Women's Alpine Races, as well as for the February 2015 World Championships.

TRANSPORTATION

- Explore opportunities to utilize a “fare-share” approach with ECO Transit, Greyhound®, and other transit providers which would improve connectivity and mobility options for users while also generating revenue to support operations.
- Explore application packages to move towards a more “paperless” operation (e.g. pre-trip and post trip reporting, ridership recording and record keeping, GPS of bus locations for real-time rider information).
- Continue to upgrade rolling stock to provide environmentally clean and attractive vehicles.
- Increase ability to recruit transit drivers. The transit division does continue to have need for additional part-time drivers during the winter season.
- Promote transit to all residents and guests of Avon regardless of social and economic circumstances.

FLEET

- **Keep shop open Monday – Sunday** year-round with reduced hours
- **Invest in Training** - With the smaller size crew, a greater breadth of expertise is needed in each mechanic. For 2013, emphasis will be on obtaining ASE certifications and restoring skills on emergency equipment and welding.
- **Increase revenues** from third parties
- Keep division billable hours above 65%.
- **Stay current** on equipment, tools, scan diagnostics, and computer programs

FUTURE OUTLOOK

It is likely that growth in bus ridership and fleet maintenance demands will be slow but steady, and will trend along with population growth and increases in traffic. Transportation Department staff supports the long-term plans for transit-oriented growth based on the walkable community principals established in the *Avon Comprehensive Plan*. Market forces will drive up bus ridership and re-affirm the need for integrated regional transit, pedestrian, and bicycle connections. Examples from all over the U.S.A demonstrate the efficiency and cost-effectiveness in the delivery of municipal services that comes from land planning of urban villages around key transportation corridors. Migration away from a single occupancy vehicle dominated pattern toward mass transit melds well with Avon’s goals to be very tourist friendly while also keeping the cost of living reasonable for the local workforce. Guests could avoid car rental and confidently depend on convenient mass transit options to deliver them to destinations throughout the valley, airport, Denver, etc. Continued partnerships with Eagle County, Beaver Creek, and the adjacent jurisdictions of Eagle-Vail and Edwards are important.

The Avon Transportation Department is actively involved with other regional stakeholders in the planning for the 2015 World Alpine Championships. This event is scheduled from February 2-15, 2015. The “proving event” for the new women’s downhill course will be held the second week in December of 2013.

Town of Avon
Departmental Budget Summary by Program
 2013 Annual Budget
Transportation

Department Budget by Category:	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel	\$ 388,597	\$ 433,626	\$ 437,722	\$ 445,854	1.86%
Commodities	84,768	105,644	102,894	104,675	1.73%
Contract Services	47,269	22,189	21,089	18,767	-11.01%
Other Operating Costs	432,106	403,307	380,790	376,524	-1.12%
Debt Service	-	60,220	60,220	60,220	0.00%
Capital Outlay	375,284	366,621	381,689	1,400	-99.63%
Total	\$ 1,328,024	\$ 1,391,607	\$ 1,384,404	\$ 1,007,440	-27.23%
Department Budget by Program:					
Administration	\$ 111,967	\$ 106,180	\$ 100,280	\$ 91,089	-9.17%
Operations	1,216,057	1,285,427	1,284,124	916,351	-28.64%
Total	\$ 1,328,024	\$ 1,391,607	\$ 1,384,404	\$ 1,007,440	-27.23%
Sources of Funds:					
General Fund Transfer	950,000	837,000	810,000	800,000	-1.23%
Transportation Fund:					
Fund Balance	(49,400)	132,939	137,854	50,623	-63.28%
Taxes	40,371	40,371	39,999	40,317	0.80%
Grant Proceeds	-	293,297	305,351	-	-100.00%
Capital Lease Proceeds	375,502	-	-	-	NA
Charges for Services	-	88,000	88,000	90,000	2.27%
Other Revenues	8,956	-	3,200	26,500	728.13%
Sales of Fixed Assets	2,595	-	-	-	NA
Total	\$ 1,328,024	\$ 1,391,607	\$ 1,384,404	\$ 1,007,440	-27.23%
Full-time Employees (FTEs)	4.35	4.35	4.35	4.35	

Town of Avon Line Item Detail

Function: Transportation #430
 Department/Division: Transportation #430
 Program: Administration #431

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 36,991	\$ 38,986	\$ 38,986	\$ 31,500	-19.20%
61106	Paid-out Leave	-	-	-	303	NA
61201	Automobile Allowance	1,260	1,800	1,800	1,050	-41.67%
61301	FT Pension	3,304	4,288	4,288	3,498	-18.42%
61304	Employee Assistance Program	8	8	8	8	0.00%
61401	FICA/Medicare	549	591	591	476	-19.46%
61501	Group Health and Life Insurance	5,291	4,254	4,254	4,957	16.53%
61505	Long-term Disability Insurance	184	195	195	195	0.00%
61506	Short-term Disability Insurance	167	164	164	-	-100.00%
61507	Dental Insurance	634	420	420	441	5.00%
61509	Worker's Compensation	419	409	420	340	-19.05%
61510	Unemployment Insurance	112	122	122	99	-18.85%
61000	Total Personnel	48,919	51,237	51,248	42,867	-16.35%
Commodities:						
62899	Other Miscellaneous Operating Supplies	-	900	900	500	-44.44%
62901	Duplicating Supplies	311	500	500	600	20.00%
62904	Software	-	500	500	500	0.00%
62905	Books and Periodicals	-	500	500	500	0.00%
62999	Office Supplies and Materials	40	500	500	500	0.00%
62000	Total Commodities	351	2,900	2,900	2,600	-10.34%
Contract Services:						
63203	Printing and Reproduction	3,758	4,250	4,250	4,500	5.88%
63304	Computer Services and Support	165	500	500	500	0.00%
63504	R&M - Office Equipment and Computers	1,223	882	882	1,000	13.38%
63603	Rentals - Office Equipment	2,798	2,099	2,099	1,917	-8.67%
63999	Other Contract Services	27,683	4,575	4,575	4,600	1.71%
63000	Total Contract Services	35,627	12,306	12,306	12,517	1.71%
Other Operating Costs:						
64101	Travel, Training and Conference	1,167	1,500	1,500	1,550	3.33%
64103	Mileage Reimbursement	-	250	250	300	20.00%
64201	Telephone	1,721	1,850	1,850	1,925	4.05%
64202	Gas	2,155	3,500	3,000	3,500	16.67%
64203	Electric	10,731	13,000	12,500	11,000	-12.00%
64204	Water and Sanitation	822	1,000	1,000	1,000	0.00%
64301	Postage and Delivery Costs	70	300	300	90	-70.00%
64303	Treasurer Fees	1,211	1,290	1,290	1,290	0.00%
64306	Permit and Licensing Fees	-	250	250	275	10.00%
64901	Advertising and Legal Notices	530	950	950	950	0.00%
64905	Insurance Premiums	8,663	15,847	10,936	11,225	2.64%
64000	Total Other Operating Costs	27,070	39,737	33,826	33,105	-2.13%
60000	Total Expenditures	\$ 111,967	\$ 106,180	\$ 100,280	\$ 91,089	-9.17%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Transportation			
Program: Administration			
Account Number	Account Name	2013 Budget	Justification
62899	Other Misc Operating Supplies	500	Photo & Video Supplies 500
62901	Duplicating Supplies	600	Copy Paper & Toner 600
62904	Software	500	Miscellaneous Software 500
62905	Books & Periodicals	500	Training Materials, Drug & Alcohol Publications 500
62999	Office Supplies & Materials	500	General Office Supplies 500
62000	Total Commodities	2,600	
63203	Printing and Reproduction Services	4,500	Bus Stop Displays Winter & Summer Bus Schedules 4,500
63304	Computer Services and Support	500	Cleaning of Color Printer, Random Drug Screening Program Support 500
63504	R&M - Office Equip and Computers	1,000	Copier & Fax Maintenance 1,000
63603	Rentals - Office Equipment	1,917	50% of Copier lease \$319.57 x 12 months 1,917
63999	Other Contract Services	4,600	CASTA Lobbyist - CTC Dues 4,600
63000	Total Contract Services	12,517	
64101	Travel, Training and Conference	1,550	Supervisory Training 250 Drug/Alcohol Training 250 CASTA Spring/Fall Conference 500 Transit Planning 100 CREST Meetings 50 FTA Training 400
64103	Mileage Reimbursement	300	Mileage Reimbursement 300
64201	Telephone and Long Distance	1,925	Transit Office, FAX, TTY Phones 1,925
64202	Gas	3,500	Annual Utility Cost 3,500
64203	Electric	11,000	Annual Utility Cost 11,000
64204	Water and Sanitation	1,000	Annual Utility Cost 1,000
64301	Postage & Delivery Costs	90	Direct Mailing, FedEx Shipping 90
64303	Treasurer's Fees	1,290	Treasurer's Collection Fee 1,290
64306	Permit and Licensing Fees	275	Bus Registration 275

**TOWN OF AVON
 DETAILED BUDGET REQUESTS
 2013**

Department: Transportation		Program: Administration	
Account Number	Account Name	2013 Budget	Justification
64901	Advertising and Legal Notices	950	ADA Public Hearings 50
			Radio Promotions Topsy Taxi, Public Hearings 900
64905	Insurance Premiums	11,225	CIRSA Insurance Allocation (14.5% of Total) 11,225
64000	Total Other Operating Costs	33,105	

Town of Avon Line Item Detail

Function: Transportation #430
 Department/Division: Transportation #430
 Program: Operations #432

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 191,040	\$ 186,339	\$ 188,218	\$ 196,920	4.62%
61106	Paid-out Leave	-	-	1,879	1,893	0.75%
61121	PTS Wages	42,715	86,400	86,400	83,656	-3.18%
61122	PTS Bonuses	1,198	4,193	4,193	4,613	10.02%
61151	Overtime Wages	4,340	9,245	9,245	9,868	6.74%
61301	FT Pension	15,763	20,497	20,704	21,870	5.63%
61302	PTS Pension	1,455	3,744	3,744	3,680	-1.71%
61304	Employee Assistance Program	96	96	96	96	0.00%
61401	FICA/Medicare	3,236	4,204	4,231	4,359	3.03%
61501	Group Health and Life Insurance	59,360	47,560	47,560	55,983	17.71%
61505	Long-term Disability Insurance	1,757	1,612	1,612	1,674	3.85%
61506	Short-term Disability Insurance	827	837	837	-	-100.00%
61507	Dental Insurance	7,248	4,800	4,800	5,040	5.00%
61509	Worker's Compensation	9,979	12,003	12,096	12,444	2.88%
61510	Unemployment Insurance	664	859	859	891	3.73%
61000	Total Personnel	339,678	382,389	386,474	402,987	4.27%
Commodities:						
62401	Gasoline	1,989	3,000	3,000	3,000	0.00%
62402	Diesel	79,081	90,385	90,385	92,083	1.88%
62801	Gifts and Awards	-	500	500	600	20.00%
62802	Food and Beverages	1,203	2,250	1,250	1,250	0.00%
62805	Clothing and Uniforms	1,224	3,609	3,609	3,892	7.84%
62809	Medical Supplies and 1st Aid	713	1,000	1,000	1,000	0.00%
62999	Office Supplies and Materials	207	2,000	250	250	0.00%
62000	Total Commodities	84,417	102,744	99,994	102,075	2.08%
Contract Services:						
63301	Medical Services and Examinations	2,546	3,850	2,750	2,750	0.00%
63506	R&M - Radios and Communications Equipment	9,096	6,033	6,033	3,500	-41.99%
63000	Total Contract Services	11,642	9,883	8,783	6,250	-28.84%
Other Operating Costs:						
64102	Dues, Licenses and Memberships	1,826	2,000	2,000	2,145	7.25%
64206	Cellular & Paging	1,189	700	700	950	35.71%
64401	Fleet Maintenance Charges	123,581	125,000	115,000	115,000	0.00%
64402	Equipment Replacement Charges	5,476	2,476	2,476	2,476	0.00%
64403	Washbay Charges	14,883	18,880	14,883	14,883	0.00%
64902	Financial Support, Donations, and Contributions	251,015	211,514	208,905	207,965	-0.45%
64906	Insurance Deductibles	7,066	3,000	3,000	-	-100.00%
64000	Total Other Operating Costs	405,036	363,570	346,964	343,419	-1.02%
Debt Service:						
65201	Capital Lease Payments	-	60,220	60,220	60,220	0.00%
65000	Total Debt Service	-	60,220	60,220	60,220	0.00%

Town of Avon Line Item Detail

Function: Transportation #430
 Department/Division: Transportation #430
 Program: Operations #432

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Capital Outlay:						
66499	Other Machinery and Equipment	-	-	-	1,400	NA
66503	Buses and Transportation Related Vehicles	375,284	366,621	381,689	-	-100.00%
66000	Total Capital Outlay	375,284	366,621	381,689	1,400	-99.63%
60000	Total Expenditures	1,216,057	1,285,427	1,284,124	916,351	-28.64%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Transportation		Program: Operations	
Account Number	Account Name	2013 Budget	Justification
			Winter Hours: PTS Drivers 2,960 hours x \$18.00/hr 53,280 Driver Training: - New Drivers 4 @ 80 hrs. x \$18.00 5,760 - Returning Drivers 3 @ 4 hrs. x \$18.00 216 Driver / Washer 1,120 hours x \$17.00/hr 19,040 Summer Hours: PTS Drivers 192 hours x \$18.00/hr 3,456 Driver / Washer 112 hours x \$17.00/hr 1,904
61121	PTS Wages	83,656	
61122	PTS Bonuses	4,613	7 End-of-Season Bonuses 7 X \$659 4,613
61151	Overtime Wages	9,868	Safety Meetings 60 hours X \$27.00/hr 1,620 10% of PTS Wages (\$82,477 x 10%) 8,248
62401	Gasoline	3,000	Fuel 3,000
62402	Diesel	92,083	Fuel for Avon Buses: 8,622 Service Hours @ 3 gal. / hr. x \$.3.56 per gal. 92,083
62801	Gifts and Awards	600	Monthly Safety Awards 300 Safe Driving Awards 300
62802	Food and Beverage	1,250	Coffee Service 550 Assorted Meetings and Functions 300 Holiday Meals 2 X \$200 400
62805	Clothing and Uniforms	3,892	Winter Shirts 15 X \$40 600 Hats 15 X \$12 180 Uniform Jackets 10 X \$130 1,300 Vests 15 X \$40 600 Summer Shirts 6 X \$22 132 Name Tags 15 X \$12 180 Embroidery 60 X \$15 900
62809	Medical & First Aid Supplies	1,000	First Aid Supplies 1,000
62999	Office Supplies	250	Office Supplies 250
62000	Total Commodities	102,075	
63301	Medical Services & Exams	2,750	Drug & Alcohol Program: Random Drug 1,000 Random Alcohol 1,000 Pre-employment 500 DOT Physicals- Doctors on Call 250
63506	R&M Radio & Communication Equipment	3,500	800 MHz Base Station Upgrade 3,500
63000	Total Contract Services	6,250	

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Transportation		Program: Operations	
Account Number	Account Name	2013 Budget	Justification
			CASTA Coalition 1,045
			National Safety Council 350
			DOT CDL Certification 375
64102	Dues, Licenses & Memberships	2,145	Colorado Safety Association 375
64206	Cellular & Paging	950	Cellular Telephone Service 950
64401	Fleet Maintenance Charges	115,000	Fleet Maintenance Charges 115,000
64402	Equipment Replacement	2,476	Equipment Replacement Charges 2,476
64403	Wash Bay Charges	14,883	Wash Bay Charges 14,883
64902	Financial Support, Donations and Contributions	207,965	Gondola Operations - 2012/13 (80.92%) 168,285 Gondola Operations - 2013/14 (19.08%) 39,680
64000	Total Other Operating Costs	343,419	
65201	Capital Lease Payments	60,220	2011 Gillig Bus Lease Payment 60,220
65000	Total Debt Service	60,220	
66499	Other Machinery and Equipment	1,400	Microwave and Refrigerator for Break Room 1,400
66000	Total Capital Outlay	1,400	

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Town of Avon
Departmental Budget Summary by Program
 2013 Annual Budget
Fleet Maintenance

Department Budget by Category:	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel	\$ 661,189	\$ 662,347	\$ 544,776	\$ 576,953	5.91%
Commodities	477,451	482,292	378,233	410,823	8.62%
Contract Services	51,724	106,248	68,563	69,626	1.55%
Other Operating Costs	133,170	129,659	108,758	116,846	7.44%
Debt Service	260,928	255,906	255,906	253,406	-0.98%
Capital Outlay	8,798	30,000	30,000	30,000	0.00%
Total	\$ 1,593,260	\$ 1,666,452	\$ 1,386,236	\$ 1,457,654	5.15%
Department Budget by Program:					
Fleet Maintenance	\$ 1,564,261	\$ 1,634,252	\$ 1,377,336	\$ 1,444,654	4.89%
Washbay Facility	28,999	32,200	8,900	13,000	46.07%
Total	\$ 1,593,260	\$ 1,666,452	\$ 1,386,236	\$ 1,457,654	5.15%
Sources of Funds:					
General Fund Subsidy	\$ -	\$ 100,000	\$ 100,000	\$ 125,000	25.00%
Fleet Maintenance Fund Deficit (Surplus)	82,198	175,403	102,607	25,025	-75.61%
Fleet Maintenance Revenues	1,511,062	1,391,049	1,183,629	1,277,629	7.94%
Capital Lease Proceeds	-	-	-	30,000	NA
Total	\$ 1,593,260	\$ 1,666,452	\$ 1,386,236	\$ 1,457,654	5.15%
Full-time Employees (FTEs)	9.25	9.25	7.25	7.25	

Town of Avon Line Item Detail

Function: Public Works
Department: Transportation
Program: Fleet Maintenance #434

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 449,377	\$ 457,976	\$ 377,858	\$ 392,316	3.83%
61105	STD Wages	789	-	-	-	NA
61106	Paid-out Leave	-	-	2,587	3,772	45.81%
61151	Overtime Wages	859	6,000	6,000	6,000	0.00%
61201	Automobile Allowance	900	360	360	300	-16.67%
61301	FT Pension	37,557	50,377	41,849	43,570	4.11%
61304	Employee Assistance Program	221	222	174	174	0.00%
61401	FICA/Medicare	6,303	6,733	5,608	5,835	4.05%
61501	Group Health and Life Insurance	130,697	110,094	86,367	101,614	17.65%
61505	Long-term Disability Insurance	4,199	3,847	3,110	3,248	4.44%
61506	Short-term Disability Insurance	2,004	2,044	1,678	-	-100.00%
61507	Dental Insurance	14,754	11,100	8,700	9,135	5.00%
61509	Worker's Compensation	12,207	12,201	9,332	9,782	4.82%
61510	Unemployment Insurance	1,322	1,393	1,153	1,207	4.68%
61000	Total Personnel	661,189	662,347	544,776	576,953	5.91%
Commodities:						
62205	Plumbing and Electric Mtls	-	-	-	1,000	NA
62401	Gasoline	2,683	2,844	2,844	2,844	0.00%
62404	Stock Parts	434,613	426,250	331,359	362,199	9.31%
62405	Nonstock Parts	-	4,000	-	-	NA
62802	Food and Beverages	335	530	350	350	0.00%
62805	Clothing and Uniforms	108	770	500	1,250	150.00%
62807	Consumable Tools/Small Equipment	5,830	10,718	9,000	9,000	0.00%
62809	Medical Supplies and 1st Aid	961	1,180	1,180	1,180	0.00%
62899	Other Miscellaneous Operating Supplies	30,194	30,500	30,500	30,500	0.00%
62999	Office Supplies and Materials	884	1,500	1,000	1,000	0.00%
62000	Total Commodities	475,608	478,292	376,733	409,323	8.65%
Contract Services:						
63501	R&M - Building & Facility	-	-	10,740	7,500	-30.17%
63504	R&M - Office Equipment	-	1,000	-	-	NA
63505	R&M - Vehicles	7,599	15,000	8,000	8,000	0.00%
63506	R&M - Radios and Communications Equip	-	-	-	3,500	NA
63507	R&M - Machinery and Equipment	2,544	15,500	5,500	5,500	0.00%
63549	R&M - Other Specialized Equipment	5,395	12,000	5,500	5,500	0.00%
63551	Laundry and Cleaning Services	9,653	12,844	7,722	7,725	0.03%
63599	Other Maintenance Services	8,069	10,646	10,646	10,646	0.00%
63603	Rentals - Office Equipment	1,369	1,555	1,555	1,555	0.00%
63999	Other Contract Services	9,384	18,603	12,500	12,500	0.00%
63000	Total Contract Services	44,013	87,148	62,163	62,426	0.42%

Town of Avon Line Item Detail

Function: Public Works
 Department: Transportation
 Program: Fleet Maintenance #434

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Other Operating Costs:						
64101	Travel, Training and Conference	274	1,300	3,740	5,990	60.16%
64102	Dues, Licenses and Memberships	310	700	700	700	0.00%
64201	Telephone	-	150	-	-	NA
64202	Gas	20,513	15,800	15,800	16,000	1.27%
64203	Electric	13,805	16,600	16,600	16,000	-3.61%
64204	Water & Sanitation	3,644	3,723	3,723	3,800	2.07%
64205	Trash Collection & Recycling	3,137	5,722	4,200	4,300	2.38%
64206	Cellular & Paging	2,756	2,450	2,450	2,450	0.00%
64301	Postage and Delivery	469	500	500	480	-4.00%
64401	Fleet Maintenance Charges	59,219	56,500	36,000	38,000	5.56%
64402	Equipment Replacement Charges	4,575	4,575	4,575	4,559	-0.35%
64403	Washbay Charges	1,404	1,560	1,560	1,560	0.00%
64905	Insurance Premiums	12,417	10,979	17,910	18,707	4.45%
64000	Total Other Operating Costs	122,523	120,559	107,758	112,546	4.44%
Debt Service:						
65101	Bond Principal	115,000	125,000	125,000	125,000	0.00%
65102	Bond Interest	136,945	130,906	130,906	128,406	-1.91%
65202	Capital Lease Payments	8,983	-	-	-	NA
65000	Total Debt Service	260,928	255,906	255,906	253,406	-0.98%
Capital Outlay:						
66402	Computers and Peripherals	-	4,000	4,000	-	-100.00%
66499	Other Machinery and Equipment	-	26,000	26,000	30,000	15.38%
66000	Total Capital Outlay	-	30,000	30,000	30,000	0.00%
60000	Total Expenditures	\$ 1,564,261	\$ 1,634,252	\$ 1,377,336	\$ 1,444,654	4.89%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Transportation		Program: Fleet Maintenance	
Account Number	Account Name	2013 Budget	Justification
61151	Overtime	6,000	Overtime Requirements 6,000
62205	Plumbing and Electrical Materials	1,000	Glycol System Repairs 1,000
62401	Gasoline	2,844	Fleet Maintenance Vehicles 2,844
62404	Stock Parts	362,199	Replacement Parts: TOA Vehicles and Equipment and 11 Third Party Agencies 362,199
62802	Food and Beverage	350	Meetings, Coffee for Shop 350
62805	Clothing and Uniforms	1,250	7 Pairs of Insulated Coveralls Gloves and Jackets 1,250
62807	Consumable Tools	9,000	Hand and Miscellaneous Specialty Tools 9,000
62809	Medical and First Aid Supplies	1,180	Shop First Aid Kit Supplies 1,180
62899	Other Miscellaneous Operating Supplies	30,500	Shop Supplies, Repair Related Hardware 30,500
62999	Office Supplies and Materials	1,000	Copier and Fax Paper, Misc Office Supplies 1,000
62000	Total Commodities	409,323	
63501	R&M- Building and Facility	7,500	Automatic door repairs / replacement 7,500
			Body and Paint 5,000
			Glass Replacement 1,000
			Radiator 500
			Brakes 500
63505	R&M - Vehicles	8,000	Towing 1,000
63506	R&M - Radios and Communications Equip	3,500	800MHz Base Station Upgrade 3,500
			General Repair 1,000
			Towing 1,000
			Paint and Body 1,000
			Engine 1,000
63507	R&M - Machinery and Equipment	5,500	Other 1,500
			Pressure Washer Repair and Shop
63549	R&M - Other Specialized Equipment	5,500	Equipment Repair 5,500
63551	Laundry and Cleaning Services	7,725	Uniform and Shop Towel Service 7,725
			Tire Disposal 2,150
			Safety Kleen Parts Washer Service
			Every 3 Mos. for 1 Machine x 6 machines 5,335
			Cabinet 1,700
63599	Other Maintenance Services	10,646	Waste Oil Removal and Filter Removal 4,150

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Transportation			
Program: Fleet Maintenance			
Account Number	Account Name	2013 Budget	Justification
63603	Rentals - Office Equipment	1,555	Copier \$129.61 x 12 months 1,555
			Airgas Tank Lease 975
			McCandless Diagnostics 350
			Snap on Modic Upgrades -
			Allison Software Subscription -
			State Hazard Waste Generator License 750
			GM Teck II Software Subscription -
			Other Diagnostic Subscriptions 1,525
			CCG Software Support 3,900
			Welding Services 1,000
			Cummins Insight Updates 750
			All Data System 1,750
63999	Other Contract Services	12,500	Drinking Water Service 1,500
63000	Total Contract Services	62,426	
			EVT-1 Certification (5) 1,000
			ASE Certifications (16) 3,200
			AC Certification (3) 450
64101	Travel, Training and Conference	5,990	Fire Mechanics Academy Training (2) 1,340
64102	Dues, Licenses and Memberships	700	RMFMA 700
64202	Gas	16,000	Natural Gas Cost for Shop Bldg & Wash Bay 16,000
64203	Electric	16,000	Operating Cost for Shop and Wash Bay 16,000
64204	Water & Sanitation	3,800	Shop Building 3,800
64205	Trash Collection and Recycling	4,300	50% Fleet Maint Facility Dumpster & Fuel Island 4,300
64206	Cellular and Paging	2,450	Cell Phone and Pager Charges 2,450
64301	Postage & Delivery	480	Parts and Supplies 480
64401	Fleet Maintenance Charges	38,000	Annual Fleet Maintenance Charges 38,000
64402	Equipment Replacement Charges	4,559	Annual Equipment Rental Charges 4,559
64403	Wash Bay Charges	1,560	Annual Washbay Charges 1,560
64905	Insurance Premiums	18,707	Shop Building 18,707
64000	Total Other Operating Costs	112,546	

**TOWN OF AVON
 DETAILED BUDGET REQUESTS
 2013**

Department: Transportation			
Program: Fleet Maintenance			
Account Number	Account Name	2013 Budget	Justification
65101	Bond Principal	125,000	2011 COP Payment 125,000
65102	Bond Interest	128,406	2011 COP Payment 128,406
65000	Total Capital Leases	253,406	
66499	Other Machinery & Equipment	30,000	Fork Lift 30,000
66000	Total Capital Outlay	30,000	

Town of Avon Line Item Detail

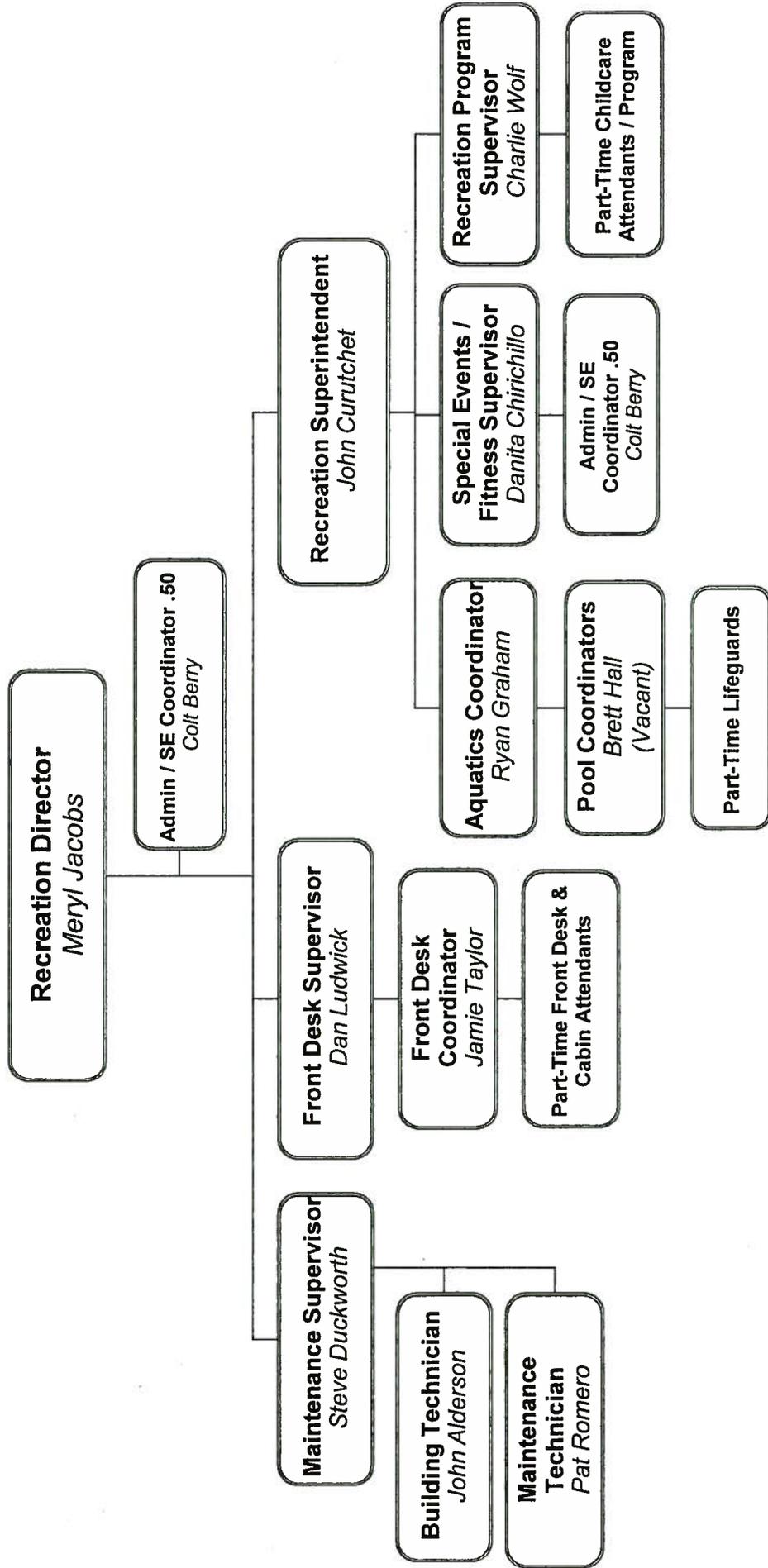
Function: Public Works
Department: Transportation
Program: Washbay #435

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ -	\$ -	\$ -	\$ -	NA
61121	PTS Wages	-	-	-	-	NA
61122	PTS Bonuses	-	-	-	-	NA
61151	Overtime Wages	-	-	-	-	NA
61301	FT Pension	-	-	-	-	NA
61302	PTS Pension	-	-	-	-	NA
61304	Employee Assistance Program	-	-	-	-	NA
61401	FICA/Medicare	-	-	-	-	NA
61501	Group Health and Life Insurance	-	-	-	-	NA
61505	Long-term Disability Insurance	-	-	-	-	NA
61507	Dental Insurance	-	-	-	-	NA
61509	Worker's Compensation	-	-	-	-	NA
61510	Unemployment Insurance	-	-	-	-	NA
61000	Total Personnel	-	-	-	-	NA
Commodities:						
62899	Other Miscellaneous Operating Supplies	1,843	4,000	1,500	1,500	0.00%
62000	Total Commodities	1,843	4,000	1,500	1,500	0.00%
Contract Services:						
63501	R&M - Buildings and Facilities	2,548	12,200	3,000	3,000	0.00%
63549	R&M - Other Specialized Equipment	-	5,000	1,500	2,000	33.33%
63999	Other Contract Services	5,163	1,900	1,900	2,200	15.79%
63000	Total Contract Services	7,711	19,100	6,400	7,200	12.50%
Other Operating Costs:						
64201	Telephone	572	600	-	400	NA
64204	Water & Sanitation	10,075	8,500	1,000	3,900	290.00%
64000	Total Other Operating Costs	10,647	9,100	1,000	4,300	330.00%
66499	Other Machinery and Equipment	8,798	-	-	-	NA
66000	Total Capital Outlay	8,798	-	-	-	NA
60000	Total Expenditures	\$ 28,999	\$ 32,200	\$ 8,900	\$ 13,000	46.07%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Transportation			
Program: Wash Bay			
Account Number	Account Name	2013 Budget	Justification
62899	Other Miscellaneous Operating Supplies	1,500	Soap and Other Miscellaneous Chemicals 1,500
62000	Total Commodities	1,500	
63501	R&M - Buildings and Facilities	3,000	Entrance Door and Miscellaneous Building Repairs 3,000
63549	R&M - Other Specialized Equipment	2,000	Wash Equipment, Air Compressor, Pumps 2,000
63999	Other Contract Services	2,200	Wash Equipment, Inspections, Sand Trap Maintenance 2,200
63000	Total Contract Services	7,200	
64201	Telephone	400	Telephone 400
64204	Water & Sanitation	3,900	Water for Wash Facility 3,900
64000	Total Other Operating Costs	4,300	

Recreation



Town of Avon
Departmental Budget Summary by Program
2013 Annual Budget
Recreation Department

Department Budget by Category:	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel	\$ 1,281,714	\$ 1,449,000	\$ 1,424,292	\$ 1,498,040	5.18%
Commodities	99,417	153,811	148,571	150,291	1.16%
Contract Services	270,311	331,297	281,232	299,079	6.35%
Other Operating Costs	400,302	413,670	414,261	432,277	4.35%
Capital Outlay	2,733	10,900	6,500	2,400	-63.08%
Total	\$ 2,054,477	\$ 2,358,678	\$ 2,274,856	\$ 2,382,087	4.71%

Department Budget by Program:					
Special Events	\$ 302,353	\$ 348,880	\$ 298,763	\$ 333,975	11.79%
Administration	346,064	375,631	377,472	396,475	5.03%
Adult Programs	28,944	36,548	28,497	35,401	24.23%
Aquatics	373,208	443,939	442,062	458,221	3.66%
Child Care	34,769	38,487	38,507	40,631	5.52%
Fitness	117,518	132,080	132,121	135,298	2.40%
Front Desk	201,591	224,941	224,325	231,876	3.37%
Maintenance	496,539	574,475	553,233	565,465	2.21%
Youth Programs	122,232	130,123	129,296	132,837	2.74%
Cabin	31,259	53,574	50,580	51,908	2.63%
Total	\$ 2,054,477	\$ 2,358,678	\$ 2,274,856	\$ 2,382,087	4.71%

Sources of Funds:					
Direct Program Revenues:					
Admission Fees	\$ 792,769	\$ 800,000	\$ 762,000	\$ 790,000	3.67%
Program Fees	33,780	41,805	40,000	40,000	0.00%
Rentals	21,838	18,800	21,240	22,000	3.58%
Merchandise Sales	9,621	10,000	8,000	8,000	0.00%
Childcare	8,771	9,000	9,000	9,000	0.00%
Rec Center Services	14,536	15,000	15,000	15,000	0.00%
Fitness Program Revenues	42,101	40,000	40,000	40,000	0.00%
Adult Program Revenues	12,294	14,000	9,000	12,000	33.33%
Cabin Equipment Rentals	29,395	38,669	28,000	28,000	0.00%
Athletic Field Rentals	3,587	4,465	4,465	4,465	0.00%
Cabin Concessions	3,689	5,500	5,000	5,000	0.00%
Youth Program Revenues	118,969	121,159	109,000	109,000	0.00%
Sponsorships	58,670	60,050	35,000	65,000	85.71%
Event Fees	58,110	67,550	58,596	15,656	-73.28%
	1,208,130	1,245,998	1,144,301	1,163,121	1.64%
Eagle County - Special Events Contribution	6,000	4,000	-	6,000	NA
Community Enhancement Fund - Ironkids	10,000	-	-	-	NA
General Fund Subsidy	830,347	1,108,680	1,130,555	1,212,966	7.29%
Total	\$ 2,054,477	\$ 2,358,678	\$ 2,274,856	\$ 2,382,087	4.71%

Full-time Employees (FTEs)	12.00	12.00	12.00	12.00
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RECREATION

RECREATION

SERVICE PROVIDED BY RECREATION

The Recreation Department provides services in the following areas: **Administration, Special Events, Adult Programs, Fitness, Aquatics, Youth Programs, Front Desk Management, Cabin Rentals and Maintenance.**

The **Mission** of the Avon Recreation Department is to bring the community together through comprehensive recreation programs and services. The Department values are as follows: **Safety:** *is our first priority.* **Superior programming:** *is the foundation of our organization.* **Accountability:** *we answer to each other and the public.* **Superior Customer Service:** *we strive to exceed our customer's expectations.*

ADMINISTRATION provides the administrative support for 12 full-time and 75 part-time employees of the Recreation Department. Personnel management, financial reporting and controls, contract negotiations, and the development and implementation of operating guidelines are the primary functions of this division. The administration division also oversees all program development and implementation, online brochure production and distribution, and marketing and budgeting strategies for the Department. The marketing program focuses on locals as well as tourists through advertising in print, radio, internet and social media.

SPECIAL EVENTS division oversees the implementation of the Recreation Department's special event and marketing program. 2013 events include: Fire & Ice, Father's Day Fishing Derby, Lacrosse Shoot-Out, Camp 911, Salute To The USA, Triple Bypass & Double Triple, Reds, Whites & Brews, Bec Tri Sprint Triathlon, American Cancer Society Relay for Life, Colorado Disc Dogs, American Crown Circus, Xterra Triathlon, the Mini Cooper event, Dunk-n-Dash Series, TransRockies Run, Vail Valley Soccer Invitational Tournament, and Icing on the Lake. The special events division is always looking at new events. Two potential new events in 2013 are: TriRock Triathlon or Avon's Triathlon. The marketing program focuses on locals as well as tourists through advertising in print, radio, web, internet and social media

FITNESS division offers the following aerobic/fitness programs: personal training, fitness assessments, fitness orientations, yoga (Hatha, Kudalini, Vinyasa and Athletic), outdoor boot camp, winter sports conditioning, spin classes, Zumba, Hoop Fit, step aerobics, body sculpt, and core conditioning. The fitness floor offers TechnoGym, Free Motion, Precor and StepMill cardio equipment with built in televisions, Paramount resistance machines, and a free weight area. In 2013 the fitness department will replace two Precor AMT machines as well as the bicep curl and tricep press down strength pieces.

ADULT PROGRAMS division offers the following programs: art workshops, adult cultural field trips, N'Balance active older adult class. Adult leagues offered are: volleyball, dodgeball, inner tube water polo, kickball, dance, and tai chi. Drop-in programs offered are basketball, volleyball, knitting and ultimate frisbee. Group tennis lessons and private tennis lessons are offered as well.

YOUTH PROGRAMS division provides a large variety of sports, educational and recreational activities for infants through teenagers. Opportunities include: art workshops, basketball, children's tennis, summer day camp, Summer Sports camps, Munch Bunch, volleyball, Little Wizards, Safe Sitter class, school's out camps for the days students are not in school, and a five day a week before/after school program for two elementary schools.

RECREATION

AQUATICS division provides the community with a wide variety of water aquatic activities in a 15,000 square foot indoor environment. Holding over 179,000 gallons of water, Avon's four pools offer programming for people of all ages and abilities including group swim lessons, private swim lessons, school group lessons, lifeguard training class, water safety instructor course, swim team, kayak classes, open kayak, scuba class, water aerobics classes, beginning diving classes and public safety classes. Also, the aquatics division has incorporated open water swim in Nottingham Lake once a week for a 2 hour session.

FRONT DESK division serves as the registration and check in area for the Avon Recreation Department. The primary services performed by this division are daily admissions to the recreation center, pass and punch card sales, and program registration. The front desk serves as the focal point for information dissemination to customers as well as personnel. Lost and found, resale, towel and locker rental, problem resolution, switchboard operations, and first aid are all services provided by this division.

CABIN division serves as the central headquarters for the majority of recreational activities that occur in Avon during the summer and winter. The primary services performed by this division are daily boat rentals, ice skate rentals and selling concessions.

MAINTENANCE division provides the technical and custodial support for the entire Recreation Department and the 40,000 square foot recreation center. The primary functions of the maintenance program include custodial services, asset management, purchasing, stocking and installation of parts and supplies for the recreation center. Other services provided are construction project management, electrical, plumbing, mechanical and specialized pool equipment and building structure maintenance. This division is the glue that holds the recreation center together and keeps it functioning and looking good.

SIGNIFICANT BUDGET ISSUES

- Maintain acceptable service level with status quo budgets in place. Encourage innovation and a mindset of embracing new financial model.
- Integrate recreation programming that is compatible with the components of Nottingham Park Master Plan.
- Develop strategy that responds to the community's expressed desires in the 2012 recreation program survey.
- Continue to measure impacts of special events on local economy and quality of life through after action reporting.
- Seek out new special event concepts that would fit well on the improved Mall space.
- Launch a private/public partnership with public provider for lease of childcare space at the ARC.
- Consider alternate programming during winter cabin/ice skating season due to unstable water levels in Nottingham Lake.
- Research the tie in of the domestic water system at the ARC to Heat Recovery.
- Measure and refine saving estimates from energy efficient projects implemented at the ARC.
- Explore options to fund some of the more pressing deferred maintenance items such as the big water slide and the building automation software.
- Install an interface between RecTrac software and Pentamation to avoid duplicative services.

RECREATION

ACCOMPLISHMENTS

SPECIAL EVENTS

- Developed and implemented an ARC Community Survey which went to 4,100 Rec. Center patrons.
- Participated in website committee which developed and launched the new Town, Recreation Center and Police Department web sites.
- Implemented three new events: Reds, Whites & Brews, American Cancer Society Relay for Life and Colorado Disc Dogs.
- Organized and marketed a successful Salute to the USA event without fireworks; 4,700 in attendance.
- Developed new event idea in partnership with outside company for new Fire & Ice event in February 2013.
- Worked with outside companies to bring Stand Up Paddleboarding to Nottingham Lake in summer months.
- Was able to provide event organizers with desired dates and maintained level of service even though events were often on the same day and/or weekend. Kept a high level of morale within department and volunteers.
- Hired and trained new special events assistant.

Administration

- Reduced overall expenses to keep cost recovery rate in 50% range.
- Participated in town-wide safety committee and offered in-house training on customer service, emergency procedures, ADA, First Aid, CPR, and AED.
- Facilitated one day per month furlough program for all FT employees
- Updated employee manuals, new employee checklists, job descriptions, and F drive.
- Earned 100% on Cirsa audit and awarded safety manager of year.
- Participated in Healthy Communities Coalition.
- Conducted in-depth program survey on all recreational facilities and offerings.

ADULT PROGRAMS

- Effectively trained new employees in expectations of the division.
- Continued relationships with Vail Resorts and aggressively recruited TOA employees.
- Boosted drop-in volleyball and basketball numbers.
- Adjusted times to make the fencing program more convenient and profitable
- Collaborated with the county to create an N'Balance active older adult program.

Aquatics

- Increased swim team to over 100 kids.
- Experienced no major accidents or incidents due to proactive guarding and training.
- Instituted our division goals and expectations pathway to success.
- Staffed a pool coordinator on duty throughout the day every day of the week.
- Hired a new Aquatics Coordinator
- Cut expenses while maintaining revenues and same quality programs.
- Instituted a four week rather than five week swim lesson structure to allow for more lessons throughout the year, thus increasing revenues.
- Continued to maintain all pool operations in house saving on outside contractor expense.

RECREATION

- Maintained standards in pool area in accordance with Virginia Graeme Baker Pool and Spa Safety Act.
- Maintained standards for ADA requirements in the Aquatics area.
- Increased Revenue to Baby Sitting course by running more courses
- Increased overall revenues compared to 2011.

Childcare

- A switch of space for Ascent physical therapy will double rent and still allow childcare to continue in a smaller space.
- Re-certified all childcare staff in First Aid and CPR.
- Established communication plan for parents with children with food allergies.
- Coordinated babysitting hours with fitness schedule, utilized childcare space for summer camp support during off hours.
- Continued with the reduced contact hours by staff to help with revenue recovery ratios.
- Increase in revenue from 2011.

Fitness

- Purchased and installed five new Technogym strength pieces; vertical traction, low row, shoulder press, chest press and
- Maintained a well-balanced weekly group fitness schedule and kept within budget
- Increased amount of revenue from personal training.
- Refreshed group fitness schedule by adding Hoop Fit, Forever Fit and TurboKick classes
- Maintaining customer satisfaction with group fitness and overall fitness department despite continued budget reductions.
- Revised special event assistant hours in slow events season to accommodate needs on fitness floor to meet patron needs and address safety issues.

Front Desk and Cabin

- Installed new intranet based time clock system for employees allowing department heads and payroll to directly access the time clock from any computer on the local network.
- Research RecTrac to Pentamation interface for seamless accounting processes.
- Upgrade RecTrac from 10.2s to 10.3.
- Organized areas within RecTrac including Facility Reservations and Activity/Childcare programs. A new program code structure was created upon which all new programs codes will be based. This will remove 10+ years' worth of duplicate ARC programs listed in RecTrac.
- Kept RecTrac and the Finance System in balance.
- Maintained the Front Desk as a support center for Programs, Special Events, and Aquatics staff.
- Continued to utilize the flat screen TV in lobby to promote special events, programs, and Recreation Center news to patrons sitting in the lobby.
- Continued to use a coupon program focused on bringing in guests of our Special Event sponsor hotels; the Christie Lodge, Comfort Inn, and Westin.
- Initial testing phase for the customer rewards point program continued. This program would be used to recruit and retain pass holders. Continued data collection and research is to be conducted to find if it is feasible or not.

RECREATION

- Previous temporary employee who had filled the General Programs Supervisor position was released and a new full-time employee was hired to fill the newly reorganized Front Desk Supervisor position.
- New paddle board program was introduced on Nottingham Lake. Alpine Quest and SUP Colorado utilized the lake on weekly basis for demo use and instruction for paddle boarding.

Maintenance

- Upgrade of fire alarm system
- Upgrade to energy efficient lighting throughout building
- Upgrade electrical circuitry for cardio equipment
- Upgrade digital system for televisions
- Electrical upgrades for pool pump room.
- Keeping costs as minimum as possible without affecting service levels.
- Refinish dance studio floor
- Keeping HVAC throughout building running well without the cost of an annual service contract.
- Negotiating low cost annual contracts for multiple vendors for the recreation center.
- Become compliant with an installation of a PRV valve for fire sprinkler system for recreation center.
- Replace washer for recreation center and tenant
- Replacement of Lap pool boiler
- Installed safety ladders over lazy river

Youth Programs

- Full time staff instructed day camp, basketball, after school, volleyball, and to decrease expenses.
- Trained new staff for day camp.
- Worked closer with state of Colorado to allow more day camp scholarships.
- Ran a very successful and profitable Before/After School program for two schools.
- Collaborated with Walking Mountain Science School to provide an educational component to our summer camp.
- Collaborated with Little Chefs of Vail to offer a cooking component to our summer camp.
- Continued to re-organize the summer camp daily schedule to create more activities promoting education, fitness, and nutrition.
- 5 day a week before school program at Homestake Peak Elementary School program doubled in size with start of new school year.

2013 GOALS

Special Events

- Maintain budget in 2013 to have another marketing/sponsorship analysis performed on the Salute to the USA event.
- Maintain staffing to enable us to continue to attract large turn-key events and/or collaborative efforts such as Fire & Ice, USA Pro Cycling, Triathlons, etc.
- Develop email newsletter to enhance our marketing outreach in the community.
- Continue to develop ideas and reach out to the business community to grow the winter and summer use of Nottingham Lake and fields.
- Increase travel/training to allow Supervisor to visit other special event venues and promoters to solicit new events business, i.e. Buskerfest, Lumberjack or Strongman events, triathlons and other sporting events, cultural events to include arts, food, wine, etc.
- Research creative marketing and event ideas to poise Avon for added exposure during the 2015 event in Beaver Creek.
- Continue to foster creative promotions/marketing for the Recreation Center programs/facility.
- Continue to foster marketing relationships for the Recreation Center with local publications, businesses and initiatives.
- Develop new sales packages which incorporate sponsor identification throughout our youth and adult programs.
- Utilize Intercept Insights, LLC. survey information to enhance Salute sponsorship opportunities.
- Work cooperatively with Beaver Creek Resort on new Fire & Ice event to be held over Presidents Day weekend.
- Continue to strategize on sponsorship opportunities to further increase revenue.

Administration

- Collaborate with VRD and WECMRD and other outside entities to establish cooperative programming and reduction of duplicative services.
- Partner with Eagle County to offer scholarship program to provide recreational opportunities to economically challenged families.
- Enhance revenue through creative programming ideas identified by staff and patron survey.
- Utilize Intercept Insights, ARC Community Survey to ensure we are meeting the communities wants and needs for recreational programming
- Maintain competitive wages for both full-time and part-time employees to enhance staff recruitment and retention.
- Facilitate teambuilding/effective communication sessions through weekly staff meetings.
- Restore travel, conference, and training funds to various divisions in order to encourage professional development.
- Work to improve relations with all other Town Departments via face to face meetings.
- Set high standards to enforce green initiatives and thinking.
- Provide training and opportunities for discussion on how the recreation department can help to improve Avon's sense of community.
- Explore concepts for new event to take place to activate the Mall area leading up to the 2015 World Cup event.

RECREATION

Adult Programs

- Continue to seek out and aggressively implement fresh new and or updated programs.
- Look closely at our current offerings to decipher why some programs are not successful and then make appropriate changes for success.
- Exceed revenue projections.
- In response to the community survey, offer a fun trail run for the community.
- Gain enough participation to have all leagues offering run.
- Obtain sponsorship to support for all of our programs.
- Continue to work closer with Vail Resorts to enhance marketing efforts.

Aquatics

- Maintain full time Aquatics Coordinator and two Pool Coordinator positions.
- Focus on customer service training with lifeguard staff.
- Keep full-time staff challenged and excited about the work environment.
- Increase revenues through aggressive, timely marketing.
- Increase stock of maintenance parts to help quickly mitigate pool maintenance issues.
- Increase scope of work and knowledge of Pool Coordinator staff.
- Keep all staff current on certifications.
- Keep an accurate inventory off all aquatics supplies.
- Increase revenues
- Create unique, fun programs for teenagers
- Have Pool Coordinators obtain a Lifeguard Instructor and Babysitter certification
- Increase programming in Nottingham Lake

Childcare

- Complete employee checklists on all new hires.
- Seek additional ways to utilize childcare space during down time.
- Implement computerized tracking system for childcare cards via Rec-trac.
- Encourage more MOD interaction with childcare employees.
- Continue to provide great care for our patrons with less staff present.
- A switch of space for Ascent physical therapy will double rent and still allow childcare to continue in a smaller space.

Fitness

- Replace two out of warranty AMT cardio machines, one bicep strength and one tricep strength piece of equipment
- Keep all instructors current on all CPR, AED and other certifications
- Improve depth in group fitness instructor pool
- Continue to collaborate with VVMC to offer free monthly blood screenings. Reach out to other outside agencies to offer similar programs.
- Research new fitness trends, exercise for beginners program, exercise for weight loss program, etc.
- Research new fitness floor products with goal of installation in 2014
- Promote and further educate our personal trainers to grow this area of revenue
- Continue to bring in fresh classes consistent with group fitness industry trends to further increase revenues

RECREATION

Front Desk and Cabin

- Explore a new customer rewards point program that will attract new and retain current patrons.
- Implement new RecTrac to Pentamation interface.
- Research new programming ideas at the cabin such as a winter Nordic Center, utilizing the cabin as an afternoon/evening teen center, etc.
- Continue to find ways to encourage staff to give exceptional customer service even with fewer people working at the desk.
- Provide continuing CPR / First Aid Training to all Front Desk and Cabin employees.
- Continue to seek out new retail items to increase revenue.
- Continue to develop relationships with employers with large employee bases (i.e. Vail Resorts, Eagle County School District) to increase corporate pass sales.
- Review and streamline ARC Fee Schedule with the goal of generating revenue and simplifying the structure.
- Clean up, explore, and utilize pre-existing RecTrac modules to a degree that will enable us to be more effective with ARC internal and external programs.

Maintenance

- Cost control of facility maintenance at recreation center.
- Replacement of patio concrete.
- Replacement of portions of pool deck concrete as well as slip prevention measures.
- Purchase of two spare pumps for inventory.
- Replacement of four chemical control feeders.

Youth Programs

- Keep day camp numbers at capacity.
- Continue to run our After School program and increase enrollment.
- Continue to grow our Before School program.
- Have enough registration to have all sport/league offering run at or near capacity.
- Increase revenues.
- Look closely at community needs to meet demands.
- Add youth sports camp for young children and continue to grow.
- Seek conferences and training to ensure that our programs and staff are up to date.
- Continue to try and obtain grants to improve the quality of our programs while keeping the cost to parents at a minimum.
- Continue high levels of safety at all programs.
- Build stronger relationships with staffs at all schools in the valley to help market and promote our programs.

FUTURE OUTLOOK

The Recreation Department is committed to providing a consistent level of service for 2013. Ideas for increasing revenues and patron counts are continually being explored and implemented by recreation staff. Current fees and discounting strategies should be re-evaluated for opportunities to attract new members. The department is constantly looking for ways to operate more efficiently and enhance program offerings. The 2012 email survey results will be used as a road map to improve services. Responding to the impacts of a slow economy will be a high priority for the Recreation Department over the next several years. Staying innovative with the town's current financial model will require collaboration with outside entities. Measuring and understanding the economic and social impacts of our special events will remain an important component of the town's financial success.

Town of Avon Line Item Detail

Function: Recreation and Culture #500
 Department: Recreation Department #510
 Program: Special Events #513

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 43,985	\$ 44,434	\$ 44,434	\$ 47,055	5.90%
61106	Paid-out Leave	-	-	597	452	-24.29%
61121	PTS Wages	15,323	17,080	16,080	16,320	1.49%
61122	PTS Bonuses	-	300	300	330	10.00%
61151	Overtime Wages	17,926	34,944	21,934	36,884	68.16%
61156	Extra Duty	-	18,596	14,865	-	-100.00%
61159	Other Wages	2,443	3,750	1,750	3,750	114.29%
61202	Ski Pass	295	-	-	-	NA
61301	FT Pension	3,726	4,888	4,953	5,226	5.51%
61302	PTS Pension	709	641	614	624	1.63%
61304	Employee Assistance Program	22	18	18	18	0.00%
61401	FICA/Medicare	1,139	960	1,459	1,529	4.80%
61501	Group Health and Life Insurance	13,425	8,956	8,956	10,538	17.66%
61505	Long-term Disability Insurance	463	418	418	418	0.00%
61506	Short-term Disability Insurance	196	195	195	-	-100.00%
61507	Dental Insurance	1,501	900	900	945	5.00%
61509	Worker's Compensation	902	567	598	626	4.68%
61510	Unemployment Insurance	233	339	298	314	5.37%
61000	Total Personnel	102,288	136,986	118,369	125,029	5.63%
Commodities:						
62302	Special Event Materials and Supplies	4,376	3,800	3,800	3,800	0.00%
62801	Gifts and Awards	3,095	3,000	3,000	4,500	50.00%
62802	Food and Beverages	6,623	5,750	5,750	6,750	17.39%
62805	Clothing and Uniforms	11	-	-	-	NA
62902	Audio and Visual Supplies	-	1,000	1,000	500	-50.00%
62000	Total Commodities	14,105	13,550	13,550	15,550	14.76%
Contract Services:						
63199	Other Professional Services	88,565	112,144	91,744	101,300	10.42%
63203	Printing and Reproduction Services	8,747	4,600	4,600	3,600	-21.74%
63305	Audio/Visual Services	8,995	9,000	9,000	12,000	33.33%
63606	Rentals - Crowd & Traffic Control Equipment	13,105	9,350	6,350	12,400	95.28%
63607	Rentals - Portable Facilities	9,074	8,140	5,140	11,083	115.62%
63699	Rentals - Other Miscellaneous	5,794	1,200	1,200	500	-58.33%
63999	Other Contract Services	16,021	12,500	9,500	4,500	-52.63%
63000	Total Contract Services	150,301	156,934	127,534	145,383	14.00%

Town of Avon Line Item Detail

Function: Recreation and Culture #500
 Department: Recreation Department #510
 Program: Special Events #513

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Other Operating Costs:						
64101	Travel, Training and Conference	-	-	-	1,000	NA
64102	Dues, Licenses and Memberships	-	275	275	275	0.00%
64103	Mileage Reimbursement	321	500	500	500	0.00%
64301	Postage and Delivery Costs	101	600	600	600	0.00%
64306	Permit & Licensing Fees	605	800	800	800	0.00%
64402	Equipment Replacement Charges	2,950	2,589	2,589	2,588	-0.04%
64901	Advertising and Legal Notices	24,240	11,850	13,850	16,850	21.66%
64902	Financial Donations and Contributions	5,000	19,296	19,296	22,500	16.60%
64905	Insurance Premiums	1,580	2,300	400	1,900	375.00%
64000	Total Other Operating Costs	34,797	38,210	38,310	47,013	22.72%
Capital Outlay:						
66402	Computers and Peripherals	-	2,200	-	-	NA
66403	Audio/Visual Equipment	862	1,000	1,000	1,000	0.00%
66000	Total Capital Outlay	862	3,200	1,000	1,000	0.00%
60000	Total Expenditures	\$ 302,353	\$ 348,880	\$ 298,763	\$ 333,975	11.79%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Program:		Recreation Special Events		
Account Number	Account Name	2013 Budget	Justification	
61121	PTS Wages	16,320	Administrative Assistant - 40 hours X 48 weeks X \$17.00/hour (50%)	16,320
61122	PTS Bonuses	330	1 X \$659 (50%)	330
			Public Works/Parks:	
			Fishing Derby -- 8 hours @ \$30/hr.	240
			Salute - 567 hours @ \$30/hr.	17,010
			Reds, Whites & Brews - 207 hours	6,204
			Dunk-n-Dash -- 25 hours @ \$30/hr.	750
			Icing on the Lake -- 24 hours @ \$30/hr.	720
			Fire & Ice - 266 hours	6,000
			Trash Services - Outside of regular hours	
			Triple Bypass - 24 hours @ \$30/hr.	720
			American Cancer Relay - 8 hours @ \$30/hr	240
			Police:	
61151	Overtime Wages	36,884	Salute - 93 hours @ \$37.63/hr	3,500
			Fire & Ice - 39 hours	1,500
61159	Other Wages	3,750	5% Commission on Sponsorships	3,750
			Salute	1,000
			Fishing Derby	400
			Dunk-n-Dash	500
			Icing on the Lake	500
			Camp 911	100
			Fire & Ice	1,000
62302	Special Event Materials & Supplies	3,800	General	300
			Fishing Derby	500
			Dunk-n-Dash	2,500
			Icing on the Lake	300
			Fire & Ice - Artists/People Choice	1,000
62801	Gifts and Awards	4,500	Staff Incentives	200
			Salute	2,500
			Fishing Derby	600
			Dunk-n-Dash	400
			Icing on the Lake	650
			Fire & Ice	2,500
62802	Food and Beverages	6,750	General	100
62902	Audio and Visual Supplies	500	Sound Cords, Cover and Parts for PA	500
62000	Total Commodities	15,550		

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Program:		Recreation Special Events	
Account Number	Account Name	2013 Budget	Justification
			Salute - Fireworks 53,500
			Performers 8,000
			Emcee 200
			Guest Officers - \$55.85/hr x 304 hrs 17,000
			Fire Personnel 500
			Beer Garden Security 2,500
			Perimeter Security 1,000
			Dunk-n-Dash Timing 1,200
			Fishing Derby 500
			Icing on the Lake 1,000
			Fire & Ice - Guest Officers 2,500
			Sculptor Fee 8,000
			Security (night) 2,000
63199	Other Professional Services	101,300	Creative Svcs: Market Research for Salute 3,400
			Salute - Posters, Signs, Banners 1,000
			Fishing Derby 300
			Dunk-n-Dash 1,000
			Icing on the Lake 300
63203	Printing and Reproduction Services	3,600	Fire & Ice 1,000
			Salute - Sound 3,000
			Lights 3,000
			Stage 2,000
			Backline 1,000
63305	Audio/Visual Services	12,000	Fire & Ice - Sound 3,000
			Salute - Fencing 7,000
			Lighting 1,400
			Fire & Ice - Fencing 3,000
			Lighting 1,000
63606	Rentals - Crowd Control	12,400	
			Salute - Portable Restrooms 6,083
			Dumpsters/Recycling 2,000
			Fire & Ice - Portable Restrooms 2,500
			Dumpsters/Recycling 500
63607	Rentals - Portable Facilities	11,083	
63699	Other Miscellaneous Rentals	500	General 500
			Reds, White & Brews 2,000
			Fire & Ice - Lodging 2,000
63999	Other Contract Services	4,500	Icing on the Lake- Entertainment 500
63000	Total Contract Services	145,383	
64101	Travel, Training, Conference	1,000	IEG Sponsorship Conference 1,000
64102	Dues, Licenses and Memberships	275	CFEA 275
64103	Mileage Reimbursement	500	Staff Mileage Reimbursement 500

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Recreation			
Program: Special Events			
Account Number	Account Name	2013 Budget	Justification
64301	Postage and Delivery	600	Postage for Mailings 600
64306	Permit and Licensing Fees	800	ASCAP, SESAC, BMI 800
64402	Equipment Replacement Charges	2,588	Annual Equipment Rental Charges 2,588
64901	Advertising and Legal Notices	16,850	Salute 6,000
			Fishing Derby 1,200
			Dunk-n-Dash 2,500
			Icing on the Lake 1,000
			Fire & Ice 6,000
			General 150
			USA PCC or new triathlon 10,000
			Tough Mudder 2,500
			BC Rodeo 2,500
			Triple Bypass 2,500
64902	Financial Donations and Contributions	22,500	XTERRA 2,500
			BecTri 2,500
64905	Insurance Premiums	1,900	Salute 1,500
			Volunteers 400
64000	Total Other Operating Costs	47,013	
66403	Audio/Visual Equipment	1,000	10 X 20 Tent 1,000
66000	Total Capital Outlay	1,000	

Town of Avon Line Item Detail

Function: Recreation and Culture #500
 Department: Recreation Department #510
 Program: Administration #514

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 188,066	\$ 207,178	\$ 207,178	\$ 217,124	4.80%
61106	Paid-out Leave	-	-	1,180	2,088	76.95%
61121	PTS Wages	14,273	16,080	16,080	16,320	1.49%
61122	PTS Bonuses	-	299	299	330	10.37%
61151	Overtime Wages	1,227	200	700	200	-71.43%
61201	Automobile Allowance	3,600	3,600	3,600	3,600	0.00%
61202	Ski Pass	295	-	-	-	NA
61301	FT Pension	15,403	22,790	22,920	24,113	5.21%
61302	PTS Pension	563	611	629	632	0.48%
61304	Employee Assistance Program	50	60	60	60	0.00%
61401	FICA/Medicare	1,242	1,557	1,581	1,618	2.34%
61501	Group Health and Life Insurance	28,364	30,095	30,095	35,373	17.54%
61505	Long-term Disability Insurance	1,078	1,291	1,291	1,284	-0.54%
61506	Short-term Disability Insurance	817	887	887	-	-100.00%
61507	Dental Insurance	3,607	3,000	3,000	3,150	5.00%
61509	Worker's Compensation	881	1,162	1,238	1,282	3.55%
61510	Unemployment Insurance	590	682	684	719	5.12%
61000	Total Personnel	260,056	289,492	291,422	307,893	5.65%
Commodities:						
62401	Gasoline	3,540	3,160	3,160	3,160	0.00%
62802	Food and Beverages	773	1,000	1,000	1,000	0.00%
62899	Other Miscellaneous Operating Supplies	1,555	2,150	2,150	2,150	0.00%
62901	Duplicating Supplies	1,033	1,000	1,200	1,200	0.00%
62903	Data Processing Supplies	5	1,000	1,200	1,200	0.00%
62904	Software	-	300	-	-	NA
62999	Office Supplies and Materials	2,659	1,500	1,500	1,500	0.00%
62000	Total Commodities	9,565	10,110	10,210	10,210	0.00%
Contract Services:						
63199	Other Professional Services	4,074	2,500	2,500	2,500	0.00%
63304	Computer Services	3,342	3,060	3,690	4,055	9.89%
63504	R&M - Office Equipment	2,091	700	700	700	0.00%
63603	Rentals - Office Equipment	3,847	4,196	4,196	3,829	-8.75%
63999	Other Contract Services	1,820	2,000	2,000	2,000	0.00%
63000	Total Contract Services	15,174	12,456	13,086	13,084	-0.02%

Town of Avon Line Item Detail

Function: Recreation and Culture #500
 Department: Recreation Department #510
 Program: Administration #514

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Other Operating Costs:						
64101	Travel, Training and Conference	-	-	-	1,500	NA
64102	Dues, Licenses and Memberships	-	450	450	450	0.00%
64103	Mileage Reimbursement	-	100	200	200	0.00%
64201	Telephone	3,146	4,000	3,200	3,200	0.00%
64206	Cellular and Paging	4,716	2,480	2,480	2,940	18.55%
64301	Postage and Delivery Services	487	500	500	500	0.00%
64308	Sales Tax	576	900	900	900	0.00%
64401	Fleet Maintenance Charges	5,554	6,435	6,435	6,435	0.00%
64402	Equipment Replacement Charges	4,880	5,031	5,031	5,031	0.00%
64403	Washbay Charges	2,124	1,560	1,560	1,560	0.00%
64901	Advertising and Legal Notices	28,456	29,103	29,103	29,103	0.00%
64905	Insurance Premiums	10,269	13,014	12,895	13,469	4.45%
64000	Total Other Operating Costs	60,208	63,573	62,754	65,288	4.04%
Capital Outlay:						
66402	Computers and Peripherals	1,061	-	-	-	NA
66000	Total Capital Outlay	1,061	-	-	-	NA
60000	Total Expenditures	\$ 346,064	\$ 375,631	\$ 377,472	\$ 396,475	5.03%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Recreation		Program: Administration	
Account Number	Account Name	2013 Budget	Justification
61121	PTS Wages	16,320	Administrative Assistant: 40 hours X 48 weeks X \$17.00/hour (50%)
61122	PTS Bonuses	330	1 X \$659 (50%)
61151	Overtime Wages	200	PTS Overtime
62401	Gasoline	3,160	Fuel Charges for Department
62802	Food and Beverages	1,000	Coffee for Patrons Incentives for Staff
62899	Other Miscellaneous Operating Supplies	2,150	Batteries, Film Development, BBQ
62901	Duplicating Supplies	1,200	Copy Paper, Copier Toner
62903	Data Processing Supplies	1,200	Printer Toner, Print Cartridges
62999	Office Supplies and Materials	1,500	All Office Supplies
62000	Total Commodities	10,210	
63199	Other Professional Services	2,500	Translation Services/ Creative Artwork
63304	Computer Services and Support	4,055	RecTrac Support RecTrac to Pentamation Interface
63504	R&M - Office Equipment and Computers	700	Xerox Copier Print Charges
63603	Rentals - Office Equipment	3,829	Xerox Copier \$319.16 x 12
63999	Other Contract Services	2,000	Design Work
63000	Total Contract Services	13,084	
64101	Travel, Training, Conference	1,500	Vermont Systems On Site Training
64102	Dues, Licenses and Memberships	450	CPRA 6 X \$75
64103	Mileage Reimbursement	200	Mileage
64201	Telephone & Long-distance	3,200	Monthly Service
6420	Cellular and Paging	2,940	Smartphones w/ Data (\$780 X 1) Cellphones (\$240 X 9)
64301	Postage and Delivery	500	Postage of Mail, UPS, Fed Ex

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Recreation			
Program: Administration			
Account Number	Account Name	2013 Budget	Justification
64308	Sales Tax	900	Quarterly Sales Tax 4 X \$225 900
64401	Fleet Maintenance Charges	6,435	Annual Fleet Maintenance Charges 6,435
64402	Equipment Replacement Charges	5,031	Annual Equipment Rental Charges 5,031
64403	Washbay Charges	1,560	Annual Washbay Charges 1,560
			Early Childhood 45
			Battle Mountain 120
			Peaks Magazine 4,000
			Official Visitors Guide 2,000
			EveryScape 2,700
			KZYR 2,800
			KVBA-TV8 Annual Contract 2,750
			Parent Guide 4,788
			What To Do Vail/BC Winter/Summer 2,750
			Rodeo 550
			White Water Park 2,000
64901	Advertising and Legal Notices	29,103	Vail Daily - Print 4,600
64905	Insurance Premiums	13,469	CIRSA Property and Casualty (9%) 13,469
64000	Total Other Operating Costs	65,288	

Town of Avon Line Item Detail

Function: Recreation and Culture #500
 Department: Recreation Department #510
 Program: Adult Programs #515

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	12,514	\$ 12,642	\$ 12,642	\$ 13,388	5.90%
61106	Paid-out Leave	-	-	-	129	NA
61121	PTS Wages	10,487	11,557	6,557	10,380	58.30%
61122	PTS Bonuses	-	599	599	659	10.02%
61202	Ski Pass	69	599	599	659	10.02%
61301	FT Pension	1,049	1,391	1,391	1,487	6.90%
61302	PTS Pension	388	456	268	414	54.48%
61304	Employee Assistance Program	6	6	6	6	0.00%
61401	FICA/Medicare	331	375	300	372	24.00%
61501	Group Health and Life Insurance	1,715	2,977	2,977	3,503	17.67%
61505	Long-term Disability Insurance	128	116	116	123	6.03%
61506	Short-term Disability Insurance	56	56	56	-	-100.00%
61507	Dental Insurance	144	300	300	315	5.00%
61509	Worker's Compensation	211	223	190	235	23.68%
61510	Unemployment Insurance	67	76	61	76	24.59%
61000	Total Personnel	27,165	31,373	26,062	31,746	21.81%
Commodities:						
62301	General Program Supplies	927	2,100	1,160	2,180	87.93%
62802	Food and Beverages	180	1,400	600	600	0.00%
62805	Clothing and Uniforms	672	1,600	600	800	33.33%
62000	Total Commodities	1,779	5,100	2,360	3,580	51.69%
Other Operating Costs:						
64102	Dues, Licenses and Memberships	-	75	75	75	0.00%
64000	Total Other Operating Costs	-	75	75	75	0.00%
60000	Total Expenditures	\$ 28,944	\$ 36,548	\$ 28,497	\$ 35,401	24.23%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Recreation			
Program: Adult Programs			
Account Number	Account Name	2013 Budget	Justification
61121	PTS Wages	10,380	Program Instructors= 131 hrs X \$15.00 1,965 Program Referees= 130 hrs X \$18.00 2,340 Program Instructors= \$8,100 X 75% 6,075
61122	PTS Bonuses	659	1 X \$659 659
61202	Ski Pass	659	1 X \$659 659
62301	General Program Supplies	2,180	Broomball 170 Senior Cultural Trips 1,000 Kickball 170 Water Polo 170 Basketball 170 Volleyball Net and Posts 500
62802	Food and Beverages	600	Kickball, Broomball, Volleyball, Water Polo, and Dodgeball 600
62805	Clothing and Uniforms	800	Indoor Volleyball, Water Polo, Kickball Basketball, Broomball Shirts 800
62000	Total Commodities	3,580	
64102	Dues, Licenses and Memberships	75	CPRA 75
64000	Total Other Operating Costs	75	

Town of Avon Line Item Detail

Function: Recreation and Culture #500
 Department: Recreation Department #510
 Program: Aquatics #516

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 86,961	\$ 135,042	\$ 135,042	\$ 140,448	4.00%
61106	Paid-out Leave	-	-	1,058	1,350	27.60%
61121	PTS Wages	174,379	150,531	150,531	153,107	1.71%
61122	PTS Bonuses	1,997	1,797	1,797	1,977	10.02%
61151	Overtime Wages	1,594	2,500	1,500	1,500	0.00%
61202	Ski Pass	203	1,797	1,797	1,977	10.02%
61301	FT Pension	7,727	14,855	14,971	15,598	4.19%
61302	PTS Pension	6,386	5,750	5,712	5,816	1.82%
61304	Employee Assistance Program	46	84	84	84	0.00%
61401	FICA/Medicare	3,796	4,313	4,313	4,440	2.94%
61501	Group Health and Life Insurance	15,927	41,501	41,501	48,856	17.72%
61505	Long-term Disability Insurance	692	1,215	1,215	1,246	2.55%
61506	Short-term Disability Insurance	344	620	620	-	-100.00%
61507	Dental Insurance	1,546	4,200	4,200	4,410	5.00%
61509	Worker's Compensation	2,368	2,631	2,821	2,900	2.80%
61510	Unemployment Insurance	766	875	872	901	3.33%
61000	Total Personnel	304,732	367,711	368,034	384,610	4.50%
Commodities:						
62301	General Program Supplies	1,674	3,500	3,500	2,000	-42.86%
62305	Chemicals	16,897	24,000	24,000	24,000	0.00%
62805	Clothing and Uniforms	818	750	750	750	0.00%
62806	Safety Materials and Supplies	296	700	700	700	0.00%
62809	Medical Supplies and 1st Aid	172	500	500	500	0.00%
62899	Other Miscellaneous Operating Supplies	1,037	2,100	2,100	2,100	0.00%
62000	Total Commodities	20,894	31,550	31,550	30,050	-4.75%
Contract Services:						
63302	Laboratory Services	-	200	200	200	0.00%
63000	Total Contract Services	-	200	200	200	0.00%
Other Operating Costs:						
64101	Travel, Training and Conference	-	-	-	1,000	NA
64102	Dues, Licenses and Memberships	884	1,100	1,100	1,100	0.00%
64103	Mileage Reimbursement	-	250	250	250	0.00%
64399	Other Administrative Fees	-	1,200	1,200	1,200	0.00%
64402	Equipment Replacement Charges	46,698	39,728	39,728	39,811	0.21%
64000	Total Other Operating Costs	47,582	42,278	42,278	43,361	2.56%
Capital Outlay						
66402	Computers and Peripherals	-	2,200	-	-	NA
66000	Total Capital Outlay	-	2,200	-	-	NA
60000	Total Expenditures	\$ 373,208	\$ 443,939	\$ 442,062	\$ 458,221	3.66%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Recreation			
Program: Aquatics			
Account Number	Account Name	2013 Budget	Justification
			Lifeguards: 7,100 hrs X \$13.00 92,300
			Lead Lifeguards: 2,092 hrs X \$18.00 37,656
			Water Aerobic Inst: 260 hrs X \$23.00 5,980
			Program Instructors: 390 hrs X \$15.00 5,850
			Program Instructors: 310 hrs X \$14.00 4,340
			Program Instructors: \$6,500 X 75% 4,875
61121	PTS Wages	153,107	Swim Coach 156 hrs X \$ 13.50 2,106
61122	PTS Bonuses	1,977	3 X \$659 1,977
61151	Overtime Wages	1,500	Pool Coordinators 750 PTS Lifeguards 750
61202	Ski Pass	1,977	3 X \$659 1,977
62301	General Program Supplies	2,000	Aquatic Programs Supplies & Equipment 500 Swim Lesson Equipment, Fins, Kickboards 500 Water Aerobic Gloves, Noodles, Bands 500 Dumbbells, WSI Supplies, LGT, LGIT Supplies 500
62305	Chemicals	24,000	Calhypo 12,000 Oxidizer 3,000 Flocculant 1,000 Thiosulfate 250 Muriadic 6,000 Reagents 1,000 Soda Wash 250 Bicarb 500
62805	Clothing and Uniforms	750	Guard and Coaches Uniforms, Employee Shirts, Guard Whistles, Lanyards 750
62806	Safety Materials and Supplies	700	Eye Protection, Gloves, PPE, AED Trainer 700
62809	Medical Supplies and 1st Aid	500	Icepacks, Band-Aids, Aspirin, Medical Sup 500
62999	Office Supplies and Materials	2,100	Miscellaneous Supplies 2,100
62000	Total Commodities	30,050	
63302	Laboratory Services	200	Pool Water Testing 200
63000	Total Contract Services	200	
64101	Travel, Training, Conference	1,000	MSEC Supervisory Training \$200 x 5 1,000
64102	Dues, Licenses and Memberships	1,100	Red Cross Fees 800 CPRA 100 USS Memberships 100 USA Swimming 100

**TOWN OF AVON
 DETAILED BUDGET REQUESTS
 2013**

Department: Recreation			
Program: Aquatics			
Account Number	Account Name	2013 Budget	Justification
64103	Mileage Reimbursement	250	Mileage Reimbursement 250
64399	Other Administrative Fees	1,200	Ellis Provider Fees/Licenses 1,200
64402	Equipment Replacement Charges	39,811	Annual Equipment Rental Charges 39,811
64000	Total Operating Costs	43,361	

Town of Avon Line Item Detail

Function: Recreation and Culture #500
 Department: Recreation Department #510
 Program: Child Care #517

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 12,514	\$ 12,642	\$ 12,642	\$ 13,388	5.90%
61106	Paid-out Leave	-	-	-	129	NA
61121	PTS Wages	17,650	17,934	17,934	18,300	2.04%
61151	Overtime Wages	65	-	-	-	NA
61301	FT Pension	1,049	1,391	1,391	1,487	6.90%
61302	PTS Pension	639	673	673	686	1.93%
61304	Employee Assistance Program	6	6	6	6	0.00%
61401	FICA/Medicare	431	453	453	471	3.97%
61501	Group Health and Life Insurance	1,714	2,977	2,977	3,503	17.67%
61505	Long-term Disability Insurance	128	116	116	123	6.03%
61506	Short-term Disability Insurance	56	56	56	-	-100.00%
61507	Dental Insurance	144	300	300	315	5.00%
61509	Worker's Compensation	272	282	302	313	3.64%
61510	Unemployment Insurance	87	92	92	95	3.26%
61000	Total Personnel	34,755	36,922	36,942	38,816	5.07%
Commodities:						
62301	General Program Supplies	14	1,000	1,000	1,000	0.00%
62899	Other Misc Supplies	-	500	500	500	0.00%
62000	Total Commodities	14	1,500	1,500	1,500	0.00%
64101	Travel, Training and Conference	-	-	-	250	NA
64102	Dues, Licenses and Memberships	-	65	65	65	0.00%
64000	Total Other Operating Costs	-	65	65	315	384.62%
60000	Total Expenditures	\$ 34,769	\$ 38,487	\$ 38,507	\$ 40,631	5.52%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Recreation			
Program: Childcare			
Account Number	Account Name	2013 Budget	Justification
61121	PTS Wages	18,300	Childcare Attendant: 1,464 hrs X \$12.50 18,300
62301	General Program Supplies	1,000	Toys, Arts & Craft Supplies 1,000
62899	Other Miscellaneous Operating Supplies	500	Batteries, Cups, Soaps, Broom, Vacuum 500
62000	Total Commodities	1,500	
64101	Travel, Training, Conference	250	Identifying Child Abuse \$50 x 5 250
64102	Dues, Licenses and Memberships	65	CPRA 65
64000	Total Other Operating Costs	315	

Town of Avon Line Item Detail

Function: Recreation and Culture #500
 Department: Recreation Department #510
 Program: Fitness #518

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 14,662	14,811	14,811	15,685	5.90%
61106	Paid-out Leave	-	-	-	151	NA
61121	PTS Wages	37,806	47,785	47,785	48,145	0.75%
61151	Overtime Wages	2,084	-	-	-	NA
61159	Other Wages	814	-	-	-	NA
61202	Ski Pass	8	-	-	-	NA
61301	FT Pension	1,242	1,629	1,629	1,742	6.94%
61302	PTS Pension	1,450	1,792	1,792	1,805	0.73%
61304	Employee Assistance Program	6	6	6	6	0.00%
61401	FICA/Medicare	799	934	934	954	2.14%
61501	Group Health and Life Insurance	3,723	2,985	2,985	3,513	17.69%
61505	Long-term Disability Insurance	132	139	139	139	0.00%
61506	Short-term Disability Insurance	65	59	59	-	-100.00%
61507	Dental Insurance	453	300	300	315	5.00%
61509	Worker's Compensation	492	577	618	631	2.10%
61510	Unemployment Insurance	161	188	188	192	2.13%
61000	Total Personnel	63,897	71,205	71,246	73,278	2.85%
Commodities:						
62301	General Program Supplies	2,340	2,500	2,500	2,500	0.00%
62899	Other Miscellaneous Operating Supplies	3,346	3,400	3,400	3,400	0.00%
62000	Total Commodities	5,686	5,900	5,900	5,900	0.00%
Contract Services:						
63999	Other Contract Services	-	-	-	-	NA
63000	Total Contract Services	-	-	-	-	NA
Other Operating Costs:						
64101	Travel, Training and Conference	-	-	-	1,000	NA
64102	Dues, Licenses and Memberships	-	250	250	250	0.00%
64402	Equipment Replacement Charges	47,935	54,725	54,725	54,870	0.26%
64000	Total Other Operating Costs	47,935	54,975	54,975	56,120	2.08%
60000	Total Expenditures	\$ 117,518	\$ 132,080	\$ 132,121	\$ 135,298	2.40%

**TOWN OF AVON
 DETAILED BUDGET REQUESTS
 2013**

Department: Recreation			
Program: Fitness			
Account Number	Account Name	2013 Budget	Justification
61121	PTS Wages	48,145	Program Instructor: Boot Camp \$3,000 X 75% 2,250 Personal Trainers: \$17,000 X 75% 12,750 Aerobics Instructor: 1,441.1 hrs X \$23.00 33,145
62301	General Program Supplies	2,500	Group- X Class Supplies 2,500
62899	Other Miscellaneous Operating Supplies	3,400	Fitness Floor Supplies 3,400
62000	Total Commodities	5,900	
64101	Travel, Training, Conference	1,000	First Aid and CPR \$50 x 5 250 IDEA Training Classes \$50 x 10 500 Personal Training Seminars \$50 x 5 250
64102	Dues, Licenses and Memberships	250	IDEA Membership 250
64402	Equipment Replacement Charges	54,870	Annual Equipment Rental Charges 54,870
64000	Total Other Operating Costs	56,120	

Town of Avon Line Item Detail

Function: Recreation and Culture #500
 Department: Recreation Department #510
 Program: Front Desk #519

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 32,916	\$ 56,277	\$ 56,277	\$ 57,000	1.28%
61106	Paid-out Leave	-	-	307	548	78.50%
61121	PTS Wages	110,738	92,000	92,000	93,667	1.81%
61122	PTS Bonuses	1,863	2,396	1,797	1,977	10.02%
61151	Overtime Wages	3,692	2,700	2,000	2,025	1.25%
61202	Ski Pass	1,171	1,198	1,797	1,977	10.02%
61301	FT Pension	2,807	6,190	6,226	6,330	1.67%
61302	PTS Pension	3,697	3,641	3,592	3,663	1.98%
61304	Employee Assistance Program	24	36	36	36	0.00%
61401	FICA/Medicare	2,144	2,294	2,287	2,332	1.97%
61501	Group Health and Life Insurance	8,072	17,780	17,780	20,925	17.69%
61505	Long-term Disability Insurance	387	518	518	524	1.16%
61506	Short-term Disability Insurance	133	259	259	-	-100.00%
61507	Dental Insurance	799	1,800	1,800	1,890	5.00%
61509	Worker's Compensation	1,320	1,366	1,465	1,488	1.57%
61510	Unemployment Insurance	430	464	462	472	2.16%
61000	Total Personnel	170,193	188,919	188,603	194,854	3.31%
Commodities:						
62301	General Program Supplies	346	1,100	800	800	0.00%
62304	Merchandise for Resale	4,718	6,500	6,500	6,500	0.00%
62802	Food and Beverages	138	250	250	250	0.00%
62805	Clothing and Uniforms	891	1,200	1,200	1,200	0.00%
62899	Other Miscellaneous Operating Supplies	7,944	9,300	9,300	9,300	0.00%
62000	Total Commodities	14,037	18,350	18,050	18,050	0.00%
Contract Services:						
63551	Laundry and Cleaning Services	-	-	-	-	NA
63000	Total Contract Services	-	-	-	-	NA
Other Operating Costs:						
64101	Travel, Training and Conference	-	-	-	1,000	NA
64103	Mileage Reimbursement	-	100	100	100	0.00%
64307	Bank Service Charges and Credit Card Fees	16,551	16,472	16,472	16,472	0.00%
64000	Total Other Operating Costs	16,551	16,572	16,572	17,572	6.03%
Capital Outlay:						
66402	Computers and Peripherals	810	1,100	1,100	1,400	27.27%
66000	Total Capital Outlay	810	1,100	1,100	1,400	27.27%
60000	Total Expenditures	\$ 201,591	\$ 224,941	\$ 224,325	\$ 231,876	3.37%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Recreation			
Program: Front Desk			
Account Number	Account Name	2013 Budget	Justification
61121	PTS Wages	93,667	Front Desk Specialist: 1591 hrs X \$19.00 30,229 Front Desk Attendant: 5075 hrs X \$12.50 63,438
61122	PTS Bonuses	1,977	3 X \$659 1,977
61151	Overtime Wages	2,025	Front Desk Specialist 6 X \$18.75 X 1.5 X 12 2,025
61202	Ski Pass	1,977	3 X \$659 1,977
62301	General Program Supplies	800	FD Supplies 800 New Retail Opportunity 1,850 Swimsuits 1,500 Locks 500 Headphones 500 Goggles 1,200 Water Toys 200 Swim Caps 250
62304	Merchandise for Resale	6,500	Swim Diapers 500
62802	Food & Beverages	250	General 250
62805	Clothing and Uniforms	1,200	60 X \$20 Shirts 1,200 Credit Card Paper 200 Cleaning Supplies and Hand Sanitizer 100 Towels 2,000 5000 Pre-Printed Pass Cards @ \$1 each 5,000 Medical Supplies 1,500
62899	Other Miscellaneous Operating Supplies	9,300	Front Desk Signs 500
62000	Total Commodities	18,050	
64101	Travel, Training, Conference	1,000	Core Competencies MSEC \$225 x 2 450 Customer Service \$150 x 2 300 Rec Trac User Group \$50 x 5 250
64103	Mileage Reimbursement	100	Staff Mileage Reimbursement 100
64307	Bank Service Charges	16,472	Credit Card Charges \$1366.67 X 12 16,400 ACH Billing Charges \$6 X 12 72
64402	Equipment Replacement Charges	-	Annual Equipment Rental Charges -
64000	Total Other Operating Costs	17,572	
66402	Computers and Peripherals	1,400	Lobby Computer Kiosk 1,400
66000	Total Capital Outlay	1,400	

Town of Avon Line Item Detail

Function: Recreation and Culture #500
 Department: Recreation Department #510
 Program: Maintenance #520

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 126,086	\$ 118,657	\$ 118,657	\$ 125,655	5.90%
61106	Paid-out Leave	-	-	882	1,208	36.96%
61151	Overtime Wages	1,212	2,500	1,500	1,500	0.00%
61301	FT Pension	10,452	13,052	13,149	13,822	5.12%
61304	Employee Assistance Program	66	60	60	60	0.00%
61401	FICA/Medicare	1,787	1,757	1,755	1,861	6.04%
61501	Group Health and Life Insurance	38,006	29,734	29,734	35,000	17.71%
61505	Long-term Disability Insurance	1,240	1,084	1,084	1,131	4.34%
61506	Short-term Disability Insurance	564	532	532	-	-100.00%
61507	Dental Insurance	4,533	3,000	3,000	3,150	5.00%
61509	Worker's Compensation	1,179	1,093	1,172	1,241	5.89%
61510	Unemployment Insurance	369	363	360	385	6.94%
61000	Total Personnel	185,494	171,832	171,885	185,013	7.64%
Commodities:						
62204	Construction, Maint. and Permanent Materials	3,713	6,211	6,211	6,211	0.00%
62205	Plumbing and Electrical Supplies and Materials	2,794	2,770	2,770	2,770	0.00%
62207	Electrical	1,760	5,621	5,621	5,621	0.00%
62208	Mechanical- HVAC	890	2,770	2,770	2,770	0.00%
62209	Mechanical- Other	1,508	7,180	7,180	7,180	0.00%
62803	Janitorial, Custodial and Cleaning Supplies	10,923	20,000	20,000	20,000	0.00%
62805	Clothing and Uniforms	-	700	700	700	0.00%
62806	Safety Materials and Supplies	-	500	500	500	0.00%
62807	Consumable Tools/Small Equipment	1,379	1,500	1,500	1,500	0.00%
62899	Other Miscellaneous Operating Supplies	198	2,950	2,950	2,950	0.00%
62000	Total Commodities	23,165	50,202	50,202	50,202	0.00%
Contract Services:						
63104	Engineering Services	-	2,334	2,334	2,334	0.00%
63304	Computer Services and Support	-	2,550	2,550	2,550	0.00%
63306	Security and Monitoring Services	3,068	5,000	5,000	5,000	0.00%
63501	R&M - Buildings and Facilities	58,168	60,447	57,500	57,500	0.00%
63507	R&M - Machinery and Equipment	2,805	5,600	5,600	5,600	0.00%
63549	R&M - Other Specialized Equipment	2,496	10,340	10,340	10,340	0.00%
63551	Laundry and Cleaning Services	-	1,188	1,188	1,188	0.00%
63599	Other Maintenance Services	37,577	71,348	53,000	53,000	0.00%
63699	Rentals - Other Miscellaneous	-	1,500	1,500	1,500	0.00%
63000	Total Contract Services	104,114	160,307	139,012	139,012	0.00%

Town of Avon Line Item Detail

Function: Recreation and Culture #500
 Department: Recreation Department #510
 Program: Maintenance #520

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Other Operating Costs:						
64101	Travel, Training and Conference	-	3,000	3,000	3,000	0.00%
64102	Dues, Licenses and Memberships	-	185	185	185	0.00%
64103	Mileage Reimbursement	376	264	264	264	0.00%
64202	Gas	29,602	36,000	36,000	36,000	0.00%
64203	Electric	85,216	87,838	87,838	87,838	0.00%
64204	Water and Sanitation	17,806	21,648	21,648	21,648	0.00%
64205	Trash Collection and Recycling	2,519	4,160	4,160	4,160	0.00%
64402	Equipment Replacement Charges	48,247	35,739	35,739	38,143	6.73%
64000	Total Other Operating Costs	183,766	188,834	188,834	191,238	1.27%
Capital Outlay:						
66402	Computers and Peripherals	-	3,300	3,300	-	-100.00%
66000	Total Capital Outlay	-	3,300	3,300	-	-100.00%
60000	Total Expenditures	\$ 496,539	\$ 574,475	\$ 553,233	\$ 565,465	2.21%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Recreation			
Program: Maintenance			
Account Number	Account Name	2013 Budget	Justification
61151	Overtime Wages	1,500	Full Time 1,500
			Hardware 1,000
			Paint 1,500
			Brushes, Rollers 711
62204	Construction, Maintenance and Permanent Materials	6,211	Drywall 1,000 Lumber 2,000
62205	Plumbing and Electrical Supplies and Materials	2,770	Replacement Parts and Equipment 2,770
			Contractors, Starters 2,500
			Light Bulbs 1,000
62207	Electrical	5,621	Wire, Conduit 2,121
62208	Mechanical - HVAC	2,770	Replacement Parts, Filters, Glycol 2,770
			Boiler Parts 2,000
			Motors 3,000
62209	Mechanical - Other	7,180	Pumps 2,180
			Hand Towels 3,000
			Tissue 2,500
			Toilet Paper 3,000
			Aerosols 1,824
			Chemicals 2,500
			Hygiene 3,000
			Refuges Supplies 2,183
62803	Janitorial, Custodial and Cleaning Supplies	20,000	PPE and Other Safety (Gloves, signs, etc.) 1,993
62805	Clothing and Uniforms	700	Clothing and Uniforms 700
62806	Safety Materials and Supplies	500	Supplies, Eye Protection, Gloves, PPE 500
62807	Consumable Tools/Small Equipment	1,500	Miscellaneous Tools or Small Equipment 1,500
			Aquarium 800
			Locker Parts 1,525
62899	Other Miscellaneous Operating Supplies	2,950	Other 625
62000	Total Commodities	50,202	
63104	Engineering Services	2,334	Miscellaneous Consulting 2,334
63304	Computer Services and Support	2,550	Building Automation Updates 2,550
			Alarms - Fire \$204.00 X 4 816
			Intrusion \$370.00X 4 1,480
63306	Security Services	5,000	Miscellaneous Services 2,704

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Recreation			
Program: Maintenance			
Account Number	Account Name	2013 Budget	Justification
			Organic Housekeepers (\$3100 x 12 Mos.) 37,200
			Childcare Renovation 800
			HVAC Repairs 5,000
			Elevator 5,500
			Building Inspections 2,000
			Steam Boiler Repair & Parts 3,000
			Piping Repairs 2,000
63501	R&M - Building and Facilities	57,500	Fire Sprinkler 2,000
			Acid Feeders 3,000
63507	R&M - Machinery and Equipment	5,600	Filtration Equipment 2,600
			Equipment Integration 1,654
			Bearings, Belts 3,000
			Cardio Equipment 3,000
			Weight Machines 2,021
63549	R&M - Other Specialized Equipment	10,340	Miscellaneous Supplies 665
			Shop Towel, Dust Mop Service, Uniform 921
63551	Laundry and Cleaning Services	1,188	Miscellaneous 267
			Drain Care 1,500
			Temp. Service 50 hrs X 52 wks X \$17.50 45,500
			Extreme Care 1,500
			Fitness Systems 3,000
63599	Other Maintenance Services	53,000	Carpet Cleaning 1,500
63699	Other Miscellaneous Rentals	1,500	Maintenance Closedown Week 1,500
63000	Total Contract Services	139,012	
64101	Travel, Training and Conference	3,000	Training 3,000
64102	Dues, Licenses and Memberships	185	Membership, Dues 185
64103	Mileage Reimbursement	264	Personal Mileage Reimbursement 264
64202	Gas	36,000	\$3,000 X 12 36,000
64203	Electric	87,838	\$7,319.83 X 12 87,838
64204	Water and Sanitation	21,648	\$1,804.00 x 12 21,648
			Dumpster \$840.50 X 4 3,362
			Recycle \$140 X 4 560
64205	Trash Collection and Recycling	4,160	Extra Pick for Brush \$39.67 X 6 238
64402	Equipment Replacement Charges	38,143	Annual Equipment Rental Charges 38,143
64000	Total Other Operating Costs	191,238	

Town of Avon Line Item Detail

Function: Recreation and Culture #500
 Department: Recreation Department #510
 Program: Youth Programs #521

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61101	Regular Full-time Salaries	\$ 25,028	\$ 25,284	\$ 25,284	\$ 26,775	5.90%
61106	Paid-out Leave	-	-	-	257	NA
61121	PTS Wages	68,300	68,407	68,407	69,404	1.46%
61122	PTS Bonuses	599	-	-	-	NA
61151	Overtime Wages	1,374	1,000	1,000	1,000	0.00%
61202	Ski Pass	326	1,198	1,198	1,318	10.02%
61301	FT Pension	2,098	2,781	2,781	2,974	6.94%
61302	PTS Pension	2,504	2,603	2,603	2,640	1.42%
61304	Employee Assistance Program	12	12	12	12	0.00%
61401	FICA/Medicare	1,355	1,428	1,428	1,470	2.94%
61501	Group Health and Life Insurance	3,429	5,953	5,953	7,007	17.71%
61505	Long-term Disability Insurance	256	233	233	246	5.58%
61506	Short-term Disability Insurance	111	113	113	-	-100.00%
61507	Dental Insurance	288	600	600	630	5.00%
61509	Worker's Compensation	842	863	926	950	2.59%
61510	Unemployment Insurance	273	288	288	296	2.78%
61000	Total Personnel	106,795	110,763	110,826	114,979	3.75%
Commodities:						
62301	General Program Supplies	2,551	4,249	3,049	3,049	0.00%
62802	Food and Beverages	2,973	4,400	3,400	3,400	0.00%
62805	Clothing and Uniforms	1,791	1,700	1,700	1,700	0.00%
62808	Promotional, Informational and Marketing Mtls	500	500	500	500	0.00%
62809	Medical Supplies and 1st Aid	461	500	500	500	0.00%
62899	Other Miscellaneous Operating Supplies	276	400	400	400	0.00%
62000	Total Commodities	8,552	11,749	9,549	9,549	0.00%
Contract Services:						
63103	Training Facilitators	-	300	300	300	0.00%
63203	Printing and Reproduction Services	102	350	350	350	0.00%
63000	Total Contract Services	102	650	650	650	0.00%
Other Operating Costs:						
64101	Travel and Conference	-	-	500	1,000	100.00%
64102	Dues, Licenses and Memberships	211	200	200	200	0.00%
64103	Mileage Reimbursement	-	100	100	100	0.00%
64306	Permit and Licensing Fees	143	100	150	150	0.00%
64399	Other Administrative Fees	6,208	5,240	6,000	6,000	0.00%
64402	Equipment Replacement Charges	221	221	221	209	-5.43%
64000	Total Other Operating Costs	6,783	5,861	7,171	7,659	6.81%

**Town of Avon
Line Item Detail**

Function: Recreation and Culture #500
 Department: Recreation Department #510
 Program: Youth Programs #521

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
	Capital Outlay:					
66402	Computers and Peripherals	-	1,100	1,100	-	-100.00%
66000	Total Capital Outlay	-	1,100	1,100	-	-100.00%
60000	Total Expenditures	<u>\$ 122,232</u>	<u>\$ 130,123</u>	<u>\$ 129,296</u>	<u>\$ 132,837</u>	<u>2.74%</u>

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Recreation			
Program: Youth Programs			
Account Number	Account Name	2013 Budget	Justification
			After School Group Lead 800 Hrs X \$19.00 15,200
			Day Camp Instructors 467 Hrs X \$15.00 7,005
			After School Counselor 1,200 Hrs. X \$15.00 18,000
			Tennis Instructor \$5,080 X 75% 3,810
			Program Instructors 1,200 Hrs X \$15.00 18,000
			Brightstart Swim Instruction 494
			Brightstart Yoga Instruction 495
61121	PTS Wages	69,404	Day Camp Group Leader 320 Hrs X \$20.00 6,400
61151	Overtime	1,000	Day Camp Leaders 1,000
61202	Ski Pass	1,318	2 @ \$659 1,318
			School's Out 1,589
			Art Program 340
			After School Program 950
62301	General Program Supplies	3,049	Volleyball, Tennis, Basketball 170
			After School 1,400
			Schools out 800
62802	Food and Beverages	3,400	Day Camp 1,200
62805	Clothing and Uniforms	1,700	Staff and New League Shirts 1,700
	Promotional, Informational and Marketing Materials		
62808		500	Day Camp and New League Marketing 500
			CDOT Physicals 100
62809	Medical Supplies and 1st Aid	500	Day Camp 400
62899	Other Miscellaneous Operating Supplies	400	Day Camp 400
62000	Total Commodities	9,549	
			CPR Certifications 200
63103	Training Facilitators	300	Day Camp 100
63203	Printing and Reproduction Services	350	Day Camp and Afterschool Handbooks 350
63000	Total Contract Services	650	
			Recognizing Child Abuse \$50 x 5 250
			Customer Service \$150 x 3 450
			Miscellaneous Training 50
64101	Travel, Training, Conference	1,000	Administering Medications \$50 x 5 250
64102	Dues, Licenses and Memberships	200	CDHS 200
64103	Mileage Reimbursement	100	Staff Mileage Reimbursement 100
64304	Permit and Licensing Fees	150	Daycamp 150

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Recreation			
Program: Youth Programs			
Account Number	Account Name	2013 Budget	Justification
			After School 1,060
			Spring Break 400
			Day Camp 2,500
64399	Other Administrative Fees	6,000	School's Out 2,040
64402	Equipment Replacement Charges	209	Annual Equipment Replacement Charges 209
	Total Other Operating Costs	7,659	
64000			

Town of Avon Line Item Detail

Function: Recreation and Culture #500
 Department: Recreation Department #510
 Program: Cabin #522

Account Number	Account Description	Actual 2011	Original or Prev. Amend. Budget 2012	Final Revised Budget 2012	Proposed Budget 2013	Percent Change
Personnel:						
61121	PTS Wages	\$ 24,727	\$ 38,968	\$ 36,468	\$ 37,213	2.04%
61122	PTS Bonuses	-	599	599	659	10.02%
61151	Overtime	26	1,007	765	765	0.00%
61202	Ski Pass	27	599	599	659	10.02%
61302	PTS Pension	903	1,522	1,419	1,449	2.11%
61401	FICA/Medicare	363	619	578	591	2.25%
61509	Worker's Compensation	221	359	360	368	2.22%
61510	Unemployment Insurance	72	124	115	118	2.61%
61000	Total Personnel	26,339	43,797	40,903	41,822	2.25%
Commodities:						
62301	General Program Supplies	9	750	750	750	0.00%
62304	Merchandise for Resale	1,594	3,000	3,000	3,000	0.00%
62802	Food and Beverages	-	200	100	100	0.00%
62809	Medical Supplies and 1st Aid	-	150	150	150	0.00%
62899	Other Miscellaneous Operating Supplies	17	1,700	1,700	1,700	0.00%
62000	Total Commodities	1,620	5,800	5,700	5,700	0.00%
Contract Services:						
63599	Other Maintenance Services	620	750	750	750	0.00%
63000	Total Contract Services	620	750	750	750	0.00%
Other Operating Costs:						
64101	Travel, Training, Conference	-	-	-	100	NA
64402	Equipment Replacement	2,680	3,227	3,227	3,536	9.58%
64000	Total Other Operating Costs	2,680	3,227	3,227	3,636	12.67%
60000	Total Expenditures	\$ 31,259	\$ 53,574	\$ 50,580	\$ 51,908	2.63%

**TOWN OF AVON
DETAILED BUDGET REQUESTS
2013**

Department: Recreation			
Program: Cabin			
Account Number	Account Name	2013 Budget	Justification
61121	PTS Wages	37,213	Cabin Attendants - 2977 hrs X \$12.50
61122	PTS Bonuses	659	1 x \$659
61151	Overtime	765	Cabin Attendant = \$12.75 x 1.5 x40
61202	Ski Pass	659	1 x \$659
62301	General Program Supplies	750	Winter Cabin 250 Summer Cabin 500
62304	Merchandise for Resale	3,000	Winter Cabin 1,000 Summer Cabin 2,000
62802	Food and Beverages	100	Meetings 100
62809	Medical Supplies and 1st Aid	150	Medical Supplies and 1st Aid 150
62899	Other Miscellaneous Operating Supplies	1,700	Ice Skates 1,600 Summer Equipment 100
62000	Total Commodities	5,700	
63599	Other Maintenance Services	750	Ice Skate Sharpening 750
63000	Total Contract Services	750	
64101	Travel, Training, Conference	100	CPR and First Aid \$50 x 2 100
64402	Equipment Replacement	3,536	Annual Equipment Rental Charges 3,536
64000	Total Other Operating Costs	3,636	

**Personnel Schedule
Full-time Equivalent Employees**

<u>Department/Position</u>	<u>2008 Actual</u>	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Actual</u>	<u>2012 Actual</u>	<u>2013 Proposed</u>
General Government:						
Town Manager	1.00	1.00	1.00	1.00	-	1.00
Acting Town Manager	-	-	-	-	1.00	-
Town Advisor	-	-	-	-	1.00	-
Asst Town Manager / Dir Admin Svc	1.00	1.00	1.00	1.00	-	1.00
HR Generalist	1.00	1.00	1.00	1.00	1.00	1.00
HR Asst / Deputy Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Community Relations Officer	0.75	0.75	0.75	0.75	0.75	0.75
Municipal Court Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Total General Government	5.75	5.75	5.75	5.75	5.75	5.75
Finance Department						
Asst Town Manager / Finance Director	1.00	1.00	1.00	1.00	-	-
Finance Director	-	-	-	-	1.00	1.00
Finance Manager	-	-	1.00	1.00	1.00	1.00
Budget Analyst	-	-	1.00	1.00	1.00	1.00
Payroll Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Assistant I-II	2.00	2.00	2.00	2.00	2.00	2.00
IT Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Help Desk Technician	1.00	1.00	1.00	1.00	1.00	1.00
Total Finance	7.00	7.00	8.00	8.00	8.00	8.00
Community Development						
Asst Town Manager - Comm Dev Dir	-	1.00	1.00	1.00	-	-
Community Development Director	1.00	-	-	-	-	1.00
Building Official	1.00	1.00	1.00	1.00	1.00	1.00
Building Inspector	1.00	-	-	-	-	-
Building Permit Technician	0.75	0.75	0.75	-	-	-
Planning Manager	1.00	1.00	1.00	-	-	-
Planner I-II	2.00	2.00	2.00	2.00	2.00	2.00
GIS Programmer / Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Code Enforcement Officer	1.00	-	-	-	-	-
Total Community Development	8.75	6.75	6.75	5.00	4.00	5.00
Police Department						
Police Chief	1.00	1.00	1.00	1.00	1.00	1.00
Police Lieutenant	1.00	1.00	1.00	1.00	1.00	1.00
Sergeant	3.00	3.00	3.00	3.00	3.00	3.00
Administrative Services Supervisor	2.00	2.00	2.00	-	-	-
Administrative Services Officer	-	-	-	2.00	2.00	2.00
Investigator/Detective	1.00	1.00	1.00	1.00	1.00	1.00
Officer	13.00	13.00	13.00	12.00	12.00	12.00
Police Service Officer	-	1.00	1.00	-	-	-
Total Police Department	21.00	22.00	22.00	20.00	20.00	20.00

**Personnel Schedule
Full-time Equivalent Employees**

Department/Position	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Proposed
Public Works Department:						
Administration						
Director	0.40	0.40	0.40	0.40	0.40	0.40
Administrative Assistant II	0.50	0.50	-	-	-	-
	0.90	0.90	0.40	0.40	0.40	0.40
Road & Bridge						
Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Master Electrician	0.50	0.50	0.50	0.50	0.50	0.50
Maintenance Worker II/Operator I	7.00	7.00	6.00	6.00	5.00	6.00
	9.50	9.50	8.50	8.50	7.50	8.50
Facilities Maintenance						
Superintendent	0.50	0.50	0.25	0.25	0.25	0.25
Master Electrician	0.50	0.50	0.50	0.50	0.50	0.50
Maintenance Worker II	3.00	3.00	2.00	2.00	2.00	2.00
	4.00	4.00	2.75	2.75	2.75	2.75
Parks						
Superintendent	0.50	0.50	0.75	0.75	0.75	0.75
Maintenance Supervisor	2.00	2.00	2.00	2.00	2.00	2.00
Maintenance Worker II	5.00	4.50	3.00	3.00	3.00	3.00
	7.50	7.00	5.75	5.75	5.75	5.75
Town Center West Maintenance						
Maintenance Worker II	1.00	0.50	2.00	2.00	2.00	2.00
	1.00	0.50	2.00	2.00	2.00	2.00
Total Public Works	22.90	21.90	19.40	19.40	18.40	19.40
Engineering Department						
Town Engineer	1.00	1.00	1.00	1.00	1.00	1.00
Project Engineer	1.00	1.00	1.00	2.00	1.00	1.00
Engineer I-III	1.00	1.00	1.00	-	-	-
Administrative Assistant II	1.00	0.75	-	-	-	-
	4.00	3.75	3.00	3.00	2.00	2.00
Transportation						
Director	0.50	0.50	0.50	0.35	0.35	0.35
Administrative Assistant I-II	0.50	0.50	-	-	-	-
Transit Ops Super/Transit Mgr	1.00	1.00	1.00	-	-	-
Transit Operations Supervisor	-	-	-	1.00	1.00	1.00
Transit Foreman	1.00	1.00	-	-	-	-
Bus Driver	11.00	5.00	3.00	3.00	3.00	3.00
	14.00	8.00	4.50	4.35	4.35	4.35
Fleet Maintenance						
Director	0.10	0.10	0.10	0.25	0.25	0.25
Fleet Manager	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Assistant I-II	1.00	1.00	1.00	1.00	1.00	1.00
Mechanic Helper	1.00	1.00	1.00	-	-	-
Lead Mechanic	1.00	1.00	1.00	-	-	-
Mechanic I-II	8.00	9.00	9.00	7.00	5.00	5.00
	12.10	13.10	13.10	9.25	7.25	7.25

**Personnel Schedule
Full-time Equivalent Employees**

Department/Position	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Proposed
Recreation Department						
Director	1.00	1.00	1.00	1.00	1.00	1.00
Recreation Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
General Programs Supervisor	1.00	1.00	1.00	-	-	-
Administrative Assistant	-	-	-	1.00	1.00	1.00
Recreation Programs Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Special Events/Fitness Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Rec Coordinator/Adult Youth Coord	1.00	-	-	-	-	-
Aquatics Coordinator	-	-	1.00	1.00	1.00	1.00
Pool Coordinators	4.00	3.00	2.00	2.00	2.00	2.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Building Technician	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Tech Supervisor	1.00	1.00	1.00	-	-	-
Maintenance Technician I-III	5.00	3.00	3.00	1.00	1.00	1.00
Front Desk Coordinator	1.00	1.00	-	1.00	1.00	1.00
Total Recreation	19.00	15.00	14.00	12.00	12.00	12.00
Total Full-time Employees	114.50	103.25	96.50	86.75	81.75	83.75

EXEMPT Pay Plan by Pay Levels 2012

Department / Position	Annual			Monthly			Hourly		
	Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
Assistant Town Manager	89,456	109,924	130,392	7,455	9,160	10,866	43.01	52.85	62.69
Community Development Director	84,456	104,924	125,391	7,038	8,744	10,449	40.60	50.44	60.28
Finance Director	84,456	104,924	125,391	7,038	8,744	10,449	40.60	50.44	60.28
Police Chief	84,456	104,924	125,391	7,038	8,744	10,449	40.60	50.44	60.28
Recreation Director	84,456	104,924	125,391	7,038	8,744	10,449	40.60	50.44	60.28
Town Engineer	84,456	104,924	125,391	7,038	8,744	10,449	40.60	50.44	60.28
Transportation & Public Works Director	84,456	104,924	125,391	7,038	8,744	10,449	40.60	50.44	60.28
Lieutenant	71,119	87,953	104,787	5,927	7,454	8,982	34.19	43.01	51.82
Planning Manager	67,546	83,779	100,011	5,629	6,982	8,334	32.47	40.28	48.08
Finance Manager	66,654	81,965	97,276	5,555	6,830	8,106	32.05	39.41	46.77
Building Official	62,733	77,634	92,534	5,228	6,469	7,711	30.16	37.32	44.49
IT Administrator	61,837	76,171	90,505	5,153	6,348	7,542	29.73	36.62	43.51
Fleet Manager	60,843	74,926	89,009	5,070	6,244	7,417	29.25	36.02	42.79
Senior Planner	60,038	74,396	88,753	5,003	6,200	7,396	28.86	35.77	42.67
Human Resources Generalist	59,833	73,967	88,100	4,986	6,164	7,342	28.77	35.56	42.36
Project Engineer	58,148	71,689	85,229	4,846	5,974	7,102	27.96	34.47	40.98
Transit Manager	56,737	69,813	82,888	4,728	5,818	6,907	27.28	33.56	39.85
Engineer II	52,232	64,126	76,020	4,353	5,344	6,335	25.11	30.83	36.55
GIS Programmer/Planning Analyst	52,232	64,126	76,020	4,353	5,344	6,335	25.11	30.83	36.55
Recreation Superintendent	52,232	64,126	76,020	4,353	5,344	6,335	25.11	30.83	36.55
Planner II	48,597	60,109	71,620	4,050	5,009	5,968	23.36	28.90	34.43
Transit Superintendent	48,597	60,109	71,620	4,050	5,009	5,968	23.36	28.90	34.43
Front Desk Supervisor	49,580	59,254	68,927	4,132	4,938	5,744	23.84	28.49	33.14
Maintenance Supervisor - Recreation	49,580	59,254	68,927	4,132	4,938	5,744	23.84	28.49	33.14
Recreation Programs Supervisor	49,580	59,254	68,927	4,132	4,938	5,744	23.84	28.49	33.14
Special Events / Fitness Supervisor	49,580	59,254	68,927	4,132	4,938	5,744	23.84	28.49	33.14
Planner I	44,943	54,485	64,026	3,745	4,540	5,336	21.61	26.19	30.78
Aquatics Coordinator	37,737	45,843	53,949	3,145	3,820	4,496	18.14	22.04	25.94
Recreation Coordinator	37,737	45,843	53,949	3,145	3,820	4,496	18.14	22.04	25.94

NON-EXEMPT Pay Plan by Pay Levels 2013

Department / Position	Annual			Monthly			Hourly		
	Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
Community Relations Officer	61,113	75,503	89,893	5,093	6,292	7,491	29.38	36.30	43.22
Parks & Facilities Superintendent	56,737	69,813	82,888	4,728	5,818	6,907	27.28	33.56	39.85
Police Sergeant	56,737	69,813	82,888	4,728	5,818	6,907	27.28	33.56	39.85
Road & Bridge Superintendent	56,737	69,813	82,888	4,728	5,818	6,907	27.28	33.56	39.85
Budget Analyst	48,597	60,109	71,620	4,050	5,009	5,968	23.36	28.90	34.43
Town Electrician	48,597	60,109	71,620	4,050	5,009	5,968	23.36	28.90	34.43
Police Officer	49,580	59,254	68,927	4,132	4,938	5,744	23.84	28.49	33.14
Police Detective	49,580	59,254	68,927	4,132	4,938	5,744	23.84	28.49	33.14
Administrative Services Officer - Police	42,718	52,341	61,964	3,560	4,362	5,164	20.54	25.16	29.79
Help Desk Technician	42,718	52,341	61,964	3,560	4,362	5,164	20.54	25.16	29.79
Maintenance Supervisor - Parks	42,718	52,341	61,964	3,560	4,362	5,164	20.54	25.16	29.79
Payroll Specialist	42,718	52,341	61,964	3,560	4,362	5,164	20.54	25.16	29.79
Road & Bridge Supervisor	42,718	52,341	61,964	3,560	4,362	5,164	20.54	25.16	29.79
Mechanic II	40,710	48,825	56,939	3,393	4,069	4,745	19.57	23.47	27.37
Deputy TC/Human Resources Assistant	37,737	45,843	53,949	3,145	3,820	4,496	18.14	22.04	25.94
Municipal Court Clerk	37,737	45,843	53,949	3,145	3,820	4,496	18.14	22.04	25.94
Accounting Assistant II	36,603	44,250	51,897	3,050	3,688	4,325	17.60	21.27	24.95
Building Technician - Recreation	35,624	42,813	50,002	2,969	3,568	4,167	17.13	20.58	24.04
Mechanic I	35,624	42,813	50,002	2,969	3,568	4,167	17.13	20.58	24.04
Bus Driver	34,191	40,957	47,723	2,849	3,413	3,977	16.44	19.69	22.94
Maintenance Worker II	34,191	40,957	47,723	2,849	3,413	3,977	16.44	19.69	22.94
Maintenance Technician II - Recreation	34,191	40,957	47,723	2,849	3,413	3,977	16.44	19.69	22.94
Operator I	34,191	40,957	47,723	2,849	3,413	3,977	16.44	19.69	22.94
Front Desk Coordinator	28,339	33,851	39,363	2,362	2,821	3,280	13.62	16.27	18.92
Pool Coordinator	28,339	33,851	39,363	2,362	2,821	3,280	13.62	16.27	18.92

Part-Time Pay Plan by Pay Levels 2013

Administrative		Recreation	
	<u>Pay Range</u>		<u>Pay Range</u>
Administrative Assistant	\$15.00 to \$18.00	Aquatics	
Community Relations Officer	\$25.00 to \$39.00	Lifeguard	\$11.50 to \$13.00
		Lead Lifeguard	\$17.00 to \$20.00
		Master Swim Coach	\$17.00 to \$20.00
		Swim Coach	\$13.25 to \$15.00
		Childcare & Children's Programs	
		After School Counselor	\$13.25 to \$15.00
		After School Group Leader	\$17.00 to \$20.00
		Childcare Attendant	\$11.50 to \$13.00
		Day Camp Group Leader	\$17.00 to \$20.00
		Day Camp Instructor	\$13.25 to \$15.00
		Munch Bunch Instructor	\$13.25 to \$15.00
		Program Instructor	\$13.25 to \$15.00
		Facilities	
		Cabin Attendant	\$11.50 to \$13.00
		Cabin Supervisor	\$13.25 to \$15.00
		Front Desk Attendant	\$11.50 to \$13.00
		Front Desk Specialist	\$17.00 to \$20.00
		Fitness	
		Aerobic Instructor	\$23.00
		Fitness Attendant	\$11.50 to \$13.00
		Maintenance	
		Maintenance Worker I	\$10.00 to \$11.00
		Maintenance Worker II	\$16.00 to \$19.00
		Special Events Worker	\$20.00
		Sports & Athletics	
		Sports Program Supervisor	\$17.00 to \$20.00
		Sports Program Referee	\$17.00 to \$20.00
		Other	
		Overnight Trip Counselor (24 hours)	\$109.00 / 24-hour shift
		Boot Camp Instructor	75% of Registration
		Dance Instructor	Fees
		Martial Arts Instructor	
		Men's Fitness	
		Personal Trainer	
		Program Instructor	
		Seminar Instructor	
		Swim Coach	
		Tennis Instructor	
Police			
	<u>Pay Range</u>		
Extra Duty Police Officer	\$57.00		
High Visibility Grant			
Leaf Grant			
CDOT Grant			
Click-It or Ticket	\$55.00		
Eagle River Youth Coalition	\$50.00		
Field Training Officer	\$2.00 additional/hr		
Public Works			
	<u>Pay Range</u>		
Maintenance Worker I	\$10.00 to \$11.00		
Maintenance Worker II	\$16.00 to \$19.00		
Transit			
	<u>Pay Range</u>		
Bus Driver **	\$16.00		
Bus Driver **	\$17.00		
Bus Driver **	\$18.00		
Lead Driver	\$19.00		
Maintenance Worker - Bus Washer	\$16.00 to \$19.00		
** Based on level/years of experience			

**Town of Avon
Chart of Accounts
Organization Codes**

Fund Code	Function Code	Department Code	Program/Activity Code	Fund/Function/Department/Program
10				General Fund
	100			General Government
		110		Legislative
			111	Mayor and Town Council
			112	Boards and Commissions
			113	Town Attorney
			114	Public Relations
			115	Town Clerk
		120		Judicial
			121	Municipal Court
		130		Executive
			131	Town Manager
			132	Human Resources
			133	Community Relations
			134	Economic Development
	140			Finance and Administration
		140		Finance Department
			141	Finance
			143	Information Systems
			149	Nondepartmental
	200			Community Development
		210		Community Development Department
			211	Administration
			212	Planning
			213	Building Inspection
	300			Public Safety
		310		Police Department
			311	Administration
			312	Patrol
			313	Investigation
	400			Public Works
		410		Public Works Department
			411	Administration
			412	Engineering
			413	Roads and Streets
			414	Facilities Maintenance
			415	Parks

**Town of Avon
Chart of Accounts
Organization Codes**

Fund Code	Function Code	Department Code	Program/Activity Code	Fund/Function/Department/Program
	500			Recreation and Culture
		510		Recreation Department
			513	Special Events
			514	Administration
			515	Adult Programs
			516	Aquatics
			517	Child Care
			518	Fitness
			519	Front Desk
				Recreation Department (continued)
			520	Maintenance
			521	Youth Programs
			522	Cabin
21				Mall Maintenance Fund
	400			Public Works
		410		Public Works Department
			417	Town Center West Maintenance
22				Avon Urban Renewal Fund
	100			General Government
		140		Finance Department
			148	Avon Urban Renewal Authority
			810	URA Improvement Projects
			930	2008 TIF Bonds
			931	2009 Vectra Bank Loan
23				Community Enhancement Fund
	400			Public Works
		410		Public Works Department
			416	Community Enhancement Fund
24				Water Fund
	400			Public Works
		420		Utilities
			424	Water Utilities
25				Affordable Housing Fund
	100			General Government
		190		Housing
			193	Affordable Housing Program
26				Facilities Reserve
	400			Public Works
		440		Facilities Maintenance
			441	Facility Reserve Maintenance Program

**Town of Avon
Chart of Accounts
Organization Codes**

Fund Code	Function Code	Department Code	Program/Activity Code	Fund/Function/Department/Program
31				Bond Redemption Fund
	910			Debt Service
		911		Bond Redemption
		919		1999 Sales Tax Revenue Refunding Bond
		922		2004 G.O. Refunding Bonds
		923		1998 COPs (Maintenance Facility)
		924		2010 COP Refunding (Refunds 1998 COP
33				Avon Metropolitan District Fund
	910			Debt Service
		913		2001 G.O. Refunding Bonds
41				Capital Projects Fund
	800			Capital Improvements
		800		Capital Improvement Projects
52				Transit Enterprise Fund
	400			Public Works
		430		Transportation
			431	Administration
			432	Operations
			433	Marketing
61				Fleet Maintenance Enterprise Fund
	400			Public Works
		430		Transportation
			434	Fleet Maintenance Operations
			435	Washbay
63				Equipment Replacement Internal Service Fund
	810			Equipment Replacement
			811	Fleet & Heavy Equipment
			812	Recreation Center Equipment
			813	Computer and Office Equipment
			814	Machinery and Equipment
	600	610	610	Other Uses and Contingency

**Town of Avon
Chart of Accounts
Object Codes**

Major Account Code	Sub Account Code	Account Title/Line Item Description
61000		Personnel Services
		Salaries and Wages
	61101	Regular Full-time Salaries
	61102	Regular Part-time Salaries
	61105	STD Wages
	61106	Paid out Leave
	61111	FT Bonuses
	61121	PTS Wages
	61122	PTS Bonuses
	61151	Overtime Wages
	61152	Off-duty Wages
	61153	On Call
	61154	Standby
	61155	Shift Differential Pay
	61156	Extra Duty Pay
	61159	Other Wages
		Other Compensation
	61201	Automobile Allowance
	61202	Ski Pass
	61203	Housing Allowance
	61204	Moving Expenses
	61205	Uniform and Cleaning Allowance
	61206	Tool Allowance
	61207	Telephone Allowance
		Employee Benefits
	61301	FT Pension
	61302	PTS Pension
	61303	Wellness
	61304	Employee Assistance Program
		Taxes
	61401	FICA/Medicare
		Insurance
	61501	Group Health and Life Insurance
	61502	PTS Group Health Insurance
	61505	Long-term Disability Insurance
	61506	Short-term Disability Insurance
	61507	Dental Insurance
	61509	Worker's Compensation
	61510	Unemployment Insurance

**Town of Avon
Chart of Accounts
Object Codes**

Major Account Code	Sub Account Code	Account Title/Line Item Description
62000		Commodities
		Public Safety Operating Supplies
		Police
	62101	Police Operating and Field Supplies
	62102	Firearms and Weapons Supplies
	62143	Hazmat Equipment & Materials
		Public Works Operating Supplies
	62201	Street Repair and Maintenance Materials and Supplies
	62202	Sand and Gravel
	62203	Street Sign Materials and Supplies
	62204	Construction, Maintenance and Permanent Materials
	62205	Plumbing and Electrical Supplies and Materials
	62206	Landscaping and Plant Materials
	62207	Electrical
	62208	Mechanical - HVAC
	62209	Mechanical - Other
		Recreation and Cultural Supplies and Materials
	62301	General Program Supplies
	62302	Special Event Materials & Supplies
	62303	Concessions
	62304	Merchandise for Resale
	62305	Chemicals
		Motor Pool/Automotive
	62401	Gasoline
	62402	Diesel
	62403	Oil and Lubricants
	62404	Auto & Equip Parts - Stock
	62405	Auto & Equip Parts - Non Stock
	62406	Automotive and Equipment Maintenance Supplies
	62407	Tires, Tubes and Patches
		Other Operating Supplies
	62801	Gifts and Awards
	62802	Food and Beverages
	62803	Janitorial, Custodial and Cleaning Supplies
	62804	Training Supplies
	62805	Clothing and Uniforms
	62806	Safety Materials and Supplies
	62807	Consumable Tools/Small Equipment
	62808	Promotional, Informational and Marketing Materials
	62809	Medical Supplies and 1st Aid
	62810	Lab Supplies
	62811	Communications Supplies
	62899	Other Miscellaneous Operating Supplies

**Town of Avon
Chart of Accounts
Object Codes**

Major Account Code	Sub Account Code	Account Title/Line Item Description
		Office Supplies and Materials
	62901	Duplicating Supplies
	62902	Audio/Visual Supplies
	62903	Data Processing Supplies
	62904	Software
	62905	Books and Periodicals
	62999	Office Supplies and Materials
63000		Purchased and Contracted Services
		Professional Services
	63101	Legal Services
	63102	Audit and Accounting Services
	63103	Training Facilitators
	63104	Engineering Services
	63199	Other Professional Services
		Official/Administrative Services
	63201	Election Judges and Support Services
	63202	Juror and Witness Fees
	63203	Printing and Reproduction Services
	63204	Temporary Employment Services
	63205	Police Checks
		Technical Services
	63301	Medical Services and Examinations
	63302	Laboratory Services
	63303	Photography Services
	63304	Computer Services and Support
	63305	Audio/Visual Services
	63306	Security Services
		Construction and Pre-Construction Services
	63401	Feasibility/Conceptual Design
	63402	Preliminary Design
	63403	Final Design/Contract Documents
	63404	Construction Administration
	63405	Construction
	63406	Utility Construction Costs
		Repairs and Maintenance
	63501	R&M - Buildings and Facilities
	63502	R&M - Streets
	63503	R&M - Parks and Athletic Facilities
	63504	R&M - Office Equipment and Computers
	63505	R&M - Vehicles
	63506	R&M - Radios and Communications Equipment
	63507	R&M - Machinery and Equipment
	63549	R&M - Other Specialized Equipment

**Town of Avon
Chart of Accounts
Object Codes**

Major Account Code	Sub Account Code	Account Title/Line Item Description
	63551	Laundry and Cleaning Services
	63552	Janitorial and Custodial Services
	63599	Other Maintenance Services
		Rentals and Leases
	63601	Rentals - Building and Office Space
	63602	Rentals - Telephone Equipment
	63603	Rentals - Office Equipment
	63604	Rentals - Radios and Communications Equipment
	63605	Rentals - Construction Equipment
	63606	Rentals - Crowd & Traffic Control Equipment
	63607	Rentals - Portable Facilities
	63608	Rentals - Machinery and Equipment
	63609	Rentals - Vehicles
	63699	Other Miscellaneous Rentals
		Other Purchased and Contracted Services
	63999	Other Purchased and Contracted Services
64000		Other Operating Costs
		Employee Development and Training
	64101	Travel and Conference
	64102	Dues, Licenses and Memberships
	64103	Mileage Reimbursement
	64104	Meeting Expenses
	64105	Training
		Utilities
	64201	Telephone & Long-distance
	64202	Gas
	64203	Electric
	64204	Water and Sanitation
	64205	Trash Collection and Recycling
	64206	Cellular and Paging
	64207	Cable Television
		Administrative Fees and Charges
	64301	Postage and Delivery
	64302	Recording Fees
	64303	Treasurer Fees
	64304	Bond Paying Agent Fees
	64305	Election and Registration Costs
	64306	Permit and Licensing Fees
	64307	Bank Service Charges and Credit Card Fees
	64308	Sales Tax
	64399	Other Administrative Fees

**Town of Avon
Chart of Accounts
Object Codes**

Major Account Code	Sub Account Code	Account Title/Line Item Description
		Interfund Service Charges
	64401	Fleet Maintenance Charges
	64402	Equipment Replacement Charges
	64403	Washbay Charges
	64404	Charter Charges
		Down Payment Assistance
	64501	Down Payment Assistance
		Other Miscellaneous Operating Costs
	64901	Advertising and Legal Notices
	64902	Financial Support, Donations, and Contributions
	64903	Economic Development Costs
	64904	Operating Fees, Assessments, and Charges
	64905	Insurance Premiums
	64906	Insurance Deductibles
	64907	Paid Claims
	64996	Bad Debt Expense
	64997	Amortization Expense
	64998	Depreciation Expense
	64999	Other Miscellaneous Operating Costs
65000		Debt Service
		Bonded Indebtedness
	65101	Principal
	65102	Interest
	65103	Fiscal Agent Fees
	65104	Bond Issuance Costs
	65105	Payment to Refund Bond Escrow Agent
	65106	Letter of Credit Fees
	65107	Remarketing Fees
		Capital Leases
	65201	Capital Lease Payments
	65202	Interest
66000		Capital Outlay
		Land
	66101	Land Acquisition
	66102	Land Improvements
		Buildings and Facilities
	66201	Building Acquisition
	66202	Building Improvements
		Improvements Other Than Buildings
	66301	Improvements Other Than Buildings

**Town of Avon
Chart of Accounts
Object Codes**

Major Account Code	Sub Account Code	Account Title/Line Item Description
		Machinery and Equipment
	66401	Office Equipment
	66402	Computers and Peripherals
	66403	Audio/Visual Equipment
	66404	Furniture and Fixtures
	66405	Radios and Communications Equipment
	66406	Public Safety Equipment
	66407	Athletic and Recreational Equipment
	66499	Other Machinery and Equipment
		Vehicles and Rolling Stock
	66501	Automobiles and Light Duty Trucks
	66502	Heavy Trucks and Moving Equipment
	66503	Buses and People Moving Vehicles
	66599	Other Transportation Equipment
		Water Systems
	66601	Mountain Star Tap Fee Reimbursement
	66602	Brookside Tap Fee Reimbursement
	66603	Village at Avon Tap Fee Reimbursement
	66701	Water Rights and Augmentation
	66702	Water Lines
	66703	Irrigation Ditches
	66704	Heat Distribution Systems
	66705	Streets & Roads
	66706	Bike Paths
		Infrastructure
	66801	Storm Drainage
	66802	Streets & Roads
	66803	Bridges
	66804	Bike Paths
	66805	Public Parking
	66806	Parks
	66807	Landscaping
	66901	Construction in Progress
67000		Developer Rebates
	67101	Developer Rebates
	67201	Developer Capital Contributions
68000		Contingency
	68101	Contingency
69000		Other Uses
	69101	Operating Transfers-Out
	69102	Contributions Out
	69105	Bond Escrow Agent Expense

**Town of Avon
Chart of Accounts
Revenue Codes**

Major Account Code	Sub Account Code	Account Title/Line Item Description
51000		Taxes
		Property Taxes
	51101	Property Tax - Current
	51102	Property Tax - Delinquent
	51103	Current and Delinquent Interest
	51104	Property Tax - Abatement
	51201	Specific Ownership Taxes
		Sales Taxes
	51301	General Sales Tax
	51302	Utility Tax
	51303	Accommodations Tax
	51304	Penalties and Interest
	51305	Sales Tax Audit Assessments
	51306	Payments in Lieu of Sales Tax
		Other Taxes
	51401	Real Estate Transfer Tax
	51402	Franchise Fees
52000		Licenses and Permits
		Business Licenses
	52101	Liquor Licenses
	52102	Business Licenses
	52103	Contractor's Licenses
		Permits
	52201	Building Permits
	52202	Electrical Permits
	52203	Plumbing Permits
	52204	Mechanical Permits
	52205	Road Cut Permits
	52206	Other Permits
53000		Intergovernmental
		Federal Grants
	53101	COPS Grant
	53102	OEC Grant
	53103	Federal Drug Forfeiture
	53104	FTA Bus Grant #0037
	53105	School Resource Officer Grant
	53106	Click It or Ticket Grant
	53107	Bullet Proof Vest Grant
	53150	FTA SGR Grant - Transit Facility Grant #0090
	53151	FTA Facility Design Grant #0084
	53152	FTA/CDOT ARRA Grant
	53153	FHWA/CDOT US Hwy 6 Avon Rd to Post Blvd Trail
	53199	Other Federal Grants

**Town of Avon
Chart of Accounts
Revenue Codes**

Major Account Code	Sub Account Code	Account Title/Line Item Description
		State Grants
	53201	CDOT
	53202	GOCO Grant (Eagle River Bridge)
	53204	LEAF Grant
	53205	CDOT Faster Grant
	53206	High Visability Grant
	53299	Other State Grants
		State/County Shared Revenues
	53301	Conservation Trust
	53302	Motor Vehicle Registration Fees
	53303	Highway Users Tax
	53304	Cigarette Tax
	53305	Eagle County Sales Tax
	53306	Eagle County Road and Bridge
	53307	DWI/DUI
	53308	State Severance Tax
		Local Government/Other Agency
	53401	Local Intergovernmental Participation
	53402	Eagle County Grants
	53900	Other Grants
54000		Charges for Services
		General Government
	54101	Sales of Maps and Publications
	54102	Photocopying Charges
	54103	License Hearing Fees
	54104	Other Fees and Charges
		Community Development
	54201	Plan Check Fees
	54202	Subdivision Review Fees
	54203	Design Review Fees
	54204	Animal Control Fees
	54205	Abatement Services
	54206	Impact Fee Administrative Charge
		Public Safety
	54301	Police Reports
	54302	Off-duty Police Employment
	54303	Fingerprinting Fees
	54304	V.I.N. Inspection Fees
	54305	False Alarm Fees
	54306	National Night Out
	54399	Miscellaneous Police Dept Fees (DUI Reimbursements, patches, towing)

**Town of Avon
Chart of Accounts
Revenue Codes**

Major Account Code	Sub Account Code	Account Title/Line Item Description
		Public Works and Utilities
	54401	Water Usage Charges
	54402	Tap Fees - General
	54403	Tap Fees - Brookside
	54404	Tap Fees - Mountain Star
	54405	Tap Fees - Village at Avon
	54451	Mall Maintenance Charges
	54452	Sherwood Maintenance Charges
	54453	Village at Avon Municipal Service Charges
	54454	Sale of Signs
		Transportation
	54501	Beaver Creek
	54502	Charter
	54503	Regional Transit Authority
	54504	Other Bus Revenues
	54505	Vail Resorts
	54506	Village at Avon
		Employee Housing
	54551	Rental Revenues - Employees
	54552	Rental Subsidies
	54553	Employee Housing Maintenance
	54554	Employee Housing Damages
	54555	Rental Revenue - Non-employee
	54556	Rental Late Fees & Other Charges
		Culture and Recreation
		Avon Recreation Center
	54601	ARC Admissions
	54602	ARC Program Fees
	54603	ARC Facility Rentals
	54604	Sales of Merchandise
	54605	Babysitting
	54606	Other Services
	54607	Fitness Program Revenue
	54608	Locker Rental
	54609	Gift Certificates
		General Recreation
	54651	Adult Program Fees
	54652	Cabin Equipment Rentals
	54653	Rentals - Athletic Fields and Facilities
	54654	Cabin Concessions
	54655	Youth Program Revenue
		Special Events
	54676	Sponsorships
	54677	Advertising Sales
	54678	Event Fees

**Town of Avon
Chart of Accounts
Revenue Codes**

Major Account Code	Sub Account Code	Account Title/Line Item Description
		Internal Service Charges - 3rd Party
	54801	Beaver Creek Fleet Maintenance Charge
	54802	Eagle County Fleet Maintenance Charge
	54803	Vail Resorts Fleet Maintenance Charge
	54804	Eagle River Fire Protection District
	54805	Eagle County Ambulance District Fleet Maintenance Charge
	54806	External Fleet Maintenance Charges
		Internal Service Charges - Departmental
	54901	Fleet Maintenance O&M Services
	54902	Wash Bay Services
	54903	Sales of Fuel
	54904	Equipment Rentals
55000		Fines and Forfeitures
	55101	Court Fines - Traffic
	55102	Court Fines - Criminal
	55103	Court Fines - Parking
	55104	Court Fines - General
	55105	Court Costs
	55106	Jury Fees
	55107	Bond Forfeiture
	55108	Traumatic Brain Injury Surcharge (Food Fines)
	55109	Miscellaneous Court Revenues
	55110	Police Training Surcharge
	55120	Police Forfeiture Revenue
56000		Special Assessments
	56101	Special Assessments - Principal
	56201	Special Assessments - Interest
57000		Investment Earnings
	57101	Interest Earnings
58000		Other Revenues
		Miscellaneous Fees
	58101	Recreational Amenity Fees
	58102	Utility Capital Facility Fees
	58103	Recreational Impact Fees
	58104	Fireplace Fees
	58105	Mall Maintenance Fees
	58106	Community Enhancement Fee
	58107	Penalties
	58108	Finance Charges
	58109	Bond Issuance Fee

**Town of Avon
Chart of Accounts
Revenue Codes**

Major Account Code	Sub Account Code	Account Title/Line Item Description
		Other Nonclassified Revenues
	58201	Lease of Town-Owned Property
	58202	Cash Over/Short
	58203	Vending Machine Revenues
	58204	Returned Check Fees
	58205	Insurance Claim Reimbursement
	58206	Telephone Receipts
	58207	Miscellaneous Refunds
	58208	Contributions and Donations
	58209	Contributed Infrastructure and Improvements
	58210	Avon Metro District Indirect Cost Reimbursement
	58211	Development Reimbursements
	58212	Staff Labor Charges
	58213	Project Cost Reimbursement
	58996	Miscellaneous Reimbursement
	58997	Gain/Loss on Disposal of Fixed Assets
	58998	Petty Cash Check Reimbursement
	58999	Miscellaneous Nonclassified Revenues
59000		Other Sources
	59101	Sales of Fixed Assets
	59201	Operating Transfers In
		General Long-term Debt Proceeds
	59301	General Obligation Bond Proceeds
	59302	Revenue Bond Proceeds
	59303	Capital Lease Proceeds
	59304	Certificates of Participation Proceeds
	59305	Refunding Bond Proceeds
	59306	Loan Proceeds
	58995	Bus Advertising Revenue
	58996	Miscellaneous Reimbursement
	58997	Gain/Loss on Disposal of Fixed Assets
	59998	AR Fuel Clearing Account
	59999	AR Clearing Account

**Town of Avon
Chart of Accounts
Project Codes**

Project Code Type	Project Code Category	Project Code Sub-Category	Project Code	Project Title/Line Item Description
CIP	10000			Capital Improvement Projects Facilities
		11000		General Government Facilities
			11001	Municipal Building Improvements
			11002	Sherwood Meadows
			11003	Information Center/l-70
			11004	Information Kiosks - Town Center
			11005	Municipal Government Space Needs Analysis
			11006	Council Chambers Audio/Video Upgrade
			11007	Municipal Building Roof
			11008	Municipal Building Expansion (Modular Addition)
			11009	Town Hall Control System
		12000		Public Safety Facilities
			12001	Fire Station Expansion/Remodel
		13000		Public Works Facilities
			13001	Swift Gulch Facility
			13002	Pump House and Picnic Shelter
			13003	Park Equipment Storage
			13004	Transportation Facility - Non Grant Eligible Expenses
			13005	Lot 5, Village at Avon-PW Improvements
			13006	Preliminary Design - Transit/PW Facility
			13007	Final Design/Engineering Svc (Grant #84)
			13008	Final Design/Engineering Svc (Grant #90)
			13009	Transit Facility Construction (Grant #90)
			13010	Transit Facility Construction (FASTER Grant)
			13011	Transit Facility Construction (ARRA Grant)
		14000		Transportation Facilities
			14001	Transportation Center
			14002	Bus Storage Facility
			14003	Bus Stop Improvements
			14004	Fuel Depot Replacement
			14005	Fuel Spill Cleanup
		15000		Cultural and Recreational Facilities
			15001	Recreation Center Improvements
			15002	Temporary Storage / Office Space
			15003	Design - Phase II Expansion
			15004	Recreation Center CMU Block Deterioration Investigation
			15005	Recreation Center Vapor Barrier Repair
			15006	Recreation Center CMU Block Deterioration Mitigation
			15007	Recreation Center Roof Repair
			15008	Recreation Center EPDM Replacement
		19000		Other Facilities
			19001	Municipal Parking Facilities

**Town of Avon
Chart of Accounts
Project Codes**

Project Code Type	Project Code Category	Project Code Sub-Category	Project Code	Project Title/Line Item Description
	20000			Land and Land Improvements
		21000		Parks
			21001	Pocket Parks
			21002	Garton Property
			21003	Land Trade Contribution
			21004	Tract J Bridge Removal
			21005	Wildridge Park Improvements and Playground
			21006	Wildridge Pocket Park - Block 3
			21007	I-70 Entrance Sign Removal
			21008	Wildridge Parks Program
			21009	Forest Service Land Acquisition
			21010	Nottingham Park Trails/Signs
			21011	Nottingham Park Stage
			21012	Nottingham Park Promenade
			21013	Nottingham Park Fishing Pier
			21014	Nottingham Park Capital Improvements
			21015	Nottingham Park Capital Improvements 2013 Program
			21050	2010 Whitewater Park Repairs
	30000			Roads and Streets
		31000		Streetscape
			31001	Streetscape Planning
			31002	W. Beaver Creek Blvd.
			31003	Wildridge Entry Sign
			31004	Nottingham Rd. Imp., I-70 to Buck Creek
			31005	Nottingham Rd. Imp., Buck Creek to end
			31006	Eaglebend Drive
			31007	Eaglebend Entry Sign
			31008	Nottingham Rd. Imp., I-70 to Buck Creek (2004)
			31009	Nottingham Rd. Imp., Buck Creek to Metcalf
			31010	Lighting Study and Conversion
			31011	I-70 Noise Reduction Study
			31012	I-70 Noise Reduction Design
			31013	I-70 Noise Reduction
		32000		Street Improvements
			32002	W. Beaver Creek Railroad Crossing
			32003	Chapel Square Reimbursement
			32004	E. Beaver Creek Blvd. Improvements
			32005	Buffalo Ridge Commitments
			32006	Swift Gulch Road Relocation
			32007	Town Center West/Mall Implementation
			32008	E. Beaver Creek Blvd. Improvements
			32009	Railroad Crossings to Confluence
			32010	Lake Street Re-alignment Design
			32011	W. Beaver Creek Blvd. At-grade RR Crossing Improvements
			32012	F/S Wildridge Access & Drainage Improvements

**Town of Avon
Chart of Accounts
Project Codes**

Project Code Type	Project Code Category	Project Code Sub-Category	Project Code	Project Title/Line Item Description
	33000			Annual Street Maintenance
			33002	2002 Paving
			33003	2003 Paving
			33004	2004 Paving
			33005	2005 Paving
			33006	2006 Paving
			33007	2007 Paving
			33008	2008 Paving
			33009	2009 Paving
			33010	2010 Paving
			33011	2011 Paving
			33012	2012 Paving
			33013	2013 Paving
	34000			Multi-Modal/Alternative Mobility
			34001	Sidewalks
			34002	Access and Circulation Network Analysis
			34003	Pedestrian Crosswalk Improvements
			34004	Eagle River Bikepath
			34005	Eagle River Bikepath - Beaver Creek Blvd to Confluence
			34006	Nottingham Road / I-70 Bike Path
			34007	2006 Wildridge Traffic Calming & Pedestrian Circulation
			34008	2007 Wildridge Loop Pedestrian Improvements
			34009	Swift Gulch Road Bikepath Extension to Village
			34010	Swift Gulch Road Bikepath
			34011	Wildridge Emergency Access
			34012	W. Avon Trails and Access Enhancement
			34013	Recreation Trails Masterplan
			34014	Metcalf Bicycle Climbing Lane
			34015	US Hwy 6 Trail Project Avon Rd to Post Blvd
			34016	US Hwy 6 Trail Project Undergrounding
			34017	US Hwy 6 Eagle River Pedestrian/Bike Bridge
	35000			Roundabouts
			35001	Landscaping
			35002	Roundabout No. 4 Conversion
	36000			Public Art
			36001	Public Art Work
40000				Utilities
	41000			Snowmelt
			41001	Waste Heat Recovery System
			41002	Waste Heat Recovery System Design
			41003	Waste Heat Recovery System Construction
			41004	Main Street Piping
			41005	Heat Recovery Expansion

**Town of Avon
Chart of Accounts
Project Codes**

Project Code Type	Project Code Category	Project Code Sub-Category	Project Code	Project Title/Line Item Description
	50000			Recreation
		51000		Fields and Courts
			51001	Nottingham Park Basketball Court
			51002	Eagle River Enhancement Project
			51003	Eagle River Recreation Access Expansion
	60000			Stormwater and Drainage
		61000		Stormwater and Drainage
			61001	Buck Creek / I-70 to Eagle River
			61002	Metcalf Rd. Drainage / I-70 to Eagle River
			61003	Metcalf Rd. Drainage / I-70 to Nottingham Rd.
			61004	Nottingham-Puder Ditch Restoration
			61005	W. Beaver Creek Blvd. / I-70 to Railroad
			61006	Metcalf Road Drainage
			61007	Drainage Master Plan
			61008	Nottingham Puder Ditch Emergency Repairs
			61009	Nottingham Lake Spillway Replacement
			61010	Nottingham Lake Liner Replacement
	65000			Development Services
			65001	Village at Avon, Filing 1
			65002	Village at Avon, Filing 2
			65003	McGrady Acres
			65004	Buffalo Ridge Block Grant
	70000			Strategic Planning
		71000		Development Analysis and Review
			71001	Stolport/Village at Avon
			71002	Downtown Master Plan
			71003	Lot C
			71004	Confluence/Westin Riverfront Resort
			71005	The Gates
			71006	Sheraton Mountain Vista
			71007	East Avon Redevelopment Master Plan
			71008	Cottonwood
			71009	Folsom Property
			71010	Orion Development
			71011	Vail Resorts Annexation
			71012	Buck Creek PUD
			71013	Wyndam
			71050	Economic Development
	79000			Planning and Consulting
			79001	General Planning and Consulting
			79002	Comprehensive Plan
			79004	2004 General Planning and Consulting
			79005	2005 General Planning and Consulting
			79006	2006 General Planning and Consulting
			79007	2007 General Planning and Consulting
			79008	2008 General Planning and Consulting

**Town of Avon
Chart of Accounts
Project Codes**

Project Code Type	Project Code Category	Project Code Sub-Category	Project Code	Project Title/Line Item Description
			79009	2009 General Planning and Consulting
			79010	2010 General Planning and Consulting
			79011	2011 General Planning and Consulting
			79012	2012 General Planning and Consulting
			79013	2013 General Planning and Consulting
			79101	Nottingham Park Master Plan
			79102	Pedestrian Circulation Plan
			79103	Retail Analysis
			79104	Housing Needs Assessment Project
			79105	Public Works Master Plan
			79106	Comprehensive Transportation Plan
			79107	Unified Land Use Code Revision
			79108	Feasibility Study - Town Center West Lot B & C
	80000			Communications
			81001	800MHz Radio System
			81002	Media Improvement Project
			81003	Records Management
			81004	VOIP Telephone System
			81005	E-gov Projects
			81006	UHF Radio System and Repeater
			81007	Enterprise-wide Security Camera System Upgrade
			81008	Digital Ticketing
	90000			Other
		91000		Other
			91001	Fireplace Conversions
			91010	Abatement Lot 41 Block 4 WR
		92000		Developer Rebates
			92001	Sheraton Mountain Vista
			92002	Westin Riverfront Resort
			92003	Westin Riverfront Resort Res-Int
		93000		Historic Preservation
			93005	Historic Preservation
			93006	Historic Analysis Study
			93007	Historic Preservation
			93008	2008 Historic Preservation
			93009	2009 Historic Preservation
			93010	2010 Historic Preservation
			93011	2011 Historic Preservation
		94000		Water Rights Acquisition
			94005	Water Rights Acquisition
			94006	RICD Water Rights Acquisition
		95000		Capital Contributions
			95001	East West Partners

 Inactive Projects

TOWN OF AVON
RESOLUTION NO. 12-19

SERIES OF 2012

A RESOLUTION TO ADOPT THE 2013 TOWN OF AVON BUDGET

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE TOWN OF AVON, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2013 AND ENDING ON THE LAST DAY OF DECEMBER, 2013

WHEREAS, the Town Council of the Town of Avon has appointed the Town Manager to prepare and submit a proposed budget to said governing body for its consideration; and

WHEREAS, upon due and proper notice, published and posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place. A public hearing was held on October 23, 2012, and interested taxpayers were given the opportunity to file or register any comment 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 AVON, COLORADO:

Section 1. That estimated revenues and expenditures for each fund are as follows for 2013:

	2013 Proposed <u>Budget</u>
<u>General Fund</u>	
Beginning Fund Balance	\$ 3,468,582
Revenues and Other Sources	12,353,925
Expenditures and Other Uses	<u>12,353,665</u>
Ending Fund Balance	<u>\$ 3,468,842</u>
<u>Town Center West Maintenance Fund</u>	
Beginning Fund Balance	\$ 26,773
Revenues and Other Sources	290,000
Expenditures and Other Uses	<u>300,700</u>
Ending Fund Balance	<u>\$ 16,073</u>

	2013 Proposed <u>Budget</u>
<u>Community Enhancement Fund</u>	
Beginning Fund Balance	\$ 460,468
Revenues and Other Sources	75,000
Expenditures and Other Uses	<u>350,000</u>
Ending Fund Balance	<u>\$ 185,468</u>
<u>Water Fund</u>	
Beginning Fund Balance	\$ 1,663,063
Revenues and Other Sources	397,000
Expenditures and Other Uses	<u>1,390,621</u>
Ending Fund Balance	<u>\$ 669,442</u>
<u>Affordable Housing Fund</u>	
Beginning Fund Balance	\$ 535,975
Revenues and Other Sources	0
Expenditures and Other Uses	<u>1,700</u>
Ending Fund Balance	<u>\$ 534,275</u>
<u>Facilities Reserve Fund</u>	
Beginning Fund Balance	\$ 413,251
Revenues and Other Sources	0
Expenditures and Other Uses	<u>0</u>
Ending Fund Balance	<u>\$ 413,251</u>
<u>Debt Service Fund</u>	
Beginning Fund Balance	\$ 494,552
Revenues and Other Sources	1,261,806
Expenditures and Other Uses	<u>1,261,806</u>
Ending Fund Balance	<u>\$ 494,552</u>
<u>Transit Enterprise Fund</u>	
Beginning Fund Balance	\$ 564,658
Revenues and Other Sources	956,817
Expenditures and Other Uses	<u>1,007,440</u>
Ending Fund Balance	<u>\$ 514,035</u>

	2013 Proposed Budget
<u>Fleet Maintenance Enterprise Fund</u>	
Beginning Fund Balance	\$ 450,884
Revenues and Other Sources	1,432,629
Expenditures and Other Uses	<u>1,457,654</u>
Ending Fund Balance	<u>\$ 425,884</u>
<u>Equipment Replacement Internal Service Fund</u>	
Beginning Fund Balance	\$ 2,128,798
Revenues and Other Sources	461,035
Expenditures and Other Uses	<u>216,489</u>
Ending Fund Balance	<u>\$ 2,373,344</u>

Section 2. That the budget, as submitted, amended, and hereinabove summarized by fund, hereby is approved and adopted as the budget of the Town of Avon for the year stated above.

Section 3. That the budget hereby approved and adopted shall be signed by the Mayor and made part of the public record of the Town.

ADOPTED this 13th day of November, 2012.

TOWN OF AVON, COLORADO



Rich Carroll, Mayor

ATTEST:


Patty McKenny
Town Clerk



**TOWN OF AVON
RESOLUTION NO. 12-20**

SERIES OF 2012

**A RESOLUTION TO ACCEPT THE PROPOSED TOWN OF AVON
LONG RANGE CAPITAL PROGRAM AND SIMULTANEOUSLY ADOPT THE
YEAR 2013 CAPITAL PROJECTS FUND BUDGET**

**A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR
THE CAPITAL PROJECTS FUND AND ADOPTING A BUDGET FOR THE
CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2013
AND ENDING ON THE LAST DAY OF DECEMBER, 2013**

WHEREAS, the Town Council of the Town of Avon has appointed the Town Manager to prepare and submit a long-range capital program to said governing body for its consideration; and

WHEREAS, the Town Council of the Town of Avon has also appointed the Town Manager to prepare and submit a proposed Capital Projects Fund budget to said governing body for its consideration; and

WHEREAS, upon due and proper notice, published and posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place. A public hearing was held on October 23, 2012, and interested taxpayers were given the opportunity to file or register any comment 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 Capital Projects Fund budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF AVON, COLORADO:

Section 1. That the long-range capital program as submitted to the Town Council is hereby accepted as an official Town document and planning tool, and that the information contained therein may be revised or extended each year with regard to capital improvements.

Section 2. That estimated revenues and expenditures for the Capital Projects Fund are as follows for 2013:

	2013 Proposed <u>Budget</u>
<u>Capital Projects Fund</u>	
Beginning Fund Balance	\$ 2,907,569
Revenues and Other Sources	3,116,500
Expenditures and Other Uses	<u>3,841,343</u>
Ending Fund Balance	<u>\$ 2,182,726</u>

Section 3. That the budget, as submitted, and hereinabove summarized, hereby is approved and adopted as the Capital Projects Fund budget of the Town of Avon for the year stated above.

Section 4. That the Capital Projects Fund budget hereby approved and adopted shall be signed by the Mayor and made part of the public record of the Town.

ADOPTED this 13th day of November, 2012.

TOWN OF AVON, COLORADO

Rich Carroll, Mayor

ATTEST:



Patty McKenny, Town Clerk

AVON URBAN RENEWAL AUTHORITY
TOWN OF AVON, COLORADO
RESOLUTION NO. 12-03

SERIES OF 2012

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES AND ADOPTING A BUDGET FOR THE AVON URBAN RENEWAL AUTHORITY FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2013, AND ENDING ON THE LAST DAY OF DECEMBER, 2013.

WHEREAS, the Board of Commissioners of the Avon Urban Renewal Authority has directed the Authority's Executive Director/Secretary to prepare and submit a proposed budget for its consideration;

WHEREAS, Patty McKenny, Executive Director/Secretary, has submitted a proposed budget to said governing body on October 18, 2012;

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on October 23, 2012 and interested taxpayers were given the 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 BOARD OF COMMISSIONERS OF THE AVON URBAN RENEWAL AUTHORITY:

Section 1. That estimated revenues and expenditures for the Avon Urban Renewal Authority are as follows for 2013:

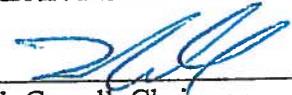
	2013 Proposed <u>Budget</u>
<u>Avon Urban Renewal Authority</u>	
Beginning Fund Balance	\$ 1,170,387
Revenues and Other Sources	759,446
Expenditures and Other Uses	<u>1,138,678</u>
Ending Fund Balance	<u>\$ 791,155</u>

Section 2. That the budget, as submitted, hereby is approved and adopted as the budget of the Avon Urban Renewal Authority for the year stated above.

Section 3. That the budget hereby approved and adopted shall be signed by the Chairman and made part of the public record of the Authority.

ADOPTED this 13th day of November, 2012.

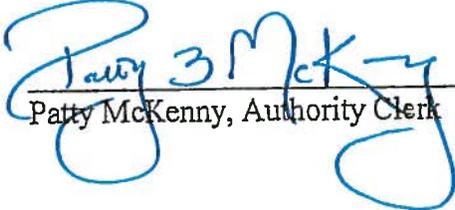
AVON URBAN RENEWAL AUTHORITY


Rich Carroll, Chairman

ATTEST:


Scott Wright, Treasurer

CERTIFIED:


Patty McKenny, Authority Clerk



**TOWN OF AVON
RESOLUTION NO. 12-26**

SERIES OF 2012

**A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE
YEAR 2012, TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE
TOWN OF AVON, COLORADO, FOR THE 2013 BUDGET YEAR**

WHEREAS, the Town Council of the Town of Avon has adopted the annual budget in accordance with the Local Government Budget Law and Town Charter on November 13, 2012; and

WHEREAS, the amount of money necessary to balance the budget for general operating purposes from property tax revenue is \$1,615,844; and

WHEREAS, the amount of money to balance the budget for bonds and interest is \$546,132; and

WHEREAS, the 2012 net total assessed valuation for the Town of Avon, as certified by the County Assessor is \$180,420,250.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF
THE TOWN OF AVON, COLORADO:**

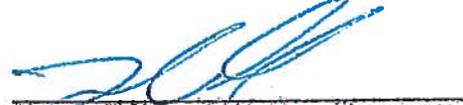
Section 1. That for the purpose of meeting all general operating expenses of the Town of Avon during the 2013 budget year there is levied a tax of 8.956 mills upon each dollar of the net total assessed valuation of all taxable property within the Town of Avon for the year 2013.

Section 2. That for the purpose of meeting all bonds and interest of the Town of Avon during the 2013 budget year there is levied a tax of 3.027 mills upon each dollar of the net total assessed valuation of all taxable property within the Town of Avon for the year 2012.

Section 3. That the Mayor is hereby authorized and directed to certify to the County Commissioners of Eagle County, Colorado, the mill levies for the Town of Avon as hereinabove determined and set.

ADOPTED this 11th day of December, 2012.

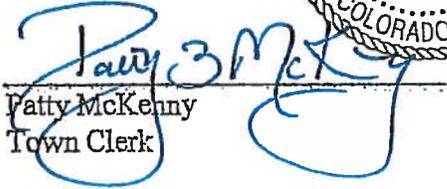
TOWN OF AVON, COLORADO



Rich Carroll
Mayor



ATTEST:



Patty McKenny
Town Clerk

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners¹ of Eagle County, Colorado.

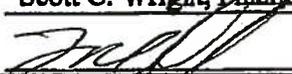
On behalf of the Town of Avon,
 (taxing entity)^A
 the Town Council,
 (governing body)^B
 of the Town of Avon,
 (local government)^C

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 192,931,410 assessed valuation of: (GROSS^D assessed valuation, Line 2 of the Certification of Valuation Form DLG 57^B)

Note: If the assessor certified a NET assessed valuation (AV) different than the GROSS AV due to a Tax Increment Financing (TIF) Area^F the tax levies must be calculated using the NET AV. The taxing entity's total property tax revenue will be derived from the mill levy multiplied against the NET assessed valuation of: \$ 180,420,250 (NET^G assessed valuation, Line 4 of the Certification of Valuation Form DLG 57)

Submitted: 12/11/2012 for budget/fiscal year 2013.
 (not later than Dec. 15) (mm/dd/yyyy) (yyyy)

PURPOSE (see end notes for definitions and examples)	LEVY ²	REVENUE ²
1. General Operating Expenses ^H	<u>8.956</u> mills	\$ <u>1,615,844</u>
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction ^I	< > mills	\$ < >
SUBTOTAL FOR GENERAL OPERATING:	8.956 mills	\$ 1,615,844
3. General Obligation Bonds and Interest ^J	<u>3.027</u> mills	\$ <u>546,132</u>
4. Contractual Obligations ^K	_____ mills	\$ _____
5. Capital Expenditures ^L	_____ mills	\$ _____
6. Refunds/Abatements ^M	_____ mills	\$ _____
7. Other ^N (specify): _____	_____ mills	\$ _____
_____	_____ mills	\$ _____
TOTAL: [Sum of General Operating Subtotal and Lines 3 to 7]	11.983 mills	\$ 2,161,976

Contact person: (print) Scott C. Wright, Finance Director Daytime phone: (970) 748-4055
 Signed:  Title: Mayor

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 866-2156.

¹ If the taxing entity's boundaries include more than one county, you must certify the levies to each county. Use a separate form for each county and certify the same levies uniformly to each county per Article X, Section 3 of the Colorado Constitution.
² Levies must be rounded to three decimal places and revenue must be calculated from the total NET assessed valuation (Line 4 of Form DLG57 on the County Assessor's final certification of valuation).

**TOWN OF AVON
RESOLUTION NO. 12-27**

SERIES OF 2012

**A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE
TOWN OF AVON GENERAL IMPROVEMENT DISTRICT NO. 1 FOR THE
YEAR 2012, TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE
TOWN OF AVON, COLORADO, FOR THE 2013 BUDGET YEAR**

WHEREAS, on August 28, 2007, the Town Council of the Town of Avon passed on second reading Ordinance No. 07-07 declaring the Town of Avon General Improvement District No. 1 (District) organized and submitted to the electors of the District the question of imposing an ad valorem tax to pay the annual expenses of the District; and

WHEREAS, on November 6, 2007, an election was held under the requirements and procedures of the Uniform Election Code, the Mail Ballot Election Act, and TABOR, and a majority of the votes cast on the question were in favor of incurring such levy as provided in such question; and

WHEREAS, the Town Council is authorized to act as the ex-officio Board of Directors of the District and is authorized to proceed with the necessary action to levy the ad valorem taxes so authorized; and

WHEREAS, the authority to levy ad valorem taxes as conferred by the results of the election, is deemed and considered a continuing authority to levy the ad valorem taxes so authorized; and

WHEREAS, the Town Council of the Town of Avon has adopted the annual budget in accordance with the Local Government Budget Law and Town Charter on November 13, 2012; and

WHEREAS, the estimated cost of providing transportation and recreation services to and within the District is \$40,311; and

WHEREAS, the 2012 net total assessed valuation for the property included in the District as certified by the County Assessor is \$2,636,800.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF
THE TOWN OF AVON, COLORADO:**

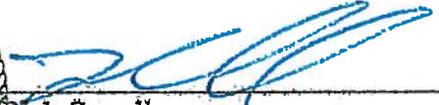
Section 1. That for the purpose of providing transportation and recreation services to and within the District during the 2013 budget year there is levied a tax of 15.288 mills upon each dollar of the net total assessed valuation of all taxable property within the District for the year 2012.

Section 2. That the Mayor is hereby authorized and directed to certify to the County Commissioners of Eagle County, Colorado, the mill levies for the Town of Avon Local Improvement District No. 1 as hereinabove determined and set.

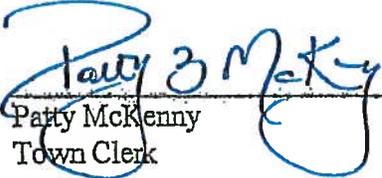
ADOPTED this 11th day of December, 2012.



TOWN OF AVON, COLORADO


Rich Carroll
Mayor

ATTEST:


Patty McKenny
Town Clerk

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners¹ of Eagle County, Colorado.

On behalf of the Town of Avon General Improvement District No.1,
(taxing entity)^A

the Town Council,
(governing body)^B

of the Town of Avon,
(local government)^C

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 2,636,800 assessed valuation of: (GROSS^D assessed valuation, Line 2 of the Certification of Valuation Form DLG 57^E)

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

Submitted: 12/11/2012 for budget/fiscal year 2013.
(not later than Dec. 15) (mm/dd/yyyy) (yyyy)

PURPOSE (see end notes for definitions and examples)	LEVY ²	REVENUE ²
1. General Operating Expenses ^H	<u>15.288</u> mills	\$ <u>40,311</u>
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction ^I	< > mills	\$ < >
SUBTOTAL FOR GENERAL OPERATING:	15.288 mills	\$ 40,311
3. General Obligation Bonds and Interest ^J	_____ mills	\$ _____
4. Contractual Obligations ^K	_____ mills	\$ _____
5. Capital Expenditures ^L	_____ mills	\$ _____
6. Refunds/Abatements ^M	_____ mills	\$ _____
7. Other ^N (specify): _____	_____ mills	\$ _____
_____	_____ mills	\$ _____
TOTAL: [Sum of General Operating Subtotal and Lines 3 to 7]	15.288 mills	\$ 40,311

Contact person: (print) Scott C. Wright, Finance Director Daytime phone: (970) 748-4055
Signed: [Signature] Title: Mayor

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 866-2156.

¹ If the taxing entity's boundaries include more than one county, you must certify the levies to each county. Use a separate form for each county and certify the same levies uniformly to each county per Article X, Section 3 of the Colorado Constitution.
² Levies must be rounded to three decimal places and revenue must be calculated from the total NET assessed valuation (Line 4 of Form DLG57 on the County Assessor's final certification of valuation).