

# Eagle County Colorado



Sunset View from New York Mountain

## 2022 Budget





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# Budget Message



## Administration

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970-328-8605

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[www.eaglecounty.us](http://www.eaglecounty.us)

Eagle County Board of Commissioners  
500 Broadway  
Eagle, CO 81631

Honorable Chair and members of the Board:

We are pleased to provide you with the fiscal year 2022 budget for Eagle County Government which was developed with a focus on allocating resources to achieve results on your strategic priorities that are outlined in the [Strategic Priorities](#) section of this book and support the county's mission of "Creating a Better Eagle County for All". The organization is committed to providing the best possible programs and services to our constituents in a fiscally responsible manner.

The budget is a financial plan that allocates resources to achieve strategic priorities and policy directives of the elected officials of Eagle County. While many funds have an excess of revenue over expenditures, some require the use of excess fund balance for a variety of reasons discussed in this book. We are presenting you with a balanced budget for your approval and appropriation. The budget was prepared using the modified accrual budget basis and includes all county funds, blended component units, discretely presented component units and the Public Trustee custodial fund. The modified accrual budget basis attempts to show all money coming into and going out of county funds when we expect those events to occur. This is further defined in our [Financial Policies](#) and [Budget Instructions](#). The county's annual comprehensive financial report is prepared on a Generally Accepted Accounting Principles (GAAP) basis, so each year we make a reconciliation between the budget basis and GAAP basis of accounting within that document.

2021 was a year that beat our expectations in numerous ways. When we adopted the 2021 budget a year ago, we did not fully understand how the ongoing COVID-19 pandemic would impact our workforce, community members, visitors, or revenue. We were prepared for a 12% decrease in revenue and responded to that by decreasing expenditures by 13% from our 2020 estimates. The revenue decreases did not come to fruition and we were pleased to be able to increase our revenue expectations by \$16 million, which equates to 12% of total revenue (excluding the issuance of certificates of participation) from the time we adopted the 2021 budget in December 2020 to our fifth amendment to the 2021 budget approved in December 2021. The biggest increases came from sales tax revenue (\$5 million), federal grants (\$5 million), and charges for services (\$1.5 million).

In response to the revenue gains, we were able to increase staffing to meet service levels of a variety of departments - including the continuation of pandemic response and launching a clear and decisive path to funding your strategic priorities. In July 2021, the commissioners launched the Bold Housing Moves program - a \$10 million plan to increase the availability and affordability of workforce housing. This \$10 million plan spans the 2021 and 2022 budgets and includes programs that are quick to launch and impactful to the community such as an increase to our down payment assistance programs, purchasing deed restrictions on existing housing units, and offering rental assistance to community members who are struggling with increasing rental rates and deposit requirements. It also includes a commitment to longer term projects by working to entitle land owned by Eagle County so we can begin to add to the housing inventory through the construction of new units.

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In addition to the housing commitment, this 2022 budget reflects investments in our strategic priorities which are listed below:

Core Services	<ul style="list-style-type: none"> <li>• Provide exceptional core services to support quality of life for our residents, businesses, and visitors.</li> </ul>
Support Our Workforce	<ul style="list-style-type: none"> <li>• Implement innovative solutions to encourage affordable housing.</li> <li>• Support early childhood care and education.</li> <li>• Support mental health services and access to affordable healthcare.</li> </ul>
Create a Resilient Economy	<ul style="list-style-type: none"> <li>• Encourage economic diversification.</li> <li>• Increase transportation options, including transit and county airport flights.</li> <li>• Improve broadband connectivity.</li> </ul>
Protect our Mountain Ecosystem	<ul style="list-style-type: none"> <li>• Reduce greenhouse gas emissions in county operations and across the entire community.</li> <li>• Safeguard our natural resources, wildlife habitat, and water resources.</li> <li>• Reduce impacts of wildfires and drought.</li> </ul>

This 2022 budget includes expenditures to fund measurable goals that will impact the above priorities. These investments include:

- Workforce Housing - With a projected housing shortfall of 6,000 units in the most recent Housing Needs Assessment, Eagle County will increase inventory by 400 units by December 31, 2023. - \$2.2 million + staff time
- Workforce Housing - With a projected housing shortfall of 6,000 units in the most recent Housing Needs Assessment, Eagle County will plan, design, entitle and partner to ensure 500 units are construction ready by December 31, 2023. - \$1.4 million + staff time. These two housing goals represent the remainder of the \$10 million commitment to the Bold Housing Moves initiative.
- Early Childhood Access - Increase access to early childhood education services for Eagle County workforce by increasing the number of families who receive financial support to access care from 141 families to 240 families by December 2023. - \$65,000 + staff time
- Early Childhood Quality - Increase number of licensed early childhood programs in Eagle County rated level 3 or higher on the Colorado Shines rating system from 18 out of 42 programs up to 22 out of 42 (or a total increase of level 3 or higher programs by 20%) by December 31, 2023. - \$1.6 million + staff time
- Resilient Economy - Identify baseline metrics, inventory resources, and develop an actionable Business Retention & Expansion (BRE) plan by June 30, 2022. Conduct a targeted number of business visits utilizing BRE survey tools. - \$225,000 + staff time
- Transportation & Mobility - Improve ECO Transit's data integrity and build a foundation for data-driven decision making . 100% of ECO Transit's data inventory will be complete, accurate, and incorporated into operational decision making by December 31, 2023. - \$160,000 + staff time
- Transportation & Mobility - Complete the Eagle Valley Trail by December 31, 2024. - \$8.7 million + staff time
- Reduce Greenhouse Gas Emissions - Reduce community GHG emissions 75,000 mT each year, and ECG operating emissions by 500 mT each year to achieve Climate Action Plan goals of 25% reduction by 2025 and 50% reduction by 2030 (baseline 2014). Focus on electrification of buildings and vehicles. - \$1.6 million + staff time
- Wildfire Mitigation - Increase by 400 the number of residences & properties in Eagle County's Wildland Urban Interface that have implemented one or more of the best practice strategies to reduce structure ignition potential, as identified in the REALFire Program Home Ignition Zone checklist, by December 2023. - \$880,000 + staff time

Even with these investments, we will hold strong reserves that will help us weather the unforeseen, including unanticipated drops in revenues or new or continuing emergencies.

We want to thank the board of county commissioners, elected officials and all county departments for their diligence in developing budgets which support our strategic priorities as well as the ongoing management of their budgets.

Sincerely,

A handwritten signature in blue ink that reads "Jeff Shroll". The signature is fluid and cursive, with the first name "Jeff" and last name "Shroll" clearly distinguishable.

Jeff Shroll  
County Manager and  
Chief Budget Officer

A handwritten signature in blue ink that reads "Jill Klosterman". The signature is more compact and stylized than the one to its left, with a long horizontal stroke at the end.

Jill Klosterman  
Chief Financial Officer

# Budget Award



GOVERNMENT FINANCE OFFICERS ASSOCIATION

## *Distinguished Budget Presentation Award*

PRESENTED TO

**Eagle County Government  
Colorado**

For the Fiscal Year Beginning

**January 01, 2021**

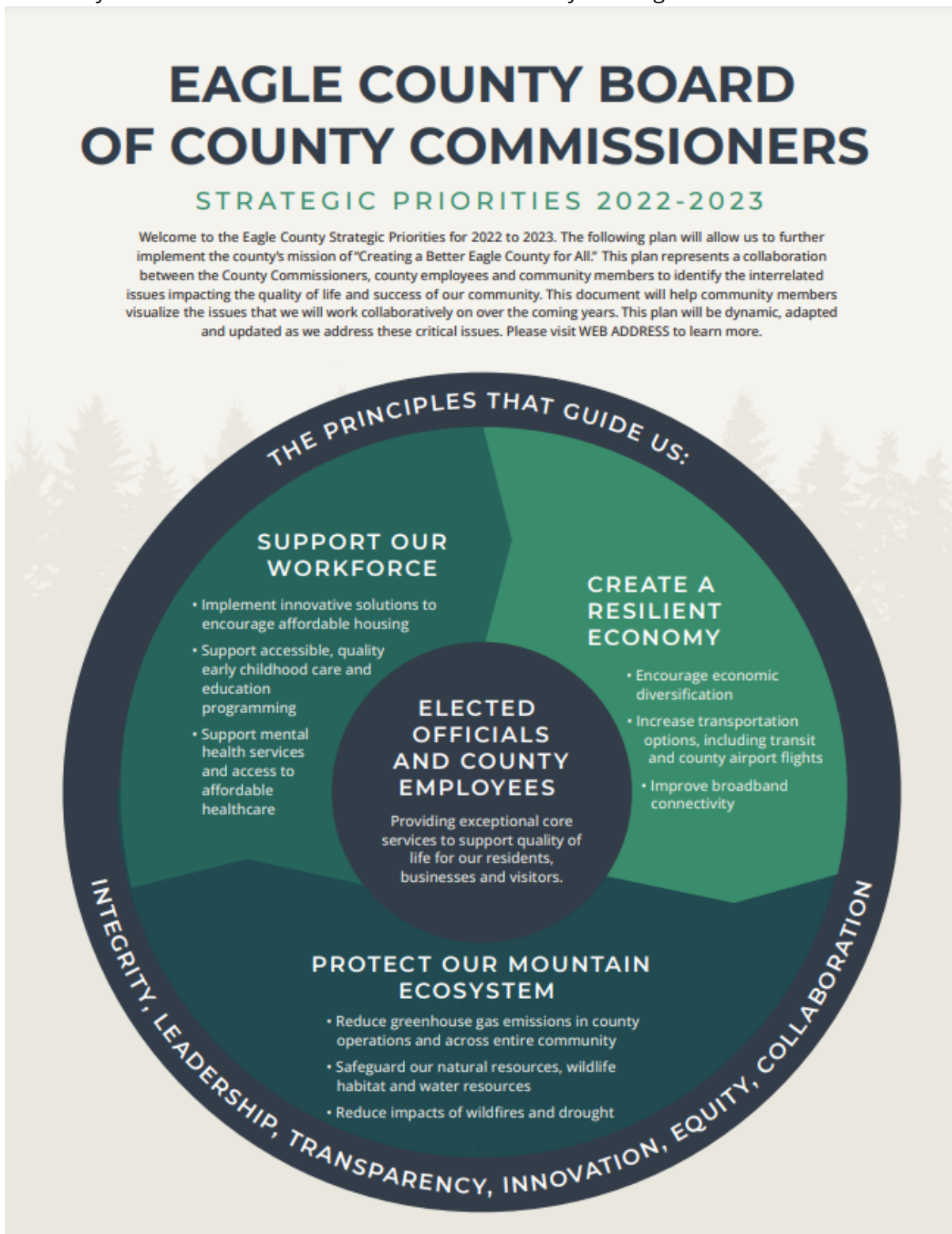
*Christopher P. Morill*

Executive Director



# Eagle County Strategic Priorities

Eagle County's strategic priorities provide our road map as we allocate resources, gauge our performance and ensure we are delivering quality services to our constituents. These priorities were developed by the board of county commissioners with assistance from the county's management team and staff.



## STRATEGIC PRIORITY & MEASURABLE GOAL

## 2022 BUDGET ALLOCATION

### SUPPORT OUR WORKFORCE | Workforce Housing Units

With a projected housing shortfall of 6,000 units in the most recent Housing Needs Assessment, Eagle County will increase inventory by 400 units by December 31, 2023.

Workforce housing  
400 units:  
**\$2.2 million + Staff Time**

With a projected housing shortfall of 6,000 units in the most recent Housing Needs Assessment, Eagle County will plan, design, entitle and partner to ensure 500 units are construction ready by December 31, 2023.

Workforce housing  
500 units:  
**\$1.4 million + Staff Time**

### SUPPORT OUR WORKFORCE | Early Childhood Access & Quality

Increase access to early childhood education services for Eagle County Workforce by increasing the number of families who receive financial support to access care from 141 families to 240 families by December 2023.

Early Childhood access:  
**\$65,000 + Staff Time**

Increase number of licensed early childhood programs in Eagle County rated level 3 or higher on the Colorado Shines rating system from 18 out of 42 programs up to 22 out of 42 (or a total increase of level 3 or higher programs by 20%) by December 31, 2023.

Early Childhood Quality:  
**\$1.6 million + Staff Time**

### CREATE A RESILIENT ECONOMY | Economic Diversification

Identify baseline metrics, inventory resources, and develop an actionable Business Retention & Expansion (BRE) plan by June 30, 2022. Conduct a targeted number of business visits utilizing BRE survey tools. Targeted business visit and survey goal by December 31, 2023 will be determined from the tools identified and resources allocated in the groundwork phase.

Economic Diversification:  
**\$225,000 + Staff Time**

### CREATE A RESILIENT ECONOMY | Transportation

Improve ECO Transit's data integrity and build a foundation for data-driven decision making. 100% of ECO Transit's data inventory will be complete, accurate, and incorporated into operational decision making by December 31, 2023.

Transportation:  
**\$160,000 + Staff Time**

### CREATE A RESILIENT ECONOMY | Eagle Valley Trail

Complete the remaining 12 miles of the Eagle Valley Trail to allow bikers to ride from Vail Pass to Glenwood Canyon by December 31, 2024. Once complete, cyclists will be able to ride from Breckenridge to Aspen on a paved trail separated from highway traffic.

Eagle Valley Trail:  
**\$8.7 million + Staff Time**

### PROTECT OUR MOUNTAIN ECOSYSTEM | Reduce Greenhouse Gas Emissions

Reduce community GHG emissions 75,000 mT each year, and ECG operating emissions by 500 mT each year to achieve Climate Action Plan goals of 25% reduction by 2025 and 50% reduction by 2030 (baseline 2014). Focus on electrification of buildings and vehicles.

GHG Emissions:  
**\$1.6 million + Staff Time**

### PROTECT OUR MOUNTAIN ECOSYSTEM | Wildfire Mitigation

Increase by 400 the number of residences & properties in Eagle County's Wildland Urban Interface that have implemented one or more of the best practice strategies to reduce structure ignition potential, as identified in the REALFire Program Home Ignition Zone checklist, by December 2023.

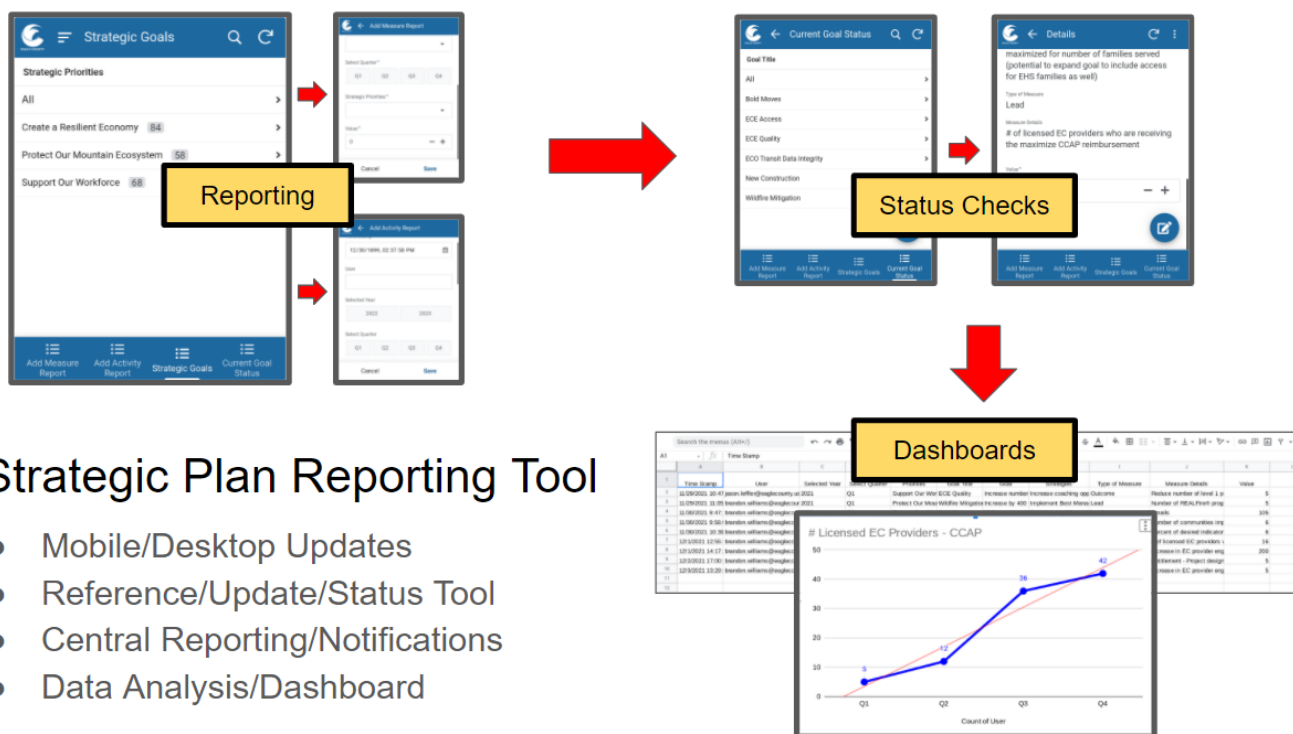
Wildfire Mitigation:  
**\$880,000 + Staff Time**

## Strategic Priorities Measurement and Reporting Tools

Eagle County was excited to establish a new strategic plan and associated priorities in 2021 the results of which are included here. As part of the strategic plan, we have developed nine strategic goals, each of which has associated background explanation, strategies, activities, and leading and lagging measures. The responsible departments will manage each of these nine priorities and will track progress through a newly launched website and app, both of which will be accessible to county commissioners, staff, and the public.

## Eagle County Government Strategic Plan Public Website

The [Eagle County Strategic Plan website](#), currently in its final stages of development, will give Eagle County staff and members of the public the ability to engage with our strategic priorities on a regular basis. The focus of the updates will be lead measures and year to date trends for each of the established goals. They will be easily understandable using green, yellow, and red status indicators, which will show if measures are being met or why they might be behind schedule. We look forward to a year long communication strategy and social media and community engagement on the goals. The website will have dashboards which give a high level overview of each goal. An example of the program follows:

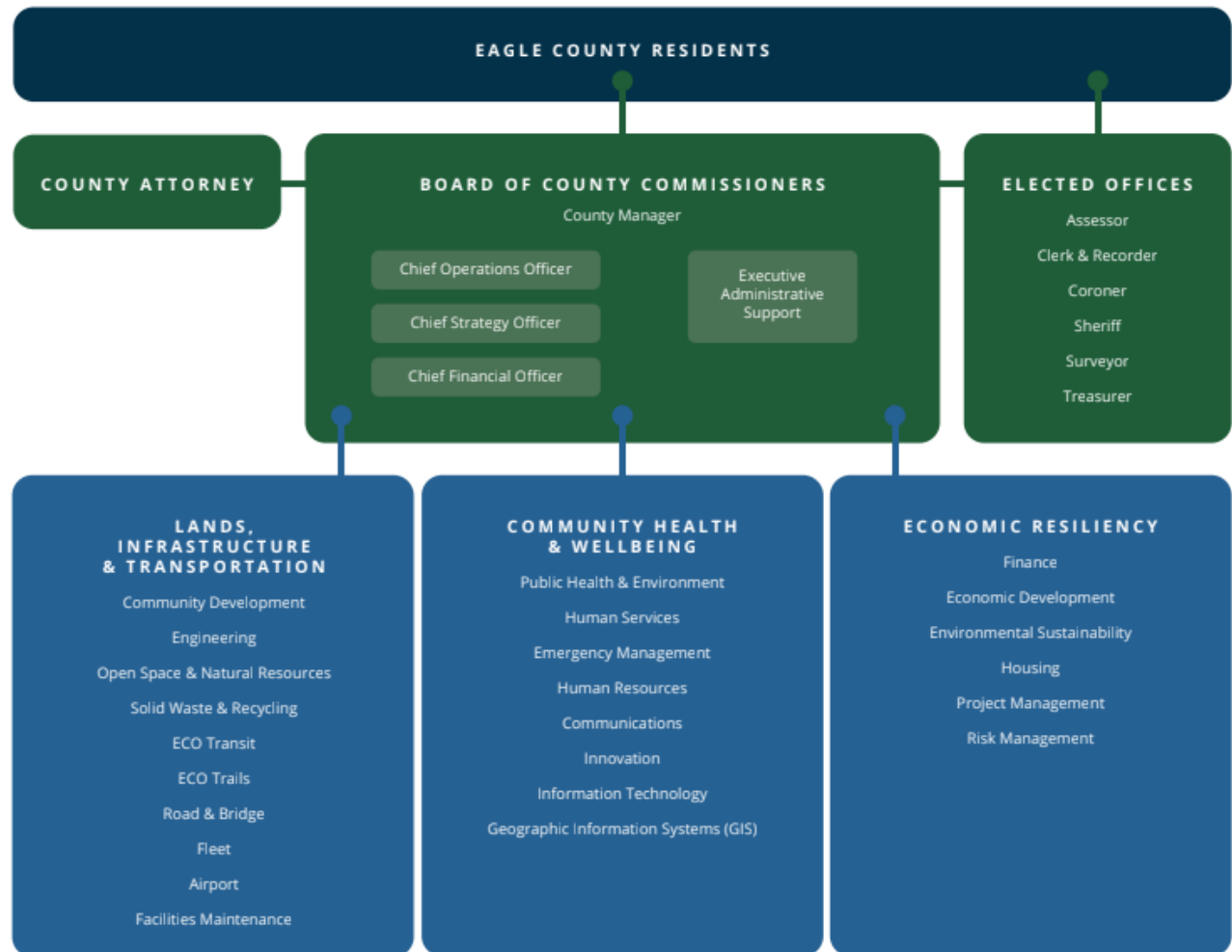


## Strategic Plan Reporting Tool

- Mobile/Desktop Updates
- Reference/Update/Status Tool
- Central Reporting/Notifications
- Data Analysis/Dashboard

While this launch includes only nine priority goals, we plan to include additional departmental goals in future years.

# Organizational Chart



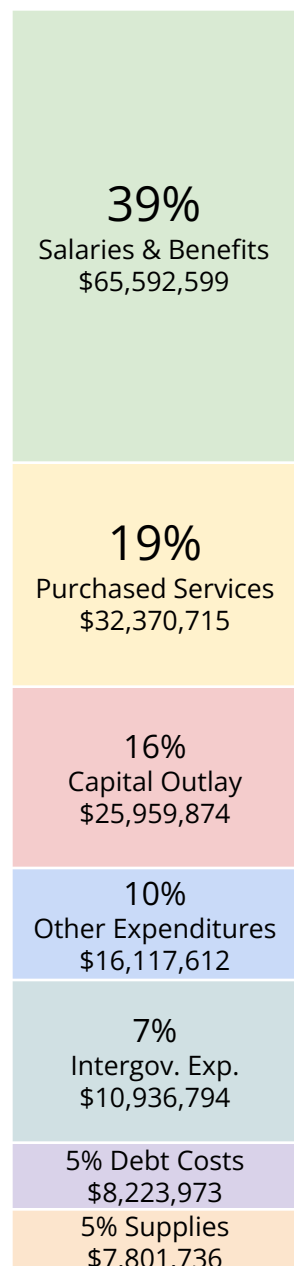
# Budget in Brief

Eagle County's 2022 budget includes revenues of \$160 million and expenditures of \$167 million. The result is net expenditure of \$7 million which reduces the county's fund balance for a total estimated fund balance across all funds of \$212 million.

## Eagle County Revenues - 2022 Budgeted Revenues \$160,178,904

26% Sales & Use Taxes \$41,085,001	<b>Sales &amp; Use Taxes:</b> Sales tax includes the voter approved 1% sales tax (approved in 1981), 0.5% mass transit tax (approved in 1995), marijuana sales and excise tax (approved in 2017) and tobacco and nicotine tax (approved in 2019). It also includes the specific ownership tax levied on motor vehicles in Colorado (enacted in 1937).
19% Property Taxes \$29,643,691	<b>Property Taxes:</b> The revenue budget reflects net property tax, which is the total levied minus uncollectible amounts. The calculation of levied property tax is based on the December 2021 assessed valuation and reflects the county's 13% share of total property tax collections ( <a href="#">Where Do My Property Taxes Go?</a> ).
17% Grants and Intergovernmental \$27,684,073	<b>Grants and Intergovernmental:</b> These revenues include federal, state, and local grants as well as revenue from other governments. It also includes the payments in lieu of property tax that we receive from the federal government.
15% Charges for Services \$23,828,718	<b>Charges for Services and Licenses, Fees &amp; Permits:</b> This includes fees charged for the services provided by the county. Major revenue sources include Treasurer's fees, landfill fees, airport fees, bus fares, building permits, and motor vehicle and recording fees.
10% Internal Service Fund Charges \$16,266,424	<b>Internal Service Fund Charges:</b> The Fleet fund, Insurance Reserve fund, and Health Insurance fund account for the related county-wide programs. These revenues are offset by expenditures in other county funds.
8% Rents & Royalties \$13,304,641	<b>Rents &amp; Royalties:</b> Rents are collected primarily within the affordable and workforce housing entities and at the airport. Rents are charged to occupants of these facilities.
5% Other Revenues \$8,366,356	<b>Other Revenues:</b> Other revenues include investment earnings, interfund transfers, other sources of financing, and miscellaneous income.

## Eagle County Expenditures - 2022 Budgeted Expenditures \$167,003,303



**Salaries & Benefits:** Eagle County's largest expenditure is for its staff. It is a service oriented organization and takes pride in fairly compensating the people who carry out its mission. This classification of expenditures includes wages and associated taxes, health insurance, retirement, and other benefits.

Additional information about staffing levels can be found in the [Personnel Summary](#) section of this book.

**Purchased Services:** This classification includes all services purchased by Eagle County departments. Major expenditures are contracts with vendors including agreements to meet strategic priorities such as implementation of the Early Childhood Roadmap and Climate Action Plan, utility costs, insurance premiums, and maintenance of buildings, vehicles, and equipment.

**Capital Outlay:** Capital outlay and leases includes capital projects across the county. Additional information about these projects can be found in the [Capital Expenditures](#) section of this book.

**Other Expenditures:** Other expenditures include staff training benefits, interdepartmental services, transfers out to other county funds, and grants and contributions made to program partners.

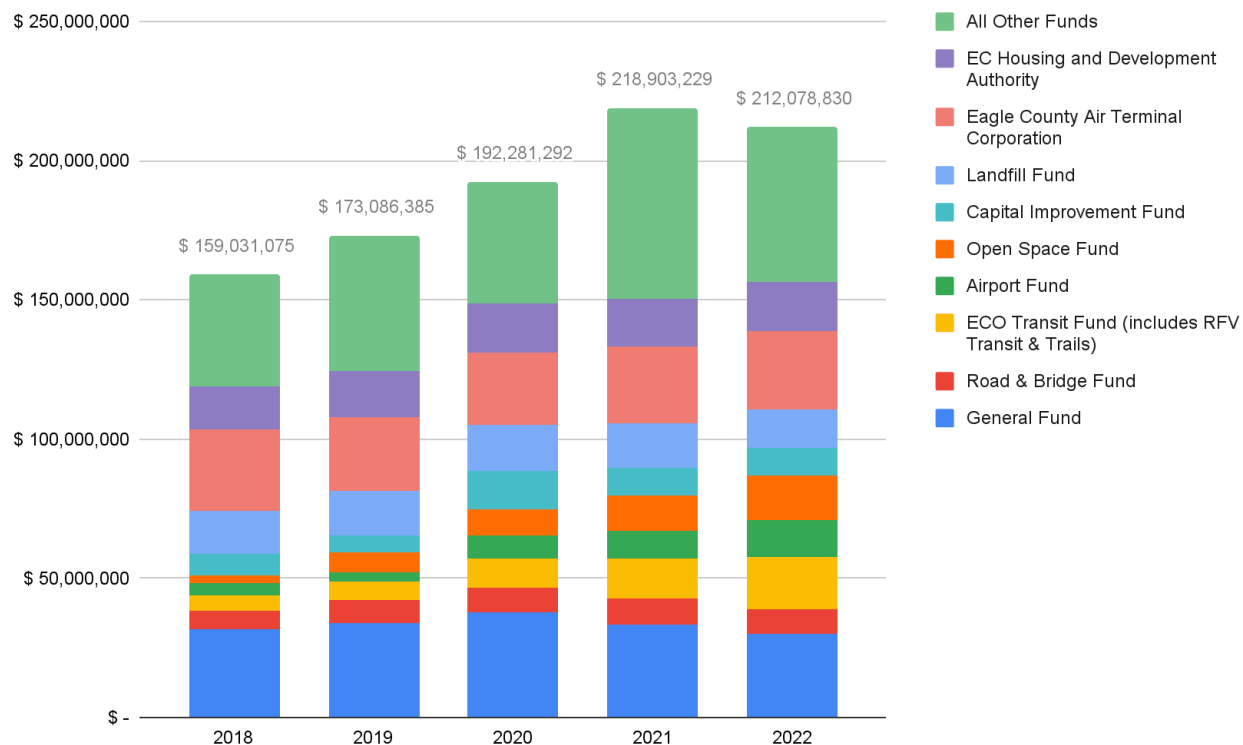
**Intergovernmental Expenditures:** Intergovernmental expenditures include payments to the district attorney's office to fund its operations, pass through of sales tax and property tax revenues to towns, and other governmental partnerships.

**Debt Costs:** Principal and interest payments along with debt issuance costs are included in this classification as explained in [Current Debt Obligations](#).

**Supplies:** This classification includes goods purchased by county departments. The largest expenditures include fuel and road maintenance supplies.

## Eagle County Fund Balance - 2022 Projected Fund Balance \$212,078,830

The table below shows the trends in actual fund balances for Eagle County in 2018 - 2020 and the projected fund balances for 2021 and 2022.

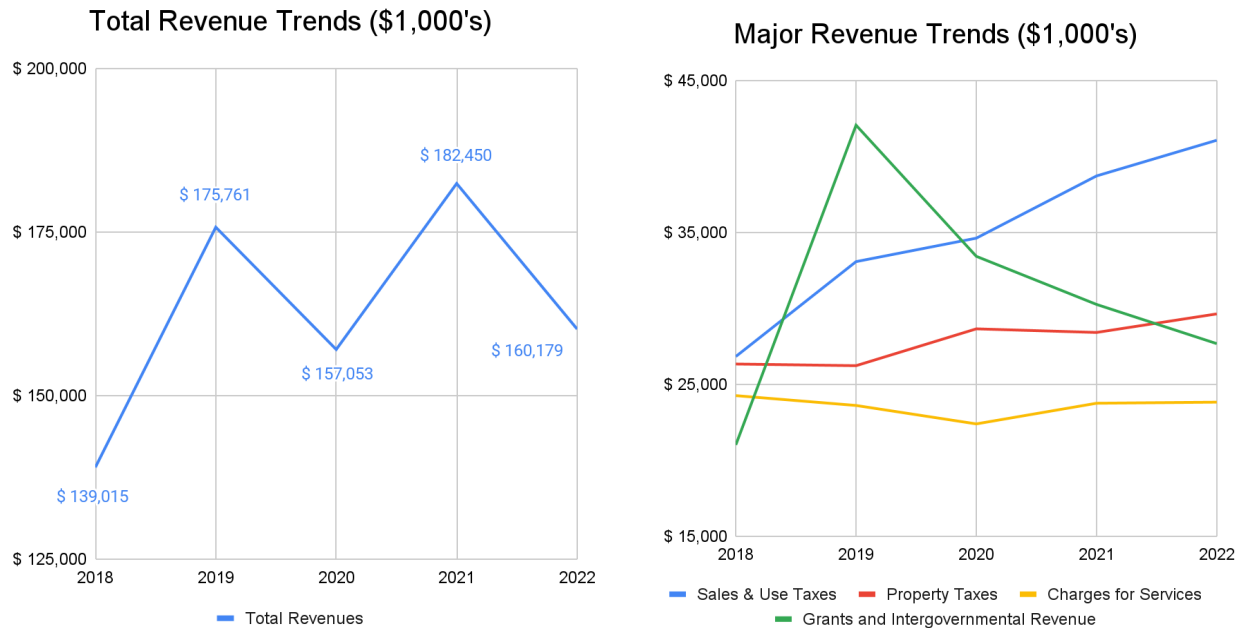


- We are budgeting to reduce our fund balance across all funds in 2022 by \$6.8 million.
- Detailed information on the changes in fund balance for each fund can be found in the [Fund Balances and Net Position](#) section of this report.



# Revenue Trends

The tables below show the trends in total revenues and major revenues collected by Eagle County in 2018 - 2020, the estimated revenue for 2021, and the budgeted revenue for 2022.



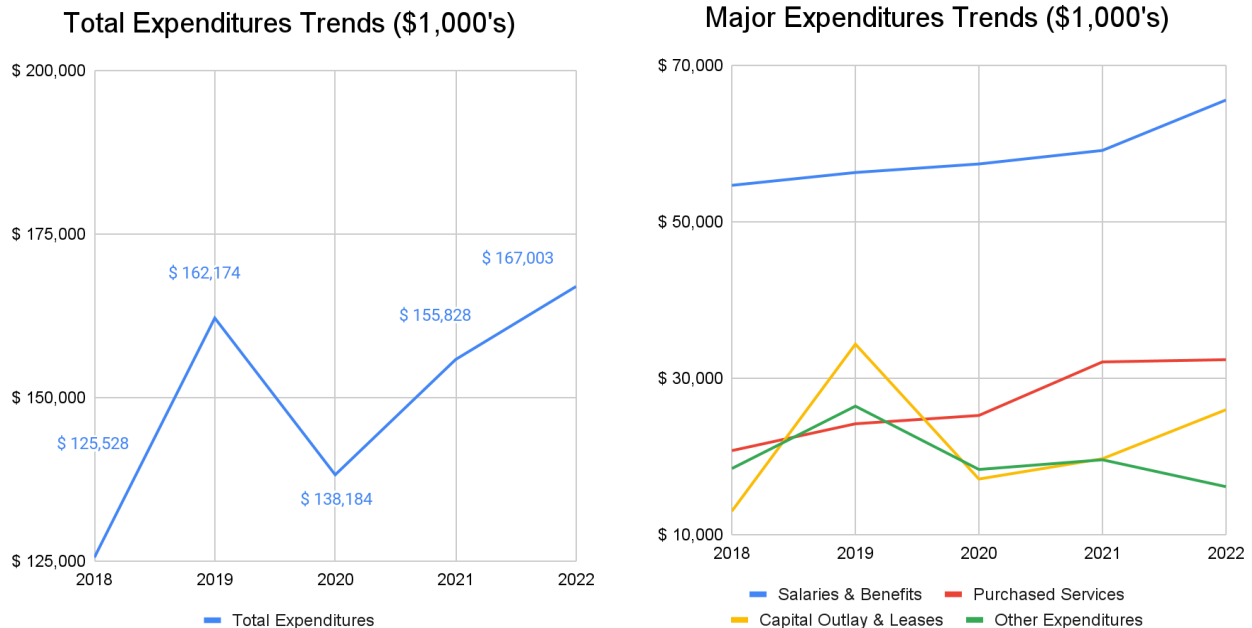
Revenues for 2022 are budgeted to decrease by 12%, or \$22.3 million as compared to 2021. The primary reason for the decrease is that we issued \$22.3 million of certificates of participation in 2021 and do not intend to issue additional certificates of participation in 2022. Other revenue changes include:

- \$2.4 million increase in sales and use taxes. We saw very strong sales tax revenue in 2021 and we are budgeting for the trends to continue into 2022.
- \$2.6 million decrease in grants and intergovernmental revenue. This decrease is primarily due to the number and amount of grants that were received by the organization in 2021 related to the COVID-19 pandemic. While there is a large amount of federal grant money available, we have only budgeted for grants that we have a very high likelihood of receiving in 2022. We plan to watch for available funding and apply for grants to fund strategic priorities throughout the year. If we are successful in receiving additional grant funds, we will incorporate them into the 2022 budget through the budget amendment process.
- \$1.2 million increase in property taxes. 2020 was the last reassessment year, and the results of that reassessment impact county revenue in 2022.
- \$24 million reduction in other revenues, most notably the decreased proceeds from the issuance of certificates of participation but also a decrease in investment earnings because of lower expected short and long-term interest rates.



# Expenditure Trends

The tables below show the trends in total expenditures and major expenditures of Eagle County in 2018 - 2020, the estimated expenditures for 2021, and the budgeted expenditures for 2022.



Expenditures for 2022 are budgeted to increase by 7%, or \$11 million as compared to 2021. The primary reasons for this increase are:

- \$6.4 million increase in salaries and benefits. The increase is primarily due to the addition of a total of 49.5 FTE - 22.5 approvals during 2021 and 27 approvals in this 2022 budget adoption. Additionally, department contributions to the health insurance fund were decreased due to better than expected health insurance claims. Additional information can be found in the [Personnel Summary](#) and [Health Insurance Fund](#) sections.
- \$6.5 million increase in capital outlay. The largest increase is the construction of new sections of the Eagle Valley Trail. Proceeds of the 2021 issuance of certificates of participation will fund the majority of the completion of this trail. Other capital projects in 2022 are planned at a level consistent with previous years and include the projects outlined in the [Capital Expenditures](#) section.
- \$647,000 increase in debt payments, primarily related to the issuance of certificates of participation.
- \$3.4 million decrease in other expenditures. A \$2 million contribution to economic recovery efforts and other purchases related to the COVID-19 pandemic was made in 2021 and is not expected to continue in 2022.

# Current Debt Obligations

Per Colorado Revised Statutes 30-35-201, a county's general obligation debt may not exceed 3% of the valuation for assessment. Given Eagle County's 2022 assessment value of \$4.0 billion, the maximum allowable general obligation debt per state statute would be \$119 million.

Eagle County has no general obligation bonded debt; therefore, it is within its legal debt limits. Eagle County does not plan, nor has it budgeted, to issue any general obligation debt in 2022.

The debt obligations of Eagle County Government and its component units are outlined below. None of this debt is general obligation debt, and each issuance was made only after careful consideration of the funding sources available to repay each debt. The repayment of debt is considered when making budgetary and operational decisions for each fund in which the debt repayment is budgeted.

	Total Outstanding (12/31/2021)	2022 Principal	2022 Interest	Primary Purpose
<b>Governmental Activities</b>				
2015 Justice Center Certificates of Participation	\$ 10,215,000	\$ 1,070,000	\$ 510,750	To fund the 2008-2010 construction of the Eagle County Justice Center.
2019 Two10 Certificates of Participation	\$ 6,955,000	\$ 730,000	\$ 347,750	To fund the construction of Two10 at Castle Peak, a 22-unit workforce housing complex.
2021 Eagle Valley Trails Certificates of Participation	\$ 17,930,000	\$ 560,000	\$ 787,350	To fund the construction of 12 miles of the Eagle Valley Trail.
<b>Business-Type Activities</b>				
Eagle County Air Terminal Corporation Revenue Bonds	\$ 31,150,000	\$ 925,000	\$ 1,543,575	To fund the airport terminal renovation project.
Lake Creek Village Apartments Debt	\$ 30,997,880	\$ 30,997,880	\$ 880,143 *	To fund the acquisition and renovation of Lake Creek Village Apartments.
Golden Eagle Elderly Housing Corporation Debt	\$ 1,282,720	\$ 13,629	\$ 62,837	To fund the acquisition and renovation of Golden Eagle Apartments.

\* Lake Creek Village interest payment includes a mortgage insurance payment.

In December 2015, the county, through Eagle Lease Financing Corporation and Eagle County Justice Center Financing Corporation, issued \$19,215,000 in refunding certificates of participation to 1) advance refund all outstanding series 2005 refunding certificates of participation, and 2) to redeem on December 1, 2018 all series 2008 certificates of participation maturing on or after December 1, 2019 and pay principal and interest on the outstanding series 2008 certificates of participation until that redemption date. The series 2015 refunding certificates of participation bear interest at 2% to 5% per annum and mature in annual increments from December 2016 through December 2029. Eagle County has an issuer rating of Aa1 from Moody's Investor Service.

In June 2019, Eagle County issued \$8,310,000 in certificates of participation to finance the construction of a 22-unit workforce housing building located in Eagle, Colorado and to pay costs relating to the execution and delivery of the series 2019 certificates. The series 2019 certificates of participation bear interest at 5% per annum and mature in annual increments from December 2020 through December 2029.

In August 2021, Eagle County issued \$17,930,000 in certificates of participation to finance the construction of 12 miles of the Eagle Valley Trail and to pay costs relating to the execution and delivery of the series 2021 certificates. The series 2021 certificates of participation bear interest at 4% to 5% per annum and mature in annual increments from December 2022 through December 2039 and have a final term maturity in December 2041.

In June 2011, Eagle County Air Terminal Corporation (ECAT) issued Airport Terminal Project Revenue Refunding Bonds in the total principal amount of \$10,070,000. These bonds bear interest from 2.05% to 6% and mature through May 1, 2027. In September 2017, Eagle County Air Terminal Corporation issued Airport Terminal Project Revenue Refunding Bonds in the principal amount of \$29,980,000. The bonds bear interest from 2% to 5% and mature through May 2041. Proceeds from these issues were used to refund all outstanding bonds issued in 2006 as well as fund the airport terminal addition and renovation project. ECAT Bonds are rated Baa2 with a stable outlook by Moody's Investors Service.

In December 2012 and in connection with the acquisition of the Lake Creek Village Apartments, Lake Creek Village LLC entered into a mortgage note agreement with Wells Fargo Bank in the principal amount of \$29,360,000. This mortgage is insured by the U.S. Department of Housing and Urban Development (HUD) under section 223(f). This note bears interest of 2.5% and matures on January 1, 2048. In August 2017, and in connection with the renovation of the apartments, Lake Creek Village entered into an additional mortgage note agreement with Wells Fargo Bank in the final principal amount of \$7,292,200. This mortgage is insured by HUD under section 241(a). Interest accrues at 4.18% and the note matures on January 1, 2048. Lake Creek Village LLC has signed a purchase and sale agreement to sell the apartment complex. See the [Lake Creek Village Apartments](#) section of this book for additional details.

When Golden Eagle Elderly Housing Corporation acquired the Golden Eagle Apartments in March 2003, it assumed a promissory note payable to Rural Housing Service (RHS), a division of the U.S. Department of Agriculture in the amount of \$1,063,478. The note bears interest at 6% and matures on March 14, 2033. In December 2006, the corporation executed another promissory note with Rural Housing Service for \$362,870, the proceeds of which were used to fund capital improvements at the property. The 2006 note bears interest at 5.875% and matures on January 1, 2037. RHS offers an interest subsidy to the corporation for both notes.

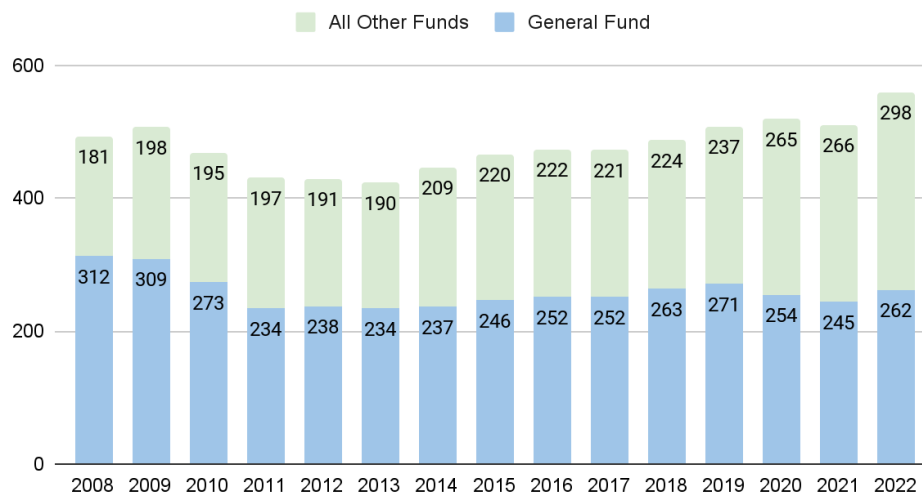
# Personnel Summary

Positions are approved by the board of county commissioners and are monitored and controlled by human resources and finance department staff. Eagle County's total approved and budgeted full-time equivalent (FTE) count for 2022 is 560.1, which is an increase of 49.5 positions from the 2021 adopted budget. The following table shows the past three years in budgeted personnel as counted by FTE positions.

Fund	2020	2021	2022	Change
General Fund	252.8	244.5	262.4	17.9
Public Trustee	1.6	1.6	1.6	0.0
Road & Bridge	23.0	22.0	22.0	0.0
Human Services	59.6	60.6	65.1	4.5
ECO Transit	67.5	65.0	73.9	8.9
ECO Trails	2.1	2.1	2.1	0.0
Airport	26.7	23.7	30.7	7.0
800 MHz	1.0	1.0	2.0	1.0
Public Health	37.2	43.2	51.0	7.8
Housing	12.5	12.5	12.0	-0.5
Open Space	3.7	3.7	4.7	1.0
Landfill	12.9	12.9	12.9	0.0
The Valley Home Store	2.0	2.0	4.0	2.0
Fleet Services	17.0	16.0	16.0	0.0
<b>Total (All Funds)</b>	<b>519.4</b>	<b>510.6</b>	<b>560.1</b>	<b>49.5</b>
Annual Growth	11.4	-8.8	49.5	
Annual Growth %	2.25%	-1.70%	9.70%	

The following chart shows a longer term trend of budgeted full time equivalent staff members in the general fund and all other funds.

# of FTE - General Fund and All Other Funds



Throughout 2021, as the need for expanded services throughout the organization grew along with the expectation that 2022 operating revenue was going to beat expectations in the adopted budget, additional

positions were approved by the BoCC through the budget amendment process. 22.5 FTE positions were added throughout 2021. An additional 27 positions are being approved in this budget.

Positions were added in the following funds and departments:

- General Fund, Animal services department - increase animal services technician by 0.375
- General Fund, Administration department - policy analyst
- General Fund, Clerk & Recorder's office - elections operations manager
- General Fund, Emergency management department - emergency management specialist
- General Fund, Innovation & technology department - seasonal intern 0.16
- General Fund, Facilities maintenance - maintenance technician
- General Fund, Sheriff's office - 2 administrative patrol sergeants, 1 Gypsum patrol deputy, 1 detentions sergeant
- General Fund, Sustainable Communities department - climate programs coordinator
- Airport Fund - Airport rescue fire fighting operations agent
- Airport Fund - Temporary seasonal positions covering bag technicians, curbside and terminal services, and snow removal technicians (2.0 FTE total)
- ECO Transit Fund - Bus operators for the Gypsum to Eagle pilot route (7.0 FTE total)
- ECO Transit Fund - Transit and trails technician
- ECO Transit Fund - Transit fleet asset supervisor
- Open Space Fund - Open space specialist
- Public Health Fund - Contracts and licensing coordinator
- Public Health Fund - Healthy aging coordinator increase by 0.15
- Human Services Fund - Veteran's service program support increase by 0.5
- Human Services Fund - Economic services specialists, extend 2 temporary positions from 12/31/21 to 12/31/22

# Fund Structure

Eagle County Government provides budgets for 28 funds of different types, including its component units. Its funds are divided into eight fund types: general fund, special revenue funds, capital improvements fund, enterprise fund, internal service funds, blended component units, custodial fund, and discretely presented component units. The county has two other custodial funds which account for monies held on behalf of other entities that use the county as a depository, for property taxes collected on behalf of other governments or agencies, and for monies held by the Sheriff's office for inmates. The Public Trustee Fund is the only custodial fund that adopts a budget and is therefore included in this document.

The following table shows all funds of Eagle County Government, each of which is presented in this budget:

<p><b>General Fund</b></p> <p><b>Capital Improvements Fund</b></p> <p><b>Enterprise Fund</b></p> <ul style="list-style-type: none"> <li>Landfill Fund</li> </ul> <p><b>Internal Service Funds</b></p> <ul style="list-style-type: none"> <li>Fleet Services Fund</li> <li>Insurance Reserve Fund</li> <li>Health Insurance Fund</li> </ul> <p><b>Blended Component Units</b></p> <ul style="list-style-type: none"> <li>Eagle County Housing and Development Authority</li> <li>The Valley Home Store</li> <li>Lake Creek Village Apartments</li> <li>Eagle County Air Terminal Corporation</li> </ul> <p><b>Custodial Fund</b></p> <ul style="list-style-type: none"> <li>Public Trustee Fund</li> </ul>	<p><b>Special Revenue Funds</b></p> <ul style="list-style-type: none"> <li>Road and Bridge Fund</li> <li>Human Services Fund</li> <li>Offsite Road Improvement Fund</li> <li>ECO Transit Fund</li> <li>ECO Trails Fund</li> <li>Airport Fund</li> <li>Conservation Trust Fund</li> <li>800 MHz Fund</li> <li>Emergency Reserve/TABOR Fund</li> <li>Public Health Fund</li> <li>Mental Health Fund</li> <li>Housing Loan Fund</li> <li>Housing Operations Fund</li> <li>Workforce Housing Rentals Fund</li> <li>Open Space Fund</li> </ul> <p><b>Discretely Presented Component Units</b></p> <ul style="list-style-type: none"> <li>E911 Authority</li> <li>Golden Eagle Elderly Housing Corporation</li> </ul>
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Eagle County, like many governments, has many individual funds. The county defines its major funds both here below and in its annual comprehensive financial report by looking at both quantitative and qualitative materiality, including comparing relative size of funds as well as considering other qualitative factors. Funds that are considered to be major funds are described below:

**General Fund** - The General Fund is the primary fund from which the ongoing expenditures of Eagle County Government are paid. Revenues to the General Fund primarily come from the collection of property tax, sales tax, and grants along with charges for services provided by General Fund departments. More than half of the fund's expenditures are for salaries and benefits of employees who work in General Fund departments. All elected offices are funded from the General Fund. This fund's revenue represents 31% of total revenue across all funds.

**Road and Bridge Fund** - This special revenue fund is authorized by C.R.S. 43-2-202 for the purposes of road and bridge construction, maintenance, and administration of all monies received by the county from the state or federal government for expenditure on roads and bridges, and any other monies that may become available for such purpose. This fund's primary revenue sources are property tax, specific ownership tax, highway users tax funding, and payment in lieu of tax dollars from the federal government. This fund's revenue represents 6% of total revenue across all funds.

**ECO Transit Fund** - Pursuant to C.R.S. 29-2-103.5, counties are authorized to levy a county sales tax for the purpose of financing, constructing, operating and maintaining a mass transportation system within the county. In 1995, Eagle County voters approved a one-half of one percent sales tax to be dedicated to this special revenue fund, the ECO Transit fund. Ten percent of all revenue collected pursuant to this transportation tax are dedicated to trails within Eagle County (**ECO Trails fund**). Additionally, sales tax collected within the Basalt and El Jebel areas is used to fund the Roaring Fork Transportation Authority and that pass-through activity is shown in a separate department within the ECO Transit fund. Other revenue for the ECO Transit fund consists of federal grants and fare sales. This fund's revenue represents 11% of total revenue across all funds.

**Airport Fund** - C.R.S. 41-4-102 authorized counties to establish special revenue funds through which county owned airports are operated. Revenue sources for this fund consist of rents and charges paid by airlines and other tenants at the airport along with federal and state grants. This fund's revenue represents 6% of total revenue across all funds.

**Open Space Fund** - Eagle County resolution 2003-097 established the Open Space fund. In 2002, Eagle County voters approved a 1.5 mill increase in property taxes to fund this special revenue fund for the purpose of acquiring, maintaining, or permanently preserving open space in Eagle County. Other revenue sources for this fund include federal and state grants. This fund's revenue represents 4% of total revenue across all funds.

**Landfill Fund** - This enterprise fund was authorized pursuant to C.R.S. 30-20-101 by Eagle County Resolution 86-46. The Landfill fund revenue sources are user tipping fees and sales of materials. This fund is classified as an enterprise fund because it reports activity for which a fee is charged to external users and the pricing policy indicates that fees and charges are set to recover all costs of operating the facility. This fund's revenue represents 2% of total revenue across all funds.

**Eagle County Air Terminal Corporation (ECAT)** - Eagle County resolution 1996-40 authorized the formation of this fund and separate legal corporation for the purpose of constructing, owning, and operating a passenger terminal to serve the Eagle County Regional Airport. ECAT's revenues come from airline and vendor rents and charges for services. This fund's revenue represents 4% of total revenue across all funds.

**Eagle County Housing and Development Authority (ECHDA)** - Eagle County resolution 2008-085 authorized the formation of the Eagle County Housing and Development Authority, a statutory housing authority and body corporate and politic, pursuant to C.R.S. 29-4-503. ECHDA was formed to increase the supply of housing that is affordable to those of low income who live or work in Eagle County. ECHDA's revenue comes from property management fees and surplus cash from its housing properties. In the county's Annual Consolidated Financial Report ECHDA is combined with both The Valley Home Store and Lake Creek Village Apartments funds due to ECHDA's ownership of these separate entities. For budget purposes, these funds are shown separately. The ECHDA fund revenue represents 1% of total revenue across all funds. When combined with Lake Creek Village Apartments and The Valley Home Store, as we do in the ACFR, the combined revenue represents 4% of total revenue across all funds.

# Revenues and Expenditures by Major Funds

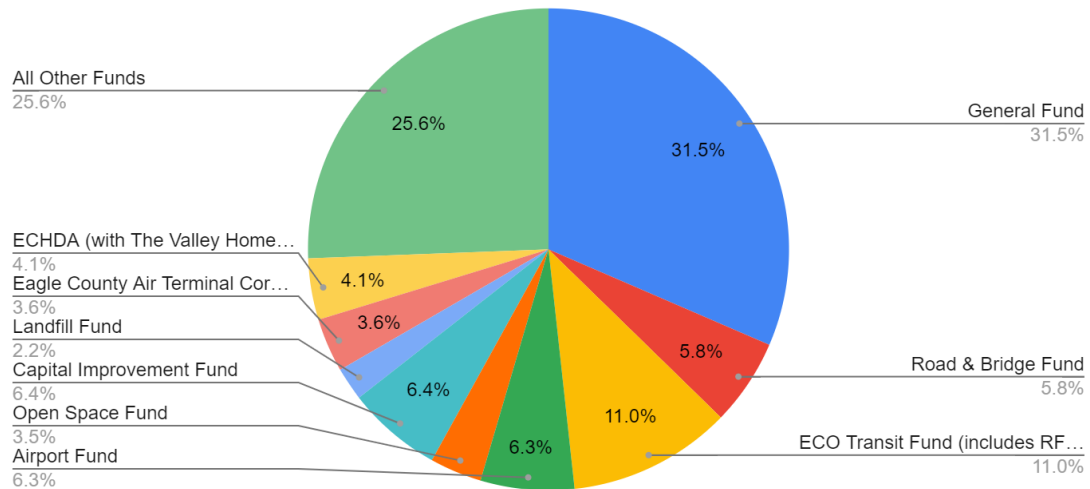
The following table shows the revenues and expenditures by major funds:

	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget	2022 % of Total
<b>Revenues by Major Funds</b>						
General Fund	\$ 48,100,760	\$ 56,192,134	\$ 50,189,991	\$ 50,681,479	\$ 50,427,649	31%
Road & Bridge Fund	\$ 9,047,394	\$ 9,372,051	\$ 9,204,273	\$ 9,262,165	\$ 9,292,339	6%
ECO Transit Fund (includes RFV Transit & Trails)	\$ 11,315,044	\$ 14,533,083	\$ 17,237,472	\$ 17,800,415	\$ 17,594,875	11%
Airport Fund	\$ 7,120,826	\$ 25,341,392	\$ 12,304,879	\$ 8,075,239	\$ 10,082,337	6%
Open Space Fund	\$ 5,667,398	\$ 5,495,689	\$ 6,186,185	\$ 5,395,693	\$ 5,591,147	3%
Capital Improvement Fund	\$ 6,443,739	\$ 17,241,362	\$ 7,388,619	\$ 30,924,153	\$ 10,238,256	6%
Landfill Fund	\$ 4,747,219	\$ 3,893,822	\$ 3,592,381	\$ 3,567,057	\$ 3,563,300	2%
Eagle County Air Terminal Corporation	\$ 6,617,484	\$ 6,980,218	\$ 5,808,542	\$ 7,328,827	\$ 5,788,670	4%
ECHDA (with The Valley Home Store & Lake Creek)	\$ 6,236,885	\$ 7,247,407	\$ 6,090,740	\$ 6,245,114	\$ 6,600,464	4%
All Other Funds	\$ 33,718,210	\$ 29,463,446	\$ 39,049,634	\$ 43,169,588	\$ 40,999,867	26%
<b>Total Revenues</b>	<b>\$ 139,014,959</b>	<b>\$ 175,760,604</b>	<b>\$ 157,052,715</b>	<b>\$ 182,449,730</b>	<b>\$ 160,178,904</b>	<b>100%</b>
<b>Expenditures by Major Funds</b>						
General Fund	\$ 43,065,725	\$ 53,740,327	\$ 46,518,098	\$ 54,983,765	\$ 53,683,639	32%
Road & Bridge Fund	\$ 8,303,392	\$ 7,973,179	\$ 8,500,412	\$ 8,874,383	\$ 9,674,298	6%
ECO Transit Fund (includes RFV Transit & Trails)	\$ 11,435,178	\$ 13,403,943	\$ 13,448,668	\$ 13,979,043	\$ 13,459,428	8%
Airport Fund	\$ 5,799,857	\$ 26,287,059	\$ 7,595,077	\$ 6,153,607	\$ 6,861,630	4%
Open Space Fund	\$ 3,444,517	\$ 1,110,424	\$ 3,707,326	\$ 2,252,341	\$ 2,012,623	1%
Capital Improvement Fund	\$ 8,247,883	\$ 9,189,947	\$ 9,753,042	\$ 8,250,712	\$ 18,718,335	11%
Landfill Fund	\$ 4,043,567	\$ 3,399,895	\$ 3,357,621	\$ 3,881,031	\$ 5,702,145	3%
Eagle County Air Terminal Corporation	\$ 4,968,240	\$ 9,670,934	\$ 6,072,156	\$ 6,171,227	\$ 5,000,896	3%
ECHDA (with The Valley Home Store & Lake Creek)	\$ 5,230,402	\$ 6,091,238	\$ 5,531,786	\$ 6,485,109	\$ 5,267,561	3%
All Other Funds	\$ 30,988,792	\$ 31,306,788	\$ 33,700,096	\$ 44,796,575	\$ 46,622,748	28%
<b>Total Expenditures</b>	<b>\$ 125,527,553</b>	<b>\$ 162,173,734</b>	<b>\$ 138,184,282</b>	<b>\$ 155,827,793</b>	<b>\$ 167,003,303</b>	<b>100%</b>
<b>Revenues less Expenditures</b>	<b>\$ 13,487,406</b>	<b>\$ 13,586,870</b>	<b>\$ 18,868,432</b>	<b>\$ 26,621,937</b>	<b>\$ (6,824,399)</b>	

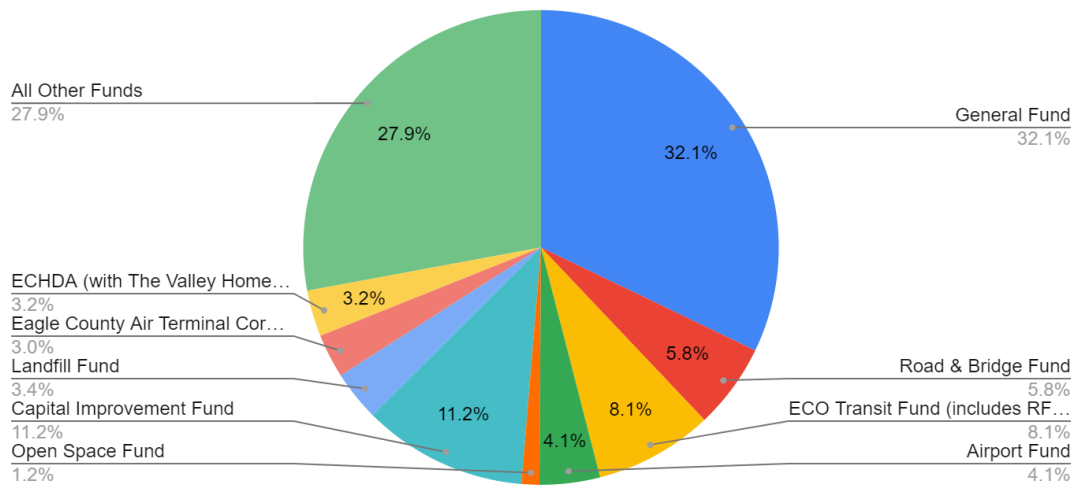


The following charts show 2022 budgeted revenue and expenditures by major funds.

2022 Revenue by Major Funds



2022 Expenditures by Major Funds



- The county's nine major funds make up 74% of total revenues in 2022 and 72% of total expenditures for 2022.

## Major Funds and Departments

The matrix below shows the relationship between the major county funds and the departments within those funds.

Department	Fund							
	Airport Fund	Eagle County Air Terminal Corporation	EC Housing and Development Authority	ECO Transit Fund	General Fund	Landfill Fund	Open Space Fund	Road & Bridge Fund
Administration					x			
Airport	x	x						
Animal Services					x			
Assessor					x			
Attorney					x			
Building Inspection					x			
Clerk & Recorder					x			
Commissioners					x			
Communications & ECGTV					x			
Coroner					x			
CSU Extension					x			
Eagle County Transportation				x				
Economic Development					x			
Emergency Management					x			
Engineering					x	x		
Facilities Management	x			x	x	x	x	
Fair & Rodeo					x			
Finance					x			
Finance Administrative	x	x		x	x	x	x	x
Fire Mitigation					x			
GIS					x			
Housing			x					
Human Resources					x			
Innovation & Technology					x			
Natural Resources					x			
Planning					x			
Project Management	x				x			
Sheriff					x			
Surveyor					x			
Sustainable Communities					x			
Treasurer	x			x	x	x	x	
Vegetation Management					x			

# Budget by Fund and by Department

The following table shows a summary of all revenues and expenditures that make up the 2022 Eagle County budget. Actual results are included for 2018-2020. The 2021 estimate is the amended budget and represents our best estimate of actual results. Each fund and department is further described in the following pages.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$6,824,399	560.1			\$123.79	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Property Taxes	\$ 26,341,526	\$ 26,231,686	\$ 28,658,517	\$ 28,421,018	\$ 29,643,691
Sales & Use Taxes	\$ 26,837,127	\$ 33,088,196	\$ 34,633,959	\$ 38,733,373	\$ 41,085,001
Licenses, Permits, Sales & Fines	\$ 2,463,263	\$ 2,350,298	\$ 2,527,834	\$ 3,264,836	\$ 2,641,252
Intergovernmental Revenue	\$ 4,884,495	\$ 5,117,845	\$ 4,053,761	\$ 4,579,861	\$ 5,083,617
Federal Grants	\$ 8,598,000	\$ 25,628,249	\$ 20,197,894	\$ 19,308,294	\$ 17,412,830
Other Grants & Contributions	\$ 7,531,972	\$ 11,331,851	\$ 9,186,603	\$ 6,380,105	\$ 5,187,626
Charges for Services	\$ 21,795,366	\$ 21,260,431	\$ 19,868,409	\$ 20,492,142	\$ 21,187,466
Internal Service Fund Charges	\$ 17,904,740	\$ 16,103,910	\$ 16,276,321	\$ 15,847,473	\$ 16,266,424
Investment Earnings	\$ 3,052,049	\$ 4,410,072	\$ 3,496,461	\$ 1,713,175	\$ 1,358,774
Rents & Royalties	\$ 11,942,050	\$ 12,573,076	\$ 12,469,485	\$ 13,033,207	\$ 13,304,641
Miscellaneous	\$ 1,648,771	\$ 1,433,964	\$ 1,902,433	\$ 373,576	\$ 367,776
Insurance Premiums & Proceeds	\$ 254,632	\$ 502,480	\$ 135,711	\$ 270,000	\$ 120,000
Other Financing Sources	\$ -	\$ 9,715,679	\$ -	\$ 22,276,544	\$ -
Interfund Transfers In	\$ 5,760,968	\$ 6,012,868	\$ 3,645,327	\$ 7,756,126	\$ 6,519,806
Total Revenues	\$ 139,014,959	\$ 175,760,604	\$ 157,052,715	\$ 182,449,730	\$ 160,178,904
% Inc/Dec		26%	-11%	16%	-12%
Expenditures					
FTEs	489.0	507.5	519.4	510.6	560.1
Salaries & Benefits	\$ 54,684,421	\$ 56,325,119	\$ 57,417,527	\$ 59,148,000	\$ 65,592,599
Training Benefits	\$ 526,539	\$ 590,783	\$ 345,105	\$ 591,660	\$ 713,748
Purchased Services	\$ 20,732,313	\$ 24,167,202	\$ 25,233,376	\$ 32,082,301	\$ 32,370,715
Interdepartmental Services	\$ 5,928,665	\$ 5,865,338	\$ 5,585,230	\$ 6,695,245	\$ 7,134,591
Intergovernmental Expenditures	\$ 7,060,001	\$ 9,535,539	\$ 9,350,284	\$ 10,938,759	\$ 10,936,794
Supplies	\$ 6,348,547	\$ 6,694,728	\$ 5,533,051	\$ 6,832,220	\$ 7,801,736
Capital Outlay & Leases	\$ 12,984,784	\$ 34,358,461	\$ 17,096,050	\$ 19,691,197	\$ 25,959,874
Depreciation & Amortization	\$ 4,048,068	\$ 5,516,083	\$ 5,634,342	\$ -	\$ -
Grants & Contributions Issued	\$ 1,956,495	\$ 8,364,336	\$ 3,409,984	\$ 4,260,599	\$ 1,749,467
Principal Payments	\$ 2,065,000	\$ 940,000	\$ 1,635,000	\$ 3,395,280	\$ 4,091,068
Debt Issuance Cost	\$ -	\$ 215,679	\$ -	\$ 276,545	\$ -
Interest Expense	\$ 3,210,104	\$ 3,514,140	\$ 3,598,245	\$ 3,904,861	\$ 4,132,905
Transfers Out	\$ 5,982,616	\$ 6,086,327	\$ 3,346,088	\$ 8,011,126	\$ 6,519,806
Total Expenditures	\$ 125,527,553	\$ 162,173,734	\$ 138,184,282	\$ 155,827,793	\$ 167,003,303
% Inc/Dec		29%	-15%	13%	7%
Revenues less Expenditures	\$ 13,487,406	\$ 13,586,870	\$ 18,868,432	\$ 26,621,937	\$ (6,824,399)
Beginning Fund Balance	\$ 145,543,669	\$ 159,499,516	\$ 173,412,859	\$ 192,281,292	\$ 218,903,229
Ending Fund Balance	\$ 159,031,075	\$ 173,086,385	\$ 192,281,292	\$ 218,903,229	\$ 212,078,830
% Inc/Dec in Fund Balance	9%	9%	11%	14%	-3%

The following descriptions and tables show the actual and budgeted revenues and expenditures for each county fund. As the county's General Fund operates a variety of programs and activities, it is further broken down by department.

# General Fund - Summary of All Departments

The following table shows a summary of all activities included within the county's General Fund. Departments are shown separately on the following pages.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$3,255,990	262.4			\$59.06	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Property Taxes	\$ 16,380,079	\$ 16,311,773	\$ 15,475,710	\$ 14,998,031	\$ 15,608,368
Sales & Use Taxes	\$ 9,873,870	\$ 13,516,740	\$ 13,301,523	\$ 15,518,513	\$ 16,525,000
Licenses, Permits, Sales & Fines	\$ 2,120,584	\$ 2,081,441	\$ 2,076,824	\$ 2,821,636	\$ 2,120,692
Intergovernmental Revenue	\$ 1,531,467	\$ 1,670,522	\$ 1,350,438	\$ 1,797,484	\$ 2,038,058
Federal Grants	\$ 4,503,922	\$ 4,676,181	\$ 5,520,984	\$ 4,303,563	\$ 3,705,380
Other Grants & Contributions	\$ 944,723	\$ 5,272,595	\$ 523,361	\$ 720,328	\$ 528,337
Charges for Services	\$ 8,122,274	\$ 8,007,159	\$ 8,421,194	\$ 9,080,442	\$ 8,681,630
Investment Earnings	\$ 1,703,126	\$ 3,108,518	\$ 2,519,683	\$ 1,243,122	\$ 1,000,024
Rents & Royalties	\$ 140,782	\$ 113,886	\$ 89,392	\$ 95,360	\$ 71,860
Miscellaneous	\$ 179,932	\$ 413,319	\$ 910,883	\$ 103,000	\$ 48,300
Interfund Transfers In	\$ 2,600,000	\$ 1,020,000	\$ -	\$ -	\$ 100,000
Total Revenues	\$ 48,100,760	\$ 56,192,134	\$ 50,189,991	\$ 50,681,479	\$ 50,427,649
% Inc/Dec	8%	17%	-11%	1%	-1%
Expenditures					
FTEs	264.2	270.1	252.8	244.5	262.4
Salaries & Benefits	\$ 26,818,048	\$ 27,257,942	\$ 27,491,863	\$ 26,718,670	\$ 29,406,729
Training Benefits	\$ 353,200	\$ 430,197	\$ 250,116	\$ 381,419	\$ 473,330
Purchased Services	\$ 4,259,512	\$ 5,442,748	\$ 4,335,705	\$ 6,296,386	\$ 6,373,342
Interdepartmental Services	\$ 1,867,389	\$ 1,961,334	\$ 1,914,055	\$ 2,229,657	\$ 2,331,483
Intergovernmental Expenditures	\$ 4,423,230	\$ 6,773,756	\$ 6,133,744	\$ 7,445,898	\$ 7,264,491
Supplies	\$ 1,245,711	\$ 1,611,172	\$ 1,270,854	\$ 1,490,108	\$ 1,537,517
Capital Outlay & Leases	\$ 200,046	\$ 238,891	\$ 35,569	\$ 82,588	\$ 55,437
Grants & Contributions Issued	\$ 1,036,399	\$ 7,634,599	\$ 2,688,878	\$ 3,127,539	\$ 1,359,260
Interest Expense	\$ 118	\$ -	\$ -	\$ 500	\$ 500
Transfers Out	\$ 2,862,073	\$ 2,389,687	\$ 2,397,315	\$ 7,211,000	\$ 4,881,550
Total Expenditures	\$ 43,065,725	\$ 53,740,327	\$ 46,518,098	\$ 54,983,765	\$ 53,683,639
% Inc/Dec	-6%	25%	-13%	18%	-2%
Revenues less Expenditures	\$ 5,035,035	\$ 2,451,807	\$ 3,671,894	\$ (4,302,286)	\$ (3,255,990)
Beginning Fund Balance	\$ 26,530,431	\$ 31,565,466	\$ 34,017,273	\$ 37,689,166	\$ 33,386,880
Ending Fund Balance	\$ 31,565,466	\$ 34,017,273	\$ 37,689,166	\$ 33,386,880	\$ 30,130,890
% Inc/Dec in Fund Balance	19%	8%	11%	-11%	-10%

## General Fund - Board of County Commissioners (Elected Office)

Eagle County is governed by a three member Board of Commissioners (BoCC). The Commissioners are elected at large to four-year staggered terms. This board is the county government's main policy making body and serves in an administrative, budgetary and at times a quasi-judicial capacity. The BoCC enacts policies such as the establishment of the property tax rate and the adoption of the budget as well as adopts resolutions or local laws that affect citizens living in unincorporated Eagle County.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$1,065,366	3.0			\$19.33	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Intergovernmental Revenue	\$ 50,451	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 50,451	\$ -	\$ -	\$ -	\$ -
% Inc/Dec	3%	-100%			
Expenditures					
FTEs	4.0	3.0	3.0	3.0	3.0
Salaries & Benefits	\$ 402,363	\$ 395,252	\$ 385,344	\$ 429,884	\$ 414,323
Training Benefits	\$ 10,394	\$ 20,791	\$ 3,586	\$ 9,275	\$ 15,100
Purchased Services	\$ 301,204	\$ 482,211	\$ 441,303	\$ 492,054	\$ 516,193
Interdepartmental Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ 9,974	\$ 8,034	\$ 4,337	\$ 7,850	\$ 8,250
Grants & Contributions Issued	\$ 100,000	\$ 107,500	\$ 921,250	\$ 119,000	\$ 111,500
Total Expenditures	\$ 823,934	\$ 1,013,788	\$ 1,755,822	\$ 1,058,063	\$ 1,065,366
% Inc/Dec	-19%	23%	73%	-40%	1%
Revenues less Expenditures	\$ (773,483)	\$ (1,013,788)	\$ (1,755,822)	\$ (1,058,063)	\$ (1,065,366)

- Prior to 2019, cigarette tax was recorded in this budget. In 2019, that tax was recorded in the finance administrative department budget, and in 2020, with the passage of the county's tobacco tax, these dollars are no longer collected from the state.
- Included in the salaries and benefits classification are both salaries and other employee benefits. The decrease in this item represents a reduction in the department's contribution to the health insurance fund as described more fully on the [Health Insurance Fund](#) page.
- Purchased services include funding for strategic priorities. It also includes memberships in organizations such as Northwest Colorado Council of Governments
- Grants and contributions issued include the county's non-profit funding. The county makes grants to United Way (\$100k) and Basalt Gives (\$10k), who in turn leverage those dollars to make grants throughout the community.

## General Fund - Assessor (Elected Office)

The Assessor's office is responsible for identifying, classifying and valuing all taxable real and personal property in Eagle County in accordance with statutory provisions. The equitable assessment of property ensures a fair tax distribution relative to the value of similar properties.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$2,278,098	21.0			\$41.32	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Licenses, Permits, Sales & Fines	\$ 20,989	\$ 22,174	\$ 21,256	\$ -	\$ 10,000
Federal Grants	\$ -	\$ -	\$ 62,039	\$ -	\$ -
Charges for Services	\$ 1,541	\$ 8,525	\$ 9,327	\$ 7,990	\$ 8,590
Total Revenues	\$ 22,530	\$ 30,698	\$ 92,621	\$ 7,990	\$ 18,590
% Inc/Dec	-15%	36%	202%	-91%	133%
Expenditures					
FTEs	21.0	22.0	22.0	21.0	21.0
Salaries & Benefits	\$ 1,916,238	\$ 1,986,279	\$ 2,059,904	\$ 2,003,571	\$ 2,059,581
Training Benefits	\$ 19,560	\$ 17,455	\$ 5,554	\$ 23,598	\$ 27,608
Purchased Services	\$ 139,465	\$ 148,647	\$ 83,308	\$ 138,739	\$ 166,348
Interdepartmental Services	\$ 6,735	\$ 4,368	\$ 7,750	\$ 13,684	\$ 14,377
Supplies	\$ 4,499	\$ 9,048	\$ 8,294	\$ 19,674	\$ 28,774
Total Expenditures	\$ 2,086,498	\$ 2,165,796	\$ 2,164,810	\$ 2,199,266	\$ 2,296,688
% Inc/Dec	-5%	4%	0%	2%	4%
Revenues less Expenditures	\$ (2,063,968)	\$ (2,135,098)	\$ (2,072,189)	\$ (2,191,276)	\$ (2,278,098)

- The county Assessor waived personal property declaration late filing penalties in 2020 due to the COVID-19 pandemic so no revenue was recorded in 2021, however late fees will be collected in 2022.
- Supplies include an increase in operating supplies for the purchase of display monitors and scanners which are needed as CBOE activity is moving to a paperless system and all documentation needs to be scanned.

## General Fund - Clerk and Recorder (Elected Office)

The Clerk and Recorder's office provides motor vehicle titling and registration, document recording, election administration, voter registration, liquor licensing, and marriage licenses issuance to the citizens of Eagle County. The clerk's office also serves as the clerk to the board of county commissioners.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$794,199	25.2			\$14.41	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Sales & Use Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses, Permits, Sales & Fines	\$ 120,438	\$ 154,120	\$ 113,982	\$ 118,800	\$ 118,000
Federal Grants	\$ -	\$ -	\$ 127,176	\$ -	\$ -
Other Grants & Contributions	\$ 32,536	\$ 835	\$ 30,650	\$ -	\$ -
Charges for Services	\$ 1,386,677	\$ 1,413,014	\$ 1,912,697	\$ 1,819,334	\$ 1,670,100
Miscellaneous	\$ 4,192	\$ 70,269	\$ 3,603	\$ 500	\$ 800
Total Revenues	\$ 1,543,841	\$ 1,638,237	\$ 2,188,107	\$ 1,938,634	\$ 1,788,900
% Inc/Dec	1%	6%	34%	-11%	-8%
Expenditures					
FTEs	21.0	22.2	24.7	22.0	25.2
Salaries & Benefits	\$ 1,918,696	\$ 1,890,248	\$ 2,189,128	\$ 1,993,656	\$ 2,251,071
Training Benefits	\$ 17,710	\$ 13,201	\$ 1,188	\$ 13,050	\$ 15,900
Purchased Services	\$ 252,096	\$ 171,842	\$ 340,003	\$ 224,773	\$ 277,054
Interdepartmental Services	\$ 4,235	\$ 5,650	\$ 6,253	\$ 6,409	\$ 7,424
Supplies	\$ 58,350	\$ 36,458	\$ 87,686	\$ 43,350	\$ 31,650
Capital Outlay & Leases	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 2,251,087	\$ 2,117,399	\$ 2,624,258	\$ 2,281,238	\$ 2,583,099
% Inc/Dec	9%	-6%	24%	-13%	13%
Revenues less Expenditures	\$ (707,246)	\$ (479,162)	\$ (436,151)	\$ (342,604)	\$ (794,199)

- We expect document recording and motor vehicle registration fees to decrease from 2020 and 2021 revenues, which set records in both areas.
- The Clerk and Recorder's office will administer 2 elections in 2022, up from 1 in 2021, which explains the majority of the other expenditure increases.
- Two full-time staff positions were added in 2022. An elections operations manager position was added to ensure compliance with ever more complicated elections managed by the Clerk's team and a motor vehicle technician was added to the team. Additionally, additional hours were added for temporary elections judges for the additional elections that will happen in 2022.



## General Fund - Coroner (Elected Office)

The duty of the elected Coroner is to conduct comprehensive investigations of all unattended deaths in the county. The Coroner complies with statutory reporting requirements by establishing manner of death, providing scene investigation and identification of the deceased, notification of next of kin and death certificate preparation.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$359,818	2.5			\$6.53	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Charges For Services	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$0	\$0	\$0	\$0	\$0
% Inc/Dec	-100%				
Expenditures					
FTEs	2.5	2.5	2.5	2.5	2.5
Salaries & Benefits	\$ 205,585	\$ 200,914	\$ 209,092	\$ 229,975	\$ 228,482
Training Benefits	\$ 4,931	\$ 2,863	\$ 1,702	\$ 5,000	\$ 5,000
Purchased Services	\$ 81,740	\$ 71,097	\$ 92,481	\$ 107,314	\$ 107,796
Interdepartmental Services	\$ 10,087	\$ 10,565	\$ 11,206	\$ 11,640	\$ 10,480
Supplies	\$ 4,535	\$ 4,781	\$ 17,013	\$ 8,060	\$ 8,060
Capital Outlay & Leases	\$ 3,593	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 310,470	\$ 290,219	\$ 331,494	\$ 361,989	\$ 359,818
% Inc/Dec	-13%	-7%	14%	9%	-1%
Revenues less Expenditures	\$ (310,470)	\$ (290,219)	\$ (331,494)	\$ (361,989)	\$ (359,818)

- Coroner operations are expected to remain stable for 2022.



## General Fund - Sheriff's Office (Elected Office)

Patrol deputies provide law enforcement services 24 hours a day, 7 days a week to the residents of unincorporated Eagle County including EagleVail, Burns, Edwards, El Jebel, Bond, McCoy, and Dotsero, as well as to the towns of Minturn, Gypsum, and Redcliff. The detention facility is the central holding location for all law enforcement agencies in Eagle County, including local police departments. The facility houses inmates and pre-trial detainees who have been committed to the custody of the Sheriff.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$11,211,090	91.0			\$203.37	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Intergovernmental Revenue	\$ 1,249,663	\$ 1,378,378	\$ 1,116,146	\$ 1,549,648	\$ 1,763,213
Federal Grants	\$ 12,629	\$ 137,476	\$ 128,665	\$ 135,063	\$ 115,063
Other Grants & Contributions	\$ 68,979	\$ 221,669	\$ 301,259	\$ 368,937	\$ 360,241
Charges for Services	\$ 508,521	\$ 378,957	\$ 249,935	\$ 329,500	\$ 375,562
Licenses, Permits, Sales & Fines	\$ 58,782	\$ 55,325	\$ 40,935	\$ 62,895	\$ 50,000
Investment Earnings	\$ 34	\$ 32	\$ 7	\$ -	\$ -
Rents & Royalties	\$ -	\$ -	\$ 18,000	\$ 24,000	\$ -
Miscellaneous	\$ 66,260	\$ 67,424	\$ 123,816	\$ 80,000	\$ 35,000
Interfund Transfers In	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Total Revenues	\$ 1,964,869	\$ 2,239,260	\$ 1,978,763	\$ 2,550,043	\$ 2,799,079
% Inc/Dec	15%	14%	-12%	29%	10%
Expenditures					
FTEs	88.5	89.0	89.0	86.0	91.0
Salaries & Benefits	\$ 9,060,320	\$ 9,077,810	\$ 9,380,720	\$ 8,956,923	\$ 9,724,044
Training Benefits	\$ 93,156	\$ 100,898	\$ 122,657	\$ 133,895	\$ 156,000
Purchased Services	\$ 842,708	\$ 1,061,711	\$ 1,185,259	\$ 1,480,622	\$ 1,340,032
Interdepartmental Services	\$ 840,791	\$ 896,989	\$ 886,329	\$ 1,048,192	\$ 1,175,776
Intergovernmental Expenditures	\$ 604,833	\$ 618,778	\$ 579,812	\$ 640,030	\$ 640,030
Supplies	\$ 546,134	\$ 769,975	\$ 540,105	\$ 602,105	\$ 653,605
Capital Outlay & Leases	\$ 17,176	\$ 105,560	\$ 5,682	\$ 5,682	\$ 5,682
Grants & Contributions Issued	\$ 434,745	\$ 36,132	\$ 24,182	\$ 75,867	\$ 315,000
Total Expenditures	\$ 12,439,863	\$ 12,667,852	\$ 12,724,745	\$ 12,943,316	\$ 14,010,169
% Inc/Dec	7%	2%	0%	2%	8%
Revenues less Expenditures	\$ (10,474,994)	\$ (10,428,592)	\$ (10,745,982)	\$ (10,393,273)	\$ (11,211,090)

- The Sheriff's office is split between two primary departments: operations (which includes administration, patrol, victims services, and town contracts) and detentions.
  - Operations has 63 FTE, revenues of \$2.6 million (increase of 9% from 2021) and expenditures of \$10.1 million (9% increase from 2021).
  - Detentions has 28 FTE, revenues of \$207k (increase of 24% from 2021) and expenditures of \$3.9 million (6% increase from 2021).
- Salaries and benefits increased due to the addition of 4 full-time positions. The new positions are 2 administrative sergeants, a patrol deputy that will be stationed in Gypsum, and a detention sergeant.

- The detention budget saw an increase of \$100k and offsetting expenditure of the same amount to fund a program to provide mental health counseling to inmates. This program will be funded by Mental Health fund revenue.
- The \$239,000 increase in grants and contributions issued represents the pass-through funding for a mental health grant that we receive from the Colorado Department of Local Affairs and pass through to Speak Up Reach Out to fund a portion of its work.
- This office's capital outlay and leases are explained in the [Capital Expenditures](#) section of this book.

## General Fund - Surveyor (Elected Office)

The duties of the Surveyor include representing the county in boundary disputes, accepting and indexing land survey plats deposited in the Clerk and Recorder's office, examining survey plats and maps before they are recorded to ensure proper content and form, and performing surveys to establish boundaries of county property, including road rights of way, and any other surveys necessary to the county.

General Fund - Surveyor					
2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$14,804	1.0			\$0.27	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Expenditures					
FTEs	1.0	1.0	1.0	1.0	1.0
Salaries & Benefits	\$ 35,101	\$ 14,828	\$ 15,522	\$ 14,630	\$ 13,884
Purchased Services	\$ 751	\$ 531	\$ 706	\$ 920	\$ 920
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 35,852	\$ 15,359	\$ 16,228	\$ 15,550	\$ 14,804
% Inc/Dec	-9%	-57%	6%	-4%	-5%
Revenues less Expenditures	\$ (35,852)	\$ (15,359)	\$ (16,228)	\$ (15,550)	\$ (14,804)

- Surveyor operations are expected to remain stable for 2022.

## General Fund - Treasurer (Elected Office)

The Treasurer is responsible for mailing property tax notices, collecting and disbursing taxes to the taxing authorities, receiving and depositing all monies for Eagle County, disbursing monies upon order of the board of county commissioners, and investing all excess county funds.

2022 Overview					
Net Addition of Funds	FTEs			Net Addition per Capita	
\$4,133,674	7.5			\$74.98	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Federal Grants	\$ -	\$ -	\$ 6,497	\$ -	\$ -
Charges for Services	\$ 4,375,631	\$ 4,506,565	\$ 4,744,278	\$ 4,551,450	\$ 4,684,650
Investment Earnings	\$ 1,703,092	\$ 3,108,486	\$ 2,519,676	\$ 1,243,098	\$ 1,000,000
Miscellaneous	\$ 3,746	\$ 3,821	\$ 3,459	\$ 3,500	\$ 4,500
Total Revenues	\$ 6,082,469	\$ 7,618,872	\$ 7,273,909	\$ 5,798,048	\$ 5,689,150
% Inc/Dec	27%	25%	-5%	-20%	-2%
Expenditures					
FTEs	7.0	7.2	7.5	7.5	7.5
Salaries & Benefits	\$ 660,692	\$ 646,367	\$ 717,335	\$ 722,054	\$ 741,904
Training Benefits	\$ 1,572	\$ 687	\$ 328	\$ 300	\$ 2,000
Purchased Services	\$ 90,364	\$ 92,321	\$ 89,273	\$ 92,766	\$ 100,072
Interdepartmental Services	\$ 686,910	\$ 739,799	\$ 682,615	\$ 737,836	\$ 690,000
Supplies	\$ 11,697	\$ 6,076	\$ 7,291	\$ 7,675	\$ 21,000
Interest Expense	\$ 118	\$ -	\$ -	\$ 500	\$ 500
Total Expenditures	\$ 1,451,352	\$ 1,485,251	\$ 1,496,842	\$ 1,561,131	\$ 1,555,476
% Inc/Dec	1%	2%	1%	4%	0%
Revenues less Expenditures	\$ 4,631,117	\$ 6,133,621	\$ 5,777,068	\$ 4,236,917	\$ 4,133,674

- Charges for services include statutory fees earned by the Treasurer for the collection of property tax and other revenues.
- Given lower than historical rates available for the county's investments, we are anticipating lower revenue in the investment earnings classification.
- Expenditures are expected to remain stable for 2022.

## General Fund - Public Trustee (Elected Office)

The Public Trustee's office provides services relating to real estate foreclosures and releases of deeds of trust.

2022 Overview					
Net Addition of Funds	FTEs			Net Addition per Capita	
\$0	0.00			\$0.00	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Intergovernmental Revenue	\$ 74,219	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Investment Earnings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ 75,623	\$ -	\$ -	\$ -
Total Revenues	\$ 74,219	\$ 75,623	\$ -	\$ -	\$ -
% Inc/Dec	25%	2%	-100%		
Expenditures					
FTEs	1.55	0.00	0.00	0.00	0.00
Salaries & Benefits	\$ 72,907	\$ -	\$ 157	\$ -	\$ -
Training Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Purchased Services	\$ 1,535	\$ 75,623	\$ -	\$ -	\$ -
Interdepartmental Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 74,442	\$ 75,623	\$ 157	\$ -	\$ -
% Inc/Dec	26%	2%	-100%	-100%	
Revenues less Expenditures	\$ (223)	\$ -	\$ (157)	\$ -	\$ -

- Public Trustee activity was moved from the General Fund to a separate custodial fund in 2019 in connection with the implementation of Government Accounting Standards Board Statement Number 84.
- You can find information for years 2019 to 2022 in the [Public Trustee Fund](#) section of this book.

## General Fund - District Attorney

The Office of the District Attorney (DA), Fifth Judicial District, operates the district attorney function for the counties of Clear Creek, Eagle, Lake, and Summit. The overall cost of the DA's office is split between each of the counties based on a formula that considers population, assessed valuation, taxable sales, and caseload of each county.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$2,199,251	N/A			\$39.89	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Expenditures					
Intergovernmental Expenditures	\$ 1,733,950	\$ 1,957,129	\$ 1,968,358	\$ 1,712,642	\$ 2,199,251
Total Expenditures	\$ 1,733,950	\$ 1,957,129	\$ 1,968,358	\$ 1,712,642	\$ 2,199,251
% Inc/Dec	7%	13%	1%	-13%	28%
Revenues less Expenditures	\$ (1,733,950)	\$ (1,957,129)	\$ (1,968,358)	\$ (1,712,642)	\$ (2,199,251)

- In Colorado, District Attorneys are elected for each of the 22 judicial districts in the state. The DA's office maintains its own books and records and is responsible for approving its budget.
- The 5th Judicial District DA's office has total budgeted expenditures of \$5.0 million for 2022 (a 14% increase from \$4.4 million in 2021). The majority of the increase is due to an increase in the number and cost of staffing.
- These expenditures are paid for by a combination of contributions from each of the four counties, grant revenue, and mandated costs. The contributions from each of the four counties is determined using a formula based upon the following factors within each county: population, assessed valuation, net taxable sales and actual caseload within each county.
- This budget represents Eagle County's contribution to the DA's office.

## General Fund - Board of Equalization

The Board of Equalization (CBOE) reviews the valuations of all taxable property appearing in the assessment roll of the county. The board may correct any errors made by the assessor by raising, lowering, or adjusting any valuation so that it is just and equalized within the county. Pursuant to C.R.S. 39-8-102, the CBOE appoints independent hearing officers who are experienced in property valuation to conduct hearings, make findings, and submit recommendations to the CBOE for final decision.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$35,371	0.1			\$0.64	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Expenditures					
FTEs	0.3	0.2	0.1	0.2	0.1
Salaries & Benefits	\$ -	\$ 21,930	\$ 5,907	\$ 37,707	\$ 16,521
Purchased Services	\$ -	\$ 63,734	\$ 10,150	\$ 57,850	\$ 18,250
Supplies	\$ -	\$ 621	\$ -	\$ 600	\$ 600
Total Expenditures	\$ -	\$ 86,285	\$ 16,057	\$ 96,157	\$ 35,371
% Inc/Dec			-81%	499%	-63%
Revenues less Expenditures	\$ -	\$ (86,285)	\$ (16,057)	\$ (96,157)	\$ (35,371)

- 2022 is not a reappraisal year, so we expect decreased costs for hearing officers in 2022 compared to the prior year.

## General Fund - Elected Officials/Surrendered Funds

This department was created in 2020 to account for all found, abandoned, and donated money collected by the Sheriff's office. The money in this fund can be used by any elected official for recognizing and rewarding employees or for reinvesting into the local community.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$24,976	N/A			\$0.45	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Investment Earnings	\$ -	\$ -	\$ -	\$ 24	\$ 24
Miscellaneous	\$ -	\$ -	\$ -	\$ 10,000	\$ 5,000
Total Revenues	\$0	\$0	\$0	\$10,024	\$5,024
% Inc/Dec					-50%
Expenditures					
Training Benefits	\$ -	\$ -	\$ -	\$ 16,250	\$ 7,500
Purchased Services	\$ -	\$ -	\$ -	\$ 16,250	\$ 7,500
Supplies	\$ -	\$ -	\$ 4,000	\$ 16,250	\$ 7,500
Grants & Contributions Issued	\$ -	\$ -	\$ -	\$ 16,250	\$ 7,500
Total Expenditures	\$ -	\$ -	\$ 4,000	\$ 65,000	\$ 30,000
% Inc/Dec				1525%	-54%
Revenues less Expenditures	\$ -	\$ -	\$ (4,000)	\$ (54,976)	\$ (24,976)

- We expect expenditures from this department to be lower than 2021 budgeted expenditures.



## General Fund - Administration

It is the duty of the county manager to assist all elected officials and department heads in the performance of their duties. The county manager is one of two positions appointed by the BoCC. The other is the county attorney.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$1,866,662	7.0			\$33.86	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Intergovernmental Revenue	\$ -	\$ 80,539	\$ 65,172	\$ 90,428	\$ 83,019
Federal Grants	\$ -	\$ -	\$ 202,442	\$ -	\$ -
Other Grants & Contributions	\$ -	\$ 18,250	\$ 36,540	\$ -	\$ -
Miscellaneous	\$ -	\$ 12,500	\$ -	\$ -	\$ -
Total Revenues	\$0	\$111,289	\$304,154	\$90,428	\$83,019
% Inc/Dec			173%	-70%	-8%
Expenditures					
FTEs	6.0	6.0	6.0	6.0	7.0
Salaries & Benefits	\$ 932,936	\$ 1,055,441	\$ 1,090,350	\$ 1,160,734	\$ 1,347,673
Training Benefits	\$ 7,437	\$ 19,715	\$ 5,615	\$ 8,320	\$ 8,320
Purchased Services	\$ 112,785	\$ 135,820	\$ 102,391	\$ 144,655	\$ 282,675
Interdepartmental Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ 11,780	\$ 12,333	\$ 3,763	\$ 3,525	\$ 3,453
Intergovernmental Expenditures	\$ 87,500	\$ 211,220	\$ 194,331	\$ 247,500	\$ 247,500
Grants & Contributions Issued	\$ 226,000	\$ 229,476	\$ 44,838	\$ 53,800	\$ 60,060
Total Expenditures	\$ 1,378,438	\$ 1,664,006	\$ 1,441,288	\$ 1,618,534	\$ 1,949,681
% Inc/Dec	40%	21%	-13%	12%	20%
Revenues less Expenditures	\$ (1,378,438)	\$ (1,552,717)	\$ (1,137,133)	\$ (1,528,106)	\$ (1,866,662)

- Revenue includes the continuation of the front country ranger program, in which all municipalities participate with Eagle County to fund additional United States Forest Service programs in Eagle County.
- A policy analyst position was added to this department as part of the 2022 budget process. The intent of the position is to keep the organization abreast of legislative and funding opportunities.
- Purchased services include \$125,000 for consulting and strategic plan priorities and \$150,000 to improve organizational policies, practices, and performance by leveraging equity, diversity, and inclusion.
- Intergovernmental expenditures include contributions to the front country ranger program (\$160,000) and Vail Pass safety (\$87,500).
- Grants issued include a contribution to the Mountain Family Health Center (\$60,060).

## General Fund - Economic Development

The economic development department was formed in 2019 to host the newly created Northwest Small Business Development Center along with other economic development activity funded by Eagle County Government.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$173,019	2.3			\$3.14	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Federal Grants	\$ -	\$ 80,000	\$ 93,119	\$ 190,000	\$ 210,000
Other Grants & Contributions	\$ -	\$ 100,870	\$ 17,465	\$ 45,000	\$ 81,700
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ 6,000
Miscellaneous	\$ -	\$ -	\$ -	\$ 6,000	\$ -
Total Revenues	\$0	\$180,870	\$110,584	\$241,000	\$297,700
% Inc/Dec			-39%	118%	24%
Expenditures					
FTEs	0.0	1.0	1.0	1.3	2.3
Salaries & Benefits	\$ -	\$ 43,148	\$ 113,245	\$ 150,347	\$ 230,417
Training Benefits	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000
Purchased Services	\$ -	\$ 27,309	\$ 182,795	\$ 209,649	\$ 215,302
Interdepartmental Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ 2,695	\$ 3,224	\$ 5,000	\$ 20,000
Grants & Contributions Issued	\$ -	\$ -	\$ 3,800	\$ -	\$ -
Total Expenditures	\$ -	\$ 73,152	\$ 303,064	\$ 369,996	\$ 470,719
% Inc/Dec			314%	22%	27%
Revenues less Expenditures	\$ -	\$ 107,718	\$ (192,480)	\$ (128,996)	\$ (173,019)

- The primary funding for the Small Business Development Center (SBDC) comes from the United States Small Business Administration and is shown in the federal grants revenue classification. Additionally, other federal funding related to the COVID-19 pandemic has been received for this work and is expected to continue into 2022.
- Other grants include grants from neighboring communities that fund programs offered by the SBDC.
- A Northwest Colorado Small Business Development Center program manager was added to this department to assist with providing additional assistance to small businesses in the Northwest Colorado region. Additionally, the temporary SBDC coordinator was extended as a result of additional grant funding to continue to cover the costs of the position. Finally, 0.5 of the total 2.3 FTE is dedicated to Eagle County economic development programming.
- Purchased services include funding to operate the SBDC, including business consulting services and marketing for the SBDC programs. It also includes \$125,000 for the Vail Valley Partnership and \$15,000 to the Basalt Chamber, both of which provide services to further the BoCC strategic goal of creating a resilient economy.

## General Fund - Attorney

The county attorney is appointed by the Board of County Commissioners to provide legal services to all elected county officials, departments, boards and commissions. The attorney's office represents the BoCC in all legal matters including the preparation of contracts and the prosecution and defense of lawsuits by and against the county.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$1,643,577	7.0			\$23.45	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Miscellaneous	\$ 3,938	\$ 2,261	\$ 4,734	\$ -	\$ -
Total Revenues	\$ 3,938	\$ 2,261	\$ 4,734	\$ -	\$ -
% Inc/Dec	251%	-43%	109%	-100%	
Expenditures					
FTEs	5.2	6.0	6.0	7.0	7.0
Salaries & Benefits	\$ 879,503	\$ 997,274	\$ 996,858	\$ 1,135,749	\$ 1,258,660
Training Benefits	\$ 8,191	\$ 3,064	\$ 2,859	\$ 9,000	\$ 5,000
Purchased Services	\$ 254,674	\$ 290,413	\$ 428,579	\$ 567,558	\$ 368,717
Supplies	\$ 2,545	\$ 5,806	\$ 2,549	\$ 5,400	\$ 11,200
Capital Outlay & Leases	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 1,144,913	\$ 1,296,556	\$ 1,430,845	\$ 1,717,707	\$ 1,643,577
% Inc/Dec	24%	13%	10%	20%	-4%
Revenues less Expenditures	\$ (1,140,975)	\$ (1,294,295)	\$ (1,426,111)	\$ (1,717,707)	\$ (1,643,577)

- An additional assistant county attorney position was added to this department during 2021 to ensure service levels across the county are met within a reasonable timeframe.
- Purchased services for 2022 reflects the ongoing, but lower than 2021, need of litigation support for tax appeals.

## General Fund - Finance

The finance department is responsible for preparing and monitoring the county's annual budget, compiling financial information, and contracting for and assisting with annual audits of all county finances. It also manages all borrowings for the county. The department performs the accounting duties for all funds, processes invoices and payroll, and monitors grants received by the county.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$1,029,569	8.0			\$18.68	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Federal Grants	\$ -	\$ -	\$ 2,658	\$ -	\$ -
Total Revenues	\$0	\$0	\$2,658	\$0	\$0
% Inc/Dec				-100%	
Expenditures					
FTEs	7.0	6.5	7.0	8.0	8.0
Salaries & Benefits	\$ 714,474	\$ 741,534	\$ 823,421	\$ 935,951	\$ 996,821
Training Benefits	\$ 9,036	\$ 13,689	\$ 1,069	\$ 6,950	\$ 13,692
Purchased Services	\$ 87,108	\$ 88,159	\$ 91,627	\$ 109,889	\$ 14,606
Interdepartmental Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ 3,691	\$ 2,646	\$ 17,689	\$ 104,450	\$ 4,450
Total Expenditures	\$ 814,308	\$ 846,029	\$ 933,807	\$ 1,157,240	\$ 1,029,569
% Inc/Dec	-15%	4%	10%	24%	-11%
Revenues less Expenditures	\$ (814,308)	\$ (846,029)	\$ (931,149)	\$ (1,157,240)	\$ (1,029,569)

- Purchased services was decreased as budget implementation software was planned in 2021.

## General Fund - Finance Administrative

The purpose of this department is to collect revenue that impacts several General Fund departments, including property tax and sales tax revenue as well as the charge and collection of administrative fees to other county funds.

2022 Overview					
Net Addition of Funds	FTEs			Net Addition per Capita	
\$29,193,367	N/A			\$529.57	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Property Taxes	\$ 16,380,079	\$ 16,311,773	\$ 15,475,710	\$ 14,998,031	\$ 15,608,368
Sales & Use Taxes	\$ 9,873,870	\$ 13,516,740	\$ 13,301,523	\$ 15,518,513	\$ 16,525,000
Intergovernmental Revenue	\$ 157,134	\$ 211,605	\$ 169,120	\$ 157,408	\$ 191,826
Federal Grants	\$ 3,439,769	\$ 3,001,732	\$ 3,224,161	\$ 3,854,000	\$ 3,305,000
Charges for Services	\$ 1,047	\$ 478	\$ 52,000	\$ -	\$ -
Rents & Royalties	\$ 49,964	\$ 10,384	\$ -	\$ -	\$ -
Miscellaneous	\$ 96,775	\$ 158,917	\$ 759,129	\$ -	\$ -
Interfund Transfers In	\$ 2,600,000	\$ 1,020,000	\$ -	\$ -	\$ -
Total Revenues	\$ 32,598,637	\$ 34,231,629	\$ 32,981,643	\$ 34,527,952	\$ 35,630,194
% Inc/Dec	8%	5%	-4%	5%	3%
Expenditures					
Salaries & Benefits	\$ 47,823	\$ 35,324	\$ 637,704	\$ 25,000	\$ 399,028
Training Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Purchased Services	\$ (3,164,408)	\$ (3,263,156)	\$ (3,395,845)	\$ (2,933,887)	\$ (3,040,976)
Supplies	\$ 16,210	\$ 18,379	\$ 12,082	\$ 18,000	\$ 18,000
Interdepartmental Services	\$ 1,334	\$ 734	\$ 771	\$ 981	\$ 1,515
Intergovernmental Expenditures	\$ 1,586,845	\$ 3,214,583	\$ 3,371,515	\$ 4,572,685	\$ 4,177,710
Grants & Contributions Issued	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ 2,862,073	\$ 2,389,687	\$ 2,397,315	\$ 7,211,000	\$ 4,881,550
Total Expenditures	\$ 1,349,876	\$ 2,395,552	\$ 3,023,543	\$ 8,893,779	\$ 6,436,827
% Inc/Dec	-68%	77%	26%	194%	-28%
Revenues less Expenditures	\$ 31,248,761	\$ 31,836,077	\$ 29,958,100	\$ 25,634,173	\$ 29,193,367

- In the [Revenue Trends](#) section of this document we talk in detail about our projections for property tax and sales and use tax revenues.
- The federal grant revenue includes payment in lieu of taxes - which is split between the General Fund and Road and Bridge fund as well as the National Forest payment that will be paid to the school districts through the Secure Rural Schools program. This program payment shows up in the intergovernmental expense classification.
- Salaries & benefits in this department represent a placeholder for equity and compensation studies that are being completed in 2022. The budget will allow recommended changes to staff wages to be addressed.
- The negative amount in purchased services represents the collection of an administrative fee from other county funds.
- The transfer out is to the Public Health fund, the Housing Operations fund, and the Eagle County Housing and Development Authority funds. Details on how those funds will spend the money are included in each fund's summary page.

## General Fund - Human Resources

Every employee is an integral part of the success of Eagle County. The human resources department is responsible for maintaining the personnel function for the county, including competitive compensation and benefits programs, training and development, and employee recognition, motivation, and wellness programs.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$1,431,895	7.0			\$25.97	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Expenditures					
FTEs	4.5	6.0	6.0	6.0	7.0
Salaries & Benefits	\$ 622,489	\$ 716,547	\$ 780,408	\$ 828,748	\$ 963,190
Training Benefits	\$ 76,853	\$ 109,433	\$ 68,680	\$ 78,500	\$ 115,000
Purchased Services	\$ 212,756	\$ 228,416	\$ 219,824	\$ 280,550	\$ 351,555
Supplies	\$ 2,386	\$ 1,795	\$ 3,705	\$ 2,150	\$ 2,150
Total Expenditures	\$ 914,483	\$ 1,056,191	\$ 1,072,618	\$ 1,189,948	\$ 1,431,895
% Inc/Dec	7%	15%	2%	11%	20%
Revenues less Expenditures	\$ (914,483)	\$ (1,056,191)	\$ (1,072,618)	\$ (1,189,948)	\$ (1,431,895)

- A talent coordinator position was added to this department to assist in the recruitment and onboarding of new staff. The workforce shortage and great resignation have impacted Eagle County staffing and additional resources are needed to ensure departments can meet their service levels.
- Salaries and benefits include the cost of the human resources staff as well as \$50,000 for a spot bonus program and \$22,250 for service awards to be used throughout the organization.
- Training benefits include both human resource staff training and organization wide training like tuition reimbursement and leadership development.
- Purchased services include recruiting expenses, and the ongoing costs of our human resource management software, which includes payroll processing.

## General Fund - Communications and ECGTV

The communications department is responsible for facilitating transparency in Eagle County Government. It focuses on four core areas; public outreach, media relations, crisis communications and internal communications.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$681,956	7.0			\$12.37	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Charges for Services	\$ 443,945	\$ 431,305	\$ 423,820	\$ 410,000	\$ 410,000
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 443,945	\$ 431,305	\$ 423,820	\$ 410,000	\$ 410,000
% Inc/Dec		-3%	-2%	-3%	0%
Expenditures					
FTEs	5.0	5.0	6.0	6.0	7.0
Salaries & Benefits	\$ 576,914	\$ 537,665	\$ 673,365	\$ 751,801	\$ 858,433
Training Benefits	\$ 576	\$ 8,089	\$ 96	\$ 1,000	\$ 8,000
Purchased Services	\$ 56,830	\$ 70,885	\$ 148,740	\$ 170,327	\$ 151,690
Interdepartmental Services	\$ 5,304	\$ 5,354	\$ 4,952	\$ 7,619	\$ 5,833
Supplies	\$ 45,184	\$ 90,081	\$ 57,089	\$ 56,836	\$ 68,000
Capital Outlay & Leases	\$ 15,217	\$ -	\$ -	\$ 39,629	\$ -
Total Expenditures	\$ 700,024	\$ 712,075	\$ 884,241	\$ 1,027,212	\$ 1,091,956
% Inc/Dec	6%	2%	24%	16%	6%
Revenues less Expenditures	\$ (256,079)	\$ (280,770)	\$ (460,421)	\$ (617,212)	\$ (681,956)

- A community engagement specialist position was added to this department to ensure that we are communicating and engaging with our community in a positive and culturally appropriate manner.
- Charges for services are the amounts paid by cable companies for franchise fees.

## General Fund - Innovation and Technology

The innovation and technology (IT) department has overall responsibility for planning and implementing technology solutions and infrastructure within Eagle County Government. It supports county IT customers and protects county assets and data from harm.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$2,719,456	11.2			\$49.33	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Federal Grants	\$ -	\$ -	\$ 14,601	\$ -	\$ -
Miscellaneous	\$ 81	\$ 700	\$ 1,112	\$ -	\$ -
Total Revenues	\$ 81	\$ 700	\$ 15,713	\$ -	\$ -
% Inc/Dec	-95%	764%	2145%	-100%	
Expenditures					
FTEs	10.0	11.2	11.2	11.0	11.2
Salaries & Benefits	\$ 1,136,163	\$ 1,236,653	\$ 1,302,014	\$ 1,313,293	\$ 1,405,737
Training Benefits	\$ 18,197	\$ 24,238	\$ 19,134	\$ 22,730	\$ 20,475
Purchased Services	\$ 893,055	\$ 919,097	\$ 976,631	\$ 1,040,923	\$ 1,163,959
Interdepartmental Services	\$ 1,391	\$ 905	\$ 731	\$ -	\$ -
Supplies	\$ 119,160	\$ 184,691	\$ 126,711	\$ 154,105	\$ 129,285
Capital Outlay & Leases	\$ 99,383	\$ 16,320	\$ -	\$ -	\$ -
Total Expenditures	\$ 2,267,349	\$ 2,381,903	\$ 2,425,221	\$ 2,531,051	\$ 2,719,456
% Inc/Dec	6%	5%	2%	4%	7%
Revenues less Expenditures	\$ (2,267,268)	\$ (2,381,203)	\$ (2,409,508)	\$ (2,531,051)	\$ (2,719,456)

- This department added a seasonal intern position which will assist with work completed by the help desk.
- The IT department pays for many of the organization's business application software products within the purchased services classification. These software applications include Collectware, Eagle Assessor, Energov, GIS, and New World. The price of these contracts typically increases between 1-3% each year. Additionally, IT infrastructure costs are included in this classification, and these products include data connectivity services, workstation licensing, cyber security, and support.
- Supplies include personal computers and applications for new staff members as well as replacement costs for existing staff.



## General Fund - GIS

The geographic information system (GIS) department generates and maintains spatial information which aids in the creation of maps and data analysis to support county departments and their customers. The department provides strategic GIS support to departments while offering data dissemination and display, map production, and property queries to the public through the GIS Viewer.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$256,756	1.9			\$4.66	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Federal Grants	\$ -	\$ -	\$ 1,823	\$ -	\$ -
Charges for Services	\$ 11,208	\$ 4,595	\$ 5,570	\$ 5,000	\$ 5,000
Total Revenues	\$ 11,208	\$ 4,595	\$ 7,393	\$ 5,000	\$ 5,000
% Inc/Dec	-41%	-59%	61%	-32%	0%
Expenditures					
FTEs	1.9	1.9	1.9	1.9	1.9
Salaries & Benefits	\$ 232,048	\$ 242,282	\$ 249,182	\$ 250,629	\$ 255,848
Training Benefits	\$ 5,866	\$ 4,976	\$ 25	\$ 1,295	\$ 3,285
Purchased Services	\$ 663	\$ 1,067	\$ 258	\$ 540	\$ 353
Supplies	\$ 1,424	\$ 1,885	\$ 1,361	\$ 1,370	\$ 2,270
Total Expenditures	\$ 240,001	\$ 250,210	\$ 250,826	\$ 253,834	\$ 261,756
% Inc/Dec	-6%	4%	0%	1%	3%
Revenues less Expenditures	\$ (228,793)	\$ (245,615)	\$ (243,433)	\$ (248,834)	\$ (256,756)

- We expect costs in this department to remain stable in 2022.

## General Fund - Planning

The planning department processes land use files, provides customer service for zoning inquiries, and develops and implements long range planning.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$843,674	9.0			\$15.30	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Licenses, Permits, Sales & Fines	\$ 71,237	\$ 60,728	\$ 50,010	\$ 63,000	\$ 63,500
Federal Grants	\$ -	\$ -	\$ 37,480	\$ -	\$ -
Charges for Services	\$ 77,840	\$ 86,769	\$ 31,364	\$ 66,800	\$ 66,800
Total Revenues	\$ 149,077	\$ 147,498	\$ 118,855	\$ 129,800	\$ 130,300
% Inc/Dec	12%	-1%	-19%	9%	0%
Expenditures					
FTEs	7.0	7.0	9.0	9.0	9.0
Salaries & Benefits	\$ 824,275	\$ 739,226	\$ 907,594	\$ 982,013	\$ 920,720
Training Benefits	\$ 8,008	\$ 14,890	\$ 4,880	\$ 3,796	\$ 10,000
Purchased Services	\$ 91,457	\$ 55,408	\$ 107,138	\$ 118,480	\$ 32,652
Interdepartmental Services	\$ 12,310	\$ 12,887	\$ 13,171	\$ 8,306	\$ 8,002
Supplies	\$ 1,717	\$ 16,492	\$ 2,586	\$ 3,424	\$ 2,600
Grants & Contributions Issued	\$ -	\$ -	\$ -		\$ -
Total Expenditures	\$ 937,767	\$ 838,902	\$ 1,035,370	\$ 1,116,019	\$ 973,974
% Inc/Dec	-7%	-11%	23%	8%	-13%
Revenues less Expenditures	\$ (788,690)	\$ (691,405)	\$ (916,515)	\$ (986,219)	\$ (843,674)

- Purchased services in 2018-2021 includes a full land use regulations revision and an update of the county's comprehensive plan. Purchased services for 2022 includes \$15,000 for the Mid-Valley Trails committee administration.

## General Fund - Facilities Management

Facilities management provides property management services for all county buildings, fairgrounds and meeting room rental programs, security, risk management, maintenance, and planning and development for county facilities.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$3,785,963	13.2			\$68.68	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Charges for Services	\$ 26,036	\$ 36,164	\$ 50,737	\$ 50,000	\$ 52,496
Federal Grants	\$ -	\$ -	\$ 12,651	\$ 50,000	\$ -
Rents & Royalties	\$ 90,819	\$ 103,502	\$ 71,392	\$ 71,360	\$ 71,860
Other Grants & Contributions	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 269	\$ 17,154	\$ -	\$ -	\$ -
Total Revenues	\$ 117,123	\$ 156,821	\$ 134,779	\$ 171,360	\$ 124,356
% Inc/Dec	26%	34%	-14%	27%	-27%
Expenditures					
FTEs	13.4	13.2	14.2	12.2	13.2
Salaries & Benefits	\$ 1,318,170	\$ 1,337,753	\$ 1,405,826	\$ 1,195,692	\$ 1,333,639
Training Benefits	\$ 5,853	\$ 9,374	\$ 2,427	\$ 6,000	\$ 6,000
Purchased Services	\$ 1,534,927	\$ 1,676,229	\$ 1,635,937	\$ 2,241,194	\$ 2,086,704
Interdepartmental Services	\$ 126,836	\$ 113,263	\$ 127,550	\$ 163,308	\$ 216,371
Supplies	\$ 128,924	\$ 155,160	\$ 113,114	\$ 199,800	\$ 217,850
Capital Outlay & Leases	\$ 29,666	\$ 29,121	\$ 29,887	\$ 29,887	\$ 49,755
Grants & Contributions Issued	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 3,144,377	\$ 3,320,901	\$ 3,314,741	\$ 3,835,881	\$ 3,910,319
% Inc/Dec	3%	6%	0%	16%	2%
Revenues less Expenditures	\$ (3,027,254)	\$ (3,164,080)	\$ (3,179,962)	\$ (3,664,521)	\$ (3,785,963)

- A maintenance technician position that was eliminated during 2020 was added back to the facilities team for 2022.
- The facilities department budgets for the majority of the utilities and service contracts across county properties. We expect the cost of utilities to increase in 2022.
- This department's capital outlay and leases are explained in the [Capital Expenditures](#) section of this book.

## General Fund - Project Management

The project management department provides construction management for all phases of capital improvement projects, such as remodeling, renovation and new construction.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$301,916	2.0			\$5.48	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Federal Grants	\$ -	\$ -	\$ 137	\$ -	\$ -
Total Revenues	\$0	\$0	\$137	\$0	\$0
% Inc/Dec				-100%	
Expenditures					
FTEs	2.0	2.0	2.0	2.0	2.0
Salaries & Benefits	\$ 239,434	\$ 234,790	\$ 242,216	\$ 246,133	\$ 242,673
Training Benefits	\$ 4,673	\$ 9,766	\$ 745	\$ 5,000	\$ 10,000
Purchased Services	\$ 12,590	\$ 3,049	\$ 13,408	\$ 43,960	\$ 33,010
Interdepartmental Services	\$ 12,044	\$ 12,336	\$ 13,965	\$ 13,923	\$ 12,963
Supplies	\$ 2,319	\$ 2,250	\$ 367	\$ 3,150	\$ 3,270
Capital Outlay & Leases	\$ -	\$ -	\$ -	\$ 7,390	\$ -
Total Expenditures	\$ 271,059	\$ 262,191	\$ 270,702	\$ 319,556	\$ 301,916
% Inc/Dec	-32%	-3%	3%	18%	-6%
Revenues less Expenditures	\$ (271,059)	\$ (262,191)	\$ (270,564)	\$ (319,556)	\$ (301,916)

- Project management costs are expected to remain stable in 2022.

## General Fund - Emergency Management

The emergency management department works to protect lives and property in Eagle County through effective emergency management practices and procedures. The department coordinates with local response agencies to prevent, prepare for, mitigate, respond to and recover from natural or human caused emergency situations.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$239,394	2.0			\$4.34	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Federal Grants	\$ 64,500	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,817
Other Grants & Contributions	\$ -	\$ 8,800	\$ 50,000	\$ 5,000	\$ 10,866
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 64,500	\$ 68,800	\$ 110,000	\$ 65,000	\$ 71,683
% Inc/Dec	1%	7%	60%	-41%	10%
Expenditures					
FTEs	1.0	1.0	1.0	1.0	2.0
Salaries & Benefits	\$ 139,905	\$ 118,564	\$ 142,453	\$ 148,246	\$ 257,201
Training Benefits	\$ 129	\$ 1,500	\$ -	\$ 50	\$ 3,000
Purchased Services	\$ 77,660	\$ 151,850	\$ 72,083	\$ 61,427	\$ 24,611
Interdepartmental Services	\$ 9,529	\$ 8,073	\$ 9,307	\$ 9,757	\$ 13,315
Supplies	\$ 6,192	\$ 1,708	\$ 3,381	\$ 5,600	\$ 12,950
Capital Outlay & Leases	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 233,415	\$ 281,696	\$ 227,224	\$ 225,080	\$ 311,077
	6%	21%	-19%	-1%	38%
Revenues less Expenditures	\$ (168,915)	\$ (212,896)	\$ (117,224)	\$ (160,080)	\$ (239,394)

- An emergency management specialist position was added to this department. This position will help to ensure proper coverage and planning for emergencies that happen in the county from time to time.
- Eagle County's contribution into the state's Emergency Fire Fund of \$46,500 was moved to the new fire mitigation department in 2022.
- The ongoing costs of a post-wildfire alert system remain in the purchased services classification.

## General Fund - Emergency Incident Response

This department was created in 2018 for budgeting and tracking the costs of any emergency incidents that occur in Eagle County. The county manager authorizes the use of funds budgeted in this department.

2022 Overview					
Net Addition of Funds	FTEs			Net Addition per Capita	
\$0	N/A			\$0.00	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Other Grants & Contributions	\$ -	\$ -	\$ 47,803	\$ -	\$ -
Federal Grants	\$ -	\$ -	\$ 1,172,854	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ 1,220,657	\$ -	\$ -
% Inc/Dec				-100%	
Expenditures					
Salaries & Benefits	\$ 72,889	\$ -	\$ -	\$ -	\$ -
Purchased Services	\$ 71,197	\$ 13,569	\$ 843,460	\$ 216,912	\$ -
Supplies	\$ 6,629	\$ -	\$ 157,498	\$ 5,000	\$ -
Grants & Contributions Issued	\$ -	\$ -	\$ 1,423,906	\$ 2,282,682	\$ -
Total Expenditures	\$ 150,715	\$ 13,569	\$ 2,424,864	\$ 2,504,594	\$ -
% Inc/Dec		-91%	17771%	3%	-100%
Revenues less Expenditures	\$ (150,715)	\$ (13,569)	\$ (1,204,207)	\$ (2,504,594)	\$ -

- No costs are currently anticipated in this department. Should an emergency arise, we will use the budget amendment process to include expenditures for the department.

## General Fund - Fire Mitigation

Added in 2021, the fire mitigation department works to protect lives and property in Eagle County through effective fire mitigation practices and procedures. The department coordinates with local response agencies to prevent, prepare for, mitigate, respond to and recover from natural or human caused fires.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$1,100,427	2.0			\$19.96	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Licenses, Permits, Sales & Fines	\$ -	\$ -	\$ -	\$ 9,000	\$ 15,000
Other Grants & Contributions	\$ -	\$ -	\$ -	\$ 10,000	\$ -
Total Revenues	\$0	\$0	\$0	\$ 19,000	\$ 15,000
% Inc/Dec					-21%
Expenditures					
FTEs	0.0	0.0	0.0	1.0	2.0
Salaries & Benefits	\$ -	\$ -	\$ -	\$ 169,225	\$ 202,524
Training Benefits	\$ -	\$ -	\$ -	\$ 5,000	\$ 2,000
Purchased Services	\$ -	\$ -	\$ -	\$ 94,766	\$ 733,005
Interdepartmental Services	\$ -	\$ -	\$ -	\$ 68,529	\$ 23,798
Supplies	\$ -	\$ -	\$ -	\$ 8,050	\$ 4,100
Grants & Contributions Issued	\$ -	\$ -	\$ -	\$ 184,740	\$ 150,000
Total Expenditures	\$0	\$0	\$0	\$ 530,310	\$ 1,115,427
					110%
Revenues less Expenditures	\$ -	\$ -	\$ -	\$ (511,310)	\$ (1,100,427)

- A wildfire specialist position was added to this department in 2021 to increase capacity in the REALFire program that assists community members in creating fire breaks around their property.
- The increase in purchased services reflects the commissioners' commitment to this strategic priority.

## General Fund - Animal Services

Animal services provides care and shelter to stray animals in need while maintaining a safe community and promoting responsible pet ownership through outreach, education, and enforcement.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$672,723	9.0			\$12.20	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Licenses, Permits, Sales & Fines	\$ 18,950	\$ 21,250	\$ 16,940	\$ 22,000	\$ 21,000
Federal Grants	\$ -	\$ -	\$ 32,242	\$ -	\$ -
Other Grants & Contributions	\$ 17,793	\$ 11,268	\$ 19,686	\$ 7,000	\$ 7,000
Charges for Services	\$ 186,405	\$ 205,518	\$ 281,470	\$ 248,480	\$ 261,000
Miscellaneous	\$ 4,416	\$ 4,502	\$ 3,285	\$ 3,000	\$ 3,000
Total Revenues	\$ 227,564	\$ 242,538	\$ 353,623	\$ 280,480	\$ 292,000
% Inc/Dec	46%	7%	46%	-21%	4%
Expenditures					
FTEs	8.5	8.5	8.6	8.6	9.0
Salaries & Benefits	\$ 645,501	\$ 692,389	\$ 713,195	\$ 712,166	\$ 781,290
Training Benefits	\$ 5,573	\$ 9,104	\$ 1,053	\$ 9,750	\$ 10,000
Purchased Services	\$ 83,588	\$ 83,821	\$ 76,598	\$ 73,126	\$ 75,186
Interdepartmental Services	\$ 37,881	\$ 39,857	\$ 42,563	\$ 47,307	\$ 53,247
Supplies	\$ 39,324	\$ 34,888	\$ 33,925	\$ 42,550	\$ 45,000
Total Expenditures	\$ 811,868	\$ 860,058	\$ 867,334	\$ 884,899	\$ 964,723
% Inc/Dec	30%	6%	1%	2%	9%
Revenues less Expenditures	\$ (584,304)	\$ (617,520)	\$ (513,710)	\$ (604,419)	\$ (672,723)

- A part time animal care technician position was increased to a full-time benefited position.
- Expenditures are expected to remain stable for 2022.



## General Fund - Natural Resources

New in 2021 the natural resources department works to protect and enhance the natural resources of Eagle County by working with partners to proactively support the community and regional efforts to protect water quantity and quality, wildlife and other natural resource management initiatives.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$344,819	1.0			\$6.25	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$0	\$0	\$0	\$0	\$0
% Inc/Dec					
Expenditures					
FTEs	0.0	0.0	0.0	1.0	1.0
Salaries & Benefits	\$ -	\$ -	\$ -	\$ 95,044	\$ 99,805
Training Benefits	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000
Purchased Services	\$ -	\$ -	\$ -	\$ 254,867	\$ 243,264
Supplies	\$ -	\$ -	\$ -	\$ 700	\$ 750
Total Expenditures	\$0	\$0	\$0	\$ 351,611	\$ 344,819
% Inc/Dec					-2%
Revenues less Expenditures	\$0	\$0	\$0	\$ (351,611)	\$ (344,819)

- Purchased services for this department fund partner programs that work to ensure our waterways are protected and include agreements with local conservation districts. Additional services include water gauge and aquatic nuisance species monitoring.

## General Fund - Environmental Health

Environmental health works to protect Eagle County citizens and visitors by assessing environmental risks and providing effective service and education programs. Program areas include on-site wastewater treatment, consumer protection, code enforcement, and land use review.

2022 Overview					
Net Addition of Funds	FTEs			Net Addition per Capita	
\$0	0.0			\$0.00	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Licenses, Permits, Sales & Fines	\$ 147,912	\$ 206,562	\$ -	\$ -	\$ -
Federal Grants	\$ 15,000	\$ -	\$ -	\$ -	\$ -
Other Grants & Contributions	\$ 15,000	\$ 30,000	\$ -	\$ -	\$ -
Charges for Services	\$ 19,820	\$ 13,410	\$ -	\$ -	\$ -
Total Revenues	\$ 197,732	\$ 249,972	\$ -	\$ -	\$ -
% Inc/Dec	-50%	26%	-100%		
Expenditures					
FTEs	5.5	6.5	0.0	0.0	0.0
Salaries & Benefits	\$ 512,602	\$ 545,779	\$ -	\$ -	\$ -
Training Benefits	\$ 5,819	\$ 2,994	\$ -	\$ -	\$ -
Purchased Services	\$ 60,782	\$ 52,849	\$ 26	\$ -	\$ -
Interdepartmental Services	\$ 10,167	\$ 7,860	\$ -	\$ -	\$ -
Supplies	\$ 1,486	\$ 5,204	\$ -	\$ -	\$ -
Grants & Contributions Issued	\$ 102,500	\$ 112,500	\$ -	\$ -	\$ -
Total Expenditures	\$ 693,356	\$ 727,186	\$ 26	\$ -	\$ -
% Inc/Dec	-24%	5%	-100%	-100%	
Revenues less Expenditures	\$ (495,624)	\$ (477,214)	\$ (26)	\$ -	\$ -

- Beginning in 2020, the environmental health department has been moved to the [Public Health fund](#) to more closely align the departments working within the Public Health and Environment division of Eagle County Government. We will continue to show actual expenditures prior to 2020 in the General Fund.

## General Fund - Sustainable Communities

Sustainable communities works to implement the Eagle County environmental policy and the Climate Action Plan in county operations and within the larger community. Our shared community goal is to reduce greenhouse emissions 25% by 2025.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$1,414,854	4.0			\$25.67	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Licenses, Permits, Sales & Fines	\$ 82,896	\$ 289,362	\$ 236,646	\$ 200,000	\$ 200,000
Federal Grants	\$ -	\$ -	\$ 159,679	\$ -	\$ -
Other Grants & Contributions	\$ 366,362	\$ 822,045	\$ 19,958	\$ 273,041	\$ -
Total Revenues	\$ 449,258	\$ 1,111,407	\$ 416,282	\$ 473,041	\$ 200,000
% Inc/Dec	139%	147%	-63%	14%	-58%
Expenditures					
FTEs	4.0	4.0	4.0	3.0	4.0
Salaries & Benefits	\$ 485,297	\$ 465,471	\$ 564,322	\$ 379,231	\$ 473,325
Training Benefits	\$ 3,077	\$ 1,524	\$ 77	\$ 1,000	\$ 5,000
Purchased Services	\$ 251,705	\$ 263,302	\$ 394,718	\$ 430,830	\$ 498,029
Interdepartmental Services	\$ 6,563	\$ 6,755	\$ 7,371	\$ -	\$ -
Intergovernmental Expenditures	\$ 310,102	\$ 772,045	\$ 19,958	\$ 273,041	\$ -
Supplies	\$ 53,527	\$ 62,682	\$ 13,872	\$ 5,750	\$ 24,500
Capital Outlay & Leases	\$ -	\$ -	\$ -		\$ -
Grants & Contributions Issued	\$ 171,408	\$ 227,167	\$ 269,382	\$ 394,000	\$ 614,000
Total Expenditures	\$ 1,281,679	\$ 1,798,947	\$ 1,269,700	\$ 1,483,852	\$ 1,614,854
% Inc/Dec	75%	40%	-29%	17%	9%
Revenues less Expenditures	\$ (832,421)	\$ (687,539)	\$ (853,418)	\$ (1,010,811)	\$ (1,414,854)

- A climate programs coordinator position is being added to this department to ensure that the county is moving towards its sustainability goals in all of the work that it does.
- The sustainable communities department works very closely with the Walking Mountains Science Center. In the 2022 budget, we will partner with WMSC on many programs that help to implement the county's environmental policy.

## General Fund - Engineering

The engineering department oversees the planning and design of public works projects. Engineers review development applications; provide construction, traffic and support engineering; oversee county floodplain administration; and issue floodplain development, road cut, grading and access permits.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$1,099,794	8.0			\$19.95	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Licenses, Permits, Sales & Fines	\$ 18,733	\$ 17,142	\$ 11,605	\$ 13,100	\$ 17,100
Federal Grants	\$ -	\$ 408,980	\$ 9,302	\$ -	\$ -
Other Grants & Contributions	\$ 4,546	\$ 3,534,386	\$ -	\$ 11,350	\$ 11,350
Charges for Services	\$ 1,580	\$ 1,100	\$ 580	\$ 750	\$ 750
Miscellaneous	\$ -	\$ -	\$ 11,208	\$ -	\$ -
Total Revenues	\$ 24,858	\$ 3,961,608	\$ 21,487	\$ 25,200	\$ 29,200
% Inc/Dec	-98%	15837%	-99%	17%	16%
Expenditures					
FTEs	7.0	7.0	7.0	7.0	8.0
Salaries & Benefits	\$ 821,832	\$ 804,606	\$ 854,539	\$ 858,527	\$ 996,443
Training Benefits	\$ 5,408	\$ 5,490	\$ 2,703	\$ 4,210	\$ 5,000
Purchased Services	\$ 23,361	\$ 68,128	\$ 23,025	\$ 56,203	\$ 21,708
Interdepartmental Services	\$ 9,446	\$ 3,509	\$ 4,659	\$ 2,845	\$ 2,193
Intergovernmental Expenditures	\$ 100,000	\$ -	\$ (230)	\$ -	\$ -
Supplies	\$ 1,402	\$ 9,268	\$ 4,436	\$ 3,650	\$ 3,650
Capital Outlay & Leases	\$ 35,011	\$ 87,890	\$ -	\$ -	\$ -
Grants & Contributions Issued	\$ -	\$ 6,920,689	\$ -	\$ -	\$ 100,000
Total Expenditures	\$ 996,459	\$ 7,899,579	\$ 889,133	\$ 925,435	\$ 1,128,994
% Inc/Dec	-70%	693%	-89%	4%	22%
Revenues less Expenditures	\$ (971,601)	\$ (3,937,971)	\$ (867,646)	\$ (900,235)	\$ (1,099,794)

- Funding to contribute to a project led by the town of Avon to improve pedestrian safety by construction of a roundabout at Stonebridge Drive in Avon shows up in the grants and contributions issued account.
- Other activity within this department is expected to remain stable.

## General Fund - Building Inspection

The building department ensures construction of safe structures for the enjoyment of citizens and visitors in unincorporated Eagle County. Staff implements construction codes through plan review and inspections.

2022 Overview					
Net Addition of Funds	FTEs			Net Addition per Capita	
\$1,506,364	6.0			\$27.33	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Licenses, Permits, Sales & Fines	\$ 1,570,948	\$ 1,243,984	\$ 1,579,357	\$ 2,317,841	\$ 1,611,092
Federal Grants	\$ -	\$ -	\$ 36,544	\$ -	\$ -
Charges for Services	\$ 693,697	\$ 520,483	\$ 649,149	\$ 1,162,613	\$ 673,982
Total Revenues	\$ 2,264,645	\$ 1,764,468	\$ 2,265,049	\$ 3,480,454	\$ 2,285,074
% Inc/Dec	24%	-22%	28%	54%	-34%
Expenditures					
FTEs	7.0	8.0	8.0	7.0	6.0
Salaries & Benefits	\$ 733,297	\$ 795,961	\$ 792,822	\$ 752,440	\$ 668,761
Training Benefits	\$ 5,113	\$ 5,028	\$ 5,727	\$ 7,000	\$ 9,000
Purchased Services	\$ 40,654	\$ 38,379	\$ 45,668	\$ 41,060	\$ 56,600
Interdepartmental Services	\$ 26,476	\$ 29,979	\$ 33,433	\$ 31,544	\$ 39,449
Supplies	\$ 5,365	\$ 6,094	\$ 1,525	\$ 6,750	\$ 4,900
Total Expenditures	\$ 810,905	\$ 875,441	\$ 879,174	\$ 838,794	\$ 778,710
% Inc/Dec	4%	8%	0%	-5%	-7%
Revenues less Expenditures	\$ 1,453,741	\$ 889,026	\$ 1,385,875	\$ 2,641,660	\$ 1,506,364

- We are budgeting for building permits and related revenue to decrease from 2021's record breaking levels and have budgeted revenue to come in at 2018 and 2020 levels.
- Purchased services for this department includes the credit card fees that the county is charged when community members pay for permits using a credit card.

## General Fund - Vegetation Management

The vegetation management department works to mitigate the harmful impacts of undesirable plants on agriculture, natural resources and properties within unincorporated Eagle County.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$204,299	1.7			\$3.71	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Federal Grants	\$ 7,781	\$ 7,074	\$ 1,410	\$ 14,500	\$ 14,500
Other Grants & Contributions	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ 18,944	\$ 3,017	\$ 8,748	\$ 10,000	\$ 10,000
Licenses, Permits, Sales & Fines	\$ 9,700	\$ 10,794	\$ 6,092	\$ 15,000	\$ 15,000
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 36,425	\$ 20,885	\$ 16,251	\$ 39,500	\$ 39,500
% Inc/Dec	-40%	-43%	-22%	143%	0%
Expenditures					
FTEs	2.7	1.7	1.7	1.7	1.7
Salaries & Benefits	\$ 165,929	\$ 97,050	\$ 79,329	\$ 110,977	\$ 116,292
Training Benefits	\$ 110	\$ 793	\$ -	\$ 3,500	\$ 3,500
Purchased Services	\$ 12,987	\$ 8,177	\$ 11,457	\$ 28,592	\$ 30,142
Interdepartmental Services	\$ 52,471	\$ 52,279	\$ 55,387	\$ 56,424	\$ 54,265
Supplies	\$ 42,873	\$ 29,059	\$ 28,584	\$ 47,600	\$ 39,600
Capital Outlay & Leases	\$ -	\$ -	\$ -	\$ -	\$ -
Grants & Contributions Issued	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 274,369	\$ 187,358	\$ 174,758	\$ 247,093	\$ 243,799
% Inc/Dec	-1%	-32%	-7%	41%	-1%
Revenues less Expenditures	\$ (237,944)	\$ (166,472)	\$ (158,507)	\$ (207,593)	\$ (204,299)

- Charges for services include a contract with the Colorado Department of Transportation to do weed mitigation work on CDOT rights of way.
- Licenses, permits, sales and fines classification includes sales of weed reducing chemicals to the public.

## General Fund - Human Services

Human services supports overall well-being to make sure that everyone can reach their potential and fully contribute to our communities. The department's mission is to build safe, stable, hopeful futures.

2022 Overview					
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Licenses, Permits, Sales & Fines	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Grants	\$ 964,243	\$ 980,920	\$ -	\$ -	\$ -
Other Grants & Contributions	\$ 439,508	\$ 524,471	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 255	\$ 148	\$ -	\$ -	\$ -
Total Revenues	\$ 1,404,006	\$ 1,505,539	\$ -	\$ -	\$ -
% Inc/Dec	-1%	7%	-100%		
Expenditures					
FTEs	17.0	18.1	0.0	0.0	0.0
Salaries & Benefits	\$ 1,278,477	\$ 1,415,464	\$ -	\$ -	\$ -
Training Benefits	\$ 35,108	\$ 29,850	\$ -	\$ -	\$ -
Purchased Services	\$ 1,435,076	\$ 1,910,844	\$ -	\$ -	\$ -
Interdepartmental Services	\$ 1,559	\$ 4,446	\$ -	\$ -	\$ -
Supplies	\$ 42,256	\$ 23,416	\$ -	\$ -	\$ -
Capital Outlay & Leases	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 2,792,477	\$ 3,384,020	\$ -	\$ -	\$ -
% Inc/Dec	14%	21%	-100%		
Revenues less Expenditures	\$ (1,388,470)	\$ (1,878,481)	\$ -	\$ -	\$ -

- In an effort of transparency and ease of understanding, all programs offered by the Eagle County human services departments were moved to the [Human Services fund](#) beginning in 2020. We will continue to show actual expenditures prior to 2020 in the General Fund.

## General Fund - CSU Extension

Extension agents are specialists in the areas of youth development, consumer and family education, and horticulture and small acreage management. Colorado State University expertise and research based information is brought to the county's citizens through their extension agent.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$160,495	0.5			\$2.91	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Federal Grants	\$ -	\$ -	\$ 2,448	\$ -	\$ -
Total Revenues	\$0	\$0	\$2,448	\$0	\$0
% Inc/Dec				-100%	
Expenditures					
FTEs	1.1	1.1	1.1	0.1	0.5
Salaries & Benefits	\$ 61,410	\$ 58,462	\$ 50,798	\$ 6,387	\$ 23,257
Training Benefits	\$ 851	\$ 785	\$ -	\$ 950	\$ 950
Purchased Services	\$ 93,027	\$ 112,879	\$ 105,529	\$ 120,710	\$ 123,695
Interdepartmental Services	\$ 5,320	\$ 5,726	\$ 6,039	\$ 696	\$ 1,023
Supplies	\$ 8,579	\$ 16,871	\$ 8,566	\$ 11,020	\$ 11,570
Total Expenditures	\$ 169,188	\$ 194,723	\$ 170,931	\$ 139,763	\$ 160,495
% Inc/Dec	-16%	15%	-12%	-18%	15%
Revenues less Expenditures	\$ (169,188)	\$ (194,723)	\$ (168,483)	\$ (139,763)	\$ (160,495)

- CSU Extension brings the University's research-based resources to the local communities. Funding for staff and programming is a partnership between the United States Department of Agriculture, Colorado State University and Eagle County. Eagle County funds a portion of the cost of staff and programs offered by CSU Extension.
- A seasonal intern position has been expanded to assist with the growing number of programs offered.



## General Fund - Fair and Rodeo

The fair and rodeo department is responsible for the annual production of the Eagle County Fair and Rodeo in conjunction with CSU Extension and the Pro Rodeo Cowboys Association. The department also manages the Eagle River Center which is used for community and equestrian events, trade shows, and tournaments.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$135,174	1.5			\$2.45	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Other Grants & Contributions	\$ -	\$ -	\$ -	\$ -	\$ 57,180
Charges For Services	\$ 369,384	\$ 397,258	\$ 1,520	\$ 418,525	\$ 456,700
Miscellaneous	\$ -	\$ -	\$ 538	\$ -	\$ -
Total Revenues	\$ 369,384	\$ 397,258	\$ 1,520	\$ 418,525	\$ 513,880
% Inc/Dec	8%	8%	-100%	27435%	23%
Expenditures					
FTEs	1.7	1.5	1.5	1.5	1.5
Salaries & Benefits	\$ 104,776	\$ 112,934	\$ 109,112	\$ 121,937	\$ 125,182
Training Benefits	\$ -	\$ -	\$ 10	\$ -	\$ -
Purchased Services	\$ 307,177	\$ 338,538	\$ 9,176	\$ 312,767	\$ 372,690
Interdepartmental Services	\$ -	\$ -	\$ -	\$ 657	\$ 1,452
Supplies	\$ 67,553	\$ 92,775	\$ 6,101	\$ 90,664	\$ 148,530
Grants & Contributions Issued	\$ 1,746	\$ 1,136	\$ 1,520	\$ 1,200	\$ 1,200
Total Expenditures	\$ 481,252	\$ 545,383	\$ 125,919	\$ 527,225	\$ 649,054
% Inc/Dec	1%	13%	-77%	319%	23%
Revenues less Expenditures	\$ (111,868)	\$ (148,125)	\$ (124,399)	\$ (108,700)	\$ (135,174)

- The 2020 Eagle County Fair and Rodeo was canceled due to the COVID-19 pandemic.
- We received a grant in 2021 that we plan to spend in 2022. We will complete a grandstand expansion plan in 2022. The outcome of the plan will help us understand how to best utilize the grant dollars, and specific options will be discussed with the fair board and commissioners prior to implementation.
- Purchased services include renting equipment, advertising, entertainment and all other costs of the event. It also includes costs of producing the rodeo, including judges, stock contractor, and the rodeo purse. We expect these costs to increase as we work to ensure the event is environmentally friendly.

## Public Trustee Fund (Custodial Fund)

The Public Trustee's office provides services relating to real estate foreclosures and releases of deeds of trust.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$17,573	1.6			\$0.32	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
<i>Revenues</i>					
Charges for Services	\$ -	\$ 107,984	\$ 117,496	\$ 118,346	\$ 110,000
Investment Earnings	\$ -	\$ 2,662	\$ 839	\$ 2,000	\$ 150
Miscellaneous	\$ -	\$ -	\$ 40	\$ -	\$ -
<i>Total Revenues</i>	\$ -	\$ 110,646	\$ 118,375	\$ 120,346	\$ 110,150
% Inc/Dec			7%	2%	-8%
<i>Expenditures</i>					
FTEs	0.0	1.6	1.6	1.6	1.6
Salaries & Benefits	\$ -	\$ 73,576	\$ 98,766	\$ 80,209	\$ 83,573
Training Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Purchased Services	\$ -	\$ 42,963	\$ 31,353	\$ 44,150	\$ 44,150
Interdepartmental Services	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Expenditures</i>	\$ -	\$ 116,539	\$ 130,119	\$ 124,359	\$ 127,723
% Inc/Dec			12%	-4%	3%
Revenues less Expenditures	\$ -	\$ (5,893)	\$ (11,744)	\$ (4,013)	\$ (17,573)
Beginning Fund Balance	\$ -	\$ 144,561	\$ 138,668	\$ 126,924	\$ 122,911
Ending Fund Balance	\$ -	\$ 138,668	\$ 126,924	\$ 122,911	\$ 105,338
% Inc/Dec in Fund Balance		-4%	-8%	-3%	-14%

- Public Trustee activity was moved from the General Fund to a separate custodial fund in 2019 in connection with the implementation of Government Accounting Standards Board Statement Number 84.
- Revenue received by the Public Trustee is from statutorily required fees related to real estate foreclosures and releases of deeds of trusts.
- Revenue for the Public Trustee is market based, and we expect that revenues will be relatively flat as compared to 2021 estimates. Expenditures are related to publishing of foreclosure notices and the releases of foreclosure related documents.

## Road and Bridge Fund (Special Revenue Fund)

The road and bridge department provides maintenance on more than 500 miles of county road and snow removal on 260 miles. Field crews make bridge repairs, grade dirt roads, fill potholes, and perform small-scale resurfacing and construction projects to provide safe, efficient roadways.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$381,959	22.0			\$6.93	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Property Taxes	\$ 4,212,017	\$ 4,194,454	\$ 4,582,504	\$ 4,544,553	\$ 4,740,060
Sales & Use Taxes	\$ 1,423,414	\$ 1,543,555	\$ 1,534,951	\$ 1,500,000	\$ 1,500,000
Licenses, Permits, Sales & Fines	\$ 123,522	\$ 127,994	\$ 126,582	\$ 128,000	\$ 128,000
Intergovernmental Revenue	\$ 2,791,584	\$ 2,991,770	\$ 2,214,249	\$ 2,310,177	\$ 2,391,359
Federal Grants	\$ 450,000	\$ 488,121	\$ 465,078	\$ 696,515	\$ 450,000
Other Grants & Contributions	\$ -	\$ -	\$ -	\$ -	\$ -
Charges For Services	\$ 35,346	\$ 25,945	\$ 79,678	\$ 72,920	\$ 72,920
Internal Service Fund Charges	\$ 11,205	\$ -	\$ 9,199	\$ 10,000	\$ 10,000
Miscellaneous	\$ 306	\$ 211	\$ 192,032	\$ -	\$ -
Interfund Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 9,047,394	\$ 9,372,051	\$ 9,204,273	\$ 9,262,165	\$ 9,292,339
% Inc/Dec	7%	4%	-2%	1%	0%
Expenditures					
FTEs	21.5	23.0	23.0	22.0	22.0
Salaries & Benefits	\$ 1,997,296	\$ 2,075,277	\$ 2,167,821	\$ 2,012,717	\$ 2,101,184
Training Benefits	\$ 2,839	\$ 2,422	\$ 365	\$ 2,200	\$ 2,500
Purchased Services	\$ 866,027	\$ 698,423	\$ 770,818	\$ 785,402	\$ 768,695
Interdepartmental Services	\$ 2,003,149	\$ 1,879,874	\$ 1,842,832	\$ 2,117,328	\$ 2,154,675
Intergovernmental Expenditures	\$ 1,147,737	\$ 1,156,491	\$ 1,287,117	\$ 1,318,837	\$ 1,346,928
Supplies	\$ 1,066,612	\$ 972,384	\$ 1,060,169	\$ 1,174,262	\$ 1,176,758
Capital Outlay & Leases	\$ 1,219,732	\$ 1,188,309	\$ 1,371,291	\$ 1,463,637	\$ 2,123,558
Grants & Contributions Issued	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 8,303,392	\$ 7,973,179	\$ 8,500,412	\$ 8,874,383	\$ 9,674,298
% Inc/Dec	-8%	-4%	7%	4%	9%
Revenues less Expenditures	\$ 744,002	\$ 1,398,872	\$ 703,861	\$ 387,782	\$ (381,959)
Beginning Fund Balance	\$ 5,873,778	\$ 6,617,780	\$ 8,016,653	\$ 8,720,513	\$ 9,108,295
Ending Fund Balance	\$ 6,617,780	\$ 8,016,653	\$ 8,720,513	\$ 9,108,295	\$ 8,726,336
% Inc/Dec in Fund Balance	13%	21%	9%	4%	-4%

- Property tax revenue was increased as discussed in the [Revenue Trends](#) section.
- This fund receives 100% of the county's specific ownership tax and highway users tax fund contributions from the state of Colorado as well as a portion of payment in lieu of taxes funds that the county receives.
- We are budgeting all revenues of the road and bridge fund to remain relatively stable for 2022.
- Charges for services include agreements with the US Forest Service and Garfield and Routt counties to maintain certain roads.
- This fund's capital outlay and leases are explained in the [Capital Expenditures](#) section of this book.

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## Human Services Fund (Special Revenue Fund)

Human services supports overall well-being to make sure that everyone can reach their potential and fully contribute to our communities. The department's mission is to build safe, stable, hopeful futures.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$857,260	65.1			\$15.55	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Property Taxes	\$ 743,849	\$ 740,746	\$ 3,154,433	\$ 3,410,924	\$ 3,487,904
Sales & Use Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses, Permits, Sales & Fines	\$ 9,129	\$ 6,832	\$ 2,537	\$ 3,000	\$ 5,000
Intergovernmental Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Grants	\$ 541,878	\$ 589,965	\$ 2,083,140	\$ 1,656,768	\$ 1,548,219
Other Grants & Contributions	\$ 2,833,348	\$ 2,867,767	\$ 3,845,412	\$ 3,133,450	\$ 3,232,778
Charges For Services	\$ 408	\$ 456	\$ 252	\$ 800	\$ -
Miscellaneous	\$ 5,421	\$ 2,151	\$ 1,620	\$ 13,000	\$ 13,000
Total Revenues	\$ 4,134,033	\$ 4,207,917	\$ 9,087,393	\$ 8,217,942	\$ 8,286,901
% Inc/Dec	3%	2%	116%	-10%	1%
Expenditures					
FTEs	40.1	39.3	59.6	60.6	65.1
Salaries & Benefits	\$ 3,516,589	\$ 3,407,245	\$ 5,189,698	\$ 5,424,831	\$ 5,983,825
Training Benefits	\$ 51,220	\$ 31,508	\$ 53,677	\$ 51,642	\$ 51,110
Purchased Services	\$ 529,103	\$ 510,426	\$ 2,538,420	\$ 2,969,064	\$ 3,032,548
Interdepartmental Services	\$ 20,508	\$ 18,256	\$ 19,987	\$ 32,356	\$ 41,490
Supplies	\$ 20,065	\$ 21,341	\$ 76,366	\$ 174,224	\$ 35,188
Grants & Contributions Issued	\$ -	\$ -	\$ 398,807	\$ -	\$ -
Total Expenditures	\$ 4,137,486	\$ 3,988,776	\$ 8,276,955	\$ 8,652,117	\$ 9,144,161
% Inc/Dec	1%	-4%	108%	5%	6%
Revenues less Expenditures	\$ (3,452)	\$ 219,141	\$ 810,438	\$ (434,175)	\$ (857,260)
Beginning Fund Balance	\$ 2,523,933	\$ 2,520,481	\$ 3,066,095	\$ 3,876,533	\$ 3,442,358
Ending Fund Balance	\$ 2,520,481	\$ 2,739,621	\$ 3,876,533	\$ 3,442,358	\$ 2,585,098
% Inc/Dec in Fund Balance	0%	9%	26%	-11%	-25%

- In an effort of transparency and ease of understanding, all programs offered by the Eagle County human services departments (DHS) were moved to the Human Services fund beginning in 2020. We will continue to show actual expenditures prior to 2020 in the General Fund.

The next page includes a summary of changes within the human services departments.

## Human Services Fund (continued)

This table shows a comparison of revenues and expenditures as if the departments had been combined.

Human Services Departments - All programs and funds combined (For comparison purpose only)					
	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
General Fund - Revenues	\$ 1,404,006	\$ 1,505,539	\$ -	\$ -	\$ -
Human Service Fund - Revenues	\$ 4,134,033	\$ 4,207,917	\$ 9,087,393	\$ 8,217,942	\$ 8,286,901
Total Revenues	\$ 5,538,040	\$ 5,713,456	\$ 9,087,393	\$ 8,217,942	\$ 8,286,901
% Inc/Dec	2%	3%	59%	-10%	1%
FTEs	57.1	57.3	59.6	60.6	65.1
General Fund - Expenditures	\$ 2,792,477	\$ 3,384,020	\$ -	\$ -	\$ -
Human Service Fund - Expenditures	\$ 4,137,486	\$ 3,988,776	\$ 8,276,955	\$ 8,652,117	\$ 9,144,161
Total Expenditures	\$ 6,929,962	\$ 7,372,796	\$ 8,276,955	\$ 8,652,117	\$ 9,144,161
% Inc/Dec	6%	6%	12%	5%	6%
Revenues less Expenditures	\$ (1,391,923)	\$ (1,659,340)	\$ 810,438	\$ (434,175)	\$ (857,260)

- The Human Service fund received a portion of the Coronavirus Relief Fund grant dollars, which explains the higher than typical federal grant revenue in 2020. An additional \$100k was received in 2021. We do not expect to receive additional pandemic related funding in 2022.
- The Early Head Start program receives the majority (\$1 million) of the federal grants budgeted for this fund. Other federal grants include the Employment First, Temporary Assistance for Needy Families, and Child Support Services programs.
- State and local grants fund a portion of the following programs: child and adult protection and maltreatment prevention, medical, food and financial assistance, employment support, child care assistance, veterans services, fraud investigation, audit and internal financial management.
- In addition to the grant funded programs outlined above, the county also funds other programs through this fund, including implementation of the early childhood strategic priorities related to improvements to access and quality of the early childhood system within Eagle County (\$1.5 million).

## Offsite Road Improvement Fund (Special Revenue Fund)

The Offsite Road Improvement fund accounts for the management of fees dedicated to perform traffic studies near new developments, constructs new roadways, and provides recommendations of necessary road improvements.

2022 Overview					
Net Addition of Funds	FTEs			Net Addition per Capita	
\$149,000	N/A			\$2.70	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Charges For Services	\$ 526,823	\$ 52,225	\$ 86,180	\$ -	\$ -
Investment Earnings	\$ 16,762	\$ 16,664	\$ -	\$ -	\$ -
Other Grants & Contributions	\$ 112,098	\$ 30,084	\$ 70,833	\$ 150,000	\$ 150,000
Total Revenues	\$ 655,684	\$ 98,973	\$ 157,013	\$ 150,000	\$ 150,000
% Inc/Dec	45%	-85%	59%	-4%	0%
Expenditures					
Interdepartmental Services	\$ 5,312	\$ 800	\$ 1,637	\$ 1,000	\$ 1,000
Capital Outlay & Leases	\$ -	\$ -	\$ -	\$ -	\$ -
Grants & Contributions Issued	\$ 665,102	\$ 82,209	\$ 119,625	\$ 133,166	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 670,414	\$ 83,009	\$ 121,262	\$ 134,166	\$ 1,000
% Inc/Dec	37%	-88%	46%	11%	-99%
Revenues less Expenditures	\$ (14,730)	\$ 15,965	\$ 35,751	\$ 15,834	\$ 149,000
Beginning Fund Balance	\$ 946,685	\$ 931,955	\$ 947,920	\$ 983,671	\$ 999,505
Ending Fund Balance	\$ 931,955	\$ 947,920	\$ 983,671	\$ 999,505	\$ 1,148,505
% Inc/Dec in Fund Balance	-2%	2%	4%	2%	15%

- We do not expect that any road projects will be funded from this fund in 2022 and will save all revenue received by this fund for future projects.

## ECO Transit Fund (Special Revenue Fund)

ECO Transit provides multi-modal, environmentally sensitive public transportation choices that are safe, efficient, and reliable. ECO provides bus service 21 hours per day, with a total fleet of 31 buses.

2022 Overview					
Net Addition of Funds	FTEs			Net Addition per Capita	
\$4,135,447	73.9			\$75.02	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Sales & Use Taxes	\$ 7,989,522	\$ 9,183,525	\$ 9,042,898	\$ 10,565,814	\$ 11,240,433
Federal Grants	\$ 1,149,402	\$ 1,539,843	\$ 5,261,223	\$ 5,320,790	\$ 4,760,790
Other Grants & Contributions	\$ 4,623	\$ -	\$ 1,302,160	\$ 400,000	\$ -
Charges For Services	\$ 2,055,605	\$ 2,316,400	\$ 1,056,540	\$ 1,357,108	\$ 1,526,452
Internal Service Fund Charges	\$ -	\$ -	\$ -	\$ 5,499	\$ -
Investment Earnings	\$ 84,521	\$ 98,314	\$ 114,516	\$ 82,878	\$ 60,000
Rents & Royalties	\$ (5,400)	\$ 7,200	\$ 6,600	\$ 7,200	\$ 7,200
Miscellaneous	\$ 36,771	\$ 22,673	\$ 157,083	\$ -	\$ -
Interfund Transfers In	\$ -	\$ 1,365,128	\$ 296,453	\$ 61,126	\$ -
Total Revenues	\$ 11,315,044	\$ 14,533,083	\$ 17,237,472	\$ 17,800,415	\$ 17,594,875
% Inc/Dec	-1%	28%	19%	3%	-1%
Expenditures					
FTEs	60.5	67.5	67.5	65.0	73.9
Salaries & Benefits	\$ 5,414,908	\$ 5,545,194	\$ 5,278,501	\$ 5,515,018	\$ 6,637,465
Training Benefits	\$ 10,869	\$ 17,408	\$ 1,120	\$ 23,300	\$ 24,000
Purchased Services	\$ 2,703,989	\$ 2,973,356	\$ 2,759,781	\$ 2,987,252	\$ 3,181,721
Interdepartmental Services	\$ 894,951	\$ 810,545	\$ 597,728	\$ 824,422	\$ 974,421
Intergovernmental Expenditures	\$ 566,879	\$ 639,407	\$ 939,557	\$ 1,020,772	\$ 950,529
Supplies	\$ 527,632	\$ 410,952	\$ 456,268	\$ 617,116	\$ 434,800
Capital Outlay & Leases	\$ 1,315,950	\$ 1,621,952	\$ 3,415,714	\$ 2,930,037	\$ 1,156,492
Grants & Contributions Issued	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Transfers Out	\$ -	\$ 1,385,128	\$ -	\$ 61,126	\$ -
Total Expenditures	\$ 11,435,178	\$ 13,403,943	\$ 13,448,668	\$ 13,979,043	\$ 13,459,428
% Inc/Dec	-9%	17%	0%	4%	-4%
Revenues less Expenditures	\$ (120,134)	\$ 1,129,140	\$ 3,788,804	\$ 3,821,372	\$ 4,135,447
Beginning Fund Balance	\$ 5,833,790	\$ 5,713,656	\$ 6,842,796	\$ 10,631,600	\$ 14,452,972
Ending Fund Balance	\$ 5,713,656	\$ 6,842,796	\$ 10,631,600	\$ 14,452,972	\$ 18,588,419
% Inc/Dec in Fund Balance	-2%	20%	55%	36%	29%

- Sales tax revenue was increased as discussed in the [Revenue Trends](#) section.
- Federal grants in 2021 and 2022 include funding from the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) that can be used to cover administrative and operational costs. In 2022, we plan to launch a pilot program of circulator buses connecting Gypsum and Eagle using a portion of this funding.
- The department added seven new bus operator positions to operate the pilot program. Additionally, transit and trails technician and transit fleet asset supervisor positions were added to manage the growing programs offered by ECO Transit.
- Charges for services are expected to increase in 2022 due to increased ridership following the

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removal of COVID-19 related capacity restrictions in place for much of 2021.

- This fund's capital outlay and leases are explained in the [Capital Expenditures](#) section of this book.
- Beginning in 2021, we moved all activity from the Roaring Fork Transportation fund and the Roaring Fork Trails fund to the ECO Transit fund. All past activity has been consolidated above and the special revenue funds were closed in 2021.



## ECO Trails Fund (Special Revenue Fund)

ECO Trails oversees a multi-use trail system through the Eagle River valley. The ECO Trails partnership includes the county government and the towns of Gypsum, Eagle, Avon, Vail, Red Cliff, and Minturn. The regional trail system encompasses 63 miles from Vail Pass to Glenwood Canyon with a connection to Red Cliff.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$517,473	2.1			\$9.39	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Sales & Use Taxes	\$ 823,651	\$ 944,861	\$ 913,603	\$ 1,071,566	\$ 1,142,256
Federal Grants	\$ -	\$ -	\$ 5,855	\$ -	\$ -
Other Grants & Contributions	\$ 2,210,125	\$ 15,210	\$ 21,320	\$ 7,000	\$ 8,000
Investment Earnings	\$ 21,780	\$ 34,927	\$ 21,487	\$ 16,575	\$ 12,000
Interfund Transfers In	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 4,055,556	\$ 994,998	\$ 962,265	\$ 1,095,141	\$ 1,162,256
% Inc/Dec	46%	-75%	-3%	14%	6%
Expenditures					
FTEs	2.1	2.1	2.1	2.1	2.1
Salaries & Benefits	\$ 211,020	\$ 215,459	\$ 223,789	\$ 223,477	\$ 234,128
Training Benefits	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000
Purchased Services	\$ 14,375	\$ 114,320	\$ 53,749	\$ 233,730	\$ 257,344
Interdepartmental Services	\$ 10,174	\$ 9,167	\$ 11,295	\$ 30,012	\$ 32,401
Intergovernmental Expenditures	\$ -	\$ -	\$ -	\$ 100,000	\$ -
Supplies	\$ 7,953	\$ 9,824	\$ 5,238	\$ 11,600	\$ 11,600
Capital Outlay & Leases	\$ 3,444,474	\$ 628,806	\$ 92,576	\$ -	\$ -
Grants & Contributions Issued	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ 1,000,000	\$ -	\$ -	\$ 1,143,256
Total Expenditures	\$3,687,996	\$1,977,577	\$386,648	\$599,819	\$1,679,729
% Inc/Dec	67%	-46%	-80%	55%	180%
Revenues less Expenditures	\$ 367,560	\$ (982,578)	\$ 575,617	\$ 495,322	\$ (517,473)
Beginning Fund Balance	\$ 1,752,439	\$ 2,119,999	\$ 1,137,421	\$ 1,713,038	\$ 2,208,360
Ending Fund Balance	\$ 2,119,999	\$ 1,137,421	\$ 1,713,038	\$ 2,208,360	\$ 1,690,887
% Inc/Dec in Fund Balance	21%	-46%	51%	29%	-23%

- Sales tax revenue was increased as discussed in the [Revenue Trends](#) section.
- In 2021, we issued [certificates of participation](#) (COP) whose proceeds will be used to fund the majority of the remainder of the Eagle Valley Trail - a strategic priority. The COPs repayments will be made from the Capital Improvements fund, so all available sales tax revenue and any local contributions will be transferred to that fund to assist in funding the construction of the trail and making the required payments.
- The fund will continue to use fund balance to support operations until the fund balance reaches approximately 25% of annual operating expenses. At that time, less revenue will be transferred to the Capital Improvements fund.

## Airport Fund (Special Revenue Fund)

Just minutes from Vail, Beaver Creek and other world class destinations, the Eagle County Regional Airport (EGE) gets you directly to the heart of the Colorado Rockies.

2022 Overview					
Net Addition of Funds	FTEs			Net Addition per Capita	
\$3,220,707	30.7			\$58.42	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Sales & Use Taxes	\$ 98,180	\$ 93,025	\$ 78,216	\$ 102,480	\$ 117,312
Intergovernmental Revenue	\$ 535,781	\$ 434,072	\$ 473,000	\$ 450,000	\$ 450,000
Federal Grants	\$ 1,221,353	\$ 17,711,568	\$ 5,177,385	\$ 2,175,613	\$ 3,393,393
Other Grants & Contributions	\$ 76,165	\$ 956,388	\$ 550,491	\$ 12,480	\$ 37,500
Charges For Services	\$ 2,878,301	\$ 3,147,757	\$ 2,976,514	\$ 2,686,827	\$ 3,206,152
Rents & Royalties	\$ 2,281,698	\$ 2,946,402	\$ 2,901,088	\$ 2,647,839	\$ 2,877,980
Miscellaneous	\$ 29,347	\$ 52,179	\$ 148,185	\$ -	\$ -
Total Revenues	\$ 7,120,826	\$ 25,341,392	\$ 12,304,879	\$ 8,075,239	\$ 10,082,337
% Inc/Dec	-46%	256%	-51%	-34%	25%
Expenditures					
FTEs	25.9	27.4	26.7	23.7	30.7
Salaries & Benefits	\$ 2,434,644	\$ 2,495,480	\$ 2,443,956	\$ 2,536,663	\$ 3,134,093
Training Benefits	\$ 52,893	\$ 59,198	\$ 16,619	\$ 55,690	\$ 81,810
Purchased Services	\$ 1,605,950	\$ 1,629,640	\$ 2,207,090	\$ 2,120,760	\$ 3,003,649
Interdepartmental Services	\$ 77,376	\$ 95,569	\$ 98,135	\$ 94,784	\$ 98,258
Supplies	\$ 292,557	\$ 360,717	\$ 235,734	\$ 368,000	\$ 422,745
Capital Outlay & Leases	\$ 1,336,436	\$ 21,645,621	\$ 2,593,541	\$ 977,710	\$ 121,075
Grants & Contributions Issued	\$ -	\$ 833	\$ -	\$ -	\$ -
Total Expenditures	\$ 5,799,857	\$ 26,287,059	\$ 7,595,077	\$ 6,153,607	\$ 6,861,630
% Inc/Dec	-56%	353%	-71%	-19%	12%
Revenues less Expenditures	\$ 1,320,969	\$ (945,668)	\$ 4,709,802	\$ 1,921,632	\$ 3,220,707
Beginning Fund Balance	\$ 3,110,805	\$ 4,431,774	\$ 3,486,106	\$ 8,195,909	\$ 10,117,541
Ending Fund Balance	\$ 4,431,774	\$ 3,486,106	\$ 8,195,909	\$ 10,117,541	\$ 13,338,248
% Inc/Dec in Fund Balance	42%	-21%	135%	23%	32%

- Eagle County Regional Airport has received an allocation of federal coronavirus related funding. It collected some in 2020 and 2021 and expects to collect an additional \$2.7 million in 2022.
- The airport is budgeting to update its airport master plan in 2022.
- Rents and charges are expected to be comparable with 2019 collections and enplanements are expected to meet 2019 numbers.
- The salaries and benefits classification increased due to the addition of four full-time year round positions - a deputy aviation director, airport fire fighter operations agent, maintenance technician, and administrative technician, as well as an increase of seasonal positions.
- This fund's capital outlay and leases are explained in the [Capital Expenditures](#) section of this book.

# Eagle County Air Terminal Corporation (Blended Component Unit)

The Eagle County Air Terminal Corporation manages the day to day operations of the terminal at the Eagle County Regional Airport.

2022 Overview					
Net Addition of Funds	FTEs			Net Addition per Capita	
\$787,774	N/A			\$14.29	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Federal Grants	\$ -	\$ -	\$ -	\$ 1,840,450	\$ -
Other Grants & Contributions	\$ -	\$ 643,694	\$ -	\$ -	\$ -
Charges For Services	\$ 1,031,554	\$ 1,152,532	\$ 905,979	\$ 705,785	\$ 957,785
Investment Earnings	\$ 809,225	\$ 521,133	\$ 92,114	\$ 36,000	\$ 7,500
Rents & Royalties	\$ 4,767,130	\$ 4,660,810	\$ 4,790,708	\$ 4,746,592	\$ 4,823,385
Miscellaneous	\$ 9,575	\$ 2,049	\$ 19,740	\$ -	\$ -
Total Revenues	\$ 6,617,484	\$ 6,980,218	\$ 5,808,542	\$ 7,328,827	\$ 5,788,670
% Inc/Dec	13%	5%	-17%	26%	-21%
Expenditures					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Purchased Services	\$ 1,922,796	\$ 2,365,305	\$ 1,968,393	\$ 2,865,343	\$ 2,362,321
Supplies	\$ 3,980	\$ 2,138	\$ 15,839	\$ 61,000	\$ 140,000
Capital Outlay & Leases	\$ 36,188	\$ 3,077,940	\$ 56,118	\$ 785,000	\$ 30,000
Depreciation & Amortization	\$ 1,299,207	\$ 2,564,168	\$ 2,410,556	\$ -	\$ -
Principal Payments	\$ -	\$ -	\$ -	\$ 880,000	\$ 925,000
Debt Issuance Cost	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Expense	\$ 1,706,069	\$ 1,661,383	\$ 1,621,250	\$ 1,579,884	\$ 1,543,575
Total Expenditures	\$ 4,968,240	\$ 9,670,934	\$ 6,072,156	\$ 6,171,227	\$ 5,000,896
% Inc/Dec	10%	95%	-37%	2%	-19%
Revenues less Expenditures	\$ 1,649,244	\$ (2,690,716)	\$ (263,614)	\$ 1,157,600	\$ 787,774
Beginning Fund Balance	\$ 27,490,930	\$ 29,140,174	\$ 26,449,458	\$ 26,185,844	\$ 27,343,444
Ending Fund Balance	\$ 29,140,174	\$ 26,449,458	\$ 26,185,844	\$ 27,343,444	\$ 28,131,218
% Inc/Dec in Fund Balance	6%	-9%	-1%	4%	3%

- Revenues for 2022 are expected to stabilize to previous years. In 2021 ECAT collected federal grant funds to be used to make its required bond payments.
- The remainder of the ECAT revenue comes from airlines and rental car providers.
- This fund's capital outlay and leases are explained in the [Capital Expenditures](#) section of this book.

## Conservation Trust Fund (Special Revenue Fund)

This fund accounts for state of Colorado lottery proceeds that are restricted to parks and recreation expenditures.

2022 Overview					
Net Addition of Funds	FTEs			Net Addition per Capita	
\$50,900	N/A			\$0.92	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Other Grants & Contributions	\$ 125,210	\$ 143,287	\$ 130,716	\$ 150,000	\$ 150,000
Total Revenues	\$ 125,210	\$ 143,287	\$ 130,716	\$ 150,000	\$ 150,000
% Inc/Dec	3%	14%	-9%	15%	0%
Expenditures					
Purchased Services	\$ 95,356	\$ 110,500	\$ 67,393	\$ 73,100	\$ 97,600
Interdepartmental Services	\$ -	\$ 617	\$ 1,307	\$ 1,200	\$ 1,500
Supplies	\$ 4,498	\$ 7,723	\$ -	\$ -	\$ -
Capital Outlay & Leases	\$ 275,000	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 374,854	\$ 118,840	\$ 68,700	\$ 74,300	\$ 99,100
% Inc/Dec	266%	-68%	-42%	8%	33%
Revenues less Expenditures	\$ (249,644)	\$ 24,447	\$ 62,016	\$ 75,700	\$ 50,900
Beginning Fund Balance	\$ 337,788	\$ 88,144	\$ 112,591	\$ 174,606	\$ 250,306
Ending Fund Balance	\$88,144	\$112,591	\$174,606	\$250,306	\$301,206
% Inc/Dec in Fund Balance	-74%	28%	55%	43%	20%

- This fund is restricted to specific allowable uses and is primarily used to pay for maintenance and repairs at Freedom Park in Edwards.
- Savings will be used to fund future priority projects.

## 800 MHz Fund (Special Revenue Fund)

This fund accounts for revenues received for the maintenance of the county's microwave radio system used by Eagle County public safety agencies.

2022 Overview					
Net Addition of Funds	FTEs			Net Addition per Capita	
\$140,181	2.0			\$2.54	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Charges For Services	\$ 581,861	\$ 561,319	\$ 574,891	\$ 574,891	\$ 574,891
Rents & Royalties	\$ 15,872	\$ 32,061	\$ 13,945	\$ 15,600	\$ 15,600
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 597,733	\$ 593,380	\$ 588,836	\$ 590,491	\$ 590,491
% Inc/Dec	2%	-1%	-1%	0%	0%
Expenditures					
FTEs	1.1	1.0	1.0	1.0	2.0
Salaries & Benefits	\$ 104,925	\$ 104,271	\$ 107,240	\$ 156,117	\$ 213,306
Training Benefits	\$ 2,572	\$ 5,761	\$ 1,099	\$ 10,000	\$ 12,000
Purchased Services	\$ 117,395	\$ 82,917	\$ 62,527	\$ 104,603	\$ 92,535
Interdepartmental Services	\$ 9,420	\$ 9,983	\$ 13,008	\$ 71,722	\$ 28,994
Supplies	\$ 8,430	\$ 18,003	\$ 9,148	\$ 76,029	\$ 61,475
Capital Outlay & Leases	\$ 419,559	\$ 99,562	\$ 100,693	\$ 16,383	\$ 42,000
Total Expenditures	\$ 662,301	\$ 320,495	\$ 293,714	\$ 434,854	\$ 450,310
% Inc/Dec	7%	-52%	-8%	48%	4%
Revenues less Expenditures	\$ (64,568)	\$ 272,884	\$ 295,122	\$ 155,637	\$ 140,181
Beginning Fund Balance	\$ 1,072,966	\$ 1,008,398	\$ 1,281,283	\$ 1,576,404	\$ 1,732,041
Ending Fund Balance	\$ 1,008,398	\$ 1,281,283	\$ 1,576,404	\$ 1,732,041	\$ 1,872,222
% Inc/Dec in Fund Balance	-6%	27%	23%	10%	8%

- The majority of the revenue for this fund comes from users of the 800 MHz radio system. The largest payers include Eagle County (32%), town of Vail (31%), other towns (14%), fire protection districts (9%), Eagle County Paramedic Services (6%) and other users of the system (8%). User rates have not changed for 2022.
- An additional communication system technician position was added to assist with the operation and maintenance of the radio system.
- Purchased services include the cost of land leases on which the radio towers are located, and utility services for the radio sites.
- This fund's capital outlay and leases are explained in the [Capital Expenditures](#) section of this book.

## Emergency Reserve/TABOR Fund (Special Revenue Fund)

This fund holds emergency funds, which are set aside in compliance with Article X, Section 20 of the Colorado constitution.

2022 Overview					
Net Addition of Funds	FTEs			Net Addition per Capita	
\$0	N/A			\$0.00	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Investment Earnings	\$ 37,817	\$ 45,811	\$ -	\$ -	\$ -
Interfund Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 37,817	\$ 45,811	\$ -	\$ -	\$ -
% Inc/Dec	-90%	21%	-100%		
Revenues less Expenditures	\$ 37,817	\$ 45,811	\$ -	\$ -	\$ -
Beginning Fund Balance	\$ 2,663,799	\$ 2,701,616	\$ 2,747,426	\$ 2,747,426	\$ 2,747,426
Ending Fund Balance	\$ 2,701,616	\$ 2,747,426	\$ 2,747,426	\$ 2,747,426	\$ 2,747,426
% Inc/Dec in Fund Balance	1%	2%	0%	0%	0%

- The Taxpayer's Bill of Rights (TABOR) requires local governments to establish an emergency reserve to be used for declared emergencies only. The reserve is calculated at 3% of fiscal year spending, excluding bonded principal payments and enterprise spending. Each year the amount held in this fund is measured against fiscal year spending and additional dollars are transferred into this fund from the General Fund if necessary.
- Investment earnings are no longer budgeted in this fund, and instead are split between other funds according to the organization's investment policy.

## Public Health Fund (Special Revenue Fund)

The Eagle County public health and environment (ECPHE) departments aim to improve community health outcomes and reduce health disparities. Programs include: Prenatal, Nurse Family Partnership, Women, Infants and Children, Family Planning, Immunizations, Emergency Preparedness, Health Promotion, Healthy Aging, Vital Statistics and Environmental Health.

2022 Overview					
Net Use of Funds	FTEs			Net Addition per Capita	
\$895,484	51.0			\$16.24	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Sales & Use Taxes	\$ -	\$ -	\$ 1,962,629	\$ 1,000,000	\$ 1,000,000
Licenses, Permits, Sales & Fines	\$ -	\$ -	\$ 204,033	\$ 189,200	\$ 198,560
Intergovernmental Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Grants	\$ 503,090	\$ 531,753	\$ 1,486,112	\$ 2,636,817	\$ 3,514,920
Other Grants & Contributions	\$ 1,128,522	\$ 1,210,014	\$ 1,669,301	\$ 1,227,462	\$ 752,479
Charges For Services	\$ 168,659	\$ 168,057	\$ 108,444	\$ 154,975	\$ 154,625
Investment Earnings	\$ 18,108	\$ 15,633	\$ -	\$ -	\$ -
Miscellaneous	\$ 4,862	\$ 1,727	\$ 6,837	\$ -	\$ -
Interfund Transfers In	\$ 1,271,375	\$ 1,800,000	\$ 2,160,000	\$ 1,850,000	\$ 1,000,000
Total Revenues	\$ 3,094,615	\$ 3,727,184	\$ 7,597,355	\$ 7,058,454	\$ 6,620,584
% Inc/Dec	-19%	20%	104%	-7%	-6%
Expenditures					
FTEs	29.5	30.2	37.2	43.2	51.0
Salaries & Benefits	\$ 2,789,247	\$ 2,672,549	\$ 3,451,289	\$ 4,180,556	\$ 4,857,553
Training Benefits	\$ 22,348	\$ 20,324	\$ 8,020	\$ 30,139	\$ 26,948
Purchased Services	\$ 679,778	\$ 757,782	\$ 1,159,852	\$ 2,190,725	\$ 2,222,709
Interdepartmental Services	\$ 36,157	\$ 35,442	\$ 71,539	\$ 91,023	\$ 103,282
Supplies	\$ 167,280	\$ 173,338	\$ 146,399	\$ 289,647	\$ 305,576
Grants & Contributions Issued	\$ -	\$ -	\$ 102,500	\$ -	\$ -
Total Expenditures	\$ 3,694,810	\$ 3,659,435	\$ 4,939,599	\$ 6,782,090	\$ 7,516,068
% Inc/Dec	0%	-1%	35%	37%	11%
Revenues less Expenditures	\$ (600,195)	\$ 67,749	\$ 2,657,757	\$ 276,364	\$ (895,484)
Beginning Fund Balance	\$ 1,103,582	\$ 503,387	\$ 571,136	\$ 3,228,893	\$ 3,505,257
Ending Fund Balance	\$ 503,387	\$ 571,136	\$ 3,228,893	\$ 3,505,257	\$ 2,609,773
% Inc/Dec in Fund Balance	-54%	13%	465%	9%	-26%

- Beginning in 2020, the environmental health department has been moved to the Public Health fund to more closely align the departments working within the public health and environment departments of Eagle County Government. We will continue to show actual expenditures prior to 2020 in the General Fund.

The next page includes a summary of changes within the public health and environmental health departments.

## Public Health Fund (continued)

This table shows a comparison of revenues and expenditures as if the departments had been combined.

Public Health Fund - Includes Environmental Health Department in all years (For comparison purpose only)					
	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
General Fund - Revenues	\$ 197,732	\$ 249,972	\$ -	\$ -	\$ -
Public Health Fund - Revenues	\$ 3,094,615	\$ 3,727,184	\$ 7,597,355	\$ 7,058,454	\$ 6,620,584
Total Revenues	\$ 3,292,347	\$ 3,977,156	\$ 7,597,355	\$ 7,058,454	\$ 6,620,584
% Inc/Dec	-22%	21%	91%	-7%	-6%
FTEs	35.0	36.7	37.2	37.2	51.0
General Fund - Expenditures	\$ 693,356	\$ 727,186	\$ 26	\$ -	\$ -
Public Health Fund - Expenditures	\$ 3,694,810	\$ 3,659,435	\$ 4,939,580	\$ 6,782,090	\$ 7,516,068
Total Expenditures	\$ 4,388,166	\$ 4,386,621	\$ 4,939,606	\$ 6,782,090	\$ 7,516,068
% Inc/Dec	-5%	0%	13%	37%	11%
Revenues less Expenditures	\$ (1,095,820)	\$ (409,465)	\$ 2,657,750	\$ 276,364	\$ (895,484)

- Revenues for the combined departments decreased by \$438k from 2021 to 2022 primarily due to the amount of grant funding received by this fund related to the COVID-19 pandemic in 2021.
- Because the fund has a healthy fund balance, the General Fund reduced its contribution to the fund to \$1 million.
- Federal grants fund a portion of the following programs: Immunization, Public Health Emergency Response, Maternal and Child Health, Women, Infants and Children, Advancing Health Literacy, and Healthy Aging.
- Other grants fund a portion of the following programs: Healthy Aging, Mi Salud Mi Charco, Immunization, and Nurse Family Partnership.
- Several staff positions were added, primarily to assist in the county's pandemic response. The positions include a contracts and licensing coordinator, vaccine distribution coordinator (0.5 FTE), clinical vaccine technicians (1.25 FTE), regional public health emergency preparedness coordinator, grant manager and community organizer for the advancing health literacy program, the extension of 3 temporary environmental health specialist positions, and an increase to the healthy aging coordinator (0.15 FTE).
- Overall combined department expenditures increased by \$734,000 from 2021. This increase is due to ongoing staffing and other ongoing needs related to the COVID-19 pandemic.



## Mental Health Fund (Special Revenue Fund)

Eagle County resolution 2018-07 authorized the formation of this fund for the oversight of the marijuana sales and excise tax, which was approved by Eagle County voters in 2017. This fund will provide transparency and accountability with public and private entities along with general oversight and monitoring of activities and contracts funded by this tax.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$44,300	N/A			\$0.80	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Sales & Use Taxes	\$ 398,170	\$ 658,424	\$ 783,604	\$ 750,000	\$ 810,000
Investment Earnings	\$ -	\$ -	\$ 10,682	\$ 7,458	\$ 2,200
Interfund Transfers In	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 898,170	\$ 658,424	\$ 794,286	\$ 757,458	\$ 812,200
% Inc/Dec		-27%	21%	-5%	7%
Expenditures					
Purchased Services	\$ -	\$ 883,730	\$ 965,007	\$ 868,905	\$ 750,000
Interdepartmental Services	\$ 3,568	\$ 5,842	\$ 7,665	\$ 6,500	\$ 6,500
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Total Expenditures	\$ 3,568	\$ 889,572	\$ 972,672	\$ 875,405	\$ 856,500
% Inc/Dec		24829%	9%	-10%	-2%
Revenues less Expenditures	\$ 894,601	\$ (231,147)	\$ (178,386)	\$ (117,947)	\$ (44,300)
Beginning Fund Balance	\$ -	\$ 894,601	\$ 663,454	\$ 485,068	\$ 367,121
Ending Fund Balance	\$ 894,601	\$ 663,454	\$ 485,068	\$ 367,121	\$ 322,821
% Inc/Dec in Fund Balance		-26%	-27%	-24%	-12%

- The sales and use taxes in this fund are generated from the sale of marijuana products. Based upon actual collections in 2020 and 2021, we have budgeted this revenue to increase in 2022.
- Purchased services for 2022 include school based mental health counselors (\$400k), crisis response (\$100k), and other related programs recommended by the community based mental health advisory committee.
- The transfer out is to cover mental health counselors at the Eagle County Detention Center, which is shown in the [Sheriff's Office](#) section of this book.

## Open Space Fund (Special Revenue Fund)

Approved by voters in 2002, the Eagle County open space program is funded by a dedicated 1.5 mill levy property tax. The Open Space fund uses these dollars for the express purpose of supporting activities and costs associated with the acquisition and preservation of open space.

2022 Overview					
Net Addition of Funds	FTEs			Net Addition per Capita	
\$3,578,524	4.65			\$64.91	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Property Taxes	\$ 4,649,153	\$ 4,629,767	\$ 5,058,095	\$ 5,016,064	\$ 5,231,855
Sales & Use Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Grants	\$ -	\$ -	\$ 4,700	\$ -	\$ -
Other Grants & Contributions	\$ 50,500	\$ 3,000	\$ 947,909	\$ 239,619	\$ 243,592
Charges For Services	\$ 5,802	\$ -	\$ -	\$ -	\$ -
Investment Earnings	\$ 61,653	\$ 109,738	\$ 153,649	\$ 124,310	\$ 100,000
Rents & Royalties	\$ 15,811	\$ 15,024	\$ 21,627	\$ 15,700	\$ 15,700
Miscellaneous	\$ 884,479	\$ 426,648	\$ 205	\$ -	\$ -
Interfund Transfers In	\$ -	\$ 311,512	\$ -	\$ -	\$ -
Total Revenues	\$ 5,667,398	\$ 5,495,689	\$ 6,186,185	\$ 5,395,693	\$ 5,591,147
% Inc/Dec	-41%	-3%	13%	-13%	4%
Expenditures					
FTEs	2.2	3.7	3.7	3.7	4.7
Salaries & Benefits	\$ 246,671	\$ 296,082	\$ 309,428	\$ 351,067	\$ 483,839
Training Benefits	\$ 2,552	\$ 2,782	\$ -	\$ 3,000	\$ 3,000
Purchased Services	\$ 360,484	\$ 158,070	\$ 283,162	\$ 634,866	\$ 349,210
Interdepartmental Services	\$ 157,225	\$ 155,843	\$ 171,251	\$ 176,423	\$ 174,475
Intergovernmental Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 240,592
Supplies	\$ 27,930	\$ 38,563	\$ 71,146	\$ 104,985	\$ 111,800
Capital Outlay & Leases	\$ 39,701	\$ 147,572	\$ 2,777,021	\$ 632,000	\$ 552,000
Grants & Contributions Issued	\$ 9,954	\$ -	\$ 95,319	\$ 350,000	\$ 97,707
Transfers Out	\$ 2,600,000	\$ 311,512	\$ -	\$ -	\$ -
Total Expenditures	\$ 3,444,517	\$ 1,110,424	\$ 3,707,326	\$ 2,252,341	\$ 2,012,623
% Inc/Dec	-76%	-68%	234%	-39%	-11%
Revenues less Expenditures	\$ 2,222,881	\$ 4,385,265	\$ 2,478,858	\$ 3,143,352	\$ 3,578,524
Beginning Fund Balance	\$ 314,478	\$ 2,537,359	\$ 6,922,623	\$ 9,401,482	\$ 12,544,834
Ending Fund Balance	\$ 2,537,359	\$ 6,922,623	\$ 9,401,482	\$ 12,544,834	\$ 16,123,358
% Inc/Dec in Fund Balance	707%	173%	36%	33%	29%

- Property tax revenue was increased as discussed in the [Revenue Trends](#) section.
- An open space specialist position was added to this team to assist in managing the growing programs.
- This fund's capital outlay and leases are explained in the [Capital Expenditures](#) section of this book.

# Capital Improvements Fund

This fund receives 35% of the 1% Eagle County sales tax (authorized by voters in 1981) which is dedicated to capital improvements or related debt repayment.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$8,480,079	N/A			\$153.83	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Property Taxes	\$ 189,063	\$ 188,277	\$ (143)	\$ -	\$ -
Sales & Use Taxes	\$ 6,230,320	\$ 7,148,065	\$ 7,016,535	\$ 8,225,000	\$ 8,750,000
Other Grants & Contributions	\$ -	\$ 72,500	\$ 57,000	\$ 34,000	\$ -
Federal Grants	\$ -	\$ -	\$ -	\$ -	\$ -
Investment Earnings	\$ 3,813	\$ 105,968	\$ 226,512	\$ 140,884	\$ 115,000
Rents & Royalties	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ 10,873	\$ -	\$ 13,725	\$ -
Other Financing Sources	\$ -	\$ 9,715,679	\$ -	\$ 22,276,544	\$ -
Interfund Transfers In	\$ 20,543	\$ -	\$ 88,715	\$ 234,000	\$ 1,373,256
Total Revenues	\$ 6,443,739	\$ 17,241,362	\$ 7,388,619	\$ 30,924,153	\$ 10,238,256
% Inc/Dec	-26%	168%	-57%	319%	-67%
Expenditures					
Training Benefits	\$ -	\$ 4,951	\$ 5,387	\$ -	\$ -
Purchased Services	\$ 267,812	\$ 306,322	\$ 468,518	\$ 440,000	\$ 825,000
Interdepartmental Services	\$ 66,738	\$ 77,859	\$ 71,783	\$ 70,000	\$ 70,000
Supplies	\$ 490,602	\$ 493,683	\$ 223,232	\$ 18,685	\$ -
Capital Outlay & Leases	\$ 4,637,137	\$ 5,657,656	\$ 6,341,005	\$ 4,550,902	\$ 13,817,485
Grants & Contributions Issued	\$ -	\$ 643,694	\$ (9,383)	\$ -	\$ -
Principal Payments	\$ 2,065,000	\$ 940,000	\$ 1,635,000	\$ 1,710,000	\$ 2,360,000
Debt Issuance Cost	\$ -	\$ 215,679	\$ -	\$ 276,545	\$ -
Interest Expense	\$ 700,050	\$ 850,103	\$ 1,017,500	\$ 1,184,580	\$ 1,645,850
Transfers Out	\$ 20,543	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 8,247,883	\$ 9,189,947	\$ 9,753,042	\$ 8,250,712	\$ 18,718,335
% Inc/Dec	-7%	11%	6%	-15%	127%
Revenues less Expenditures	\$ (1,804,144)	\$ 8,051,416	\$ (2,364,424)	\$ 22,673,441	\$ (8,480,079)
Beginning Fund Balance	\$ 7,843,080	\$ 6,038,936	\$ 14,090,352	\$ 11,725,928	\$ 34,399,369
Ending Fund Balance	\$ 6,038,936	\$ 14,090,352	\$ 11,725,928	\$ 34,399,369	\$ 25,919,290
% Inc/Dec in Fund Balance	-23%	133%	-17%	193%	-25%

- Principal and interest payments for the Justice Center certificates of participation (COP) payment (\$1,580,750), Two10 at Castle Peak COP payment (\$1,077,750) and principal and interest payments for the Eagle Valley Trail COP payment (\$1,347,350) as more fully defined in the [Current Debt Obligations](#) section of this book are budgeted to be paid from this fund.
- The Eagle County Treasurer collects 1% of all revenue in this fund and \$70,000 has been budgeted for this purpose.

## Capital Improvements Fund (continued)

- Building maintenance, flooring replacements, and other items that will not be capitalized are shown in the purchased services classification.
- This fund's capital outlay and leases are explained in the [Capital Expenditures](#) section of this book.

## Landfill Fund (Enterprise Fund)

The landfill provides a solid waste facility for Eagle County residents and an environmentally safe containment area for all acceptable refuse while ensuring compliance with federal, state, and county regulations. This fund is classified as an enterprise fund because it reports activity for which a fee is charged to external users and the pricing policy indicates that fees and charges are set to recover all costs of operating the facility.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$2,138,845	12.9			\$38.80	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Licenses, Permits, Sales & Fines	\$ 210,028	\$ 134,031	\$ 117,858	\$ 123,000	\$ 189,000
Federal Grants	\$ -	\$ -	\$ 3,849	\$ -	\$ -
Other Grants & Contributions	\$ 43,610	\$ 30,311	\$ 16,157	\$ 18,957	\$ -
Charges For Services	\$ 4,397,868	\$ 3,639,315	\$ 3,366,937	\$ 3,425,100	\$ 3,374,300
Miscellaneous	\$ 5,016	\$ 479	\$ 264	\$ -	\$ -
Interfund Transfers In	\$ 90,698	\$ 89,687	\$ 87,315	\$ -	\$ -
Total Revenues	\$ 4,747,219	\$ 3,893,822	\$ 3,592,381	\$ 3,567,057	\$ 3,563,300
% Inc/Dec	30%	-18%	-8%	-1%	0%
Expenditures					
FTEs	11.5	12.9	12.9	12.9	12.9
Salaries & Benefits	\$ 1,054,781	\$ 1,016,189	\$ 1,069,223	\$ 1,060,644	\$ 1,136,005
Training Benefits	\$ 5,174	\$ 3,243	\$ 1,119	\$ 9,200	\$ 8,200
Purchased Services	\$ 1,461,867	\$ 1,062,496	\$ 1,043,007	\$ 1,037,253	\$ 1,093,490
Interdepartmental Services	\$ 665,907	\$ 680,931	\$ 603,861	\$ 745,653	\$ 912,905
Intergovernmental Expenditures	\$ 147,593	\$ 149,433	\$ 144,837	\$ 178,646	\$ 178,646
Supplies	\$ 81,167	\$ 110,137	\$ 64,434	\$ 143,135	\$ 112,810
Capital Outlay & Leases	\$ -	\$ -	\$ 57,839	\$ 500,000	\$ 2,253,589
Depreciation & Amortization	\$ 382,037	\$ 374,466	\$ 373,302	\$ -	\$ -
Grants & Contributions Issued	\$ 245,041	\$ 3,000	\$ -	\$ 206,500	\$ 6,500
Total Expenditures	\$ 4,043,567	\$ 3,399,895	\$ 3,357,621	\$ 3,881,031	\$ 5,702,145
% Inc/Dec	63%	-16%	-1%	16%	47%
Revenues less Expenditures	\$ 703,652	\$ 493,927	\$ 234,760	\$ (313,974)	\$ (2,138,845)
Beginning Fund Balance	\$ 14,897,499	\$ 15,601,151	\$ 16,095,078	\$ 16,329,838	\$ 16,015,864
Ending Fund Balance	\$ 15,601,151	\$ 16,095,078	\$ 16,329,838	\$ 16,015,864	\$ 13,877,019
% Inc/Dec in Fund Balance	5%	3%	1%	-2%	-13%

- Revenues budgeted for 2022 are projected to be flat with 2020 and 2021 estimates. Visitors to the community and construction and demolition projects impact this fund's revenue collection.
- Purchased services include a \$70,000 contribution to Walking Mountains Science Center to promote waste reduction.
- This fund's capital outlay and leases are explained in the [Capital Expenditures](#) section of this book.

## Fleet Fund (Internal Service Fund)

The Fleet fund provides all county departments with vehicles and other equipment, and performs repairs and maintenance of the vehicles and equipment.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$1,383,993	16.0			\$25.11	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Federal Grants	\$ -	\$ -	\$ 35,688	\$ -	\$ -
Other Grants & Contributions	\$ -	\$ -	\$ -	\$ -	\$ -
Charges For Services	\$ 60,234	\$ 61,537	\$ 45,274	\$ 61,620	\$ 119,813
Internal Service Fund Charges	\$ 6,259,797	\$ 6,267,567	\$ 5,856,174	\$ 6,864,262	\$ 7,303,286
Miscellaneous	\$ 397,909	\$ 279,058	\$ 350,322	\$ 235,851	\$ 303,476
Interfund Transfers In	\$ (221,648)	\$ (73,459)	\$ 210,524	\$ -	\$ -
Total Revenues	\$ 6,496,292	\$ 6,534,703	\$ 6,497,982	\$ 7,161,733	\$ 7,726,575
% Inc/Dec	1%	1%	-1%	10%	8%
Expenditures					
FTEs	16.0	16.0	17.0	16.0	16.0
Salaries & Benefits	\$ 1,430,354	\$ 1,441,127	\$ 1,414,907	\$ 1,421,681	\$ 1,574,510
Training Benefits	\$ 7,964	\$ 2,261	\$ 250	\$ 13,270	\$ 18,150
Purchased Services	\$ 554,088	\$ 552,994	\$ 586,279	\$ 457,269	\$ 587,070
Interdepartmental Services	\$ 105,773	\$ 113,675	\$ 134,915	\$ 177,330	\$ 171,607
Supplies	\$ 2,307,917	\$ 2,381,742	\$ 1,802,811	\$ 2,219,555	\$ 3,362,993
Capital Outlay & Leases	\$ 17,558	\$ 22,699	\$ 229,004	\$ 2,212,940	\$ 3,396,238
Depreciation & Amortization	\$ 1,317,853	\$ 1,446,202	\$ 1,705,863	\$ -	\$ -
Total Expenditures	\$ 5,741,506	\$ 5,960,700	\$ 5,874,028	\$ 6,502,045	\$ 9,110,568
% Inc/Dec	12%	4%	-1%	11%	40%
Revenues less Expenditures	\$ 754,786	\$ 574,003	\$ 623,954	\$ 659,688	\$ (1,383,993)
Beginning Fund Balance	\$ 16,025,331	\$ 16,780,117	\$ 17,354,120	\$ 17,978,074	\$ 18,637,762
Ending Fund Balance	\$ 16,780,117	\$ 17,354,120	\$ 17,978,074	\$ 18,637,762	\$ 17,253,769
% Inc/Dec in Fund Balance	5%	3%	4%	4%	-7%

- Revenue has increased because of rate increases charged to other county funds.
- The cost of the car share program is being covered by this fund.
- Rates charged to departments are calculated annually based upon actual costs for the previous year. Future vehicle replacement costs are also included in this fund's revenue.
- Supplies include the purchase of fuel for all county vehicles and equipment as well as parts for repair and maintenance of vehicles. The cost of both fuel and parts are expected to increase.
- This fund's capital outlay and leases are explained in the [Capital Expenditures](#) section of this book.
- Capital outlay has increased from 2021 as the lack of availability and increased cost of light vehicles in 2021 caused us to delay the acquisition of these additional vehicles to 2022, when we are hoping more vehicles are available for purchase.

## Insurance Reserve Fund (Internal Service Fund)

The Insurance Reserve fund has been established to accumulate funds to pay for Eagle County's insurance program, as well as all deductibles resulting from claims.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$68,669	N/A			\$1.25	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Property Taxes	\$ 167,365	\$ 166,669	\$ 387,918	\$ 451,446	\$ 575,504
Internal Service Fund Charges	\$ 196,730	\$ 292,570	\$ 350,904	\$ 359,154	\$ 390,720
Insurance Premiums & Proceeds	\$ 254,632	\$ 502,480	\$ 135,711	\$ 270,000	\$ 120,000
Interfund Transfers In	\$ -	\$ 250,000	\$ 150,000	\$ -	\$ -
Total Revenues	\$ 618,727	\$ 1,211,719	\$ 1,024,533	\$ 1,080,600	\$ 1,086,224
% Inc/Dec	7%	96%	-15%	5%	1%
Expenditures					
Purchased Services	\$ 696,216	\$ 1,013,492	\$ 763,243	\$ 1,150,985	\$ 1,138,893
Interdepartmental Services	\$ 5,020	\$ 5,001	\$ 11,638	\$ 12,000	\$ 16,000
Transfers Out	\$ -	\$ -	\$ 296,453	\$ -	\$ -
Total Expenditures	\$ 701,236	\$ 1,018,492	\$ 1,071,333	\$ 1,162,985	\$ 1,154,893
% Inc/Dec	29%	45%	5%	9%	-1%
Revenues less Expenditures	\$ (82,509)	\$ 193,226	\$ (46,800)	\$ (82,385)	\$ (68,669)
Beginning Fund Balance	\$ 322,851	\$ 240,342	\$ 433,569	\$ 386,768	\$ 304,383
Ending Fund Balance	\$240,342	\$433,569	\$386,768	\$304,383	\$235,714
% Inc/Dec in Fund Balance	-26%	80%	-11%	-21%	-23%

- Property tax revenue budget has increased for 2022 because we have adjusted the mill levy as explained in the [Mill Levy](#) discussion.
- The costs of our insurance program is expected to continue to be high in 2022 given the state of the insurance market and increased costs of coverage.

## Health Insurance Fund (Internal Service Fund)

The Health Insurance fund has been established to account for the health insurance plans provided by the county to its employees. The premiums charged are allocated to the county funds that employ those covered by the health insurance plans.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$2,442,237	N/A			\$44.30	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Internal Service Fund Charges	\$ 10,065,650	\$ 8,243,558	\$ 8,858,143	\$ 7,843,583	\$ 7,797,443
Miscellaneous	\$ 60,328	\$ 13,534	\$ 20,356	\$ -	\$ -
Total Revenues	\$ 10,125,979	\$ 8,257,092	\$ 8,878,498	\$ 7,843,583	\$ 7,797,443
% Inc/Dec	-8%	-18%	8%	-12%	-1%
Expenditures					
Salaries & Benefits	\$ 6,699,252	\$ 7,876,464	\$ 6,324,145	\$ 7,949,069	\$ 8,115,126
Purchased Services	\$ 1,428,744	\$ 2,122,344	\$ 2,026,097	\$ 2,010,841	\$ 2,124,554
Total Expenditures	\$ 8,127,996	\$ 9,998,808	\$ 8,350,241	\$ 9,959,910	\$ 10,239,680
% Inc/Dec	3%	23%	-16%	19%	3%
Revenues less Expenditures	\$ 1,997,983	\$ (1,741,716)	\$ 528,257	\$ (2,116,327)	\$ (2,442,237)
Beginning Fund Balance	\$ 8,323,704	\$ 10,321,687	\$ 8,579,970	\$ 9,108,227	\$ 6,991,900
Ending Fund Balance	\$10,321,687	\$8,579,970	\$9,108,227	\$6,991,900	\$4,549,663
% Inc/Dec in Fund Balance	24%	-17%	6%	-23%	-35%

- Revenue for this fund is budgeted to be 1% lower than the 2021 estimate. This amount represents a strategic use of the health insurance fund balance which is budgeted to decrease by \$2.1 million in 2021 and another \$2.4 million in 2022. The county's health insurance consultant recommends a fund balance of between 16%-30% of net claims. Eagle County's net claims have averaged \$7.2 million over the past 5 years, so a fund balance of between \$1.1 million and \$2.2 million is appropriate.
- The utilization of fund balance in 2021 - 2022 will bring this closer to our targeted balance. The decreased revenue for this fund equates to lower expenditures in the other county funds with employees who participate in the county's health insurance plan.
- The salaries and benefits classification includes the cost of the county's claims and purchased services represent the administrative costs of the program.



## Housing Operations Fund (Special Revenue Fund)

The Housing Operations fund is utilized primarily to fund salaries and benefits for housing staff, much of which is reimbursed from the related housing properties. The revenue from this fund comes from reimbursements from the Eagle County Housing and Development Authority (ECHDA) and its affiliated housing projects and programs where staff perform property management and maintenance and other housing related duties.

2022 Overview					
Net Addition of Funds	FTEs			Net Addition per Capita	
\$204,083	5.4			\$3.70	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Federal Grants	\$ -	\$ -	\$ 15,018	\$ 637,650	\$ -
Charges For Services	\$ 261,009	\$ 199,659	\$ 260,131	\$ 291,222	\$ 285,222
Internal Service Fund Charges	\$ 1,371,358	\$ 1,300,215	\$ 1,201,902	\$ 764,975	\$ 764,975
Miscellaneous	\$ 6,675	\$ 10,406	\$ 10,779	\$ -	\$ -
Interfund Transfers In	\$ -	\$ -	\$ -	\$ 4,925,000	\$ 3,181,550
Total Revenues	\$ 1,639,042	\$ 1,510,281	\$ 1,487,830	\$ 6,618,847	\$ 4,231,747
% Inc/Dec	6%	-8%	-1%	345%	-36%
Expenditures					
FTEs	5.3	5.3	5.3	5.4	5.4
Salaries & Benefits	\$ 1,259,630	\$ 1,155,333	\$ 1,139,320	\$ 689,583	\$ 704,461
Training Benefits	\$ -	\$ -	\$ 99	\$ -	\$ -
Purchased Services	\$ 339,780	\$ 344,214	\$ 322,744	\$ 1,166,632	\$ 785,402
Interdepartmental Services	\$ -	\$ -	\$ -	\$ -	\$ 251
Supplies	\$ -	\$ -	\$ 64	\$ -	\$ 550
Grants & Contributions Issued	\$ -	\$ -	\$ -	\$ 125,000	\$ 125,000
Capital Outlay & Leases	\$ -	\$ -	\$ -	\$ 4,875,000	\$ 2,412,000
Total Expenditures	\$ 1,599,410	\$ 1,499,548	\$ 1,462,228	\$ 6,856,215	\$ 4,027,664
% Inc/Dec	-22%	-6%	-2%	369%	-41%
Revenues less Expenditures	\$ 39,632	\$ 10,733	\$ 25,602	\$ (237,368)	\$ 204,083
Beginning Fund Balance	\$ 892,883	\$ 932,515	\$ 943,248	\$ 968,851	\$ 731,483
Ending Fund Balance	\$932,515	\$943,248	\$968,851	\$731,483	\$935,566
% Inc/Dec in Fund Balance	4%	1%	3%	-24%	28%

- Transfers into this fund in 2021 and 2022 represent a portion of the county's Bold Housing Moves and strategic priorities related to increasing the availability of workforce housing throughout the community. The remainder of the \$10 million commitment is budgeted in the ECHDA and The Valley Home Store funds.
- Charges for services include wage reimbursements and a payment from the Eagle County Housing and Development Authority for work that Eagle County staff does for ECHDA.
- Purchased services is the administrative fee paid by this fund to the General Fund.
- This fund's capital outlay and leases are explained in the [Capital Expenditures](#) section of this book.

## Housing Loan Fund (Special Revenue Fund)

The county's down payment assistance loan program was established in 1997 to make loans to citizens of Eagle County to assist them in becoming homeowners. Loans were made from this fund from 1998 to 2010, after which time all new loans were made by the Eagle County Housing and Development Authority (ECHDA).

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$165,000	N/A			\$2.99	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Expenditures					
Purchased Services	\$ 204,049	\$ 252,819	\$ -	\$ -	\$ -
Grants & Contributions Issued	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ 152,320	\$ 255,000	\$ 165,000
Total Expenditures	\$ 204,049	\$ 252,819	\$ 152,320	\$ 255,000	\$ 165,000
% Inc/Dec	-8%	24%	-40%	67%	-35%
Revenues less Expenditures	\$ (204,049)	\$ (252,819)	\$ (152,320)	\$ (255,000)	\$ (165,000)
Beginning Fund Balance	\$ 1,312,787	\$ 1,108,738	\$ 855,919	\$ 703,598	\$ 448,598
Ending Fund Balance	\$ 1,108,738	\$ 855,919	\$ 703,598	\$ 448,598	\$ 283,598
% Inc/Dec in Fund Balance	-16%	-23%	-18%	-36%	-37%

- Activity in this fund relates to the repayment of existing down payment assistance loans. Cash proceeds from the repayment of these loans goes to ECHDA to make new down payment assistance loans.
- Beginning in 2020, and after discussion with the county's auditors, we will show the repayment of loans into this fund as a transfer to the ECHDA fund, which will, in turn, make new down payment assistance loans.
- The reduction in this fund's fund balance represents repayment of loans made by the program prior to 2010 when we began making loans directly from ECHDA.

## Workforce Housing Rental Fund (Special Revenue Fund)

The Workforce Housing Rental fund was created in 2019 to track the revenues and expenditures related to workforce housing rental properties that the county owns.

2022 Overview					
Net Addition of Funds	FTEs			Net Addition per Capita	
\$34,365	0.6			\$0.62	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Federal Grants	\$ -	\$ -	\$ -	\$ -	\$ -
Other Grants & Contributions	\$ -	\$ -	\$ -	\$ -	\$ -
Investment Earnings	\$ -	\$ -	\$ 1	\$ 48	\$ -
Rents & Royalties	\$ -	\$ -	\$ 102,392	\$ 453,108	\$ 441,108
Miscellaneous	\$ -	\$ -	\$ 44,634	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ 147,027	\$ 453,156	\$ 441,108
% Inc/Dec				208%	-3%
Expenditures					
FTEs	0.0	0.0	0.0	0.6	0.6
Salaries & Benefits	\$ -	\$ -	\$ 5,545	\$ 45,824	\$ 47,280
Training Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Purchased Services	\$ -	\$ -	\$ 129,327	\$ 137,302	\$ 123,389
Supplies	\$ -	\$ -	\$ 3,850	\$ 5,900	\$ 6,074
Capital Outlay & Leases	\$ -	\$ -	\$ -	\$ 15,000	\$ -
Depreciation & Amortization	\$ -	\$ -	\$ -	\$ -	\$ -
Principal Payments	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ -	\$ -	\$ 234,000	\$ 230,000
Total Expenditures	\$ -	\$ -	\$ 138,722	\$ 438,026	\$ 406,743
% Inc/Dec				216%	-7%
Revenues less Expenditures	\$ -	\$ -	\$ 8,305	\$ 15,130	\$ 34,365
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ 8,305	\$ 23,435
Ending Fund Balance	\$ -	\$ -	\$ 8,305	\$ 23,435	\$ 57,800
% Inc/Dec in Fund Balance				182%	147%

- Two10 at Castle Peak is a 22-unit workforce housing rental property in the town of Eagle. The property was completed and available for rent in August 2020. The Eagle County Housing and Development Authority manages this property for Eagle County.
- 431 Broadway is a 5 bedroom home located in Eagle and owned by Eagle County. We have budgeted to operate this facility as housing for Eagle County employees.
- 800 Castle is a two-unit duplex located in Eagle that is operated and rented to Eagle County employees.
- All excess revenues from the operation of these properties will be transferred to the CIP fund to assist in the repayment of the debt associated with the construction of Two10 at Castle Peak.

# Eagle County Housing and Development Authority (Blended Component Unit)

The mission of the Eagle County Housing and Development Authority (ECHDA) is to provide innovative, affordable housing solutions to the working people, elderly and disadvantaged members of the Eagle County community. The county commissioners serve ex officio as the board of ECHDA.

2022 Overview					
Net Addition of Funds	FTEs			Net Addition per Capita	
\$497,486	N/A			\$9.02	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Other Grants & Contributions	\$ 2,500	\$ 85,600	\$ 30,000	\$ 2,500	\$ 2,500
Charges For Services	\$ 511,663	\$ 484,147	\$ 382,614	\$ 473,650	\$ 473,650
Investment Earnings	\$ 286,712	\$ 341,129	\$ 346,788	\$ 53,500	\$ 53,500
Rents & Royalties	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfers In	\$ 500,000	\$ 1,250,000	\$ 652,320	\$ 650,000	\$ 865,000
Miscellaneous	\$ -	\$ -	\$ (9,082)	\$ -	\$ -
Total Revenues	\$ 1,300,875	\$ 2,160,876	\$ 1,402,641	\$ 1,179,650	\$ 1,394,650
% Inc/Dec	54%	66%	-35%	-16%	18%
Expenditures					
Training Benefits	\$ 10,095	\$ 8,183	\$ 3,251	\$ 5,000	\$ 5,000
Purchased Services	\$ 831,916	\$ 922,632	\$ 804,363	\$ 831,940	\$ 828,940
Supplies	\$ 3,118	\$ 3,229	\$ 967	\$ 2,224	\$ 2,224
Capital Outlay & Leases	\$ 43,001	\$ 29,453	\$ 182	\$ 650,000	\$ -
Grants & Contributions Issued	\$ -	\$ -	\$ 500	\$ 61,000	\$ 61,000
Total Expenditures	\$ 888,129	\$ 963,498	\$ 809,262	\$ 1,550,164	\$ 897,164
% Inc/Dec	28%	8%	-16%	92%	-42%
Revenues less Expenditures	\$ 412,746	\$ 1,197,378	\$ 593,378	\$ (370,514)	\$ 497,486
Beginning Fund Balance	\$ 14,898,956	\$ 15,635,582	\$ 16,832,960	\$ 17,426,338	\$ 17,055,824
Ending Fund Balance	\$ 15,311,702	\$ 16,832,960	\$ 17,426,338	\$ 17,055,824	\$ 17,553,310
% Inc/Dec in Fund Balance	3%	8%	4%	-2%	3%

- In the county's annual comprehensive financial report, Eagle County Housing and Development Authority is consolidated with The Valley Home Store and Lake Creek Village Apartments, collectively referred to as ECHDA. This chart shows only the authority activity. The Valley Home Store and Lake Creek Village Apartments are shown separately.
- Charges for services include property management fees.
- Investment earnings include interest on loans made to other entities as well as bank and down payment assistance loans.
- Interfund transfers represent a portion of the \$10 million Bold Housing Moves committed by the commissioners to use for down payment assistance loans to community members.
- Purchased services include a \$765k payment to Eagle County Government to cover the cost of the housing staff (budgeted in the Housing Operations fund) and to pay the department administrative fee.

## The Valley Home Store (Blended Component Unit)

The Valley Home Store LLC's creation was authorized by Eagle County Housing and Development Authority Resolution 2009-043 to administer a variety of housing programs, including the sale of deed-restricted housing stock and down payment assistance loan programs.

2022 Overview					
Net Addition of Funds	FTEs			Net Addition per Capita	
\$12,791	4.0			\$0.23	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Intergovernmental Revenue	\$ 25,662	\$ 21,480	\$ 16,075	\$ 22,200	\$ 204,200
Charges for Services	\$ 225,302	\$ 269,151	\$ 225,333	\$ 197,000	\$ 196,350
Other Grants & Contributions	\$ 549	\$ 1,400	\$ 200	\$ 1,200	\$ 1,200
Interfund Transfers In	\$ -	\$ -	\$ -	\$ 36,000	\$ -
Miscellaneous	\$ 122	\$ 21,499	\$ 18,410	\$ 5,000	\$ -
Total Revenues	\$ 251,635	\$ 313,530	\$ 260,019	\$ 261,400	\$ 401,750
% Inc/Dec	4%	25%	-17%	1%	54%
Expenditures					
FTEs	2.0	2.0	2.0	2.0	4.0
Salaries & Benefits	\$ 170,881	\$ 158,287	\$ 166,903	\$ 239,897	\$ 351,961
Training Benefits	\$ 2,621	\$ 1,565	\$ 1,947	\$ 3,700	\$ 4,000
Purchased Services	\$ 24,325	\$ 34,349	\$ 30,145	\$ 19,450	\$ 27,768
Supplies	\$ 9,050	\$ 2,258	\$ 1,244	\$ 2,830	\$ 5,230
Grants & Contributions Issued	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ -	\$ 200,000	\$ -	\$ -	\$ -
Total Expenditures	\$ 206,875	\$ 396,459	\$ 200,239	\$ 265,877	\$ 388,959
% Inc/Dec	15%	92%	-49%	33%	46%
Revenues less Expenditures	\$ 44,760	\$ (82,929)	\$ 59,780	\$ (4,477)	\$ 12,791
Beginning Fund Balance	\$ 116,572	\$ 161,332	\$ 78,403	\$ 138,183	\$ 133,706
Ending Fund Balance	161,331.8	78,402.7	138,182.5	133,705.5	146,496.5
% Inc/Dec in Fund Balance	38%	-51%	76%	-3%	10%

- The Valley Home Store budgeted increased revenue for 2022. The bulk of the increase stems from the administration of the Bold Housing Moves programs and the associated need for additional staffing to assist with the programs.
- A housing technician and housing program administrator were added to this department in 2021 to assist in administering the county's Bold Housing Moves programs.
- Other revenue for this entity comes from administrative fees earned through the sale of deed restricted housing units. We believe real estate sales will remain stable in 2022, as demand continues to be high.
- The Valley Home Store is consolidated into the Eagle County Housing and Development Authority in the county's annual comprehensive financial report.

## Lake Creek Village Apartments (Blended Component Unit)

Lake Creek Village Apartments is a 270-unit apartment complex located along the Eagle River in the west Edwards area. It offers 1, 2, and 3 bedroom units to Eagle County residents and offers below market rents. The apartments are owned by Lake Creek Village LLC whose sole member is the Eagle County Housing and Development Authority.

2022 Overview					
Net Addition of Funds	FTEs			Net Addition per Capita	
\$822,626	5.0			\$14.92	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Federal Grants	\$ 175,355	\$ 39,915	\$ 100,000	\$ -	\$ -
Other Grants & Contributions	\$ -	\$ -	\$ -	\$ -	\$ -
Investment Earnings	\$ 1,283	\$ 3,659	\$ 2,219	\$ 1,200	\$ 1,200
Rents & Royalties	\$ 4,479,709	\$ 4,552,269	\$ 4,295,735	\$ 4,799,864	\$ 4,799,864
Miscellaneous	\$ 28,029	\$ 177,158	\$ 30,127	\$ 3,000	\$ 3,000
Total Revenues	\$ 4,684,375	\$ 4,773,001	\$ 4,428,081	\$ 4,804,064	\$ 4,804,064
% Inc/Dec	-7%	2%	-7%	8%	0%
Expenditures					
FTEs	6.5	6.5	6.5	5.5	5.0
Salaries & Benefits	\$ 483,828	\$ 480,541	\$ 479,492	\$ 466,701	\$ 450,201
Training Benefits	\$ 690	\$ 320	\$ 1,457	\$ 1,500	\$ 1,500
Purchased Services	\$ 1,430,990	\$ 1,449,884	\$ 1,506,280	\$ 2,018,245	\$ 1,793,245
Supplies	\$ 74,493	\$ 69,616	\$ 82,794	\$ 63,910	\$ 63,910
Capital Outlay & Leases	\$ -	\$ -	\$ -	\$ -	\$ -
Depreciation & Amortization	\$ 923,108	\$ 1,001,028	\$ 1,017,012	\$ -	\$ -
Grants & Contributions Issued	\$ -	\$ -	\$ -	\$ -	\$ -
Principal Payments	\$ -	\$ -	\$ -	\$ 792,439	\$ 792,439
Interest Expense	\$ 722,288	\$ 929,892	\$ 935,251	\$ 1,076,273	\$ 880,143
Transfers Out	\$ 500,000	\$ 800,000	\$ 500,000	\$ 250,000	\$ -
Total Expenditures	\$ 4,135,397	\$ 4,731,281	\$ 4,522,285	\$ 4,669,068	\$ 3,981,438
% Inc/Dec	20%	14%	-4%	3%	-15%
Revenues less Expenditures	\$ 548,978	\$ 41,720	\$ (94,205)	\$ 134,996	\$ 822,626
Beginning Fund Balance	\$ 505,184	\$ 1,054,162	\$ 1,095,881	\$ 1,001,677	\$ 1,136,673
Ending Fund Balance	\$ 1,054,162	\$ 1,095,881	\$ 1,001,677	\$ 1,136,673	\$ 1,959,299
% Inc/Dec in Fund Balance	109%	4%	-9%	13%	72%

- Lake Creek Village LLC, the current owner of the property, executed a purchase and sale agreement to sell the property in December 2021 with the sale to occur in January 2022. As the sale is not guaranteed, we are preparing an annual budget for the property. Should the sale occur, we will prepare a budget amendment to eliminate this fund.
- Rental revenue represents the rent paid by tenants at Lake Creek Village Apartments. Rents are budgeted to remain stable in 2022 as compared to 2021. Collections in 2020 were lower due to rent forgiveness that was provided to residents due to the COVID-19 pandemic.
- Lake Creek Village Apartments is consolidated into the Eagle County Housing and Development Authority in the county's annual comprehensive financial report.

## Golden Eagle Apartments (Discretely Presented Component Unit)

The 36-unit apartment complex located in the town of Eagle offers 1 bedroom apartments designated for senior citizens and disabled persons. Golden Eagle Elderly Housing Corporation, whose board members are appointed by the board of county commissioners, purchased the facility in 2003.

2022 Overview					
Net Use of Funds	FTEs			Net Use per Capita	
\$94,230	1.0			\$1.71	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Federal Grants	\$ 53,000	\$ 50,902	\$ 33,326	\$ 40,128	\$ 40,128
Other Grants & Contributions	\$ -	\$ -	\$ -	\$ 195,000	\$ -
Investment Earnings	\$ 1,102	\$ 1,427	\$ 257	\$ 1,200	\$ 1,200
Rents & Royalties	\$ 246,447	\$ 245,424	\$ 247,997	\$ 251,944	\$ 251,944
Total Revenues	\$ 300,549	\$ 297,753	\$ 281,581	\$ 488,272	\$ 293,272
% Inc/Dec	13%	-1%	-5%	73%	-40%
Expenditures					
FTEs	0.7	0.7	0.7	1.0	1.0
Salaries & Benefits	\$ 52,349	\$ 54,102	\$ 55,642	\$ 75,276	\$ 77,360
Training Benefits	\$ 1,502	\$ 660	\$ 580	\$ 600	\$ 1,200
Purchased Services	\$ 116,081	\$ 138,058	\$ 165,149	\$ 353,076	\$ 221,990
Supplies	\$ 3,874	\$ 7,908	\$ 6,495	\$ 7,010	\$ 10,486
Capital Outlay & Leases	\$ -	\$ -	\$ -	\$ -	\$ -
Depreciation & Amortization	\$ 84,181	\$ 84,894	\$ 85,607	\$ -	\$ -
Principal Payments	\$ -	\$ -	\$ -	\$ 12,841	\$ 13,629
Interest Expense	\$ 81,579	\$ 72,762	\$ 24,244	\$ 63,624	\$ 62,837
Total Expenditures	\$ 339,567	\$ 358,384	\$ 337,717	\$ 512,427	\$ 387,502
% Inc/Dec	29%	6%	-6%	52%	-24%
Revenues less Expenditures	\$ (39,018)	\$ (60,631)	\$ (56,136)	\$ (24,155)	\$ (94,230)
Beginning Fund Balance	\$ 321,700	\$ 282,682	\$ 222,051	\$ 165,915	\$ 141,760
Ending Fund Balance	\$ 282,682	\$ 222,051	\$ 165,915	\$ 141,760	\$ 47,530
% Inc/Dec in Fund Balance	-12%	-21%	-25%	-15%	-66%

- Rents are budgeted to remain stable for 2022.
- Purchased services includes maintenance service contracts for landscaping, snow removal and general maintenance. We have seen increases in our service contracts at the property along with increases in utilities at the property.
- Purchased services expenditures in 2021 represented significant repairs to the sidewalks at the property and we will not complete any similar projects in 2022.

## E911 Fund (Discretely Presented Component Unit)

The E911 Authority board members are appointed by the board of county commissioners. It is funded from a surcharge on local phone bills and its responsibility is to provide 911 dispatchers with a visual display of the address, phone number and jurisdictional agencies for calls to the emergency 911 phone number. The E911 Authority works closely with the town of Vail, which operates the dispatch center for the county.

2022 Overview					
Net Addition of Funds	FTEs			Net Addition per Capita	
\$284,809	N/A			\$5.17	
Account Classification	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Revenues					
Federal Grants	\$ -	\$ -	\$ 5,535	\$ -	\$ -
Other Grants & Contributions	\$ -	\$ -	\$ 21,744	\$ 88,109	\$ 81,240
Charges For Services	\$ 932,656	\$ 1,066,788	\$ 1,260,952	\$ 1,291,456	\$ 1,453,676
Investment Earnings	\$ 6,148	\$ 4,490	\$ 7,715	\$ 4,000	\$ 6,000
Total Revenues	\$ 938,804	\$ 1,071,278	\$ 1,295,945	\$ 1,383,565	\$ 1,540,916
% Inc/Dec	-5%	14%	21%	7%	11%
Expenditures					
Purchased Services	\$ 221,680	\$ 197,418	\$ 184,974	\$ 285,022	\$ 285,150
Interdepartmental Services	\$ -	\$ 4,599	\$ 12,594	\$ 13,835	\$ 15,349
Intergovernmental Expenditures	\$ 774,562	\$ 816,453	\$ 845,030	\$ 874,606	\$ 955,608
Supplies	\$ 5,677	\$ -	\$ -	\$ 2,000	\$ -
Depreciation & Amortization	\$ 41,682	\$ 45,324	\$ 42,003	\$ -	\$ -
Capital Outlay & Leases	\$ -	\$ -	\$ 25,499	\$ -	\$ -
Grants & Contributions Issued	\$ -	\$ -	\$ 13,739	\$ 257,394	\$ -
Total Expenditures	\$ 1,043,601	\$ 1,063,794	\$ 1,123,838	\$ 1,432,857	\$ 1,256,107
% Inc/Dec	4%	2%	6%	27%	-12%
Revenues less Expenditures	-\$104,797	\$7,484	\$172,107	-\$49,292	\$284,809
Beginning Fund Balance	\$ 527,718	\$ 422,921	\$ 430,406	\$ 602,513	\$ 553,221
Ending Fund Balance	\$ 422,921	\$ 430,406	\$ 602,513	\$ 553,221	\$ 838,030
% Inc/Dec in Fund Balance	-20%	2%	40%	-8%	51%

- Revenues for 2022 are projected to increase by 11%. This is due to an increase in the telephone surcharge rate from \$1.72 per line to \$1.81 per line.
- The largest expenditure line item for this authority is its payment to the town of Vail (\$955,608) which runs the 911 dispatch center.



# Capital Expenditures

An expenditure is classified as a capital asset if it is used in operations, the cost is greater than \$10,000, and it has a useful life of three years or longer. Total budgeted capital expenditures, including capital and operating leases, for Eagle County in 2022 are \$26.0 million and are distributed across several funds and departments as shown below.

Fund/Department	2022 Amount
Capital Improvements Fund	\$ 13,817,485
ECO Transit	\$ 1,156,492
Fleet Services	\$ 3,396,238
Road & Bridge	\$ 2,123,558
Open Space	\$ 552,000
Airport	\$ 121,075
Eagle County Air Terminal	\$ 30,000
Landfill Fund	\$ 2,253,589
800 MHz Fund	\$ 42,000
Housing Fund	\$ 2,412,000
General Fund	\$ 55,437
	\$ 25,959,874

## Capital Improvements Fund Capital Projects

<b>Capital Project:</b> Technology Infrastructure	<b>Department:</b> <a href="#">Innovation &amp; Technology</a>
Description and Purposes of Capital Project: Infrastructure replacement needs – miscellaneous minor capital maintenance needs for IT equipment that will reach projected end of life during 2022. Proactive maintenance ensures ongoing reliability of equipment, which in turn assures that workforce productivity that is reliant on the services this equipment delivers, remains high.	
<b>Budget:</b> \$89,000	<b>Impact on Other Departments:</b> All county departments rely on functioning technology to do their work.
<b>Funding Sources:</b> Capital Improvements fund revenue	<b>Impact on Operating Costs:</b> This number includes ongoing costs of the equipment.
<b>Strategic Priority:</b> Providing exceptional core services to support quality of life for our residents, businesses and visitors.	

<b>Capital Project:</b> El Jebel Building Demolition	<b>Department:</b> <a href="#">Facilities</a>
<b>Description and Purposes of Capital Project:</b> The El Jebel Tree Processing building is dilapidated and unused and needs to be demolished. The building is not being used for county operations so will have minimal impact on the organization.	

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<b>Budget:</b> \$250,000	<b>Impact on Other Departments:</b> None
<b>Funding Sources:</b> Capital Improvements fund revenue	<b>Impact on Operating Costs:</b> No significant impact since this is an empty building.
<b>Strategic Priority:</b> Providing exceptional core services to support quality of life for our residents, businesses and visitors.	

<b>Capital Project:</b> Exhibit Hall Roof Replacement	<b>Department:</b> <a href="#">Facilities</a>
<b>Description and Purposes of Capital Project:</b> The Exhibit Hall, which is used primarily during the annual Eagle County Fair and Rodeo but also throughout the year by other county departments and other users, is exhibiting signs of roof leaks and needs to be replaced. This roof replacement was expected and on the capital replacement schedule.	
<b>Budget:</b> \$95,000	<b>Impact on Other Departments:</b> <a href="#">Fair and Rodeo</a>
<b>Funding Sources:</b> Capital Improvements fund revenue	<b>Impact on Operating Costs:</b> This annual lease payment is part of the department's operating budget.
<b>Strategic Priority:</b> Providing exceptional core services to support quality of life for our residents, businesses and visitors.	

<b>Capital Project:</b> Maintenance Shop & Storage	<b>Department:</b> <a href="#">Facilities</a>
<b>Description and Purposes of Capital Project:</b> In preparation for West Eagle site development and demolition of the current facilities maintenance Eagle shop and storage shed, we would like to retrofit a portion of the existing fairgrounds facility to use for this purpose. This cost includes relocation of a portion of the horse stalls.	
<b>Budget:</b> \$350,000	<b>Impact on Other Departments:</b> None
<b>Funding Sources:</b> Capital Improvements fund revenue	<b>Impact on Operating Costs:</b> This building will have ongoing operational costs. However, since we will be demolishing a similarly sized older building, we expect that the additional cost will be fully offset.
<b>Strategic Priority:</b> Providing exceptional core services to support quality of life for our residents, businesses and visitors.	

<b>Capital Project:</b> Forklift	<b>Department:</b> <a href="#">Facilities</a>
<b>Description and Purposes of Capital Project:</b> A forklift was totaled in 2019. We have been making due with sharing one forklift, but it has proven to be inefficient, so this request is to replace the totaled forklift.	
<b>Budget:</b> \$40,000	<b>Impact on Other Departments:</b> None
<b>Funding Sources:</b> Capital Improvements fund revenue	<b>Impact on Operating Costs:</b> The facilities team will be more efficient.

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**Strategic Priority:** Providing exceptional core services to support quality of life for our residents, businesses and visitors.

<b>Capital Project:</b> Water heater	<b>Department:</b> <a href="#">Facilities</a>
<b>Description and Purposes of Capital Project:</b> This request is to replace a failing hot water heating system at the Eagle County Building in Eagle.	
<b>Budget:</b> \$25,000	<b>Impact on Other Departments:</b> All departments located at this facility
<b>Funding Sources:</b> Capital Improvements fund revenue	<b>Impact on Operating Costs:</b> This water heating system will be more efficient and we expect it will reduce our operating costs.
<b>Strategic Priority:</b> Providing exceptional core services to support quality of life for our residents, businesses and visitors.	

<b>Capital Project:</b> Duck Pond to Dotsero	<b>Department:</b> <a href="#">Project Management</a>
<b>Description and Purposes of Capital Project:</b> Upon completion, the Eagle Valley Trail will extend 63 miles from the top of Vail Pass to the start of Glenwood Canyon and pass through the towns of Vail, Mintun, Avon, Eagle and Gypsum along with many metro districts and Unincorporated Eagle County. The Duck Pond to Dotsero portion of the trail is on the western end of the trail and consists of 1.7 miles. Construction of this section of the trail will begin in 2022 and we believe it will be complete by the end of the year.	
<b>Budget:</b> \$3,818,400	<b>Impact on Other Departments:</b> <a href="#">ECO Trails</a>
<b>Funding Sources:</b> Proceeds from the <a href="#">certificates of participation</a> issued in 2021	<b>Impact on Operating Costs:</b> The Eagle Valley Trail requires ongoing monitoring and maintenance. We estimate that it costs approximately \$21,000 per mile per year to operate and maintain the trail.
<b>Strategic Priority:</b> Create a resilient economy.	

<b>Capital Project:</b> EagleVail Phase 2	<b>Department:</b> <a href="#">Project Management</a>
<b>Description and Purposes of Capital Project:</b> Upon completion, the Eagle Valley Trail will extend 63 miles from the top of Vail Pass to the start of Glenwood Canyon and pass through the towns of Vail, Mintun, Avon, Eagle and Gypsum along with many metro districts and Unincorporated Eagle County. The EagleVail Phase 2 portion of the trail consists of 0.5 miles. Construction of this section of the trail will begin in 2022 and be completed by the end of the year.	
<b>Budget:</b> \$4,644,000	<b>Impact on Other Departments:</b> <a href="#">ECO Trails</a>
<b>Funding Sources:</b> Proceeds from the <a href="#">certificates of participation</a> issued in 2021	<b>Impact on Operating Costs:</b> The Eagle Valley Trail requires ongoing monitoring and maintenance. We estimate that it costs approximately \$21,000 per mile per year to operate and maintain the trail.
<b>Strategic Priority:</b> Create a resilient economy.	

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<b>Capital Project:</b> Wolcott to Edwards Land	<b>Department:</b> <a href="#">Project Management</a>
<b>Description and Purposes of Capital Project:</b> Upon completion, the Eagle Valley Trail will extend 63 miles from the top of Vail Pass to the start of Glenwood Canyon and pass through the towns of Vail, Mintun, Avon, Eagle and Gypsum along with many metro districts and Unincorporated Eagle County. The Wolcott to Edwards portion of the trail is consists of 3.5 miles of trail and is still in the design phase. We expect to begin negotiating to acquire land and/or land easements on this section of the trail.	
<b>Budget:</b> \$200,000	<b>Impact on Other Departments:</b> <a href="#">ECO Trails</a>
<b>Funding Sources:</b> Proceeds from the <a href="#">certificates of participation</a> issued in 2021	<b>Impact on Operating Costs:</b> The Eagle Valley Trail requires ongoing monitoring and maintenance. We estimate that it costs approximately \$21,000 per mile per year to operate and maintain the trail.
<b>Strategic Priority:</b> Create a resilient economy.	

<b>Capital Project:</b> Bus Barn Floor Replacement	<b>Department:</b> <a href="#">Project Management</a>
<b>Description and Purposes of Capital Project:</b> The bus barn maintenance building is located on the Maintenance Service Center facility in Gypsum. This building has a failing drainage system which causes standing water, dirt, and debris to build up during thinner months. This build up increases wear and tear on vehicles and causes safety issues for ECO Transit staff accessing the facility. This project will replace the floor to improve drainage. Additionally it will add in floor heat tubing and conduit for electric vehicle charging stations to help reduce our carbon footprint.	
<b>Budget:</b> \$50,000	<b>Impact on Other Departments:</b> <a href="#">ECO Transit</a>
<b>Funding Sources:</b> Capital Improvements fund revenue	<b>Impact on Operating Costs:</b> Maintenance and cleaning costs should go down with these repairs.
<b>Strategic Priority:</b> Create a resilient economy.	

<b>Capital Project:</b> Office Space Renovation	<b>Department:</b> <a href="#">Project Management</a>
<b>Description and Purposes of Capital Project:</b> Eagle County signed a lease for a new facility at Chapel Square in Avon. The facility will house staff from the public health, human services, and clerk and recorders teams. The space is being designed to meet these teams' needs and renovation will happen in 2022.	
<b>Budget:</b> \$2,000,000	<b>Impact on Other Departments:</b> <a href="#">Facilities</a> , <a href="#">Public Health</a> , <a href="#">Human Services</a> , and <a href="#">Clerk &amp; Recorder</a>
<b>Funding Sources:</b> Capital Improvements fund revenue	<b>Impact on Operating Costs:</b> Ongoing operating costs are included in the Facilities budget.
<b>Strategic Priority:</b> Providing exceptional core services to support quality of life for our residents, businesses and visitors.	

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<b>Capital Project:</b> Sheriff Vehicle	<b>Department:</b> <a href="#">Sheriff</a>
<b>Description and Purposes of Capital Project:</b> A new position was approved for the Sheriff's office and a vehicle will be needed for this new position. The purchased vehicle will be a hybrid vehicle.	
<b>Budget:</b> \$82,000	<b>Impact on Other Departments:</b> <a href="#">Fleet Services</a>
<b>Funding Sources:</b> Capital Improvements fund revenue	<b>Impact on Operating Costs:</b> Annual maintenance cost of \$5k and replacement cost of \$19k have been added to the department's 2022 budget.
<b>Strategic Priority:</b> Providing exceptional core services to support quality of life for our residents, businesses and visitors.	

<b>Capital Project:</b> Electric Vehicle Charging Station	<b>Department:</b> <a href="#">Sustainable Communities</a>
<b>Description and Purposes of Capital Project:</b> This request is for the purchase and installation of electric vehicle charging stations at Eagle County Government facilities and multi-family housing neighborhoods. A priority of the Resiliency Department is to reduce greenhouse gas emissions by incentivizing the transition to electric vehicles. The provision of electric vehicle charging stations provides the critical infrastructure for both Eagle County Fleet and community members to transition to electric vehicles.	
<b>Budget:</b> \$500,000	<b>Impact on Other Departments:</b> <a href="#">Facilities</a> and <a href="#">Housing</a>
<b>Funding Sources:</b> Capital Improvements fund revenue	<b>Impact on Operating Costs:</b> Ongoing costs will be calculated depending upon where the stations are located and what type of agreement we can negotiate regarding passing costs to users.
<b>Strategic Priority:</b> Protect our mountain ecosystem	

## ECO Transit Fund Capital Projects

<b>Capital Project:</b> Airport Land Lease	<b>Department:</b> <a href="#">ECO Transit</a>
<b>Description and Purposes of Capital Project:</b> The Maintenance Service Center building is located on land owned by the Eagle County Regional Airport. Because a portion of the airport land acquisition was funded by the Federal Aviation Administration (FAA), the FAA requires that the county departments occupying the building and land pay a market rate rent to the Airport fund.	
<b>Budget:</b> \$22,492	<b>Impact on Other Departments:</b> Airport receives the annual revenue from this lease.
<b>Funding Sources:</b> ECO Transit fund revenue	<b>Impact on Operating Costs:</b> This annual lease payment is part of the department's operating budget.
<b>Strategic Priority:</b> Providing exceptional core services to support quality of life for our residents, businesses and visitors.	

<b>Capital Project:</b> 2 buses	<b>Department:</b> <a href="#">ECO Transit</a>
<b>Description and Purposes of Capital Project:</b> 2 diesel bus replacements will be purchased. Buses are scheduled for replacement years in advance and we seek grant opportunities for funding the vehicle purchases.	
<b>Budget:</b> \$1,084,000	<b>Impact on Other Departments:</b> <a href="#">Fleet Services</a>
<b>Funding Sources:</b> ECO Transit revenue will provide 25% match to federal grant funds which will pay for 75% of the cost.	<b>Impact on Operating Costs:</b> Ongoing costs of operating these buses will be nominal and may even decrease maintenance costs as both buses are replacements for existing equipment.
<b>Strategic Priority:</b> Providing exceptional core services to support quality of life for our residents, businesses and visitors.	

<b>Capital Project:</b> Bike Shelters	<b>Department:</b> <a href="#">ECO Transit</a>
<b>Description and Purposes of Capital Project:</b> ECO Transit will construct two e-bike ready covered bike shelters to help encourage ridership and give riders a comfortable and safe solution to store their bikes while they are riding public transportation.	
<b>Budget:</b> \$50,000	<b>Impact on Other Departments:</b> None
<b>Funding Sources:</b> ECO Transit Revenue	<b>Impact on Operating Costs:</b> Minimal ongoing costs as we have maintenance staff that will add these shelters to their other duties.
<b>Strategic Priority:</b> Providing exceptional core services to support quality of life for our residents, businesses and visitors.	

## Fleet Services Fund Capital Projects

<b>Capital Project:</b> Fleet Management Software	<b>Department:</b> <a href="#">Innovation &amp; Technology</a>
<b>Description and Purposes of Capital Project:</b> The Fleet Services team is utilizing a management software that has reached the end of its useful life and is no longer being supported. Fleet is working with IT to identify, procure, and install new fleet management software that will help with data collection, work orders, and workflow. The software should also be able to track and report on the county's success with regard to conversion of its fleet to electric and hybrid vehicles.	
<b>Budget:</b> \$37,650	<b>Impact on Other Departments:</b> <a href="#">Fleet Services</a>
<b>Funding Sources:</b> Fleet Services fund revenue	<b>Impact on Operating Costs:</b> Ongoing costs are expected to be \$27,000 annually.
<b>Strategic Priority:</b> Providing exceptional core services to support quality of life for our residents, businesses and visitors.	

<b>Capital Project:</b> Airport Land Lease	<b>Department:</b> <a href="#">Fleet Services</a>
<b>Description and Purposes of Capital Project:</b> The Maintenance Service Center building is located on	

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land owned by the Eagle County Regional Airport. Because a portion of the airport land acquisition was funded by the Federal Aviation Administration (FAA), the FAA requires that the county departments occupying the building and land pay a market rate rent to the Airport fund.

**Budget:** \$46,108

**Impact on Other Departments:** Airport receives the annual revenue from this lease.

**Funding Sources:** Fleet Services fund revenue

**Impact on Operating Costs:** This annual lease payment is part of the department's operating budget.

**Strategic Priority:** Providing exceptional core services to support quality of life for our residents, businesses and visitors.

The remainder of the capital investment for the fleet fund are shown in the table below. Each year Fleet charges departments that utilize vehicles a set amount for maintenance of each vehicle depending upon the vehicle type. The expenditures for these vehicles are significant and recurring capital expenditures that are based on a standard replacement schedule. We plan for these replacements and charge users a monthly replacement fee which accumulates and is utilized to purchase replacement vehicles. The majority of the replacement vehicles will be electric and hybrid vehicles which will help the county achieve its goals related to climate.

Type	Unit #	Department	Description	Purchase Cost	Efficiency	Annual Maintenance Cost	Annual Contribution for Replacement
Light	8214	Car Share	SUV	\$ 35,000	Electric Vehicle	\$ 323	\$ 5,775
Light	8510	Public Health	Sedan	\$ 35,000	Electric Vehicle	\$ 1,394	\$ 5,775
Light	8522	Public Health	Sedan	\$ 35,000	Electric Vehicle	\$ 1,394	\$ 5,775
Light	8524	Public Health	Sedan	\$ 35,000	Electric Vehicle	\$ 1,394	\$ 5,445
Light	8527	Facilities	Sedan	\$ 35,000	Electric Vehicle	\$ 1,394	\$ 5,931
Light	8682	Human Services	SUV	\$ 35,000	Electric Vehicle	\$ 1,898	\$ 5,775
Light	8817	Animal Services	Pickup	\$ 55,000	EV Pickup	\$ 1,402	\$ 9,075
Light	New	800 MHz		\$ 48,000	F150 Hybrid	\$ 1,898	\$ 7,920
Light	8409	Assessor	SUV	\$ 33,000	Hybrid SUV	\$ 1,898	\$ 5,445
Light	8513	Public Health	SUV	\$ 33,000	Hybrid SUV	\$ 1,898	\$ 5,775
Light	8715	Building	SUV	\$ 33,000	Hybrid SUV	\$ 1,898	\$ 5,445
Light	8716	Building	SUV	\$ 33,000	Hybrid SUV	\$ 1,898	\$ 5,445
Light	8811	Sheriff	Police SUV	\$ 79,068	Hybrid SUV	\$ 6,102	\$ 18,976
Light	8815	Sheriff	Police SUV	\$ 79,068	Hybrid SUV	\$ 6,102	\$ 18,976
Light	8826	Sheriff	Police SUV	\$ 79,068	Hybrid SUV	\$ 1,404	\$ 18,976
Light	8841	Sheriff	Police SUV	\$ 79,068	Hybrid SUV	\$ 1,404	\$ 18,976
Light	8842	Sheriff	Police SUV	\$ 79,068	Hybrid SUV	\$ 1,404	\$ 18,976
Light	8843	Sheriff	Police SUV	\$ 79,068	Hybrid SUV	\$ 1,404	\$ 18,976
Light	8844	Sheriff	Police SUV	\$ 79,068	Hybrid SUV	\$ 1,404	\$ 18,976
Light	8855	Sheriff	Police SUV	\$ 79,068	Hybrid SUV	\$ 1,404	\$ 18,976
Light	8856	Sheriff	Police SUV	\$ 79,068	Hybrid SUV	\$ 1,404	\$ 18,976

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Light	8857	Sheriff	Police SUV	\$ 79,068	Hybrid SUV	\$ 1,404	\$ 18,976
Heavy	8756	Landfill	Loader	\$ 779,000	N/A	\$ 38,812	\$ 128,370
Heavy	8818	Veg Mgmt	Tractor	\$ 198,000	N/A	\$ 6,797	\$ 32,670
Heavy	8863	Landfill	Compactor	\$ 800,000	N/A	\$ 38,812	\$ 111,866
Light	8618	Airport	Pickup/Plow	\$ 69,900	N/A	\$ 3,259	\$ 9,900
Light	8687	Facilities	Pickup/Plow	\$ 60,000	N/A	\$ 3,259	\$ 9,900
Light	8744	Road & Bridge	Pickup/Plow	\$ 69,900	N/A	\$ 3,259	\$ 11,533
Light	8751	Facilities	Pickup/Utility	\$ 52,000	N/A	\$ 3,259	\$ 8,580
Light	8942	ECO Transit	Pickup	\$ 48,000	N/A	\$ 1,898	\$ 17,920
				\$ 3,312,480		\$ 141,480	\$ 594,080

## Road and Bridge Capital Projects

<b>Capital Project:</b> Airport Land Lease	<b>Department:</b> <a href="#">Road &amp; Bridge</a>
<b>Description and Purposes of Capital Project:</b> The Maintenance Service Center building is located on land owned by the Eagle County Regional Airport. Because a portion of the airport land acquisition was funded by the Federal Aviation Administration (FAA), the FAA requires that the county departments occupying the building and land pay a market rate rent to the Airport fund.	
<b>Budget:</b> \$38,538	<b>Impact on Other Departments:</b> Airport receives the annual revenue from this lease.
<b>Funding Sources:</b> Road & Bridge fund revenue	<b>Impact on Operating Costs:</b> This annual lease payment is part of the department's operating budget.
<b>Strategic Priority:</b> Providing exceptional core services to support quality of life for our residents, businesses and visitors.	

<b>Capital Project:</b> Crawford Property Lease	<b>Department:</b> <a href="#">Road &amp; Bridge</a>
<b>Description and Purposes of Capital Project:</b> The department leases land on which it stores equipment in the El Jebel area. The lease of this land cuts down on travel time for staff that work in that area.	
<b>Budget:</b> \$15,000	<b>Impact on Other Departments:</b> None
<b>Funding Sources:</b> Road & Bridge fund revenue	<b>Impact on Operating Costs:</b> This annual lease payment is part of the department's operating budget.
<b>Strategic Priority:</b> Providing exceptional core services to support quality of life for our residents, businesses and visitors.	

<b>Capital Project:</b> Small Trailers	<b>Department:</b> <a href="#">Road &amp; Bridge</a>
<b>Description and Purposes of Capital Project:</b> The department has requested to purchase two new trailers. The trailers will be small, approximately 26 to 28 feet, and will be utilized to improve the department's workflow.	

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<b>Budget:</b> \$20,000	<b>Impact on Other Departments:</b> None
<b>Funding Sources:</b> Road & Bridge fund revenue	<b>Impact on Operating Costs:</b> None
<b>Strategic Priority:</b> Providing exceptional core services to support quality of life for our residents, businesses and visitors.	

<b>Capital Project:</b> Variable Message Board Signs	<b>Department:</b> <a href="#">Road &amp; Bridge</a>
<b>Description and Purposes of Capital Project:</b> The department has requested to purchase two new variable message board signs. The signs will be used to direct traffic and inform citizens of road work and hazards.	
<b>Budget:</b> \$50,000	<b>Impact on Other Departments:</b> None
<b>Funding Sources:</b> Road & Bridge fund revenue	<b>Impact on Operating Costs:</b> None
<b>Strategic Priority:</b> Providing exceptional core services to support quality of life for our residents, businesses and visitors.	

<b>Capital Project:</b> 2022 Overlay Project	<b>Department:</b> <a href="#">Road &amp; Bridge</a>
<b>Description and Purposes of Capital Project:</b> The planned overlay projects area at Miller Ranch Road, Beard Creek Road and a portion of Cottonwood Pass. We will gravel a portion of Trough Road and Vista High Road.	
<b>Budget:</b> \$1,400,000	<b>Impact on Other Departments:</b> None
<b>Funding Sources:</b> Road & Bridge fund revenue	<b>Impact on Operating Costs:</b> None
<b>Strategic Priority:</b> Providing exceptional core services to support quality of life for our residents, businesses and visitors.	

<b>Capital Project:</b> Gypsum Creek Bridge	<b>Department:</b> <a href="#">Road &amp; Bridge</a>
<b>Description and Purposes of Capital Project:</b> The Gypsum Creek Bridge on Cottonwood Pass needs to be replaced. The design of this bridge is underway and replacement is needed. The replacement of this bridge has been planned for many years as the bridge's condition has deteriorated.	
<b>Budget:</b> \$600,000	<b>Impact on Other Departments:</b> None
<b>Funding Sources:</b> Road & Bridge fund revenue	<b>Impact on Operating Costs:</b> None
<b>Strategic Priority:</b> Providing exceptional core services to support quality of life for our residents, businesses and visitors.	

## Open Space Fund Capital Projects

<b>Capital Project:</b> Ranch Improvements	<b>Department:</b> <a href="#">Open Space</a>
<b>Description and Purposes of Capital Project:</b> The Open Space team is planning for several	

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improvements at the Brush Creek Valley Ranch and Open Space parcel (the Ranch). The Ranch is a 1,700 acre parcel located just south of the town of Eagle. Capital improvements include seating area, trailhead connections, fencing and Brush Creek restoration. Additionally the cabin on this property requires some basement leak sealing, flooring, and painting.

**Budget:** \$237,000

**Impact on Other Departments:** None

**Funding Sources:** Open Space fund revenue

**Impact on Operating Costs:** These trails, fencing, and seating will need to be maintained over time.

**Strategic Priority:** Protect our mountain ecosystem.

**Capital Project:** Eagle River Preserve Improvements

**Department:** [Open Space](#)

**Description and Purposes of Capital Project:** Tree planting and trail improvements are planned at the Eagle River Preserve. This open space parcel is a 72-acre parcel located in Edwards.

**Budget:** \$40,000

**Impact on Other Departments:** None

**Funding Sources:** Open Space fund revenue

**Impact on Operating Costs:** These trails, fencing, and seating will need to be maintained over time.

**Strategic Priority:** Protect our mountain ecosystem.

**Capital Project:** Glassier Ranch

**Department:** [Open Space](#)

**Description and Purposes of Capital Project:** Planning for improvements to this 137 acre parcel in Basalt are underway.

**Budget:** \$75,000

**Impact on Other Departments:** None

**Funding Sources:** Open Space fund revenue

**Impact on Operating Costs:** Not known at this time.

**Strategic Priority:** Protect our mountain ecosystem.

**Capital Project:** Property Acquisition

**Department:** [Open Space](#)

**Description and Purposes of Capital Project:** The Open Space team is negotiating the purchase of new open space properties. They have requested to budget sufficient dollars to be able to make down payments on properties, knowing that the full purchase price and specific properties will need to be discussed with the Board of County Commissioners in a public meeting and an amendment to this budget will need to be made.

**Budget:** \$200,000

**Impact on Other Departments:** None

**Funding Sources:** Open Space fund revenue

**Impact on Operating Costs:** Not known at this time.

**Strategic Priority:** Protect our mountain ecosystem.

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## Airport Fund Capital Projects

<b>Capital Project:</b> Heating System	<b>Department:</b> <a href="#">Airport</a>
<b>Description and Purposes of Capital Project:</b> The air traffic control tower's heating, ventilation, and air conditioning system has hit the end of its useful life and needs to be replaced.	
<b>Budget:</b> \$29,875	<b>Impact on Other Departments:</b> <a href="#">Facilities</a>
<b>Funding Sources:</b> Airport fund revenue	<b>Impact on Operating Costs:</b> Annual operating costs of a new system will be slightly lower than the existing system.
<b>Strategic Priority:</b> Create a resilient economy.	

<b>Capital Project:</b> Airport Equipment	<b>Department:</b> <a href="#">Airport</a>
<b>Description and Purposes of Capital Project:</b> The airport needs new snow removal equipment and will attempt to acquire appropriate equipment replacement from the Denver International Airport surplus sale.	
<b>Budget:</b> \$25,000	<b>Impact on Other Departments:</b> None
<b>Funding Sources:</b> Airport fund revenue	<b>Impact on Operating Costs:</b> None
<b>Strategic Priority:</b> Create a resilient economy.	

<b>Capital Project:</b> Runway Signs	<b>Department:</b> <a href="#">Airport</a>
<b>Description and Purposes of Capital Project:</b> The airport needs to replace lighted closed signs to use when runways are closed.	
<b>Budget:</b> \$66,200	<b>Impact on Other Departments:</b> <a href="#">Facilities</a>
<b>Funding Sources:</b> Airport fund revenue	<b>Impact on Operating Costs:</b> None
<b>Strategic Priority:</b> Create a resilient economy.	

## Eagle County Air Terminal Corporation Capital Projects

<b>Capital Project:</b> Heating System	<b>Department:</b> <a href="#">Airport</a>
<b>Description and Purposes of Capital Project:</b> Support columns at the exterior of the air terminal building need to be replaced.	
<b>Budget:</b> \$30,000	<b>Impact on Other Departments:</b> None
<b>Funding Sources:</b> ECAT fund revenue	<b>Impact on Operating Costs:</b> None
<b>Strategic Priority:</b> Create a resilient economy.	

## Landfill Capital Projects

<b>Capital Project:</b> Module 9 Construction	<b>Department:</b> <a href="#">Landfill</a>
<b>Description and Purposes of Capital Project:</b> Modules 1- 8 at the Eagle County Landfill are getting close to full, so we began planning for the addition of this module several years ago. Design is complete and we are ready to begin construction of Module 9.	
<b>Budget:</b> \$2,253,589	<b>Impact on Other Departments:</b> <a href="#">Project Management</a>
<b>Funding Sources:</b> Landfill fund revenue	<b>Impact on Operating Costs:</b> Ongoing costs will not change considerably and will be included in the 2023 budget after the project is complete. It is not anticipated that additional staffing or equipment will be needed to operate this new module.
<b>Strategic Priority:</b> Create a resilient economy.	

## 800 MHz Capital Projects

<b>Capital Project:</b> Side by Side	<b>Department:</b> <a href="#">800 MHz</a>
<b>Description and Purposes of Capital Project:</b> The 800 MHz fund is budgeting to replace its existing side by side utility vehicle that it uses to maintain its remote radio sites.	
<b>Budget:</b> \$42,000	<b>Impact on Other Departments:</b> <a href="#">Fleet Services</a>
<b>Funding Sources:</b> 800 MHz fund revenue	<b>Impact on Operating Costs:</b> Ongoing costs will not increase as this represents a replacement of existing equipment.
<b>Strategic Priority:</b> Providing exceptional core services to support quality of life for our residents, businesses and visitors.	

## Housing Operations Fund Capital Projects

<b>Capital Project:</b> West Eagle Entitlement	<b>Department:</b> <a href="#">Housing</a>
<b>Description and Purposes of Capital Project:</b> Eagle County and Eagle County Housing and Development Authority own approximately 10 acres of land in west Eagle. Staff will hire consultants and work to get the land fully entitled so it can build affordable housing units on the site in future years.	
<b>Budget:</b> \$1,400,000	<b>Impact on Other Departments:</b> <a href="#">Project Management</a> , <a href="#">Sustainable Communities</a> , <a href="#">Facilities</a>
<b>Funding Sources:</b> Transfer from General Fund as part of Bold Housing Moves	<b>Impact on Operating Costs:</b> Project build out is not yet known. those costs will be analyzed as part of the planning process that is being funded by this project.

<b>Strategic Priority:</b> Support our Workforce
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<b>Capital Project:</b> Accessory Dwelling Unit Loans	<b>Department:</b> <a href="#">Housing</a>
<b>Description and Purposes of Capital Project:</b> Eagle County...	
<b>Budget:</b> \$150,000	<b>Impact on Other Departments:</b> <a href="#">Attorney's Office</a>
<b>Funding Sources:</b> Transfer from General Fund as part of Bold Housing Moves	<b>Impact on Operating Costs:</b> Staffing...
<b>Strategic Priority:</b> Support our Workforce	

<b>Capital Project:</b> Good Deeds Program	<b>Department:</b> <a href="#">Housing</a>
<b>Description and Purposes of Capital Project:</b> Eagle County...investment in deed restrictions	
<b>Budget:</b> \$862,000	<b>Impact on Other Departments:</b> None
<b>Funding Sources:</b> Transfer from General Fund as part of Bold Housing Moves	<b>Impact on Operating Costs:</b> Staffing...
<b>Strategic Priority:</b> Support our Workforce	

## General Fund Capital Projects

<b>Capital Project:</b> Airport Land Lease	<b>Department:</b> <a href="#">Facilities</a> & <a href="#">Sheriff's Office</a>
<b>Description and Purposes of Capital Project:</b> The Maintenance Service Center building is located on land owned by the Eagle County Regional Airport. Because a portion of the airport land acquisition was funded by the Federal Aviation Administration (FAA), the FAA requires that the county departments occupying the building and land pay a market rate rent to the Airport fund.	
<b>Budget:</b> \$29,245	<b>Impact on Other Departments:</b> Airport receives the annual revenue from this lease.
<b>Funding Sources:</b> General Fund revenue	<b>Impact on Operating Costs:</b> This annual lease payment is part of the department's operating budget.
<b>Strategic Priority:</b> Providing exceptional core services to support quality of life for our residents, businesses and visitors.	

<b>Capital Project:</b> Chapel Square Lease	<b>Department:</b> <a href="#">Facilities</a>
<b>Description and Purposes of Capital Project:</b> Eagle County executed a new lease for a location at Chapel Square in Avon. This space will provide public health, human services, motor vehicle registration and elections services to the community. The 2022 lease amount consists of annual rent of \$201,517 and a leasehold tenant improvement rebate of \$175,325. The annual rental rate increases by 3% each year, and the lease has extension options through 2031.	

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<b>Budget:</b> \$26,192	<b>Impact on Other Departments:</b> <a href="#">Facilities</a> , <a href="#">Public Health</a> , <a href="#">Human Services</a> , and <a href="#">Clerk &amp; Recorder</a>
<b>Funding Sources:</b> General Fund revenue	<b>Impact on Operating Costs:</b> Ongoing operating costs are included in the Facilities budget. Common area maintenance costs are \$62,400.
<b>Strategic Priority:</b> Providing exceptional core services to support quality of life for our residents, businesses and visitors.	

# Fund Balances and Net Position

The following table shows a summary of 2018 - 2020 audited fund balance or net position for each fund included in the Eagle County budget, along with the estimates for 2021 and 2022 balances. For the purpose of this table, fund balance and net position are added and considered together as the government's overall equity position.

Fund	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Estimate
Beginning Fund Balance/Net Position	\$ 145,507,447	\$ 159,031,075	\$ 173,086,385	\$ 192,281,292	\$ 218,903,229
General Fund	\$ 31,565,466	\$ 34,017,273	\$ 37,689,166	\$ 33,386,880	\$ 30,130,890
Public Trustee Fund	\$ -	\$ 138,668	\$ 126,924	\$ 122,911	\$ 105,338
Road & Bridge Fund	\$ 6,617,780	\$ 8,016,653	\$ 8,720,513	\$ 9,108,295	\$ 8,726,336
Human Services Fund	\$ 2,520,481	\$ 2,739,621	\$ 3,876,533	\$ 3,442,358	\$ 2,585,098
Offsite Road Improvement Fund	\$ 931,955	\$ 947,920	\$ 983,671	\$ 999,505	\$ 1,148,505
ECO Transit Fund (incl RFV)	\$ 5,713,656	\$ 6,842,796	\$ 10,631,600	\$ 14,452,972	\$ 18,588,419
ECO Trails Fund	\$ 2,119,999	\$ 1,137,421	\$ 1,713,038	\$ 2,208,360	\$ 1,690,887
Airport Fund	\$ 4,431,774	\$ 3,486,106	\$ 8,195,909	\$ 10,117,541	\$ 13,338,248
* Eagle County Air Terminal Corporation	\$ 29,140,174	\$ 26,449,458	\$ 26,185,844	\$ 27,343,444	\$ 28,131,218
Conservation Trust Fund	\$ 88,144	\$ 112,591	\$ 174,606	\$ 250,306	\$ 301,206
800 MHz Fund	\$ 1,008,398	\$ 1,281,283	\$ 1,576,404	\$ 1,732,041	\$ 1,872,222
Emergency Reserve/TABOR Fund	\$ 2,701,616	\$ 2,747,426	\$ 2,747,426	\$ 2,747,426	\$ 2,747,426
Public Health Fund	\$ 503,387	\$ 571,136	\$ 3,228,893	\$ 3,505,257	\$ 2,609,773
Mental Health Fund	\$ 894,601	\$ 663,454	\$ 485,068	\$ 367,121	\$ 322,821
Open Space Fund	\$ 2,537,359	\$ 6,922,623	\$ 9,401,482	\$ 12,544,834	\$ 16,123,358
Capital Improvements Fund	\$ 6,038,936	\$ 14,090,352	\$ 11,725,928	\$ 34,399,369	\$ 25,919,290
* Landfill Fund	\$ 15,601,151	\$ 16,095,078	\$ 16,329,838	\$ 16,015,864	\$ 13,877,019
* Fleet Fund	\$ 16,780,117	\$ 17,354,120	\$ 17,978,074	\$ 18,637,762	\$ 17,253,769
* Insurance Reserve Fund	\$ 240,342	\$ 433,569	\$ 386,768	\$ 304,383	\$ 235,714
* Health Insurance Fund	\$ 10,321,687	\$ 8,579,970	\$ 9,108,227	\$ 6,991,900	\$ 4,549,663
Housing Operations Fund	\$ 932,515	\$ 943,248	\$ 968,851	\$ 731,483	\$ 935,566
Housing Loan Fund	\$ 1,108,738	\$ 855,919	\$ 703,598	\$ 448,598	\$ 283,598
Workforce Housing Rentals Fund	\$ -	\$ -	\$ 8,305	\$ 23,435	\$ 57,800
* EC Housing and Development Authority	\$ 15,311,702	\$ 16,832,960	\$ 17,426,338	\$ 17,055,824	\$ 17,553,310
* The Valley Home Store	\$ 161,332	\$ 78,403	\$ 138,183	\$ 133,706	\$ 146,497
* Lake Creek Village Apartments	\$ 1,054,162	\$ 1,095,881	\$ 1,001,677	\$ 1,136,673	\$ 1,959,299
* Golden Eagle Apartments	\$ 282,682	\$ 222,051	\$ 165,915	\$ 141,760	\$ 47,530
* E911 Fund	\$ 422,921	\$ 430,406	\$ 602,513	\$ 553,221	\$ 838,030
Ending Fund Balance/Net Position	\$ 159,031,075	\$ 173,086,385	\$ 192,281,292	\$ 218,903,229	\$ 212,078,830
Annual Change	\$ 13,523,628	\$ 14,055,311	\$ 19,194,906	\$ 26,621,937	\$ (6,824,399)

\* These funds are presented on the full accrual basis of accounting in the county's ACFR so will likely have an adjustment between budget basis and GAAP basis.

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Eagle County defines fund balance as the difference between fund assets and fund liabilities and uses the term fund balance for all of its governmental funds. For other fund types, we use the term net position to indicate the difference between the sum of assets and deferred outflows of resources and the sum of liabilities and the deferred inflows of resources.

- Eagle County is expected to end 2022 with a total fund balance/net position of \$212 million, which is \$6.9 million less than its estimated beginning fund balance/net position of \$219 million. This represents a 3% decrease.

The following analysis explains changes in estimated fund balance for any fund where the change is expected to be greater than 10% of the beginning fund balance/net position.

- The fund balance of the General Fund is budgeted to decrease by \$3.2 million (10%) in 2022. The fund balance remains significantly higher than the current minimum reserve policy target of \$13.1 million. This minimum fund balance was calculated in 2016 as a set number. The fund balance policy is being reviewed by the Board of County Commissioners and a new minimum reserve will likely be set in 2022.
- The Public Trustee fund is budgeted to decrease by 14% (\$18k). The use of fund balance represents a low number of housing units that are expected to be processed by the public trustee.
- The Human Services fund balance is expected to decrease by \$857,000 (25%) in 2022. The use of fund balance in this fund is because reimbursements from the state mandated programs that are housed within this fund are decreasing at a higher rate than the costs of operating these programs.
- The Offsite Road Improvements, Airport, Conservation Trust fund, Open Space, Workforce Housing Rentals, E911 Authority fund and Lake Creek Village fund balances/net positions are all expected to increase by more than 10%. The increases will be used for projects in future years.
- The ECO Transit fund balance is budgeted to increase \$4.1 million (29%). ECO Transit will receive a significant amount of grant funding that it can spend over the next two years. We are budgeting to spend a portion of the grant funds in 2022 with the remainder to be budgeted to be spent in 2023.
- The ECO Trails fund balance is budgeted to decrease \$517,000 (23%) in 2022. The remaining Eagle Valley Trail segments will be funded from the Capital Improvements fund where the proceeds of the sale of the certificates of participation are being held. Each year, the ECO Trails fund will transfer an amount of its revenue to the CIP fund to make a portion of the debt service payments. We will target 25% of operating expenditures for the fund balance of the ECO Trails fund.
- The Public Health fund balance is expected to decrease \$895,000 (26%) in 2022. Each year this fund receives a transfer in from the general fund. The transfer from the general fund is smaller in 2022 because we have sufficient fund balance to fund priority programs from this fund.
- The Mental Health fund balance is expected to decrease \$44,000 (12%). We fund priority mental health contracts from this fund, and target to hold approximately 25% of operating expenses in the fund balance.
- The Capital Improvements fund balance is expected to decrease by \$8.5 million (25%) in 2022. This decrease represents an investment in the Eagle Valley Trail project.
- The Landfill fund balance is expected to decrease by \$2.2 million in 2022. We plan to construct a new module at the landfill and have been saving revenue to use for this project.
- The Insurance Reserve fund balance is projected to decrease by \$69,000 (23%). We contracted with a new insurance carrier in 2021 and will be carefully reviewing how we plan and budget for all insurance needs across the organization and will implement a long-term solution to this use of fund balance in 2022.
- The Health Insurance fund balance is budgeted to decrease by \$2.4 million (35%) in 2022. This is a purposeful, yet short term, decrease. The county's health insurance consultant recommends a fund balance of between 16%-30% of net claims. Eagle County's net claims have averaged \$7.2 million over the past 5 years, so a fund balance of between \$1.1 million and \$2.2 million is appropriate. The utilization of fund balance in 2020 - 2022 will bring this closer to our targeted balance.
- The Housing Operations fund is budgeted to increase its fund balance by \$204,000 (28%) in 2022. These funds will be used to pay for a portion of The Valley Home Store salaries in 2023.



- The Housing Loan fund is budgeted to reduce its fund balance by \$165,000 (37%) in 2022. The purpose of this fund is to hold existing down payment assistance loans. As loans are repaid, the fund balance (which consists of down payment loans receivable) is reduced and the cash from repayment of loans goes to ECHDA who turns the cash into new down payment assistance loans. Since 2009, all down payment assistance loans have been and will continue to be made by the Eagle County Housing and Development Authority, so we expect that when each of the loans in this fund are repaid, the fund will be closed.
- The Golden Eagle Apartments net position is budgeted to decrease by \$94,000 (66%) to \$47,500. We will carefully watch the performance of this fund and plan to increase revenue or reduce expenditures in the coming years.

# Mill Levy

Each December, the BoCC is tasked with passing a resolution allocating and approving the county's portion of property tax revenue for the following year. The total property tax revenue budget for the various funds is determined by the county mill levy multiplied by the final assessed valuation of property within the county and then reduced by any tax increment financing obligations. The BoCC may redistribute portions of the total 8.499 mills to different funds, as allowed by law, but may not raise the total mill levy without voter approval. Further, as required by voter approval, the Open Space fund must receive 1.5 mills and this cannot be reduced without voter approval.

The following chart shows the county's current mill levy that was approved by the BoCC on December 14, 2021 (the 2022 Mill Levy) as compared to the 2021 Mill Levy.

	2021 Mill Levy	2022 Mill Levy
General Fund	4.485	4.475
Road and Bridge	1.359	1.359
Human Services	1.020	1.000
Open Space	1.500	1.500
Insurance Reserve	0.135	0.165
Total Mill Levy	8.499	8.499
% of Increase		0.00%

- The General Fund's mill was decreased by 0.010 mills to 4.475 mills.
- The Human Services fund mill decreased by 0.020 to 1.000 mills.
- The Insurance Reserve fund mill levy increased by 0.030 mills to 0.165 mills.

## Where Do My Property Taxes Go?

All property tax is collected by the Eagle County Treasurer and then disbursed to taxing districts. A summary of distributions is shown in the graph below:



# Long Range Financial Plan

The purpose of Eagle County's long range financial planning is to help decision makers understand and evaluate the current position of county funds as well as the long-term sustainability of each fund and annual operating budget. It also provides a starting point for future decision making by balancing potential spending needs and projected revenue outlook.

The county's sales taxes have steadily risen due to healthy tourism economy and changes to the nexus relationship requirement regarding where sales tax must be submitted (commonly referred to as the Wayfair Decision). While we expected the COVID-19 pandemic to have significant negative impacts on the county's sales tax revenue, we saw only a slight decline in 2020 and increases since then. Most economists predict a mild recession in the next 2 to 5 years. The set of assumptions below indicate a 10% decline in sales tax revenues in 2024 and then a slow rebound. The exercise of long range planning includes a best case, worst case, and expected case analysis for all revenues.

Our Capital Improvements (CIP) fund financial forecasting model is included below. The CIP fund's primary revenue source is sales tax, which is a volatile source, as well as the relatively minor amounts for interest on investments, contributions from a rental housing project that was funded from this fund, and transfers in from other funds. Projected revenue sources are analyzed utilizing trends as well as economic expectations into the future. After reviewing revenue projections, we reviewed all requested expenditures. The table below shows a summary of all requests that were ranked either as needs, or high or medium priority wants.

Capital Improvements Fund - Long Term Plan (\$1,000's)

	Actual	Actual	Estimated	Budgeted	Projected	Projected	Projected	Projected	Projected
	2019	2020	2021	2022	2023	2024	2025	2026	2027
Revenues									
Sales Tax Revenue	\$ 7,148	\$ 7,017	\$ 8,225	\$ 8,750	\$ 8,750	\$ 7,875	\$ 7,875	\$ 7,954	\$ 8,033
Sales Tax % Growth	14.7%	-1.8%	17.2%	6.4%	0.0%	-10.0%	0.0%	1.0%	1.0%
Other Revenue	\$ 10,093	\$ 372	\$ 22,699	\$ 1,488	\$ 1,250	\$ 1,250	\$ 1,250	\$ 750	\$ 750
Total Revenue	\$ 17,241	\$ 7,389	\$ 30,924	\$ 10,238	\$ 10,000	\$ 9,125	\$ 9,125	\$ 8,704	\$ 8,783
Expenditures									
Needs	\$ 2,317	\$ 2,653	\$ 5,171	\$ 12,706	\$ 15,306	\$ 7,369	\$ 5,284	\$ 5,482	\$ 5,364
Wants - High Priority	\$ 6,873	\$ 7,101	\$ 3,080	\$ 6,012	\$ 3,500	\$ 3,500	\$ 3,000	\$ 3,000	\$ 450
Wants - Medium Priority	\$ -	\$ -	\$ -	\$ -	\$ 1,560	\$ 500	\$ 300	\$ 6,000	\$ -
Total Expenditures	\$ 9,190	\$ 9,753	\$ 8,251	\$ 18,718	\$ 20,366	\$ 11,369	\$ 8,584	\$ 14,482	\$ 5,814
Net use of funds	\$ 8,051	\$ (2,364)	\$ 22,673	\$ (8,480)	\$ (10,366)	\$ (2,244)	\$ 541	\$ (5,779)	\$ 2,970
Beginning Balance	\$ 6,039	\$ 14,090	\$ 11,726	\$ 34,399	\$ 25,919	\$ 15,553	\$ 13,310	\$ 13,851	\$ 8,072
Ending Balance	\$ 14,090	\$ 11,726	\$ 34,399	\$ 25,919	\$ 15,553	\$ 13,310	\$ 13,851	\$ 8,072	\$ 11,042

The results of this long term plan exercise showed that even though some years have more revenue than planned expenditures it is important for decision makers to look at the long-term requests so lower priority projects are not approved instead of saving for future higher priority projects. The plan guides our decisions for the current budget year.

The General Fund financial forecasting model is included below. The three biggest revenue sources are sales tax revenue, property tax revenue and charges for services. Each has different criteria and expectations

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related to future projections. From the expenditure side, the biggest expenditure in the General Fund are salaries and benefits.

General Fund - Long Term Plan (\$1,000's)

	Actual	Actual	Estimated	Budgeted	Projected	Projected	Projected	Projected	Projected
	2019	2020	2021	2022	2023	2024	2025	2026	2027
Revenues									
Property Taxes	\$ 16,312	\$ 15,476	\$ 14,998	\$ 15,608	\$ 15,999	\$ 14,399	\$ 15,119	\$ 13,607	\$ 14,287
Sales & Use Taxes	\$ 13,517	\$ 13,302	\$ 15,519	\$ 16,525	\$ 16,525	\$ 14,873	\$ 14,873	\$ 15,021	\$ 15,171
Charges & Licensing	\$ 10,089	\$ 10,498	\$ 11,902	\$ 10,802	\$ 10,262	\$ 9,236	\$ 9,236	\$ 9,236	\$ 9,236
Average % Growth	9.37%	-1.6%	8.0%	1.2%	-0.3%	-10.0%	1.9%	-3.5%	2.2%
Other Revenue	\$ 16,275	\$ 10,915	\$ 8,263	\$ 7,492	\$ 7,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500
Total Revenue	\$ 56,192	\$ 50,190	\$ 50,681	\$ 50,428	\$ 50,286	\$ 45,007	\$ 45,727	\$ 44,364	\$ 45,195
Expenditures									
Salaries & Benefits	\$ 27,258	\$ 27,492	\$ 26,719	\$ 29,407	\$ 30,877	\$ 29,333	\$ 27,867	\$ 25,080	\$ 26,334
Strategic Priorities	\$ 2,500	\$ 2,500	\$ 6,000	\$ 7,205	\$ 5,000	\$ 5,000	\$ 4,000	\$ 4,000	\$ 5,000
Purchased Services	\$ 5,443	\$ 4,336	\$ 6,296	\$ 6,373	\$ 6,565	\$ 6,761	\$ 6,964	\$ 6,268	\$ 6,456
Other Classifications	\$ 18,540	\$ 12,191	\$ 15,969	\$ 10,699	\$ 11,020	\$ 11,350	\$ 11,691	\$ 10,522	\$ 10,837
Total Expenditures	\$ 53,740	\$ 46,518	\$ 54,984	\$ 53,684	\$ 53,461	\$ 52,445	\$ 50,521	\$ 45,869	\$ 48,627
Net use of funds	\$ 2,452	\$ 3,672	\$ (4,302)	\$ (3,256)	\$ (3,175)	\$ (7,438)	\$ (4,794)	\$ (1,505)	\$ (3,432)
Beginning Balance	\$ 31,565	\$ 34,017	\$ 37,689	\$ 33,387	\$ 30,131	\$ 26,956	\$ 19,518	\$ 14,724	\$ 13,218
Ending Balance	\$ 34,017	\$ 37,689	\$ 33,387	\$ 30,131	\$ 26,956	\$ 19,518	\$ 14,724	\$ 13,218	\$ 9,786

The results of this long term plan exercise showed that when revenue falls, we have some time to look closely at our expenditures, the greatest is staffing. We need to plan our expenditures and balance them with fund balance models. The plan guides our decisions for the current budget year.

# 2022 Budget Process

Planning for the next year's budget is an ongoing process and began in earnest in August 2021 when the county manager's office and the finance department delivered the 2022 budget message.

The finance team met with key stakeholders to discuss short-term factors such as revenue projections, strategic priorities, salary and benefit guidelines and costs, program enhancements, and appropriate use of reserves. In addition, several user groups met to set user fees, allocate staff costs among activities, projects, and grants. In August and September, the county manager's office met with departments to review levels of service and needs. Included in those meetings were discussions regarding the budget process and key budget priorities. Finally, a committee made up of the county manager, chief operations officer, chief strategy officer, chief financial officer, and director of human resources discussed all requests related to personnel. Another committee met to discuss capital improvement project requests.

After all of the information gathered during meetings and workshops was compiled, county manager's office (CMO) reviewed individual budgets and asked for clarification and changes before presenting the initial draft of the budget to the board of county commissioners. In preparation for the initial budget discussion with the BoCC, the budget was made public and input from the public was considered. Public input was accepted through public meetings, telephone conversations, and email correspondence. After several additional discussions between the board of county commissioners, elected officials, county management, and staff, the final budget was presented to the BoCC for its consideration on December 8, 2021 and was adopted on December 14, 2021. The following calendar shows the process.

## 2022 Budget Calendar

Date	Action Item	Participants
July 30	Deliver budget messages, calendar, and forms. Departments can begin input into the New World budget module.	CMO, CFO, Elected Officials, Directors and other staff involved in the budget process.
Aug. 17	<a href="#">Budget Q&amp;A</a> - Training on how to input your budgets.	Finance department. Anyone interested in attending.
Aug. 16 - 27	Meetings to discuss economic trends and revenue forecasting (sales tax, investment earning, building fees, SW&R fees, C&R fees).	Finance department, other departments dependent upon these revenue sources.
<b>Sept. 7</b>	<b>All budgets input into New World. Department input process closes.</b>  <b>All FTE and CIP request forms are due.</b>	<b>All offices and departments</b>
Sept.-Oct.	Review budgets for Strategic Priorities	CMO, strategy leads
Sept. 22	CIP committee meets to discuss requests.	CIP committee
Sept. 29	FTE committee meets to discuss requests.	FTE committee
Oct. 5	Budget Discussion with BoCC	BoCC, CMO, CFO, Elected Officials and Directors
<b>Oct. 15</b>	<b>Submit proposed budget to governing body (CRS 29-1-105) and publish "Notice of Budget" (CRS</b>	<b>CFO</b>

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	<b>29-1-106(1)). Deadline October 15.</b>	
Oct. 18	Budget Discussion with BoCC	BoCC, CMO, CFO, Elected Officials and Directors
Nov. 16	Budget Discussion with BoCC	BoCC, CMO, CFO, Elected Officials and Directors
Dec. 8	2022 Budget Presentation to BoCC and public	BoCC, Elected Officials and Staff
Dec. 14	BoCC adopts the 2022 budget and sets and certifies the County's mill levy.	BoCC, CMO, CFO
Dec. 21	County commissioners to levy taxes and to certify the levies to the assessor.	BoCC, CFO
Jan. 1	Beginning of new fiscal year	All

## Budget Basis

Eagle County uses the modified accrual basis for budgeting. In this budget method, revenues are budgeted when we believe the cash will be received and expenditures are budgeted when the disbursements are made. The receipt of long-term debt proceeds, capital outlays, and debt service principal payments are shown in these budget documents, however no allocations are made for depreciation or amortization expenses. Any items that may be reported as "other financing sources" and "other financing uses" under the GAAP basis of accounting are classified as revenues and expenditures under the budgetary basis of accounting. The modified accrual method of accounting which is used in this budget book differs from the Generally Accepted Accounting Principles (GAAP) method which is used to prepare the county's annual comprehensive financial report, so each year we make a reconciliation between full and modified accrual within the annual comprehensive financial report document.

## Budgetary Level of Control

The level of budgetary control is at the fund level. No spending agency may expend, or contract to expend, any money in excess of the amount appropriated in the budget resolution. Administratively, operating budgets are controlled at the classification level. Departments can appropriate dollars between classifications with the approval of the finance director.

## Budget Amendments

Throughout the year, the budget may be amended from time to time based upon unforeseen circumstances or new opportunities. Departments may submit a request to amend their budgets to the chief financial officer. The chief financial officer reviews all budget amendment requests and then presents them to the board of county commissioners for its approval. Any amendment to the Eagle County budget is consummated through resolution at a public meeting.

# Statistical and Supplemental Data

The purpose of this section is to explain how Eagle County is governed and to highlight the Eagle County community, its demographics and economy.

## Form of Government

Eagle County is governed by a three member board of commissioners. The commissioners are elected at large to four-year staggered terms and are limited to serving three terms. Each must live in the geographic district for which he or she is running. Eagle County is separated into three districts.

The BoCC is charged with the responsibility of governing the county by complying with the Colorado Revised Statutes, adopting local ordinances, adopting an annual budget, and establishing local annual property tax rates. The BoCC also has the authority to call bond referendums, enter into contracts, and establish new programs. The board of county commissioners sets the strategic goals for Eagle County and appoints the county manager, county attorney, and members of various boards and commissions.

### Current Eagle County Commissioners

The current commissioners from Left to Right: Kathy Chandler-Henry, Jeanne McQueeney, and Matt Scherr.



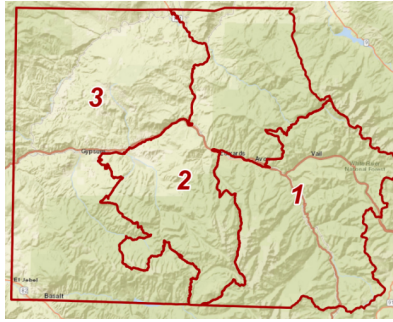
Kathy Chandler-Henry represents District 2 and was appointed in July of 2013 and ran in 2014 to fill the final 3 1/2 years of a previous Commissioner's term. She was elected to her second four-year term in 2020. Kathy is the county's representative to the Water Quality/Quantity Committee, Ruedi Reservoir Water and Power Authority, the EGE Air Alliance, and the Colorado River Water Conservation District Board of Directors. She is Vice President of the National Association of Counties' Public Land Steering Committee, and Treasurer of Colorado Counties, Inc.

Jeanne McQueeney represents District 3. Her term began on January 3, 2015. She was re-elected on November 6, 2018 to serve her second term. Jeanne represents Eagle County on the Northwest Colorado Council of Governments, the Eagle County Regional Transportation Authority, and the Golden Eagle Elderly Housing Corporation. Jeanne also serves as the chair of the Roaring Fork Transportation Authority and was appointed by the governor to the Early Childhood Leadership Commission in 2016.

Matt Scherr represents District 1 and was appointed in February of 2019 to fill the final two years of the term. He was elected to his first four-year term in 2020 and is the current Chair. Matt represents Eagle County on regional transit solutions through the I-70 Coalition and on climate issues through the Rocky Mountain Climate Organization and Colorado Communities for Climate Action.



This map outlines, in red, the three districts that the commissioners represent.



### Other Elected Officials

The last election was held November 3, 2020. The current elected officials are:

Mark Chapin, Assessor

James Van Beek, Sheriff

Regina O'Brien, Clerk and Recorder

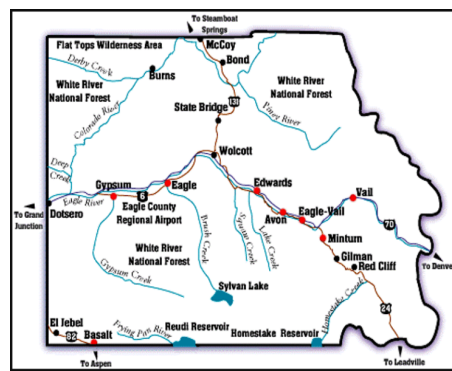
Kelly L. Miller, Surveyor

Kara Bettis, Coroner

Teak J. Simonton, Treasurer/ Public Trustee

## Geography

Eagle County is located in the Rocky Mountains of Colorado. It was named after the Eagle River, which runs through the county. The highest elevation is 14,011 feet, the summit of Mount of the Holy Cross. According to the U.S. Census Bureau, the county has a total area of 1,694 square miles. The county includes the following towns: Avon, Basalt, Eagle, Gypsum, Minturn, Red Cliff and Vail.



## Community Profile

### History

The Ute Indians claimed Eagle County lands for summer hunting and fishing grounds before Europeans explored the area. The first reliable account of European presence in the Eagle River Valley was in 1840 when Kit Carson guided the Fremont party through the region.

Fortune hunters and settlers scoured the state, striking lead carbonate ore in Leadville in 1874. The strike brought many prospectors to the valley, and by 1879 a permanent camp was established and the town of Red Cliff was born. Eagle County was carved from Summit County by the Colorado legislature in 1883 and Red Cliff, named for the surrounding red quartzite cliffs, was the first county seat. The county government moved west to the town of Eagle in 1921 where it remains today.



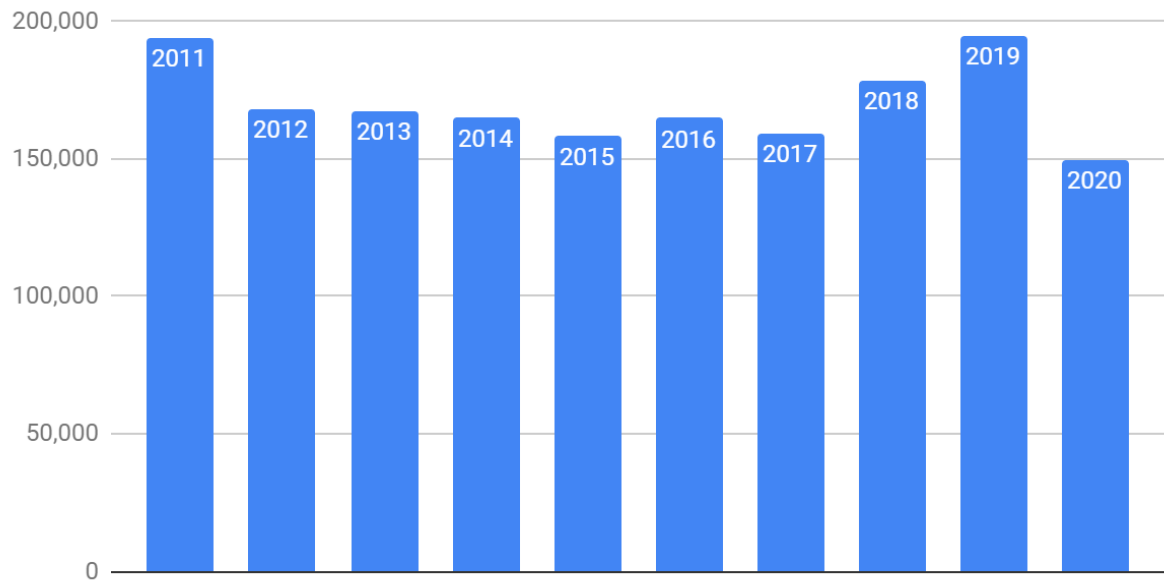
The evolution of Vail from a quiet sheep pasture to an international resort is credited to the famous 10th Mountain Division ski troops who were introduced to the valley while training at Camp Hale in the 1940s. Following World War II, a group of former Army buddies returned to the Gore Creek Valley to fulfill their collective dream of developing a ski resort. Vail later emerged as a ski giant and the county has flourished ever since.



Today  
Outdoor enthusiasts continue to travel to Eagle County from around the world. Eagle County is home to world renowned ski resorts and golf courses. Eagle County Regional Airport transports visitors to the county. The airlines provide seasonal non-stop flights from major cities such as: Atlanta, Chicago, Dallas/Fort Worth, Houston, Miami, New York, Philadelphia, Salt Lake City, San Francisco and Los Angeles. The pandemic did have an impact on tourists traveling to the county and enplanements were down 23% from 2019.

### Eagle County Regional Airport Enplanements

Source: Eagle County Region Airport



## Demographics and Economics

Eagle County is one of 64 counties in Colorado. County governments serve both urban and rural areas. They are an administrative branch of government and exist to administer government programs at a local level. No county is the same. Here is a comparison of similar counties in Colorado to Eagle County.

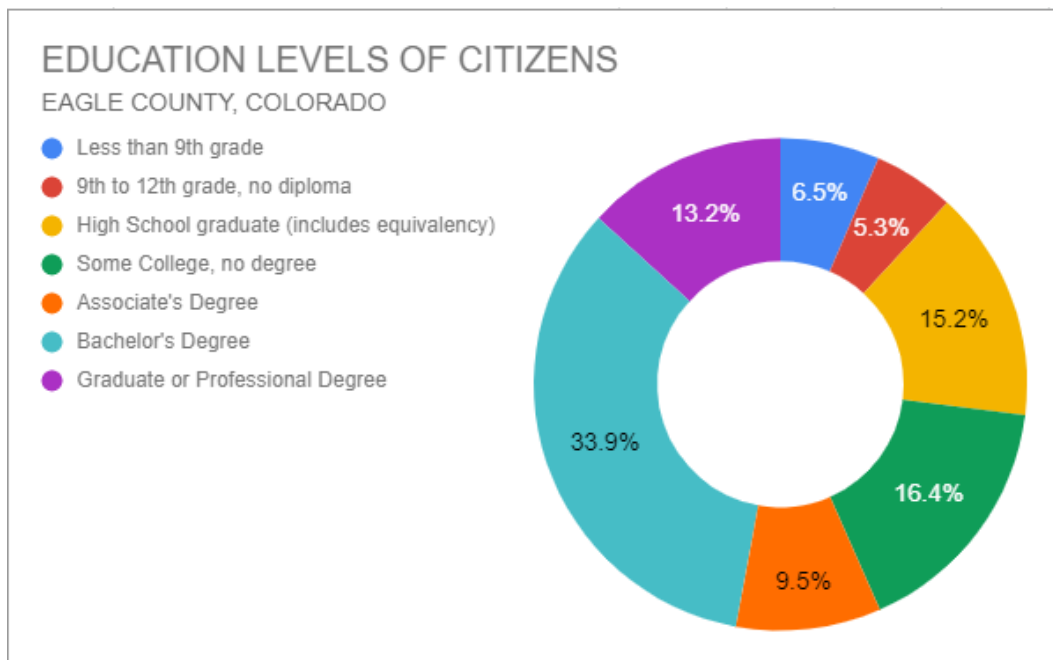
COLORADO COUNTY BUDGET COMPARISON 2021			
	<u>Eagle</u>	<u>Garfield</u>	<u>La Plata</u>
Total Population	55,127	60,061	56,221
Population % Change 2010- 2019*	0.20%	0.49%	-0.16%
*2020 not yet published			
Total FTE (2020 ACFR)	519	504	419
Total FTE (2021 Budget)	511	496	421
Total Budgeted Revenues (2021 Approved) All Funds	132,457,205	91,394,398	85,730,807
Total Budgeted Expenditures (2021 Approved) All Funds	133,606,521	101,724,434	115,202,100
Total Budgeted Revenues (2021 Approved) General Fund	43,025,512	51,342,371	40,518,395
Total Budget Expenditures (2021 Approved) General Fund	44,892,858	53,798,478	53,428,160
Source: <a href="https://www.colorado-demographics.com/counties_by_population">https://www.colorado-demographics.com/counties_by_population</a> , <a href="https://www.census.gov/quickfacts">https://www.census.gov/quickfacts</a> , respected Counties ACFR			

Eagle County has a population of just over 55,000. As of July, 1 2019 there were a total of 33,174 housing units and 18,171 households. These numbers have not yet been published for 2020.

EAGLE COUNTY, COLORADO DEMOGRAPHIC STATISTICS LAST 5 FISCAL YEARS					
	2016	2017	2018	2019	2020
Population Total	53,989	54,772	54,993	55,127	55,127
Percent Change	2.0%	1.5%	0.4%	0.2%	0.0%
Population Change	1068	783	221	134	134
Median Age	36.7	37	37.4	36.5	37.8
School Enrollment	6,901	6,956	6,863	6,841	6,692
Percent Change	5.4%	0.8%	-1.3%	-0.3%	-2.2%
Labor Force	33,651	36,504	36,207	37,073	35,708
Percent Change	2.3%	8.5%	-0.8%	2.4%	-3.7%
Unemployment Rate					
Percentage	2.8%	2.3%	2.7%	2.2%	9.5%
Vehicle Registration	59,378	59,759	60,080	67,272	65,896
Percent Change	4.02%	0.64%	0.54%	11.97%	-2.05%
Median Household Income	\$ 79,600	\$ 80,600	\$ 83,803	\$ 84,685	\$ 90,365
Percent Change	2.6%	1.3%	4.0%	1.1%	6.7%
Sources: Demographic Section of the Colorado Division of Local Government and Labor Market Services, U.S. Census and other statisticals School enrollment obtained from Eagle County School District Admin Offices for entire County Area Median Income based on household size of three from Housing and Urban Development					

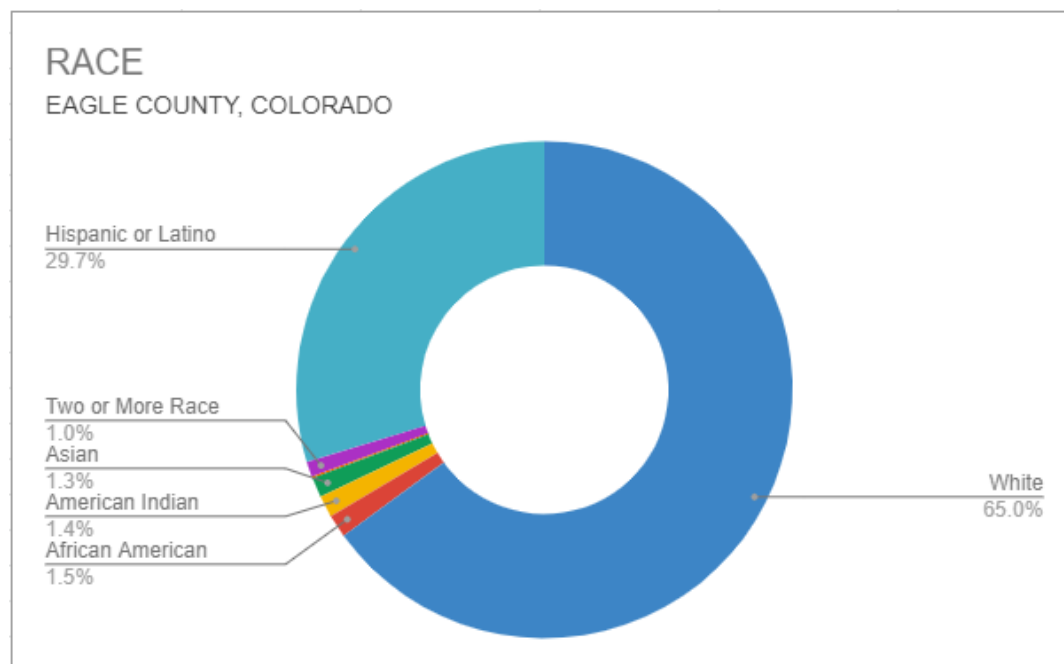
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The education level statistics were compiled from the US Census Bureau through 2019. This survey polled the population 25 years of age or older.



Source: <https://factfinder.census.gov>

The racial makeup of Eagle County residents is shown below.



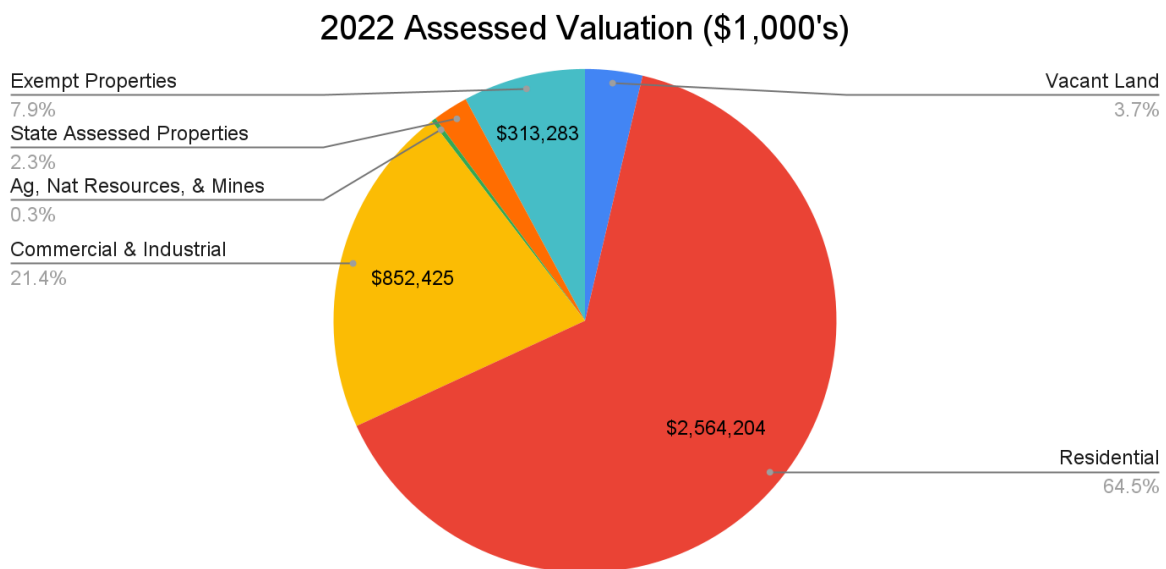
Source: <https://factfinder.census.gov>

## Economics

Eagle County has a gross assessed valuation of \$3.8 billion across all types of property. Its largest taxpayers are shown in the table below.

2021 LARGEST PROPERTY TAX PAYERS EAGLE COUNTY, COLORADO			
<u>Taxpayer</u>	<u>Type of Business</u>	<u>2020 Assessed Valuation</u>	<u>% of Total Assessed Valuation</u>
Vail Corp.	Skiing and Real Estate Development	\$ 77,869,840	2.03%
DiamondRock Vail Owner, LLC	Lodging Industry	42,688,980	1.11%
Ashford BC LP	Real Estate Development	34,018,440	0.89%
EX Vail LLC	Real Estate Development	33,229,600	0.87%
Union Pacific Corp.	Railroad	28,646,250	0.75%
Arrabelle at Vail Square	Lodging Industry	26,973,770	0.70%
Vail Hotel Partners LLC	Real Estate Development	24,939,990	0.65%
Vail Associates Inc	Skiing and Real Estate Development	24,543,890	0.64%
Public Service Co. of Colorado (XCEL)	Utility	19,045,700	0.50%
Holy Cross Electric Assoc. Inc.	Utility	18,791,700	0.49%
Total Assessed Valuation for 10 Largest Taxpayers		<u>330,748,160</u>	<u>8.62%</u>
Total Assessed Valuation for All Other Taxpayers		<u>3,508,014,570</u>	<u>91.38%</u>
		<b><u>\$3,838,762,730</u></b>	<b><u>100.00%</u></b>
Source: Eagle County Assessor's Office			

The majority of the property valuation in Eagle County is residential property as shown in the chart below.



# Budget Approval Resolution

Commissioner McQueeney moved adoption  
Of the following Resolution:

**BOARD OF COUNTY COMMISSIONERS  
COUNTY OF EAGLE, STATE OF COLORADO**

**RESOLUTION NO. 2021- 106**

**RE THE MATTER OF THE ADOPTION OF THE BUDGET AND  
THE MAKING OF APPROPRIATIONS FOR THE COUNTY OF EAGLE, STATE OF  
COLORADO, FOR FISCAL YEAR 2022.**

**WHEREAS**, C.R.S. § 29-1-103, as amended, requires the Board of County Commissioners of the County of Eagle, State of Colorado (hereinafter the "Board"), to adopt a budget setting forth the expenditures of the various county offices, departments, boards, commissions, and other spending agencies for fiscal year 2022, beginning January 1, 2022, and ending December 31, 2022; and

**WHEREAS**, a public hearing on the proposed 2022 budget for the County of Eagle was held December 8, 2021; and

**WHEREAS**, pursuant to public notice duly published in accordance with C.R.S. § 29-1-106, as amended, the proposed 2022 budget for the County of Eagle has continuously been open for public inspection from December 1, 2021; a public hearing was held December 8, 2021, before the Board to consider the adoption of the subject 2022 proposed budget; and interested taxpayers were and have continuously been given the opportunity to file or register any objections to the subject proposed 2022 budget; and

**WHEREAS**, the Board has made provisions within the 2022 budget for the County of Eagle for revenues including unappropriated fund balances in an amount equal to or greater than the total proposed expenditures set forth within the subject 2022 budget; and

**WHEREAS**, C.R.S. § 29-1-108(2) requires the Board to enact a resolution making appropriations for fiscal year 2022 in accordance with the adopted 2022 budget for the County of Eagle; and

**WHEREAS**, all legal requirements have been fully complied with and performed in the premises.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY  
COMMISSIONERS OF THE COUNTY OF EAGLE, STATE OF COLORADO:**

**THAT**, the total amount of One Hundred Sixty Seven Million, Three thousand, Three Hundred Three dollars (\$167,003,303) is the amount of the proposed revenues, including

unappropriated fund balance, and expenditures for the County of Eagle, State of Colorado, fiscal year 2022.

**THAT**, the Board hereby adopts as the budget of the County of Eagle, State of Colorado, for the 2022 fiscal year the 2022 proposed budget considered and approved, with any amendments so noted, by the Board on December 8, 2021, in the total aforesaid amount of One Hundred Sixty Seven Million, Three thousand, Three Hundred Three dollars (\$167,003,303) for the specific purposes, functions, restrictions and amounts identified during the various public budget meetings/hearings referred to hereinabove, and the various working documents associated therewith, including specifically Board approval as shown on the budget system printout dated December 8, 2021.

**THAT**, the Board hereby appropriates to the various county funds, and for the various county offices, departments, commissions, boards, and other spending agencies, the following amounts for the specific purposes, functions, restrictions and amounts identified in the adopted 2022 budget for the County of Eagle and associated working documents, and during the various public budget meetings/hearing referred to hereinabove:

General Fund:	\$ 53,683,639
Special Revenue Funds:	
Road and Bridge Fund	\$ 9,674,298
Human Services Fund	\$ 9,144,161
Offsite Road Improvements Fund	\$ 1,000
ECO Transit Fund	\$ 13,459,428
ECO Trails Fund	\$ 1,679,729
Airport Fund	\$ 6,861,630
Conservation Trust Fund	\$ 99,100
800 MHz Fund	\$ 450,310
Emergency Reserve (TABOR) Fund	\$ -
Public Health Fund	\$ 7,516,068
Mental Health Fund	\$ 856,500
Housing Loan Fund	\$ 165,000
Housing Operations Fund	\$ 4,027,664
Workforce Housing Rentals Fund	\$ 406,743
Open Space Fund	\$ 2,012,623
Capital Improvements Fund	\$ 18,718,335
Enterprise Funds:	
Landfill Fund	\$ 5,702,145
Internal Service Funds:	
Fleet Fund	\$ 9,110,568
Insurance Reserve Fund	\$ 1,154,893
Health Insurance Fund	\$ 10,239,680



Blended Component Units:

Eagle County Housing and Development Authority	\$	897,164
The Valley Home Store	\$	388,959
Lake Creek Village Apartments	\$	3,981,438
Eagle County Air Terminal Corporation	\$	5,000,896

Custodial Fund

Public Trustee	\$	127,723
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Discretely Presented Component Units:

E911 Authority	\$	1,256,107
Golden Eagle Elderly Housing Corporation	\$	387,502

**Total Appropriations for all Eagle County Funds**      **\$ 167,003,303**

**THAT**, pursuant to C.R.S. § 29-1-113, the Eagle County Budget Administrator, is hereby requested and directed to immediately transmit a copy of this Resolution to the officer or employee of the County of Eagle whose duty it is to draw warrants or orders for the payment of money.

**THAT**, pursuant to C.R.S. § 29-1-113, the Eagle County Budget Administrator, is hereby further requested and directed to file an original or certified copy of this Resolution with the Division of Local Governments in the Department of Local Affairs.

**THAT**, the adopted 2022 budget and the 2022 appropriations made as set forth in this Resolution are to be read as one comprehensive and integrated document. In no event shall a county office, department, commission, board, or spending agency expend or contract to expend any money; or incur any liability; or enter into any contract which, by its terms, involves the expenditure of money for any purpose for which provision is made in this Resolution, associated working documents and the related public budget meetings/hearings, which is in excess of the amounts appropriated in this Resolution for such office, department, commission, board or other spending agency, and/or purpose; nor which involves the expenditure of money inconsistent with the purposes, functions, restrictions, clarifications and/or specified monetary amounts as detailed and set forth within this Resolution, associated working documents and the related public budget meetings/hearings; nor which involves the expenditure of money for any purpose which is not identified within the aforementioned; unless prior to such expenditure the county office, department, commission, board or spending agency has presented the same to the Board, and the Board duly approves such expenditure in accordance with applicable law.

**THAT**, the Board hereby declares to be the legislative intent that the several provisions of this Resolution shall be severable, in accordance with the provisions set forth below:

If any provision of this Resolution is declared to be invalid by a decision of any court of competent jurisdiction, it is hereby declared to be the legislative intent that:

- a. The effect of such decision shall be limited to that provision or provisions which are expressly stated in the decision to be invalid; and
- b. Such decision shall not affect, impair, or nullify this Resolution as a whole or any other part thereof, but the rest of this Resolution shall continue in full force and effect.

**THAT**, this Resolution is necessary for the public health, safety and welfare of the County of Eagle, State of Colorado.

**MOVED, READ AND ADOPTED** by the Board of County Commissioners of the County of Eagle, State of Colorado, at its regular meeting held the 14th day of December, 2021.

ATTEST:

DocuSigned by:  
Regina P'Brien  
Clerk to the Board of  
County Commissioners



By:

COUNTY OF EAGLE, STATE OF  
COLORADO, By and Through Its  
BOARD OF COUNTY COMMISSIONERS

DocuSigned by:  
Matt Scherr  
Matt Scherr  
County Commissioners Chair

DocuSigned by:  
Jeanne McQueeney  
Jeanne McQueeney  
Commissioner

Absent

Kathy Chandler-Henry  
Commissioner

Commissioner Scherr seconded adoption of the foregoing resolution. The roll having been called, the vote was as follows:

Commissioner Scherr	Aye
Commissioner McQueeney	Aye
Commissioner Chandler-Henry	Absent

This Resolution passed by 3/0 vote of the Board of County Commissioners of the County of Eagle, State of Colorado.



# Financial Policies



## **EAGLE COUNTY GOVERNMENT Financial Management Policies**

Prepared By the Eagle County Finance Department  
For the Eagle County Board of County Commissioners 6/16/2015

### **I. SUMMARY OF FINANCIAL POLICIES AND GOALS**

#### **A. Overview**

The Financial Management Policies for Eagle County Government (the County) serve multiple purposes, including, but not limited to: 1) formalizing the Board of County Commissioner's policy direction regarding financial management, 2) helping ensure that the County continues to be transparent and "exemplary stewards of the public trust", 3) maintaining and enhancing the sound fiscal condition of the County, 4) facilitating communications and expectations between Commissioners, various elected and appointed officials, County staff and constituents, 5) documenting the organization's responsibilities for safeguarding assets, verifying the accuracy of financial data, promoting operational efficiency and ensuring adherence to prescribed policies and compliance with federal and state regulations, 6) ensuring that appropriate reviews, monitoring, and approvals take place, and 7) setting a tone within the organization for ethical conduct and integrity. Periodic reviews and updates of the policies shall be conducted as needed. As circumstances change, it is anticipated that existing financial policies will need to be modified.

#### **B. Ethics and Principles**

The Board of County Commissioner's (referred to also as BoCC and the Board) is committed to the highest standards of conduct in the performance of its public duties. Individual and collective adherence to high ethical standards by public officials is central to the maintenance of public trust and confidence in government. The BoCC expects all elected officials, appointed officials, and staff to apply the following principles while adhering to the financial policies:

- Promote decisions with the public's interest in mind.
- Actively promote public confidence in Eagle County Government.
- Faithfully comply with all laws, regulations, and policies applicable to the County.
- Effectively manage and safeguard all funds and County assets that are your responsibility.
- Maintain a respectful attitude toward the public, employees, elected officials, colleagues, and associates.
- Cooperate effectively with other governmental agencies, political subdivisions, and all other organizations in order to further the public interest of the County.

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- Engage only in outside interests which are compatible with the impartial and objective performance of public duties. Any activities which may not be compatible regarding a specific duty or issue should be disclosed immediately.

In addition, the finance department adheres to the Code of Professional Ethics of the Government Finance Officers' Association (GFOA), which is included in Section XI of this document. Refer to the "Eagle County Employee Handbook" for a more detailed discussion of standards of conduct and conflicts of interest.

## II. ORGANIZATION and RESPONSIBILITIES

### A. Organizational Basis

Legally, the County is an extension of Colorado State government (the State). The State legislature promulgates a significant number of statutes, and the executive branch imposes regulations affecting County government. Many of these statutes and regulations either specifically establish County policy or limit the BoCC's flexibility in establishing County policy.

### B. Financial Reporting Entity

The reporting entity of Eagle County Government consists of (a) the primary government, i.e. the County itself; and (b) organizations for which the County is financially accountable. The County is considered financially accountable for a legally separate organization if it has some operational control and financial accountability, or there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the County. Consideration is also given to other organizations that are fiscally dependent, i.e. unable to adopt a budget, levy tax, or issue debt without approval of the County. Organizations for which the nature and significance of their relationship with the County are such that exclusion of their financial statements would cause the reporting entity's financial statements to be misleading or incomplete are also included in the County's reporting entity.

#### Blended Component Units

Blended component units of the County include: 1) Eagle Lease Financing Corporation, which, for reporting purposes, is part of the County and included in the Joint Maintenance Service Center debt service fund, 2) Eagle County Justice Center Financing Corporation, which, for reporting purposes, is included in the primary government because it is fiscally dependent upon the County and provides financing solely for the County and is therefore included in the Justice Center Finance Authority capital projects fund, 3) Eagle County Air Terminal (ECAT) which is reported as an enterprise fund, as the County may be financially accountable, further, upon payment in full of all issued bonds and other obligations the Corporation will be dissolved and ownership of the terminal, along with all remaining assets, will be transferred to the County, 4) Eagle County Housing and Development Authority (ECHDA) which is reported as an enterprise fund, as the County may be financially accountable. ECHDA is charged with increasing the supply of housing that is affordable to low income individuals and families who live or work in Eagle County. ECHDA operationally manages all housing projects the County is associated with, including Lake Creek Village, Golden Eagle Elderly Housing, Riverview Apartments and Seniors on Broadway. ECHDA is the sole member of Lake Creek Village, LLC.

#### Discretely Presented Component Units

Discretely presented component units of the County include: 1) Lake Creek Affordable Housing Corporation, for which the Board of County Commissioners is responsible for appointing four members of the seven-member board, 2) Golden Eagle Elderly Housing Corporation, for which the Board appoints the Corporation's board and can impose its will on the Corporation, and 3) Eagle County Emergency Telephone Service Authority (E 911), for which the Board appoints the Authority's board members.

#### Other Related Entity

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The Public Trustee is a State statutorily-mandated position, appointed by the Board, but whose financial transactions are independent of the County. However, all expenditures and associated funding transactions related to the operations of the County Office of the Public Trustee are included in the general fund of the County, except those required to be accounted for in a custodial fund.

**C. Board of County Commissioners**

Eagle County is governed by a three-member board of commissioners. The commissioners are elected at large to four-year staggered terms. The Board is the County government's main policy-making body and serves in an administrative, budgetary, and, at times, a quasi-judicial capacity. The BoCC, in conjunction with the County manager, establishes all policies, including the financial policies of the County, which are reviewed and revised as needed.

The BoCC believes that all County officials will derive significant benefits from adherence to these financial policies. The Board also believes that this financial policy manual is consistent with the requirements of the "Local Government Budget and Accounting Laws" (C.R.S. Title 29: Article1, parts 1, 5,6).

The BoCC authorizes the County manager to take any and all necessary disciplinary actions to assure compliance with these policies by directors. The Board requires the County manager to inform the Board regarding noncompliance with these policies by elected or appointed officials and staff.

**D. County Manager**

The County manager serves at the pleasure of the Board of County Commissioners. The County manager is generally responsible for providing administrative support to the BoCC and for providing direction and interpretation of Board policies to the County departments/offices.

The County manager is directed by the BoCC to oversee the execution of these financial policies which have been established and adopted by the Board. Additionally, the County manager is designated as the official "Budget Officer" by the Board.

**E. Finance Director**

The finance director, appointed by the County manager, is responsible for providing administrative and operational support, control, and direction for the management of the County's finances to the Board, the County manager and all County departments/offices.

The finance director will develop all appropriate procedures and practices necessary to implement the financial policies established by the BoCC. In establishing procedures and practices, the finance director must comply with Generally Accepted Accounting Principles (GAAP), Government Accounting Standards Board (GASB) pronouncements, direction from the external auditor, direction from the State auditor, direction from the State Department of Local Affairs, other various pertinent agencies, and all relevant State and Federal statutes.

**F. Department Directors**

Department directors, appointed by the County manager, and elected officials, elected by citizens of Eagle County, are responsible for complying with all financial policies as described in the policy manual. Department directors and elected officials are also responsible for holding their respective staff accountable for compliance with the financial policies.

**III. BUDGET**

**A. Budget Preparation**

Budget Development Purpose Statement

The budget is to be developed with the participation of all departments and elected offices and

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with their commitment to meet the needs and expectations of County citizens, as aligned with the Board's strategic plan, while maintaining efficiency and effectiveness.

#### Relationship to Goals and Objectives

The County's annual strategic planning document identifies many of the goals and objectives that are considered in the development of the budget. Implementation of this vision directly supports the purpose statement of our organization. In addition, the BoCC's "Strategic Priorities" are used by many departments as a guide in developing their "Work Plans", from which a portion of their budgets are based.

#### Budget Philosophy

The BoCC's short and long term goals are the cornerstone of the budget. The budget is a financial plan which attempts to enhance and diversify revenues and minimize expenditures consistent with maintaining routine services and capital investments. Tools used include detailed budget proposals, long range financial projections and the Capital Improvements Plan. The finance department is responsible for preparing annually, and issuing to directors and elected officials, a budget preparation guide which shall include specific BoCC policy and detailed procedures for preparing each year's budget. Eagle County practices the concept of "modified zero-based" budgeting which guides department directors and elected officials to budget only what they know they need for the fiscal year, as to not budget excess funds in their budgets that are not expressly needed at the time the budget is adopted. This budgeting philosophy prevents the "fluffing" of budgets with contingency funds and the subsequent expenditure/expense of funds that otherwise might be saved. Due to this modified zero-based budgeting concept, the County has in place a supplemental process that allows department directors and elected officials the opportunity, several times during the year as needed, to adjust and amend their budgets when situations and/or circumstances arise that require additional funding.

#### Budget Policy

The policies for the County budget comply with Local Government Budget Law of Colorado as outlined in Colorado Revised Statutes (C.R.S.) Title 29: Article 1, Budget and Services: Part I. for preparation, consideration, adoption, execution, and audit procedures. The budget policies apply to all departments of Eagle County Government. Annually, the BoCC has the authority and responsibility to adopt and oversee implementation of a budget approving the use of public funds for the operation of all County departments. Eagle County's fiscal year runs from January first through December thirty-first.

Pursuant to C.R.S. Title 29: Article 1, the County manager is the designated Budget Officer for the BoCC. The County manager, or his designee, shall present a recommended budget, including the mill levy distribution and budget, for BoCC consideration and approval no later than December 15th of each year. The budget is presented after working with all elected officials, constitutional officers, and department directors on behalf of the BoCC to prepare the recommended budget.

#### County Property Tax Revenue Budgeting

The Eagle County assessor is responsible for discovering, listing, classifying, and valuing all property within the County and follows state laws when meeting these responsibilities. The assessor's office publishes final property valuations for each fiscal year in November. These values are used to levy property tax that is to be collected by the County, schools, towns, and several special districts in the County that provide local services. All of the revenue generated by property taxes stays within the County. Property taxes do not support State services.

Each December, the BoCC is tasked with passing a resolution allocating and approving the County's portion of property tax revenue for the following year between various County funds. Total property revenue budget for the various funds is determined by a set County mill levy multiplied with the final assessed valuation of property within the County and then reduced by any tax increment

financing obligations. The BoCC may redistribute portions of the total 8.499 mills to different funds, as allowed by law, but may *not* raise the total mill levy without voter approval. Further, as required by voter approval, the Open Space fund must receive 1.5 mills and this cannot be reduced without voter approval.

The County finance department is responsible for collecting and compiling mill levy certifications for the County itself, as well as all towns, school districts, and special districts within the County. The report is presented to the public in December during a public BoCC meeting. The BoCC is not responsible for approving these certifications, but is only required to compile and present the information and then submit to the State Department of Local Affairs by December 22 of each year.

#### Balanced Budget Guidelines

Each fund is balanced separately. Unless specifically authorized by the BoCC, expenditures will be equal to or less than the revenues for each fund. In cases where expenditures exceed revenues, sufficient reserves must be available to cover the deficit, or a transfer from another fund must be approved by the BoCC. If sufficient reserves and/or a transfer from another fund is not available, essential services will receive first priority for funding. Subsequently, low-priority services will be identified for reduction or elimination. Long range financial projections are prepared for major funds and analyzed to assure that impacts of the proposed budget are fiscally sound in future years.

#### Strategic Plan Alignment

Every year the BoCC adopts and/or renews the County-wide strategic plan and their "Strategic Priorities". The strategic plan outlines the goals and objectives for the County for the budget year. The "Strategic Priorities" indicate the categories of programs that the BoCC will consider supporting as they relate to the strategic plan. The recommended budget shall, to the extent possible and based on available resources, be consistent with the goals and objectives of the BoCC adopted strategic plan and the "Strategic Priorities".

#### Fund Balances

In accordance with government accounting standards, the County reports the extent to which it is bound to honor constraints on the specific purposes for which amounts in the fund can be spent. The County does this by establishing, in accordance with GASB pronouncement 54, five different components of fund balance. They are:

- Nonspendable fund balance
- Restricted fund balance
- Committed fund balance
- Assigned fund balance
- Unassigned fund balance

The last three components together comprise "unrestricted fund balance" and are available for reserves and therefore considered in the reserve policies.

#### Reserve Requirements Policy

Each fund will maintain a sufficient "unrestricted fund balance"; to assure adequate cash for working capital and for possible catastrophes, to generate investment revenue, to avoid short term interest expenses, and to ensure good standing with credit agencies. A reserve is to be maintained for each fund at a level designated by the BoCC through resolution and as either a dollar amount or a percentage of the annual operating appropriation total of that fund. This reserve may be used at the BoCC's discretion during times of difficult economic conditions and/or for emergencies as recognized by the BoCC. If the reserve for any of these funds drops below the designated level, a plan for re-establishing the reserve will be developed and approved by the BoCC.

#### General Fund Reserves

The recommended budget for the general fund will set aside “committed funds” in reserve, as determined in an annual risk-based analysis of reserve requirements prepared by the finance department. The analysis will be prepared based on the GFOA “Triple A” model for assessing risk. In addition, the general fund budget will contain contingency funds for unexpected operational demands as a separate line item. The BoCC must authorize, during supplemental appropriations, any subsequent use of these funds from the general fund contingency line item. The budget is transferred to the appropriate department and line item account upon approval, thereby increasing the appropriation level of the department and allowing the expenditure of previously reserved funds in the proper account line item. Individual general fund departments/offices will not budget departmental reserves or contingency funds.

#### TABOR Emergency Reserves

An emergency reserve as required by Article X, Section 20 of the Colorado Constitution Amendment One, is maintained in a separate fund. These funds may only be used in the case of a “declared emergency” and under an amendment enacted in November 1992 - emergencies must be officially declared and then refunded to the emergency reserve fund within 180 days after the emergency ends.

#### Other Fund Reserves

Reserves for other funds will vary as appropriate to the fund and will be approved annually by the BoCC as a part of the budget process. Recommended reserve requirements for these funds will be made by the finance department after consultation with the appropriate department director.

#### Capital Improvement Fund Budget and Three-Year Capital Plan

The recommended budget shall include a capital budget and a three-year capital plan with a balanced financial base for renewal, replacement, and new projects. The recommended capital budget and capital plan shall be adequate to maintain capital assets at a level sufficient to protect infrastructure and minimize future maintenance and replacement costs. The capital improvement project (CIP) requests are reviewed and updated quarterly by a committee appointed by the County manager. The CIP committee will make recommendations to the BoCC for their consideration. Capital improvement projects are funded by sales tax revenue dedicated for capital and other revenues as deemed appropriate by the BoCC and consistent with State law. CIP funds should be used to create and maintain tangible assets owned by or to be owned by Eagle County Government. The adopted CIP plan authorizes expenditures for each specific project. Additions, deletions, or cost changes of projects in the adopted CIP budget require BoCC and County manager approval. The CIP plan will identify ongoing operating requirements associated with each capital project. If a capital request is approved in the budget process, the operating budget will reside in the appropriate department assigned to oversee the project, i.e., facilities for buildings, fixtures, furniture; IT for technology solutions; fleet for vehicle replacement, etc. Capital project budgets should include all costs and expenditures associated with the completion of the project.

#### Position Control

The recommended budget shall include a total number of recommended permanent, full-time equivalent (FTE) positions by classification for each department. Grant-related positions which do not require County matching dollars still must be approved by the BoCC prior to the hiring of any FTE. Further information on recruitment and new FTE policies are available on the Eagle County intranet and are maintained by the human resources department

#### Performance Pay, Market Adjustments, and Benefits

The recommended budget shall include, to the extent possible and based on available resources, merit pay adjustments for employee performance pay, market adjustments and/or benefit adjustments. Performance pay is based on an assessment of actual employee performance pursuant to the Eagle County Personnel Manual and the compensation procedures as outlined and maintained by the human resources department. The complete compensation policy can be found under the human resources page on the Eagle County intranet.



### Revenues and Resources

The recommended budget shall include revenue and resource estimates that balance with proposed expenditure appropriations.

Property tax rates and distributions are estimated and allotted pursuant to Article X, Section 20 of the Colorado Constitution Amendment One. The allocation of property tax to separate County funds is based upon statutory requirements and/or revenue required to meet program needs. As mentioned above, the mill levy rate may be adjusted by fund depending on assessed values, program needs, and upon approval by the BoCC.

- Sales Tax Revenues are estimated on an aggregate basis for five years beyond the current budget year. Sales taxes shall be estimated using a combination of projections for sectors of the economy that produce sales tax and an analysis of past sales tax performance and current economic factors.
- Grants, Fees, and Other Revenue estimates are determined by individual departments with assistance from the finance department. Departments are responsible for meeting those budgets. Block grants and categorical grants will be tracked in separate cost centers.
- Beginning and ending fund balance and available resources for each County fund are estimated by the finance department based on projected actual expenditures and revenues of the previous and current fiscal years.
- All revenues are forecast for the current year, plus an additional five years, by the finance department. These forecasts are based on assumptions that are vetted with a Board-appointed Financial Advisory Board consisting of prominent citizens with various business and professional expertise.
- Upon BoCC approval, the general fund will recover the costs of providing services to County proprietary and special revenue funds. The recommended budget shall use the most current "full-cost" allocation plan to estimate the value of those services. The BoCC then sets inclusionary policies that may decrease the allocable costs charged to those funds receiving cost benefits from the County general fund.

### Legislative Consideration and Adoption

The BoCC approves the budgeted level of expenditures for each fund. The budgets of all elected officials reside in the general fund, but are adopted at the department level within the fund. At any point prior to adoption, the BoCC may revise the recommended budget, pursuant to available resources and the requirements of state law. Elected officials and department directors shall have an opportunity to present any disagreement with the recommended budget to the County manager and then to the BoCC prior to budget adoption.

**Budgetary Basis of Accounting** – The County budget is adopted on a basis consistent with Generally Accepted Accounting Principles (GAAP) as applicable to governments. County funds reflect the modified accrual basis of accounting in which budgeted revenues are recorded when they become measurable and available, and expenditures are charged against the budget when the economic event occurs. Once appropriations are approved by the BoCC, no department, office, or program may expend, or contract to expend, any funds in excess of the amount appropriated in the appropriation resolution. All unencumbered and unspent appropriations lapse at year end.

**Budget Position Control** – The BoCC approves the total number of permanent FTEs in the adopted budget. Departments must obtain BoCC approval for additional staffing levels above the adopted FTE count. The County manager, as designated Budget Officer, may authorize position classification realignments between and/or within departments.

### Budget Control and Execution

The level of budgetary control is at the classification level within each department. No department

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may expend, or contract to expend, any money in excess of the amount appropriated in the appropriation resolution. No fund may carry a negative fund balance according to State statute. Administratively, operating budgets are controlled at the department level with departments having the authority to transfer appropriations within certain classifications within a department without further BoCC approval. Those certain classifications are fixed in the annual budget guidelines as approved by the BoCC and may be expanded to line item control. Increases in capital plan appropriations must be approved by the BoCC.

**Supplemental Appropriations** – Supplemental appropriations may be submitted for review and approval by the BoCC. Supplemental appropriations are appropriate when certain types of unanticipated revenue are secured. For example, the unanticipated revenue that must be offset by expenditure, i.e. a grant, would be considered for a supplemental appropriation. However, an increase in general revenue sources, e.g., property taxes, sales taxes, etc., is considered revenue available for County-wide appropriations and therefore not eligible for supplemental appropriations.

Supplemental appropriations may also be submitted for review and approval by the BoCC when additional appropriations are required to meet unanticipated needs, even though specific revenues have not been secured. In these cases, budget adjustments are made by appropriating from the general fund contingency line item or the unassigned fund balance. Budget adjustments appropriating from the unassigned fund balance should only be used when there are inadequate general fund contingency line item funds available and it has been reasonably determined that the requesting department cannot accommodate the request within its current appropriations. Supplemental appropriations for departments outside of the general fund may be submitted for review and approval by the BoCC as well, and, when necessary, may propose to use that fund's assigned fund balance to cover such appropriations that fulfill services within the mandated function of the fund. No other funds, besides the general fund, have unassigned fund balances.

**Budgetary Transfers** – Transfers of budget between spending agencies must be approved by the BoCC. A transfer can move budgeted and appropriated amounts from one or more spending agencies in one fund to one or more spending agencies in another fund. It can also consist of the transfer of budgeted and appropriated amounts between spending agencies within one fund.

**Budget Audit and Evaluation** - A budgetary control system is maintained to ensure adherence to the budget. Periodic financial reports are submitted to the BoCC and department directors detailing the progress toward compliance. These reports, at a minimum, compare the current budget and the year-to-date revenues and expenditures by department.

**Performance Measures** – Measures that assess the County's responsibility to provide services that are effective and efficient are developed and reported to assist the public in assessing the results of operations for Eagle County. In addition, the County's online check book, "Eagle County Open Book" (Open Book), reports all revenues and expenditures by department and vendor and is available to the public on the County's website.

## **B. Budget Administration and Control**

### Budget Control Purpose Statement

The purpose of budget control for Eagle County is to ensure that the budget is sustainable and transparent and that departments are accountable to their goals and objectives in an appropriate manner. Departments/offices should be prudent and strive to stay within budget, while being allowed the flexibility to deploy the appropriate resources to meet changing environments and client and/or commissioner needs through the supplemental process. This level of budgetary control adheres to the County's budget philosophy described above and the concept of modified zero-based budgeting.

### Philosophy

Once the BoCC adopts the proposed budget, the finance director enters the budget (now a

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financial plan) into New World Systems, the County's accounting and financial system. The accounting system then becomes the major tool for monitoring financial status. Throughout the year, department directors and elected officials regularly review results by comparing actual expenditures and revenues to the budget. Whenever expenditures or revenues differ from the budget, causing a net negative variance, the department director or elected official prepares and presents corrective action plans to the County manager and the finance director for consideration and presentation to the BoCC for approval. This continuous monitoring and correction of the financial plan assures flexible and responsive provision of services.

#### Definition

An appropriation is the authority to spend funds as determined by the BoCC in the budget appropriation resolution. A supplemental appropriation is the authority to spend funds in addition to those authorized in the budget appropriation resolution; the additional spending must be formally approved by the BoCC using a supplemental appropriation resolution. The TABOR Amendment sets specific revenue and spending limits for each budget year. The BoCC can exceed those limits as the result of the specific voter approval at the November 1995 election.

#### Responsibilities

Directors and elected officials are responsible for managing their expenditures (at the "classification" level as defined by the BoCC annually) within the appropriation authorized. If a department director or elected official determines a need for additional appropriation or to rearrange appropriations "between classifications", that director or elected official must document and forward the request to the finance director. Any appropriation change request which creates an inter-agency, inter-fund, or supplemental-type of request must be published in the newspaper and formally accepted by resolution of the BoCC at a public hearing. Due to this administrative process, the finance director will hold and process these types of requests on a periodic basis, and as needed (typically, February, April, June, September and December).

The finance director is responsible for, when needed, assisting directors and elected officials in the preparation of supplemental requests and supporting documentation, consolidating the requests and in the presentation of those requests to the County manager and the BoCC. Also, the finance director will initiate a "Carry Forward Supplemental" process at the beginning of each fiscal year which will be included in the first supplemental, usually in February. Carry forwards are usually restricted to major or operating capital projects. Carry forwards for routine operating expenditures may be requested but are atypical and require very strong justification and extenuating circumstances to be approved.

The County manager, as County Budget Officer, is responsible for reviewing all appropriation requests. By statute, the BoCC has responsibility and authority for the final approval of all appropriations.

## **IV. ACCOUNTING PRACTICES**

### **A. Accounting Basis**

The County will maintain adequate systems for collecting, controlling, recording, and reporting both revenues and expenditures using GAAP as appropriate to governments and providing full compliance with both State and Federal laws and regulations.

### **B. Financial Statements**

The County's basic financial statements, presented in the Annual Comprehensive Financial Report (CAFR), are comprised of three components:

1. Government-wide Financial Statements,
2. Fund Financial Statements and

### 3. Notes to the Financial Statements

The CAFR also contains other supplementary information in addition to the basic financial statements themselves.

#### Government-wide Financial Statements

Government-wide financial statements report information on all activities of the County and its component units. These statements are designed to provide readers with a broad overview of the County's finances, in a manner similar to a private-sector business. Both the government-wide statements (statement of net position and statement of net assets) distinguish functions of Eagle County that are principally supported by taxes and intergovernmental revenues (governmental activities) from functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The County's public safety, public works, health and welfare, transportation, culture and recreation, and general government functions are classified as governmental activities. The sanitary landfill, Eagle County Air Terminal (ECAT) and Eagle County Housing and Development Authority (ECHDA) operations are classified as business-type activities.

The government-wide statement of net position presents information on all of the County's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of Eagle County is improving or deteriorating.

The government-wide statement of activities reports both the gross and net cost of each of the County's governmental functions and business-type activities. This is shown by how the County's net position changed during the financial period. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the related

cash flows. Thus, revenues and expenditures are reported in the statement for some items that will result only in cash flows in future fiscal periods rather than affecting profit or loss (e.g., uncollected taxes and earned but unused vacation leave).

The government-wide financial statements include Eagle County itself (known as the *primary government*), the business-type activities (sanitary landfill, ECAT and ECHDA) and the following legally separate entities or *discretely presented component units*: Lake Creek Affordable Housing Corporation, Golden Eagle Elderly Housing Corporation (which includes Seniors on Broadway) and Eagle County Emergency Telephone Service Authority (E 911), for which Eagle County is financially accountable. Financial information for the discretely presented component units is presented separately from the financial information of the primary government.

#### Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources which have been segregated for specific activities or objectives. Eagle County uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of Eagle County can be divided into three categories: governmental funds, proprietary funds and fiduciary funds.

#### Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Governmental funds are reported using the modified accrual basis of accounting. Revenues are only recognized when they are both measurable and available and received within 60 days. Expenditures are recorded when the liability is incurred, with the exception of debt service expenditures, which are expenditures related to compensated absences and claims and judgments, which are recorded only when due.

Eagle County recognizes four types of governmental funds; the general fund, special revenue funds, debt service funds and capital projects funds. The five major governmental funds within Eagle County Government are the general fund, the road and bridge fund, the Eagle Valley transportation fund, the airport fund and the open space fund.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide reconciliation to facilitate this comparison between governmental funds and governmental activities.

#### Proprietary Funds

Eagle County maintains two different types of proprietary funds: enterprise funds and internal service funds. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. Eagle County Government uses enterprise funds to account for its sanitary landfill fund, Eagle County Airport Terminal fund and Eagle County Housing and Development Authority fund. Internal service funds use an accounting method that accumulates and allocates costs internally among Eagle County Government's various functions. Eagle County Government uses internal service funds to account for its fleet of vehicles, casualty insurance premiums, and for its health insurance plan. Because these services predominantly benefit government rather than business-type functions, they have been included within governmental activities in the government-wide financial statements.

#### Fiduciary Funds

Fiduciary funds, also referred to as custodial funds, are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statement because the resources of those funds are not available to support Eagle County's own programs.

### **C. Year-end Closings**

Each year the finance department shall establish date cut-offs for processing purchases and receipts in order to facilitate timely "closings" to prepare finalized trial balances for the annual audit. The finance department is responsible for preparing two closing reports each year; budget basis and final audited.

#### Budget Basis

The budget basis closing report will be produced no later than the end of March. This report reflects revenue receipts through December 31, expenditures invoiced through December 31, and adjustments (accruals) as included in the budget. This report can be used to make overall judgments regarding ending position or budget performance and is used in preparation of the current periods published budget book. The finance department submits the published budget book to the State Department of Local Affairs for review and comment.

#### Final Audited

The final audited closing report, the CAFR, is the most technical report and is produced after the auditors have completed their official audit of the County's financials. This report reflects fiscal period activity including the accounting accruals and auditor adjusting entries that may have become necessary during the course of the audit. This report can be used to make overall judgments regarding ending position and to compare prior period performances. The CAFR is submitted to the State Auditor's Office and to the Government Financial Officers' Association for review and comment.

#### **D. Departmental Reporting**

The County uses three financial accounting software systems, the primary one being New World Systems, which is used to maintain detailed record of all sub-ledger and general ledger activity of the County, with the exception of ECAT which uses QuickBooks and ECHDA which uses Yardi Beacon. The BoCC, County manager, elected officials, department directors and select managers and staff have direct access to a large variety of financial reports for their department(s). Reports can be generated at the line item detail level or at a broader overview level. The budget performance report compares actual month and year-to-date results to both the original adopted budget and the revised amended budget. Each manager, director and elected official is responsible for quality assurance and monthly review of financial and budget reports. Custom reports can be created by the finance department upon departmental request and reporting ability using the Business Analytics dynamic reporting tool for data that is stored in New World Systems.

The finance department will monitor summary reports and bring exceptions to the attention of the County manager and Board of County Commissioners as necessary.

Each department director and elected official is responsible for providing regular status reports to the County manager. Further, each department director and elected official is responsible for major projects that fall under their managerial control and may be required to provide project status reports to the Board of County Commissioners as necessary. Finance will support these efforts to the extent possible, given adequate notice.

#### **E. Audits and Internal Controls**

##### External Audit

State law requires that all general-purpose local governments, which Eagle County Government is, publish, within six months of the close of each fiscal year, a complete set of financial statements presented in conformity with GAAP and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants. The BoCC employs a certified public accounting firm to audit the accounting financial statements on an annual basis. The finance department prepares the materials requested by the auditor and the finance director is responsible for producing and distributing both the required CAFR and the associated Audit Management Letters. The BoCC coordinates with directors and elected officials to correct any deficiencies noted by the external auditors in the management letter.

##### Internal Control

A comprehensive framework of internal control serves as the first line of defense in safeguarding assets and preventing and detecting errors and fraud. Internal control, which is synonymous with management control, helps government servants achieve desired results through effective stewardship of public resources.

The County manager and the finance department are primarily responsible for the appropriate internal control of all County assets and financial transactions. Internal control, as mentioned above, is a major part of managing an organization. An integral component of an organization's management that provides reasonable assurance that the following objectives are being achieved:

- Effectiveness and efficiency of operations,
- Reliability of financial reporting, and
- Compliance with applicable laws and regulations

Examples of how the finance department assists the County in achieving effectiveness and efficiency are the periodic reviews of systems and the corresponding effectiveness of job duties within those systems. The finance department also provides management consulting advice to department heads together with management reports to assist them in making cost-effective decisions. Examples of reliability of financial reporting include double reviews of all monthly reports, annual audited

financials and monthly reconciliations of cash received. Examples of compliance with applicable laws and regulations include the timeliness of reporting to the State and the controls surrounding appropriated expenditures.

The finance department establishes appropriate internal control based on the following five standards and as explained in further detail below:

1. Control Environment
2. Risk Assessment
3. Control Activities
4. Information and Communications
5. Monitoring

#### Control Environment

Management and employees establish and maintain an environment throughout the organization that sets a positive and supportive attitude toward internal control and conscientious management. A positive control environment is the foundation for all other standards. It provides discipline and structure as well as the climate which influences the quality of internal control. Integrity and solid ethical values maintained and demonstrated by management and staff is the cornerstone of this foundation and will be held to a high standard.

#### Risk Assessment

Internal control shall provide an assessment of the risks the agency faces from both external and internal sources. One way risk can be assessed is through internal audits. Internal audits are performed by the finance department on a regular basis that include audits for adequate support documents/approvals, cash drawer balances, proper account coding (for both expenditures and revenues), receivable audits, payable audits, fixed asset audits, purchasing card audits, and any other control audit as deemed necessary. Forecasting, adaptive strategic planning, and consideration of findings from audits and other assessments all aid in risk identification and will be carried out on an ongoing basis by the finance department to continually identify and mitigate risk where possible.

#### Control Activities

Internal control activities help ensure that management's directives are carried out. The control activities should be effective and efficient in accomplishing the agency's control objectives. Control activities include the policies, procedures, techniques and mechanisms that enforce management's directives. The budget process, for example, is a control activity that helps ensure departments are carrying out the Board's directives. These activities are an integral part of the County's planning, implementing, reviewing, and accountability of County resources.

#### Information and Communications

Information is recorded and communicated to management and others within the entity as needed, in a form, and within a time frame that enables them to carry out their internal control and other responsibilities. Forms of communication must be reliable and timely for the County to achieve its objectives. The finance department stays current on all government finance pronouncements and standards that may affect County reporting and operations and communicates such information to department directors as soon as possible. The finance department also consults with external auditors, the attorney's office and/or any other necessary resources when additional expertise is required to properly implement changes in current operations, policies and procedures. The finance department ensures that all financial reporting mechanisms available to management are accurate, easily accessible, and add value to management decision making. In addition, communication to the public of all expenditures is accomplished through posting on the online check book, Open Book, on the County's website.

#### Monitoring

Internal control monitoring assesses the quality of performance over time and ensures that the findings of audits and other reviews are promptly resolved. Monitoring is a continual process and

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occurs in the course of normal operations. An example of quality performance is the quality service and efficiency standards that the finance department has implemented. Another example of such monitoring includes management's review and approval of accounts payable on a weekly basis and the procedures and subsequent reporting by the independent auditors.

## **F. Record Management**

### Record Retention

The state archive of Colorado publishes the *Colorado General Records Management Manual* which the County finance department uses as a guideline for record management. The records management process allows for the legal preservation or disposal of records as required by statutes. Each County department is responsible for the maintenance of their own record retention policy. This policy pertains only to financial documents maintained specifically by the finance department. The policy is as follows:

1. No record shall be destroyed or disposed of so long as it pertains to any pending legal case, claim, action, or audit.
2. Federal financial assistance recipients are required to retain records as prescribed by the federal Grants Management Common Rule, which requires financial and programmatic records, supporting documents, statistical records, and other records of grantees or sub-grantees to be retained for no less than THREE years. Departments receiving such federal assistance are responsible for maintaining these records, not the finance department. The finance department may assist in providing such records to the department when reasonable.
3. Accounts payable documentation will be retained for no less than SEVEN years. Documents may be retained in either paper or electronic form.
4. Audit workpapers will be retained for no less than FIVE years. Workpapers may be retained in either paper or electronic form.
5. The complete County record retention schedule is kept by the Attorney's office and lists all records maintained by the County and how long they need to be kept.
6. When records have exceeded the minimum retention schedule it is legal to destroy records.
7. Records can be destroyed by shredding, burning (where no local burn ordinance is in effect), recycling, or landfill. Records that are confidential by nature should be destroyed by shredding, or they can be destroyed professionally by a company that can certify to secure destruction.
8. Permanent records may be microfilmed or imaged and placed on an optical disk.

### Open Records Requests

It is the policy of the BoCC that all public records shall be open to inspection by any person at reasonable times, except as provided by the Colorado Public Records Act, or as otherwise specifically provided by law. Requests may be submitted in person, via regular mail or via facsimile. Open records requests should be submitted to the official custodian of records for a particular department or to the person who is believed to be the custodian of the requested records using the Open Records Request form found on the Eagle County website. For complete details, see the Eagle County Open Records Policy also found on the "Attorney" page of the Eagle County website, [www.eaglecounty.us](http://www.eaglecounty.us).

### Open Book

Open Book is Eagle County's online tool designed to allow taxpayers to view County revenues, expenditures and budgets in a transparent, easy-to-use format. Information on the website allows users to browse by budgets, expenditures, vendors or purchasing card transactions. Data presented in Open Book is unaudited information and is therefore subject to change.

## **G. Special Functions**

### Efficiency

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The finance department will endeavor to achieve service levels that will make County accounting systems easier to use, improve efficiencies and be more effective. Finance has adopted a continuous improvement mission and will, therefore, continue to look for and implement the most cost effective and reliable accounting methods and procedures. In order to achieve this, the finance department will assist in the implementation of necessary internal control safeguards for other departments and elected offices in order to achieve reliable, efficient processes that protect County assets.

#### Interdepartmental Charges

Inter-fund interdepartmental charges are processed through New World and require proper invoicing and approval from the charging and paying departments, respectively. Charges between departments/offices within a fund will generally not be done unless there is a compelling financial reason. Such reasons shall include the need to allocate expenses for grant reimbursements, state program reimbursements, or any other need related to the collection of revenues.

#### Administrative Fees

Charges to certain special revenue and enterprise funds for the general fund administrative costs that they incur are calculated using a Full Cost Allocation Plan. Revisions to the Full Cost Allocation Plan are considered by the BoCC on an annual basis during the budget process. Administrative fees are charged to the funds on a monthly basis using a journal entry.

#### Postage

Central postage is absorbed by the general fund. Postage provided for non-general fund departments will be charged to those departments/funds. In addition, certain general fund programs are charged because their grants and reimbursements are designed to cover these costs.

#### Office Supplies and Coffee

Departments are responsible for ordering their own office and operating supplies. Coffee for general fund departments is absorbed in the purchasing department. Non-general fund departments charge coffee to the administrative department of their respective funds and may or may not purchase coffee independently.

## V. EXPENDITURE MANAGEMENT

#### Expenditure Policy Statement

Directors and elected officials must monitor actual expenditures versus budgeted appropriations for each requested payment and are responsible for assuring that spending does not exceed budget authorization. Responsibilities might be delegated to management staff for the approval of financial transactions; however, such delegation does not relieve directors and elected officials of the responsibility for financial management. Budget surpluses may not be used as justification for increased spending in the classification experiencing the surplus or any other. As part of the internal control system, the finance department requires director, elected official or manager signature authorization (in either physical or electronic form) for the following financial transactions: purchasing, payment to vendors, posting corrections, payroll approval, purchasing card approval, cash advances, petty cash payments, reimbursements to employees, and any other transaction that uses budgeted funds under the director/elected official/manager's control.

#### A. Purchasing

Individual departments/offices perform their own purchasing activities for all other goods and services not explicitly mentioned in the list below. Items purchased must coincide with what has been budgeted and appropriated for that item's government accounting classification.

The following is a list of departments responsible for a few specific functions of purchasing pertaining to the County:

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- Motor pool is responsible for the purchase of all vehicles and heavy equipment (excluding the Airport equipment).
- Facilities is responsible for the purchase of all furniture and fixtures for County facilities; for managing all capital projects related to buildings and grounds (excluding the Airport); and for managing both property and casualty insurance programs with assistance from the finance department.
- Airport is responsible for purchasing its own equipment and maintaining its facilities.
- Human resources is responsible for the purchasing and contracting with all Commissioner-approved employee benefit program vendors. Human resources must work with the County manager, finance director, and/or BoCC as necessary prior to changing any employee benefit programs.
- Information technology coordinates purchasing computer software and equipment in conjunction with the department purchasing such equipment.
- MFDs (copiers, printers, etc.) may only be obtained from one of two approved vendors. Departments may order equipment after consulting with information technology and finance.

**Bids and Quotations** – The Board of County Commissioners has adopted Guidelines for Purchasing and Contracting through Resolution No. 2014-003 (available on Eagle County intranet). This resolution provides guidance on when projects must obtain documented quotes, when projects must go to formal bid, the application of local preferences, the selection criteria, and acceptable exceptions to the contracting process. Additionally, Administrative Policy 2014-001 (available on Eagle County intranet) provides additional detail on the contracting and purchasing processes. Departments and elected offices are expected to follow these procedures and guidelines, as may be amended from time to time, unless an exception has been authorized by the BoCC, County manager, or County attorney. Bid and quotation policies and guidelines can be found on Eagle County intranet.

**Purchase Approvals** – All purchases must be based on budgeted appropriations. Any purchases that require a contract between the County and a third party must adhere to the County attorney's office contract policies and procedures as outlined by the attorney's office. Departments may also utilize the purchase order module in New World to encumber budget dollars for large purchases and to meet vendor requirements.

**Receiving and Inspection** – All County supplies, materials, and equipment are to be shipped to and received at a County facility. Items purchased with County funds are not to be shipped to any employees' or officials' personal residence or business. The receiving department/office inspects all goods in a timely manner to assure goods are in conformance with the order. Any goods not in compliance with the order, such as: damaged goods, goods of unacceptable quality, incorrect quantity, missing parts, etc., are to be returned or resolved with the vendor immediately by the receiving department. It is the receiving department's director's responsibility to ensure that all purchases are for legitimate County business and that expenses conform to the approved budget purpose.

## **B. Payments**

### Payments to Vendors

**Invoices** – Invoice payment information and supporting documents will be entered and approved by the initiating department/office and presented to the finance department for payment. The finance department will return any request for payment which does not have adequate supporting documents, causes the budgeted "line item classification" to go over-budget, does not have adequate authorization, is not classified correctly, or does not meet any other internal control standards. All invoices require a second level of approval at the department level by either the department director or an appointee. Invoices are to be submitted to the finance department no later than five o'clock PM on Tuesdays (adjusted for holidays) and checks will be printed and mailed no later than Friday of that same week (adjusted for holidays). Departments/offices may elect to have checks returned to their



department/office, rather than mailed out directly, by selecting the “internal check pick-up” option during invoice entry.

**Hand Checks** – The finance department provides a "hand check" process for emergency spending. All requested "hand checks" must be approved by the finance director, financial accounting manager or an appointee of the finance director. The finance director will record and report excessive "hand check" activity to the County manager for remedial management action.

**Purchasing Cards** - County employees may be given a County credit card (“purchasing card”), at the discretion of their director. All employees in possession of a County purchasing card must sign the user agreement and comply with all regulations laid out therein. Receipts for all purchases must be kept and submitted as part of the monthly approval process prior to payment of the Visa bill. Purchases made for County purposes are tax exempt. And while not all purchases will be able to be made without tax (certain states and entities do not recognize Colorado Sales Tax Exemptions), employees should make an effort to avoid payment of sales tax whenever possible. As laid out in the user agreement, County purchasing cards may *only* be used for official County business that has been budgeted and approved *prior* to purchase. Authorization to use the card may be withheld or revoked by Eagle County Government at any time. Further, Eagle County Government reserves the right to investigate any purchases made with the card at any time. The cardholder has no rights of privacy in regards to purchases made on the County purchasing card.

**Posting Corrections** – General ledger account coding errors may occur during the processing of payments to vendors and/or employees. Department directors, elected officials, or department delegates, are responsible for the identification of such errors within the department and area of responsibility. The finance department is responsible for validating, coordinating and posting the correction of such errors once the request and all required documentation has been received. The finance department establishes procedures as deemed necessary to effectively perform such corrections and maintains a record of corrections by year and journal number. Posting correction forms/requests can be found on Eagle County intranet.

**Refunds of Expenditures** – An overpayment or incorrect payment to a vendor will be deposited as an ROE (Refund of Expenditure) against the account number used in the initial purchase. Departments should provide the warrant from the vendor and the appropriate information to the finance department. The finance department designee will enter the information into revenue collections and bring both the revenue collection form and the warrant to the Treasury for deposit. No deposits will be made to credit an expense account other than verified and approved ROEs.

#### Payments to Employees

**Payroll** - The payroll function is split between human resources and the finance department as explained below.

Human resources shall be responsible for maintaining all employee information, including personal employee information, benefit programs and options, wage rates, and employee tax information. Finance is responsible for verification of submitted electronic time sheets, payroll related changes and corrections from departments, and the actual processing of payroll through the ADP Software Portal. All departments/offices must submit individual employee time records through the Time and Attendance system by the assigned time each pay period. Finance performs a final review on all submitted time records before payroll is calculated and finalized each pay period.

The finance director reviews and publishes payroll data as required by State statute and as authorized by the BoCC as part of its appropriated budget.

**Travel and Business Expense** - Employees will be reimbursed for approved out-of-pocket expenses related to County business. Such expenses include, but are not necessarily limited to, mileage

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reimbursement for County-related business travel in a personal vehicle, reimbursed at the IRS mileage reimbursement rate at the time of travel; and travel accommodations, including flights, hotels, parking, and other transportation during business travel. During business travel, employee meals are reimbursable at rates stated in the Eagle County Employee Handbook. Meals purchased within 50 miles of employees' home offices during the course of normal daily business are not considered business travel and may *only* be charged to the County when there has been specific management approval prior to purchase. Per the Eagle County Employee Handbook, employees may never charge the purchase of alcohol to the County, either directly or through reimbursement. Employees may use their County purchasing card while traveling to avoid approved out-of-pocket expenses and will then not need to be reimbursed. Whether employees choose to be reimbursed for business expenses or to use their purchasing card, the same expenditure policies apply, including turning in receipts for all purchases and clearly stating the business purpose and attendees of all meals, and will be reviewed and enforced by department directors and the finance department during internal audits. Any violation of employee reimbursements or travel and business expenses being charged to the County purchasing card may result in personnel action and the repayment of the expenditures in question. The complete travel and business expense policy, as well as detailed explanation of qualified mileage reimbursements, is available to all employees on Eagle County intranet and is updated regularly by both finance and human resources as needed. Beyond this financial policy and the regulations detailed in the complete travel and business expense policy, it is the responsibility of department directors and elected officials to set, and enforce, policies for their offices regarding appropriate use of budgeted dollars for business and staff meeting food purchases. It is at the discretion of the department director/elected official when funds may be used for business and/or staff meetings within 50 miles of the home office. Per IRS regulations: receipts, attendees, and the business purpose of meetings, meals, travel, etc. must be documented and filed for all reimbursable travel and business expenses, without exception.

**Cash advances** – Cash advances will only be provided for expenses directly related to the conduct of official County business. The department director and the finance director must approve all cash advances. Within 30 days of receiving a cash advance, the recipient is responsible for providing supporting documentation, including but not limited to receipts, business purpose, and attendees of any meals, for the resulting expenditures and/or returning unused funds.

#### C. Expenditure Reporting

##### Unclaimed Property

Unclaimed money is tangible property that has been abandoned by the owner for one or more years. Some examples of property that can become abandoned and might be considered unclaimed property are: payroll checks, vendor checks, and over-payment or refund checks.

Colorado Revised Statutes (C.R.S.) Title 38: Article 13, Unclaimed Property Act requires the County to notify on all personal property that is considered abandoned or unclaimed and remit funds on property over \$25 in value to the State Treasurer for deposit by November 1st of each year. Though state statute allows the County to keep unclaimed property less than \$25 in value issued up to three years prior to remittance, Eagle County finance has committed to remit all unclaimed property to the state regardless of dollar amount by November 1st of each year. Before filing an unclaimed property report, the County must send written notice to the owner at the owner's last known address not more than 120 days prior to submission of the report. All property is turned over to the state treasurer's office annually by the deadline mentioned above, after the department has exhausted all alternatives to ensure the money is delivered to the appropriate owner.

#### D. Payment Reports

The finance director will review and publish a report detailing all payments to all vendors monthly, as required by state statute, in the Eagle Valley Enterprise newspaper. These reports are also available electronically on the Eagle County website. Weekly payment reports are also reviewed by the finance director and County manager.

## **E. Petty Cash**

### Petty Cash

The finance department will authorize "cash drawers" (from here on referred to as petty cash) for County departments/offices as required and in sufficient amounts to conduct public business. It is the responsibility of each department director or elected official to balance cash regularly and retain sufficient documentation to fully explain the basis and nature of each transaction. The use of funds must be properly recorded in New World to maintain complete financial transaction information.

The finance department maintains a petty cash check system to provide for emergency spending needs of less than \$1,000 (regular hand checks will be used for larger dollar amounts). As directed by the finance director, exceptions will be allowed under certain circumstances. Petty cash checks will be charged to the requesting department/office through the standard accounts payable process to reimburse any petty cash funds used.

## **VI. REVENUE MANAGEMENT**

### Revenue Management Policy

The County follows a policy of prompt and efficient collection of taxes, fees, and other revenues and strives to maintain a simple revenue structure in order to reduce compliance costs for the taxpayers while ensuring the County's ability to provide ongoing services. The finance department and the treasurer's office coordinate in the development of adequate deposit procedures for County departments.

## **A. Revenue Sources**

### Revenue Diversification for Fiscal Sustainability

Generally, current revenues fund current expenditures. The County maintains diverse revenue sources and a multi-year forecasting system to help ensure stability so as to protect programs and services from short-term fluctuations in the cash flows of any single revenue source. The goal is that the County will be able to continue necessary programs and services to its citizens. A Financial Advisory Board consisting of citizens, who are various subject matter experts in the County, assists in the development of conservative financial assumptions supporting the multi-year forecasts. The finance department is responsible for maintaining these forecasts as well as cash flow records and reconciliations. Monthly cash reports are provided to management showing current cash balances and a brief financial analysis of these balances.

### Property Taxes

The County's single largest source of discretionary revenues is property taxes. The County's goal is to maintain a secured property tax collection rate of at least 99% in the year levied. Property taxes are determined through the assessment of property values in accordance with Colorado Statutes and multiplied times the appropriate mill levies assigned to those properties, as described earlier in this document.

### Sales Taxes

The County's second single largest source of discretionary revenues is sales taxes. The County's sales tax rate is 1.5% and receives these taxes directly from the State approximately one and a half months after the end of the month for which the taxes are collected. The finance department uses historical records and its forecasting system to project cash flows from sales taxes. In addition, the finance department reports the sales tax receipts to County personnel on a monthly basis with appropriate analyses. The finance department prepares this report within days of receiving the collection report from the State.

### Fees and Charges

All fees established by the County for licenses, permits, fines, services, applications, and other miscellaneous charges shall, whenever possible and within the law, be set to recover all or the maximum reasonable portion of the County's expense in providing the associated service. The County's expense includes all direct and indirect costs, such as depreciation, supervision, clerical support, and all other costs as calculated in the cost allocation plan. These fees are reviewed at least annually by the County departments and with the assistance of the finance department, in order to determine the impact of inflation and other cost increases.

### Transfers

The Finance department is responsible for analyzing the elasticity and diversity of the revenue stream and for determination of cash distribution or transfers to and from funds.

### Grant Revenue

Each department is responsible for the preparation and submission of grant proposals and for complying with all grant management and reporting requirements. All potential grants shall be carefully examined by the submitting department for matching requirements (dollars, maintenance- of-effort, and in-kind matches), and funding sources identified for the out years once grant funds are reduced or eliminated.

Future funding obligations required by grants must be identified prior to grant acceptance by the Board. The County shall seek grants and other funding opportunities which provide maximum leverage of County monies while minimizing commitments requiring recurring County fiscal expenditures.

Each department is also responsible for providing all necessary grant information to the County's financial accounting manager immediately upon receipt of the grant award and during the course of the audit to the external auditor.

### Miscellaneous Collections

The Finance department and treasurer's office will pursue and coordinate collection functions for, including but not limited to:

- Use of collection agencies
- Short check fees
- Late payment charges
- Interest charges
- Payroll and/or benefit overpayments

## **B. Revenue Reporting**

### Timeliness of Deposits

All funds will be received into New World Systems and deposited to treasury, or other financial software and banking institution, as it may apply, no more than three days after receiving the funds. Funds must be received into the financial software and to the bank on the same business day for reporting purposes. Funds may be received in the form of cash, check, warrant or wire.

### Basis of Accounting

Throughout the fiscal year, revenue will be received using the cash basis of accounting, unless the receiving department uses the accounts receivable billing module. The general ledger date in the financial software will be the same as the day the funds are deposited to the treasury/the bank. All revenue received in the first sixty (60) days of the following fiscal period that was earned and recognizable in the previous period will be accrued according to GAAP and in compliance with government financial reporting requirements.

## VII. INSURANCE and RISK MANAGEMENT

### A. Policy

The County recognizes and accepts its legal responsibility to manage risks effectively and has adopted a proactive approach to well thought-through risk taking. The effective management of risk is therefore at the heart of the County's approach to delivering cost effective and valued services to the public as well as sound County governance. Consequently, all staff must understand the importance of well thought-through and managed risks in decision making and adopt an approach that will help identify, assess, take action to manage them and review progress.

Some risk-taking is necessary to optimize public value creation. All organizations face risk. Well managed risk-taking should be recognized by all managers and staff within the County as being fundamentally important to effective service delivery, maximizing opportunities for innovation in service development and adapting to change.

### B. Division of Responsibility

The County manager has split the insurance management functions as follows:

Property and Casualty Insurance	→	Facilities
Worker's Compensation Insurance	→	Human Resources

The facilities department is responsible for property and casualty insurance and performs the following related functions:

- Develops and maintains the operating policies and procedures.
- Maintains adequate systems for preventing, controlling, recording, and reporting all insurance matters.
- Processes and reviews all claims.
- Provides appropriate loss control and safety programs.
- Reviews the insurance coverage, deductibles, and risk management programs at least annually.
- Evaluates and bids insurance services at least every five years.

The human resources department is responsible for worker's compensation insurance and performs the following related functions:

- Develops and maintains the operating policies and procedures.
- Maintains adequate systems for preventing, controlling, recording, and reporting all insurance matters.
- Processes and reviews all claims.
- Provides appropriate loss control and safety programs.
- Reviews the insurance/risk management program at least annually.
- Evaluates and bids insurance services at least every five years.

The County attorney's office may be delegated the responsibility of claims management for major liability insurance claims, property losses, or claims involving death or serious bodily injury.

## VIII. DEBT MANAGEMENT

### A. Policy

The finance department maintains adequate systems for controlling, recording, and reporting to properly manage all debt. This includes both County-originated debt and Local Improvement District originated debt. Debt management includes bonded debt, lease purchases, certificates of

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participation, and any other forms of debt. These programs are reviewed at least annually.

## **B. Structure**

The BoCC directs that the use of debt be limited to major capital projects, generally greater than \$1,000,000 in cost. The BoCC also directs the finance director to evaluate all requests to incur debt and to make recommendations regarding the effects of approval on the County's overall financial position.

The finance director shall maintain communication with financial consultants, underwriters, bond rating agencies, paying agents, etc., regarding the County's debt structure.

Ordinarily, the County incurs debt in one of four forms:

1. General Obligation Bonds
2. Revenue Bonds
3. Certificates of Participation
4. Lease/purchase Agreements

### General Obligation Bonds

General obligation bonds represent a commitment to fund debt service payments from property taxes, and as such, require voter approval in addition to BoCC review. In order to maintain present high credit ratings, the County policy is not to incur any general obligation debt.

### Revenue Bonds

Revenue bonds represent a commitment to fund debt service payments from a specific non-property tax revenue source, such as sales tax, and require voter approval in addition to BoCC approval for all government-related activities. Enterprise funds may incur debt if sufficient revenue is available to service the debt, as explained in more detail below.

### Certificates of Participation

Certificates of participation represent a commitment by the County to fund a non-binding lease with an outside authority. The lease payments are made from unrestricted funds (unassigned, assigned, or committed funds). A source of unrestricted revenue must be identified to ensure that future lease payments can be made without interruption.

### Lease/Purchase Agreements

Lease/purchase agreements represent a general commitment to fund payments from County revenues. Lease/purchase agreements require voter approval under the TABOR Amendment unless appropriate "funding out" terms are included. The only leases the County is allowed to enter into are for printers and copiers where the specified vendors have approved the "funding out" terms in their master lease.

## **C. Long Term Debt Financing Factors**

The use of debt is limited to major capital projects that are within an enterprise fund or are mandated by State or Federal agencies. Certificates of participation are used when a revenue source is available within the County's long-range operational forecasts. Revenue bonds are used for enterprise funds only when an adequate long-term revenue source is available for servicing the debt. In all cases, revenues available for debt issues must be considered sufficient and reliable such that long-term financing may be marketed with an appropriate credit rating, which can be maintained. In addition, market conditions must present favorable interest rates and demand for County debt financing. Debt is only incurred when a project is: 1) immediately required to meet or relieve capacity needs, 2) existing un-programmed cash reserves are insufficient to pay project costs, and/or 3) the life of the project is 5 years or longer.

### Refunding Factors

The debt portfolio will be monitored on a semi-annual basis by the finance director for refunding

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opportunities. Refunding will be used when legally allowable and when any of the following conditions are present: significant savings may be achieved, anticipated revenues call for a change in the debt service structure, or when the County may desire a change in a bond covenant.

#### Arbitrage Compliance

Arbitrage occurs when the funds received from a bond are reinvested at a higher interest rate than that which is paid to the bond investors. Taxes must be paid on any profits derived by the County from such reinvestment. Reports are required for each bond on every five year anniversary of the bond issue date. The finance director will contract with an arbitrage compliance consulting firm to ensure proper calculation and compliance with IRS arbitrage regulations.

#### **D. Interfund Borrowing**

Interfund borrowings may occur for temporary cash flow reasons and are not intended to result in a transfer of financial resources. Any interfund borrowings from one fund to another must be approved by the BoCC by resolution. In such cases, a loan agreement between the funds will be included and attached to the BoCC resolution containing repayment terms, interest rates, due dates, etc.

### **IX. FIXED ASSET MANAGEMENT**

#### **A. Capitalization Policy**

All assets acquired and owned by the County having a value of \$10,000 or more and a life expectancy of greater than one year, as well as capital leases, are considered a fixed asset by the County. All fixed asset purchases require approval by the BoCC and may be considered for funding from the Capital Improvement Fund.

#### **B. Care of Assets**

Department directors and elected officials are responsible for the care of all County assets in their department/office. Annually, the finance department may request that each department director and elected official take a physical inventory of all assets including fixed assets within their department as identified in the County financial records. The finance department audits the asset inventories of selected departments/offices annually, or as needed.

Motor pool develops and maintains operating policies and procedures to ensure adequate care of all vehicle and heavy equipment fixed assets.

#### **C. Disposal of Assets**

Surplus items which are not included as fixed assets shall be forwarded to the facilities department for disposal. The facilities department must advertise and then sell these items formally.

Surplus items which are included as fixed assets shall be forwarded to the facilities department for disposal. The facilities department must use the formal process statutorily required for the disposal of fixed assets. Each department director or elected official releasing surplus fixed assets must notify the finance department of asset numbers of the affected items by completing an asset disposal form.

Prior to advertising the sale of any assets, the facilities department shall circulate a list of the items to each department director and elected official. Any department director or elected official having a use for any such items may obtain them by requesting an asset transfer.

#### **D. Commodities**

Certain commodities, such as gasoline and motor parts, are expensed when purchased. Any

amount of the purchased commodity that is not consumed at year end will be treated as inventory assets in the annual financial reports. The finance department is responsible for determining which commodities are treated in this manner.

## **X. CONTRACT REQUIREMENTS**

### **A. Policy**

All purchases must be based on budgeted appropriations. Resolution 2014-003 provides the complete guidelines for County purchasing and contracts and is available on the Eagle County intranet under the "Attorney" page.

### **B. Terms and Conditions**

The attorney's office will provide guidance regarding the "terms and conditions" required for contract agreements. The attorney's page on Eagle County intranet also provides links and documents to guide departments through the entire contract process. Attorney review is required on all draft contracts prior to obtaining vendor signature of County manager/BoCC signature. The attorney's office is the point of contact for all contract-related items.

## **XI. CODE OF PROFESSIONAL ETHICS**

### **A. Policy**

The finance department uses the Government Finance Officers Association "Code of Professional Ethics" for guidance in ethical matters. Specifically, the following sections are readily applicable to the finance department's ethical operations:

- Personal Standards
- Responsibility as Public Officials
- Professional Development
- Professional Integrity-Information
- Professional Integrity-Relationships
- Conflict of Interest

### **B. Government Finance Officers Association "Code of Professional Ethics"**

#### Personal Standards

Government finance officers shall demonstrate and be dedicated to the highest ideals of honor and integrity in all public and personal relationships to merit the respect, trust, and confidence of governing officials, other public officials, employees, and of the public.

- They shall devote their time, skills, and energies to their office both independently and in cooperation with other professionals.
- They shall abide by approved professional practices and recommended standards.

#### Responsibility as Public Officials

\*\*The GFOA code of professional ethics offers guidelines for public officials; however, Eagle County Government public officials are governed by and abide by the statutory code of conduct found in Colorado Revised Statutes (C.R.S.) 24-18-101. For this reason, we have omitted section

II. Responsibility as Public Officials content to avoid confusion and/or contradiction within County policy.

#### Professional Development

Government finance officers shall be responsible for maintaining their own competence, for

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enhancing the competence of their colleagues, and for providing encouragement to those seeking to enter the field of government finance. Finance officers shall promote excellence in the public service.

#### Professional Integrity-Information

Government finance officers shall demonstrate professional integrity in the issuance and management of information.

- They shall not knowingly sign, subscribe to, or permit the issuance of any statement or report which contains any misstatement or which omits material fact.
- They shall prepare and present statements and financial information pursuant to applicable practices and guidelines.
- They shall respect and protect privileged information to which they have access by virtue of their office.
- They shall be sensitive and responsive to inquiries from the public and the media, within the framework of state or local government policy.

#### Professional Integrity-Relationships

Government finance officers shall act with honor, integrity, and virtue in all professional relationships.

- They shall exhibit loyalty and trust in the affairs and interests of the government they serve, within the confines of this Code of Ethics.
- They shall not knowingly be a party to, or condone, any illegal or improper activity.
- They shall respect the rights, responsibilities and integrity of their colleagues and other public officials with whom they work and associate.
- They shall manage all matters of personnel within the scope of their authority so that fairness and impartiality govern their decisions.
- They shall promote equal employment opportunities, and in doing so, oppose any discrimination, harassment, or other unfair practices.

#### Conflict of Interest

Government finance officers shall actively avoid the appearance of, or the fact of, conflicting interests.

- They shall discharge their duties without favor and shall refrain from engaging in any outside matters of financial or personal interest incompatible with the impartial and objective performance of their duties.
- They shall not, directly or indirectly, seek or accept personal gain which would influence, or appear to influence, the conduct of their official duties.
- They shall not use public property or resources for personal or political gain.

## **XII. POLICY REVISIONS**

This Financial Management Policies manual shall be reviewed by the finance director, the County manager, and the BoCC regularly and as needed and may be amended as conditions warrant. Amendments to this manual may be updated by the finance director as necessary, with approval from the County manager and the BoCC.

## **XIII. INTERNET / Eagle County intranet INFORMATION POLICY**

It is the policy of the finance office to update the departmental information on the [eaglecounty.us](http://eaglecounty.us) publicly-available website and the internal Eagle County intranet website on an ongoing basis. As information becomes available, or is updated, the finance office will publish the updates on the appropriate website within three business days.

## **XIV. TREASURER POLICIES**

### **A. Investment Policies**

Investment policies are maintained by the treasurer's office and approved by the BoCC. Eagle

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County investment policies are designed to protect principal and eliminate the possibility of loss. The investment policies are available upon request of the treasurer.

**B. Cash Management Policy**

Cash management policies are maintained by the treasurer's office and approved by the BoCC. These policies include regulations involving, but not limited to: the location of cash; daily transactions; balancing procedures; daily deposits; refunds; non-sufficient funds policy; redemption policy; security policy; and account reconciliation. The cash management policy is read and signed by each Eagle County treasurer employee to ensure compliance. The policy is available upon request of the treasurer.

**XV. HUMAN RESOURCES POLICIES**

**A. Compensation Policies**

Compensation policies and procedures are maintained by the human resources department and approved by the BoCC. These procedures explain the determination and adjusting of employee salaries and can be found on the Eagle County intranet. These policies and procedures are updated as needed by the human resources department.

**B. Employee Benefits**

Employee benefit policies are maintained by the human resources department and are available to County staff on the Eagle County intranet.

**C. Recruiting and new FTE Policies**

Policies managing the recruitment of new employees and requests to fill vacant positions are maintained by the human resources department. These policies and procedures are available to all County staff on the Eagle County intranet and are updated as needed by the human resources department.

# Glossary of Terms

**Accrual Basis:** A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

**Adopted Budget:** Required by Colorado Local Government Budget Law. The budget is an annual financial plan for county operations showing all expected revenues and expenditures to be in balance. The adopted budget refers to the budget amounts as approved by the Board of County Commissioners.

**Amended Budget:** Budget which includes changes to the adopted budget that are approved by the Board of County Commissioners during the course of a year.

**Annual Comprehensive Financial Report (ACFR):** A set of financial statements for a state, municipality or other county governmental entity that complies with the accounting requirements established by the Governmental Accounting Standards Board.

**Appropriation:** Spending authority established by legislative action or executive order for amounts that may be disbursed from a fund, program, or expenditure account for a particular purpose during a specific period of time.

**Assessed Valuation:** The valuation set upon real estate and certain personal property by the assessor as a basis for levying property taxes.

**Balanced Budget:** When the total sum of money a government collects in a year is equal to the amount it spends on goods and services. No budget adopted shall provide for expenditures in excess of available revenues and beginning fund balances.

**Basis of Accounting:** The timing of when the effects of transactions or events should be recognized for financial reporting purposes.

**Budget Amendment:** Increase or decrease in an appropriation.

**Board of County Commissioners (BoCC):** The three person elected body that governs Eagle County.

**Board of Equalization (CBOE):** The County Board of Equalization reviews the valuations of all taxable property appearing in the assessment roll of the county.

**Budgetary Basis:** The basis of accounting used to estimate financing sources and uses in the budget.

**C.R.S.:** Colorado Revised Statutes, which contains all laws enacted by the Colorado state legislature.

**Capital Outlay and Leases (Expenditure):** All assets acquired and owned by the county having a value of \$10,000 or more and a life expectancy of greater than one year, as well as capital leases, are considered a fixed asset by the county.

**Certificates of Participation (COP):** A type of financing used by governmental entities which allows an individual to buy a share of the lease revenue of an agreement made by the entity. Certificates of Participation do not add to a government's general obligation debt.

**Charges for Services (Revenue Source):** This revenue source includes all fees established by the county for licenses, permits, fines, services, applications, and other miscellaneous charges some of which are state mandated and some are county imposed. This classification includes the majority of mandated fees for revenue received by the Clerk's office for motor vehicle and Recording and the Treasurer's office for internal and external fees. The county imposed fees for ECGTV, Building, Animal Services, ECO Transit, Airport, and Landfill to name a few.

**Eagle County Air Terminal Corporation (ECAT):** The Eagle County controlled corporation that manages the day to day operations at the terminal of the Eagle County Regional Airport.

**Eagle County Housing and Development Authority (ECHDA):** The Eagle County controlled authority that provides innovative and affordable housing solutions to the working people, elderly, and disadvantaged members of the Eagle County community.

**Eagle Valley Trail:** The regional trail system which encompasses 63 miles from Vail Pass to Glenwood Canyon.

**ECO Transit (ECO):** ECO Transit or ECO is the Eagle County Department that operates the multi-modal public transportation system in Eagle County.

**Federal Grants (Revenue Source):** Grants given by an agency of the Federal government. This revenue source includes funding for Early Head Start, Human Services programs, ECO Operating and bus purchase, Airport runway and apron projects, and Public Health programs.

**Fixed Assets:** Assets with a value of \$10,000 or more and a life expectancy of greater than one year, as well as capital leases, are considered a fixed asset by the County.

**Full Time Equivalent (FTE):** A full time equivalent employee is one that is budgeted to work 2,080 hours in a year. Less than 1.0 FTE is calculated based upon the number of hours worked, so a 0.5 FTE will be budgeted to work 1,040 hours in a year.

**Generally Accepted Accounting Principles (GAAP):** The set of rules that encompass the details, complexities, and legalities of accounting.

**Grants and Contributions Issued (Expenditure):** These expenditures include contributions to United Way, Highway 6 study, monies paid to the school districts for their portion of the PILT funding, Environmental Health and Sustainable Communities for Eagle River Watershed Council, Energy Smart rebates and other related environmental issues, a donation for the I-70 interchange upgrade and payments to Roaring Fork Transit and Trails for Eagle County portions of the sales taxes collected and a donation to Walking Mountains from the Landfill fund.

**Insurance Premiums and Proceeds (Revenue Source):** This includes proceeds from casualty and property insurance claims and health insurance rebate revenue.

**Interdepartmental Services (Expenditure):** Payments for services rendered made on county department or fund to another. These expenditures would include motor pool fund charges for vehicle maintenance and replacement, departmental health insurance costs and administrative fees.

**Interest Expense:** This expenditure is for the interest for the Justice Center, Air Terminal Corporation Revenue Bonds, Lake Creek Village Debt and Golden Eagle Elderly Housing Corporation debt.

**Interfund Transfers in (Revenue Source):** Contributions from one county fund to another in support of activities of the receiving fund. This includes transfers for capital projects and funding for the public health fund.

**Intergovernmental (Revenue Source):** This revenue source includes Sheriff revenue received for services to towns (Minturn and Gypsum), Road and Bridge Highway Users tax, Cost Allocation Plan and Airport sales tax for fuel.

**Intergovernmental Expenditures** (Expenditure): Services purchased from other government agencies, normally including types of services that only government agencies provide. These would include funding for the District Attorney, dispatch services for the Sheriff's office, Walking Mountains Outdoor Movement pass through grant, Road and Bridge transfers to towns for their portion of the property taxes collected by Eagle County, Landfill surcharges to Colorado Department of Health and E911 Town of Vail communication charges..

**Internal Service Fund Charges** (Revenue Source): Fees that are charged to other county departments by the general fund (Administrative Fees), Motor Pool (replacement, fuel and maintenance) and health insurance costs.

**Investment Earnings** (Revenue Source): The Treasurer is responsible for investing all excess funds for all Eagle County funds.

**Licenses, Permits, Sales and Fines** (Revenue Source): These include liquor licenses, recording fees, marijuana permits and licenses, various fines for Sheriff activities, retail food establishments, wholesale/broker recycle sales and landfill.

**Miscellaneous** (Revenue Source): Includes all other unexpected revenue received.

**Mobile Intercultural Resource Alliance (MIRA)**: The MIRA RV is a rolling clearinghouse for services available in Eagle County. Examples include basic health education and screenings, application support for public assistance programs, food resources, workforce development, early-childhood education coordination and physical activity programming.

**Payments in Lieu of Taxes** (Revenue Source): Federal payments to local governments that help offset losses in property taxes due to non-taxable Federal lands within Eagle County boundaries.

**Principal Payments** (Expenditure): This expenditure is for the COP for the Justice Center, Air Terminal Corporation Revenue Bonds, Lake Creek Village Debt and Golden Eagle Elderly Housing Corporation Debt principal payments.

**Proceeds of Capital Asset Dispositions** (Revenue Source): This revenue source includes monies received on all sales of county owned assets across all funds.

**Property Taxes** (Revenue Source): This revenue source includes all property tax collected by Eagle County. Eagle County's total mill levy is 8.499 mills which is split between several funds. Also included within this classification are any delinquent taxes collected and interest thereon and abatements issued.

**Purchased Services** (Expenditure): This includes all services utilized by all Eagle County departments, such as utilities, legal, security and building maintenance.

**Rents and Royalties** (Revenue Source): These are fees charged to tenants. The majority of these rents are charged by the housing corporations for apartment leases and charges to airlines and car rental agencies for space at the airport.

**Salaries and Benefits** (Expenditure): Amounts paid for personnel services rendered by employees in accordance with rates, hours, terms and conditions authorized by law or stated in employment contracts. This classification also includes overtime, temporary help, taxes, employer paid retirement and health insurance.

**Sales and Use Taxes** (Revenue Source): This revenue source includes all sales tax collected by Eagle County through both its 1% voter approved sales tax and its 0.5% vote approved mass transit tax. It also includes other sales and use taxes such as the county collected marijuana sales and excise taxes (approved by voters in 2017), specific ownership (motor vehicle purchases) and state collected marijuana sales taxes.

**State and Local Grants** (Revenue Source): These grants are primarily received to provide goods and services for Early Head Start and Public Health.

**Supplies** (Expenditure): This expenditure includes costs of all departments office supplies, furniture and small equipment purchases. Fuel and diesel purchases are among the largest supply line items.

**TABOR** (Taxpayer's Bill of Rights): This is an amendment to Article X of Colorado's state constitution which Colorado voters adopted in 1992. TABOR controls the amount of revenue that can be collected and spent, how and which taxes can be raised, and other things.

**Training Benefits** (Expenditure): To offer educational and professional development opportunities to all Eagle County employees.

**Transfers Out** (Expenditure): Contributions from one county fund to another in support of activities of the receiving fund. This includes transfers for capital projects and funding for the public health fund.

**Wayfair Decision** (Revenue): On June 21, 2018, the United States Supreme Court ruled in a 5-4 decision in South Dakota v. Wayfair, Inc., et al, that states can generally require an out-of-state seller to collect and remit sales tax on sales to in-state consumers even if the seller has no physical presence in the consumer's state.