



**AGENDA  
FOR THE BOARD OF TRUSTEES  
OF THE TOWN OF BUENA VISTA, COLORADO  
February 11, 2020**

**Work Session at 6:00 PM – Architectural Guidelines  
Historical Preservation Commission and Planning and Zoning Commission**

**Regular Meeting at 7:00 PM**  
at the Buena Vista Community Center  
Piñon Room – 715 East Main Street, Buena Vista, Colorado

**THE BOARD OF TRUSTEES MAY TAKE ACTION ON ANY OF THE FOLLOWING AGENDA  
ITEMS AS PRESENTED OR MODIFIED PRIOR TO OR DURING THE MEETING, AND  
ITEMS NECESSARY TO EFFECTUATE THE AGENDA ITEMS**

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. PLEDGE OF ALLEGIANCE – Boy Scout Troop 67**

**IV. PROCLAMATION – Arbor Day**

**PROCLAMATION – Buena Vista Kindness Week**

**PROCLAMATION – League of Women Voters 100<sup>th</sup> Anniversary**

**V. AGENDA ADOPTION**

*The Board approves the agenda at the start of the meeting including modifications.*

**VI. CONSENT AGENDA**

*Approval of matters that are routine in nature that require review and/or approval, i.e. minutes and reports. (Professional Service Agreements (PSA) that exceed \$25,000.00 require the Consent Agenda to be approved by a Roll Call vote)*

**A. Minutes**

1. BoT Regular Meeting – January 28, 2020
2. Beautification Board – November 7, 2019
3. Recreation Board – January 8, 2020

**B. Police Chief Report**

**C. Fire Chief Report**

**D. Intergovernmental Agreement (IGA) with Chaffee County Clerk Lori Mitchell to use the ballot drop-off boxes at the Buena Vista Motor Vehicle Branch office during the April 2020 Municipal Election.**

**E. Letter from Northern Chaffee County Library District Board of Trustees notifying the Town of Buena Vista that Kathy Keidel has been appointed to the Library Board.**

**F. Adoption of Resolution No. 9, Series 2020 entitled “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, RE-APPOINTING MARCUS TRUSTY, GARY CROWDER, AND DANIELLE RYAN AS REGULAR VOTING MEMBERS OF THE RECREATION ADVISORY BOARD.”**

**This Agenda may be Amended**

Posted at Buena Vista Town Hall, Post Office and [www.buenavistaco.gov](http://www.buenavistaco.gov), on Friday, February 7, 2020

- G. Adoption of Resolution No. 10, Series 2020 entitled "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, RE-APPOINTING TOM LIVERMAN, ROY GERTSON, PATTI CLARKE, KATHY HOERLEIN, AND DAN MURRAY AS REGULAR VOTING MEMBERS OF THE TREE ADVISORY BOARD.**"

## VII. PUBLIC COMMENT

*Citizen participation where the public can sign up prior to the start of the meeting in order to speak up to 3 minutes for matters not on the agenda or for agenda items not scheduled for Public Hearing. Neither Town Board nor Town staff should be expected to respond to matters raised in the Public Comment segment of Board meetings. Nevertheless, Board members will always retain the right to ask questions of the speaker and to respond then or at a later time to remarks made by any citizen.*

## VIII. BUSINESS ITEM

### A. Boys & Girls Clubs of Chaffee County

*Brian Beaulieu, Executive Director, will meet with the Board to discuss the possibility of utilizing Town owned property to build a multi-use building.*

### B. Paws for LEOs

*Marianne Maes, CEO and Founder, will provide the Trustees with an update on the organization's current efforts and vision for the future.*

### C. Trails Advisory Board Trail Recommendations

*Kelly Collins, Chair of the Trails Advisory Board, will review with the Trustees recommendations for trails in 2020.*

- D. Adoption of Resolution No. 11, Series 2020 entitled "**A RESOLUTION OF THE TOWN OF BUENA VISTA, COLORADO, APPROVING A NOTICE OF AWARD TO DL PROPERNICK CONCRETE FOR THE 2020 RAILROAD STREET IMPROVEMENTS PROJECTS.**"?

*The Board will consider approving the Notice of Award to DL Propernick Concrete for the concrete and grading installation portions of the Railroad Street Improvement Project.*

### E. Public Hearing – Supplement Amendments to the 2019 Budget

Should the Board of Trustees approve adoption of Resolution No. 12, Series 2020, entitled "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, ADOPTING AN AMENDED AND SUPPLEMENTAL BUDGET FOR THE TOWN OF BUENA VISTA, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2019 AND ENDING ON THE LAST DAY OF DECEMBER 2019.**"?

*The Board will consider amending the 2019 Budget to include additional approved expenditures.*

Should the Board of Trustees approve adoption of Resolution No. 13, Series 2020, entitled "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, ADOPTING SUPPLEMENTAL APPROPRIATIONS FOR THE TOWN OF BUENA VISTA, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE DAY FIRST OF JANUARY 2019 AND ENDING ON THE LAST DAY OF DECEMBER 2019.**"?

*The Board will consider adopting supplemental appropriations to the 2019 Budget.*

### F. Revise the 2020 Fee Schedule to add a fee for the use of Paul's Lot

*The Board will consider charging a fee for use of Paul's Lot (the overflow parking lot just east of the BV Pump Track), and to not allow private parties to reserve the Day Use Parking Lot just east of Paul's Lot and along the Arkansas River).*

### G. Buena Vista School Parking Lot License Agreement

*The Trustees will consider approving the License Agreement with the Buena Vista School District for use of the Administrative parking lots on North Court Street from Memorial Day through the start of the next school year.*

**This Agenda may be Amended**

Posted at Buena Vista Town Hall, Post Office and [www.buenavistaco.gov](http://www.buenavistaco.gov), on Friday, February 7, 2020

- H. Adoption of Resolution No. 14, Series 2020 entitled "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, APPROVING A STATE AVIATION GRANT AGREEMENT FROM THE COLORADO DEPARTMENT OF TRANSPORTATION-DIVISION OF AERONAUTICS (CDOT-A) FOR RUNWAY PAVEMENT MAINTENANCE, PROJECT GRANT NAME 20-AEJ-01 AT THE CENTRAL COLORADO REGIONAL AIRPORT (CCRA), BUENA VISTA, CO.**"?

*The Board will consider approving the CDOT grant agreement for the runway pavement maintenance project.*

**IX. STAFF REPORTS**

1. Town Administrator
2. Town Treasurer
3. Airport Manager
4. Public Works Director
5. Recreation Director

**X. TRUSTEE/STAFF INTERACTION**

**The Board discusses items with staff and staff can bring up matters not on the agenda.**

**XI. ADJOURNMENT**



**MINUTES OF THE BUENA VISTA BOARD OF TRUSTEES**  
**Pinon Room, Community Center 715 E. Main Street**  
**Tuesday, January 28, 2020**

**MINUTES OF THE MEETINGS OF THE BOARD OF TRUSTEES ARE A TRANSCRIPT OF THE GOVERNING BODY'S ACTIONS RATHER THAN A VERBATIM RECORD OF DELIBERATIONS.**

A regular meeting of the Board of Trustees was called to order by Mayor Duff Lacy, at 7:00 pm, Tuesday, January 28, 2020 at the Buena Vista Community Center, Pinon Room, 715 E. Main Street, Buena Vista, Colorado having previously been noticed in accordance with the Colorado Open Meetings Law.

**ROLL CALL**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>
Duff Lacy	Mayor	Present
Lawanna Best	Trustee	Present
Libby Fay	Trustee	Present
Mark Jenkins	Trustee	Present
Norm Nyberg	Trustee	Absent
Cindie Swisher	Trustee	Present
David Volpe	Trustee	Present

**Town Staff Present:**

Town Administrator Phillip Puckett  
 Principal Planner Mark Doering  
 Code Enforcement Officer Grant Bryans

Treasurer Michelle Stoke  
 Public Works Direct Shawn Williams  
 Town Clerk Paula Barnett

**PLEDGE OF ALLEGIANCE**

Mayor Lacy led the pledge of allegiance.

**AGENDA ADOPTION****MOTION NO. 1:**

MOVE TO APPROVE THE AGENDA.

<b>RESULT:</b>	<b>CARRIED</b>
<b>MOVER:</b>	Trustee Fay
<b>SECONDER:</b>	Trustee Jenkins
<b>AYES:</b>	Best, Fay, Jenkins, Swisher, Volpe

**CONSENT AGENDA**

*Approval of matters that are routine in nature that require review and/or approval, i.e. minutes and reports. (Professional Service Agreements (PSA) that exceed \$25,000.00 require the Consent Agenda to be approved by a Roll Call vote)*

**A. Minutes**

1. Board of Trustees Regular Meeting – January 28, 2020
2. Trails Advisory Board Minutes – October 1, 2019
3. Airport Advisory Board Minutes – November 19, 2019
4. Planning & Zoning Commission – January 8, 2020

**B. Town Clerk Report**

- C. Adoption of Resolution No. 8, Series 2020, entitled **“A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, APPOINTING KELLY COLLINS AS A REGULAR VOTING MEMBER OF THE WATER ADVISORY BOARD.”**

**MOTION NO. 2:**

MOVE TO APPROVE THE CONSENT AGENDA.

<b>RESULT:</b>	<b>CARRIED</b>
<b>MOVER:</b>	Trustee Best
<b>SECONDER:</b>	Trustee Fay
<b>AYES:</b>	Best, Fay, Jenkins, Swisher, Volpe

**PUBLIC COMMENT**

Tom Rollings, 26490 Range Drive, Buena Vista, met with the Board to give an update on activities at the Buena Vista Visitors Center and Chamber of Commerce. Rollings shared the Chamber has been working on their yearly budget with the goal of ensuring an accurate accounting of revenues and expenditures. Membership is up 30%, they are applying for grants through the Chaffee County Visitors Bureau, will be hosting a Spring Gala at The Barn, as well as monthly Business After Hours gatherings at businesses that choose to host the events. Rollings shared the Chamber is involved/supportive of the Buena Vista Community Rink efforts.

## BUSINESS ITEMS

### Chaffee County Community Foundation Grant Update

Town Administrator Phillip Puckett reviewed with the Board that in 2019, the Trustees agreed to have Chaffee County Community Foundation (CCCF) oversee the process to award the 2020 Community Grants for the Town. Puckett stated there was an increase in the number of applications submitted from previous years, and that Staff and the Board appreciate the effort and time Joseph Teipel, Executive Director of CCCF, and members of the review committee have put towards making their recommendations.

Teipel reviewed with the Board that as agreed upon with the Trustees, CCCF is managing a total budget of \$45,335.00, in the form of a Donor-Advised Fund (DAF).

- Public Support Line Items (Amounts were approved by the Trustees in the adoption of the 2020 Budget, and four of the five organizations submitted grant applications to CCCF)
  - Boys & Girls Club \$ 5,000.00
  - CCEDC \$ 5,000.00
  - American Legion Fireworks \$ 4,000.00
  - Boy Scouts Operation Flagpole \$ 835.00
  - After Prom (BVHS) \$ 500.00
  - \$15,335.00
  
- Community Grants
  - Allocation to Grant applications \$26,093.30
  - Hold-back for later in the year \$ 3,000.00
  - CCCF DAF Fee (2%) \$ 906.70
  - \$30,000.00

Teipel reviewed there were six people on the Grant Review Committee: Trustee Jenkins, three CCCF Board members, and two at-large residents, with Teipel serving as the facilitator. The committee had 45 plus years of combined grant experience, spent 56 plus hours reviewing applications and 4.5 hours attending in-person meetings, conducted 13 site visits, and made all decisions via majority vote.

Teipel stated 16 Community Grant applications were received with the requested amount totaling \$59,433.00. Fourteen organizations were recommended for funding, and no applications were recommended for full funding due to budget constraints. A summary of CCCF's recommendations was included in the Board packet, and a link to all of the grant applications submitted was provided via email to the Trustees. The organizations that submitted grant applications, the requested amount, and the committee's average and final recommendations are as follows.

<b>Organization</b>	<b>Requested Amount</b>	<b>Average Committee Recommendation</b>	<b>Final Recommendation</b>
Achieve Inc. (The Little Engine Eatery)	\$4,000.00	\$1,833.00	\$1,705.00
The Alliance-Domestic and sexual violence support	\$5,000.00	\$4,650.00	\$3,411.00
Chaffee Housing Trust-Matching funds for State Grant	\$7,500.00	\$5,800.00	\$5,116.00
Full Circle Restorative Justice	\$2,245.00	\$2,185.00	\$1,705.00
High Country Fine Arts-Children's Theatre Productions	\$1,000.00	\$950.00	\$853.00
GARNA-Youth Ecological Literacy Program	\$1,000.00	\$887.00	\$756.00
elevateHER	\$2,500.00	\$2,000.00	\$1,705.00
Chaffee County Habitat for Humanity-Homeowner and Community Education and Outreach	\$1,500.00	\$1,250.00	\$853.00
Chaffee County Public Health-Baby and Me Tobacco Free	\$500.00	\$500.00	\$426.00
Ark Valley Helping Hands	\$5,000.00	\$2,875.00	\$2,132.00
Chaffee County Council for the Arts	\$5,000.00	\$3,000.00	\$2,132.00
The Chaffee Shuttle	\$4,150.00	\$2,166.00	\$1,961.00
Mini Blessings - Outdoor Sound System	\$2,000.00	\$860.00	\$639.00
BV Heritage	\$10,038.00	\$3,166.00	\$2,699.00
Buena Vista Event Cooperative-Funding for performers	\$3,000.00	\$750.00	\$0.00
Paws for LEOs - Support for service dog	\$5,000.00	\$0.00	\$0.00

Trustees Jenkins stated the CCCF grant application process was beneficial to applicants and provided insight on how they can fine tune/improve applications in the future. Trustee

Jenkins strongly encouraged the Board to continue to have a Trustee be a part of the review committee. Teipel agreed the committee needs Town input to ensure CCCF is in line with town goals, and the shared knowledge past and present related to the organizations submitting the grant applications.

Trustee Jenkins shared with the Trustees that if sales tax revenues continue to increase, that in the future, the Board may want to consider increasing the percentage of sales tax allocated to Community Grant funding to 1.5%.

The Board and Staff discussed the amount budgeted for Community Grants in the 2020 Budget is \$30,000.00 which is not 1% of the total sales tax collected in 2019. Treasurer Stoke stated the 2019 December sales tax revenue will not be received until February. At that time, she will calculate the percentage based on the full year of sales tax revenue, and present the information to the Trustees for consideration of a budget adjustment adding additional funds to the Community Grant line item. Teipel stated if additional funds are allocated, and upon Board approval, CCCF can oversee a grant awarding process for the funds.

Mayor Lacy stated he feels this process is a great improvement from the past processes the Board followed to award Community Grant funds, and that by partnering with CCCF, [a great deal of Staff time was saved in exchange for] minimal expense. The Trustees agreed with Mayor Lacy, and thanked Teipel for his work.

**MOTION NO. 3:**

MOVE TO APPROVE CHAFFEE COUNTY COMMUNITY FOUNDATION’S (CCCF) RECOMMENDATIONS FOR DISBURSEMENT OF COMMUNITY GRANT FUNDS.

<b>RESULT:</b>	<b>ROLL CALL</b>	<b>CARRIED</b>
<b>MOVER:</b>		Trustee Best
<b>SECONDER:</b>		Trustee Fay
<b>AYES:</b>	Best, Fay, Jenkins, Swisher, Volpe	

**Health Disparities Grant**

Puckett stated Chaffee County Director of Housing Becky Gray was unable to attend the Trustees meeting, that she had met and presented the information to the Planning and Zoning Commission on January 22, 2020, and that Mark Doering, Principal Planner, would present an overview of the Health Disparities Grant to the Board.

Doering reviewed with the Trustees that the Chaffee County Offices of Public Health, and Environment and Housing oversee the Health Disparities Grant, which addresses the upstream

social determinants of health by working on systems and policy changes that address housing and land- use planning, with a focus on affordability and reducing displacement, segregation, and gentrification. The grant, in the amount of \$250,000.00 runs from July 1, 2019 through June 30, 2020.

Doering stated grant funds are being used to educate the community on selected Land Use Topics, and in 2019 and 2020 there are 18 Community Education events planned. In 2019, 115 participants attended the sessions.

Doering encouraged the Board to attend the events scheduled in 2020 which will be held in Buena Vista, Salida, and/or Poncha Springs.

- February 26 – 27 Smart Growth Principles- Strong Towns: Chuck Marohn
- April 2-3 Missing Middle Housing: Opticos
- April 8-9 Conservation Subdivision Design: RandallArendt
- Tentatively May 7-8 Permanent Affordability Strategies: Panel
- TBD Land Use 101 – how does land use impact affordability

Doering shared another program being developed is “I Am Chaffee”, a storybanking activity aimed to capture the diverse histories and experiences of Chaffee County residents. Stories will be shared to inform policy makers and build communities.

Doering stated the current grant cycle will end June 30, 2020, and year two of the grant will launch July 1, 2020. The total funding for the two-year grant is \$450,000.00.

### **2019 Annual Code Enforcement Report**

Code Enforcement Officer Grant Bryans reviewed with the Board an overview of the activities and accomplishments of the Code Enforcement office in 2019.

The Trustees stated they appreciate the work that Bryans is doing, and Puckett stated he values the process Bryans put together for the permitting of Special Events, which he took over from the Recreation Department in late 2018. Puckett stated due to the improved procedures and increased staff in the Recreation Department, the permitting of Special Events has gone back to the Recreation Department to oversee.

Trustee Fay stated that she would like to make it a priority of the Board to come up with a snow removal policy, which should then be enforced.

Puckett stated that Staff would welcome direction from the Board on how much of an issue snow removal is, and how strictly the Board wants Staff to enforce the ordinance. Puckett also

stated that he would like the Board to consider allowing Bryans to issue tickets rather than routing offenders through the municipal court processes.

Trustees Jenkins requested that Staff obtain data related to how the number of short-term rentals (STRs) may be impacting the number of properties available for long-term rental housing. Puckett stated a Work Session to discuss Short Term Rentals will be scheduled in May or June, after the April Election has been conducted, and the new Trustees have been seated on the Board.

### **2019 4<sup>th</sup> Quarter Financial Report**

Treasurer Stoke reviewed with the Trustees the 2019 4<sup>th</sup> Quarter Financial Report which included Sales Tax Revenues, Remote Sellers report, Balance Sheet for all funds, Fund Balance report, Investment Register, and the Budget Report for all departments and funds.

### **STAFF REPORTS**

1. Town Administrator - Highlights of the report in the packet were reviewed and Puckett responded to Trustee comments and questions.

Puckett stated Lisa Scanga has been selected as the Town's municipal prosecuting attorney and that she will be in court on Wednesday, February 5, 2020.

Puckett updated the Board on staffing changes which included the Fire Department being fully staffed with Chief Villars overseeing four full time fire fighters. Al Smith has transitioned into the Town Engineer role, and Jesse Hager has moved from Road Foreman to the Water Department. Public Works is currently accepting applications for the Road Foreman position.

Puckett shared the Colorado Department of Transportation (CDOT) has stated they have allocated funding in the 2022 and 2023 timeframe to install traffic signals at the Baylor and De Paul, and Steele Drive and Highway 24 intersections. Puckett stated the estimated cost for each intersection is in the \$1 to \$1.5 million-dollar range, and Town will need to be prepared to match the cost to improve/reconfigure the intersections.

2. Town Treasurer - Highlights of the report in the packet were reviewed and Stoke responded to Trustee comments and questions.

3. Principal Planner - Highlights of the report in the packet were reviewed and Doering responded to Trustee comments and questions.

Doering shared that on February 12<sup>th</sup> the Town of Buena Vista Planning Department will be hosting the Colorado Silver Jackets Flood Plain Management training for Flood Plain Managers in the surrounding communities.

Puckett reviewed with the Board the letter for RG and Associates, LLC related to Mark Lewis' request for services in preparing a site development plan modification to address drainage and grading for development on a site at 501 Antero Circle, where a set of storage units will be constructed. RG and Associates wants to assure the Town this will not be a conflict of interest since the firm reviews plans and makes recommendations to the Town on property developments and improvements.

**TRUSTEE/STAFF INTERACTION**

Trustees and Staff reported on or commented about recent and upcoming events, activities and topics.

Town Clerk Paula Barnett requested that the Board consider changing the July 14, 2020 Trustee meeting to July 7, 2020 to allow Deputy Town Clerk Melanie Jacobs, and herself to attend the Colorado Municipal Clerks Association Institute training July 12<sup>th</sup> thru July 17<sup>th</sup>, and to avoid having a staff member from another department cover the Town Clerk duties at the July 14<sup>th</sup> meeting.

**MOTION NO. 4:**

MOVE TO APPROVE CHANGING THE DATE OF THE JULY 14, 2020 BOARD OF TRUSTEES MEETING TO JULY 7, 2020.

<b>RESULT:</b>	<b>CARRIED</b>
<b>MOVER:</b>	Trustee Best
<b>SECONDER:</b>	Trustee Fay
<b>AYES:</b>	Best, Fay, Jenkins, Swisher, Volpe

Puckett reviewed with the Board that he and Trustee Best and Trustee Jenkins met with members from the Boys and Girls Club to discuss the Club's desire to partner with the Town to utilize Town owned property to build a multi-use building. Puckett reviewed that at a previous meeting the Board tabled the discussion related to Town owned property to June, 2020, and requested that the Board to consider meeting with the Boys and Girls Club at the February 11, 2020 meeting to explore possible options to accomplish the project. The Board agreed to discuss the project at the February 11<sup>th</sup> Trustee meeting.

**MOTION NO. 5:**

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, THAT THE MEETING BE ADJOURNED AT 8:48 PM.

<b>RESULT:</b>	<b>CARRIED</b>
<b>MOVER:</b>	Trustee Best
<b>SECONDER:</b>	Trustee Fay
<b>AYES:</b>	Best, Fay, Jenkins, Swisher, Volpe

Respectfully submitted:

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Libby Fay, Mayor Pro Tem

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Paula Barnett, Town Clerk



**Minutes**  
**TOWN BEAUTIFICATION BOARD MEETING**  
**Thursday, November 7, 2019**

The meeting was called to order at 5:10 p.m. at Collegiate Peaks Realty.

Present: Members - Joy Duprey (chairperson), Sue Benes, Diane Look, Kim Ollinger, Nancy Taylor, Jennifer Wright.

**APPROVAL OF MINUTES**

- Minutes for the September meeting were approved.

**OLD BUSINESS**

**Funds**

- Beautification funding from Town: \$14,740
  - \$ 3,240 – Annual Flowers
    - (\$3,225) – to Merrifield’s for flower inserts
    - (\$ 339.41) – to Merrifield’s for xeric garden plants
  - \$ 4,000 – Black Metal Benches
    - (\$259.41) – student bench
    - (\$350) – custom linings for student bench
    - (\$1,900) – 2 SixLine benches
    - (\$700 – estimate for Custom Linings coating of Sixline benches)
  - \$ 3,000 – 5 Snowflakes
    - (\$641.25) – Novelty Lights for 5 snowflakes plus extra for repair of old snowflakes
    - (\$1,860) – Ed Andreas for welding and painting of 5 snowflakes
    - (\$ 47.45) – 5 extension cords at True Value)
    - (\$128.07) – zip ties, glue, snips at True Value
  - \$ 4,500 – 2 Trash Cans
    - (\$2,250) – job deposit to SixLine for trash cans
    - (\$2,250) final payment to SixLine
  - (348.90) – garland for town tree
  - \$440.51 – Balance in Fund after paying estimated bench coating
- Beautification Fundraised Funds: \$6,104.36
  - (\$ 155.10) – Garden signs
  - \$ 1,085 – Adopt a planter/garden fundraiser
- Regular beautification fund - \$4915
- Grow the Tree Fund - \$1,189.78
- Chaffee County Times ad credit - \$75

**Grow the Holiday Tree Fundraiser**

- Cost of new base is \$2,425 + \$335 shipping = \$2,760

- Ornament sales
  - 500 ornaments purchased (\$1,321.12)
  - Ornaments sold \$2,076
  - Sales tax paid (\$165.10)
  - Donations toward the tree \$600
  - Total \$1,189.78
- Nancy will run a small ad in the paper, using our credit, advertising locations where ornaments are available
- Current price is \$10 for one, \$15 for two
- We will man booths at a few holiday events to try to sell more.

### **Snowflakes**

- We had a great snowflake wrapping party
- The newly wrapped snowflakes appear to be much brighter – no dirt on them, etc. We'll see how it looks!

### **Bows**

- Kim and her husband have painted the most faded bows. We discussed whether to spray more bows.
- Decided to wait and look at the rest of the bows when they're up on the poles; we'll determine which ones need to be sprayed next summer for next holiday season.

### **Scheduling for Raising the Tree**

- We typically put the tree up a few days before Christmas opening.
- Public Works can handle it – they can put it. Our role is really to make sure the branches are fluffed and garland is placed well.
- We chose Thursday, 12/5. Several of our women will supervise (!)
- Joy will check with Ryan at Public Works to see if that date will work for them.

### **Tree Base Update**

- Will ship in the next few days, and should arrive between 11/15 and 11/18.
- Nancy will get the tracking number to give to Public Works.

### **Utility Boxes Update**

- Postponed this discussion to next meeting. (We need Bonnie.)

### **Second Student Bench**

- The student who was working on this bench is no longer in school.
- John Burt assures us that another student will pick up the project, but we won't have the bench until next summer.

### **SixLine Benches**

- The two we ordered are complete. They are at Custom Linings to be sprayed.

## ***NEW BUSINESS***

### **Public Art Policy/Donation and Gift Policy Review**

- Tabled until next meeting since Paula is out of town.

### **Charles St. Median**

- Nancy suggested that Town put the red brick stamped concrete on the surface, since it appears nothing can grow there.
- They could purchase the concrete now with the money they have.
- Joy will pass along our thoughts.

**Recreation Funding**

- Earl says they have some funding for landscaping at the Skate Park.
- They would like our input.

**Next Meeting**

- We will put up the tree instead of having a meeting in December.
- We will have a holiday party; Joy will send us a date – possibly Friday, 12/20.
- The next meeting will be held on Thursday, January 9, at 5 p.m. at Collegiate Peaks Realty.

**Adjournment**

- The meeting was adjourned at 6:05 p.m.
- 

***Projects to keep track of:***

- Cemetery clean up
  - Large wreaths gifted from Chamber
  - Directional pole in K's park – should we have someone make new placards?
  - Solar lights on bridge?
  - Lamppost globes
- 

Minutes approved at January 2020 meeting. Respectfully submitted by:



Diane Look  
Town Beautification Member

MINUTES FOR THE MEETING OF THE  
RECREATION ADVISORY BOARD  
Wednesday, January 8th, 2019

CALL TO ORDER: A meeting of the Recreation Advisory Board was held on Wednesday, January 8, 2020 at the Buena Vista Community Center, 715 E. Main Street, Buena Vista, Colorado. Mckenzie called the meeting to order at 7:34am.

Roll Call

Members present were chair Mckenzie Lyle, co-chair Marcus Trusty, Gary Crowder, Luke Urbine, Ashley Davis, Jan Johnson and Danielle Ryan. Also in attendance were Recreation Director Earl Richmond, Program Coordinator Shane Basford, Recreation Assistant Ben Eichel, and members of the UAV club

APPROVAL OF MINUTES: Luke moved to approve the December 2019 minutes, as written. Danielle seconded the motion. Motion passes with unanimous approval.

APPROVAL OF THE AGENDA: Gary moved to approve the January 2020 agenda as with amendments. Marcus seconded the motion. Motion passes with unanimous approval.

PUBLIC COMMENT:

UAV Crew

Honora Roberts, Taylor Albright

Met with interested parties, looking at alternate locations for UAV Park. Possible best area would be to West of Sportsman Club. Need other groups to weigh in as well as town entities like DPW.

New Business

- I. Program Report Summary
  - a. Lower programming period, reworked website, snowed out events
- II. Rec Director Report Summary
  - a. Tomorrow night's meeting on Ice Rink
  - b. Paul's Lot future changes
  - c. Ashley Davis joining town staff part time to help with facility upkeep
  - d. Recreation Activity Bus
    - i. 14 PAX bus at BV Bus Barn
    - ii. Will look at smaller Busses
    - iii. Town and Country was not helpful
    - iv. Possible insurance issues- will this be a commercial vehicle? need to stop at inspection points?
    - v. Issues with 21 PAX conversion
  - e. SBDC meeting to help with fine arts and possibly McPhelemy park structure
  - f. Need Master Plan moving forward in 2020
  - g. Possible issues at Rodeo Grounds and conflicts

- III. Ben's Report
  - a. Busy, already received 2,100 in fees, should collect \$7,500 by July of this year
- IV. RAB Meeting Date Change
  - a. Change to first Wednesday of Month
    - i. Marcus motion to change Meeting Schedule. Gary seconded the motion. Motion passes with unanimous approval.
- V. 2020 Officially Funded CIPs Report
- VI. Potential Indoor Facility Update
  - a. Warehouse no longer listed
  - b. Two warehouses, one 3K sq ft has 8 offices, bathrooms, and kitchen; other has just bathroom and space.
  - c. One space open is short term (March)
  - d. Price currently 1.2M negotiable
  - e. Gymnastics renewed lease, rent is 1,900/month.
  - f. Will visit site Friday at 10am.
  - g. Need to remain objective and evaluate costs.

#### Ongoing Business

- I. Board Pulse
  - a. Need article publicizing Special Events and staffing increases.
  - b. Changes in steering camping events to B-field instead of soccer field.
- II. Hockey Rink and Ice Update
- III. Drone- RC Air Park Update

#### ADJOURNMENT:

Mckenzie motioned to adjourn at 8:57am.

Respectfully submitted:

Mckenzie Lyle, Chair

Ben Eichel, Recreation Assistant





**Buena Vista Police Department**  
Post Office Box 1310  
713 E. Main St.  
Buena Vista, Colorado 81211  
Phone: (719) 395-8654 Fax (719) 395-8655



### **Chief's Report January 2020**

Welcome to 2020! It has been an extremely busy & crazy start of the New Year. Suicide, meth, heroine, weed & a lot of alcohol. More attitudes with police officers than ever before! Physically fighting with law enforcement for no valid reason. Like we have always said, 95% of the people in Buena Vista are awesome & the other 5% are job security!

We are being told our new K9 vehicle will be here soon, we have waited & waited for its arrival. The company had to do a lot of modification on the K9 cage trying to fit it into the new car. Very frustrating for Ben & the rest of our team! "Thor" is an awesome dog we need desperately on our streets.

Our two new police officers have finished our F.T.O. program & are doing very well. Elijah & Chris have exceeded our expectations. We are truly blessed to get these two officers on our team. They are both great team players & are an ideal fit for our team & our community!

Please see attached stats & calls for service



**BVPD CALLS FOR SERVICE FOR THE MONTH OF JANUARY 2020**

7	911 MISC. (NON-EMERGENCY; HANGUP CALLS ETC)
0	ABANDONED VEHICLE
5	ACCIDENTS
61	ADMINISTRATIVE CALLS (OUT AT PD/TOWN HALL/MTGS)
6	ALARMS - INCLUDING FIRE
4	ANIMAL COMPLAINTS
0	ARSON
1	ASSAULTS
18	ASSIST OTHER AGENCY
0	AUTO THEFT
0	BURGLARY
2	BUSINESS CHECKS
1	CHILD ABUSE
1	CHINS (CHILD HAVING IMMEDIATE NEED OF SUPERVISION)
1	CITIZEN ASSIST
2	CIVIL DISPUTES
0	CIVIL PAPERS
1	CIVIL STANDBY
2	CODE VIOLATION
1	COMMUNITY RELATIONS
4	COURT SERVICES
4	CRIMINAL MISCHIEF
2	DEATH
4	DOMESTIC VIOLENCE
1	DISTURBANCE CALL - FIGHT
0	DISTURBANCE CALL - NOISE
1	DRUG INVESTIGATION
0	EMERGENCY MESSAGE
1	FIRE CALLS - MISC
1	FIRE CALLS - STRUCTURE & WILDFIRE
95	FOLLOW UP
0	FOOT PATROL
1	FORGERY/FRAUD
5	FOUND PROPERTY
5	HARASSMENT
1	HAZARDS - GENERAL
0	HAZARDS - MATERIAL
0	HOME TOWN SECURITY
0	HOUSE WATCH
7	INTERVIEW
11	INFORMATION ITEMS
0	INTOXICATED SUBJECT
0	LIQUOR VIOLATION

0	<b>LIVESTOCK</b>
1	<b>LOST PROPERTY</b>
1	<b>MEDICAL ASSIST</b>
14	<b>MEETING</b>
0	<b>MISSING PERSON</b>
4	<b>MOTORIST ASSIST</b>
2	<b>PARKING VIOLATION</b>
1	<b>PHONE CALL</b>
0	<b>PBT - PORTABLE BREATH TEST</b>
2	<b>REDDI REPORT</b>
22	<b>REPORTS</b>
0	<b>ROADSIDES</b>
0	<b>RUNAWAY</b>
26	<b>SECURITY CHECKS</b>
1	<b>SEXUAL ASSAULT</b>
0	<b>SMOKE INVESTIGATION</b>
1	<b>SUICIDE ATTEMPT</b>
2	<b>SUSPICIOUS INCIDENT</b>
7	<b>SUSPICIOUS PERSON</b>
1	<b>SUSPICIOUS VEHICLE</b>
6	<b>THEFT</b>
76	<b>TRAFFIC STOPS (ALL CONTACTS)</b>
1	<b>TRAFFIC VIOLATIONS (CITATIONS WITH CASE #)</b>
51	<b>TRAFFIC MISC. (VEHICLE INVESTIGATION)</b>
3	<b>TRAFFIC COMPLAINT</b>
5	<b>TRAINING</b>
3	<b>TRANSPORTS</b>
4	<b>TRESPASS</b>
18	<b>VIN INSPECTION</b>
2	<b>VIOLATION OF PROTECTION ORDER</b>
3	<b>WARRANT ARREST (INCLUDING ATTEMPTED)</b>
0	<b>WEAPONS/GUN</b>
20	<b>WELFARE CHECK</b>
0	<b>WILDLIFE</b>
533	<b>TOTAL CALLS RECEIVED FROM CHAFFEE CTY. DISPATCH</b>

Statistics from: 1/1/2020 12:00:00AM to 1/31/2020 11:59:00PM

## Citation Printout Report by Violation

Total Citations of (10-121 CRIMINAL MISCHIEF): 1  
Total Mandatory Appearances: 1

Total Citations of (18-4-504 THIRD DEGREE CRIMINAL TRESPASS): 1  
Total Mandatory Appearances: 1

Total Citations of (18-6-401 CHILD ABUSE): 2  
Total Mandatory Appearances: 2

Total Citations of (18-6-801 DOMESTIC VIOLENCE): 1  
Total Mandatory Appearances: 1

Total Citations of (18-8-104 OBSTRUCTING A PEACE OFFICER/FIREFIGHTER/EMS/VO): 1  
Total Mandatory Appearances: 1

Total Citations of (18-9-106 DISORDERLY CONDUCT): 1  
Total Mandatory Appearances: 1

Total Citations of (18-9-111 HARASSMENT): 1  
Total Mandatory Appearances: 1

Total Citations of (18-9-306.5 OBSTRUCTION OF TELEPHONE OR TELEGRAPH SERVICE): 1  
Total Mandatory Appearances: 1

Total Citations of (42-2-138(1)(A) DROVE VEHICLE WHEN LICENSE UNDER RESTRAINT (SUSPENDED/REVOKED/DENIED)): 1  
Total Mandatory Appearances: 1

Total Citations of (42-3-114 EXPIRATION OF VEHICLE REGISTRATION): 3  
Total Mandatory Appearances: 3

Total Citations of (42-4-1101 SPEED LIMITS (EXCEEDING)): 10  
Total Mandatory Appearances: 0

Total Citations of (42-4-1211 LIMITATIONS ON BACKING): 1  
Total Mandatory Appearances: 0

Total Citations of (42-4-1301(1)(A) DROVE VEHICLE WHILE UNDER THE INFLUENCE OF ALCOHOL OR DRUGS OR BOTH): 1  
Total Mandatory Appearances: 1

Total Citations of (42-4-1402 CARELESS DRIVING): 1  
Total Mandatory Appearances: 0

Total Citations of (42-4-1409 COMPULSORY INSURANCE): 3  
Total Mandatory Appearances: 2

Total Citations of (VOID): 5  
Total Mandatory Appearances: 0

**Grand Total**

Total Number of Citations Reported: 34

Total Fine Amounts Reported: \$0.00

Total Money Collected:

Total Money Still Due: \$0.00

Total Mandatory Appearances: 16



## Buena Vista Fire Department

P.O. Box 1624

Buena Vista, CO 81211

Phone: 719 395-8098

Fax: 719 395-2046

### Chief Villers January 2020 Report

For the month of January, there were several changes with hiring of new staff. Our new staff include: Christopher Greene, Miguel Class, and Nathan Allen. They are hitting the ground running with learning the station and planning trainings for themselves as well as our volunteers.

With the changes at the station the training hours were a little lower for the month, but with a new schedule being worked these hours should increase again.

There was a station tour with 2 Trustees, staff and community members. This was an informative tour showing some of the needs the department has and concerns.

There were some additions/updates to the station to help our newly hired staff. We now have resting quarters for those that need it while they are on shift. We have provided cooking utensils, recliners and a television for their use. Some new equipment has been purchased for the trucks as well.

The Chaffee County Next Generation Community Wildfire Protection Plan was signed along with other members from different jurisdictions of the county. The plan is in place to help raise community awareness and deliver solutions to reduce wildfire risk. A printed summary of the plan is on your table.

Thank you for your time,

Chief Dixon Villers



# Buena Vista Fire Department

P.O. Box 1624  
 Buena Vista, CO 81211  
 Phone: 719 395-8098  
 Fax: 719 395-2046

## Incident Count for All Call Statuses per ALL Actions Taken for Date Range Start Date: 01/01/2020 | End Date: 01/31/2020

ACTION TAKEN	# INCIDENTS	PERCENTAGE
10 - Fire control or extinguishment, other	1	4%
30 - Emergency medical services, other	11	44%
31 - Provide first aid & check for injuries	4	16%
32 - Provide basic life support (BLS)	1	4%
41 - Identify, analyze hazardous materials	1	4%
51 - Ventilate	1	4%
63 - Restore fire alarm system	1	4%
73 - Provide manpower	8	32%
81 - Incident command	7	28%
86 - Investigate	3	12%
90 - Fill-in, standby, other	1	4%
92 - Standby	1	4%
<b>TOTAL:</b>	<b>40</b>	

## Total Training hours for December - 10 volunteers/staff

Station Training 25:25

Total 25:25

**TOWN OF BUENA VISTA**

P.O. Box 2002  
Buena Vista, CO 81211  
Phone: (719) 395-8643  
Fax: (719) 395-8644

DATE: February 11, 2020  
TO: Mayor and Board of Trustees  
FROM: Paula Barnett, Town Clerk

AGENDA ITEM: Intergovernmental Agreement (IGA) with Chaffee County Clerk Lori Mitchell for use of the ballot drop off boxes at the County Annex during the April 2020 Municipal Election.

---

Dear Mayor and Board of Trustees,

**Overview**

Lori Mitchell, Chaffee County Clerk & Recorder has offered the use of the outside ballot drop-off box, and the inside ballot drop-off box at the Chaffee County Motor Vehicle Branch Office located at 112 Linderman Avenue during the April 2020 Municipal Election.

Beginning March 17<sup>th</sup>, the outside ballot drop-off box will be open 24/7, and the inside ballot drop-off box will be open from 8:00 am to 4:00 pm every day the Motor Vehicle office is open. Both boxes will be open Election Day, Tuesday, April 7<sup>th</sup>, from 7:00 am to 7:00 pm.

Utilizing the county's ballot drop-off boxes will provide voters the opportunity to drop off their ballots at times and locations that are convenient for their schedule versus only at Town Hall Monday through Friday from 8:00 am to 5:00 pm, and on Election Day from 7:00 am to 7:00 pm.

Clerk Mitchell will have her staff operate the election office in Buena Vista from 7:00 am to 7:00 pm on the day of the Election so voters can register to vote and will also provide them with a Certificate of Registration which they can bring to Town Hall and be issued a ballot.

**Budget Impact**

There is no budget impact.

**AN INTERGOVERNMENTAL AGREEMENT REGARDING ASSISTANCE WITH  
THE CONDUCT OF AN ELECTION TO BE HELD ON  
APRIL 7, 2020**

This Contract is made and entered into as of <sup>February</sup> 3rd, 2020 by and between the Town of Buena Vista ("Local Government"), and the Chaffee County Clerk and Recorder ("County Clerk").

**RECITALS AND PURPOSES**

- A. Pursuant to section 18(2)(a) of Article XIV of the Colorado Constitution and section 29-1-203, C.R.S., the County Clerk (acting with authority from the Chaffee County Board of Commissioners, pursuant to the County's Policy for the Purchasing of Goods and Services and Contracting) and the Local Government may cooperate or contract with each other to provide any function, service or facility lawfully authorized to each, and any such contract may provide for the sharing of costs, the imposition of taxes, and incurring of debt.
- B. The Local Government has called an election to be held on April 7, 2020 ("Election"). The Local Government has chosen to conduct an independent mail ballot election under applicable provisions of Title 31, Article 10 of the Colorado Municipal Election Code of 1965, *et. seq.*
- C. The governing board of a political subdivision may contract with the County Clerk to perform all or part of the required duties in conducting the Election pursuant to section 1-1-111(2), C.R.S.
- D. Specifically, the Local Government seeks to utilize a 24/7 County ballot box as well as the ballot box located inside the County's Motor Vehicle Branch office in Buena Vista, Colorado. In addition, the County Clerk will operate its Buena Vista election office on the day of the Election so voters can register to vote or update their registration.
- E. The County Clerk and the Local Government have determined that it is in the best interests of the Local Government and its inhabitants to cooperate and contract for certain services in connection with the Election as outlined below.

**COVENANTS AND PROMISES**

In consideration of the mutual promises and covenants set out in this Contract, the sufficiency of which is acknowledged, the parties agree as follows:

1. **Effective Date, Term and Application.** This Contract is expressly written for the Election and is effective from the date of the last party's execution through the day after the Election.

2. **County Clerk Duties.** The County Clerk will perform the following duties for the Election. Unless expressly specified below, the County Clerk will have no responsibilities with respect to the Election.
  - 2.1. The County Clerk will open its outside 24/7 ballot box and its inside ballot box, both located at the Motor Vehicle Branch office ("MV Office") in Buena Vista, Colorado, beginning at 8 a.m. on March 17<sup>th</sup>. The inside box will be open from 8 a.m. to 4 p.m. every day the MV Office is open, up to the Election. Both boxes will be open until 7 p.m. on the day of the Election. The County Clerk will provide to the Local Government keys to the ballot boxes. The Local Government has indicated it does not require video surveillance of the boxes.
  - 2.2. The County Clerk will have her staff operate the election office in Buena Vista from 7 a.m. to 7 p.m. on the day of the Election so voters can register to vote in the Local Government and provide voters with a Certificate of Registration which voters can take to the vote center to vote.
3. **Local Government Duties.** The election will be conducted by the Local Government. Thus, the Local Government will have all other election-related duties not specified above, including without limitation picking up ballots from the County-provided ballot boxes.
4. **Charges.** The County Clerk will not charge for the use of the ballot boxes. There will be a charge for any lost keys to the ballot boxes.
5. **Limit of Liability.** In no event will the County Clerk be liable for any expenses, damages or losses in connection with the Election.
6. **Amendment.** This Contract may be amended only in writing signed by the parties.
7. **Integration.** The parties acknowledge that this Contract constitutes the sole agreement between them relating to the subject matter hereof and that no party is relying upon any oral representation made by another part or employee, agent or officer of that party. Any prior agreements, promises, negotiations, or representations not expressly set forth in this Contract are of no force and effect. This Contract fully supersedes any previous agreements between the parties with respect to the subject matter.
8. **Third Party Beneficiary.** The enforcement of the terms and conditions of this Contract and all rights of action relating to such enforcement, are strictly reserved to the County Clerk and the Local Government, and nothing contained in this Contract gives or allows any claim or right of action

whatsoever by any other or third person. It is the express intent of the parties to this Contract that any person receiving services or benefits under this Contract be deemed an incidental beneficiary only.

9. **No Waiver.** No waiver of any of the provisions of this Contract constitutes a waiver of any other of the provisions of this Contract, and no such waiver constitutes a continuing waiver, unless otherwise expressly provided in this Contract, nor will the waiver of any default under this Contract be deemed a waiver of any subsequent default.

County Clerk:



Lori Mitchell

Chaffee County Clerk and Recorder

Tele #: 719-530-5600

Date Signed: 2-3-2020

Local Government:

By: 

Name (printed): Paula Barnett

Title: Town Clerk

Tele # 719.581-1017

Date Signed: 2-3-2020



January 28, 2020

Buena Vista Board of Trustees  
 210 East Main Street  
 Post Office Box 2002  
 Buena Vista, CO 81211

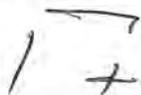
Dear Buena Vista Board of Trustees,

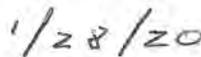
On behalf of the Northern Chaffee County Library District Board of Trustees, we formally nominate Kathleene (Kathy) Keidel to a vacated position on the Northern Chaffee County Library District Board of Trustees. Ms. Keidel's 32 years as a Buena Vista elementary school educator, her community involvement in groups such as the Chaffee Arts, Writer's Exchange and Shavano Poets, as well as her former work on the Buena Vista's Recreation Board speak to her civic engagement and familiarization with the values of the community.

Ms. Keidel, upon appointment, fills a vacancy created by the expiration of former Trustee Susan Bristol, who served two five-year terms.

Any questions may be directed to the library director, Cecilia LaFrance, at [clafrance@buenavistalibrary.org](mailto:clafrance@buenavistalibrary.org) or at 719-395-8700.

Respectfully submitted,





Burke Kaiser, President

Date

Northern Chaffee County Library Board of Trustees

**TOWN OF BUENA VISTA, COLORADO**

**RESOLUTION NO. 09**  
**(Series of 2020)**

**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, RE-APPOINTING MARCUS TRUSTY, GARY CROWDER, AND DANIELLE RYAN AS REGULAR VOTING MEMBERS OF THE RECREATION ADVISORY BOARD.**

**WHEREAS**, Article XI, Chapter 2, Sec. 222 of the Buena Vista Municipal Code authorizes the Board of Trustees to appoint individuals to serve as members of the Town of Buena Vista Recreation Advisory Board by a majority vote of all members of the Board; and

**WHEREAS**, the Board of Trustees desires to make the reappointments set forth herein, which are as recommended by the respective advisory board.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO** as follows:

**Section 1.** The following reappointments are made to the Recreation Advisory Board:

Marcus Trusty, regular voting member, with a three (3) year term ending December 2022.

Gary Crowder, regular voting member, with a three (3) year term ending December 2022.

Danielle Ryan, regular voting member, with a three (3) year term ending December 2022.

**Section 2.** Each advisory board member so appointed shall hold his or her appointment until his or her term expires, or he or she is removed or resigns, or as otherwise provided for in accordance with the ordinances of the Town of Buena Vista.

**RESOLVED, APPROVED, AND ADOPTED** this 11<sup>th</sup> day of February, 2020.

TOWN OF BUENA VISTA

BY: \_\_\_\_\_  
Libby Fay, Mayor Pro Tem

ATTEST:

\_\_\_\_\_  
Paula Barnett, Town Clerk

**TOWN OF BUENA VISTA, COLORADO**

**RESOLUTION NO. 10**  
**(Series of 2020)**

**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, RE-APPOINTING TOM LIVERMAN, ROY GERTSON, PATTI CLARKE, KATHY HOERLEIN, AND DAN MURRAY AS REGULAR VOTING MEMBERS OF THE TREE ADVISORY BOARD.**

**WHEREAS**, Chapter 2, Sec. 202 of the Buena Vista Municipal Code authorizes the Board of Trustees to appoint individuals to serve as members of the Town of Buena Vista Tree Advisory Board by a majority vote of all members of the Board; and

**WHEREAS**, certain members, whose terms have expired but who have continued to serve, were not reappointed and the Board desires to retroactively reappoint those members; and

**WHEREAS**, the Board of Trustees desires to make the appointments set forth herein, which are as recommended by the respective advisory board.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO** as follows:

**Section 1.** The following reappointments are made to the Tree Advisory Board:

Tom Liverman, regular voting member, with a three (3) year term ending December 2022.  
Roy Gertson, regular voting member, with a three (3) year term ending December 2021.  
Patti Clarke, regular voting member, with a three (3) year term ending December 2022.  
Kathy Hoerlein, regular voting member, with a three (3) year term ending December 2021.  
Dan Murray, regular voting member, with a three (3) year term ending December 2022.

**Section 2.** Each advisory board member so appointed shall hold his or her appointment until his or her term expires, or he or she is removed or resigns, or as otherwise provided for in accordance with the ordinances of the Town of Buena Vista.

**RESOLVED, APPROVED, AND ADOPTED** this 11<sup>th</sup> day of February, 2020.

TOWN OF BUENA VISTA

BY: \_\_\_\_\_  
Libby Fay, Mayor Pro Tem

ATTEST:

\_\_\_\_\_  
Paula Barnett, Town Clerk

**BUENA VISTA TRAILS ADVISORY BOARD  
RECOMMENDATIONS  
for the  
BOARD OF TRUSTEES**



January 7, 2020

The Trails Advisory Board respectfully submits the following three recommendations regarding Town of Buena Vista trails to the Buena Vista Board of Trustees.

**Recommendation 1: Install wayfinding signage for the new Farm Trail**

The Farm Trail will connect the new Farm development with Brady Road to provide a safe route to school for children residing in The Farm. Children walking to school can use the Farm Trail instead of walking on County Road 317.

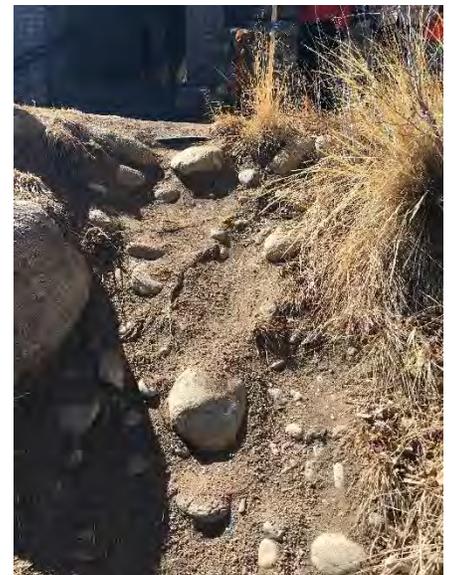


The Farm Trail is on a Town water line easement between two homes. The Public Works Director has approached both homeowners and gotten their agreement for use of the easement for a trail.

The Trails Advisory Board recommends that the Town install signage for this trail matching other Town trails and consisting of boulders at both ends of the trail with the trail name sign attached to the boulder. The funds for this could come from the Trail Construction and Maintenance budget item 03-510-4815 (\$10,000).

**Recommendation 2: Construct a rock stairway from the upper Arkansas Trail to the Whitewater Trail**

The upper Arkansas River Trail has numerous “social trails” created by folks who want to access the river, but do not know where to do that. The social trails are steep and once started, continue to erode into the bank. The trails Advisory Board is working with the Public Works and Recreation Departments on Best Management Practices (BMPs) to avert use of the “trails” and allow for restoration. The first BMP is the to install barriers consisting of posts connected by rope. The barriers will serve as caution that the “trail” should not be used.



**BUENA VISTA TRAILS ADVISORY BOARD  
RECOMMENDATIONS  
for the  
BOARD OF TRUSTEES**



A second BMP is to create another access route that is easier and safer to use to reach the river. The Recreation Department has identified a proposed location for a rock stairway that would provide this additional access and has received a bid to complete the construction. Earl Richmond has obtained a cost estimate of \$4,500 to complete this work.

The Trails Advisory Board recommends that the Town allocate funding for the rock stairway that will provide easy and safe access from the Arkansas River Trail to the river.

**BUENA VISTA TRAILS ADVISORY BOARD  
RECOMMENDATIONS  
for the  
BOARD OF TRUSTEES**



**Recommendation 3: Formally name the new connector trail from the South Main Boulder Park to the Arkansas River Trail the “Logan Connector” and install signage.**

The area between the South Main Boulder Park/parking area and the Arkansas River trail had been a “social road” and was undergoing severe erosion. As his Eagle Scout project Logan Trenkle constructed a connector stair trail using materials on site. His project provides attractive access from the Boulder Park to the Arkansas River Trail and the Whitewater Trail and cures an unsightly erosional scar.

To recognize Logan Trenkle’s effort in improving the Town landscape and trail/river access, the Trails Advisory Board recommends that this connector trail be designated Logan Connector and signage added that is consistent with Town trail designation signage.



Before

After





# TOWN OF BUENA VISTA

P.O. Box 2002  
Buena Vista, CO 81211  
Phone: (719) 395-8643

36

MEETING DATE: February 11, 2020

TO: Mayor and Board of Trustees

FROM: Shawn Williams, Public Works Director

AGENDA ITEM: Resolution #11, Notice of Award, Railroad Street Improvements Project, DL Propernick

## Request:

Staff is requesting a Notice of Award to DL Propernick Concrete for the concrete and grading installation portions of the Town of Buena Vista Railroad Street Improvements Project.

## Overview:

In 2019 Public Works began looking at the Railroad Street/ Collegiate Heights infrastructure needs. This project was developed and proposed in 2019 as part of the 2020 Street Fund Projects. Staff with the help of RG and Associates designed, advertised and produced a request for proposal. This street improvements project effort is to rehabilitate and improve existing street and street amenity infrastructure. The Town received 1 partial bid proposal from DL Propernick Concrete. This bid captures the concrete installation and grading portions of the project bid schedule, bid schedule B.

	<b>CONTRACT DOCUMENTS</b> TOWN OF BUENA VISTA, COLORADO
<b>INSTRUCTIONS TO BIDDERS</b>	
<b>Date:</b> December 6 <sup>th</sup> , 2019 <b>Project No.:</b> 1011.0090 <b>Project Title:</b> 2019 Railroad Street Improvements <b>Project Manager:</b> Rick Goncalves	
Sealed proposals will be received by the Town of Buena Vista, at the Public Works Building, located at 755 Gregg Drive Buena Vista, Colorado 81211 until date and time identified on this page. Proposals and Bid Security shall be enclosed in a sealed envelope and addressed to the Town of Buena Vista, and marked <b>"2019 Railroad Street Improvements"</b> , the entire contract and specifications book shall be submitted with the proposal.	
<b>Bidders can bid one or all of the bid schedules</b>	
<b>Cost of Plans and Specifications:</b> N/A	
<b>Length of Time Bids Shall Remain Open:</b> <u>forty-five (45) consecutive calendar days</u> after the date of the Bid opening.	
<b>Notice of Award:</b> shall be given approximately <u>Twelve (12) consecutive calendar days</u> after the date of Bid opening.	
<b>Schedule:</b>	
Plans and Specifications Available:	<b>Friday, December 6<sup>th</sup>, 2019</b>
Last day to request interpretations of documents:	<b>Friday, December 27<sup>th</sup>, 2019 by 3:00 pm</b>
Last day for issuance of Addenda:	<b>Thursday, January 2<sup>nd</sup>, 2020 by 3:00 pm</b>
Bid opening:	<b>Tuesday, January 7<sup>th</sup>, 2020 at 9:00 am</b> <b>Buena Vista Public Works Building,</b> <b>755 Gregg Drive, Buena Vista, CO 81211</b>
Notice of Award to be issued (approximate):	<b>Wednesday, January 15<sup>th</sup>, 2020</b>
Pre-Construction Meeting/ Notice to Proceed Issued (approximate):	<b>Wednesday, February 12<sup>th</sup>, 2020</b>
Work to be completed (90 consecutive calendar days): Start date of no later than April 1 <sup>st</sup> , 2020	<b>Wednesday, May 13<sup>th</sup>, 2020</b>
* All questions will be submitted via email to Jim Landry at <a href="mailto:jlandry@rgengineers.com">jlandry@rgengineers.com</a> and CC Rick Goncalves, at <a href="mailto:rckg@rgengineers.com">rckg@rgengineers.com</a>	
<b>2019 RAILROAD STREET IMPROVEMENTS</b> SEPTEMBER 2019	
7	

**Analysis:**

This bid proposal reflects estimated engineering cost estimates and keeps this project with-in the entire projected budget. Asphalt installations will still need to be provided. Although no formal bids were provided, Staff is has identified alternative resources and solutions. Public Works Staff will provide striping, new sign installations, drainage improvements, demolition of existing sidewalks, traffic control, general support and project management. These efforts will allow for significant cost savings associated to this project.

**Scope;**

- new sidewalks
- new curb and gutter
- stormwater retention grading
- concrete cross pans
- ADA Pedestrian crossing ramps
- Driveway installations at alleys
- Sub-grade preparation for street, sidewalks, curb and gutter

**RG AND ASSOCIATES, LLC**

2/5/20

CONTRACT DOCUMENTS  
CONTRACT DOCUMENTS  
TOWN OF BUSH VISTA, COLORADO

DL Properatic Concrete.

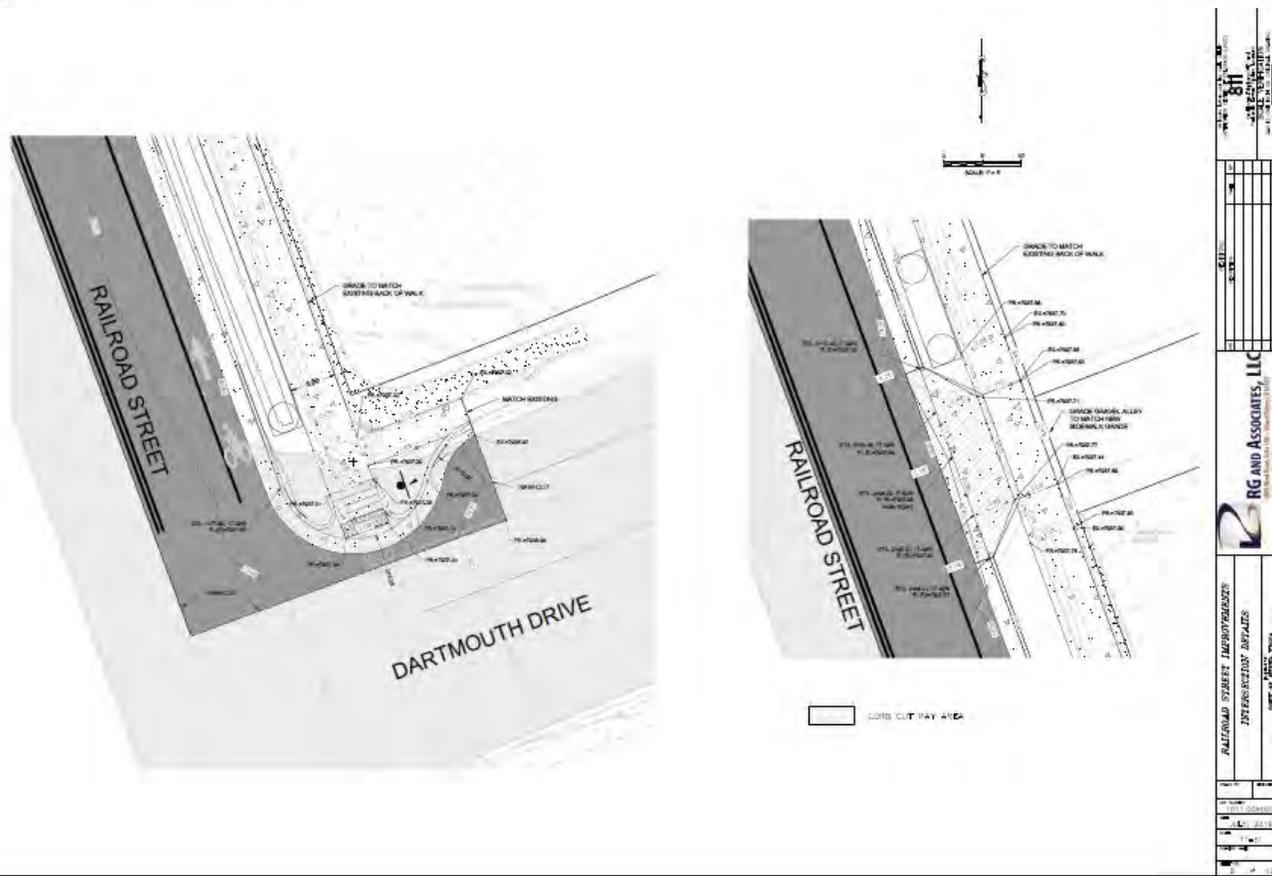
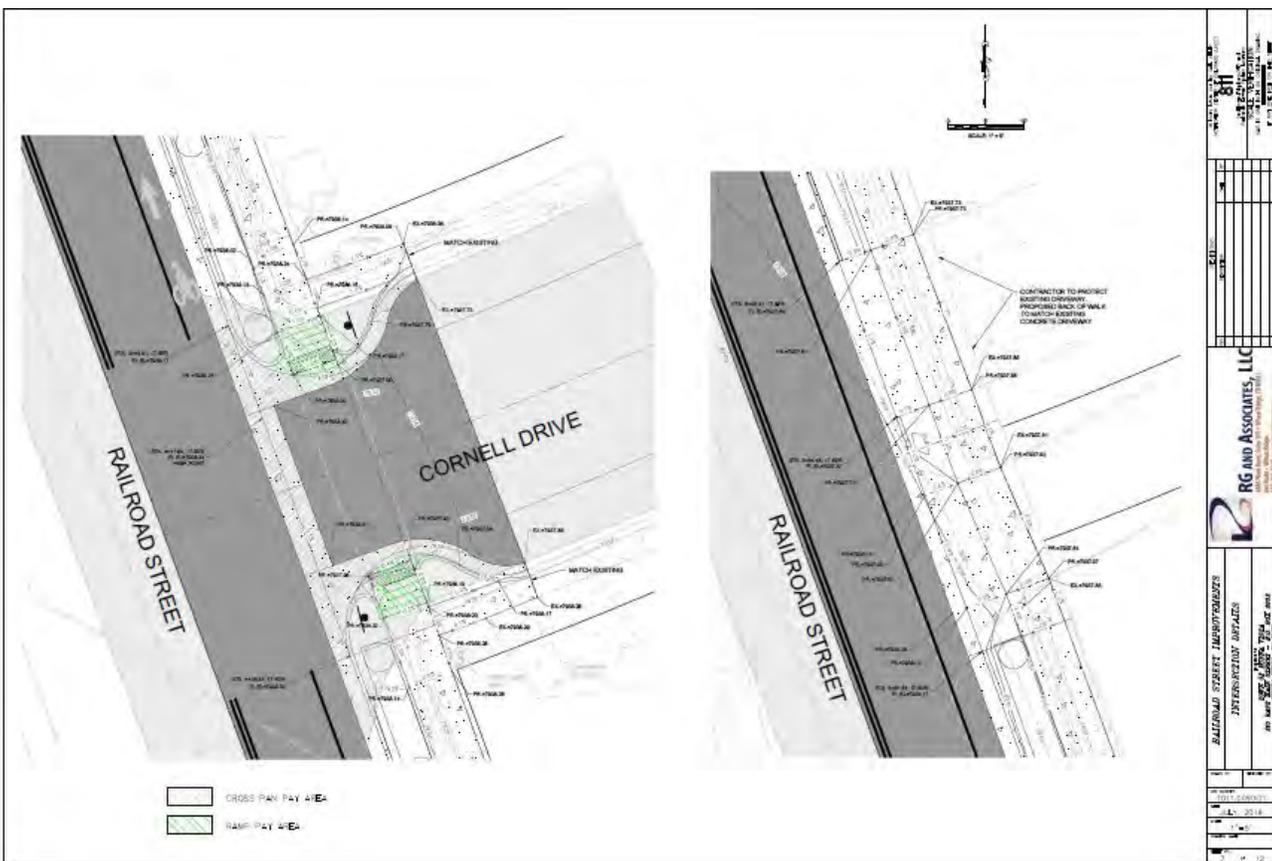
**BID SCHEDULE B**  
**2019 Railroad Street Improvements**  
(See Special Provisions for Full Bid Descriptions)

Item No.	Qty	Unit	Description	Unit Price	Total Price
1	1	LS	MOBILIZATION/DEMOBILIZATION/SITE RESTORATION AS PER PLANS AND SPECIFICATIONS	\$	\$
2	1,070 - 90 980	LF	FURNISH AND INSTALL CONCRETE CURB AND GUTTER AS PER PLANS & SPECIFICATIONS	\$ 55.00	\$ 53,900.00
3	344	LF	FURNISH AND INSTALL INFILTRATION GALLERIES AS PER PLANS & SPECIFICATIONS	\$	\$
4	650 - 90 560	SY	FURNISH AND INSTALL CONCRETE 6" THICK CONCRETE WALK AS PER PLANS & SPECIFICATIONS	\$ 94.00	\$ 52,640.00
5	12 - 5 7	EA	FURNISH AND INSTALL CONCRETE RAMPS WITH DETECTABLE WARNING PLATES AS PER PLANS & SPECIFICATIONS	\$ 2,000.00	\$ 14,000.00
6	76	SY	FURNISH AND INSTALL 10" THICK REINFORCED CONCRETE CROSS PAN AS PER PLANS & SPECIFICATIONS	\$ 167	\$ 12,692.00
7	79	SY	FURNISH AND INSTALL 6" THICK, REINFORCED CONCRETE CURB OR DRIVEWAY CUT AS PER PLANS & SPECIFICATIONS	\$ 122.00	\$ 9,638.00

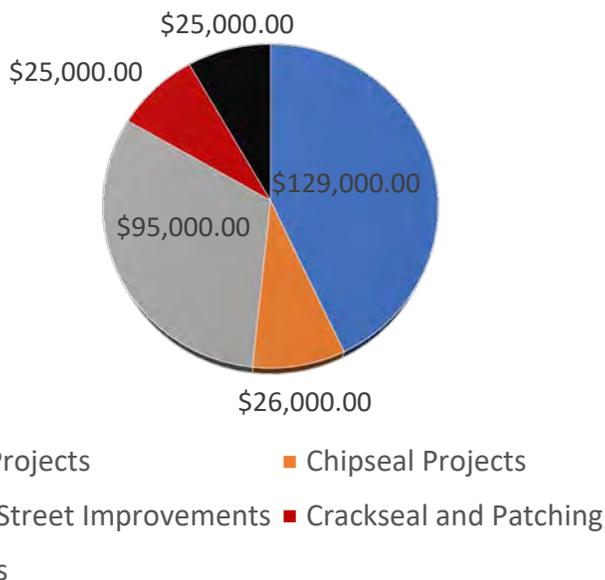
\$ 142,870

Projected Project Cost \$142,870.00 (includes estimated 25% contingency)





## 2020 Proposed Street Fund Expences



### 2020 Funding Source and Projected Budgets:

2020 Street Fund Budget \$315,000.00

2020 Safe Routes \$24,000.00

Sidewalk Construction and Repair \$25,000.00

Stormwater Fund \$25,000.00

### Recommendation:

Staff has reviewed and considered all bids submitted for the described work. The Town of Buena Vista Public Works Department recommends a Notice of Award and Contract execution for the described work and Bid Proposal to DL Propernick Concrete.

### BOT Action:

Staff request that the board make a motion to approve, approve with amendments or deny.

### Bid Submittal Cost:

\$ 142,870.00

### Impact to Street Fund Budget

**\$68,870.00**

Respectfully Submitted,

*Shawn Williams*

Shawn Williams, Town of Buena Vista Public Works Director

**TOWN OF BUENA VISTA  
RESOLUTION NO. 11  
(Series 2020)**

**A RESOLUTION OF THE TOWN OF BUENA VISTA, COLORADO,  
APPROVING A NOTICE OF AWARD TO DL PROPERNICK  
CONCRETE FOR THE 2020 RAILROAD STREET IMPROVEMENTS  
PROJECT**

**WHEREAS**, The Town of Buena Vista advertised by means of public bid process for the 2020 Railroad Street Improvements Street Fund Project, followed by a bid opening on January 7, 2020;

**WHEREAS**, one (1) partial bid was received and reviewed by the Public Works Department;

**WHEREAS**, the Public Works Department recommends accepting a partial bid and contracting with DL Propernick Concrete for a not to exceed amount of \$142,870.00 for the concrete installations and grade preparations portions of the bid schedule items and;

**WHEREAS**, the Board of Trustees of the Town of Buena Vista has reviewed the recommendation of the Public Works Department and finds and determines that it would be in the best interests of the Town and its residents to enter into a contract.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO**, approves the Notice of Award and approves that the Mayor and/or the Town Administrator are authorized and directed to execute a Construction Contract for the 2020 Town of Buena Vista Railroad Street Improvements Project with DL Propernick Concrete on behalf of the Town.

**RESOLVED, APPROVED and ADOPTED** this 11th day of February 2020.

**TOWN OF BUENA VISTA, COLORADO**

BY: \_\_\_\_\_  
Duff Lacy, Mayor

ATTEST:

\_\_\_\_\_  
Paula Barnett, Town Clerk

## AGREEMENT FOR SERVICES

THIS AGREEMENT is made and entered into this 11th day of February, 2020, by and between the TOWN OF BUENA VISTA, 210 East Main Street, Buena Vista, Colorado 81211, a Colorado municipal corporation (the "Town"), and DL PROPERNICK, an independent contractor with a principal place of business at P.O. Box 44 Buena Vista, Colorado 81211 ("Contractor") (each individually a "Party" and collectively the "Parties").

WHEREAS, the Town requires services and materials for a Town project; and

WHEREAS, Contractor has held itself out to the Town as having the requisite expertise and experience to perform the required services.

NOW, THEREFORE, for the consideration hereinafter set forth, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

### **I. SCOPE OF SERVICES**

A. Contractor shall furnish all labor and materials required for the complete and prompt execution and performance of all duties, obligations, and responsibilities which are described or reasonably implied from the Scope of Services set forth in **Exhibit A**, attached hereto and incorporated herein by this reference.

B. A change in the Scope of Services shall not be effective unless authorized as an amendment to this Agreement. Except as expressly provided herein, no agent, employee, or representative of the Town is authorized to modify any term of this Agreement, either directly or implied by a course of action.

### **II. TERM AND TERMINATION**

This Agreement shall commence on the date first set forth above and shall continue until Contractor completes the Scope of Services to the satisfaction of the Town, or until terminated as provided herein.

### **III. COMPENSATION**

A. In consideration for the completion of the Scope of Services by Contractor, the Town shall pay Contractor an amount not to exceed One Hundred Forty-Two Thousand Eight Hundred Seventy Dollars (\$142,870.00). The maximum amount specified herein shall include all fees and expenses incurred by Contractor in performing all services hereunder.

B. Notwithstanding the maximum amount specified in subsection A hereof, Contractor shall only be paid for work performed. If Contractor completes the Scope of Services for a lesser amount than the maximum amount, Contractor shall be paid the lesser amount, not the maximum amount.

#### **IV. RESPONSIBILITY**

A. Contractor hereby warrants that it is qualified to assume the responsibilities and render the services described herein and has all requisite corporate authority and licenses in good standing, required by law.

B. The work performed by Contractor shall be in accordance with generally accepted practices and the level of competency presently maintained by other practicing contractors in the same or similar type of work in the applicable community. The work and services to be performed by Contractor hereunder shall be done in compliance with applicable laws, ordinances, rules and regulations.

C. The Town's review, approval or acceptance of, or payment for any services shall not be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

#### **V. OWNERSHIP**

Any materials, items, and work specified in the Scope of Services, and any and all related documentation and materials provided or developed by Contractor shall be exclusively owned by the Town. Contractor expressly acknowledges and agrees that all work performed under the Scope of Services constitutes a "work made for hire." To the extent, if at all, that it does not constitute a "work made for hire," Contractor hereby transfers, sells, and assigns to the Town all of its right, title, and interest in such work. The Town may, with respect to all or any portion of such work, use, publish, display, reproduce, distribute, destroy, alter, retouch, modify, adapt, translate, or change such work without providing notice to or receiving consent from Contractor.

#### **VI. INDEPENDENT CONTRACTOR**

Contractor is an independent contractor. Notwithstanding any other provision of this Agreement, all personnel assigned by Contractor to perform work under the terms of this Agreement shall be, and remain at all times, employees or agents of Contractor for all purposes. Contractor shall make no representation that it is a Town employee for any purposes.

#### **VII. INSURANCE**

A. Contractor agrees to procure and maintain, at its own cost, a policy or policies of insurance sufficient to insure against all liability, claims, demands, and other obligations assumed by Contractor pursuant to this Agreement. At a minimum, Contractor shall procure and maintain, and shall cause any subcontractor to procure and maintain, the insurance coverages listed below, with forms and insurers acceptable to the Town.

1. Worker's Compensation insurance to cover obligations imposed by applicable law for any employee engaged in the performance of work under this Agreement, and Employer's Liability insurance with minimum limits of five hundred thousand dollars (\$500,000) each accident, one million dollars (\$1,000,000) disease –

policy limit, and one million dollars (\$1,000,000) disease – each employee. Evidence of qualified self-insured status may be substituted for the requirements of this Section.

2. Commercial General Liability insurance with minimum combined single limits of one million thousand dollars (\$1,000,000) each occurrence and two million dollars (\$2,000,000) general aggregate. The policy shall be applicable to all premises and operations, and shall include coverage for bodily injury, broad form property damage, personal injury (including coverage for contractual and employee acts), blanket contractual, products, and completed operations. The policy shall contain a severability of interests provision, and shall include the Town and the Town's officers, employees, and contractors as additional insureds. No additional insured endorsement shall contain any exclusion for bodily injury or property damage arising from completed operations.

C. Such insurance shall be in addition to any other insurance requirements imposed by law. The coverages afforded under the policies shall not be canceled, terminated or materially changed without at least thirty (30) days prior written notice to the Town. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage. Any insurance carried by the Town, its officers, its employees, or its contractors shall be excess and not contributory insurance to that provided by Contractor. Contractor shall be solely responsible for any deductible losses under any policy.

D. Contractor shall provide to the Town a certificate of insurance as evidence that the required policies are in full force and effect. The certificate shall identify this Agreement.

### **VIII. INDEMNIFICATION**

Contractor agrees to indemnify and hold harmless the Town and its officers, insurers, volunteers, representative, agents, employees, heirs and assigns from and against all claims, liability, damages, losses, expenses and demands, including attorney fees, on account of injury, loss, or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with this Agreement if such injury, loss, or damage is caused in whole or in part by, the act, omission, error, professional error, mistake, negligence, or other fault of Contractor, any subcontractor of Contractor, or any officer, employee, representative, or agent of Contractor, or which arise out of a worker's compensation claim of any employee of Contractor or of any employee of any subcontractor of Contractor. Contractor's liability under this indemnification provision shall be to the fullest extent of, but shall not exceed, that amount represented by the degree or percentage of negligence or fault attributable to Contractor, any subcontractor of Contractor, or any officer, employee, representative, or agent of Contractor or of any subcontractor of Contractor.

### **IX. ILLEGAL ALIENS**

A. Certification. By entering into this Agreement, Contractor hereby certifies that, at the time of this certification, it does not knowingly employ or contract with an illegal alien who will perform work under this Agreement and that Contractor will participate in either the E-

Verify Program administered by the United States Department of Homeland Security and Social Security Administration or the Department Program administered by the Colorado Department of Labor and Employment to confirm the employment eligibility of all employees who are newly hired to perform work under this Agreement.

B. Prohibited Acts. Contractor shall not knowingly employ or contract with an illegal alien to perform work under this Agreement or enter into a contract with a subcontractor that fails to certify to Contractor that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this Agreement.

C. Verification.

1. If Contractor has employees, Contractor has confirmed the employment eligibility of all employees who are newly hired to perform work under this Agreement through participation in either the E-Verify Program or the Department Program.

2. Contractor shall not use the E-Verify Program or Department Program procedures to undertake pre-employment screening of job applicants while this Agreement is being performed.

3. If Contractor obtains actual knowledge that a subcontractor performing work under this Agreement knowingly employs or contracts with an illegal alien who is performing work under this Agreement, Contractor shall: notify the subcontractor and the Town within three (3) days that Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien who is performing work under this Agreement; and terminate the subcontract with the subcontractor if within three (3) days of receiving the notice required pursuant to subsection 1 hereof, the subcontractor does not stop employing or contracting with the illegal alien who is performing work under this Agreement; except that Contractor shall not terminate the subcontract if during such three (3) days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien who is performing work under this Agreement.

D. Duty to Comply with Investigations. Contractor shall comply with any reasonable request by the Colorado Department of Labor and Employment made in the course of an investigation conducted pursuant to C.R.S. § 8-17.5-102(5)(a) to ensure that Contractor is complying with the terms of this Agreement.

E. Affidavits. If Contractor does not have employees, Contractor shall sign the "No Employee Affidavit" attached hereto. If Contractor wishes to verify the lawful presence of newly hired employees who perform work under the Agreement via the Department Program, Contractor shall sign the "Department Program Affidavit" attached hereto.

**X. MISCELLANEOUS**

A. Governing Law and Venue. This Agreement shall be governed by the laws of the State of Colorado, and any legal action concerning the provisions hereof shall be brought in Chaffee County, Colorado.

B. No Waiver. Delays in enforcement or the waiver of any one or more defaults or breaches of this Agreement by the Town shall not constitute a waiver of any of the other terms or obligation of this Agreement.

C. Integration. This Agreement constitutes the entire agreement between the Parties, superseding all prior oral or written communications.

D. Third Parties. There are no intended third-party beneficiaries to this Agreement.

E. Notice. Any notice under this Agreement shall be in writing, and shall be deemed sufficient when directly presented or sent pre-paid, first class United States Mail to the party at the address set forth on the first page of this Agreement.

F. Severability. If any provision of this Agreement is found by a court of competent jurisdiction to be unlawful or unenforceable for any reason, the remaining provisions hereof shall remain in full force and effect.

G. Modification. This Agreement may only be modified upon written agreement of the Parties.

H. Assignment. Neither this Agreement nor any of the rights or obligations of the Parties hereto, shall be assigned by either Party without the written consent of the other.

I. Governmental Immunity. The Town and its officers, attorneys and employees are relying on, and do not waive or intend to waive by any provision of this Agreement, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq.*, as amended, or otherwise available to the Town and its officers, attorneys or employees.

J. Rights and Remedies. The rights and remedies of the Town under this Agreement are in addition to any other rights and remedies provided by law. The expiration of this Agreement shall in no way limit the Town's legal or equitable remedies, or the period in which such remedies may be asserted, for work negligently or defectively performed.

K. Subject to Annual Appropriation. Consistent with Article X, § 20 of the Colorado Constitution, any financial obligation of the Town not performed during the current fiscal year is subject to annual appropriation, shall extend only to monies currently appropriated, and shall not constitute a mandatory charge, requirement, debt or liability beyond the current fiscal year.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date first set forth above.

*[Remainder of page intentionally blank. Signatures on following page.]*



**EXHIBIT A  
SCOPE OF SERVICES**

**RG AND ASSOCIATES, LLC**

2/5/20

CONTRACT DOCUMENTS  
CONTRACT DOCUMENTS  
TOWN OF BUREAU VISTA, COLORADO

DL Propernick  
Concrete.

**BID SCHEDULE B  
2019 Railroad Street Improvements  
(See Special Provisions for Full Bid Descriptions)**

Item No.	Qty	Unit	Description	Unit Price	Total Price
1	1	LS	MOBILIZATION/DEMOBILIZATION/SITE RESTORATION AS PER PLANS AND SPECIFICATIONS	\$	\$
2	1,070 - 90 980	LF	FURNISH AND INSTALL CONCRETE CURB AND GUTTER AS PER PLANS & SPECIFICATIONS	\$ 55 <sup>00</sup>	\$ 53,900 <sup>00</sup>
3	344	LF	FURNISH AND INSTALL INFILTRATION GALLERIES AS PER PLANS & SPECIFICATIONS	\$	\$
4	650 - 80 560	SY	FURNISH AND INSTALL CONCRETE 6" THICK CONCRETE WALK AS PER PLANS & SPECIFICATIONS	\$ 94 <sup>00</sup>	\$ 52,640 <sup>00</sup>
5	12 - 5 7	EA	FURNISH AND INSTALL CONCRETE RAMPS WITH DETECTABLE WARNING PLATES AS PER PLANS & SPECIFICATIONS	\$ 2,000 <sup>00</sup>	\$ 14,000 <sup>00</sup>
6	76	SY	FURNISH AND INSTALL 10" THICK REINFORCED CONCRETE CROSS PAN AS PER PLANS & SPECIFICATIONS	\$ 167	\$ 12,692 <sup>00</sup>
7	79	SY	FURNISH AND INSTALL 6" THICK, REINFORCED CONCRETE CURB OR DRIVEWAY CUT AS PER PLANS & SPECIFICATIONS	\$ 122 <sup>00</sup>	\$ 9,638 <sup>00</sup>

\$ 142,870



### INSTRUCTIONS TO BIDDERS

**Date:** December 6<sup>th</sup>, 2019  
**Project No.:** 1011.0090  
**Project Title:** 2019 Railroad Street Improvements  
**Project Manager:** Rick Goncalves

Sealed proposals will be received by the Town of Buena Vista, at the Public Works Building, located at 755 Gregg Drive Buena Vista, Colorado 81211 until date and time identified on this page. Proposals and Bid Security shall be enclosed in a sealed envelope and addressed to the Town of Buena Vista, and marked "**2019 Railroad Street Improvements**", the entire contract and specifications book shall be submitted with the proposal.

**Bidders can bid one or all of the bid schedules**

**Cost of Plans and Specifications:** N/A

**Length of Time Bids Shall Remain Open:** **forty-five (45) consecutive calendar days** after the date of the Bid opening.

**Notice of Award:** shall be given approximately **Twelve (12) consecutive calendar days** after the date of Bid opening.

**Schedule:**

Plans and Specifications Available:	<b><u>Friday, December 6<sup>th</sup>, 2019</u></b>
Last day to request interpretations of documents:	<b><u>Friday, December 27<sup>th</sup>, 2019 by 3:00 pm</u></b>
Last day for issuance of Addenda:	<b><u>Thursday, January 2<sup>nd</sup>, 2020 by 3:00 pm</u></b>
Bid opening:	<b><u>Tuesday, January 7<sup>th</sup>, 2020 at 9:00 am</u></b> <b><u>Buena Vista Public Works Building,</u></b> <b><u>755 Gregg Drive, Buena Vista, CO 81211</u></b>
Notice of Award to be issued (approximate):	<b><u>Wednesday, January 15<sup>th</sup>, 2020</u></b>
Pre-Construction Meeting/ Notice to Proceed Issued (approximate):	<b><u>Wednesday, February 12<sup>th</sup>, 2020</u></b>
Work to be completed (90 consecutive calendar days): Start date of no later than April 1 <sup>st</sup> , 2020	<b><u>Wednesday, May 12<sup>th</sup>, 2020</u></b>

\* All questions will be submitted via email to Jim Landry at [jlandry@rgengineers.com](mailto:jlandry@rgengineers.com) and CC Rick Goncalves, at [rickg@rgengineers.com](mailto:rickg@rgengineers.com)

## NO EMPLOYEE AFFIDAVIT

*[To be completed only if Contractor does not have any employees]*

**1. Check and complete one:**

I, \_\_\_\_\_, am a sole proprietor doing business as \_\_\_\_\_. I do not currently employ any individuals. Should I employ any employees during the term of my Agreement with the Town, I certify that I will comply with the lawful presence verification requirements outlined in that Agreement.

OR

I, \_\_\_\_\_, am the sole owner/member/shareholder of \_\_\_\_\_, a \_\_\_\_\_ [specify type of entity – *i.e.*, corporation, limited liability company], that does not currently employ any individuals. Should I employ any individuals during the term of my Agreement with the Town, I certify that I will comply with the lawful presence verification requirements outlined in that Agreement.

**2. Check one.**

I am a United States citizen or legal permanent resident.

*The Town must verify this statement by reviewing one of the following items:*

- *A valid Colorado driver's license or a Colorado identification card;*
- *A United States military card or a military dependent's identification card;*
- *A United States Coast Guard Merchant Mariner card;*
- *A Native American tribal document;*
- *In the case of a resident of another state, the driver's license or state-issued identification card from the state of residence, if that state requires the applicant to prove lawful presence prior to the issuance of the identification card; or*
- *Any other documents or combination of documents listed in the Town's "Acceptable Documents for Lawful Presence Verification" chart that prove both the contractor's citizenship/lawful presence and identity.*

OR

I am otherwise lawfully present in the United States pursuant to federal law.

*Contractor must verify this statement through the Federal Systematic Alien Verification of Entitlement ("SAVE") program, and provide such verification to the Town.*

Signature: \_\_\_\_\_

**DEPARTMENT PROGRAM AFFIDAVIT**

*[To be completed if Contractor participates in the Department of Labor Lawful Presence Verification Program]*

I, \_\_\_\_\_, as a public contractor under contract with the Town of Buena Vista (the "Town"), hereby affirm that:

1. I have examined or will examine the legal work status of all employees who are newly hired for employment to perform work under this public contract for services ("Contract") with the Town within twenty (20) days after such hiring date;
2. I have retained or will retain file copies of all documents required by 8 U.S.C. § 1324a, which verify the employment eligibility and identity of newly hired employees who perform work under this Contract; and
3. I have not and will not alter or falsify the identification documents for my newly hired employees who perform work under this Contract.

\_\_\_\_\_  
 Contractor Signature

\_\_\_\_\_  
 Date

STATE OF COLORADO )  
 ) ss.  
 COUNTY OF \_\_\_\_\_ )

The foregoing instrument was subscribed, sworn to and acknowledged before me this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, by \_\_\_\_\_ as \_\_\_\_\_ of \_\_\_\_\_.

My commission expires:

(S E A L)

\_\_\_\_\_  
 Notary Public



## Town of Buena Vista

Post Office Box 2002  
 Buena Vista, Colorado 81211  
 Phone: (719) 395-8643  
 Fax: (719) 395-8644

DATE: February 11, 2020

TO: Mayor and Board of Trustees

FROM: Michelle Stoke, Town Treasurer

AGENDA ITEM: 2019 Final Supplemental Budget – Two Resolutions

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**TITLE: A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, ADOPTING AN AMENDED AND SUPPLEMENTAL BUDGET FOR THE TOWN OF BUENA VISTA, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2019 AND ENDING ON THE LAST DAY OF DECEMBER 2019.**

**TITLE: A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, ADOPTING SUPPLEMENTAL APPROPRIATIONS FOR THE TOWN OF BUENA VISTA, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2019 AND ENDING ON THE LAST DAY OF DECEMBER 2019.**

**Background:**

Through the final part of the year the Trustees have approved additional expenditures requiring a final budget amendment to adopt and appropriate these changes.

Attachment A to the adoption resolution lists the line by line changes in the supplemental budget and the effect of the changes on each fund.

Attachment B describes the individual adjustments by adjustment number.

**ACTION REQUESTED:** A motion should be made and seconded to approve each resolution followed by a roll call vote.

## TOWN OF BUENA VISTA, COLORADO

## RESOLUTION NO. 12

Series 2020

**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, ADOPTING AN AMENDED AND SUPPLEMENTAL BUDGET FOR THE TOWN OF BUENA VISTA, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2019 AND ENDING ON THE LAST DAY OF DECEMBER 2019.**

**WHEREAS**, C.R.S. § 29-1-109 authorizes the adoption of amended and supplemental municipal budgets; and

**WHEREAS**, the Board of Trustees of the Town of Buena Vista adopted a budget for 2019 on December 11, 2018 by Resolution 86 Series 2018; and,

**WHEREAS**, the Town has received unanticipated additional revenues and expenses for the 2019 calendar year related to projects and activities that are important to continue in 2019, and,

**WHEREAS**, upon due and proper notice, published in accordance with the law, said proposed supplemental budget was open for inspection by the public at the Buena Vista Town Hall located at 210 E. Main Street Buena Vista, Colorado, notice was published **January 30, 2020** in the Chaffee County times, a public hearing was held on February 11, 2020 and interested taxpayers were given the opportunity to file or register any objections to said proposed supplemental budget.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BUENA VISTA, COLORADO:**

**Section 1.** That estimated expenditures for each fund are as follows:

	Original 1/1/2019	Amendment 6/30/2019	Amendment 12/31/2019	Final Amended Budget
General Fund Expenditures	3,830,757	0	287,623	4,118,380
General Fund Transfers to Other Funds	319,440	0	0	319,440
<b>Total General Fund Expenditures</b>	<b>4,150,197</b>	<b>0</b>	<b>287,623</b>	<b>4,437,820</b>
Water Fund Operating Expenditures	529,551	0	0	529,551
Water Fund Capital Expenditures	2,816,158	0	0	2,816,158
<b>Total Water Fund Expenditures</b>	<b>3,345,709</b>	<b>0</b>	<b>0</b>	<b>3,345,709</b>
Street Fund Expenditures	482,734	6,250	0	488,984
Capital Improvement Fund Expenditures	1,639,000	(440,000)	(567,862)	631,138
Conservation Trust Fund Expenditures	0	0	0	9,557
CTF Transfer to Capital Improvement Fund	61,000	0	0	61,000
<b>Total Conservation Trust Fund Expenditures</b>	<b>61,000</b>	<b>0</b>	<b>0</b>	<b>61,000</b>

<b>Storm Water Management Fund Expenditures</b>	<b>90,036</b>	<b>0</b>	<b>(89,476)</b>	<b>560</b>
<b>Alternative Energy Fund Expenditures</b>	<b>345</b>	<b>0</b>	<b>0</b>	<b>345</b>
Airport Fund Operating Expenditures	529,552	0	0	529,552
Airport Capital Expenditures	20,000	0	22,368	42,367
<b>Total Airport Fund Expenditures</b>	<b>549,552</b>	<b>0</b>	<b>22,368</b>	<b>571,919</b>
<b>Total Expenditures all Funds</b>	<b>10,318,228</b>	<b>(433,750)</b>	<b>(347,347)</b>	<b>9,537,131</b>

**Section 2.** That Amended revenues for each fund are as follows:

	Original 1/1/2019	Amendment 6/30/2019	Amendment 12/31/2019	Final Amended Budget
<u>General Fund</u>				
Sources other than general property tax	3,723,511	0	758,906	4,482,417
General Property Tax Levy	423,214	0	0	423,214
(To)/From General Fund Balance	3,472	0	(471,283)	(467,811)
<b>Total General Fund Revenues</b>	<b>4,150,197</b>	<b>0</b>	<b>287,623</b>	<b>4,437,821</b>
<u>Water Fund</u>				
Operating sources other than general property tax	1,689,340	0	499,968	2,189,308
Capital Sources	1,724,875	0	0	1,724,875
(To)/From Water Fund Balance	(68,506)	0	(499,968)	(568,474)
<b>Total Water Fund Revenues</b>	<b>3,345,709</b>	<b>0</b>	<b>0</b>	<b>3,345,709</b>
<u>Capital Improvement Fund</u>				
Capital Sources other than general property tax	1,140,248	(437,500)	(444,915)	257,833
Transfers from General Fund	279,440	0	0	279,440
Transfer from Conservation Trust fund	61,000	0	0	61,000
(To)/From Capital Improvement Fund Balance	158,312	(2,500)	(122,947)	32,865
<b>Total Capital Improvement Fund Revenues</b>	<b>1,639,000</b>	<b>(440,000)</b>	<b>(567,862)</b>	<b>631,138</b>
<u>Conservation Trust Fund</u>				
Sources other than general property tax	32,000	0	20,001	52,001
(To)/From Conservation Trust Fund Balance	29,000	0	(20,001)	8,999
<b>Total Conservation Trust Fund Revenues</b>	<b>61,000</b>	<b>0</b>	<b>0</b>	<b>61,000</b>
<u>Airport Enterprise Fund</u>				
Operating sources other than general property tax	457,646	0	208,199	665,845
Transfers from General Fund	40,000	0	0	40,000
(To)/From Airport Fund Balance	51,905	0	(185,831)	(133,926)
<b>Total Airport Fund Revenues</b>	<b>549,551</b>	<b>0</b>	<b>22,368</b>	<b>571,919</b>

Alternative Energy Fund

Operating sources other than general property	450	0	0	450
Transfers from General Fund	0	0	0	0
(To)/From Alt Energy Fund Balance	(105)	0	0	(105)
<b>Total Alt Energy Fund Revenues</b>	<b>345</b>	<b>0</b>	<b>0</b>	<b>345</b>

Storm Water Enterprise Fund

Operating sources other than general property tax	66,000	0	0	66,000
Transfers from General Fund	0	0	0	0
(To)/From Storm Water Fund Balance	24,036	0	(89,476)	(65,440)
<b>Total Storm Water Fund Revenues</b>	<b>90,036</b>	<b>0</b>	<b>(89,476)</b>	<b>560</b>

Street Fund

Operating sources other than general property	482,734	0	69,560	552,294
Transfers from General Fund	0	0	0	0
(To)/From Street Fund Balance	0	6,250	(69,560)	(63,310)
<b>Total Street Fund Revenues</b>	<b>482,734</b>	<b>6250</b>	<b>0</b>	<b>488,984</b>

**Total Operating Revenues**

Other than Property Tax- All Funds	9,316,805	(437,500)	1,111,719	9,991,024
Total Transfers from General Fund	319,440	0	0	319,440
Total Transfers from Conservation Trust Fund	61,000	0	0	61,000
Total General Property Tax Levy - All Funds	423,214	0	0	423,214
Total (To)/From Fund Balances-All Funds	198,114	3,750	(1,459,066)	(1,257,202)
<b>Total Sources all Funds</b>	<b>10,318,573</b>	<b>(433,750)</b>	<b>(347,347)</b>	<b>9,537,476</b>

**Section 3.** That the Budget as submitted, amended and here-in-above summarized by fund, is hereby approved and adopted by the Town of Buena Vista for the year stated above. Attachment A explains the line item changes to the Final Amendment of the 2019 budget.

**Section 4.** That the budget hereby approved and adopted shall be signed by the Mayor and Town Clerk and made a part of the public records of the Town of Buena Vista, Colorado.

**RESOLVED, APPROVED AND ADOPTED** this **11th** of February, 2020.

Town of Buena Vista

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Mayor, Duff Lacy

ATTEST

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Town Clerk, Paula Barnett

## TOWN OF BUENA VISTA, COLORADO

## RESOLUTION NO. 13

Series 2020

**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, ADOPTING SUPPLEMENTAL APPROPRIATIONS FOR THE TOWN OF BUENA VISTA, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2019 AND ENDING ON THE LAST DAY OF DECEMBER 2019.**

**WHEREAS**, C.R.S. § 29-1-109 authorizes transfers of appropriated monies between funds and supplemental appropriations of unanticipated revenues; and

**WHEREAS**, the Board of Trustees of the Town of Buena Vista adopted a budget for 2019 on December 11, 2018 by Resolution 87 Series 2018; and

**WHEREAS**, the Board of Trustees has made provision therein for revenues, reserves, and fund balances in an amount equal to or greater than the total proposed expenditures as set forth in said budget; and

**"WHEREAS**, it is not only required by law, but also necessary to appropriate the revenues, reserves, and fund balances provided in the budget to and for the purposed described below, so as not to impair the operation of the Town.; and

**"WHEREAS**, additional revenues free up previously appropriated reserves in the original budget that can now be used to offset additional expenditures that were unanticipated when the original budget was approved.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BUENA VISTA, COLORADO:**

**Section 1.** That the following sums are hereby additionally appropriated from the revenues, reserves, and fund balances of each fund, to each fund, for the purpose stated.

	Original 1/1/2019	Amendment 6/30/2019	Amendment 12/31/2019	Final Amended Budget
General Fund Expenditures	3,830,757	0	287,623	4,118,380
General Fund Transfers to Other Funds	319,440	0	0	319,440
<b>Total General Fund Expenditures</b>	<b>4,150,197</b>	<b>0</b>	<b>287,623</b>	<b>4,437,820</b>
Water Fund Operating Expenditures	529,551	0	0	529,551
Water Fund Capital Expenditures	2,816,158	0	0	2,816,158
<b>Total Water Fund Expenditures</b>	<b>3,345,709</b>	<b>0</b>	<b>0</b>	<b>3,345,709</b>
<b>Street Fund Expenditures</b>	<b>482,734</b>	<b>6,250</b>	<b>0</b>	<b>488,984</b>
<b>Capital Improvement Fund Expenditures</b>	<b>1,639,000</b>	<b>(440,000)</b>	<b>(567,862)</b>	<b>631,138</b>
Conservation Trust Fund Expenditures	0	0	0	9,557
CTF Transfer to Capital Improvement Fund	61,000	0	0	61,000
<b>Total Conservation Trust Fund Expenditures</b>	<b>61,000</b>	<b>0</b>	<b>0</b>	<b>61,000</b>

<b>Storm Water Management Fund Expenditures</b>	<b>90,036</b>	<b>0</b>	<b>(89,476)</b>	<b>560</b>
<b>Alternative Energy Fund Expenditures</b>	<b>345</b>	<b>0</b>	<b>0</b>	<b>345</b>
Airport Fund Operating Expenditures	529,552	0	0	529,552
Airport Capital Expenditures	20,000	0	22,368	42,367
<b>Total Airport Fund Expenditures</b>	<b>549,552</b>	<b>0</b>	<b>22,368</b>	<b>571,919</b>
<b>Total Expenditures all Funds</b>	<b>10,318,228</b>	<b>(433,750)</b>	<b>(347,347)</b>	<b>9,537,131</b>

**RESOLVED, APPROVED AND ADOPTED** this 11<sup>th</sup> February, 2020.

Town of Buena Vista

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Mayor, Duff Lacy

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Town Clerk, Paula Barnett

		<b>TOWN OF BUENA VISTA</b> <b>2019 ADOPTED ADJUSTED BUDGET</b> <b>JANUARY 1 - DECEMBER 31, 2019</b>			<b>ATTACHMENT A</b>		
Account Number	Adjustment Number	Adjustment Description	Account Name	2019 Original Budget	Budget Adjustment 06/30/2019	Budget Adjustment 12/31/2019	2019 Adjusted Budget
<b>Fund: 01 - General Fund</b>							
<b>Revenue</b>							
01-100-3111			General Property Taxes	423,214.00	0.00	0.00	423,214.00
01-100-3112			Delinquent Property Taxes	0.00	0.00	0.00	0.00
01-100-3115			Interest on Delinquent Property Taxes	0.00	0.00	0.00	0.00
01-100-3121			Specific Ownership Taxes	55,746.83	0.00	0.00	55,746.83
01-100-3122			Motor Vehicle Registration Fee	15,000.00	0.00	0.00	15,000.00
01-100-3130			Electricity Business Tax	37,000.00	0.00	0.00	37,000.00
01-100-3131			Natural Gas Business Tax	16,000.00	0.00	0.00	16,000.00
01-100-3132			Cable TV Business Tax	27,000.00	0.00	0.00	27,000.00
01-100-3133			Telephone Business Tax	3,000.00	0.00	0.00	3,000.00
01-100-3134			Tower Tax	6,000.00	0.00	0.00	6,000.00
01-100-3135			Internet Business Tax	1,000.00	0.00	0.00	1,000.00
01-100-3141	BA000179	Actual Revenue	Town Sales Tax	1,937,494.92	0.00	350,008.20	2,287,503.12
01-100-3142	BA000179	Actual Revenue	County Sales Tax	1,125,986.52	0.00	16,966.54	1,142,953.06
01-100-3149	BA000179	Actual Revenue	Sales Tax Rebate	(81,312.56)	0.00	(5,523.63)	(86,836.19)
01-100-3150	BA000179	Actual Revenue	Highway Users Tax	130,611.40	0.00	10,585.70	141,197.10
01-100-3151			Cigarette Tax	9,450.00	0.00	0.00	9,450.00
01-100-3152			County Road & Bridge Tax	4,440.11	0.00	0.00	4,440.11
01-100-3155			Mineral Severance Tax	17,591.48	0.00	0.00	17,591.48
01-100-3411			Licenses & Permits	675.00	0.00	0.00	675.00
01-100-3661			Ground Lease Town Property	400.00	0.00	0.00	400.00
01-100-3701			Miscellaneous	300.00	0.00	0.00	300.00
01-100-3705			NSF Fees	25.00	0.00	0.00	25.00
01-100-3706			Service Fee	500.00	0.00	0.00	500.00
01-100-3711			REDI - Grant	0.00	0.00	0.00	0.00
01-100-3714			Insurance proceeds	0.00	0.00	0.00	0.00
01-100-3722			Rebates	0.00	0.00	0.00	0.00
01-100-3724			Insurance Dividends	30,162.00	0.00	0.00	30,162.00
01-100-3725			Refunded Expenditures	0.00	0.00	0.00	0.00
01-100-3749			Donations	500.00	0.00	0.00	500.00
01-100-3761			DOLA Grant	0.00	0.00	0.00	0.00
01-100-3770			State & Local Grants	34,000.00	0.00	0.00	34,000.00
01-100-3790	BA000179	Actual Revenue	Interest	25,000.00	0.00	9,623.96	34,623.96
<b>General Government Revenue</b>				<b>3,819,784.71</b>	<b>0.00</b>	<b>381,660.77</b>	<b>4,201,445.48</b>
01-120-3200	BA000179	Actual Revenue	Licenses & permits - Short term rental	5,000.00	0.00	8,090.00	13,090.00
01-120-3210			Licenses & Permits-Liquor	13,000.00	0.00	0.00	13,000.00
01-120-3211			Licenses & Permits-Medical Marijuana	100.00	0.00	0.00	100.00
01-120-3215	BA000179	Actual Revenue	Business Licenses	11,500.00	0.00	9,390.00	20,890.00
01-120-3216			Licenses & Permits-Temp Business	0.00	0.00	0.00	0.00
01-120-3217			Licenses & Permits-Peddler's Permit	0.00	0.00	0.00	0.00
01-120-3219			Licenses & Permits	500.00	0.00	0.00	500.00
01-120-3220			Animal Licenses & Permits	0.00	0.00	0.00	0.00
01-120-3221			Large Animal Permits	600.00	0.00	0.00	600.00
01-120-3225			Licenses & Permits	200.00	0.00	0.00	200.00
01-120-3310			Copies-Faxes & Publications	150.00	0.00	0.00	150.00
01-120-3315			Notary Fees	600.00	0.00	0.00	600.00
01-120-3721			Forfeited of Retirement Payments	0.00	0.00	0.00	0.00
<b>Clerk Revenue</b>				<b>31,650.00</b>	<b>0.00</b>	<b>17,480.00</b>	<b>49,130.00</b>
01-125-3501			Court Cost	3,000.00	0.00	0.00	3,000.00
01-125-3510			Fines & Forfeitures	0.00	0.00	0.00	0.00
01-125-3511			Traffic Fines	24,000.00	0.00	0.00	24,000.00
01-125-3512			Victim's Assistance Fee	0.00	0.00	0.00	0.00
01-125-3514			Dog Fines	400.00	0.00	0.00	400.00
01-125-3517			Criminal Fines	3,000.00	0.00	0.00	3,000.00
01-125-3519			Surcharge on Fines	7,000.00	0.00	0.00	7,000.00
01-125-3520			Other Fines	800.00	0.00	0.00	800.00
01-125-3522			Portable Breath Test Fee	480.00	0.00	0.00	480.00
01-125-3523			VIN Inspection Fees	5,340.00	0.00	0.00	5,340.00
01-125-3526			Warrant Fee	120.00	0.00	0.00	120.00
01-125-3530			Jury Fees	50.00	0.00	0.00	50.00
01-125-3725			Combined Court payments	0.00	0.00	0.00	0.00
<b>Court Revenue</b>				<b>44,190.00</b>	<b>0.00</b>	<b>0.00</b>	<b>44,190.00</b>

		TOWN OF BUENA VISTA 2019 ADOPTED ADJUSTED BUDGET JANUARY 1 - DECEMBER 31, 2019			ATTACHMENT A		
Account Number	Adjustment Number	Adjustment Description	Account Name	2019 Original Budget	Budget Adjustment 06/30/2019	Budget Adjustment 12/31/2019	2019 Adjusted Budget
01-130-3721			Forfeited Retirement Contributions	0.00	0.00	0.00	0.00
				<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
01-150-3622			Donations	0.00	0.00	0.00	0.00
01-150-3770			State & Local Grants	0.00	0.00	0.00	0.00
			<b>Public Support Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
01-210-3520	BA0000180	Seven Peaks Svcs	Other Services	100.00	0.00	13,490.00	13,590.00
01-210-3701			Misc/Seized Property	0.00	0.00	0.00	0.00
01-210-3725			Refunded Expenditures	0.00	0.00	0.00	0.00
01-210-3741			Drug Offender Charges	0.00	0.00	0.00	0.00
01-210-3750			Donations	500.00	0.00	0.00	500.00
01-210-3763			Click IT or Ticket Grant	0.00	0.00	0.00	0.00
01-210-3764	BA0000180	DUI Grant Actual	DUI Grant	800.00	0.00	7,350.00	8,150.00
01-210-3770			State & Local Grants	0.00	0.00	0.00	0.00
			<b>Police Revenue</b>	<b>1,400.00</b>	<b>0.00</b>	<b>20,840.00</b>	<b>22,240.00</b>
01-230-3723			State Contribution to Pension	10,800.00	0.00	0.00	10,800.00
01-230-3742			Donations	500.00	0.00	0.00	500.00
01-230-3770			State & Local Grants	0.00	0.00	0.00	0.00
01-230-xxxx			Federal Grant	0.00	0.00	0.00	0.00
01-230-3901			Class Fees	600.00	0.00	0.00	600.00
			<b>Fire Department Revenue</b>	<b>11,900.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11,900.00</b>
01-235-3320	BA0000180	Incident Revenue	Personnel Incident Deployment	16,500.00	0.00	252,682.44	269,182.44
01-235-3321	BA0000180	Incident Revenue	Brush Truck Deployment	38,000.00	0.00	63,391.94	101,391.94
01-235-3322	BA0000180	Airport Standby	Firefighter Standby Fees	0.00	0.00	9,069.19	9,069.19
01-235-3323	BA0000180	Airport Standby	Fire Truck Standby Fees	0.00	0.00	13,781.25	13,781.25
			<b>Incident &amp; Standby Revenue</b>	<b>54,500.00</b>	<b>0.00</b>	<b>338,924.82</b>	<b>393,424.82</b>
01-310-3400			Licenses & Permits - Vacate ROW	2,000.00	0.00	0.00	2,000.00
01-310-3403			Licenses & Permits - Fence	1,240.00	0.00	0.00	1,240.00
01-310-3404			Licenses & Permits - Sign	2,260.00	0.00	0.00	2,260.00
01-310-3405			Licenses & Permits - Off Premise Sign	100.00	0.00	0.00	100.00
01-310-3408			Licenses & Permits - After the fact	230.00	0.00	0.00	230.00
01-310-3410			Licenses & Permits - SUP	1,220.00	0.00	0.00	1,220.00
01-310-3412			Licenses & Permits - Lot Line	3,200.00	0.00	0.00	3,200.00
01-310-3413			Licenses & Permits - Temp Use	5,000.00	0.00	0.00	5,000.00
01-310-3417			Building Permit Fees	21,000.00	0.00	0.00	21,000.00
01-310-3418			Licenses & Permits - Demo	250.00	0.00	0.00	250.00
01-310-3420			Licenses & Permits - Variance	1,200.00	0.00	0.00	1,200.00
01-310-3421			Zoning and Code Violations	200.00	0.00	0.00	200.00
01-310-3422			Flood Plain Development	3,500.00	0.00	0.00	3,500.00
01-310-3430			Licenses & Permits - Minor Sub	1,800.00	0.00	0.00	1,800.00
01-310-3432			Licenses & Permits - Sketch	1,000.00	0.00	0.00	1,000.00
01-310-3433			Licenses & Permits	1,000.00	0.00	0.00	1,000.00
01-310-3434			Licenses & Permits	1,000.00	0.00	0.00	1,000.00
01-310-3465			Planning Review Fees	10,000.00	0.00	0.00	10,000.00
			<b>Planning Revenue</b>	<b>56,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>56,200.00</b>
01-320-3621			Shower Revenue	5,750.00	0.00	0.00	5,750.00
01-320-3660			Facility & Park Rental	6,000.00	0.00	0.00	6,000.00
			<b>Community Center Revenue</b>	<b>11,750.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11,750.00</b>
01-410-3416			Licenses & Permits	1,500.00	0.00	0.00	1,500.00
01-410-3441			Sidewalk-in-Lieu Fees	1,500.00	0.00	0.00	1,500.00
01-410-3721			Forfeited Retirement Contributions	0.00	0.00	0.00	0.00
01-410-3743			Donations	0.00	0.00	0.00	0.00
01-415-3415			Licenses & Permits - Escavation	500.00	0.00	0.00	500.00
01-415-3418			Street Cut Cost Recovery	0.00	0.00	0.00	0.00
			<b>Public Works Revenue</b>	<b>3,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,500.00</b>



**TOWN OF BUENA VISTA**  
**2019 ADOPTED ADJUSTED BUDGET**  
**JANUARY 1 - DECEMBER 31, 2019**

**ATTACHMENT A**

Account Number	Adjustment Number	Adjustment Description	Account Name	2019 Original Budget	Budget Adjustment 06/30/2019	Budget Adjustment 12/31/2019	2019 Adjusted Budget
01-510-3601			Park Rental	3,000.00	0.00	0.00	3,000.00
01-510-3620			Licenses & Permits	6,000.00	0.00	0.00	6,000.00
01-510-3622			Donations	1,500.00	0.00	0.00	1,500.00
<b>Park Revenue</b>				<b>10,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,500.00</b>
01-515-3670			Licenses & Permits	0.00	0.00	0.00	0.00
01-515-3673			Facility & Park Rental	500.00	0.00	0.00	500.00
<b>Rodeo Grounds Revenue</b>				<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>
01-520-3680			Sale of Cemetery Lots	8,500.00	0.00	0.00	8,500.00
01-520-3681			Burial Permit Fees	600.00	0.00	0.00	600.00
01-520-3682			Cemetery Recording Fees	0.00	0.00	0.00	0.00
01-520-3683			Cemetery Maintenance Fee	1,500.00	0.00	0.00	1,500.00
<b>Cemetery</b>				<b>10,600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,600.00</b>
01-550-3672			Facility & Park Rental	0.00	0.00	0.00	0.00
01-550-3721			Forfeited Retirement Contributions	0.00	0.00	0.00	0.00
01-550-3770			State & Local Grants	0.00	0.00	0.00	0.00
01-550-3901			Special Interest Trips & Events Revenue	3,000.00	0.00	0.00	3,000.00
01-550-3902			Outdoor Recreation Revenue	3,500.00	0.00	0.00	3,500.00
01-550-3903			Fitness & Martial Arts Revenue	9,000.00	0.00	0.00	9,000.00
01-550-3904			Sports & Athletics	60,000.00	0.00	0.00	60,000.00
01-550-3905			Fine Arts Revenue	2,750.00	0.00	0.00	2,750.00
01-550-3939			BVBA Revenue	12,000.00	0.00	0.00	12,000.00
<b>Recreation Revenue</b>				<b>90,250.00</b>	<b>0.00</b>	<b>0.00</b>	<b>90,250.00</b>
<b>Total Revenue: General Fund</b>				<b>4,146,724.71</b>	<b>0.00</b>	<b>758,905.59</b>	<b>4,905,630.30</b>
<b>Expenditures</b>							
01-110-4101			Wages - BOT	19,800.00	0.00	0.00	19,800.00
01-110-4110			FICA & Medicare - BOT	1,514.70	0.00	0.00	1,514.70
01-110-4112			Unemployment - BOT	59.40	0.00	0.00	59.40
01-110-4140			Workers Compensation - BOT	212.90	0.00	0.00	212.90
01-110-4155			Employee EOY Gifts	2,200.00	0.00	0.00	2,200.00
01-110-4280			Meetings & Food - BOT	500.00	0.00	0.00	500.00
01-110-4410			Legal-BOT	15,000.00	0.00	0.00	15,000.00
01-110-4416			Marketing & Printing - BOT	500.00	0.00	0.00	500.00
01-110-4432			Dues & Memberships - BOT	3,100.00	0.00	0.00	3,100.00
01-110-4480			Travel & Training - BOT	2,000.00	0.00	0.00	2,000.00
01-110-4485			Sales Tax Interruption Insurance	426.36	0.00	0.00	426.36
<b>BoT Expenditures</b>				<b>45,313.36</b>	<b>0.00</b>	<b>0.00</b>	<b>45,313.36</b>
01-115-4112			Unemployment Insurance Election	10.00	0.00	0.00	10.00
01-115-4407			Election Judges	500.00	0.00	0.00	500.00
01-115-4471			General Election Costs	2,500.00	0.00	0.00	2,500.00
<b>Election Expenditures</b>				<b>3,010.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,010.00</b>
01-120-4101			Wages - Clerk	56,186.41	0.00	0.00	56,186.41
01-120-4110			FICA & Medicare - Clerk	4,261.61	0.00	0.00	4,261.61
01-120-4112			Unemployment - Clerk	168.56	0.00	0.00	168.56
01-120-4114			Retirement Contributions - Clerk	1,671.22	0.00	0.00	1,671.22
01-120-4116			Health & Life Insurance - Clerk	10,223.76	0.00	0.00	10,223.76
01-120-4120			Background Check - Clerk	0.00	0.00	0.00	0.00
01-120-4205			Postage & Shipping - Clerk	0.00	0.00	0.00	0.00
01-120-4211			Supplies - Clerk	1,500.00	0.00	0.00	1,500.00
01-120-4280			Meetings & Food - Clerk	200.00	0.00	0.00	200.00
01-120-4402			Recording & Public Notices - Clerk	4,000.00	0.00	0.00	4,000.00
01-120-4414			Information Technology - Clerk	3,000.00	0.00	0.00	3,000.00
01-120-4416			Marketing & Printing - Clerk	500.00	0.00	0.00	500.00
01-120-4432			Dues & Memberships - Clerk	500.00	0.00	0.00	500.00
01-120-4480			Travel & Training - Clerk	5,000.00	0.00	0.00	5,000.00
<b>Clerk Expenditures</b>				<b>87,211.56</b>	<b>0.00</b>	<b>0.00</b>	<b>87,211.56</b>
01-125-4101			Wages - Court	39,291.86	0.00	0.00	39,291.86
01-125-4110			FICA & Medicare - Court	2,988.89	0.00	0.00	2,988.89

		<b>TOWN OF BUENA VISTA</b> <b>2019 ADOPTED ADJUSTED BUDGET</b> <b>JANUARY 1 - DECEMBER 31, 2019</b>			<b>ATTACHMENT A</b>		
Account Number	Adjustment Number	Adjustment Description	Account Name	2019 Original Budget	Budget Adjustment 06/30/2019	Budget Adjustment 12/31/2019	2019 Adjusted Budget
01-125-4112			Unemployment - Court	117.88	0.00	0.00	117.88
01-125-4114			Retirement Contributions - Court	772.26	0.00	0.00	772.26
01-125-4116			Health & Life Insurance - Court	5,111.88	0.00	0.00	5,111.88
01-125-4205			Postage & Shipping - Court	350.00	0.00	0.00	350.00
01-125-4211			Supplies - Court	100.00	0.00	0.00	100.00
01-125-4290			Miscellaneous - Court	150.00	0.00	0.00	150.00
01-125-4408			Jury	120.00	0.00	0.00	120.00
01-125-4410			Legal - Court	22,000.00	0.00	0.00	22,000.00
01-125-4440			Merchant Fees	0.00	0.00	0.00	0.00
01-125-4499			Litigation	0.00	0.00	0.00	0.00
<b>Court Expenditures</b>				<b>71,002.77</b>	<b>0.00</b>	<b>0.00</b>	<b>71,002.77</b>
01-130-4101			Wages - Administrator	143,064.95	0.00	0.00	143,064.95
01-130-4110			FICA & Medicare - Administrator	10,851.15	0.00	0.00	10,851.15
01-130-4112			Unemployment - Administrator	429.19	0.00	0.00	429.19
01-130-4114			Retirement Contributions - Administrator	4,255.35	0.00	0.00	4,255.35
01-130-4116			Health & Life Insurance - Administrator	20,725.92	0.00	0.00	20,725.92
01-130-4211			Supplies - Administrator	300.00	0.00	0.00	300.00
01-130-4231			Fuel - Administrator	250.00	0.00	0.00	250.00
01-130-4232			Vehicle Maintenance & Repair - Administrator	50.00	0.00	0.00	50.00
01-130-4280			Meetings & Food - Administrator	900.00	0.00	0.00	900.00
01-130-4345			Telephone - Administrator	1,850.00	0.00	0.00	1,850.00
01-130-4410			Legal-Administrator	17,000.00	0.00	0.00	17,000.00
01-130-4414			Information Technology - Administrator	100.00	0.00	0.00	100.00
01-130-4415			Professional Fees-Outside Service - Administrator	35,600.00	0.00	0.00	35,600.00
01-130-4416			Marketing & Printing - Administrator	2,200.00	0.00	0.00	2,200.00
01-130-4432			Dues & Memberships - Administrator	1,100.00	0.00	0.00	1,100.00
01-130-4480			Travel & Training - Administrator	2,500.00	0.00	0.00	2,500.00
<b>Administration Expenditures</b>				<b>241,176.56</b>	<b>0.00</b>	<b>0.00</b>	<b>241,176.56</b>
01-135-4101			Wages - Finance	120,491.46	0.00	0.00	120,491.46
01-135-4106			Over-Time	0.00	0.00	0.00	0.00
01-135-4110			FICA & Medicare - Finance	9,139.00	0.00	0.00	9,139.00
01-135-4112			Unemployment - Finance	361.47	0.00	0.00	361.47
01-135-4114			Retirement Contributions - Finance	3,583.92	0.00	0.00	3,583.92
01-135-4116			Health & Life Insurance - Finance	25,185.69	0.00	0.00	25,185.69
01-135-4205			Postage & Shipping - Finance	500.00	0.00	0.00	500.00
01-135-4211			Supplies - Finance	1,000.00	0.00	0.00	1,000.00
01-135-4280			Meetings & Food - Finance	350.00	0.00	0.00	350.00
01-135-4290			Miscellaneous - Finance	0.00	0.00	0.00	0.00
01-135-4410			Legal-Finance	450.00	0.00	0.00	450.00
01-135-4411			Audit - Finance	9,000.00	0.00	0.00	9,000.00
01-135-4414			Information Technology - Finance	24,000.00	0.00	0.00	24,000.00
01-135-4415			Professional Fees-Outside Service - Finance	100.00	0.00	0.00	100.00
01-135-4416			Marketing & Printing - Finance	1,900.00	0.00	0.00	1,900.00
01-135-4432			Dues & Memberships - Finance	500.00	0.00	0.00	500.00
01-135-4460			County Treasurer's Fees	7,600.00	0.00	0.00	7,600.00
01-135-4480			Travel & Training - Finance	3,000.00	0.00	0.00	3,000.00
<b>Finance Expenditures</b>				<b>207,161.55</b>	<b>0.00</b>	<b>0.00</b>	<b>207,161.55</b>
01-140-4140			Workers Compensation - Town Hall	2,781.16	0.00	0.00	2,781.16
01-140-4205			Postage & Shipping - Town Hall	1,200.00	0.00	0.00	1,200.00
01-140-4211			Supplies - Town Hall	2,500.00	0.00	0.00	2,500.00
01-140-4290			Miscellaneous - Town Hall	200.00	0.00	0.00	200.00
01-140-4341			Utilities - Town Hall	7,800.00	0.00	0.00	7,800.00
01-140-4345			Telephone - Town Hall	3,800.00	0.00	0.00	3,800.00
01-140-4385			Liability Insurance - Town Hall	11,694.90	0.00	0.00	11,694.90
01-140-4414			Information Technology - Town Hall	600.00	0.00	0.00	600.00
01-140-4501			Equipment Leases - Town Hall	6,400.00	0.00	0.00	6,400.00
01-140-4514			Furniture & Fixtures - Town Hall	700.00	0.00	0.00	700.00
01-140-4560			Building Maintenance & Repairs - Town Hall	5,000.00	0.00	0.00	5,000.00
<b>Town Hall Expenditures</b>				<b>42,676.06</b>	<b>0.00</b>	<b>0.00</b>	<b>42,676.06</b>
01-150-4114			Placeholder for 457 Employer match	9,000.00	0.00	0.00	9,000.00
01-150-4252			Chamber Events & Main Street Coordinator	10,000.00	0.00	0.00	10,000.00

		TOWN OF BUENA VISTA 2019 ADOPTED ADJUSTED BUDGET JANUARY 1 - DECEMBER 31, 2019			ATTACHMENT A		
Account Number	Adjustment Number	Adjustment Description	Account Name	2019 Original Budget	Budget Adjustment 06/30/2019	Budget Adjustment 12/31/2019	2019 Adjusted Budget
01-150-4290			American Legion--Fireworks	4,000.00	0.00	0.00	4,000.00
01-150-4291			Flagpoles	0.00	0.00	0.00	0.00
01-150-4548			Park Bench for Memorial Program	2,000.00	0.00	0.00	2,000.00
01-150-4902			Beautification Committee Expenses	14,740.00	0.00	0.00	14,740.00
01-150-4903			Trails Advisory Board Expenses	3,500.00	0.00	0.00	3,500.00
01-150-4904			Boys and Girls Club	5,000.00	0.00	0.00	5,000.00
01-150-4905			Boyscout Operation Flagpole	835.00	0.00	0.00	835.00
01-150-4906			Tree Advisory Board Expenses	1,500.00	0.00	0.00	1,500.00
01-150-4908			BV Main Street	5,000.00	0.00	0.00	5,000.00
01-150-4910			Support to Community Based Organizations				
			Alliance Agains Domestic Abuse	4,040.00	0.00	0.00	4,040.00
			Buena Vista Event Cooperative	1,285.00	0.00	0.00	1,285.00
			Chaffee Housing Trust	4,640.00	0.00	0.00	4,640.00
			The Chaffee Shuttle	3,875.00	0.00	0.00	3,875.00
			elevateHER	2,250.00	0.00	0.00	2,250.00
			Full Circle Restorative Justice	1,415.00	0.00	0.00	1,415.00
			Greater Arkansas River Nature Ass'n	450.00	0.00	0.00	450.00
			Reserve for mid-year requests	4,450.00	0.00	0.00	4,450.00
01-150-4911			CC Economic Development	5,000.00	0.00	0.00	5,000.00
01-150-4912			Recycling Program	11,011.00	0.00	0.00	11,011.00
01-150-4915			Adopt-A-Tree Program	6,000.00	0.00	0.00	6,000.00
01-150-4916			Grant Match Commitments	0.00	0.00	0.00	0.00
01-150-4917			Chaffee County Housing Admin	11,500.00	0.00	0.00	11,500.00
01-150-4920			Chamber Building Water & Trash	2,000.00	0.00	0.00	2,000.00
01-150-4925			BV Heritage	10,000.00	0.00	0.00	10,000.00
01-150-4930			Public Parking Lease	250.00	0.00	0.00	250.00
01-150-4931			Town Clean-up Day Costs	1,000.00	0.00	0.00	1,000.00
01-150-4932			BVStrong Community Dinner	3,000.00	0.00	0.00	3,000.00
01-150-4933			After-Prom	500.00	0.00	0.00	500.00
01-150-4990			Transfer to Airport	40,000.00	0.00	0.00	40,000.00
01-150-4990			Transfers to Capital Improvement Fund	279,440.00	0.00	0.00	279,440.00
			<b>Public Support</b>	<b>447,681.00</b>	<b>0.00</b>	<b>0.00</b>	<b>447,681.00</b>
01-160-4101			Wages - IT	70,602.92	0.00	0.00	70,602.92
01-160-4106			Over-Time	0.00	0.00	0.00	0.00
01-160-4110			FICA & Medicare - IT	5,355.07	0.00	0.00	5,355.07
01-160-4112			Unemployment - IT	211.81	0.00	0.00	211.81
01-160-4114			Retirement Contributions - IT	2,100.03	0.00	0.00	2,100.03
01-160-4116			Health & Life Insurance - IT	5,117.58	0.00	0.00	5,117.58
01-160-4345			Telephone - IT	0.00	0.00	0.00	0.00
01-160-4414			Information Technology - IT	31,000.00	0.00	0.00	31,000.00
01-160-4415			Professional Fees- Outside Service - IT	15,000.00	0.00	0.00	15,000.00
01-160-4432			Dues & Memberships - IT	100.00	0.00	0.00	100.00
01-160-4480			Travel & Training - IT	2,000.00	0.00	0.00	2,000.00
01-160-4511			Computer Replacements	19,800.00	0.00	0.00	19,800.00
01-160-4540			Tools & Equipment - IT	1,000.00	0.00	0.00	1,000.00
			<b>Information Technology Expenditures</b>	<b>152,287.41</b>	<b>0.00</b>	<b>0.00</b>	<b>152,287.41</b>
01-210-4101			Wages - Police	732,974.05	0.00	0.00	732,974.05
01-210-4106			Over-Time	20,000.00	0.00	0.00	20,000.00
01-210-4110			FICA & Medicare - Police	13,864.84	0.00	0.00	13,864.84
01-210-4112			Unemployment - Police	2,258.92	0.00	0.00	2,258.92
01-210-4114			Retirement Contributions - Police	1,883.28	0.00	0.00	1,883.28
01-210-4116			Health & Life Insurance - Police	150,416.64	0.00	0.00	150,416.64
01-210-4117			Pension Contribution - FPPA Police	65,528.95	0.00	0.00	65,528.95
01-210-4140			Workers Compensation - Police	22,725.77	0.00	0.00	22,725.77
01-210-4160			Employment Screening	555.00	0.00	0.00	555.00
01-210-4205			Postage & Shipping - Police	650.00	0.00	0.00	650.00
01-210-4211			Supplies - Police	8,250.00	0.00	0.00	8,250.00
01-210-4231			Fuel - Police	15,400.00	0.00	0.00	15,400.00
01-210-4232			Vehicle Maintenance & Repair - Police	9,000.00	0.00	0.00	9,000.00
01-210-4233			Equipment Repairs & Maintenance - Police	1,760.00	0.00	0.00	1,760.00
01-210-4260			Investigations	6,625.00	0.00	0.00	6,625.00
01-210-4266			Firearms	4,840.00	0.00	0.00	4,840.00
01-210-4275			Uniforms - Police	6,220.00	0.00	0.00	6,220.00

		<b>TOWN OF BUENA VISTA</b> <b>2019 ADOPTED ADJUSTED BUDGET</b> <b>JANUARY 1 - DECEMBER 31, 2019</b>			<b>ATTACHMENT A</b>		
Account Number	Adjustment Number	Adjustment Description	Account Name	2019 Original Budget	Budget Adjustment 06/30/2019	Budget Adjustment 12/31/2019	2019 Adjusted Budget
01-210-4280			Meetings & Food - Police	825.00	0.00	0.00	825.00
01-210-4290			Miscellaneous - Police	200.00	0.00	0.00	200.00
01-210-4341			Utilities - Police	10,900.00	0.00	0.00	10,900.00
01-210-4345			Telephone - Police	9,187.00	0.00	0.00	9,187.00
01-210-4385			Liability Insurance - Police	18,711.84	0.00	0.00	18,711.84
01-210-4410			Legal-Police	3,000.00	0.00	0.00	3,000.00
01-210-4414			Information Technology - Police	11,800.00	0.00	0.00	11,800.00
01-210-4415			Professional Fees- Outside Service - Police	400.00	0.00	0.00	400.00
01-210-4416			Marketing & Printing - Police	3,000.00	0.00	0.00	3,000.00
01-210-4432			Dues & Memberships - Police	2,464.00	0.00	0.00	2,464.00
01-210-4435			Building & Equipment Lease - Police	33,508.32	0.00	0.00	33,508.32
01-210-4451			Prisoner Custody/Medical	9,900.00	0.00	0.00	9,900.00
01-210-4480			Travel & Training - Police	12,100.00	0.00	0.00	12,100.00
01-210-4514			Furniture & Fixtures - Police	1,000.00	0.00	0.00	1,000.00
			<b>Police Expenditures</b>	<b>1,179,948.61</b>	<b>0.00</b>	<b>0.00</b>	<b>1,179,948.61</b>
01-220-4211			Supplies - Public Safety Complex	2,500.00	0.00	0.00	2,500.00
01-220-4341			Utilities - Public Safety Complex	9,000.00	0.00	0.00	9,000.00
01-220-4345			Telephone - Public Safety Complex	2,400.00	0.00	0.00	2,400.00
01-220-4560			Building Maintenance & Repairs - Pub Safety Comp	4,000.00	0.00	0.00	4,000.00
			<b>Pub Safety Complex Expenditures</b>	<b>17,900.00</b>	<b>0.00</b>	<b>0.00</b>	<b>17,900.00</b>
01-230-4101			Wages - Fire	163,642.13	0.00	0.00	163,642.13
01-230-4106			Over-Time	4,000.00	0.00	0.00	4,000.00
01-230-4110			FICA & Medicare - Fire	3,163.44	0.00	0.00	3,163.44
01-230-4112			Unemployment - Fire	547.93	0.00	0.00	547.93
01-230-4114			Retirement Contributions - Fire	0.00	0.00	0.00	0.00
01-230-4116			Health & Life Insurance - Fire	28,728.36	0.00	0.00	28,728.36
01-230-4118	BA0000180	Incl Vol Pension	Penison Contribution - FPPA Fire	15,975.71	0.00	21,410.99	37,386.70
01-230-4140			Workers Compensation - Fire	5,114.00	0.00	0.00	5,114.00
01-230-4180			Volunteer Stipend - Fire	10,000.00	0.00	0.00	10,000.00
01-230-4205			Postage & Shipping - Fire	200.00	0.00	0.00	200.00
01-230-4211			Supplies - Fire	6,000.00	0.00	0.00	6,000.00
01-230-4212			Medical Supplies	7,000.00	0.00	0.00	7,000.00
01-230-4231			Fuel - Fire	3,000.00	0.00	0.00	3,000.00
01-230-4232			Vehicle Maintenance & Repair - Fire	6,000.00	0.00	0.00	6,000.00
01-230-4233			Equipment Repairs & Maintenance - Fire	5,500.00	0.00	0.00	5,500.00
01-230-4264			Fire Prevention	2,500.00	0.00	0.00	2,500.00
01-230-4275			Uniforms - Fire	10,000.00	0.00	0.00	10,000.00
01-230-4280			Meetings & Food - Fire	700.00	0.00	0.00	700.00
01-230-4290			Miscellaneous - Fire	0.00	0.00	0.00	0.00
01-230-4345			Telephone - Fire	3,604.00	0.00	0.00	3,604.00
01-230-4385			Liability Insurance - Fire	7,016.94	0.00	0.00	7,016.94
01-230-4410			Legal-Fire	1,500.00	0.00	0.00	1,500.00
01-230-4414			Information Technology - Fire	3,500.00	0.00	0.00	3,500.00
01-230-4415			Professional Fees- Outside Service - Fire	15,000.00	0.00	0.00	15,000.00
01-230-4416			Marketing & Printing - Fire	1,500.00	0.00	0.00	1,500.00
01-230-4427			Compliance	5,000.00	0.00	0.00	5,000.00
01-230-4432			Dues & Memberships - Fire	3,000.00	0.00	0.00	3,000.00
01-230-4480			Travel & Training - Fire	10,000.00	0.00	0.00	10,000.00
01-230-4540			Tools & Equipment - Fire	15,000.00	0.00	0.00	15,000.00
			<b>Fire Expenditures</b>	<b>337,192.51</b>	<b>0.00</b>	<b>21,410.99</b>	<b>358,603.50</b>
01-235-4101	BA0000180	Incident Response	Wages-Incident Deployment-Fire	15,000.00	0.00	201,301.75	216,301.75
01-235-4110	BA0000180	Incident Response	FICA & Medicare - Fire	0.00	0.00	16,534.85	16,534.85
01-235-4421	BA0000180	Incident Response	Brush Truck Deployment	3,000.00	0.00	9,353.76	12,353.76
01-235-4422	BA0000180	Incident Response	Deployment Expenses	0.00	0.00	39,021.64	39,021.64
				<b>18,000.00</b>	<b>0.00</b>	<b>266,212.00</b>	<b>284,212.00</b>
01-310-4101			Wages - Planning	195,086.60	0.00	0.00	195,086.60
01-310-4110			FICA & Medicare - Planning	14,796.87	0.00	0.00	14,796.87
01-310-4112			Unemployment - Planning	585.26	0.00	0.00	585.26
01-310-4114			Retirement Contributions - Planning	5,802.69	0.00	0.00	5,802.69



**TOWN OF BUENA VISTA**  
**2019 ADOPTED ADJUSTED BUDGET**  
**JANUARY 1 - DECEMBER 31, 2019**

**ATTACHMENT A**

Account Number	Adjustment Number	Adjustment Description	Account Name	2019 Original Budget	Budget Adjustment 06/30/2019	Budget Adjustment 12/31/2019	2019 Adjusted Budget
01-310-4116			Health & Life Insurance - Planning	40,941.60	0.00	0.00	40,941.60
01-310-4211			Supplies - Planning	1,500.00	0.00	0.00	1,500.00
01-310-4231			Fuel - Planning	100.00	0.00	0.00	100.00
01-310-4275			Uniforms - Planning	800.00	0.00	0.00	800.00
01-310-4280			Meetings & Food - Planning	1,000.00	0.00	0.00	1,000.00
01-310-4290			Miscellaneous - Planning	100.00	0.00	0.00	100.00
01-310-4402			Recording & Public Notices - Planning	2,000.00	0.00	0.00	2,000.00
01-310-4410			Legal-Planning	40,000.00	0.00	0.00	40,000.00
01-310-4414			Information Technology - Planning	9,000.00	0.00	0.00	9,000.00
01-310-4415			Professional Fees- Outside Service - Planning	25,000.00	0.00	0.00	25,000.00
01-310-4416			Marketing & Printing - Planning	1,000.00	0.00	0.00	1,000.00
01-310-4432			Dues & Memberships - Planning	1,500.00	0.00	0.00	1,500.00
01-310-4480			Travel & Training - Planning	4,500.00	0.00	0.00	4,500.00
01-310-4901			Planning Commission Expense	2,500.00	0.00	0.00	2,500.00
		<b>Planning Expenditures</b>		<b>346,213.03</b>	<b>0.00</b>	<b>0.00</b>	<b>346,213.03</b>
01-320-4211			Supplies - Community Center	1,500.00	0.00	0.00	1,500.00
01-320-4341			Utilities - Community Center	9,500.00	0.00	0.00	9,500.00
01-320-4385			Liability Insurance - Community Center	4,677.96	0.00	0.00	4,677.96
01-320-4414			Information Technology - Community Center	0.00	0.00	0.00	0.00
01-320-4514			Furniture & Fixtures - Community Center	500.00	0.00	0.00	500.00
01-320-4560			Building Maintenance & Repairs - Comm'ty Cntr	2,000.00	0.00	0.00	2,000.00
		<b>Community Center Expenditures</b>		<b>18,177.96</b>	<b>0.00</b>	<b>0.00</b>	<b>18,177.96</b>
01-330-4211			Supplies - BVTV	1,000.00	0.00	0.00	1,000.00
01-330-4414			Information Technology - BVTV	3,000.00	0.00	0.00	3,000.00
		<b>BVTV Expenditures</b>		<b>4,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,000.00</b>
01-410-4101			Wages - Public Works	194,990.96	0.00	0.00	194,990.96
01-410-4106			Over-Time	1,500.00	0.00	0.00	1,500.00
01-410-4110			FICA & Medicare - Public Works	14,798.34	0.00	0.00	14,798.34
01-410-4112			Unemployment - Public Works	589.47	0.00	0.00	589.47
01-410-4114			Retirement Contributions - Public Works	5,402.21	0.00	0.00	5,402.21
01-410-4116			Health & Life Insurance - Public Works	48,397.35	0.00	0.00	48,397.35
01-410-4140			Workers Compensation - Public Works	2,255.12	0.00	0.00	2,255.12
01-410-4150			Drug Testing	500.00	0.00	0.00	500.00
01-410-4205			Postage & Shipping - Publoc Works	100.00	0.00	0.00	100.00
01-410-4211			Supplies - Public Works	2,600.00	0.00	0.00	2,600.00
01-410-4231			Fuel - Public Works	7,000.00	0.00	0.00	7,000.00
01-410-4232			Vehicle Maintenance & Repair - Public Works	3,000.00	0.00	0.00	3,000.00
01-410-4233			Equipment Repairs & Maintenance - Public Works	8,600.00	0.00	0.00	8,600.00
01-410-4272			Signs - Public Works	4,000.00	0.00	0.00	4,000.00
01-410-4275			Uniforms - Public Works	1,000.00	0.00	0.00	1,000.00
01-410-4280			Meetings & Food - Public Works	200.00	0.00	0.00	200.00
01-410-4340			Street Light Electricity	70,000.00	0.00	0.00	70,000.00
01-410-4341			Utilities - Public Works	16,000.00	0.00	0.00	16,000.00
01-410-4345			Telephone - Public Works	3,714.00	0.00	0.00	3,714.00
01-410-4385			Liability Insurance - Public Works	10,915.24	0.00	0.00	10,915.24
01-410-4410			Legal-Public Works	800.00	0.00	0.00	800.00
01-410-4412			Engineering - Public Works	1,500.00	0.00	0.00	1,500.00
01-410-4414			Information Technology - Public Works	3,000.00	0.00	0.00	3,000.00
01-410-4415			Professional Fees - Outside Service	0.00	0.00	0.00	0.00
01-410-4416			Marketing & Printing - Public Works	1,500.00	0.00	0.00	1,500.00
01-410-4420			Vehicle Maintenance from outside service - PW	500.00	0.00	0.00	500.00
01-410-4432			Dues & Memberships - Public Works	600.00	0.00	0.00	600.00
01-410-4480			Travel & Training - Public Works	2,000.00	0.00	0.00	2,000.00
01-410-4501			Equipment Leases - Public Works	2,200.00	0.00	0.00	2,200.00
01-410-4514			Furniture & Fixtures - Public Works	500.00	0.00	0.00	500.00
01-410-4540			Tools & Equipment - Public Works	1,500.00	0.00	0.00	1,500.00
01-410-4560			Building Maintenance & Repairs - Pub Works	2,000.00	0.00	0.00	2,000.00
		<b>Public Works Expenditures</b>		<b>411,662.69</b>	<b>0.00</b>	<b>0.00</b>	<b>411,662.69</b>
01-415-4140			Workers Compensation - Streets	8,370.52	0.00	0.00	8,370.52
01-415-4385			Liability Insurance - Streets	3,898.30	0.00	0.00	3,898.30
01-415-4575			Street Maintenance	13,000.00	0.00	0.00	13,000.00



**TOWN OF BUENA VISTA**  
**2019 ADOPTED ADJUSTED BUDGET**  
**JANUARY 1 - DECEMBER 31, 2019**

**ATTACHMENT A**

Account Number	Adjustment Number	Adjustment Description	Account Name	2019 Original Budget	Budget Adjustment 06/30/2019	Budget Adjustment 12/31/2019	2019 Adjusted Budget
<b>Street Maintenance Expenditures</b>				<b>25,268.82</b>	<b>0.00</b>	<b>0.00</b>	<b>25,268.82</b>
01-510-4101			Wages - Parks	117,031.84	0.00	0.00	117,031.84
01-510-4106			Over-Time	3,400.00	0.00	0.00	3,400.00
01-510-4110			FICA & Medicare - Parks	8,922.35	0.00	0.00	8,922.35
01-510-4112			Unemployment - Parks	361.30	0.00	0.00	361.30
01-510-4114			Retirement Contributions - Parks	1,394.62	0.00	0.00	1,394.62
01-510-4116			Health & Life Insurance - Parks	11,516.70	0.00	0.00	11,516.70
01-510-4140			Workers Compensation--Parks	7,975.14	0.00	0.00	7,975.14
01-510-4211			Supplies - Parks	10,000.00	0.00	0.00	10,000.00
01-510-4231			Fuel - Parks	4,000.00	0.00	0.00	4,000.00
01-510-4232			Vehicle Maintenance & Repair - Parks	2,000.00	0.00	0.00	2,000.00
01-510-4233			Equipment Repairs & Maintenance - Parks	2,000.00	0.00	0.00	2,000.00
01-510-4242			Park Maintenance	30,000.00	0.00	0.00	30,000.00
01-510-4247			Fertilizers / Top Soil	16,000.00	0.00	0.00	16,000.00
01-510-4275			Uniforms - Parks	400.00	0.00	0.00	400.00
01-510-4290			Miscellaneous - Parks	400.00	0.00	0.00	400.00
01-510-4341			Utilities - Parks	31,500.00	0.00	0.00	31,500.00
01-510-4385			Liability Insurance - Parks	3,118.64	0.00	0.00	3,118.64
01-510-4410			Legal-Parks	100.00	0.00	0.00	100.00
01-510-4415			Professional Fees - Outside Service	0.00	0.00	0.00	0.00
01-510-4416			Marketing & Printing - Parks	250.00	0.00	0.00	250.00
01-510-4423			Tree Pruning	22,000.00	0.00	0.00	22,000.00
01-510-4432			Dues & Memberships - Parks	400.00	0.00	0.00	400.00
01-510-4480			Travel & Training - Parks	750.00	0.00	0.00	750.00
01-510-4501			Equipment Leases - Parks	500.00	0.00	0.00	500.00
01-510-4535			Tools & Equipment - Parks	100.00	0.00	0.00	100.00
01-510-4560			Building Maintenance & Repairs - Parks	2,000.00	0.00	0.00	2,000.00
<b>Parks Expenditures</b>				<b>276,120.58</b>	<b>0.00</b>	<b>0.00</b>	<b>276,120.58</b>
01-520-4140			Workers Compensation - Cemetery	84.48	0.00	0.00	84.48
01-520-4211			Supplies - Cemetery	250.00	0.00	0.00	250.00
01-520-4231			Fuel - Cemetery	150.00	0.00	0.00	150.00
01-520-4233			Equipment Repairs & Maintenance - Cemetery	150.00	0.00	0.00	150.00
01-520-4341			Utilities - Cemetery	2,200.00	0.00	0.00	2,200.00
01-520-4404			Recording & Public Notices - Cemetery	100.00	0.00	0.00	100.00
<b>Cemetery Expenditures</b>				<b>2,934.48</b>	<b>0.00</b>	<b>0.00</b>	<b>2,934.48</b>
01-550-4101			Wages - Recreation	114,745.50	0.00	0.00	114,745.50
01-550-4106			Over-Time	0.00	0.00	0.00	0.00
01-550-4110			FICA & Medicare - Recreation	8,718.14	0.00	0.00	8,718.14
01-550-4112			Unemployment - Recreation	344.24	0.00	0.00	344.24
01-550-4114			Retirement Contributions - Recreation	2,731.05	0.00	0.00	2,731.05
01-550-4116			Health & Life Insurance - Recreation	20,447.52	0.00	0.00	20,447.52
01-550-4205			Postage & Shipping - Recreation	0.00	0.00	0.00	0.00
01-550-4211			Supplies - Recreation	900.00	0.00	0.00	900.00
01-550-4231			Fuel - Recreation	1,000.00	0.00	0.00	1,000.00
01-550-4341			Utilities - Recreation	4,200.00	0.00	0.00	4,200.00
01-550-4345			Telephone - Recreation	1,542.00	0.00	0.00	1,542.00
01-550-4385			Liability Insurance - Recreation	779.66	0.00	0.00	779.66
01-550-4401			Contract Labor	8,000.00	0.00	0.00	8,000.00
01-550-4410			Legal-Recreation	500.00	0.00	0.00	500.00
01-550-4412			Engineering - Recreation	0.00	0.00	0.00	0.00
01-550-4415			Professional Fees- Outside Service - Recreation	300.00	0.00	0.00	300.00
01-550-4416			Marketing & Printing - Recreation	5,750.00	0.00	0.00	5,750.00
01-550-4432			Dues & Memberships - Recreation	1,000.00	0.00	0.00	1,000.00
01-550-4440			Merchant Fees - Recreation	1,000.00	0.00	0.00	1,000.00
01-550-4480			Travel & Training - Recreation	2,000.00	0.00	0.00	2,000.00
01-550-4701			Special Interests Trips & Events	5,000.00	0.00	0.00	5,000.00
01-550-4702			Outdoor Recreation	1,000.00	0.00	0.00	1,000.00
01-550-4703			Fitness & Martial Arts	2,000.00	0.00	0.00	2,000.00
01-550-4704			Sports & Athletics	25,000.00	0.00	0.00	25,000.00
01-550-4705			Fine Arts	300.00	0.00	0.00	300.00
01-550-4706			BVBA Expenses	8,000.00	0.00	0.00	8,000.00
<b>Recreation Expenditures</b>				<b>215,258.10</b>	<b>0.00</b>	<b>0.00</b>	<b>215,258.10</b>

Account Number		Adjustment Number	Adjustment Description	Account Name	2019 Original Budget	Budget Adjustment 06/30/2019	Budget Adjustment 12/31/2019	2019 Adjusted Budget
					<b>TOWN OF BUENA VISTA</b>			
					2019 <b>ADOPTED</b> <b>ADJUSTED</b> BUDGET		<b>ATTACHMENT A</b>	
					JANUARY 1 - DECEMBER 31, 2019			
<b>Total Expenditures: General Fund</b>					<b>4,150,197.06</b>	<b>0.00</b>	<b>287,622.99</b>	<b>4,437,820.05</b>
<b>General Fund Balance Increase (Decrease)</b>					<b>(3,472.35)</b>	<b>0.00</b>	<b>471,282.60</b>	<b>467,810.25</b>
Projects Carried over from Fund Balance								
American Legion - 2018 unused public support					4,000.00	0.00	0.00	4,000.00
<b>General Fund Balance Increase (Decrease)</b>					<b>527.65</b>	<b>0.00</b>	<b>471,282.60</b>	<b>471,810.25</b>
<b>Fund: 02 - Water Enterprise Fund</b>								
<b>Revenue</b>								
02-710-3235				Construction Water	150.00	0.00	0.00	150.00
02-710-3330				Water Sales - General Customers	938,889.66	0.00	0.00	938,889.66
02-710-3331				Water Sales Town	21,675.77	0.00	0.00	21,675.77
02-710-3332				Water Sales Others	9,766.68	0.00	0.00	9,766.68
02-710-3335				Late Payment Penalty	15,000.00	0.00	0.00	15,000.00
02-710-3340				Sale of Meters, Accessories, Freight, & materials	16,000.00	0.00	0.00	16,000.00
02-710-3343				Cut-Off Fees	0.00	0.00	0.00	0.00
02-710-3360				Water Supply Protection Fees	2,000.00	0.00	0.00	2,000.00
02-710-3662				Property lease income	400.00	0.00	0.00	400.00
02-710-3701				Miscellaneous	30,608.00	0.00	0.00	30,608.00
02-710-3705				NSF Fees	250.00	0.00	0.00	250.00
02-710-3725				Refunded Expenditures	900.00	0.00	0.00	900.00
02-710-3770				State & Local Grants	500,000.00	0.00	0.00	500,000.00
02-710-3790				Interest	1,200.00	0.00	0.00	1,200.00
02-710-3792	BA0000185	Actual Revenue		Interest on Bonds	0.00	0.00	37,468.33	37,468.33
02-730-3610	BA0000185	Actual Revenue		System Development Fees	150,000.00	0.00	462,500.00	612,500.00
02-730-3770				Engineering Grant	0.00	0.00	0.00	0.00
02-730-3791				Interest	2,500.00	0.00	0.00	2,500.00
02-730-3793				Debt	1,724,875.12	0.00	0.00	1,724,875.12
<b>Total Revenue: Water Fund</b>					<b>3,414,215.22</b>	<b>0.00</b>	<b>499,968.33</b>	<b>3,914,183.55</b>
<b>Expenditures</b>								
02-710-4101				Wages - Water Operations	255,360.44	0.00	0.00	255,360.44
02-710-4106				Over-Time	0.00	0.00	0.00	0.00
02-710-4110				FICA & Medicare - Water Operations	19,368.50	0.00	0.00	19,368.50
02-710-4112				Unemployment - Water	766.08	0.00	0.00	766.08
02-710-4114				Retirement Contributions - Water	7,595.49	0.00	0.00	7,595.49
02-710-4116				Health & Life Insurance - Water Operations	63,584.49	0.00	0.00	63,584.49
02-710-4140				Workers Compensation - Water Operations	7,090.89	0.00	0.00	7,090.89
02-710-4205				Postage & Shipping - Water Operations	10,000.00	0.00	0.00	10,000.00
02-710-4211				Supplies - Water Operations	5,000.00	0.00	0.00	5,000.00
02-710-4220				Licenses & Permits - Water	500.00	0.00	0.00	500.00
02-710-4231				Fuel - Water Operations	5,000.00	0.00	0.00	5,000.00
02-710-4232				Vehicle Maintenance & Repair - Water Operations	1,500.00	0.00	0.00	1,500.00
02-710-4233				Equipment Repairs & Maintenance - Water Operat	12,000.00	0.00	0.00	12,000.00
02-710-4236				Goods for Resale -Cost of Goods Sold	26,900.00	0.00	0.00	26,900.00
02-710-4275				Uniforms - Water	600.00	0.00	0.00	600.00
02-710-4280				Meetings & Food - Water	100.00	0.00	0.00	100.00
02-710-4290				Miscellaneous - Water	500.00	0.00	0.00	500.00
02-710-4345				Telephone - Water Operations	2,047.00	0.00	0.00	2,047.00
02-710-4385				Liability Insurance - Water	5,457.62	0.00	0.00	5,457.62
02-710-4403				Recording & Public Notices - Water	520.00	0.00	0.00	520.00
02-710-4410				Legal-Water	25,000.00	0.00	0.00	25,000.00
02-710-4411				Audit - Water	5,000.00	0.00	0.00	5,000.00
02-710-4412				Engineering - Water	35,000.00	0.00	0.00	35,000.00
02-710-4414				Information Technology - Water	10,400.00	0.00	0.00	10,400.00
02-710-4415				Professional Fees- Outside Service - Water Ops	20,000.00	0.00	0.00	20,000.00
02-710-4416				Marketing & Printing - Water	3,700.00	0.00	0.00	3,700.00
02-710-4424				Laboratory Fees	4,000.00	0.00	0.00	4,000.00
02-710-4432				Dues & Memberships - Water	1,500.00	0.00	0.00	1,500.00
02-710-4440				Merchant Fees-Water	1,450.00	0.00	0.00	1,450.00
02-710-4480				Travel & Training - Water	3,400.00	0.00	0.00	3,400.00
02-710-4540				Tools & Equipment - Water Ops	500.00	0.00	0.00	500.00

Account Number		Adjustment Number	Adjustment Description	Account Name	2019 Original Budget	Budget Adjustment 06/30/2019	Budget Adjustment 12/31/2019	2019 Adjusted Budget
				Water Infrastructure Maint <\$5000	1,000.00	0.00	0.00	1,000.00
				Supplies - Water Treatment	27,500.00	0.00	0.00	27,500.00
				Equipment Repairs & Maintenance - Water Plant	2,500.00	0.00	0.00	2,500.00
				Water Purchases	6,000.00	0.00	0.00	6,000.00
				Utilities - Water	16,000.00	0.00	0.00	16,000.00
				Professional Fees- Outside Service - Water Treat	500.00	0.00	0.00	500.00
				Building & Equipment Lease - Water Treatment	150.00	0.00	0.00	150.00
				Tools & Equipment - Water Treatment	0.00	0.00	0.00	0.00
				Water Rights	10,000.00	0.00	0.00	10,000.00
				Feasibility Study	0.00	0.00	0.00	0.00
				Surface Plant Rehab	24,780.88	0.00	0.00	24,780.88
				Equipment Purchases - Water	168,000.00	0.00	0.00	168,000.00
				Distribution System Replacement	696,226.00	0.00	0.00	696,226.00
				IT Services - Water	3,000.00	0.00	0.00	3,000.00
				Water tank 750,000	1,010,225.00	0.00	0.00	1,010,225.00
				Water Tank Recoating	118,450.00	0.00	0.00	118,450.00
				Gorrel Meadow Headgate Replacement	15,708.00	0.00	0.00	15,708.00
				Ivy League Improvements	10,300.00	0.00	0.00	10,300.00
				Gallery Collection System Soil Work	6,500.00	0.00	0.00	6,500.00
				Water Well #3	490,000.00	0.00	0.00	490,000.00
				Engineering - Capital	0.00	0.00	0.00	0.00
				Surface Plant Sandblasting and Painting	35,000.00	0.00	0.00	35,000.00
				Water Infrastructure Rehab and Upgrade	85,000.00	0.00	0.00	85,000.00
				Hydrant Replacement Program	20,000.00	0.00	0.00	20,000.00
				New Distribution infrastructure	0.00	0.00	0.00	0.00
				1998 Debt Service Principal	53,496.32	0.00	0.00	53,496.32
				1998 Debt Service Interest	11,532.23	0.00	0.00	11,532.23
				Debt Issuance Cost	0.00	0.00	0.00	0.00
<b>Total Expenditures: Water Fund</b>					<b>3,345,708.95</b>	<b>0.00</b>	<b>0.00</b>	<b>3,345,708.95</b>
<b>Water Fund Balance Increase (Decrease)</b>					<b>68,506.28</b>	<b>0.00</b>	<b>499,968.33</b>	<b>568,474.61</b>
<b>Fund: 03 - Capital Improvement Fund</b>								
<b>Revenue</b>								
				Interest	15,000.00	0.00	0.00	15,000.00
				Transfer from General Fund	279,440.00	0.00	0.00	279,440.00
				Sunset Vista IV park proceeds	50,201.00	(50,201.00)	0.00	0.00
				Pass-Through Grants	0.00	0.00	0.00	0.00
				SCBA Grant	0.00	0.00	93,333.33	93,333.33
				Sidewalk Program	5,000.00	0.00	0.00	5,000.00
				State & Local Grants				
				GOCO grant for park	337,299.00	(337,299.00)	0.00	0.00
				DOLA grant for Trans/Trail Master Plan	25,000.00	(25,000.00)	0.00	0.00
				GOCO grant for Trans/Trail Master Plan	25,000.00	(25,000.00)	0.00	0.00
				Donations	0.00	0.00	0.00	0.00
				Donations for Whitewater	3,500.00	0.00	0.00	3,500.00
				Chaffee County Conservation Trust Fund Grant	49,000.00	0.00	(49,000.00)	0.00
				State & Local Grants For BLM Trails	141,000.00	0.00	0.00	141,000.00
				TAP - Trans. Altern. Program Arizona Trail	489,248.00	0.00	(489,248.00)	0.00
				Transfers from CTF	61,000.00	0.00	0.00	61,000.00
<b>Total Revenue: Capital Improvement Fund</b>					<b>1,480,688.00</b>	<b>(437,500.00)</b>	<b>(444,914.67)</b>	<b>598,273.33</b>
<b>Expenditures</b>								
				Furniture & Fixtures - Town Hall	0.00	0.00	0.00	0.00
				Building Maintenance & Repairs - Town Hall	0.00	0.00	0.00	0.00
				Equipment Purchases - Town Hall	0.00	0.00	0.00	0.00
				Server - Town Hall	0.00	0.00	0.00	0.00
				Information Technology - Capital Fund	0.00	0.00	0.00	0.00
				Vehicle Purchase - Police	53,000.00	0.00	0.00	53,000.00
				Specialized Purchas	0.00	15,500.00	0.00	15,500.00
				Equipment Purchases - Police	0.00	7,000.00	0.00	7,000.00



**TOWN OF BUENA VISTA**  
**2019 ADOPTED ADJUSTED BUDGET**  
**JANUARY 1 - DECEMBER 31, 2019**

**ATTACHMENT A**

Account Number	Adjustment Number	Adjustment Description	Account Name	2019 Original Budget	Budget Adjustment 06/30/2019	Budget Adjustment 12/31/2019	2019 Adjusted Budget
03-210-4856			Hand Held Radios	7,000.00	0.00	0.00	7,000.00
03-210-4857			Emergency Generator	0.00	0.00	0.00	0.00
03-210-4858			Video Surveillance Police	0.00	0.00	0.00	0.00
03-230-4810			Vehicle Lease-Purchase - Fire	84,000.00	0.00	0.00	84,000.00
03-230-4812	BA0000182	Federal Grant	Specialized Equipment Purchase	28,000.00	0.00	91,313.91	119,313.91
03-230-4813			Equipment Purchases - Fire	7,000.00	0.00	0.00	7,000.00
03-230-4860			Rescue Equipment	0.00	0.00	0.00	0.00
03-310-4814	BA0000183	Postponed Project	Wayfinding	30,000.00	0.00	(30,000.00)	0.00
03-310-4851	BA0000174	Project Postponed	Transportation & Trail Master Plan	75,000.00	(75,000.00)	0.00	0.00
03-320-4560			Building Maintenance & Repairs - Comm'y Cntr	20,000.00	0.00	0.00	20,000.00
03-320-4813			Emergency Generator - Community Center	21,000.00	0.00	0.00	21,000.00
03-410-4813			Equipment Purchases - Public Works	0.00	0.00	0.00	0.00
03-410-4819	BA0000183	Postponed Project	Recycling Center Improvements	8,000.00	0.00	(8,000.00)	0.00
03-415-4859			Bridge Infrastructure Improvements/Sidewalks	0.00	0.00	0.00	0.00
03-415-4861			Street Reconstruction > \$5000	0.00	0.00	0.00	0.00
03-415-4864			Landscape/Irrig./Lighting	0.00	0.00	0.00	0.00
03-415-4865			Annual Street Maintenance	0.00	0.00	0.00	0.00
03-415-4867	BA0000183	Postponed Project	TAP Transportation Alt. Program	611,500.00	0.00	(566,175.78)	45,324.22
03-415-4871			Small Projects - Streets	0.00	0.00	0.00	0.00
03-415-4877			Hwy 24 Improvements	0.00	0.00	0.00	0.00
03-510-4814	BA0000183	Postponed Project	Safe Route to School	24,000.00	0.00	(24,000.00)	0.00
03-510-4841			Park Infrastructure - Capital	40,000.00	0.00	0.00	40,000.00
03-510-4843			Park Maintenance	0.00	0.00	0.00	0.00
03-510-4845	BA0000183	Postponed Project	Whitewater Park Infrastructure	7,000.00	0.00	(7,000.00)	0.00
03-510-4846	BA0000173	Project Postponed	Sunset Vista Park and Trail	387,500.00	(387,500.00)	0.00	0.00
03-510-4848			Park & Rec Amenities	0.00	0.00	0.00	0.00
03-510-4849			Cemetery Rehab & Site Improvements	20,000.00	0.00	0.00	20,000.00
03-510-4851			Trail Construction-CTF Project	10,000.00	0.00	0.00	10,000.00
03-515-4843	BA0000183	Postponed Project	Park Maintenance-Rodeo Grounds	13,000.00	0.00	(5,000.00)	8,000.00
03-550-4851			ADA Accessible Trails - CTF Project	10,000.00	0.00	0.00	10,000.00
			Carry over	8,000.00	0.00	0.00	8,000.00
03-550-4852			BLM Trail Maintenance and Expansion-CTF Project	10,000.00	0.00	0.00	10,000.00
			BLM Trail Grant Expenditure	141,000.00	0.00	0.00	141,000.00
03-550-4853	BA0000183	Postponed Project	Skatepark Border - CTF Project	12,000.00	0.00	(7,000.00)	5,000.00
03-550-4854	BA0000183	Postponed Project	Outdoor Volleyball Rehab - CTF Project	12,000.00	0.00	(12,000.00)	0.00
03-550-4850			Town Amenity Website	0.00	0.00	0.00	0.00
<b>Total Expenditures: Capital Improvement Fund</b>				<b>1,639,000.00</b>	<b>(440,000.00)</b>	<b>(567,861.87)</b>	<b>631,138.13</b>
<b>2018 Projects Carried over from Fund Balance</b>							
			Arizona Trail	73,312.00	0.00	0.00	73,312.00
			Safe Routes	24,000.00	0.00	0.00	24,000.00
			ADA Accessible Trails	8,000.00	0.00	0.00	8,000.00
			Rodeo Grounds Improvements	13,000.00	0.00	0.00	13,000.00
			Softball Field Lights	40,000.00	0.00	0.00	40,000.00
<b>Total 2018 Projects Carried over from Fund Balance</b>				<b>158,312.00</b>	<b>0.00</b>	<b>0.00</b>	<b>158,312.00</b>
<b>Capital Improvement Fund Balance Increase (Decrease)</b>				<b>0.00</b>	<b>2,500.00</b>	<b>122,947.20</b>	<b>125,447.20</b>
<b>Fund: 35 - Street Fund</b>							
<b>Revenue</b>							
35-100-3141	BA0000188	Actual	Town Sales Tax	482,734.41	0.00	61,746.28	544,480.69
35-415-3701			Sunset Vista IV Sidewalks	0.00	0.00	0.00	0.00
35-415-3790	BA0000188	Actual	Interest	0.00	0.00	7,813.52	7,813.52
<b>Total Revenue: Street Fund</b>				<b>482,734.41</b>	<b>0.00</b>	<b>69,559.80</b>	<b>552,294.21</b>
<b>Expenditures</b>							
35-415-4654			Bond Paying Agent Fees - Street Fund	250.00	0.00	0.00	250.00
35-415-4862			Sidewalk Construction & Repair	25,000.00	0.00	0.00	25,000.00
35-415-4868			Street Improvements Capital	280,509.41	0.00	0.00	280,509.41
35-415-4891			Debt Service Principal	100,000.00	0.00	0.00	100,000.00
35-415-4892			Debt Service Interest	76,975.00	0.00	0.00	76,975.00
35-415-4916	BA0000172	For CPW Swap	Grant Match Commitments	0.00	6,250.00	0.00	6,250.00



**TOWN OF BUENA VISTA**  
**2019 ADOPTED ADJUSTED BUDGET**  
**JANUARY 1 - DECEMBER 31, 2019**

**ATTACHMENT A**

Account Number	Adjustment Number	Adjustment Description	Account Name	2019 Original Budget	Budget Adjustment 06/30/2019	Budget Adjustment 12/31/2019	2019 Adjusted Budget
<b>Total Expenditures: Street Fund</b>				<b>482,734.41</b>	<b>6,250.00</b>	<b>0.00</b>	<b>488,984.41</b>
<b>Street Fund Balance Increase (Decrease)</b>				<b>0.00</b>	<b>(6,250.00)</b>	<b>69,559.80</b>	<b>63,309.80</b>
<b>Fund: 04 - Conservation Trust Fund</b>							
<b>Revenue</b>							
04-590-3160	BA0000184	Actual Revenue	Lottery proceeds	30,000.00	0.00	13,996.61	43,996.61
04-590-3792	BA0000184	Actual Revenue	Interest	2,000.00	0.00	6,004.20	8,004.20
<b>Total Revenue: Conservation Trust Fund</b>				<b>32,000.00</b>	<b>0.00</b>	<b>20,000.81</b>	<b>52,000.81</b>
<b>Expenditures</b>							
04-590-4101			Wages - Conservation Trust Fund	0.00	0.00	0.00	0.00
04-590-4110			FICA & Medicare - Conservation Trust Fund	0.00	0.00	0.00	0.00
04-590-4112			Unemployment - Conservation Trust Fund	0.00	0.00	0.00	0.00
04-590-4990			Transfer to Capital Improvement Fund	61,000.00	0.00	0.00	61,000.00
<b>Total Expenditures: Conservation Trust Fund</b>				<b>61,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>61,000.00</b>
Use of Fund Balance for Projects				30,000.00	0.00	0.00	30,000.00
<b>Conservation Trust Fund Balance Increase (Decrease)</b>				<b>1,000.00</b>	<b>0.00</b>	<b>20,000.81</b>	<b>21,000.81</b>
<b>Fund: 05 - Alternative Energy Enterprise Fund</b>							
<b>Revenue</b>							
05-600-3329			EV Charging Revenue	450.00	0.00	0.00	450.00
05-600-3770			State & Local Grants	0.00	0.00	0.00	0.00
<b>Total Revenue: Alternative Energy Fund</b>				<b>450.00</b>	<b>0.00</b>	<b>0.00</b>	<b>450.00</b>
<b>Expenditures</b>							
05-600-4341			Electricity	300.00	0.00	0.00	300.00
05-600-4410			Legal-Alternative Energy	0.00	0.00	0.00	0.00
05-600-4440			Flex Billing Fee - Alternative Energy	45.00	0.00	0.00	45.00
<b>Total Expenditures: Alternative Energy Fund</b>				<b>345.00</b>	<b>0.00</b>	<b>0.00</b>	<b>345.00</b>
<b>Alternative Energy Fund Balance Increase (Decrease)</b>				<b>105.00</b>	<b>0.00</b>	<b>0.00</b>	<b>105.00</b>
<b>Fund: 06 - Stormwater Enterprise Fund</b>							
<b>Revenue</b>							
06-900-3303			Stormwater Fees	66,000.00	0.00	0.00	66,000.00
<b>Total Revenue: Stormwater Fund</b>				<b>66,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>66,000.00</b>
<b>Expenditures</b>							
06-900-4290			Miscellaneous	0.00	0.00	0.00	0.00
06-900-4410			Legal-StormWater	0.00	0.00	0.00	0.00
06-900-4866	BA000186	Postponed Project	Stormwater Improvements	90,036.00	0.00	(89,476.00)	560.00
<b>Total Expenditures: Stormwater Fund</b>				<b>90,036.00</b>	<b>0.00</b>	<b>(89,476.00)</b>	<b>560.00</b>
Use of Fund Balance for Projects				24,036.00	0.00	0.00	0.00
<b>Stormwater Fund Balance Increase (Decrease)</b>				<b>0.00</b>	<b>0.00</b>	<b>89,476.00</b>	<b>65,440.00</b>
<b>Fund: 07 - Airport Enterprise Fund</b>							
<b>Revenue</b>							
07-810-3141			Fuel Tax Refund	2,700.00	0.00	0.00	2,700.00
07-810-3301			Vending Machine Fees	0.00	0.00	0.00	0.00
07-810-3350	BA0000187	Actual	Fuel Sales Jet A	301,513.23	0.00	43,879.35	345,392.58
07-810-3351	BA0000187	Actual	Fuel Sales 100 LL	40,000.00	0.00	19,132.80	59,132.80
07-810-3353			Supplies/Additive/Flowage	500.00	0.00	0.00	500.00
07-810-3354			Passenger Supplies	500.00	0.00	0.00	500.00
07-830-3325			Auto Parking	2,000.00	0.00	0.00	2,000.00

		TOWN OF BUENA VISTA 2019 ADOPTED ADJUSTED BUDGET JANUARY 1 - DECEMBER 31, 2019			ATTACHMENT A		
Account Number	Adjustment Number	Adjustment Description	Account Name	2019 Original Budget	Budget Adjustment 06/30/2019	Budget Adjustment 12/31/2019	2019 Adjusted Budget
07-830-3326			Landing	1,500.00	0.00	0.00	1,500.00
07-830-3328			Facility Contract Fees	6,000.00	0.00	0.00	6,000.00
07-830-3333			Tie Down & Ramp	3,500.00	0.00	0.00	3,500.00
07-830-3336			Testing Services	36,510.00	0.00	0.00	36,510.00
07-830-3338			Towing and GPU Fees	500.00	0.00	0.00	500.00
07-830-3341	BA0000187	Actual	Executive Hanger Rent	8,000.00	0.00	137,187.02	145,187.02
07-830-3344			Hanger Lease	11,280.00	0.00	0.00	11,280.00
07-830-3355			After Hours Charge	2,040.00	0.00	0.00	2,040.00
07-830-3661			Ground Lease Town Property	10,103.00	0.00	0.00	10,103.00
07-830-3691			Office & Room Rentals	3,000.00	0.00	0.00	3,000.00
07-830-3714			Insurance proceeds	0.00	0.00	0.00	0.00
07-830-3725			Refunded Expenditures	0.00	0.00	0.00	0.00
07-830-3728			Fuel Excise Rebate	3,000.00	0.00	0.00	3,000.00
07-830-3768			Chaffee County Contribution	25,000.00	0.00	0.00	25,000.00
07-830-3790			Interest	0.00	0.00	0.00	0.00
07-830-3870			Transfers from General Fund	40,000.00	0.00	0.00	40,000.00
07-850-3775			FAA Annual Entitlement Grant	0.00	0.00	0.00	0.00
07-850-3776	BA0000187	CDOT Grant for Equi	CDOT Grant Match for FAA Grant	0.00	0.00	8,000.00	8,000.00
07-850-3782			SRE Building	0.00	0.00	0.00	0.00
07-850-3783			Sale of Fuel Truck	0.00	0.00	0.00	0.00
<b>Total Revenue: Airport Enterprise Fund</b>				<b>497,646.23</b>	<b>0.00</b>	<b>208,199.17</b>	<b>705,845.40</b>
<b>Expenditures</b>							
07-810-4217			Items for Resale	300.00	0.00	0.00	300.00
07-810-4218			POL for Resale	200.00	0.00	0.00	200.00
07-810-4441			Fuel for Resale-JetA	155,996.85	0.00	0.00	155,996.85
07-810-4447			Fuel for Resale-100LL	66,800.00	0.00	0.00	66,800.00
07-810-4442			Fuel Testing	300.00	0.00	0.00	300.00
07-810-4443			Gain/Loss on Sale of Fuel	0.00	0.00	0.00	0.00
07-810-4446			Sales Taxes Paid	0.00	0.00	0.00	0.00
07-830-4101			Wages - Airport Operations	151,531.39	0.00	0.00	151,531.39
07-830-4106			Over-Time	500.00	0.00	0.00	500.00
07-830-4110			FICA & Medicare - Airport Operations	11,527.46	0.00	0.00	11,527.46
07-830-4112			Unemployment - Airport	456.09	0.00	0.00	456.09
07-830-4114			Retirement Contributions - Airport	2,949.69	0.00	0.00	2,949.69
07-830-4116			Health & Life Insurance - Airport Operations	24,979.98	0.00	0.00	24,979.98
07-830-4140			Workers Compensation - Airport Operations	10,540.03	0.00	0.00	10,540.03
07-830-4205			Postage & Shipping - Airport Operations	200.00	0.00	0.00	200.00
07-830-4210			Passenger Snack-Supplies-Sundries	900.00	0.00	0.00	900.00
07-830-4211			Supplies: Toiletry-Cleanin - Airport Operations	2,000.00	0.00	0.00	2,000.00
07-830-4220			Licenses & Permits - Airport	185.00	0.00	0.00	185.00
07-830-4228			Airfield Maint-Supplies	2,000.00	0.00	0.00	2,000.00
07-830-4229			Fuel Isl/Truck/Tank Maint-Supplies	2,000.00	0.00	0.00	2,000.00
07-830-4231			Fuel - Airport Vehicles	2,600.00	0.00	0.00	2,600.00
07-830-4232			Vehicle Maintenance & Repair - Airport Operations	2,000.00	0.00	0.00	2,000.00
07-830-4275			Uniforms - Airport	600.00	0.00	0.00	600.00
07-830-4280			Meetings & Food - Airport	1,800.00	0.00	0.00	1,800.00
07-830-4290			Office Supplies	250.00	0.00	0.00	250.00
07-830-4341			Utilities - Airport	22,000.00	0.00	0.00	22,000.00
07-830-4345			Telephone - Airport	3,640.00	0.00	0.00	3,640.00
07-830-4380			PC / Liability Insurance - Airport	7,300.00	0.00	0.00	7,300.00
07-830-4385			Liability Insurance - Airport	11,694.90	0.00	0.00	11,694.90
07-830-4410			Legal-Airport	1,000.00	0.00	0.00	1,000.00
07-830-4411			Audit - Airport	4,400.00	0.00	0.00	4,400.00
07-830-4414			Information Technology - Airport	1,200.00	0.00	0.00	1,200.00
07-830-4415			Professional Fees- Outside Service - Airport	1,000.00	0.00	0.00	1,000.00
07-830-4416			Marketing & Printing - Airport	1,500.00	0.00	0.00	1,500.00
07-830-4432			Dues & Memberships - Airport	500.00	0.00	0.00	500.00
07-830-4233			Equipment Repairs & Maintenance - Airport	500.00	0.00	0.00	500.00
07-830-4435			Building & Equipment Lease - Airport	24,000.00	0.00	0.00	24,000.00
07-830-4438			Weather Operations & AWOS	1,500.00	0.00	0.00	1,500.00
07-830-4440			Merchant Fees - Airport	6,000.00	0.00	0.00	6,000.00
07-830-4480			Travel & Training - Airport	1,200.00	0.00	0.00	1,200.00
07-830-4514			Furniture & Fixtures - Airport	500.00	0.00	0.00	500.00
07-830-4560			Building Maintenance & Repairs - Airport	500.00	0.00	0.00	500.00

		TOWN OF BUENA VISTA						
		2019 ADOPTED ADJUSTED BUDGET			ATTACHMENT A			
		JANUARY 1 - DECEMBER 31, 2019						
Account Number	Adjustment Number	Adjustment Description	Account Name	2019 Original Budget	Budget Adjustment 06/30/2019	Budget Adjustment 12/31/2019	2019 Adjusted Budget	
07-830-4564			Exec Hangar Maint-Supplies - Airport	500.00	0.00	0.00	500.00	
07-850-4811	BA0000187	Truck from Denver	Equipment	0.00	0.00	10,000.00	10,000.00	
07-850-4870	BA0000187	Add'l Expense	Self Serve Fuel Terminal - Phase 1	20,000.00	0.00	12,367.89	32,367.89	
07-850-4875			Facility & Land Acquisition	0.00	0.00	0.00	0.00	
07-850-4876			Fuel Farm Rehab	0.00	0.00	0.00	0.00	
<b>Total Expenditures: Airport Enterprise Fund</b>				<b>549,551.39</b>	<b>0.00</b>	<b>22,367.89</b>	<b>571,919.28</b>	
			2018 Project carried over from fund balance	20,000.00	0.00	0.00	20,000.00	
<b>Airport Fund Balance Increase (Decrease)</b>				<b>(31,905.16)</b>	<b>0.00</b>	<b>185,831.28</b>	<b>153,926.12</b>	
<b>Total Revenue:All Funds</b>				<b>10,120,458.56</b>	<b>(437,500.00)</b>	<b>1,111,719.03</b>	<b>10,794,677.59</b>	
<b>Total Expenses:All Funds</b>				<b>10,318,572.80</b>	<b>(433,750.00)</b>	<b>(347,346.99)</b>	<b>9,537,475.81</b>	
<b>Overall Fund Balance Increase (Decrease)</b>				<b>(198,114.24)</b>	<b>(3,750.00)</b>	<b>1,459,066.02</b>	<b>1,257,201.78</b>	



Town of Buena Vista

## Budget Adjustment Register

## Adjustment Detail

Packet: GLPKT07450 - 2019 Final Adjustment

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000179	Jan 1, 2019 - Dec 31, 2019	Town Sales Tax to Actual	12/31/2019

## Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<a href="#">01-100-3141</a>	Town Sales Tax	Town Sales Tax to Actual	-1,937,494.92	-350,008.20	-2,287,503.12
December:	-350,008.20				
<a href="#">01-100-3142</a>	County Sales Tax	Sales Tax to Actual	-1,125,986.52	-16,966.54	-1,142,953.06
December:	-16,966.54				
<a href="#">01-100-3149</a>	Sales Tax Rebate	Sales Tax Rebate to Actual	81,312.56	5,523.63	86,836.19
December:	5,523.63				
<a href="#">01-100-3150</a>	Highway Users Tax	HUTF to Actual	-130,611.40	-10,585.70	-141,197.10
December:	-10,585.70				
<a href="#">01-100-3790</a>	Interest	Interest to Actual	-25,000.00	-9,623.96	-34,623.96
December:	-9,623.96				
<a href="#">01-120-3200</a>	Licenses & permits - Short term r...	Short Term Rental to Actual	-5,000.00	-8,090.00	-13,090.00
December:	-8,090.00				
<a href="#">01-120-3215</a>	Business Licenses	Business Licenses to Actual	-11,500.00	-9,390.00	-20,890.00
December:	-9,390.00				

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000180	Jan 1, 2019 - Dec 31, 2019	Seven Peaks payment & Fire Deployment	12/31/2019

## Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<a href="#">01-210-3520</a>	Other Services	Seven Peaks for Police Services	-100.00	-13,490.00	-13,590.00
December:	-13,490.00				
<a href="#">01-210-3764</a>	DUI Grant	DUI Grant	-800.00	-7,350.00	-8,150.00
December:	-7,350.00				
<a href="#">01-235-3320</a>	Personnel Incident Deployment	Incident Deployment-Personnel	-16,500.00	-252,682.44	-269,182.44
December:	-252,682.44				
<a href="#">01-235-3321</a>	Brush Truck Deployment	Brush Truck Depoloyment	-38,000.00	-63,391.94	-101,391.94
December:	-63,391.94				
<a href="#">01-235-3322</a>	Firefighter Standby Fees	ARFF- Firefighter Standby Fees	0.00	-9,069.19	-9,069.19
December:	-9,069.19				
<a href="#">01-235-3323</a>	Fire Truck Standby Fees	ARFF-Fire Truck Standby Fees	0.00	-13,781.25	-13,781.25
December:	-13,781.25				

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000181	Jan 1, 2019 - Dec 31, 2019	Expenditure overages	12/31/2019

## Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<a href="#">01-230-4110</a>	FICA & Medicare - Fire	Expenditure overages	3,163.44	16,534.85	19,698.29
December:	16,534.85				
<a href="#">01-230-4118</a>	Penison Contribution - FPPA Fire	Expenditure overages	15,975.71	21,410.99	37,386.70
December:	21,410.99				
<a href="#">01-235-4101</a>	Wages - Incident Deployment	Expenditure overages	15,000.00	201,301.75	216,301.75
December:	201,301.75				

## Budget Adjustment Register

Packet: GLPKT07450 - 2019 Final Adjustment

<a href="#">01-235-4421</a>	Brush Truck Expenses	Expenditure overages	3,000.00	9,353.76	12,353.76
December:	9,353.76				
<a href="#">01-235-4422</a>	Deployment Expenses	Expenditure overages	0.00	39,021.64	39,021.64
December:	39,021.64				

Adjustment Number	Budget Code	Description	Adjustment Date		
BA0000182	Jan 1, 2019 - Dec 31, 2019	Fire Department Grant and SCBA Purchase	12/31/2019		

## Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<a href="#">03-230-3770</a>	State & Local Grants	Fire Department Grant and SCBA Purchase	0.00	-93,333.33	-93,333.33
December:	-93,333.33				
<a href="#">03-230-4812</a>	Specialized Equipment Purchase	Fire Department Grant and SCBA Purchase	28,000.00	91,313.91	119,313.91
December:	91,313.91				

Adjustment Number	Budget Code	Description	Adjustment Date		
BA0000183	Jan 1, 2019 - Dec 31, 2019	Postponed Projects	12/31/2019		

## Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<a href="#">03-310-4814</a>	Wayfinding	Postponed Projects	30,000.00	-30,000.00	0.00
December:	-30,000.00				
<a href="#">03-410-4819</a>	Recycle Cnt. Improvements	Postponed Projects	8,000.00	-8,000.00	0.00
December:	-8,000.00				
<a href="#">03-415-4867</a>	TAP Transportation Alt. Program	Arizona Trail & Bridge Project Postponed	611,500.00	-566,175.78	45,324.22
December:	-566,175.78				
<a href="#">03-510-3765</a>	Chaffee County Conservation Tru...	Arizona Trail & Bridge Project Postponed	-49,000.00	49,000.00	0.00
December:	49,000.00				
<a href="#">03-510-3773</a>	TAP - Trans. Altern. Program	Arizona Trail & Bridge Project Postponed	-489,248.00	489,248.00	0.00
December:	489,248.00				
<a href="#">03-510-4814</a>	Safe Route to School	Postponed Safe Routes	24,000.00	-24,000.00	0.00
December:	-24,000.00				
<a href="#">03-510-4845</a>	Whitewater Park Infrastructure	Postponed Whitewater Improvements	7,000.00	-7,000.00	0.00
December:	-7,000.00				
<a href="#">03-515-4843</a>	Park Maintenance - Rodeo Grou...	Postponed Projects	13,000.00	-5,000.00	8,000.00
December:	-5,000.00				
<a href="#">03-550-4853</a>	Skate Park Border	Postponed Skate Park Border	12,000.00	-7,000.00	5,000.00
December:	-7,000.00				
<a href="#">03-550-4854</a>	Outdoor Volleyball Rehab	Postponed Volleyball rehab	12,000.00	-12,000.00	0.00
December:	-12,000.00				

Adjustment Number	Budget Code	Description	Adjustment Date		
BA0000184	Jan 1, 2019 - Dec 31, 2019	Conservation Trust Fund Revenues	12/31/2019		

## Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<a href="#">04-590-3160</a>	Lottery proceeds	Conservation Trust Fund Revenues	-30,000.00	-13,996.61	-43,996.61
December:	-13,996.61				
<a href="#">04-590-3792</a>	Interest	Conservation Trust Fund Revenues	-2,000.00	-6,004.20	-8,004.20
December:	-6,004.20				

Adjustment Number	Budget Code	Description	Adjustment Date		
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## Budget Adjustment Register

Packet: GLPKT07450 - 2019 Final Adjustment

BA0000185 Jan 1, 2019 - Dec 31, 2019 Water Adjustments 12/31/2019

## Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<a href="#">02-710-3792</a>	Interest on Bonds	Interest on Bonds	0.00	-37,468.33	-37,468.33
December:					
<a href="#">02-730-3610</a>	System Development Fees	Tap Fees	-150,000.00	-462,500.00	-612,500.00
December:					

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000186	Jan 1, 2019 - Dec 31, 2019	Postponed Stormwater project	12/31/2019

## Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<a href="#">06-900-4866</a>	Stormwater Improvements	Postponed Stormwater project	90,036.00	-89,476.00	560.00
December:					

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000187	Jan 1, 2019 - Dec 31, 2019	Airport Adjustments	12/31/2019

## Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<a href="#">07-810-3350</a>	Fuel Sales Jet A	Increase in Jet A Sales	-301,513.23	-43,879.35	-345,392.58
December:					
<a href="#">07-810-3351</a>	Fuel Sales100 LL	Increase in AvGas Sales	-40,000.00	-19,132.80	-59,132.80
December:					
<a href="#">07-830-3341</a>	Executive Hanger Rent	Increase in Executive Hanger Rent	-8,000.00	-137,187.02	-145,187.02
December:					
<a href="#">07-850-3770</a>	State & Local Grants	CDOT Grant for Truck County of Denver Surplus S...	0.00	-8,000.00	-8,000.00
December:					
<a href="#">07-850-4811</a>	Equipment Purchase - Airport	Truck from Denver Surplus Sale	0.00	10,000.00	10,000.00
December:					
<a href="#">07-850-4870</a>	Self Serve Fuel Terminal	Add'l expense for fuel terminal	20,000.00	12,367.89	32,367.89
December:					

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000188	Jan 1, 2019 - Dec 31, 2019	Street Fund Adjustments	12/31/2019

## Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<a href="#">35-100-3141</a>	Town Sales Tax	Town Sales Tax Surplus	-482,734.41	-61,746.28	-544,480.69
December:					
<a href="#">35-415-3790</a>	Interest	Increase in Interest	0.00	-7,813.52	-7,813.52
December:					

## Summary

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
2019	Jan 1, 2019 - Dec 31, 2019	<a href="#">01-100-3141</a>	Town Sales Tax	-1,937,494.92	-350,008.20	-2,287,503.12
		<a href="#">01-100-3142</a>	County Sales Tax	-1,125,986.52	-16,966.54	-1,142,953.06
		<a href="#">01-100-3149</a>	Sales Tax Rebate	81,312.56	5,523.63	86,836.19
		<a href="#">01-100-3150</a>	Highway Users Tax	-130,611.40	-10,585.70	-141,197.10
		<a href="#">01-100-3790</a>	Interest	-25,000.00	-9,623.96	-34,623.96
		<a href="#">01-120-3200</a>	Licenses & permits - Short term rent...	-5,000.00	-8,090.00	-13,090.00
		<a href="#">01-120-3215</a>	Business Licenses	-11,500.00	-9,390.00	-20,890.00
		<a href="#">01-210-3520</a>	Other Services	-100.00	-13,490.00	-13,590.00
		<a href="#">01-210-3764</a>	DUI Grant	-800.00	-7,350.00	-8,150.00
		<a href="#">01-230-4110</a>	FICA & Medicare - Fire	3,163.44	16,534.85	19,698.29
		<a href="#">01-230-4118</a>	Penison Contribution - FPPA Fire	15,975.71	21,410.99	37,386.70
		<a href="#">01-235-3320</a>	Personnel Incident Deployment	-16,500.00	-252,682.44	-269,182.44
		<a href="#">01-235-3321</a>	Brush Truck Deployment	-38,000.00	-63,391.94	-101,391.94
		<a href="#">01-235-3322</a>	Firefighter Standby Fees	0.00	-9,069.19	-9,069.19
		<a href="#">01-235-3323</a>	Fire Truck Standby Fees	0.00	-13,781.25	-13,781.25
		<a href="#">01-235-4101</a>	Wages - Incident Deployment	15,000.00	201,301.75	216,301.75
		<a href="#">01-235-4421</a>	Brush Truck Expenses	3,000.00	9,353.76	12,353.76
		<a href="#">01-235-4422</a>	Deployment Expenses	0.00	39,021.64	39,021.64
		<a href="#">02-710-3792</a>	Interest on Bonds	0.00	-37,468.33	-37,468.33
		<a href="#">02-730-3610</a>	System Development Fees	-150,000.00	-462,500.00	-612,500.00
		<a href="#">03-230-3770</a>	State & Local Grants	0.00	-93,333.33	-93,333.33
		<a href="#">03-230-4812</a>	Specialized Equipment Purchase	28,000.00	91,313.91	119,313.91
		<a href="#">03-310-4814</a>	Wayfinding	30,000.00	-30,000.00	0.00
		<a href="#">03-410-4819</a>	Recycle Cnt. Improvements	8,000.00	-8,000.00	0.00
		<a href="#">03-415-4867</a>	TAP Transportation Alt. Program	611,500.00	-566,175.78	45,324.22
		<a href="#">03-510-3765</a>	Chaffee County Conservation Trust ...	-49,000.00	49,000.00	0.00
		<a href="#">03-510-3773</a>	TAP - Trans. Altern. Program	-489,248.00	489,248.00	0.00
		<a href="#">03-510-4814</a>	Safe Route to School	24,000.00	-24,000.00	0.00
		<a href="#">03-510-4845</a>	Whitewater Park Infrastructure	7,000.00	-7,000.00	0.00
		<a href="#">03-515-4843</a>	Park Maintenance - Rodeo Grounds	13,000.00	-5,000.00	8,000.00
		<a href="#">03-550-4853</a>	Skate Park Border	12,000.00	-7,000.00	5,000.00
		<a href="#">03-550-4854</a>	Outdoor Volleyball Rehab	12,000.00	-12,000.00	0.00
		<a href="#">04-590-3160</a>	Lottery proceeds	-30,000.00	-13,996.61	-43,996.61
		<a href="#">04-590-3792</a>	Interest	-2,000.00	-6,004.20	-8,004.20
		<a href="#">06-900-4866</a>	Stormwater Improvements	90,036.00	-89,476.00	560.00
		<a href="#">07-810-3350</a>	Fuel Sales Jet A	-301,513.23	-43,879.35	-345,392.58
		<a href="#">07-810-3351</a>	Fuel Sales100 LL	-40,000.00	-19,132.80	-59,132.80
		<a href="#">07-830-3341</a>	Executive Hanger Rent	-8,000.00	-137,187.02	-145,187.02
		<a href="#">07-850-3770</a>	State & Local Grants	0.00	-8,000.00	-8,000.00
		<a href="#">07-850-4811</a>	Equipment Purchase - Airport	0.00	10,000.00	10,000.00
		<a href="#">07-850-4870</a>	Self Serve Fuel Terminal	20,000.00	12,367.89	32,367.89
		<a href="#">35-100-3141</a>	Town Sales Tax	-482,734.41	-61,746.28	-544,480.69
		<a href="#">35-415-3790</a>	Interest	0.00	-7,813.52	-7,813.52
			<b>2019 Total:</b>	<b>-3,869,500.77</b>	<b>-1,459,066.02</b>	<b>-5,328,566.79</b>
			<b>Grand Total:</b>	<b>-3,869,500.77</b>	<b>-1,459,066.02</b>	<b>-5,328,566.79</b>



**Town of Buena Vista**  
Post Office Box 2002  
Buena Vista, Colorado 81211  
Phone: (719) 395-2408  
Fax: (719) 395-8644

DATE: February 11, 2020  
TO: Buena Vista Board of Trustees  
FROM: Earl Richmond, Recreation Director  
SUBJECT: Revise 2020 Fee Schedule to include Paul's Lot

---

This memo is to inform the Buena Vista Board of Trustees of two recommendations relating to the 2020 Town of Buena Vista Fee Structure and Facility List.

First, the Recreation Department would like to add Paul's Lot (the overflow parking lot just east of the BV Pump Track) to our 2020 Fee Schedule. We feel this area could be reserved, with our department's approval, to assist in proposed parking plans and camping as it relates to special event applications. This lot is already being utilized by special event organizers. The town has never had the facility on the Fee Schedule, so we are unable to collect any revenue at this space. Our proposed rate is \$80 for a half-day (up to 4 hours) or \$130 for the entire day (more than 4 hours). These fees follow suit with similar facilities in town. This space can currently host approximately 15 RV's, 20 tent sites and about 30 vehicles with the proper configurations.

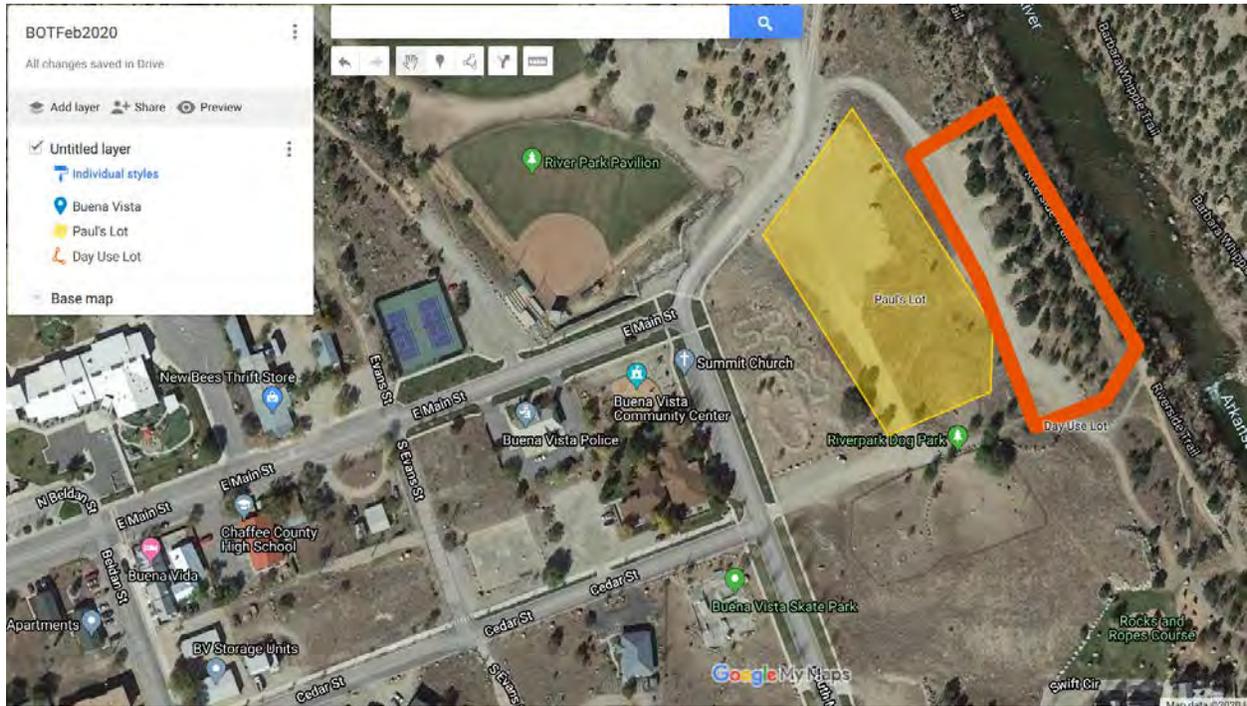
Second, the Recreation Department advises that we **do not allow** the Day Use Parking Lot (just east of Paul's Lot and along the Arkansas River) to be reserved by private parties or for special events. The Day Use Area is a highly used access zone for locals and guests alike to recreate at the Buena Vista River Park. In the past, special event organizers have used this space as part of their special event camping plan at no cost. It only houses 7 designated camping spots and we feel it is more important to allow continued public access to the River Park over closing it to special event organizers during our very busy summer season.

Thank you for your considerations.

Earl Richmond

*Earl Richmond*

Town of Buena Vista Recreation Director.





## TOWN OF BUENA VISTA 2020 FEE SCHEDULE

DEPARTMENT / ITEM				AUTHORITY	NOTES
<b>RENTAL OF COMMUNITY CENTER / PARK / SPORTS COURT / FIELD</b>					
<b>COMMUNITY CENTER</b>	Less than 4 Hours	Less than 4 Hours/Day	4 Hours or More/Day	11-113(2)	
Aspen Room	Meeting Room for up to 50 people	\$50.00	\$80.00		
Pinon Room	Meeting Room for up to 150 people	\$70.00	\$130.00		
Kitchen	Commercial Kitchen(Oven, Refrigerator, Dishwasher)	\$100.00			Only One Rental Group/Day. All Day Reservation
Rental Deposit	Per Rental (any room)	\$100.00 per room per event			
Television w/ HDMI input	Small (48")	\$50.00	\$80.00		*Need Waiver & CC on file
	Large (84")	\$70.00	\$130.00		*Need Waiver & CC on file
Sound Systems	Speakers with up to 4 microphones	\$30.00	\$50.00		*Need Waiver & CC on file
	Speakers with up to 16 microphones	\$50.00	\$100.00		*Need Waiver & CC on file
<b>PARKS</b>		Less than 4 Hours	4 Hours or More	11-113(2)	
Columbine Park	Entire Park	\$70.00	\$120.00		
Forest Square Park	Entire Park	\$70.00	\$120.00		
	Pavilion Area	\$30.00	\$50.00		
McPhelemy Park	Entire Park	\$120.00	\$180.00		
	East Park	\$70.00	\$120.00		
River Park	Large Pavilion	\$40.00	\$ 80.00		
Rocks & Ropes	Entire Park	\$70.00	\$120.00		
Rodeo Grounds	Entire Area		\$200.00		All Day Reservation for Entire Grounds Only
South Main Town Square	Entire Park	\$70.00	\$120.00		
<b>Lots</b>		Less than 4 Hours	4 Hours or More	11-113(2)	
<b>Paul's Lot</b>	<b>Entire Lot</b>	<b>\$80</b>	<b>\$130</b>		
<b>COURTS / FIELDS</b>		Less than 4 Hours	4 Hours or More	11-113(2)	
Baseball/Softball Field	Entire Field	\$50.00	\$100.00		
Soccer Field	Entire Field	\$70.00	\$130.00		
Tennis Courts	Entire Court	\$50.00	\$100.00		
All Courts/Fields with Playing Surfaces	Impact Fee	\$50.00 for 100+ people per event	\$100.00 for 200+ people per event		

## LICENSE AGREEMENT

THIS LICENSE AGREEMENT (the "Agreement") is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between the TOWN OF BUENA VISTA, 210 East Main Street, Buena Vista, Colorado 81211, a Colorado municipal corporation (the "Town"), and the BUENA VISTA SCHOOL DISTRICT R-31, a Colorado School District with an address of 113 North Court Street, Buena Vista, CO 81211 (the "School District").

WHEREAS, the School District owns certain real property commonly referred to as the Buena Vista School District Administrative Parking Lot, located at the intersection of Chestnut and North Court Streets, which is described in **Exhibit A** attached hereto and incorporated herein by this reference (the "Property");

WHEREAS, the Town desires to use the Property for public parking between Memorial Day and Labor Day, which will involve the Town installing signs, removable boulders and other non-permanent improvements designed to facilitate public parking on the Property (the "License Purpose"); and

WHEREAS, the School District is agreeable to the Town's use of the Property for the License Purpose subject to the terms and conditions of this Agreement.

NOW THEREFORE, in consideration of the mutual promises and conditions herein contained, the parties covenant and agree as follows:

### SECTION 1. THE LICENSE

Subject to the terms and conditions of this Agreement, the School District hereby grants the Town a nonexclusive license (the "License") allowing the Town to use the Property solely for the License Purpose.

### SECTION 2. USE OF PROPERTY

1. This License is deemed to be an exclusive license for the License Purpose. This License shall not in any manner prohibit or prevent the School District from granting other and further licenses for use of areas other than the Property.
2. The Town shall not install any permanent fixtures on the Property unless advance written authorization has been provided by the School District, which may be withheld in the School District's sole discretion; except that the Town may install and maintain temporary signs indicating that the Property is available for public parking, removable boulders or other temporary improvements used to demarcate parking areas and to direct and facilitate traffic flow and public parking on the Property.
3. The Town acknowledges that its use and occupancy hereunder is of the Property in its present, as-is condition with all faults, whether patent or latent, and without warranties or covenants, express or implied. The Town acknowledges that the School District shall

have no obligation to repair, replace, or improve any portion of the Property to make such Property suitable for the Town's intended uses.

4. Upon termination or expiration of this Agreement, the Town shall return the Property to substantially its original condition at the Town's own expense.

### **SECTION 3. TERM AND TERMINATION**

The initial term of the license shall be from May 24, 2020 through August 19, 2020. The license shall renew annually for subsequent terms commencing on the Friday before Memorial Day weekend and ending on the first day of fall classes unless this Agreement is terminated by either party upon delivery of written notice at least thirty (30) days before commencement of a new term.

### **SECTION 4. COMPENSATION**

The Town shall pay the School District One Thousand Five Hundred Dollars (\$1,500.00) on or before May 24, 2020 in consideration for the license granted herein for the initial term. Subsequent annual payments shall be made on or before the Friday before Memorial Day weekend of each year.

### **SECTION 5. MAINTENANCE**

1. The Town agrees to take such actions, at its sole expense, as are necessary to maintain the Property in good and safe condition at all times. The Town shall also maintain and keep the Property clean and hazard-free, including disposal of all trash.
2. The School District shall retain the right to use the property to access its maintenance building, to park School District vehicles and to provide parking for School District employees.
3. Notwithstanding any other provisions of this Agreement to the contrary, the School District shall at all times have the right to enter the Property to inspect, improve, or maintain the Property. If such entry requires disturbance of any items placed upon the Property under this Agreement, the School District shall repair or replace any such disturbance. In the exercise of its rights pursuant to this Agreement, the Town shall not damage or interfere with any School District installations, structures, utilities, or improvements on, under, or adjacent to the Property. Written notice of not less than seven (7) days prior to any maintenance, repair, improvement, or alteration activities occurring on the Licensed Premises which may disrupt the Licensed Purpose shall be provided by the School District to the Town. The Town may police and address any trespasses on the Property and the School District grants the Town the right to issue parking tickets and tow unauthorized vehicles from the licensed premises only during the term of this Agreement.

## **SECTION 6. DAMAGE TO PROPERTY**

The Town shall be solely responsible for all damage to the Property arising out of or resulting from the use of the Property by the Town. The Town shall correct and repair any damage to the School District's satisfaction within seven (7) days of notification or knowledge of the damage unless otherwise directed by the School District.

## **SECTION 7. INSURANCE**

The Town shall procure and maintain throughout the term of this Agreement its standard insurance coverage, which is provided through the Colorado Intergovernmental Risk Sharing Association. The Town shall provide to the School District a certificate of such insurance upon request.

## **SECTION 8. GOVERNMENTAL IMMUNITY**

Both parties are relying on and do not waive or intend to waive by any provision of this Agreement the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. §24-10-101 *et seq.*, as from time to time amended, or otherwise available to either part, and their officers and employees.

## **SECTION 9. NOTICES**

Any notice given pursuant to this Agreement by either party to the other shall be in writing and mailed by certified mail, return receipt requested, postage prepaid, and addressed to the Town Administrator and School District Superintendent, as appropriate, at the addresses first set forth above.

## **SECTION 10. MISCELLANEOUS**

1. Agreement Binding. This Agreement shall inure to the benefit of and be binding upon the heirs, successors and assigns of the parties hereto, subject to any other conditions and covenants contained herein.
2. Governing Law and Venue. The laws of the State of Colorado and applicable federal, state and local laws, rules, regulations and guidelines shall govern this Agreement. Any action arising out of this Agreement shall be brought in a court of competent jurisdiction in Chaffee County, Colorado.
3. Amendment. This Agreement may not be amended except in writing by mutual agreement of the parties, nor may rights be waived except by an instrument in writing signed by the party charged with such waiver.
4. Headings. The headings of the sections of this Agreement are inserted for reference purposes only and are not restrictive as to content.

5. Assignment. The Town may not assign or transfer this Agreement, except upon the express written authorization of the School District.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date first set forth above.

**TOWN OF BUENA VISTA**

**BUENA VISTA SCHOOL DISTRICT  
NUMBER R-31**

By: \_\_\_\_\_  
Duff Lacy, Mayor

By: \_\_\_\_\_  
Lisa Yates, Superintendent

Date: \_\_\_\_\_

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Town Clerk

**EXHIBIT A**

The dirt parking areas directly north of the School District administrative building, both north and south of the School District Maintenance Building located on Lots 1, 2, 3, and 4, Block 27, Town of Buena Vista, Chaffee County, State of Colorado.

**RESOLUTION NO. 14**  
**Series 2020**

**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, APPROVING A STATE AVIATION GRANT AGREEMENT FROM THE COLORADO DEPARTMENT OF TRANSPORTATION-DIVISION OF AERONAUTICS (CDOT-A) FOR RUNWAY PAVEMENT MAINTENANCE, PROJECT GRANT NAME 20-AEJ-01 AT THE CENTRAL COLORADO REGIONAL AIRPORT (CCRA), BUENA VISTA, CO.**

**WHEREAS**, the Sponsor has submitted to the CDOT-A a Runway Rehabilitation Project with a start dated March, 2020, for CDOT-A grant funds for the project at the Central Colorado Regional Airport, CO, which is included as part of this Grant Agreement; and

**WHEREAS**, the CDOT-A has approved a project for the CCRA, Town of Buena Vista, CO (herein called the "Project") consisting of the following;

**Rehabilitation of Runway 15/33, including:**

- Crack Seal
- Seal Coat
- Pavement Marking

**WHEREAS**, the Grant Agreement is required in order to obtain funds from the CDOT-A for reimbursement for the Project and that the Town of Buena Vista agrees to the Local Match as state in the Grant Agreement;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO:**

The CDOT-A Grant Agreement for the Runway Rehabilitation Project Name 20-AEJ-01, at the CCRA, Town of Buena Vista, CO is attached hereto as **Exhibit A** is hereby approved and the Mayor and/or Town Administrator is authorized to execute such grant agreement for and on behalf of the Town of Buena Vista.

**RESOLVED, APPROVED AND ADOPTED** this 11<sup>h</sup> day of February, 2020.

**TOWN OF BUENA VISTA, COLORADO**

BY: \_\_\_\_\_  
Libby Fay, Mayor Pro Tem

ATTEST:

\_\_\_\_\_  
Paula Barnett, Town Clerk

**GRANT AWARD LETTER**  
**SUMMARY OF GRANT AWARD TERMS AND CONDITIONS**

<b>State Agency</b> Colorado Department of Transportation, Colorado Aeronautical Board, Division of Aeronautics	<b>Grant Amount</b>  <b>State: \$350,000.00</b>
<b>Grantee</b> TOWN OF BUENA VISTA	
<b>Grant Issuance Date</b> The Effective Date	
<b>Grant Expiration Date</b> June 30, 2023	<b>Local Match Amount</b>  <b>Local: \$38,889.00</b>
<b>Grant Authority</b> Authority to enter into this Grant exists in CRS §43-10-108.5 and funds have been budgeted, appropriated and otherwise made available pursuant to CRS §§39-27-112(2)(b), 43-10-109, 43-10-102 and a sufficient unencumbered balance thereof remains available for payment. Required approvals, clearance, and coordination have been accomplished from and with appropriate agencies.	
<b>Grant Purpose</b> Element A: Airfield Pavement Maintenance	
<b>Exhibits and Order of Precedence</b> The following Exhibits and attachments are included with this Grant: Exhibit A, Discretionary Aviation Grant Application Exhibit B, Resolution Exhibit C, Grant Assurances Exhibit D, Sample Option Letter  In the event of a conflict or inconsistency between this Grant and any Exhibit or attachment, such conflict or inconsistency shall be resolved by reference to the documents in the following order of priority: 1. Provisions of the main body of this Grant 2. Exhibit A, Discretionary Aviation Grant Application 3. Exhibit B, Resolution 4. Exhibit C, Grant Assurances 5. Exhibit D, Sample Option Letter	

**SIGNATURE PAGE**

**THE SIGNATORIES LISTED BELOW AUTHORIZE THIS GRANT**

Each person signing this Agreement represents and warrants that the signer is duly authorized to execute this Agreement and to bind the Party authorizing such signature.

<p style="text-align: center;"><b>GRANTEE</b> TOWN OF BUENA VISTA</p> <hr style="border: 0; border-top: 1px solid black; margin: 10px 0;"/> <p>By: Print Name &amp; Title of Person Signing for Grantee</p> <p>Date: _____</p>	<p style="text-align: center;"><b>STATE OF COLORADO</b> Jared S. Polis, Governor <b>Department of Transportation</b></p> <hr style="border: 0; border-top: 1px solid black; margin: 10px 0;"/> <p>By: David R. Ulane, Aeronautics Division Director for Shoshana M. Lew, Executive Director</p> <p>Date: _____</p>
<p style="text-align: center;"><b>SECOND GRANTEE – If Needed</b></p> <hr style="border: 0; border-top: 1px solid black; margin: 10px 0;"/> <p>By: Print Name &amp; Title of Person Signing for Grantee</p> <p>Date: _____</p>	
<p style="text-align: center;">In accordance with §24-30-202, C.R.S., this Agreement is not valid until signed and dated below by the State Controller or an authorized delegate.</p> <p style="text-align: center;"><b>STATE CONTROLLER</b> <b>Robert Jaros, CPA, MBA, JD</b></p> <hr style="border: 0; border-top: 1px solid black; margin: 10px auto; width: 60%;"/> <p style="text-align: center;">By: Department of Transportation Lori Copeland, Accounting Controller</p> <p style="text-align: center;">Effective Date: _____</p>	

## 1. GRANT

As of the Grant Issuance Date, the State Agency shown on the first page of this Grant Award Letter (the “State”) hereby obligates and awards to Grantee shown on the first page of this Grant Award Letter (the “Grantee”) an award of Grant Funds in the amounts shown on the first page of this Grant Award Letter. By accepting the Grant Funds provided under this Grant Award Letter, Grantee agrees to comply with the terms and conditions of this Grant Award Letter and requirements and provisions of all Exhibits to this Grant Award Letter.

## 2. TERM

### A. Initial Grant Term and Extension

The Parties’ respective performances under this Grant Award Letter shall commence on the Grant Issuance Date and shall terminate on the Grant Expiration Date unless sooner terminated or further extended in accordance with the terms of this Grant Award Letter. Upon request of Grantee, the State may, in its sole discretion, extend the term of this Grant Award Letter by providing written notice to the Grantee in a form substantially equivalent to Exhibit D.

### B. Early Termination in the Public Interest

The State is entering into this Grant Award Letter to serve the public interest of the State of Colorado as determined by its Governor, General Assembly, the Colorado Aeronautical Board or Courts. If this Grant Award Letter ceases to further the public interest of the State or if State, Federal or other funds used for this Grant Award Letter are not appropriated, or otherwise become unavailable to fund this Grant Award Letter, the State, in its discretion, may terminate this Grant Award Letter in whole or in part by providing written notice to Grantee that includes, to the extent practicable, the public interest justification for the termination. If the State terminates this Grant Award Letter in the public interest, the State shall pay Grantee an amount equal to the percentage of the total reimbursement payable under this Grant Award Letter that corresponds to the percentage of Work satisfactorily completed, as determined by the State, less payments previously made. Additionally, the State, in its discretion, may reimburse Grantee for a portion of actual, out-of-pocket expenses not otherwise reimbursed under this Grant Award Letter that are incurred by Grantee and are directly attributable to the uncompleted portion of Grantee’s obligations, provided that the sum of any and all reimbursements shall not exceed the maximum amount payable to Grantee hereunder. This subsection shall not apply to a termination of this Grant Award Letter by the State for breach by Grantee.

## 3. PURPOSE

The General Assembly of the State of Colorado declared in Title 43 of the Colorado Revised Statutes, Article 10, 1991 in CRS §43-10-101 (the Act) “... that there exists a need to promote the safe operations and accessibility of general aviation in this state; that improvements to general aviation transportation facilities will promote diversified economic development across the state; and that accessibility to airport facilities for residents of this state is crucial in the event of a medical or other type of emergency...”

The Act created the Colorado Aeronautical Board (“the Board”) to establish policy and procedures for distribution of monies in the Aviation Fund and created the Division of Aeronautics (“the Division”) to carry out the directives of the Board, including technical and planning assistance to airports and the administration of the state aviation system grant program. SEE CRS §43-10-103 and C.R.S. §43-10-105 and CRS §43-10-108.5 of the Act.

Any entity operating a public-accessible airport in the state may file an application for and be recipient of a grant to be used solely for aviation purposes. The Division is authorized to assist such airports as request assistance by means of a Resolution passed by the applicant’s duly-authorized governing body, which understands that all funds shall be used exclusively for aviation purposes and that it will comply with all grant procedures, grant assurances and requirements as defined in the Division’s Programs and Procedures Manual, (“the Manual”) and the Airport Sponsor Assurances for Colorado Discretionary Aviation Grant Funding attached hereto as Exhibit C.

## 4. DEFINITIONS

The following terms shall be construed and interpreted as follows:

- A. “**Budget**” means the budget for the Work described in Exhibit A.

- B. **“Business Day”** means any day in which the State is open and conducting business, but shall not include Saturday, Sunday or any day on which the State observes one of the holidays listed in §24-11-101(1), C.R.S.
- C. **“CJI”** means criminal justice information collected by criminal justice agencies needed for the performance of their authorized functions, including, without limitation, all information defined as criminal justice information by the U.S. Department of Justice, Federal Bureau of Investigation, Criminal Justice Information Services Security Policy, as amended and all Criminal Justice Records as defined under §24-72-302, C.R.S.
- D. **“CORA”** means the Colorado Open Records Act, §§24-72-200.1, *et. seq.*, C.R.S.
- E. **“Exhibits”** means exhibits and attachments included with this Grant as shown on the first page of this Grant.
- F. **“Extension Term”** means the period of time by which the Grant Expiration Date is extended by the State through delivery of an updated Grant Award Letter.
- G. **“Goods”** means any movable material acquired, produced, or delivered by Grantee as set forth in this Grant Award Letter and shall include any movable material acquired, produced, or delivered by Grantee in connection with the Services.
- H. **“Grant Award Letter”** means this letter which offers Grant Funds to Grantee, including all attached Exhibits, all documents incorporated by reference, all referenced statutes, rules and cited authorities, and any future updates thereto.
- I. **“Grant Funds”** means the funds that have been appropriated, designated, encumbered, or otherwise made available for payment by the State under this Grant Award Letter.
- J. **“Grant Expiration Date”** means the Grant Expiration Date shown on the first page of this Grant Award Letter.
- K. **“Grant Issuance Date”** means the Grant Issuance Date shown on the first page of this Grant Award Letter.
- L. **“Incident”** means any accidental or deliberate event that results in or constitutes an imminent threat of the unauthorized access or disclosure of State Confidential Information or of the unauthorized modification, disruption, or destruction of any State Records.
- M. **“Initial Term”** means the time period between the Grant Issuance Date and the Grant Expiration Date.
- N. **“Manual”** means the Programs and Procedures Manual as approved by the Colorado Aeronautical board that is available on the Colorado Division of Aeronautics’ website.
- O. **“Matching Funds”** means the funds provided by Grantee as a match required to receive the Grant Funds.
- P. **“Party”** means the State or Grantee, and **“Parties”** means both the State and Grantee.
- Q. **“PII”** means personally identifiable information including, without limitation, any information maintained by the State about an individual that can be used to distinguish or trace an individual’s identity, such as name, social security number, date and place of birth, mother’s maiden name, or biometric records; and any other information that is linked or linkable to an individual, such as medical, educational, financial, and employment information. PII includes, but is not limited to, all information defined as personally identifiable information in §§24-72-501 and 24-73-101 C.R.S.
- R. **“Services”** means the services to be performed by Grantee as set forth in this Grant Award Letter and shall include any services to be rendered by Grantee in connection with the Goods.
- S. **“State Confidential Information”** means any and all State Records not subject to disclosure under CORA. State Confidential Information shall include, but is not limited to, PII, CJI, and State personnel records not subject to disclosure under CORA. State Confidential Information shall not include information or data concerning individuals that is not deemed confidential but nevertheless belongs to the State, which has been communicated, furnished, or disclosed by the State to Grantee which (i) is subject to disclosure pursuant to CORA; (ii) is already known to Grantee without restrictions at the time of its disclosure to Grantee; (iii) is or subsequently becomes publicly available without breach of any obligation owed by Grantee to the State; (iv) is disclosed to Grantee, without confidentiality obligations, by a third party who has the right to disclose such information; or (v) was independently developed without reliance on any State Confidential Information.
- T. **“State Fiscal Rules”** means that fiscal rules promulgated by the Colorado State Controller pursuant to §24-30-202(13)(a) C.R.S.

- U. **“State Fiscal Year”** means a 12 month period beginning on July 1 of each calendar year and ending on June 30 of the following calendar year. If a single calendar year follows the term, then it means the State Fiscal Year ending in that calendar year.
- V. **“State Records”** means any and all State data, information, and records, regardless of physical form, including, but not limited to, information subject to disclosure under CORA.
- W. **“Subcontractor”** means third-parties, if any, engaged by Grantee to aid in performance of the Work. “Subcontractor” also includes sub-grantees.
- X. **“Work”** means the delivery of the Goods and performance of the Services described in this Grant Award Letter.
- Y. **“Work Product”** means the tangible and intangible results of the Work, whether finished or unfinished, including drafts. Work Product includes, but is not limited to, documents, text, software (including source code), research, reports, proposals, specifications, plans, notes, studies, data, images, photographs, negatives, pictures, drawings, designs, models, surveys, maps, materials, ideas, concepts, know-how, and any other results of the Work. “Work Product” does not include any material that was developed prior to the Grant Issuance Date that is used, without modification, in the performance of the Work.

Any other term used in this Grant Award Letter that is defined in an Exhibit shall be construed and interpreted as defined in that Exhibit.

## 5. STATEMENT OF WORK

Grantee shall complete the Work as described in this Grant Award Letter and in accordance with the provisions of Exhibit A. The State shall have no liability to compensate or reimburse Grantee for the delivery of any goods or the performance of any services that are not specifically set forth in this Grant Award Letter.

## 6. PAYMENTS TO GRANTEE

### A. Maximum Amount.

Payments to Grantee are limited to the unpaid, obligated balance of the Grant Funds. Financial obligations of the State payable after the current State Fiscal Year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available. The State shall not be liable to pay or reimburse Grantee for any Work performed or expense incurred before the Grant Issuance Date or after the Grant Expiration Date; provided, however, that Work performed and expenses incurred by Grantee before the Grant Issuance Date that are chargeable to an active Federal Award may be submitted for reimbursement as permitted by the terms of the Federal Award.

### B. Increase or Decrease Quantities and Total Price - State's Option.

The State, at its discretion, shall have the option to increase or decrease the-quantity of goods/services described in Exhibit A at the same rates and under the same terms specified in this agreement. In order to exercise this option, the State shall provide written notice to Grantee in in form substantially equivalent to Exhibit D prior to the end of the current Grant term. Delivery of Goods and performance of Services shall continue at the same rates and terms as described in this Agreement.

### C. Matching Funds.

Grantee shall provide the Local Match Amount shown on the first page of this Grant Award Letter and described in Exhibit A (the “Local Match Amount”). Grantee shall appropriate and allocate all Local Match Amounts to the purpose of this Grant Award Letter each fiscal year prior to accepting any Grant Funds for that fiscal year. Grantee does not by accepting this Grant Award Letter irrevocably pledge present cash reserves for payments in future fiscal years, and this Grant Award Letter is not intended to create a multiple-fiscal year debt of Grantee. Grantee shall not pay or be liable for any claimed interest, late charges, fees, taxes or penalties of any nature, except as required by Grantee’s laws or policies.

### D. Reimbursement of Grantee Costs.

The State shall reimburse Grantee’s allowable costs, not exceeding the maximum total amount described in this Grant Award Letter for all allowable costs described in this Grant Award Letter and shown in the Budget, except that Grantee may adjust the amounts between each line item of the Budget without formal

modification to this Agreement as long as the Grantee provides notice to the State of the change, the change does not modify the total maximum amount of this Grant Award Letter or the maximum amount for any state fiscal year, and the change does not modify any requirements of the Work.

E. Close-Out.

Grantee shall close out this Grant within 45 days after the Grant Expiration Date. To complete close out, Grantee shall submit to the State all deliverables (including documentation) as defined in this Grant Award Letter and Grantee's final reimbursement request or invoice.

**7. REPORTING - NOTIFICATION**

A. Performance and Final Status

Grantee shall submit all financial, performance and other reports to the State no later than the end of the close out described in §6.E, containing an evaluation and review of Grantee's performance and the final status of Grantee's obligations hereunder.

B. Violations Reporting

Grantee shall disclose, in a timely manner, in writing to the State, all violations of federal or State criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal Award. The State may impose any penalties for noncompliance allowed under 2 CFR Part 180 and 31 U.S.C. 3321, which may include, without limitation, suspension or debarment.

**8. GRANTEE RECORDS**

A. Maintenance and Inspection

Grantee shall make, keep, and maintain, all records, documents, communications, notes and other written materials, electronic media files, and communications, pertaining in any manner to this Grant for a period of three years following the completion of the close out of this Grant. Grantee shall permit the State to audit, inspect, examine, excerpt, copy and transcribe all such records during normal business hours at Grantee's office or place of business, unless the State determines that an audit or inspection is required without notice at a different time to protect the interests of the State.

B. Monitoring

The State will monitor Grantee's performance of its obligations under this Grant Award Letter using procedures as determined by the State. The State shall have the right, in its sole discretion, to change its monitoring procedures and requirements at any time during the term of this Agreement. The State shall monitor Grantee's performance in a manner that does not unduly interfere with Grantee's performance of the Work.

C. Final Audit Report

Grantee shall promptly submit upon request to the State a copy of any final audit report of an audit performed on Grantee's records that relates to or affects this Grant or the Work, whether the audit is conducted by Grantee or a third party.

**9. CONFIDENTIAL INFORMATION - STATE RECORDS**

A. Confidentiality

Grantee shall hold and maintain, and cause all Subcontractors to hold and maintain, any and all State Records that the State provides or makes available to Grantee for the sole and exclusive benefit of the State, unless those State Records are otherwise publicly available at the time of disclosure or are subject to disclosure by Grantee under CORA. Grantee shall not, without prior written approval of the State, use for Grantee's own benefit, publish, copy, or otherwise disclose to any third party, or permit the use by any third party for its benefit or to the detriment of the State, any State Records, except as otherwise stated in this Grant Award Letter. Grantee shall provide for the security of all State Confidential Information in accordance with all policies promulgated by the Colorado Office of Information Security and all applicable laws, rules, policies, publications, and guidelines. Grantee shall immediately forward any request or demand for State Records to the State's principal representative.

#### B. Other Entity Access and Nondisclosure Agreements

Grantee may provide State Records to its agents, employees, assigns and Subcontractors as necessary to perform the Work, but shall restrict access to State Confidential Information to those agents, employees, assigns and Subcontractors who require access to perform their obligations under this Grant Award Letter. Grantee shall ensure all such agents, employees, assigns, and Subcontractors sign nondisclosure agreements with provisions at least as protective as those in this Grant, and that the nondisclosure agreements are in force at all times the agent, employee, assign or Subcontractor has access to any State Confidential Information. Grantee shall provide copies of those signed nondisclosure restrictions to the State upon request.

#### C. Use, Security, and Retention

Grantee shall use, hold and maintain State Confidential Information in compliance with any and all applicable laws and regulations in facilities located within the United States, and shall maintain a secure environment that ensures confidentiality of all State Confidential Information wherever located. Grantee shall provide the State with access, subject to Grantee's reasonable security requirements, for purposes of inspecting and monitoring access and use of State Confidential Information and evaluating security control effectiveness. Upon the expiration or termination of this Grant, Grantee shall return State Records provided to Grantee or destroy such State Records and certify to the State that it has done so, as directed by the State. If Grantee is prevented by law or regulation from returning or destroying State Confidential Information, Grantee warrants it will guarantee the confidentiality of, and cease to use, such State Confidential Information.

#### D. Incident Notice and Remediation

If Grantee becomes aware of any Incident, it shall notify the State immediately and cooperate with the State regarding recovery, remediation, and the necessity to involve law enforcement, as determined by the State. After an Incident, Grantee shall take steps to reduce the risk of incurring a similar type of Incident in the future as directed by the State, which may include, but is not limited to, developing and implementing a remediation plan that is approved by the State at no additional cost to the State.

#### E. Safeguarding PII

If Grantee or any of its Subcontractors will or may receive PII under this Agreement, Grantee shall provide for the security of such PII, in a manner and form acceptable to the State, including, without limitation, State non-disclosure requirements, use of appropriate technology, security practices, computer access security, data access security, data storage encryption, data transmission encryption, security inspections, and audits. Grantee shall be a "Third-Party Service Provider" as defined in §24-73-103(1)(i), C.R.S. and shall maintain security procedures and practices consistent with §§24-73-101 *et seq.*, C.R.S.

### 10. CONFLICTS OF INTEREST

Grantee shall not engage in any business or activities, or maintain any relationships that conflict in any way with the full performance of the obligations of Grantee under this Grant. Grantee acknowledges that, with respect to this Grant, even the appearance of a conflict of interest shall be harmful to the State's interests and absent the State's prior written approval, Grantee shall refrain from any practices, activities or relationships that reasonably appear to be in conflict with the full performance of Grantee's obligations under this Grant. If a conflict or the appearance of a conflict arises, or if Grantee is uncertain whether a conflict or the appearance of a conflict has arisen, Grantee shall submit to the State a disclosure statement setting forth the relevant details for the State's consideration.

### 11. INSURANCE

Grantee shall maintain at all times during the term of this Grant such liability insurance, by commercial policy or self-insurance, as is necessary to meet its liabilities under the Colorado Governmental Immunity Act, §24-10-101, *et seq.*, C.R.S. (the "GIA"). Grantee shall ensure that any Subcontractors maintain all insurance customary for the completion of the Work done by that Subcontractor and as required by the State or the GIA.

### 12. REMEDIES

In addition to any remedies available under any exhibit to this Grant Award Letter, if Grantee fails to comply with any term or condition of this Grant the State may terminate some or all of this Grant and require Grantee to repay any or all Grant funds to the State in the State's sole discretion. The State may also terminate this Grant

Award Letter at any time if the State has determined, in its sole discretion, that Grantee has ceased performing the Work without intent to resume performance, prior to the completion of the Work.

### 13. DISPUTE RESOLUTION

Except as herein specifically provided otherwise, for all disputes concerning the performance of this Grant that cannot be resolved by the designated Party representatives shall be referred in writing to a senior departmental management staff member designated by the State and a senior manager or official designated by Grantee for resolution.

### 14. NOTICES and REPRESENTATIVES

Each Party shall identify an individual to be the principal representative of the designating Party and shall provide this information to the other Party. All notices required or permitted to be given under this Grant Award Letter shall be in writing, and shall be delivered either in hard copy or by email to the representative of the other Party. Either Party may change its principal representative or principal representative contact information by notice submitted in accordance with this §14.

#### For the State:

Kaitlyn Westendorf, Aviation Planner  
 CDOT-Aeronautics  
 5126 Front Range Parkway  
 Watkins, CO 80137  
 kaitlyn.westendorf@state.co.us

#### For Grantee:

Jack Wyles  
 TOWN OF BUENA VISTA  
 27960 County Road 319  
 Buena Vista, CO 81211  
 ccramgr@buenavistaco.gov

### 15. RIGHTS IN WORK PRODUCT AND OTHER INFORMATION

Grantee hereby grants to the State a perpetual, irrevocable, non-exclusive, royalty free license, with the right to sublicense, to make, use, reproduce, distribute, perform, display, create derivatives of and otherwise exploit all intellectual property created by Grantee or any Subcontractors or Subgrantees and paid for with Grant Funds provided by the State pursuant to this Grant.

### 16. GOVERNMENTAL IMMUNITY

Liability for claims for injuries to persons or property arising from the negligence of the Parties, their departments, boards, commissions committees, bureaus, offices, employees and officials shall be controlled and limited by the provisions of the Colorado Governmental Immunity Act, §24-10-101, *et seq.*, C.R.S.; the Federal Tort Claims Act, 28 U.S.C. Pt. VI, Ch. 171 and 28 U.S.C. 1346(b), and the State's risk management statutes, §24-30-1501, *et seq.* C.R.S. No term or condition of this Contract shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protections, or other provisions, contained in these statutes.

### 17. GENERAL PROVISIONS

#### A. Assignment

Grantee's rights and obligations under this Grant are personal and may not be transferred or assigned without the prior, written consent of the State. Any attempt at assignment or transfer without such consent shall be void. Any assignment or transfer of Grantee's rights and obligations approved by the State shall be subject to the provisions of this Grant Award Letter.

#### B. Captions and References

The captions and headings in this Grant Award Letter are for convenience of reference only, and shall not be used to interpret, define, or limit its provisions. All references in this Grant Award Letter to sections (whether spelled out or using the § symbol), subsections, exhibits or other attachments, are references to sections, subsections, exhibits or other attachments contained herein or incorporated as a part hereof, unless otherwise noted.

#### C. Entire Understanding

This Grant Award Letter represents the complete integration of all understandings between the Parties related to the Work, and all prior representations and understandings related to the Work, oral or written, are merged into this Grant Award Letter.

D. Modification

The State may modify the terms and conditions of this Grant by issuance of an updated Grant Award Letter, which shall be effective if Grantee accepts Grant Funds following receipt of the updated letter. The Parties may also agree to modification of the terms and conditions of the Grant in a formal amendment to this Grant, properly executed and approved in accordance with applicable Colorado State law and State Fiscal Rules.

E. Statutes, Regulations, Fiscal Rules, and Other Authority

Any reference in this Grant Award Letter to a statute, regulation, State Fiscal Rule, fiscal policy or other authority shall be interpreted to refer to such authority then current, as may have been changed or amended since the Grant Issuance Date. Grantee shall strictly comply with all applicable Federal and State laws, rules, and regulations in effect or hereafter established, including, without limitation, laws applicable to discrimination and unfair employment practices.

F. Digital Signatures

If any signatory signs this agreement using a digital signature in accordance with the Colorado State Controller Contract, Grant and Purchase Order Policies regarding the use of digital signatures issued under the State Fiscal Rules, then any agreement or consent to use digital signatures within the electronic system through which that signatory signed shall be incorporated into this Contract by reference.

G. Severability

The invalidity or unenforceability of any provision of this Grant Award Letter shall not affect the validity or enforceability of any other provision of this Grant Award Letter, which shall remain in full force and effect, provided that the Parties can continue to perform their obligations under the Grant in accordance with the intent of the Grant.

H. Survival of Certain Grant Award Letter Terms

Any provision of this Grant Award Letter that imposes an obligation on a Party after termination or expiration of the Grant shall survive the termination or expiration of the Grant and shall be enforceable by the other Party.

I. Third Party Beneficiaries

Except for the Parties' respective successors and assigns described above, this Grant Award Letter does not and is not intended to confer any rights or remedies upon any person or entity other than the Parties. Any services or benefits which third parties receive as a result of this Grant are incidental to the Grant, and do not create any rights for such third parties.

J. Waiver

A Party's failure or delay in exercising any right, power, or privilege under this Grant Award Letter, whether explicit or by lack of enforcement, shall not operate as a waiver, nor shall any single or partial exercise of any right, power, or privilege preclude any other or further exercise of such right, power, or privilege.

**EXHIBIT A, DISCRETIONARY AVIATION GRANT APPLICATION**



**Colorado Division of Aeronautics  
 Discretionary Aviation Grant Application**

APPLICANT INFORMATION		
<b>APPLICANT SPONSOR:</b> Town of Buena Vista	<b>AIRPORT:</b> Central Colorado Regional Airport	<b>IDENTIFIER:</b> AEJ
<b>PROJECT DIRECTOR:</b> Jack Wyles		
<b>MAILING ADDRESS:</b> 27960 County Road 319 Buena Vista, CO 81211	<b>EMAIL ADDRESS:</b>	ccramgr@buenavistaco.gov
	<b>PHONE NUMBER:</b>	(719) 395-3496

GRANT NAME AND TERMS		
<b>20-AEJ-01</b>	<b>TERMS</b>	
	Execution Date:	Expiration Date: June 30, 2023

FUNDING SUMMARY	
Funding Source	Funding Amount
State Aviation Grant:	\$350,000.00
Local Cash:	\$38,889.00
Local In-Kind:	\$0.00
Federal Aviation Grant:	\$0.00
<b>Total Project Funding:</b>	<b>\$388,889.00</b>

PROJECT SCHEDULE & BUDGET							
ELEMENT DESCRIPTION	STATE FUNDING		LOCAL FUNDING		FEDERAL FUNDING		TOTAL
A. Runway 15/33 Pavement Maintenance	\$350,000.00	Up to 90.00%	\$38,889.00	10.00%	\$0.00	0.00%	\$388,889.00
<b>TOTALS</b>	<b>\$350,000.00</b>		<b>\$38,889.00</b>		<b>\$0.00</b>		<b>\$388,889.00</b>

**EXHIBIT B, RESOLUTION**

**RESOLUTION**

**WHEREAS:**

The General Assembly of the State of Colorado declared in Title 43 of the Colorado Revised Statutes, Article 10, 1991 in CRS §43-10-101 (the Act) "... that there exists a need to promote the safe operations and accessibility of general aviation in this state; that improvements to general aviation transportation facilities will promote diversified economic development across the state; and that accessibility to airport facilities for residents of this state is crucial in the event of a medical or other type of emergency..."

The Act created the Colorado Aeronautical Board ("the Board") to establish policy and procedures for distribution of monies in the Aviation Fund and created the Division of Aeronautics ("the Division") to carry out the directives of the Board, including technical and planning assistance to airports and the administration of the state aviation system grant program. SEE CRS §43-10-103 and C.R.S. §43-10-105 and CRS §43-10-108.5 of the Act.

Any eligible entity operating a public-accessible airport in the state may file an application for and be recipient of a grant to be used solely for aviation purposes. The Division is authorized to assist such airports as request assistance by means of a Resolution passed by the applicant's duly-authorized governing body, which understands that all funds shall be used exclusively for aviation purposes and that it will comply with all grant procedures, grant assurances and requirements as defined in the Division's Program and Procedures Manual, ("the Manual") and the Airport Sponsor Assurances for Colorado Discretionary Aviation Grant Funding ("Grant Assurances") attached hereto as Exhibit C.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

The **TOWN OF BUENA VISTA**, as a duly authorized governing body of the grant applicant, hereby formally requests assistance from the Colorado Aeronautical Board and the Division of Aeronautics in the form of a state aviation system grant. The **TOWN OF BUENA VISTA** states that such grant shall be used solely for aviation purposes, as determined by the State, and as generally described in the Application.

By signing this Grant Agreement, the applicant commits to keep open and accessible for public use all grant funded facilities, improvements and services for their useful life, as determined by the Division and stated in the Grant Agreement and Grant Assurances.

**FURTHER BE IT RESOLVED:**

That the **TOWN OF BUENA VISTA** hereby designates **Jack Wyles** as the Project Director, as described in the Manual and authorizes the Project Director to act in all matters relating to the work project proposed in the Application in its behalf, including executions of the Grant Agreement and any amendments.

**FURTHER:**

The **TOWN OF BUENA VISTA** has appropriated or will otherwise make available in a timely manner all funds, if any, that are required to be provided by the Applicant under the terms and conditions of the Grant Agreement.

**FINALLY:**

The **TOWN OF BUENA VISTA** hereby accepts all guidelines, procedures, standards, and requirements described in the Manual as applicable to the performance of the grant work and hereby approves the Grant Agreement submitted by the State, including all terms and conditions contained therein.

\_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Please print name and title

**ATTEST** (if needed)

\_\_\_\_\_

By: Please print name and title

## EXHIBIT C, GRANT ASSURANCES

### Airport Sponsor Assurances for Colorado Discretionary Aviation Grant Funding

Approved by CAB January 22, 2018

#### I. APPLICABILITY

- a. These assurances shall be complied with by Airport Sponsors in the performance of all projects at airports that receive Colorado Department of Transportation – Division of Aeronautics (Division) Colorado Discretionary Aviation Grant (CDAG) funding for projects including but not limited to: master planning, land acquisition, equipment acquisition or capital improvement projects (Project). It is not the intent of these Assurances to expand existing Federal Aviation Administration (FAA) Grant Assurances for airports included in the National Plan of Integrated Airport Systems (NPIAS); as similar assurances already exist for acceptance of FAA funding.
- b. Upon acceptance of this grant agreement these assurances are incorporated in and become a part thereof.

#### II. DURATION

- a. The terms, conditions and assurances of the grant agreement shall remain in full force and effect throughout the useful life of the Project as defined in Table 1 (Useful Life), or if the airport for which the Project is funded ceases to function as a public airport, for twenty (20) years from the date of Project completion, whichever period is greater. However, there shall be no limit on the duration of the assurances with respect to real property acquired with CDAG Project funds.

#### III. COMPLIANCE

- a. Should an Airport Sponsor be notified to be in non-compliance with any terms of this agreement, they may become ineligible for future Division funding until such non-compliance is cured.
- b. If any Project is not used for aviation purposes during its Useful Life, or if the airport for which the Project is funded ceases to function as a public airport, for twenty (20) years from the date of Project completion or at any time during the estimated useful life of the Project as defined in Table 1, whichever period is greater, the Airport Sponsor may be liable for repayment to the Division of any or all funds contributed by the Division under this agreement. If the airport at which the Project is constructed is abandoned for any reason, the Division may in its discretion discharge the Airport Sponsor from any repayment obligation upon written request by the Airport Sponsor.

#### IV. AIRPORT SPONSOR GRANT ASSURANCES

1. **Compatible Land Use.** Compatible land use and planning in and around airports benefits the state aviation system by providing opportunities for safe airport development, preservation of airport and aircraft operations, protection of airport approaches, reduced potential for litigation and compliance with appropriate airport design standards. The airport will take appropriate action, to the extent reasonable, to restrict the use of land adjacent to, in the immediate vicinity of, or on the airport to activities and purposes compatible with normal airport operations, including landing and takeoff of aircraft.
2. **On-Airport Hazard Removal and Mitigation.** The airport will take appropriate action to protect aircraft operations to/from the airport and ensure paths are adequately cleared and protected by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards.
3. **Safe, Efficient Use, and Preservation of Navigable Airspace.** The airport shall comply with 14 CFR Part 77 for all future airport development and anytime an existing airport development is altered.
4. **Operation and Maintenance.** In regards to Projects that receive Division funding, the airport sponsor certifies that it has the financial or other resources that may be necessary for the preventive maintenance, maintenance, repair and operation of such projects during their Useful Life.

The airport and all facilities which are necessary to serve the aeronautical users of the airport shall be operated at all times in a safe and serviceable condition. The airport will also have in effect arrangements for:

- a. Operating the airport's aeronautical facilities whenever required;
  - b. Promptly marking and lighting hazards resulting from airport conditions, including temporary conditions; and
  - c. Promptly notifying airmen of any condition affecting aeronautical use of the airport.
5. **Airport Revenues.** All revenues generated by the airport will be expended by it for the capital or operating costs of the airport, the local airport system, or other local facilities owned or operated by the owner or operator of the airport for aviation purposes.
6. **Airport Layout Plan (ALP).** Once accomplished and as otherwise may be required to develop, it will keep up-to-date a minimum of an ALP of the airport showing (1) boundaries of the airport and all proposed additions thereto, together with the boundaries of all offsite areas owned or controlled by the sponsor for airport purposes and proposed additions thereto; (2) the location and nature of all existing and proposed airport facilities and structures (such as runways, taxiways, aprons, terminal buildings, hangars and roads), including all proposed extensions and reductions of existing airport facilities; and (3) the location of all existing improvements thereon.
7. **Use for Aviation Purposes.** The Airport Sponsor shall not use runways, taxiways, aprons, seeded areas or any other appurtenance or facility constructed, repaired, renovated or maintained under the terms of this Agreement for activities other than aviation purposes unless otherwise exempted by the Division.

**TABLE 1**

<b>Project Type</b>	<b>Useful Life</b>
<b>a.</b> All construction projects (unless listed separately below)	20 years
<b>b.</b> All equipment and vehicles	10 years
<b>c.</b> Pavement rehabilitation (not reconstruction, which is 20 years)	10 years
<b>d.</b> Asphalt seal coat, slurry seal, and joint sealing	3 years
<b>e.</b> Concrete joint replacement	7 years
<b>f.</b> Airfield lighting and signage	10 years
<b>g.</b> Navigational Aids	15 years
<b>h.</b> Buildings	40 years
<b>i.</b> Land	Unlimited

**EXHIBIT D, SAMPLE OPTION LETTER**

<b>State Agency</b> Colorado Department of Transportation, Colorado Aeronautical Board, Division of Aeronautics	<b>Option Letter Number</b> Insert the Option Number (e.g. "1" for the first option)
<b>Grantee</b> Insert Grantee's Full Legal Name, including "Inc.", "LLC", etc...	<b>Original Agreement Number</b> Insert CMS number or Other Contract Number of the Original Contract
<b>Current Agreement Maximum Amount</b> Initial Funding State: \$0.00 Modifications Option Letter 1 \$0.00 Option Letter 2 \$0.00 Option Letter 3 \$0.00 Option Letter 4 \$0.00	<b>Option Agreement Number</b> Insert CMS number or Other Contract Number of this Option
Modified Agreement Maximum Amount \$0.00	<b>Agreement Performance Beginning Date</b> The later of the Effective Date or Month Day, Year
	<b>Current Agreement Expiration Date</b> Month Day, Year

1. **OPTIONS:**

Option to extend for an Extension Term and/or add additional funds.

2. **REQUIRED PROVISIONS:**

- A. **For use with Option 1(A):** In accordance with Section(s) Number of the Original Agreement referenced above, the State hereby exercises its option for an additional term, beginning Insert start date and ending on the current Agreement expiration date shown above, at the rates stated in the Original Agreement, as amended.
- B. **For use with Options 1(A):** In accordance with Section(s) Number of the Original Agreement referenced above, the State hereby exercises its option to Increase/Decrease the grant maximum amount for a change in services as stated in the Original Agreement, as amended.
- C. **For use with all Option Letters:** The Agreement Maximum Amount table on the Agreement's Signature and Cover Page is hereby deleted and replaced with the Current Agreement Maximum Amount table shown above and Exhibit A is hereby deleted and replaced with Exhibit A-# incorporated and attached hereto.

3. **OPTION EFFECTIVE DATE:**

A. The effective date of this Option Letter is upon approval of the State Controller, whichever is later.

<b>STATE OF COLORADO</b> Jared S. Polis, Governor <b>Department of Transportation</b>	In accordance with §24-30-202, C.R.S., this Option is not valid until signed and dated below by the State Controller or an authorized delegate.  <b>STATE CONTROLLER</b> <b>Robert Jaros, CPA, MBA, JD</b>
By: David R. Ulane, Aeronautics Division Director For Shoshana M. Lew, Executive Director	By: _____ Department of Transportation Lori Copeland, Accounting Controller
Date: _____	Option Effective Date: _____



## TOWN OF BUENA VISTA

P.O. Box 2002  
 Buena Vista, CO 81211  
 Phone: (719) 395-8643  
 Fax: (719) 395-8644

DATE: February 11, 2020

TO: Mayor and Board of Trustees

FROM: Phillip Puckett, Town Administrator

AGENDA ITEM: Town Administrator Report

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### Key Dates

Topic	Date & Time	Location
<b>Board Strategic Planning Session</b>	Thursday March 5 <sup>th</sup> 5:45pm – 8:30pm	Airport, 2 <sup>nd</sup> floor conference room
<b>Joint Work Session with BV Sanitation</b>	May 19 <sup>th</sup> , 5:00 – 6:00pm	BV Sanitation District
<b>Board Training with CML</b>	May	TBD
<b>Board Training – Water Work Session</b>	May/June	TBD

### Updates

- **2020 Work Plan:**
  - Attached is Operations and Capital work plan for 2020. These projects are funded by our budget and represent our significant resource commitments. As a reminder, these work plans do not include a significant portion of our workload such as Special Events, Recreation Programming, licensing/permitting, development reviews, training, and other day to day activities. Quarterly updates will be provided to the Board and significant issues or blockers will be identified more frequently.
  - In preparation for the March 5<sup>th</sup> Strategic Planning Session, staff is preparing a draft report showing projects/accomplishments categorized by our Key Outcome Areas from 2017-2024. This report will be shared with the Board in advance of the meeting with the hope that we take edits/input during the session. This tool will help the Board evaluate which areas should take priority for the 2021 budget cycle.
- **BV Safety Core Committee** – The BV Safety Core Committee met on Jan 29<sup>th</sup> to tour the BV Fire Station. We had a great turnout and plenty of discussion was had. The group meets again Feb 12<sup>th</sup> to tour the Police Stations follow by the Community Center and then Town Hall.

- As we anticipated, questions regarding the relationship between BV Fire and Chaffee County Fire have surfaced during the committee discussions. We are focusing on educating people about the history of the two entities along with our current operating model. To keep this process focused and not veering off on a tangent, I'd like to make sure the Board is comfortable and in agreement with the following:
  - Evaluation of the county emergency providers has taken place in the past including the 2012 Evaluation and Feasibility Study. This study made recommendations to look at merger opportunities and establishment of common standards/equipment/etc.
  - This study led to the formation of a countywide Operations Committee to look at the feasibility of forming a single Fire Authority across the County. This group met from mid-2013 and concluded in March 2014. The committee, with input and direction from the elected officials, concluded with the following:
    1. A merger of the agencies was not pursued. Difference in tax models, control of service, and differing priorities were all factors in the decision
    2. Automatic aid agreement between BV Fire and Chaffee County Fire was implemented June 2014. This MOU outlines response protocols, equipment availability, joint training, communications, incident command and incident reporting. \*\*Staff will be reviewing this MOU with Chaffee County Fire this month to make sure it is still correct.
    3. Standardized protocols were developed and implemented between all agencies. This included training and certification requirements and coordination of third-party testing of fire equipment and apparatus.
  - When the Town moved BVPD out of the current Fire Station in 2014 it was recommended that the Fire Station be demolished based on its condition. Town never completed the effort to find another location for BV Fire.
  - Since 2015 the Town has made a commitment to increasing investment in BV Fire to ensure we provide high quality and reliable emergency response for our citizens and visitors. This includes responding to medical calls, structure fires, local natural disaster management, hazmat, Airport Testing and incidents, law enforcement assist, commercial building inspections, STR inspections, swift water/river incidents, CPR/First Aid training for our community
  - The Town of BV has recognized that our current Fire Station is insufficient and not meeting requirements for staff safety, space and location egress/ingress.
  - **The 2020 process to evaluate our facilities and equipment needs is not intended to revisit decisions made by prior Boards. Our goal is to create a facility plan to meet the needs for our staff, citizens and visitors now and in the future.**

Thank you for your attention to my report. Please let me know if you have questions.



Phillip Puckett, Town Administrator

**2020 Operational Projects** 🏠 Town Staff BC 👤 Team Visible PP GB JB MD SW Invite 🏠 Butler ⋮ Show Menu

**1Q 2020** ⋮

- Administration**  
Camping Policy & Code Evaluation  
🕒 Feb 25 📄 GB
- Administration**  
Public Parking License Agreement with BV School - 2 lots for Summer  
🕒 Feb 25 📄 1 🗨️ JB
- Administration**  
Board Strategic Planning Session  
🕒 Mar 5 📄 1 🗨️ JB
- Fire**  
AFG Grant application for Fire truck  
🕒 Mar 13 📄
- Administration**  
1Q Newsletter  
🕒 Jan 21 📄
- Fire**  
Hire Firefighters (2)  
🕒 Jan 31 📄 1 🗨️ 2 🗨️

+ Add another card 🗄️

**1Q 2020** ⋮

- Planning**  
Historic Preservation Architectural Design Guidelines  
📄 MD
- Planning**  
Update code for School and Park Fees  
🕒 Mar 24 📄 MD
- Planning**  
Land Use IGA with County  
🕒 Mar 24 📄 1 🗨️ JB MD
- Planning Administration**  
Sangre de Cristo Annexation  
🕒 Mar 24 📄 4 🗨️ 1 📄 2/2 JB
- Fire**  
Update MOU between CCFPD and BVFD  
🕒 Mar 31
- Police**  
Hire Patrol Officer  
🕒 Mar 31

+ Add another card 🗄️

**2Q 2020** ⋮

- Administration**  
Municipal Election - April  
🕒 Apr 7
- Administration**  
Creation of Chaffee Housing Authority  
🕒 Apr 14 📄
- Administration**  
2Q Newsletter  
🕒 Apr 20
- Planning Administration Police Public Works**  
Public Parking overnight in RR parking lot  
🕒 Apr 30 📄 GB
- Administration**  
Street Light Plan  
📄 1 🗨️ JB

+ Add another card 🗄️

**2Q 2020** ⋮

- Administration**  
St. Rose of Lima Church/Chamber Historic Structure Assessment (HSA)  
🕒 Apr 30 📄
- Water**  
Water Work Session with Board  
🕒 May 12 📄 JB SW
- Planning**  
BV Sanitation Work Session  
🕒 May 20 📄 MD
- Administration**  
Short Term Rental (STR) Work Session with Board  
🕒 May 26 📄 GB
- Planning**  
Town Owned Land - Housing Discussion  
🕒 Jun 9 📄 3 🗨️ MD
- Administration**  
Board Training  
🕒 Jun 30 📄

+ Add another card 🗄️

**3Q 2020** ⋮

- Administration**  
3Q Newsletter  
🕒 Jul 20
- Planning Public Works**  
Public Improvements Specs & Requirements Standard  
📄
- Administration Fire Finance**  
BV Safety Core Committee - Public Safety Facility  
🕒 📄 2 🗨️
- Administration Water**  
Land Swap with CPW and DOC  
🕒 📄 1 🗨️ 2 🗨️ 7 📄 1/2 JB
- Fire**  
Provide BOT with update on Emergency Policies and Procedures
- Finance**  
2021 Budget Kickoff

+ Add another card 🗄️

**4Q 2020** ⋮

- Administration**  
4Q Newsletter  
🕒 Oct 20
- Finance**  
2021 Budget Adoption  
🕒 Dec 8, 2020
- Water**  
Water Master Plan Update
- Recreation Administration**  
GOCO Grant Application - Pickleball

+ Add another card 🗄️

**2020 Capital Projects** | Town Staff BC | Team Visible | PP ER JW SW Invite | Butler Show Menu

1Q 2020	2Q 2020	2Q 2020	3Q 2020	3Q 2020	4Q 2020
<p><b>Fire Public Works</b></p> <p>Community Center Backup Generator</p> <p>👁️ ⌚ Oct 31, 2019 💬 6</p>	<p><b>Public Works</b></p> <p>Cemetery Irrigation</p> <p>👁️ ⌚ May 15 📄 2 🗨️ 2 SW</p>	<p><b>Recreation</b></p> <p>McPhelemy shade structure</p> <p>📄 ER</p>	<p><b>Recreation Public Works</b></p> <p>Arizona to Marquette Pedestrian Bridge &amp; Trail Improvements</p> <p>👁️ 📄 💬 4</p>	<p><b>Public Works</b></p> <p>Streets - DePaul Ave Removal and Replace</p> <p>👁️ 📄 💬 2 SW</p>	<p><b>Water</b></p> <p>Water Well No. 4 next to Farm subdivision</p> <p>📄 SW</p>
<p><b>Water</b></p> <p>Water Well 3 Connection to Potable System</p> <p>👁️ ⌚ Dec 16, 2019 💬 1 SW</p>	<p><b>Public Works</b></p> <p>Recycling Center Signage</p> <p>👁️ 📄 💬 1 SW</p>	<p><b>Recreation Public Works</b></p> <p>Additional seating in BV Square Splash Park</p> <p>📄 ER</p>	<p><b>Water</b></p> <p>Court Street Water Line</p> <p>📄 SW</p>	<p><b>Public Works</b></p> <p>Streets - Oak St Overlay</p> <p>📄 SW</p>	<p><b>Water</b></p> <p>Engineering for Infiltration Gallery and Surface Water expansion project</p> <p>SW</p>
<p><b>Recreation</b></p> <p>Outdoor volleyball rehab</p> <p>👁️ 📄 💬 9 ER</p>	<p><b>Public Works</b></p> <p>Cemetery Signage</p> <p>SW</p>	<p><b>Recreation</b></p> <p>Rodeo Grounds Upgrades - Shelters</p> <p>📄 ER SW</p>	<p><b>Recreation</b></p> <p>Circuit workout equipment replacement</p> <p>📄 ER</p>	<p><b>Public Works</b></p> <p>Streets - North Court St Overlay</p> <p>📄 SW</p>	<p><b>Water</b></p> <p>Water Plant Rehab and Upgrades</p> <p>SW</p>
<p><b>Recreation</b></p> <p>Skatepark Border Improvements</p> <p>👁️ 📄 💬 9 ER</p>	<p><b>Administration</b></p> <p>Wayfinding Gateway Signs</p> <p>👁️ 📄 💬 1 📎 3</p>	<p><b>Recreation Public Works</b></p> <p>Pump Track rehab</p> <p>📄 ER</p>	<p><b>Recreation Public Works</b></p> <p>Sunset Vista Park &amp; Trail - Phase 1</p> <p>👁️ ⌚ Sep 30 📄 📎 1 ER SW</p>	<p><b>Public Works</b></p> <p>Streets - S. Gunnison Ave Chip-Seal</p> <p>📄 SW</p>	<p><b>Airport</b></p> <p>Airport Snow Plow</p> <p>📄 JW</p>
<p><b>Police</b></p> <p>Police Patrol Vehicle</p> <p>📄</p>	<p><b>Recreation</b></p> <p>Rock stairway from the upper Arkansas Trail to the Whitewater Trail</p> <p>ER</p>	<p><b>Recreation</b></p> <p>Disc Golf Improvements</p> <p>📄 ER</p>	<p><b>Public Works</b></p> <p>Stormwater - Cottonwood Avenue</p> <p>📄 SW</p>	<p><b>Public Works</b></p> <p>Streets - Arkansas St Overlay</p> <p>📄 SW</p>	<p><b>Fire Water</b></p> <p>Hydrant Replacement Program</p> <p>📄</p>
<p><b>Administration</b></p> <p>Re-surface BV sign in JV</p> <p>📄</p>	<p><b>Recreation</b></p> <p>Youth Baseball Scoreboard</p> <p>📄 ER</p>	<p>+ Add another card 📄</p>	<p><b>Airport</b></p> <p>Airport Runway Rehab</p> <p>📄 JW</p>	<p><b>Public Works</b></p> <p>Streets - Railroad Sidewalk and Street Improvements</p> <p>📄 SW</p>	<p><b>Public Works</b></p> <p>Stormwater - Railroad Embankment Crossing</p> <p>📄 SW</p>
<p><b>Police</b></p> <p>Police Radios</p> <p>📄</p>	<p>+ Add another card 📄</p>		<p><b>Airport</b></p> <p>Airport Hanger A &amp; B Pavement Maintenance</p> <p>📄 JW</p>	<p><b>Public Works</b></p> <p>Streets - Rodeo St Overlay</p> <p>👁️ 📄 💬 1 SW</p>	<p>+ Add another card 📄</p>

**TOWN OF BUENA VISTA**

P.O. Box 2002  
Buena Vista, CO 81211  
Phone: (719) 395-8643  
Fax: (719) 395-8644

DATE: February 11, 2020  
TO: Mayor and Board of Trustees  
FROM: Michelle Stoke, Town Treasurer

AGENDA ITEM: Treasurer's Report

---

**Transparency Portal:**

<https://buenavistaco.opengov.com>

**Town Expenditures:**

Since the January 28, 2020 report the Town has issued:

- 47 accounts payable checks for a total of \$164,517.70
- ACH withdrawals to the IRS, FPPA, CCOERA and Colorado Department of Revenue for pay period ending 01/25/2020 was \$27,836.41.
- Net payroll was \$74,460.31 for the same period.
- The breakdown by Fund for AP and payroll-related check disbursements plus the ACH payments is as follows: *(Note that not all expenditures are expenses since some are reimbursements or withholding from employees' gross payroll)*
  - General Fund - \$ 148,509.37
  - Water Enterprise Fund - \$ 14,824.97
  - Capital Improvement Fund - \$ 22,302.34
  - Stormwater Enterprise Fund- \$ 0.00
  - Airport Enterprise Fund - \$ 6,572.43
  - Street Fund \$ 145.00
  - TOTAL \$ 192,354.11

**Expenditures Over \$2,000.00**

- Galls/Quartermaster for \$2,151.99 for uniforms and supplies for PD
- Olsson for \$2,307.05 for \$2,307.05 for additional final CDs for Arizona Trail project
- RG and Associates for \$10,716.70 for October & November development reviews
- Sangre De Cristo Electric Association for \$14,286.74 for December electricity billing
- Chaffee County Community Foundation for \$45,335.00 to fund 2020 Community Grants
- CIRSA for \$21,352.61 for First Quarterly premium for property & casualty insurance
- Omnigo for \$3,893.76 for software license for Report Exec Software for PD
- Chaffee County for \$11,163.75 for Housing Office cost sharing
- Heart of the Rockies Regional Medical Center for \$2,792.36 for February lease payment for PD building
- Six Line Metalworks for \$2,000.00 for preliminary payment to begin work on Wayfinding signs
- Claudia Campbell for \$5,750.00 for Refund for Tap Fee & Meter for ADU project cancellation
- Greater Arkansas River Nature Association for \$2,500 for grant match for map and sign project
- Hoffman, Parker, Wilson & Carberry for \$7,272.76 for December legal fees
- McFarland Oil for \$3,076.94 for December fuel billing
- ROI Fire & Ballistics Equipment for \$14,990.00 for 2 Thermal Imaging Cameras

This concludes my report.

Michelle Stoke, CPA  
Treasurer/Finance Director



To: Board of Trustees, Town of Buena Vista, CO  
Airport Advisory Board

February 11, 2020

From: Jack Wyles / Airport Manager

**Subject: Airport Report**

- **Staffing:** Regular schedule.
- **Operations:** Boeing-Apache Testing: ETA 2Mar-24Apr 2020. Still working out the details.  
- 29Jan20, Environmental site-visit: Golder Engineering (contracted by Boeing) Awaiting results.
- **REACH Update:** Modular still on site.
- **Events:** NTR
- **Equipment / Vehicles:** Vehicles status = green.  
- 6Feb20, CO Division of Oil & Public Safety: Fuel Tank exterior inspection.  
- Passed and now certified for the next 3 years.
- **CDOT-Aeronautics:** Grant Agreement for approval and signatures.

January 2020 / Airport Ops	MTD	YTD
Total Based Aircraft	20	20
Total Transient Aircraft	66	66
Total Piston Aircraft	54	54
Total Jet/Turbine Aircraft	22	22
<b>Total Aircraft</b>	<b>76</b>	<b>76</b>
<b>Total Operations</b>	<b>209</b>	<b>209</b>
<b>Total Persons Using Airport</b>	<b>382</b>	<b>382</b>
<b>Total Military Ops</b>	<b>9</b>	<b>9</b>
<b>Total Helicopter Ops</b>	<b>9</b>	<b>9</b>
<b>Total Ops over 12,500 lbs</b>	<b>3</b>	<b>3</b>
<b>Day W/O Ops</b>	<b>6</b>	<b>6</b>

January 2019 / Airport Ops	MTD	YTD
Total Based Aircraft	25	25
Total Transient Aircraft	51	51
Total Piston Aircraft	48	48
Total Jet/Turbine Aircraft	28	28
<b>Total Aircraft</b>	<b>76</b>	<b>76</b>
<b>Total Operations</b>	<b>163</b>	<b>163</b>
<b>Total Persons Using Airport</b>	<b>197</b>	<b>197</b>
<b>Total Military Ops</b>	<b>6</b>	<b>6</b>
<b>Total Helicopter Ops</b>	<b>11</b>	<b>11</b>
<b>Total Ops over 12,500 lbs</b>	<b>12</b>	<b>12</b>
<b>Days W/O Ops</b>	<b>9</b>	<b>9</b>

**Fuel Sales**

**January 2020 Fuel Sales**

**January 2019 Fuel Sales**

<b>Jet A fuel sold:</b> 2,013 gal	<b>YTD:</b> 2,013 gal	<b>Jet A fuel sold:</b> 3,322 gal	<b>YTD:</b> 3,322 gal
<b>100LL fuel sold:</b> 1,047 gal	<b>YTD:</b> 1,047 gal	<b>100LL fuel sold:</b> 844 gal	<b>YTD:</b> 844 gal

Thank you  
Jack Wyles



## TOWN OF BUENA VISTA PUBLIC WORKS

**MEETING DATE:** February 11, 2020  
**TO:** Mayor and Board of Trustees  
**FROM:** Shawn Williams, Public Works Director  
**AGENDA ITEM:** Staff Report

---

### January Water Produced/ Water Billed Unaccounted Water 28%



#### Water:

- January Service Line Inspections = 5
- January Water Meter Installations = 4
- Working on billed water (in-house audit) to determine 2019 unaccounted water
- Monthly Sampling, No Issues
- Water Plant/Gallery Update; The monitoring wells and data loggers installed. Staff is collecting data
- Ivy League Tank evaluation/engineering comments; KLM Engineering (Float Down Inspection)
- Staffing Update; Water Operations Supervisor

#### Streets:

- Snow & Ice removal as needed
- The 15-minute parking spots installed in several locations, need to install in 2 more locations
- Street Forman Update

**Engineering Projects:**

- Continue updating and modifying the Town's Standards and Specification
- Well #3 Start-up/Operations Procedure
- Continue Water Rate Analysis
- Water Main Connection on North Court Street
- Storm Water
- Well #4

**Parks:**

- Snow Shoveling & Removal as needed
- Splash Park Facility Update
- Year-Round Bathrooms Cleaning and Upkeep
- Trash Removal
- River Park Volleyball and sand removal complete
- Staff Training, Pro Green Expo

**Facilities and Building Maintenance:**

- Normal Operations

**Fleet:**

- Normal Operations and Vehicle Maintenance and Repair

**Highlights and Note Worth Items;**

- Chaffee County Road and Bridge Asphalt Proposal
- Colorado Center Preliminary Acceptance Status
- Well #4 (The Farm Location) Preliminary Engineering. This is a combined engineering effort with Staff and Wright Water Engineering
- Johnsons Village Wayfinding sign letters update; Adcon Inc. needs a warm day to install/replace, it is still under warranty
- Arizona Bridge/Trail subsurface utility engineering update

Respectfully Submitted,

*Shawn Williams*

Shawn Williams, Public Works Director



## TOWN OF BUENA VISTA

P.O. Box 2002  
Buena Vista, CO 81211  
Phone: (719) 395-8643  
Fax: (719) 395-8644

DATE: February 11th, 2020

TO: Mayor and Board of Trustees

FROM: Earl Richmond, Recreation Director

AGENDA ITEM: Recreation Director Report

---

Dear Mayor and Board of Trustees,

### **Staffing:**

The team at Buena Vista Recreation is doing great things every day to guide our department into the future. Shane has built a very robust winter program schedule and is working diligently on all the spring and summer offerings for our local and regional populations. Ben is assisting with special event applications along with his traditional roles of overseeing facility rentals and as a department assistant. Pat continues to keep our facility in tip top shape and is working with Ashley Davis to assure the improved cleaning schedule continues to prosper.

BV Rec is meeting with Ryan Harper of BV Parks every two weeks to go over work orders and work schedules to get our facilities ready for increased use this spring and summer. Thank you, Ryan and BVPW, for helping in so many ways to make our facilities the best they can be.

BV Rec is scheduled to meet with Salida Parks and Rec every quarter to share ideas, goals, projects and trends as it relates to Buena Vista and Salida Rec offerings and public recreational facilities. We are excited to learn from our neighbors to the south and to work together to continually offer high quality experiences for everyone in our valley.

### **Facilities:**

We are making small physical and administrative improvements to the BV Community Center every month. We now have a key box on the east side of the BVCC and have had great success communicating with our renters about updated policy and procedures relating to facility use at the BVCC. We have added several new informational signs and systems and continue to present an "open for business" vibe every day at the Community Center. Our rental frequency and inquiries continue to increase over last year, and we are happy to assist new and existing renters so they can achieve their needs and goals.

The Buena Vista Community Ice Rink is meeting up monthly and is thinking through potential locations and best approaches to build a basic ice structure in the winter of 2021. They are keeping a very close eye on Salida's new outdoor rink scheduled to open on February 6<sup>th</sup>, 2020. We will see how their systems work and take notes on what is working well and what some of the hurdles may be.

The BV Rec Department and the Recreation Advisory Board continue to discuss our future facility needs as it relates to programming and other recreational opportunities here in Northern Chaffee Co. We are very fortunate to have strong relationships with both DPCA and BV Schools which accommodate our indoor needs for fall- spring. We will continue to stay in good communication with other potential regional partners that are seeking additional indoor programming space in case a new collaborative opportunity arises.

### **Trails:**

BV Rec has been working with BVSC (Buena Vista Singletrack Coalition) to plan out two summer time service projects. BVSC will assist with our Pump Track rehab project in May and will bring tools and project leads to help us with improvements to this most popular facility. A second summer service project will be late July with Bold Earth out of Boulder Colorado. They will bring a team of 10 students and 2 supervisors to work alongside the BVSC and BV Rec to build one mile of single track around our Disc Golf Course regions. There will be no cost to the town, and we will acquire some new amazing in town trails to allow our riders and runners a new space to build confidence and skills.

The Trails Advisory Board is working on a series of social trail mitigation projects and signs for newly constructed trails. They are also working on bids for a new informational kiosk at the Whipple Bridge staging area that would house large maps highlighting our in-town trails, public lands trails, the Four Mile Recreational Area, and educated users on current sustainability practices and trends. We have received one bid to date and will continue to get additional bids and then we will seek appropriate funding sources once we know the potential costs.

### **Community:**

Look for our new 2020 Sponsorship opportunity letter which will be mailed out this week to over 350 local businesses. BV Rec has had a very successful run with this program, and we have made some small changes for this year's sponsors. We expect the response to be very positive from our business community.

### **Events:**

Ben and Earl are working with numerous special event champions for the 2020 season. The new application has been well received and we will work with our town's department heads to make sure these events are well planned and of course safe for our community. The 2020 special event season looks to be a very busy one with multiple events wanting to take place on the 4<sup>th</sup> of July weekend. Ben has been doing an amazing job communicating with our special events applicants and has been keeping tabs of the progress and questions relating to each application. Below is a new reporting format I can share with you that I get weekly from Ben.

#### 06 FEB Special Event Status in Next 30 Days:

When: **Saturday, February 8th, 1000-2200hrs**

What: Chocolate Lover's Fantasy

Details: Approved 04 FEB

When: **Friday, February 14th, 1800-2400hrs**

What: Duff's Dance Part 2/2

Details: Approved 14 JAN

When: **Friday, February 21st, 1600-2100hrs**

What: GARNA Annual Event

Details: Approved 04 FEB

#### Internal Process Updates

- Creating tracker for all 2020 SE applications and status (In Progress- no change)
- Need to update Paul's Lot in Fee Structure (In Progress- no change)
- Need to update SE Camping Policy (In progress- no change)
- Drafting recommendation for Day Use Lot to be saved for Public Access only (In Progress)
- Need to update Municipal code to reflect 45/30 application lead time and remove 10-day response window (In Progress- no change)
- Creating Emergency Action Plan Guidance for Applicants (In Progress)
- Creating 04 July Impact Overview for staff (In Progress)

#### Calendar Year Totals

- Total Applications Received: 12 (up from 11)
- Total Applications in Progress/Submitted for Approval: 04 (no change)
- Total Applications Approved: 04 (up from 02)
- Total Applications Anticipated: 36 (no change)

#### Programming:

BV Rec began their winter programs in January with the Adult Indoor Soccer League. The Adult Indoor Soccer League has a Men's League that plays on Tuesday nights, and a Coed League that plays on Thursday nights. We had 5 Men's teams, and 9 Coed Teams register, which is an increase of 2 teams from last year. We have also had requests for another team and multiple players to join the league after it began. We will look into expanding the league next year due to the high demand to play.

We once again partnered with Buena Vista Mountain Adventures to put on the Youth Cross Country Ski League. 27 of a maximum of 30 spots in the program filled this year. Participants in the program were placed into teams with volunteer coaches to guide them through the progressions of learning to cross country ski. The program is held at Collegiate Peaks Campground and will conclude with the Ski League Banquet on the last day of the program in March.

The Buena Vista Circus has reformatted their program structure for their classes offered through BV Rec this winter. Instead of running multiple 6-week classes each season, participants can register for a 4-

month long Circus School program. The Circus School program is two 1.5-hour sessions per week and will give participants a better chance to develop their skills through a progressive process. Circus School is \$200 per participant and has raised \$2,000 for BV Rec this season.

Chaffee Arts is continuing their Free Student Art Classes through BV Rec this January-April. On one Sunday afternoon per month, volunteer artists from Chaffee Arts instruct middle and high school students on how to create art in their discipline. For these classes, BV Rec manages the registration and contributes the activity space, while Chaffee Arts supplies the artists and the materials.

In order to give our youth soccer players an opportunity to play this winter, BV Rec is running a Youth Indoor Soccer Training program. This program was spearheaded by a group of volunteer coaches who lead two training sessions with 19 participants on Sundays and Wednesdays each week. Each training session contains individual skill work, team skills development, and scrimmage games.

### **January Finances**

PiYo - \$285

Women's Workout - \$44

Monday Morning Art - \$9

Circus Classes - \$2,000

Pickleball - \$503

Open Gym Middle School Volleyball - \$97

Youth Cross Country Ski League - \$2,205

Adult Indoor Soccer - \$1,910

Youth Indoor Soccer Training - \$1,050

**Total - \$8,103**

Respectfully,

*Earl Richmond*

Earl Richmond  
Recreation Director



**AGENDA  
FOR THE BOARD OF TRUSTEES  
OF THE TOWN OF BUENA VISTA, COLORADO  
February 25, 2020**

**Work Session at 6:00 PM -**

**Regular Meeting at 7:00 PM**  
at the Buena Vista Community Center  
Piñon Room – 715 East Main Street, Buena Vista, Colorado

**THE BOARD OF TRUSTEES MAY TAKE ACTION ON ANY OF THE FOLLOWING AGENDA  
ITEMS AS PRESENTED OR MODIFIED PRIOR TO OR DURING THE MEETING, AND  
ITEMS NECESSARY TO EFFECTUATE THE AGENDA ITEMS**

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. PLEDGE OF ALLEGIANCE**

**IV. AGENDA ADOPTION**

*The Board approves the agenda at the start of the meeting including modifications.*

**V. CONSENT AGENDA**

*Approval of matters that are routine in nature that require review and/or approval, i.e. minutes and reports. (Professional Service Agreements (PSA) that exceed \$25,000.00 require the Consent Agenda to be approved by a Roll Call vote)*

**A. Minutes**

1. Board of Trustees Regular Meeting – February 11, 2020
- 2.
- 3.
- 4.

**B. Town Clerk Report**

**VI. PUBLIC COMMENT**

*Citizen participation where the public can sign up prior to the start of the meeting in order to speak up to 3 minutes for matters not on the agenda or for agenda items not scheduled for Public Hearing. Neither Town Board nor Town staff should be expected to respond to matters raised in the Public Comment segment of Board meetings. Nevertheless, Board members will always retain the right to ask questions of the speaker and to respond then or at a later time to remarks made by any citizen.*

**VII. STAFF REPORTS**

1. Town Administrator
2. Town Treasurer
3. Principal Planner

**VIII. BUSINESS ITEMS**

**A. Public Hearing**

**This Agenda may be Amended**

Posted at Buena Vista Town Hall, Post Office, and [www.buonavistaco.gov](http://www.buonavistaco.gov) on Friday, February 21, 2020

B. Unified Development Code (UDC) – Code Updates

C. Recreational Vehicle (RV) Camping Ordinance

D. Adoption of Resolution No. XX, entitled "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA STREET PROJECTS – 2018 Water System Improvement Project**  
*Will need a resolution and 30 day Public Notice –*

E. Adoption of Resolution No. XX, entitled "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA APPOINTING JUDGES OF ELECTION FOR THE MUNICIPAL ELECTION TO BE HELD APRIL 7, 2020.**

F.

G.

IX. TRUSTEE/STAFF INTERACTION

*The Board discusses items with staff and staff can bring up matters not on the agenda.*

X. EXECUTIVE SESSION

XI. ADJOURNMENT

**This Agenda may be Amended**

Posted at Buena Vista Town Hall, Post Office, and [www.buonavistaco.gov](http://www.buonavistaco.gov) on Friday, February 21, 2020