

# TOWN OF FRISCO 2023 BUDGET



FRISCO  
COLORADO



VISIT [FRISCOGOV.COM](http://FRISCOGOV.COM)  
OR 970 668-5276

This Page Intentionally Left Blank



## **TABLE OF CONTENTS** **2023 BUDGET**

### **GFOA BUDGET AWARD 7**

#### **INTRODUCTION 9-24**

10	Transmittal Letter
17	Town Overview
20	Local Economy
24	Organizational Chart

#### **BUDGET / FINANCIAL OVERVIEW 25-38**

26	Revenues
29	Expenditures
30	Long-Term Fund Balances and Projections
32	Fund Structure
33	Use of Funds By Department
34	Fund Balances
37	Budget Calendar

#### **PERFORMANCE MEASURES 39-72**

40	General Government and Administration
42	Community Development Department
44	Police Department
46	Public Works Department
52	Water Department
54	Marketing and Communications Department
58	Recreation and Cultural Department
68	Strategic Plan-Significant Budgetary Items

#### **TOWN ADOPTED PLANS 73-80**

74	Key Policy Documents
75	Town Council Mission Statement
76	Town Council Strategic Plan
77	Town Council Values
78	Adopted Plans

#### **PROGRAM PRIORITIES 81-88**

#### **FUND SUMMARIES 89-164**

89	All Funds
93	General Fund
119	Capital Improvement Fund
125	Historic Preservation Fund
129	Conservation Trust Fund
133	Water Fund
137	Open Space Fund

141	Housing Fund
145	Insurance Reserve Fund
149	Nicotine Tax Fund
153	Lodging Tax Fund
161	Marina Fund

#### **DEBT MANAGEMENT 169-172**

171	Legal Limits
172	Lease Purchase Agreements

#### **DISCRETIONARY GRANT REQUESTS 173-230**

#### **PERSONNEL INFORMATION 231-250**

233	Year-Round Staff Pay Grade Structure
235	Sworn Police Salary Schedule
236	Budgeted Positions by Department
250	Staffing Summary by Department

#### **CAPITAL IMPROVEMENT PROGRAM 251-308**

253	Project Listing Index 2023
254	Program Summary
255	Project Request Summaries General Fund
283	Vehicle and Equipment Replacement List
289	Project Request Summaries Water Fund
293	Project Request Summaries Housing Fund
297	Project Request Summaries Lodging Tax Fund
300	Project Request Summaries Marina Fund

#### **FINANCIAL POLICIES 309-342**

310	Financial Management Overview
311	General Financial Policy
314	Budget
316	Debt
317	Cash Handling
322	Investments
327	Fund Balance
329	Capital Improvement Program
330	Revenue
331	Expenditure
331	Grants
334	Procurement
338	Purchasing Cards

**FEE SCHEDULE** [343-348](#)

344 | **Fee Changes**

**GLOSSARY** [349-354](#)





---

# **Town of Frisco 2023 Budget**

---

This Page Intentionally Left Blank



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Town of Frisco  
Colorado**

For the Fiscal Year Beginning

**January 01, 2022**

*Christopher P. Morill*

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to Town of Frisco, Colorado for its annual budget for the fiscal year beginning January 1, 2022. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements and we are submitting it to GFOA to determine its eligibility for another award.

This Page Intentionally Left Blank



---

---

# Introduction

---

---



## **TRANSMITTAL LETTER** **2023 BUDGET**

It is with pride that we present the 2023 Town of Frisco budget. This document reflects a great deal of commitment, and visioning by Town Council and staff to make Frisco the best community it can be.

This budget is balanced, prudent and responsive to the Town Council's Strategic Plan and the following five community priorities:

- Inclusive Community
- Thriving Economy
- Sustainable Environment
- Vibrant Culture, Arts and Recreation
- Quality Core Services

### **Introduction**

This budget reflects the Town Council and Staff's focus and commitment to work diligently to achieve a balance among a conservative fiscal policy, completing capital improvement projects, meeting service expectations, and supporting the needs and expectations of our community. The goal of this budget summary is to create a comprehensive overview of the estimated 2023 revenues and expenditures and associated strategic goals for 2023.

The 2023 budget is a balanced budget as required by Town Code, totaling appropriations of \$65,039,122; this was accomplished by the use of current revenues, appropriated fund balances, and conservative expenditure projections. The chart below depicts these allocations by fund and the summary preceding each individual fund provides further details regarding appropriated fund balances.

<b>Funds</b>	<b>2022 Projected Ending Balance</b>	<b>2023 Proposed Revenue</b>	<b>2023 Proposed Expenditures</b>	<b>2023 Proposed Ending Balance</b>	<b>Estimated Unavailable Fund Balance</b>	<b>2023 Projected Available Fund Balance</b>
General Fund	\$ 11,546,888	\$ 19,688,349	\$ 21,879,868	\$ 9,355,369	\$ 789,480	\$ 8,565,889
Capital Improvement Fund	14,272,460	5,883,584	19,701,795	454,249	-	454,249
Historic Preservation Fund	1,029	1	-	1,030	-	1,030
Conservation Trust Fund	107,250	36,100	130,000	13,350	-	13,350
Water Fund	12,042,879	2,164,632	4,091,832	5,622,227	-	5,622,227
Open Space Fund	12,541	15	-	12,556	-	12,556
Housing Fund	5,036,512	7,979,520	12,997,370	18,662	-	18,662
Insurance Reserve Fund	212,451	2,018,770	1,543,388	687,833	-	687,833
Nicotine Tax Fund	665,723	657,150	630,495	692,378	-	692,378
Lodging Tax Fund	1,242,530	834,150	1,552,075	524,605	10,181	514,424
Marina Fund	-	2,512,300	2,512,300	-	-	-
<b>Total All Funds</b>	<b>\$ 45,140,262</b>	<b>\$ 41,774,571</b>	<b>\$ 65,039,122</b>	<b>\$ 17,382,259</b>	<b>\$ 799,661</b>	<b>\$ 16,582,598</b>

The 2023 budget adheres to the Town's financial policies which were revised in August of 2020 and has been prepared to reflect the themes and goals of the Strategic Plan. This budget document also reflects a format which meets the criteria of the Government Finance Officers' Association's (GFOA) Distinguished Budget Presentation Award. The Town recognizes the importance of the GFOA programs and the need for providing its citizens with such additional information, as required by the award criteria.

### **Council Strategic Priorities and Goals**



This budget is, in part, an implementation tool for the Frisco Town Council 2020-2021 Strategic Plan. The overriding vision of that plan is “to preserve a family-oriented and economically vibrant mountain community that thrives on citizen involvement, respects our community character and natural environment, and enhances our quality of life.”

When implemented effectively, strategic planning is a critical process establishing clear priorities of the Town Council, which in turn align with the budget and department annual work plan. Meaningful strategic planning also includes performance measures to measure and monitor progress and ensure progress is made in accordance with the expectation of the Town Council.

Town Council has identified five core-priorities to achieve the community’s vision. The goals of the plan are as follows:

- I. Inclusive Community**
- II. Thriving Economy**
- III. Sustainable Environment**
- IV. Vibrant Culture, Art and Recreation**
- V. Quality Core Services**

To view the action plan items associated with each of these main goals, please see the attached Town Council Strategic Plan in the Town Adopted Plans section. Please also see the Performance Measures / Significant Budgetary Items section of this introduction for a more complete discussion of how current-year policy initiatives relate directly to the Town Council’s long-term strategic plan. Each significant budgetary item has been categorized to represent at least one of the five key goals of the Strategic Plan identified by Town Council. This will help to distinguish how the Town is achieving these goals throughout the budget process.

### **Budget Document Format**

This budget document is designed to be used by a wide range of participants – community members, financial organizations, Town Council, and Town Staff. The budget document consists of nine sections (see table of contents): Introduction, Fund/Department Detail, Debt Management, Grant Requests, Personnel Information, Capital Improvement Program, Financial Policies, Fee Schedule, and Glossary.

The Introduction section includes a Budget Message, Town Overview, Budget/Financial Overview, Performance Measures (including Significant Budgetary Items and the Strategic Priority correlation), Town Adopted Plans, and Program Priorities.

The Fund/Department Detail sections include information organized by fund: All Fund Summary, General Fund, Capital Improvement Fund, Historic Preservation Fund, Conservation Trust Fund, Water Fund, Open Space Fund, Housing Fund, Insurance Reserve Fund, Nicotine Tax Fund, Lodging Tax Fund, and the Marina Fund. All funds are appropriated by Town Council.

The Debt Management section gives detailed information about the Town’s debt obligations.

The Grant Request section provides summary information regarding outside entities that have requested funding from the Town of Frisco.

The Personnel Information section provides salary ranges and the number of employees by department.

The Capital Improvement Program provides a detailed description of all major projects planned over the next five years. The projects are organized by fund and summarized in a program overview. While the five-year plan is adopted by the Town Council along with the adoption of the budget, only the budget year expenditures are appropriated. Future year estimates are subject to change in the following year’s budget or earlier.

The Financial Policies are adopted by Town Council by Resolution. The policies include the following sections:

financial management overview, general financial policy, budget (including process and budget basis), debt, cash handling, investments, fund balances, capital improvement program, revenue, expenditures, grants, procurement, and purchasing cards.

The Fee Schedule shows the fees set for the budget year and highlights changes in fees from the prior year.

The Glossary provides definitions of terms used throughout the budget document.

### **Budget Prioritization**

To appropriately determine relative levels of funding for programs and capital projects, staff reviewed the adopted Town Council goals, along with the organization-wide program prioritizations, the 2019 Town of Frisco Community Plan, the 2015 Frisco Community Survey results, the Climate Action Plan, the Water Efficiency Plan, and all other Town Council- adopted plans. With these guiding documents in mind and consensus amongst the Town Council, the 2023 budget was assembled based on the following high priority goals:

- Increase full-time residents to 50%
- Create 5-year Housing Capital Plan
- Develop Main Street Economy
- Implement Climate Action Plan
- Achieve Net Zero
- Digitize Government Services
- Strengthen Infrastructure Resiliency

The overall structure of our economy also served as an important factor in the relative prioritization of the Town's various programs and projects for 2023. Given tourism's central position in our local economy, it is important to make certain that our business community has the support it needs in this ever-increasingly competitive market. To wit, the Town government will continue to provide amenities and services which bring visitors to our community.

Key short-term assumptions that have guided the development of these priorities are as follows:

The severe economic impacts of the COVID-19 pandemic have led the Town to focus more clearly on priorities that will help to ensure long-term fiscal sustainability. The strategic development of capital projects that serve to strengthen the long-term economic outlook of the Town, the maintenance of existing assets and infrastructure, and an emphasis on controlling operational expenditures in the face of rising fixed costs continue to be top priorities. In the short-term, for 2022, these priorities will lead to significant investments in the development of affordable housing, construction, planning and design of additional recreational amenities, and maintaining our existing assets. For 2022, the Town will resume the long-term maintenance plans for streets and for Town-owned facilities, parks and vehicles that were deferred in 2020 and 2021.

Key short-term assumptions that have guided the development of these priorities are as follows:

- Minimal economic growth in 2023 over 2022 (see "Economic Forecast" below).
- Destination communities continue to compete for a similar group of visitors.
- Attracting and retaining year-round residents and employees contributes to the Town's overall sustainability, economic vibrancy and sense of community.
- Adjusted salaries as recommended from results of 2022 salary survey.
- 1 Additional staff positions.
- Extensive consideration of current year capital projects based upon relevance to Strategic Plan and benefit to long-term sustainability of providing essential services.

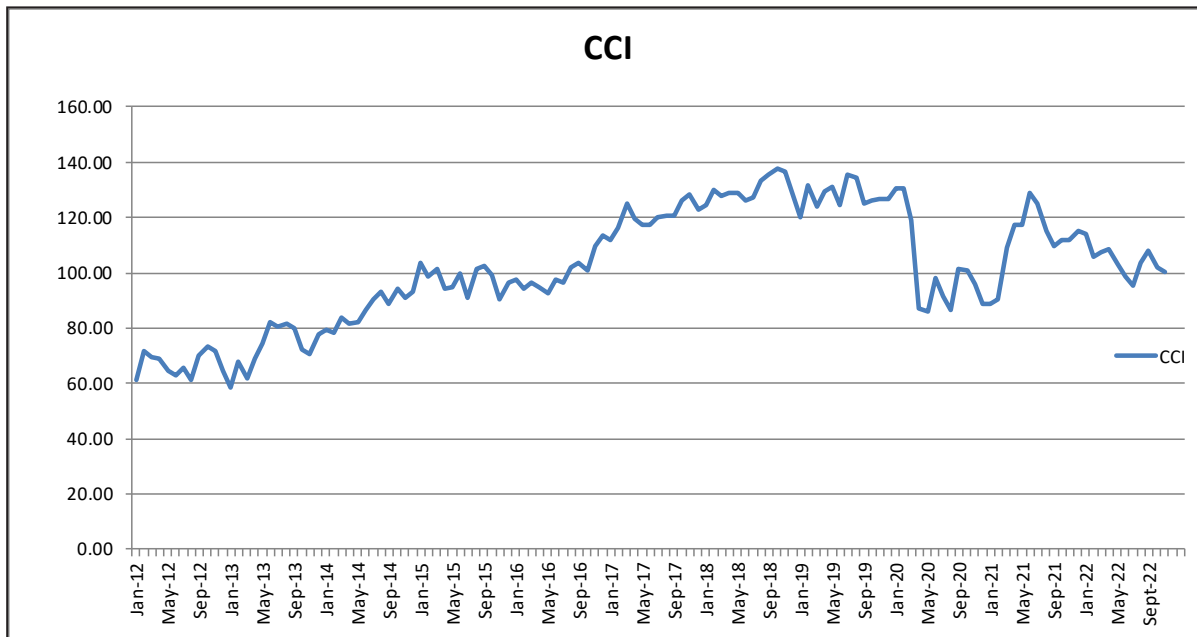
The Frisco Town Staff is committed to working with the Town Council and the community in challenging ourselves to improve our approaches to budget modeling and service delivery. We believe the cumulative evaluation of economic realities, Town Council goals, the Town Council mission statement, program prioritization, and a tangible connection

to adopted plans has resulted in a budget of which the Town Council and our community can be proud.

### **Economic Forecast**

Sales tax revenues through September of 2022 (the latest month for which data is available at the time of this forecast), as compared to January through September of 2021, have grown by 17%. Lodging tax revenues, have increased by nearly 39%. Given this fact and the indicators discussed below, Staff has prepared this budget in accordance with the expectation that economic activity will continue to grow despite the many uncertainties we face.

Economic indicators and forecasts, both on the national and statewide levels, predict our economy remaining flat into 2023, if not later. The Conference Board Consumer Confidence Index, a leading survey of consumers' assessments and expectations of the national economy, has declined in the past quarter:



Revenue growth is projected to slow in the second half of 2022, driven by an expectation of a potential recession. Even with a slowing in revenue growth, the outlook for Frisco remains optimistic. In 2022, the Town returned to opening of new businesses across multiple industries and employment numbers nearing pre-pandemic levels. Looking forward into 2023, Frisco expects to continue experiencing a positive business climate. This is essential in ensuring Frisco has the amenities to support existing and future residents, visitors, and to attract new businesses to our community. The Town's departments also continue to focus on serving the public and making progress on strategic programs and projects.

The residential real estate market in Colorado has skyrocketed in recent years, with a shift to working at home as buyers look for bigger homes, often in mountain communities. However, with rising interest rates we expect the real estate market to cool in the second half of 2022 and into 2023.

However, the approach of commercial and residential build-out within the municipal limits of Frisco and five years of unprecedented double-digit sales and lodging tax growth raise concerns about the capacity for growth moving forward. One of the major hurdles facing our local economy moving forward is a limited supply of homes and rising housing costs; consumer spending may be constrained if affordable options remain limited.

In regard to population, the Front Range region of Colorado (Summit County's most important market for generating tourism), continues to attract a vast majority of the estimated 76,000 net new residents reported by the State Demography Office for 2020. As the Front Range and Summit County to grow, the impact of guests and the local population on the economy has also grown. Evidence continues to mount that the town is becoming more of a commercial hub in Summit County than ever before.

As such, the Town, like every other community, remains uncertain on economic growth for the remainder of 2022 and into 2023. Should the pandemic or rising interest rates impact economic recovery, the Town is prepared. Conservative budget projections, coupled with one of the most stringent reserve policies in the nation, have led to the accumulation of strong reserves available for municipal operations and maintenance. Program priority lists and stakeholder surveys, continually updated since 2004, have helped department directors make difficult financial choices without appreciably affecting the level of service citizens have come to expect.

Frisco will always be susceptible to climatic risks, including drought and wildfire, which could lead to a significant downturn in tourism and the real estate market. In order to plan adequately for these risks, while acknowledging population and employment gains at both the state and local levels, Staff is projecting no growth for 2023.

Staff will continue to follow a conservative budgeting philosophy moving forward. The use of reserves will only be recommended when necessary and the replenishment of those reserves will be recommended as soon as is financially feasible. Staff will continue to rely on stakeholder input to prioritize all governmental services to be fully prepared if the need for cuts arises. Additionally, the Program Priorities section of this budget can help guide such decisions. Staff will also continually provide updates as to the latest economic trends and revise short-term revenue projections accordingly. In this way, Staff can adequately protect the short- and long-term financial stability of the Town.

### **Program Evaluations**

In many budgets, when revenues are limited or cuts are necessary, individual line items are the first place to look in order to balance the budget. This approach can be short-sighted and the savings short-lived. When reducing the funding for a particular line item, there comes a point at which the program or service is no longer viable. As in past years, the department directors have evaluated all programs on the basis of their relative importance in Town government operations and within departmental goals, objectives, and initiatives. This prioritization serves as a road map for potential future belt-tightening, if need be.

Staff has placed each program or service into one of three categories. If the staff views a given service or program as an essential function of Town government, it is placed in the “Core” category. “Desired” programs and services are not part of core government but are prioritized for some other reason, such as strong community expectation or desire. The “Nonessential” category contains programs or services which staff has identified as not central to the Town government and having a limited demand from the community or having strong appeal only within certain subpopulations. For the 2023 budget, Staff is not proposing the removal of any programs or services. Rather, the Town’s goal in continuing to bring this before the Town Council is to focus budget discussions on services and programs and not just individual line items. This will more effectively prepare the Town Council and Staff to address reductions in the future, if necessary.

These program priorities are presented as a subsection to this Introduction section under the “Program Priorities” tab.

### **Future Challenges and Opportunities**

The primary challenges Frisco faces in both the short- and long-term continue to be a dependence on sales tax revenues and a lack of affordable housing options for local employees. In 2022, sales tax revenues comprised roughly 69 percent of General Fund revenues. These revenues are extremely volatile and susceptible to many outside forces beyond the direct control of Town government. Because of this, Frisco has consistently focused on developing strategies to address the issue. In July 2005, the Town began local sales tax collection; local compliance rates surged. The Town Council has also supported efforts to attract more stable and varied sales tax generators. After years of uncertainty surrounding the development of a Town-owned piece of land bordering Interstate 70, the Town came to terms on an agreement to bring regional organic grocer Whole Foods, Inc. to the site; their grand opening took place in late April of 2014. Additional restaurants, retailers and a medical facility at the site opened at the end of 2014 and continue to be developed. An additional grocery retailer, Natural Grocers, opened in early 2016 on another of the last remaining large commercial sites within municipal limits, providing another stable sales tax generator. The grocery sector continues to be an important piece of the puzzle in the Frisco economy, helping to stabilize Town revenue throughout the pandemic. The revitalization of the Town’s two main commercial areas, Main Street and Summit Boulevard, has also been a priority

for Council in spurring commercial investment. The Town will be preparing a Transportation Master Plan update in 2023 to develop further transportation needs for these areas of the town.

In accordance with the Peninsula Recreation Area Master Plan, the Town began the first phase of construction of the Frisco Adventure Park in 2010. The scope of this project aimed to increase Frisco's visibility as a primary travel destination with the addition of world-class recreational amenities, including a tubing hill, a bike terrain park and a new day lodge. The twelfth winter season of operations ended in April of 2022. The Town revisited the Peninsula Recreation Area Master Plan in 2017 and 2018 and adopted Frisco Adventure Park Comprehensive Vision and Project Implementation Plan in 2020. In 2021, the Town expended \$200,000 for planning and design work to develop this area and construction of a new building has been budgeted in 2023 at \$7,300,000. The Town anticipates that this facility will not only generate revenue for the General Fund in the short-term and a possible Enterprise Fund in the long-term, but also bolster sales and lodging tax revenues by attracting additional year-round guests. In addition, the conservative budgetary and reserve philosophies that form the basis of revenue and expenditure decisions continue to provide for some flexibility.

Now that the Town has built a solid foundation of stable revenue generators, Town Council has turned much of their attention to workforce housing issues. The Town of Frisco has a very large second-homeowner population, with second homes accounting for approximately 58 percent of all homes in the town. The demand for mountain valley properties, particularly in the Rocky Mountain region, has driven the price of housing up, often making it difficult for young families to relocate to Frisco or to remain. One of Town Council's highest priority goals is to increase full-time residents to 50%. However, as the Town approaches both residential and commercial build-out, geography largely prevents major expansion. Most development efforts are focused on the redevelopment of existing properties.

Residents of Summit County approved a measure in late 2006 enacting a 0.125 percent additional sales tax and an impact fee on new construction to be used for the funding of workforce housing projects. As such, a Town-owned parcel of land, termed the Peak One Parcel, was annexed in early 2009 with the intention of developing workforce housing. In accordance with the Peak One Master Plan, ground was broken in 2010. Phase I was completed in 2011 and the final phases were completed in 2015. An additional 0.6 percent special district sales tax was approved by voters for 2017 to increase funding for housing projects throughout Summit County. This tax was expected to generate approximately \$10 million over a ten-year period, in 2021 voters approved to extend the tax without a sunset. To date, Frisco used a combination of Town Capital Improvement Fund and Housing Fund balances to initiate a limited buy-down program for four workforce employee housing units available for purchase and constructed eight rental units, which were completed in November of 2018. In 2023, voters authorized an additional 5% short term rental excise tax for the purpose of workforce housing; hotels and lodges are exempt from this tax on lodging services. In 2023, the Town plans to begin construction of Granite Park, a 22-unit housing project, of which the Town will own 11 rental units and CDOT will own the other 11 units. This 2023 budget totals over \$10M.

A recent surge in short-term vacation rentals, though an integral part of the local lodging economy, may also be a factor in reducing the availability of longer-term housing. Employers, including the Town of Frisco, have had difficulty in attracting and retaining employees as a result. The Town enacted legislation in 2019 to regulate these properties and has collected a substantial amount of revenues as owners comply with these new requirements and enhanced licensing.

Several critical and sizeable 2023 budget initiatives, including some that directly deal with the challenges discussed above, may also be difficult to implement. It is important for Town Council to know that Staff appreciates these items' high priority within the organization's strategic plan and will, with Town Council direction, continue to work toward identifying specific funding sources. The following items are of highest priority and magnitude:

- The Council's strategic goal of increasing full-time residents to 50%. In the 2023 budget, the Town continues to evaluate housing and has budgeted funding for assistance programs and potential housing projects.
- The council's strategic goal of Net Zero. In the 2023 budget, the Town is partnering with other local entities in many sustainable environment endeavors, has a full time Environmental Coordinator and has budgeted a substantial amount of funding to meet this goal.

- The Council's strategic goal of developing Main Street economy. Town Council is dedicated to assisting its business community and has dedicated funding in 2023 to address other needs necessitated, such as fiber infrastructure to support broadband internet access.
- The Council's strategic goal of strengthening the Town's infrastructure resiliency. In the 2023 budget, staff is proposing maintenance, repair and replacement of many of the Town's assets. The Town will be investing in tools and training in preparation for a future year switch to electric vehicles.

For a more comprehensive connection between the Town's strategic plans and the 2022 budget requests, please see the schedule of project correlation to the strategic plan at the end of the Policy Questions section on page 87.

### **Summary**

The 2023 budget reflects a conservative approach, recognizing the need to take advantage of opportunities for development and maintenance of the Town's assets. The Town realizes the risk of relying heavily on sales tax revenues and will continue to evaluate and pursue diversity of revenues in order to bring more balance to revenue sources.

Finally, Town leadership would like to express appreciation to the Town Council for their work in planning for the future of Frisco and to all Town Staff for their dedication to providing efficient and cost-effective services to the community. Through the prudent fiscal constraint of the Town Council, the Town of Frisco continues to provide a high level of service to our entire community.



## TOWN OVERVIEW



### Demographics/Geography

Approximately 70 miles west of Denver at an elevation of 9,097 feet, the Town of Frisco is situated along Ten Mile Creek, in the shadow of 12,900-foot Peak One of the Ten Mile mountain range and is bordered on the east by Lake Dillon reservoir. Frisco currently has an estimated 3,000 full-time residents. The Town is largely surrounded by wilderness areas owned by the U.S. Forest Service and offers 360 degree views of the White River National Forest. Frisco is conveniently located off of Interstate 70 and is central to four major ski resorts. As such, the town serves as a popular access point for outdoor enthusiasts and an attractive location for second homeowners.







The Town operates and maintains a vast array of recreational amenities, including the Frisco Bay Marina, the Frisco Historic Park and Museum, the Frisco/Copper Visitor Information Center, the Frisco Adventure Park (home of the Frisco Nordic Center, the Peak One Disc Golf Course, a state-of-the-art skateboard park, and numerous multi-purpose ball fields), an extensive paved trail system for all-season use, and several parks, campgrounds and picnic facilities. Frisco also plays host to a series of signature special events, including the Colorado BBQ Challenge, Frisco's Fabulous 4th of July celebration, Fall Fest and Wassail Days.

### **History**

Frisco has a rich and varied past, serving as a home, a workplace, and a playground for groups as disparate as the Ute Indians, trappers, miners, and, now, avid outdoor recreationalists. The Town was first officially chartered in 1879 and, by 1882, two railroads had laid tracks to the newly-formed community. The mining boom, along with the businesses, hotels and saloons that came with it, lasted well into the 1900s. Frisco, however, was hit hard by the Great Depression. In 1930, only 18 full-time residents remained. But Frisco rebounded, showing a remarkable resiliency in difficult times. This resiliency now helps to define the mountain character of the town, as the community continues to evolve into a modern, sustainable, family-oriented place to live.

## **Governmental Structure**

Chartered as a Colorado home-rule municipality in 1988, the Town of Frisco operates under the council-manager form of government. Policymaking and legislative authority are vested in the Town Council, which consists of a mayor and six-member council. The Town Council is responsible for, among other things, passing ordinances, adopting the budget and hiring the Town Manager. The Town Manager is responsible for carrying out the policies and ordinances of the Town Council and for overseeing the day-to-day operations. For an illustration of the Town's governmental structure, see the organizational chart following this overview.

### **2023 Town Council**

Mayor Hunter Mortensen  
Mayor Pro-Tem Rick Ihnken  
Andrew Aerenson  
Jessica Burley  
Andy Held  
Lisa Holenko  
Elizabeth J. Skrzypczak-Adrian

Town Hall is located at 1 E. Main St. and the main phone number is (970) 668-5276.

## **Services**

The Town provides a full range of services, including police protection, street construction and maintenance, infrastructure, water services, community development and planning, cultural events and recreational amenities and programs. Sewer and wastewater services are provided by a legally separate entity, the Frisco Sanitation District, which the Town does not manage. Two Town-owned rental properties also help to provide affordable space for local non-profit groups.

## **Amenities**

The Town operates the Frisco Bay Marina, the Frisco Historic Park and Museum, the Frisco/Copper Visitor Information Center, and the Frisco Adventure Park. The Frisco Bay Marina, a full-service facility on Lake Dillon, is a unique asset that sets Frisco apart from most other mountain towns. The Frisco Historic Park and Museum helps new generations of citizens and visitors form a connection with the town's past. The Frisco/Copper Visitor Information Center is jointly funded by the Town and Copper Mountain Ski Resort to provide guests with the resources they need to fully enjoy the local experience. The Frisco Adventure Park, located along the shores of Lake Dillon in the Peninsula Recreation Area, contains the Frisco Day Lodge, a tubing hill, bike park, terrain park, skateboard park, the Frisco Nordic Center, the Peak One disc golf course, and a multi-purpose ball field. In addition, Frisco maintains a vast array of other public parks and recreational amenities. The Ten Mile Recreation Pathway connects Frisco to over 50 miles of paved pathways to Vail, Breckenridge, Copper Mountain and Keystone. The 20-acre Walter Byron Park, along Ten Mile Creek, and the four-acre Meadow Creek Park, also provide beautiful settings in which to gather, recreate and relax.

## TOWN STATISTICS as of December 31, 2021

<b>Date Chartered</b>	1879	<b><u>Building permits issued:</u></b>	
<b>Date of Incorporation</b>	1988	Number	266
<b>Form of Government</b>	Council-Manager	CO's issued	42
<b>Elevation</b>	9,097 Feet		
<b>Area</b>	2 square miles	<b><u>Streets:</u></b>	
<b>Population</b>	2,859	Lane miles	19
<b><u>Education:</u></b>		<b><u>Recreation and Culture:</u></b>	
Number of students	1135	Miles of trails	12
Early childhood	1	Parks	10
Middle School	1	Park area	240 Acres
Charter	1	Library	1 (Outside Town limits)
		Museum	1
<b><u>Municipal Water:</u></b>		Marina	1
Miles of water mains	33	Disc Golf	1
Number of service connections	2,031	Tubing hill	1
		Sledding hill	1
<b><u>Licenses:</u></b>		Ball and multi purpose fields	2
Business licenses	1,706	Bike park	1
Sales Tax Licenses	2207	Tennis courts	1
		Kayak park	1
<b><u>Police Protection:</u></b>		Nordic Center	1
Number of stations	1	Volleyball courts	1
Number of positions	18	Outdoor ice rink	1

## LOCAL ECONOMY

### **Overview**

The Town of Frisco, as a central location within Summit County boasting convenient highway access, relies on tourism as its main economic driver. The proximity of many world-class ski resorts, including Copper Mountain, Breckenridge, Keystone, Arapahoe Basin, Vail and Beaver Creek, all within a short driving distance, enlivens the winter season with guests from all over the globe. Still more visitors arrive in the winter to explore the vast array of other outdoor recreational opportunities, including the tubing hill and terrain park at the Frisco Adventure Park, Nordic skiing at the Frisco Nordic Center, snowmobiling and snowshoeing. Because the town is largely surrounded by protected wilderness and the natural beauty of the Rocky Mountains, tourism continues to be a driving force in the spring, summer and fall as well. Lake Dillon, for instance, is a huge asset which gives boating and fishing enthusiasts a unique opportunity to enjoy the high peaks from the water. The extensive paved pathway system has also become a major draw for cyclists. Not to be forgotten, however, is the impact of real estate on the local economy. Many local businesses are reliant upon the high demand for first and second homes in this natural setting.

**Town of Frisco, Colorado**  
**Demographic and Economic Statistics**  
**Last Ten Fiscal Years**

<b>Fiscal Year</b>	<b>Frisco Population (1)</b>	<b>Summit County Population (1)</b>	<b>Median Family Income (2)</b>	<b>Per Capita Income (3)</b>	<b>School Enrollment (4)</b>	<b>Unemployment Rate (5)</b>
2012	2,704	28,385	89,800	46,220	815	7.20%
2013	2,746	28,860	92,100	49,369	770	4.40%
2014	2,795	29,496	90,800	50,685	807	3.40%
2015	2,873	30,268	86,600	54,615	832	2.50%
2016	2,934	30,817	81,500	58,386	963	2.10%
2017	2,967	31,133	88,600	64,446	965	1.50%
2018	2,922	31,095	90,600	69,447	1,014	1.60%
2019	2,912	31,190	89,100	71,479	1,023	2.70%
2020	2,902	31,013	95,900	77,754	1,047	4.40%
2021	2,859	30,970	99,800	86,390	1,135	4.20%

**Sources:**

(1) Information from the State of Colorado, Department of Local Affairs (DOLA), Demography Office.

(2) Information from the Summit Combined Housing Authority's Annual Area Median Income (AMI) for a four person household, Summit County only.

(3) Bureau of Economic Analysis, U.S. Department of Commerce, Summit County only

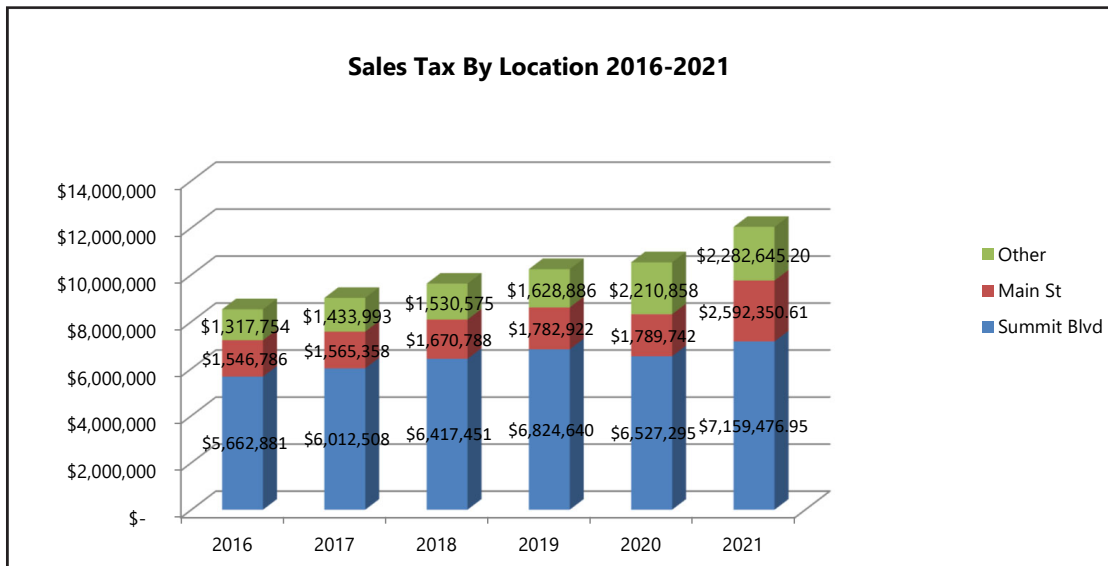
(4) Summit County School District

(5) Colorado Department of Labor and Employment - LMI Gateway, Summit County

## **Commercial Areas**

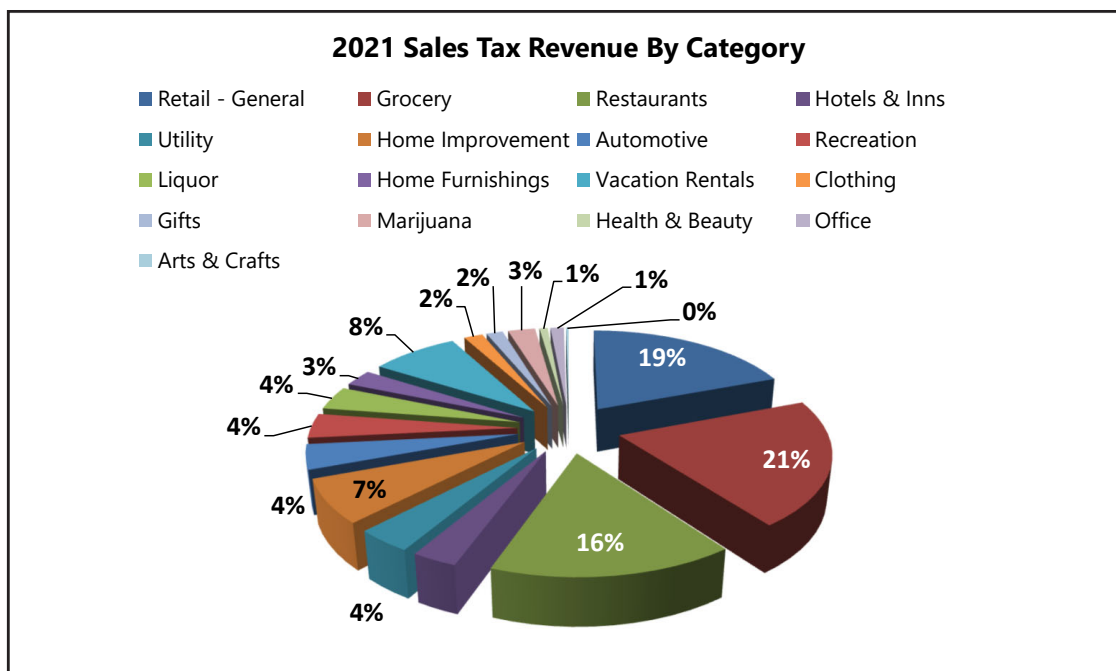
The town includes two very distinct commercial areas: Summit Boulevard and Main Street. Summit Boulevard (Colorado Highway 9) is the main thoroughfare leading from Interstate 70 through Frisco toward Breckenridge. This is an automobile-friendly commercial area where most of the national and regional chain stores, restaurants and lodgers are located. With Wal-Mart, Safeway, Whole Foods, Holiday Inn, five fast-food restaurants and numerous other enterprises, this area, by far, generates the greatest amount of sales tax revenue for the Town. Just off of Summit Boulevard, the town also has a series of mainly construction- and home improvement-related light industrial facilities and warehouses. In contrast, Main Street hosts many of the locally-owned retail, restaurant and lodging companies for which Frisco is known. Main Street is a quaint, pedestrian-friendly area that gives the town much of its unique mountain character and community feel. The Town also hosts a series of very popular special events on Main Street throughout the year, including the Colorado BBQ Challenge.





### Major Industries

Major industries in 2021 continued to include tourism, real estate, health care, education and governmental service. Many local retailers, restaurants, and lodgers rely heavily upon the tourist trade, but they also generate a large percentage of business due to the turnover of local properties and redevelopment. World-class health care providers and the location of St. Anthony's Summit Medical Center (just outside of municipal limits) also contribute to the well-being of the local economy.

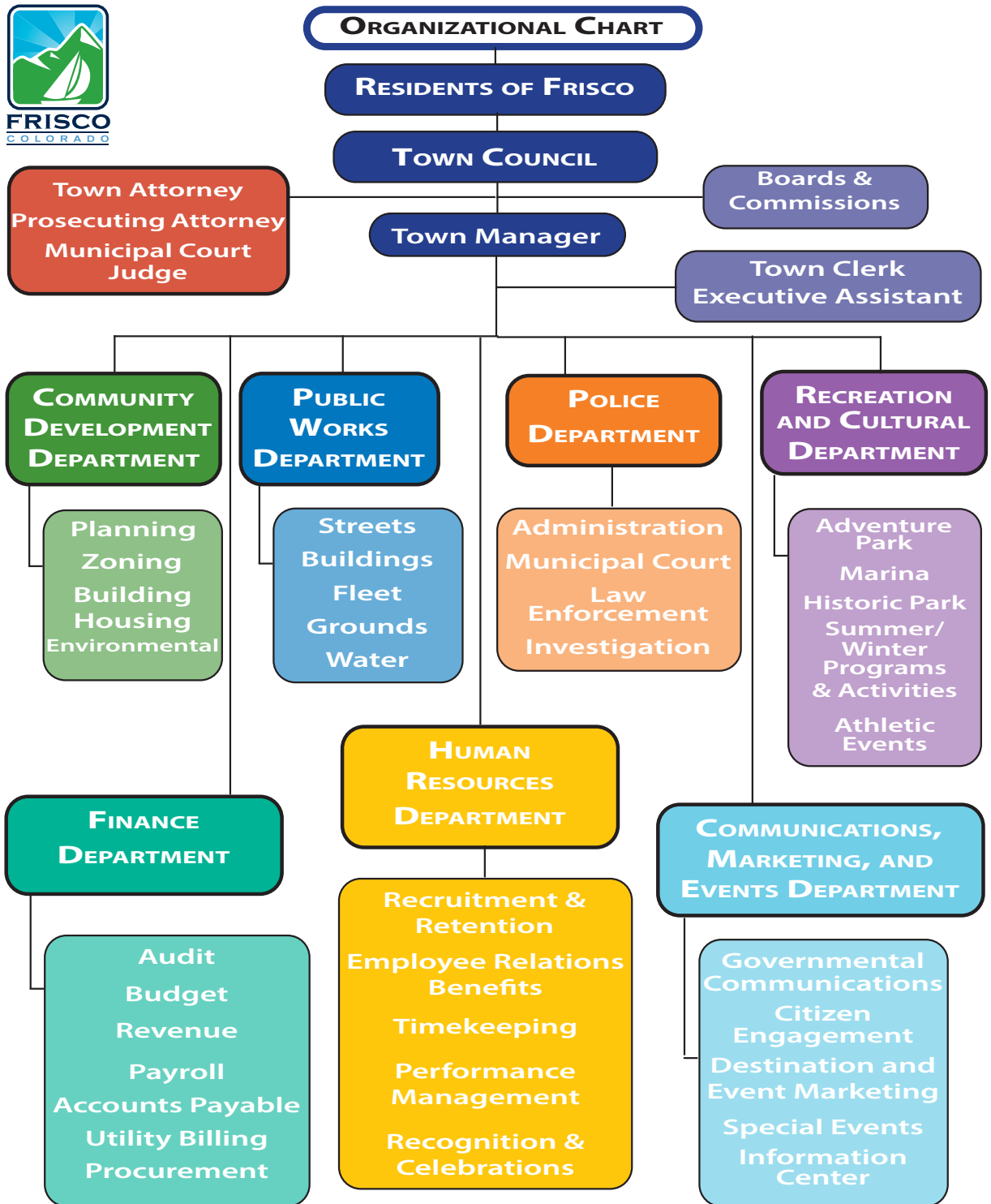




## Major Employers

Major employers in 2022 included Wal-Mart, Safeway, the Town of Frisco, Holiday Inn, and an assortment of lodging, restaurant, retail and construction-related businesses. In addition, a number of entities outside of the municipal limits provide employment for a large portion of the Frisco populace. These include Copper Mountain Ski Resort, St. Anthony's Summit Medical Center, the Summit County School District, and the Summit County Government. It is also important to note, however, that many employees currently working in Frisco commute from other areas due to the increased housing costs within the town and in Summit County as a whole.

Town of Frisco, Colorado Principal Employers Fiscal Year 2021		
Employer	Employee # Range 2020	(1) Percentage of Total County Employment
Town of Frisco	100 - 249	0.005 - 0.013%
St. Anthony Summit Medical Center *	100 - 249	0.005 - 0.013%
Summit High School *	100 - 249	0.005 - 0.013%
Whole Foods	100 - 249	0.005 - 0.013%
KCNC	100 - 249	0.005 - 0.013%
Wal-Mart	100 - 249	0.005 - 0.013%
Herbal Bliss	100 - 249	0.005 - 0.013%
Summit Middle School *	50 - 99	0.005 - 0.013%
Outer Range Brewery	50 - 99	0.003 - 0.005%
Baymont By Wyndham Frisco Lake	50 - 99	0.003 - 0.005%
Safeway	50 - 99	0.003 - 0.005%
Summit County Ambulance *	50 - 99	0.003 - 0.005%
Summit Stage *	50 - 99	0.003 - 0.005%
(1) Total Employees within Summit County:	19,914	
* Business not within municipal limits of the Town of Frisco		
Number of employees is only given in ranges		
(1) Colorado LMI Gateway Unable to get total employees within Town of Frisco Information is not available for previous years		





---

# Budget/Financial Overview

---



## BUDGET/FINANCIAL OVERVIEW

### Revenues

The Town's revenue position for all funds can be analyzed by comparing revenue sources from all funds. The following table provides this presentation:

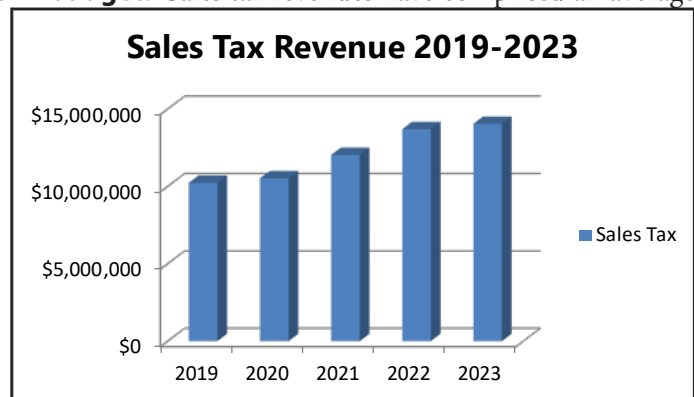
<b>Revenues</b>	<b>2022 Budget</b>	<b>2023 Budget</b>
Taxes	\$17,113,511	\$20,850,074
Licenses & Permits	716,700	661,500
Intergovernmental	662,000	7,761,300
Charges for Services	6,751,850	4,944,300
Investment Income	42,920	33,916
Lottery Proceeds	40,000	36,000
Other Revenues	436,490	1,058,343
<b>Total Revenues</b>	<b>\$25,763,471</b>	<b>\$35,345,433</b>

As clearly indicated in this table, taxes far exceed any other revenue category, making the Town especially reliant upon and vulnerable to sales tax revenues. The 2023 projection of sales taxes was largely based upon 2021 projections. Over the years, increased visitation has also impacted charges for services at the Frisco Adventure Park, which has become a larger percentage of total General Fund revenues; even so, these revenues are also budgeted conservatively for 2023.

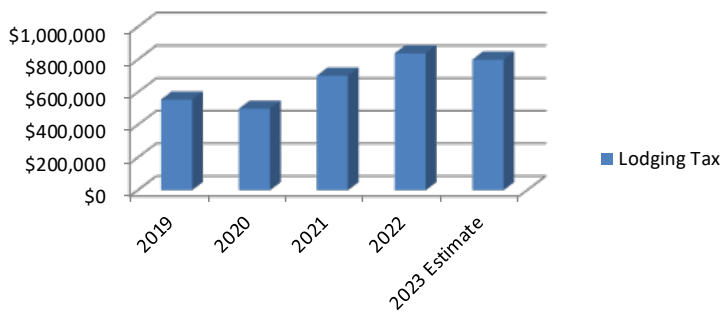
A great deal of time and effort goes into the Town's sales tax and revenue projections. These projections are in compliance with the Town's financial policies, whereby the Town must consider the regional economic activity, past history, and its impact on the Town's resources. Because many of the Town's revenues are subject to risky variables (economy, weather, skier days, and tourism, for example), it is important to be conservative with revenue projections. A health pandemic has now added to the need for conservative budgeting.

The following discussions of the Town's major sources of revenue explain the underlying assumptions for estimates and discuss significant revenue trends.

- Sales Tax Revenues – 25 percent increase over 2022 budget:** Sales tax revenues have comprised an average of roughly 65 percent of General Fund revenues over the past five years. These revenues include those derived from the 2 percent city sales tax and the 2 percent county sales tax collected within Frisco Town limits. Sales tax revenues have increased with our economy coming out of the Covid pandemic. 2023 revenues are budgeted at a 26.5 percent increase over 2022 budgeted amounts in belief our economy will continue to thrive. This projection is a 2.5 percent increase over 2022 estimated revenues. It is first based upon a trend analysis of deseasonalized and smoothed sales tax data over a 10-year period, which indicates an average year-over-year growth percentage of roughly 2.89 percent. Staff has then judgmentally weighed such factors as a continued increase of capacity for growth, previous years' variance, a new short-term rental compliance program and current 2022 and 2023 national and state economic forecasts to arrive at the 2023 projected figure.



### Lodging Tax Revenue 2019 - 2023



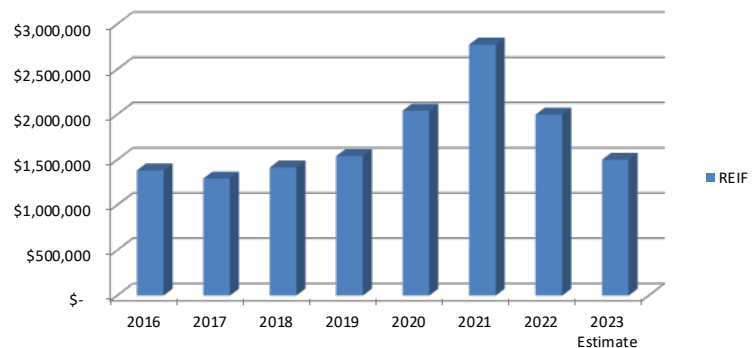
- Lodging Tax – 33 percent increase over 2022 budget:** Lodging tax revenue, derived from a 2.35 percent levy on the rental of short-term accommodations, is the main source of funding for the Lodging Tax Fund. Lodging tax revenues for 2023 are projected at 4.6 percent decrease from the currently projected 2022 lodging tax. Because of higher taxes levied on short term rentals staff is predicting a slight decrease in short term lodging stays and is first based upon a simple trend analysis. Staff has then judgmentally weighed such factors as previous years' variance, current 2022 and 2023 national and state economic forecasts, climate volatility

and the new short-term rental compliance program.

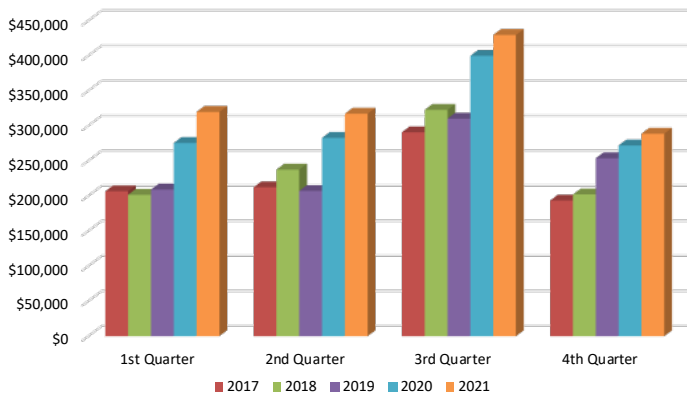
- Real Estate Investment Fees (REIF) – 32 percent decrease from 2022 budget:**

Real Estate Investment Fee revenue is the main source of funding for the Capital Improvement Fund. 2021 was a record year for collections. With the real estate market continuing to exceed sales expectations, Real Estate Investment Fee revenue is projected at a 32% percent decrease from currently budgeted 2022 REIF due to a slowing in the market and high interest rates. The unknowns of the economic impacts of high inflation dictate a conservative approach to these projections. This projection is based upon actual 2022 revenues to date, an overview of the national, state and local housing markets, rapidly rising prices, affordable housing challenges and a dearth of available inventory. New projection methodologies for this volatile revenue stream have been explored over the years but no available data sets were identified that could provide the foundation for more reliable estimates.

### REIF Revenue 2019 - 2023



### Water User Fees by Quarter 2017-2021



- Water User Fees – 12 percent increase over 2022 budget:**

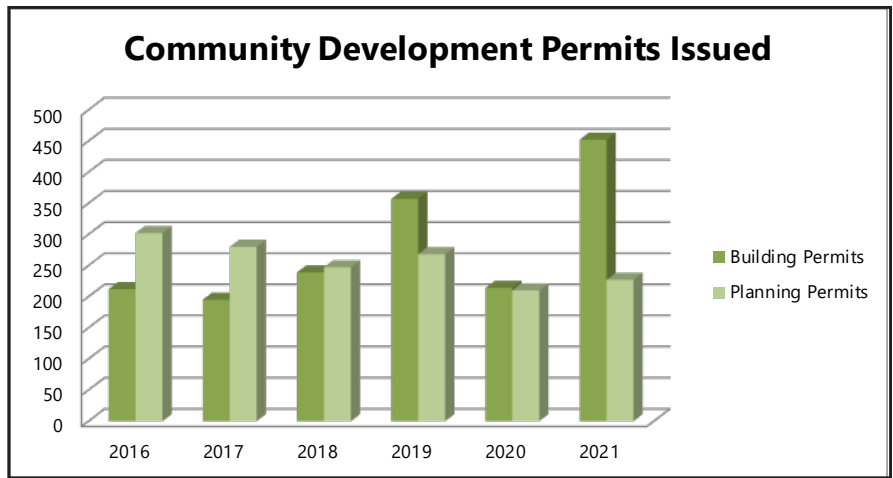
The Town Council directed the preparation of a water rates study in 2006, which resulted in a 3 percent increase in user rates annually over a 10-year period ending in 2017. A new rate study was conducted in 2019. As such, water user rates to customers were increased for the 4th quarter of 2019 and will increase annually for five years, at which time, rates will be reevaluated to ensure there are adequate funds in the Water Fund to meet future infrastructure needs. The new rate structure was implemented to promote conservation; increases in revenues, if any, are not expected to be as significant in future years. With

the economy experiencing recovery water user fees are projected at a 12 percent increase over currently budgeted 2022 revenues and a 5 percent increase from current 2022 estimated revenue. User rates for 2023 will be \$52.09 per EQR plus usage charges, and water tap fees for 2023 will be \$6,296.96 per EQR.

- **Community Development Revenues - 9 percent increase over 2022 budget:**

Community Development revenues, which include planning permit fees (development application fees, subdivision fees and miscellaneous fees such as sign permits), building permit, plumbing permit, and mechanical permit fees, are projected to exceed the original budget for 2022 by 20 percent. A trend analysis of revenue data over a 10-year period was initially performed. The

assumptions made for 2023 are heavily weighted toward Town staff's knowledge of upcoming projects in various stages of planning, in addition to the Town of Frisco's approach to residential and commercial build-out, the knowledge that the majority of projects will continue to occur through the redevelopment of existing structures and properties, the condition of the national and state economies and housing markets, and historical over-performance (as compared to budget) of these revenue streams.



- **Grant Revenues:** With the exception of state Law Enforcement Assistance Fund revenues, there are no grants projected for 2022, although the Town expects to obtain significant amounts from the Federal government through various legislative actions currently being considered. Staff understands the value of grant dollars and intends to take advantage of grant opportunities as they arise. A staff member hired in 2020 dedicates a considerable amount of time pursuing these opportunities.



## **Expenditures**

Expenditures relate to the ongoing day-to-day expenses required to provide basic services to customers and to maintain infrastructure. The Town examines workload indicators, past expenditures, and approved service levels when projecting its future expenditures. The challenge of being able to address employee retention with merit increases in wages, increases in the cost of natural resources, the prevailing uncertain economic conditions, enhancements to programs and events, and funding for multiple capital improvement projects were major factors in estimating expenditures in 2022.

The chart listed below compares the 2023 budget for all fund expenditures to the 2022 budget.

<b><u>Expenditures</u></b>	<b><u>2022 Budget</u></b>	<b><u>2023 Budget</u></b>
General Government	\$4,912,297	\$4,292,458
Public Safety	\$1,789,988	\$2,311,891
Community Development	\$1,967,448	\$2,509,403
Public Works	\$2,619,913	\$3,322,297
Recreation and Culture	\$4,505,405	\$5,080,708
Capital Outlay	\$20,467,900	\$31,941,500
Debt Service	\$887,390	\$745,545
Other Expenditures	\$3,878,021	\$6,681,683
<b>Total Expenditures</b>	<b><u>\$41,028,362</u></b>	<b><u>\$56,885,485</u></b>

The 2022 budgeted expenditures for all funds increased from the 2022 budget by \$15,857,123 or 38.65 percent; this increase is attributed primarily to budgeted capital projects for 2023.

All of the proposed capital improvement projects are subjected to an evaluation process, to assess the project's impact on the overall sustainability of the town. This evaluation includes review of the proposed project and its impacts to energy efficiency and/or natural resources, quality of services and/or infrastructure, public safety and/or well-being of the community, and the local economy. Each project budgeted for 2023 correlates to the Town's 2020-2021 Strategic Plan as revised and other guiding plans adopted by Town Council. Again this year, staff has included a section in this budget document, clearly depicting the correlation between capital requests and the Strategic Plan, which can be found in the Capital Improvement Program.

Capital improvement projects budgeted for 2023 total \$33,324,000 broken down by fund as follows:

<b><u>Fund</u></b>	<b><u>Expenditures</u></b>
Capital Improvement Fund	\$19,178,000
Water Fund	\$2,600,000
Housing Fund	\$11,017,500
Lodging Tax Fund	\$45,000
Marina Fund	\$491,000
<b>TOTAL</b>	<b><u>\$33,331,500</u></b>

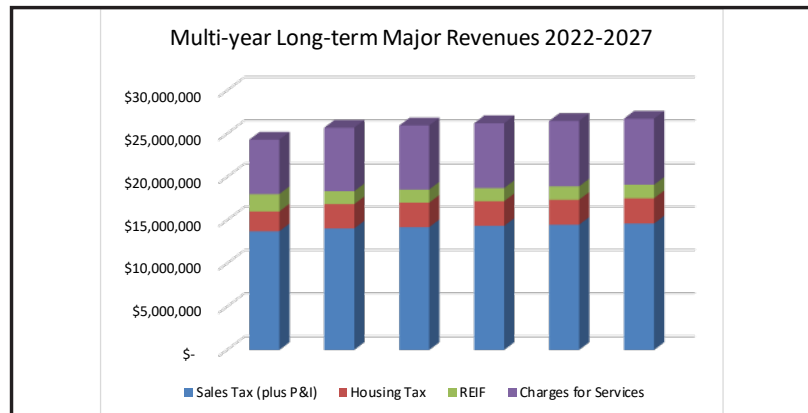
**TOWN OF FRISCO**  
**LONG-TERM FUND BALANCE, REVENUE AND EXPENDITURE PROJECTIONS**

In an effort to assist Council and Management with strategic decision-making for the mid- and long-terms, the Finance Department presents the updated Fund Balance, major revenue and expenditure forecasts through 2027. The goal of these preliminary forecasts is to provide staff's best estimates of critical revenue streams and expenditure growth, along with the impacts of such growth on overall Town Fund Balance. This data includes two prior years of actual data, current and budget year projections, and 4 additional years of future estimates. In addition, staff discusses the assumptions and methodologies that form the basis of these projections and external factors that could result in over- or under-performance. In this context, it is important to note that the Town is committed to a conservative budgeting philosophy, which generally results in the selection of methodologies and the acceptance of assumptions that tend to understate eventual revenues and overstate eventual expenditures over time.

LONG TERM PROJECTIONS							
	2021 Actual	2022 Projected	2023 Budgeted	2024 Projected	2025 Projected	2026 Projected	2027 Projected
<b>Taxes</b>	\$ 18,973,260	\$ 20,490,453	\$ 20,850,074	\$ 21,058,575	\$ 21,269,160	\$ 21,481,852	\$ 21,696,671
<b>Charges for Services</b>	\$ 5,918,915	\$ 6,302,173	\$ 7,345,600	\$ 7,419,056	\$ 7,493,247	\$ 7,568,179	\$ 7,643,861
<b>All Other (Inc Other Sources)</b>	\$ 2,336,722	\$ 3,094,214	\$ 7,149,759	\$ 7,221,257	\$ 7,293,469	\$ 7,366,404	\$ 7,440,068
	<b>27,228,897</b>	<b>29,886,840</b>	<b>35,345,433</b>	<b>35,698,887</b>	<b>36,055,876</b>	<b>36,416,435</b>	<b>36,780,599</b>
<b>Salaries/Benefits</b>	\$ 8,087,457	\$ 9,673,400	\$ 11,596,052	\$ 12,059,894	\$ 12,542,290	\$ 13,043,981	\$ 13,565,741
<b>Operating</b>	\$ 7,447,335	\$ 11,358,776	\$ 12,602,388	\$ 12,980,460	\$ 13,369,873	\$ 13,770,970	\$ 14,184,099
<b>Capital Outlay</b>	\$ 6,641,112	\$ 12,737,626	\$ 31,941,500	\$ 8,321,328	\$ 4,907,164	\$ 5,267,927	\$ 5,425,965
<b>Debt Service</b>	\$ 750,787	\$ 751,640	\$ 745,545	\$ 879,468	\$ 875,804	\$ 871,567	\$ 871,567
	<b>22,926,691</b>	<b>34,521,442</b>	<b>56,885,485</b>	<b>34,241,150</b>	<b>31,695,131</b>	<b>32,954,445</b>	<b>34,047,371</b>
<b>Net Change in Fund Balance</b>	<b>4,302,206</b>	<b>-4,634,602</b>	<b>-21,540,052</b>	<b>1,457,738</b>	<b>4,360,745</b>	<b>3,461,990</b>	<b>2,733,228</b>
<b>Fund Balance - January 1</b>	<b>38,373,662</b>	<b>42,675,868</b>	<b>38,041,266</b>	<b>16,501,214</b>	<b>17,958,952</b>	<b>22,319,697</b>	<b>25,781,687</b>
<b>Fund Balance - December 31</b>	<b>42,675,868</b>	<b>38,041,266</b>	<b>16,501,214</b>	<b>17,958,952</b>	<b>22,319,697</b>	<b>25,781,687</b>	<b>28,514,915</b>

### Long-term Revenues

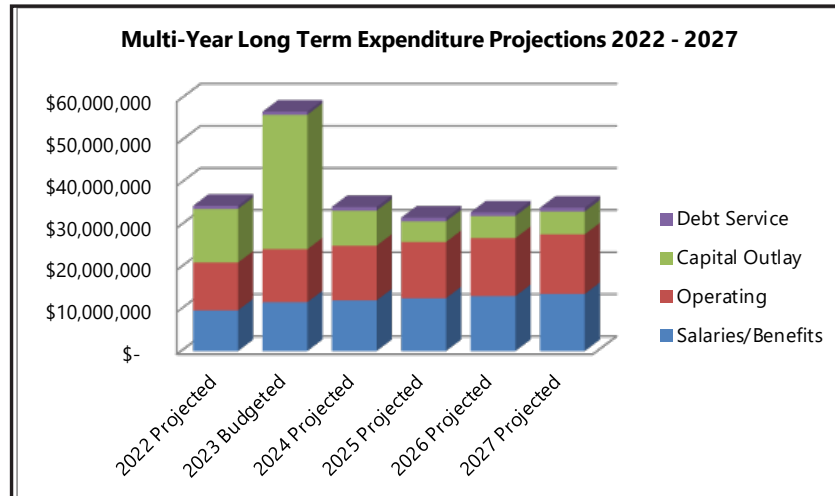
The graph below illustrates projections for the Town's four major revenue streams: sales taxes, lodging taxes, real estate investment fees (transfer taxes) and charges for services, which include Recreation Programs, Frisco Adventure Park and Frisco Bay Marina revenues. (Please note this graph does not reflect projections of all Town revenues, only those considered major sources of revenue. All revenues are presented in the table above.) After an unprecedented year with 2020 and the pandemic, staff is conservatively projecting close to a 9.8 percent increase from 2022 revenues compared to 2021. Largely related to Grant funding and a new Short Term Rental excise tax, staff is projecting an 18.7% growth across revenue streams for 2023 over 2022. Economic cyclicalities on the state and national levels and the ever-present possibility of drought conditions pose the greatest downside risks to growth and have been factored into these projections.



### Long-term Expenditures

The four major categories of expenditure factoring into long-term Fund Balance include salaries and benefits, operating expenditures, capital outlay and debt service. In light of a heightened challenge of attracting and retaining Town workforce, staff projects salary and benefit expenditures to increase at a rate of 6 percent. Prior year actuals indicate

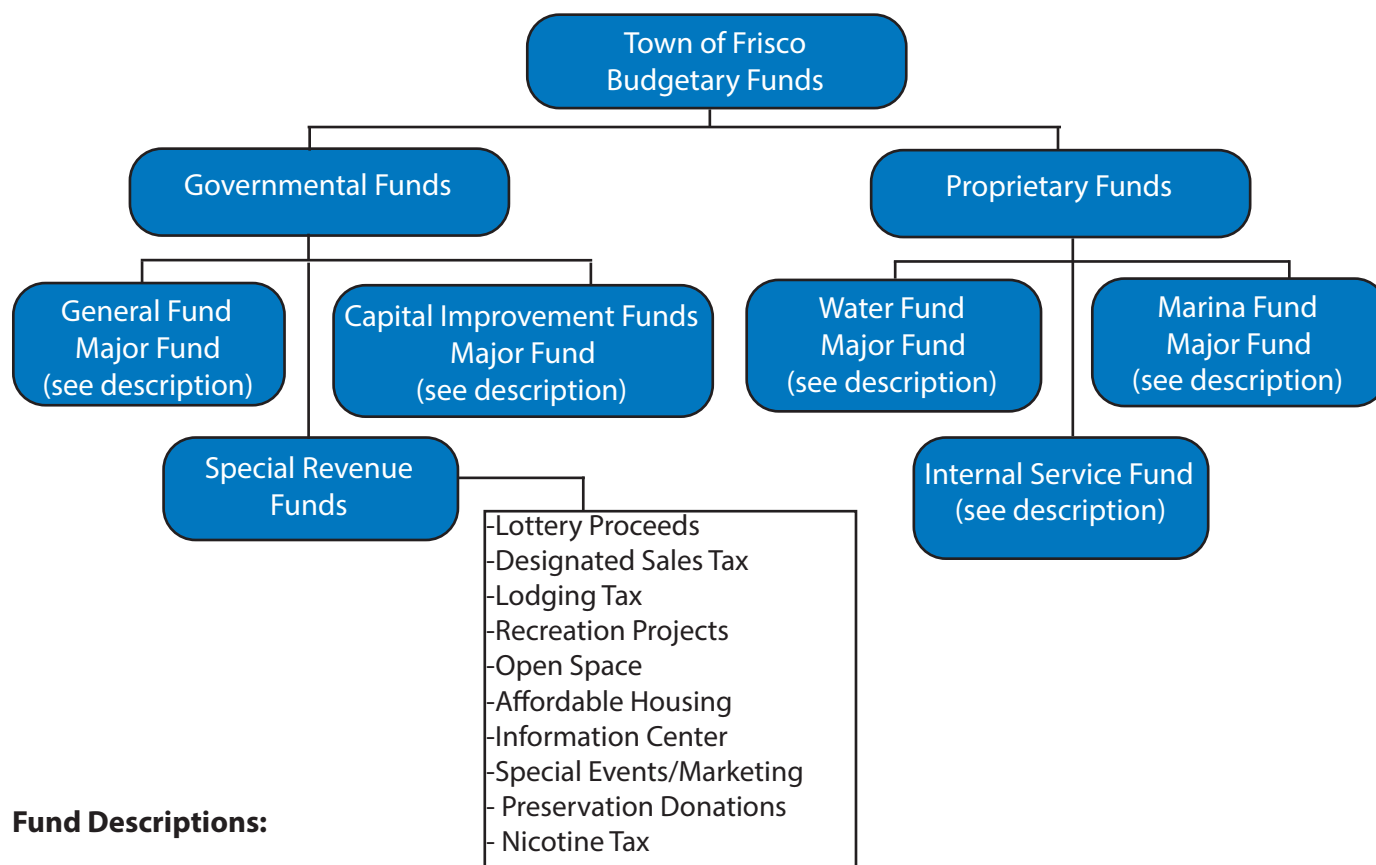
that savings are likely to be realized due to staff turnover and positions that go unfilled during the re-hiring process. It is also important to note that the Town has added a number of new divisions, departments and services over the past few years and did so again in 2017 with the addition of Frisco Nordic Center operations (for more detailed information, please see the Personnel Information section of this budget document). In 2023, a Human Resources Department and Sustainability Division were added. Operating expenditures, on the other hand, have been projected to increase at a rate of 3.0 percent based on expected increases in hard costs, utilities, oil and gas. Capital outlays are projected in accordance with the five-year capital plan, which can be viewed in full at the end of the Capital Improvement Fund section of this budget document and in the Capital Improvement Program section. It is important to note in this context, however, that projected costs for some of the major projects listed in the five-year capital plan, in particular those involving the construction of affordable housing, are likely to change as the projects come into clearer focus.



## Summary

Based on the conservative revenue and expenditure projections through 2023, the Town of Frisco anticipates a decrease in overall Fund Balance of approximately 5.2 percent from year-end 2021 through year-end 2023. The large percentage decrease between 2021 and 2023 is a direct function of the numerous approved capital projects that were delayed in 2020 and future capital projects in the upcoming years. Overall fund balance is expected to experience decreases in 2021 compared to 2020 year-end because of the many capital projects. Although there is anticipated decline in upcoming years the Town remains in a strong financial position. It is always possible that rising construction costs, emergency expenditures, economic cyclicalities or climatic volatility may result in even further declines. As such, staff and Council remain committed to achieving additional efficiencies in the provision of governmental services, to exploring additional diversity in revenue streams, and to continually communicate with the community in regards to program prioritization.

## Town of Frisco Fund Structure



### Fund Descriptions:

#### **Major Funds**

Major funds represent the significant activities of the Town and include any fund whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the revenues or expenditures of the appropriated budget..

#### **Major Governmental Funds**

The main operating fund for the Town of Frisco, the General Fund is a major fund of the Town and is used to account for the resources devoted to funding services traditionally associated with local government. It has some limited interaction with a majority of the other funds. The Capital Improvement Fund is used to account for resurfacing of streets, debt repayment, reforestation projects, and other capital development/improvements. The Housing Fund, a major Special Revenue Fund, is restricted to expenditures related to workforce housing.

#### **Major Proprietary Funds**

These funds are used to account for the acquisition, operation, and maintenance of government facilities and services, which are entirely self-supported by user charges. Enterprise Funds include the Water Fund, which provides water services to the Town's nearly 2,700 water customers, and the Marina Fund, which provides recreational boating at Dillon Reservoir, are included in this fund type. Additionally, the Town utilizes one non-major internal service fund, the Insurance Reserve Fund, used to account for the self-insured health fund of the Town.

#### **Non-Major Special Revenue Funds**

These funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. Funds include Historic Preservation Fund, Conservation Trust Fund, Open Space Fund, Nicotine Tax Fund and Lodging Tax Fund.

A more detailed description of each fund is provided at the beginning of the approved budget section for that fund. All funds, major and non-major, are appropriated.

## Town of Frisco Use of Funds by Department

The following table lists Town departments and the operating funds they use:

### USE OF FUNDS BY DEPARTMENT

	Capital Fund	Conservation Trust Fund	General Fund	Housing Fund	Lodging Tax Fund	Marina Fund	Nicotine Fund	Water Fund
General Government/ Administration			X				X	
Legislative			X					
Finance			X					
Human Resources			X					
Communications, Marketing and Events			X		X			
Community Development	X		X	X				
Police			X					
Public Works	X		X		X			X
Recreation	X	X	X		X	X		

## **Fund Balances**

The Town of Frisco maintains the following operating funds: (See the fund structure chart at the end of this Budget Overview section.)

- **General Fund** – allows for the recording of the traditional municipal activities taking place in General Government, Legislative, Municipal Court, Finance, Administration, Discretionary (Grant Funding), Marketing, Community Development, Public Safety (Police), Public Works, Historic Park, Special Events, Recreation, Peninsula Recreation Area and the Nordic Center.
- **Capital Improvement Fund** – allows for the recording of real estate investment fee revenue, transfers in from the general fund, and expenditures for capital improvements and related debt service.
- **Housing Fund** – allows for the recording of a sales tax dedicated to housing solutions and designated expenditures, including construction, housing assistance programs and administration.
- **Lodging Tax Fund** – allows for the recording of a dedicated sales tax on lodging establishments and designated expenditures for the Information Center, operations and maintenance for the Town's recreation amenities, and special events/marketing.
- **Water Fund** – allows for the recording of the acquisition, operation and maintenance of facilities, services, and water rights associated with providing water to the Town.
- **Marina Fund** – allows for the recording of operations and maintenance of the Frisco Bay Marina.

By definition, fund balance is the excess of assets over liabilities. Illustrated below is a 5-year fund balance history of all the Town's funds.

<b><u>Fund</u></b>	<b><u>Audited 2018</u></b>	<b><u>Audited 2019</u></b>	<b><u>Audited 2020</u></b>	<b><u>Audited 2021</u></b>	<b><u>Estimated 2022</u></b>	<b><u>Budgeted 2023</u></b>
General	\$7,292,712	\$8,140,978	\$17,052,192	\$8,398,873	\$11,727,900	\$9,320,173
Capital Improvement	\$5,859,534	\$8,140,535	\$3,406,381	\$17,678,447	\$14,272,460	\$454,249
Historic Preservation	\$0	\$1,013	\$1,023	\$1,024	\$1,029	\$1,030
Conservation Trust	\$50,897	\$50,287	\$71,345	\$109,663	\$107,250	\$13,350
Water	\$11,143,696	\$11,391,534	\$11,743,084	\$12,042,879	\$11,913,300	\$9,986,100
Open Space	\$12,112	\$12,398	\$12,519	\$12,526	\$12,541	\$12,556
Housing	\$3,508,991	\$5,289,171	\$6,667,177	\$8,043,877	\$5,036,512	\$18,662
Insurance Reserve	\$205,191	\$210,028	\$212,076	\$212,201	\$212,451	\$687,833
Nicotine Tax	0	0	\$488,013	\$648,260	\$665,723	\$692,378
Lodging Tax	\$558,904	\$637,878	\$773,782	\$1,013,917	\$1,242,530	\$524,605
Marina	\$4,384,290	\$4,444,366	\$5,112,327	\$5,221,171	\$3,733,439	\$3,733,439
	<b>\$33,016,327</b>	<b>\$38,318,188</b>	<b>\$45,539,919</b>	<b>\$53,382,838</b>	<b>\$48,925,135</b>	<b>\$25,444,375</b>

A brief explanation of significant variations in fund balances over this time period is offered below:

**General Fund** – As the economy continued to expand, revenues increased significantly in 2017 through 2019 while expenditures remained relatively the same. In 2020, revenue growth came to a halt with the worldwide COVID-19 pandemic, particularly in revenues generated from charges for services. By resolution, amounts in excess of the 7 month required reserve are to be transferred to the Capital Improvement Fund. Due to the pandemic and the impacts to the global economy, as well as Frisco, no transfer was made to the Capital Fund; in fact, in 2020, the Capital Fund transferred \$4.7M back to the General Fund, savings from deferred capital projects. With this transfer and a substantial amount in excess reserves at the end of 2020, Council committed to retaining \$7M in the General Fund in the form of a temporary budget stabilization reserve. With the improving economy and the need to fund approved capital projects for 2022, this \$7M was transferred to the Capital Improvement Fund at the end of 2021. Additionally, the General Fund will transfer the required excess of \$928,193 to the Capital Improvement Fund at the end of 2022.

**Capital Improvement Fund** – The fund balance of this fund can vary significantly from year to year; it is funded primarily from real estate investment fees, which are dependent upon the real estate market, and transfers from the General Fund that are in excess of required reserves. Additionally, some scheduled projects are impossible to complete within the year funding is appropriated due to weather conditions, staffing, contractor scheduling, and other conditions unique to our location. The Town expected to transfer \$893,347 to this fund from the General Fund at the end of 2020; however, due to the worldwide COVID-19 pandemic and the impacts to the global economy, including Frisco, these funds were not transferred. In fact, nearly \$5M in capital projects was deferred in this fund and \$4.7M was transferred back to the General Fund. With improved economic conditions, the budget stabilization reserve was transferred to this fund at the end of 2021 and \$928,193 will be transferred, the excess over the required General Fund reserve, in 2022.

**Historic Preservation Fund** - This fund was established January 1, 2019, for the purpose of accepting donations from the public for preservation and/or restoration of the Town's historic artifacts. There is no required reserve for this fund

**Conservation Trust Fund** – Expenditures from this fund are restricted to certain types of projects; since this fund does not generate much revenue, the Town normally accumulates funds over a period of years until a sufficient amount is available for an allowable project. Capital projects for 2023 are designated for maintenance of existing public facilities. There is no required reserve for this fund.

**Water Fund** – This fund balance can also vary significantly from year to year; most capital expenditure requests are for ongoing maintenance of existing infrastructure. In 2017, the Town completed Well #7 to prepare for future growth. In 2018, the Water Fund funded a portion of the costs for the expansion of the Public Works Facility. As in 2022, the majority of expenditures for 2023 are projected for ongoing maintenance and upgrades to existing infrastructure. However, there is a large amount budgeted for PFAS mitigation. Additionally, the Town is committed to implementation of its Water Efficiency Plan and has appropriated amounts for programs that meet the goals of that plan. A four-month reserve, based on operating expenses, is required for this fund.

**Open Space Fund** – The Town maintains this fund for future major capital projects or land acquisition. In 2015, Town Council approved a transfer in the amount of \$100,000 to the Capital Improvement Fund to facilitate the Step Up Main Street project. No amounts have been budgeted from this fund for many years and there is no required reserve for this fund.

**Insurance Reserve Fund** – In 2005, this fund was established to cover substantial insurance claims and unforeseen increases in the cost of providing health insurance. Funding for this fund was not provided until 2007. In an attempt to reduce health insurance costs, the Town has assumed more aggregating deductible liability risk; this potential liability of \$65,000 was budgeted in 2011 through 2022. In 2023, the Town will begin to budget a 6 month reserve of health related expenditures in this fund, in order to offset the risk of the Town's self-insured plan. Additionally, all health related costs, fixed costs and claims, will be paid out of this fund, with internal service contributions paid in



by each department.

**Housing Fund** – This fund was established in late 2006 for the purpose of funding affordable housing, with funding beginning mid-2007. An additional tax was authorized by voters effective 2017. Funds are committed to County-wide affordable housing, loan programs and administrative costs. Due to the housing shortage in our community, the Town completed several projects in 2018. Similarly to 2021, the Town is budgeting a significant amount in 2022 for projects as they become identified, as well as the Housing Helps program, fees for administrative services provided by the Housing Authority and a full time Town staff member to coordinate housing projects. There is no required reserve for this fund.

**Nicotine Tax Fund** – This fund was established on October 13, 2020 to record collections and disbursements from taxes collected on the sale of cigarettes, nicotine products and tobacco products, as approved by Summit County voters on November 2, 2019. The tax went into effect January 1, 2020. The majority of these revenues are for county-wide initiatives. There is no required reserve for this fund.

**Lodging Tax Fund** – The Town assumed operations of the Visitor Information Center in 2009 and funding for this entity comes from this fund. Considerable amounts will be expended from this fund in 2022 for operations and maintenance of sports fields, replacement of sports equipment and landscaping, as well as funding for various recreation programs. Additionally, funding for design of the bathroom facilities at the Information Center will come from this source of revenue. This fund has no required reserve.

**Marina Fund** – The Town took over operations of the Frisco Bay Marina in 2005. A major pier redevelopment project, which began in 2010, was completed in 2011. Revenues from this operation significantly surpassed expectations in 2014 through 2019, while operations and capital needs remained nearly the same as prior years. Significant projects were completed in 2019, focusing on a major dredging project and associated infrastructure. The COVID 19 pandemic impacted this fund as well and most projects were deferred in 2020, even though revenues were significantly higher than budgeted. Similarly, 2021 revenues are projected to be higher than budget and several major capital projects are expected to be completed in 2021. For 2022, the Town has budgeted a significant amount for construction of an office/guest service building and infrastructure, as well as replacement of equipment. A four-month reserve, based on operating expenditures, is required for this fund.





## 2023 BUDGET CALENDAR

6/20/22	M	Town Council Strategic Planning Retreat
6/30/22	W	Fleet and Position forms shared with department directors  Prior year policy questions distributed to department directors, for reference  2023 Program priorities, 2022 department successes, 2022 allocation of training dollars, 2023 department goals and adopted plans template shared with department directors
7/8/22	F	Fleet and Position request forms due to Finance
7/11-7/15	M-F	Schedule department director discussions to set goals with Town Manager/Finance Director
7/14/22	Th	Draft budget worksheets with 6-month current year actuals and budget instructions distributed to department directors.
7/15/22	F	Fleet and Position forms reviewed by Finance Director and Town Manager
7/19/22	Tu	Approved / denied Fleet and Position forms returned to Department directors
8/1/22	M	Draft budget worksheets returned to Finance Director, to include 2022 projections & 2023 proposed budget  Proposed fees drafted for 2023 to match true cost and sent to Finance Director, highlighting any changes from prior year.  Current year draft policy questions returned to Finance Director with supporting Town-adopted policies identified
8/3-8/5	W-F	Department directors and Town Manager - review policy questions and other budget Requests
8/15/22	M	Finance Director prepares preliminary budget
8/16/22	Tu	Town Manager meets with Finance Director to review projected revenues / fund balances  Draft policy questions reviewed with Town Manager
8/18/22	Th	Department directors and Finance Director – review budget/prioritize capital
8/22/22	M	2023 Program priorities, 2022 department successes, 2022 allocation of training dollars, 2023 department goals and adopted plans returned to Finance Director
9/6/22	Tu	Finance Director finalizes preliminary budget; submits to department directors for review
9/8/22	Th	Reviewed budget returned to Finance Director
9/12/22	M	Proposed budget to Town Manager
9/14/22	W	Proposed budget submitted to Town Council (Intro, Policy Questions, detail and summary of all funds, grant requests)
9/15/22	Th	Notice of Budget provided to Town Clerk for legal noticing (Thursday – 8 days prior to publication on Friday in Summit County Journal)
9/19-9/23	M-F	One-on-one review of budget with Council Members
9/26/22	M	Special Work session with Council and department directors – all funds – 4:00
9/27/22	Tu	Regular work session with Council and department directors – all funds – 4:00
9/29/22	Th	Title of mill levy ordinance and appropriation of funds ordinance provided to Town Clerk for noticing (Thursday – 8 days prior to publication on Friday in Summit County Journal)
9/30/22	F	Notice of Budget published in Summit County Journal (CRS 29-1-106 and Section 8-5 of Town Charter)
10/7/22	F	Legal notice published in Summit County Journal (Friday preceding 1 <sup>st</sup> reading) of mill levy ordinance and appropriation of funds ordinance (Section 3-9 of Town Charter)
10/11/22	Tu	Public Hearing: first reading of ordinances - mill levy and appropriation of funds
10/25/22	Tu	Second reading of ordinances: mill levy and appropriation of funds
12/12/22	M	Certification of mill levy to County Commissioners

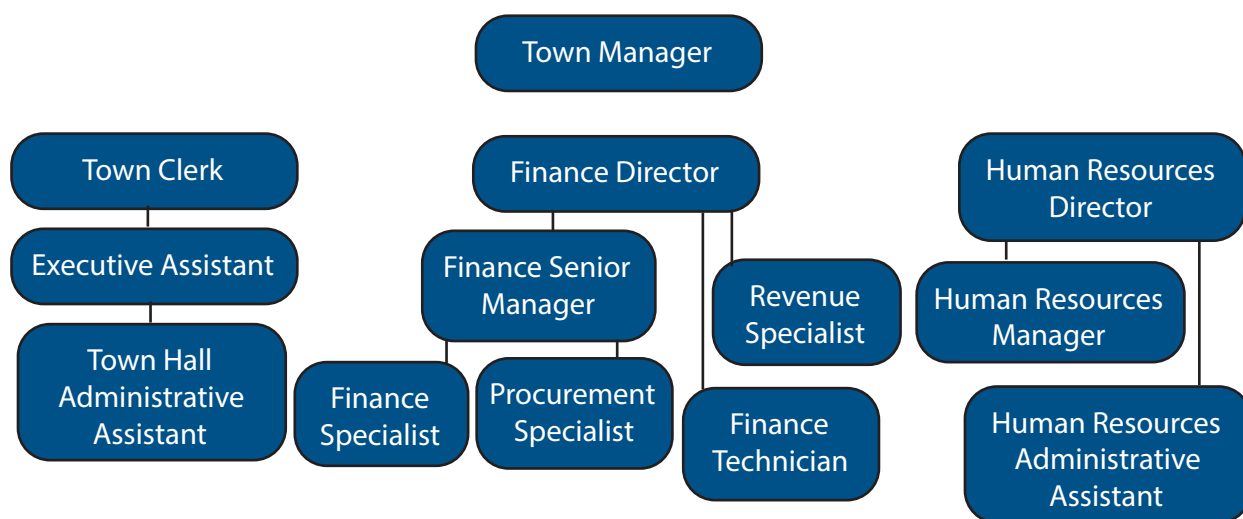
This Page Intentionally Left Blank



# Performance Measures

Performance Measures are grouped by department and are prefaced by a brief description of department mission, successes, training allocations and annual goals. Written background information can be found for each performance measure, which are tied to at least one of Council's long-term strategic goals. This correlation is illustrated in the table presented at the end of this Performance Measures section.

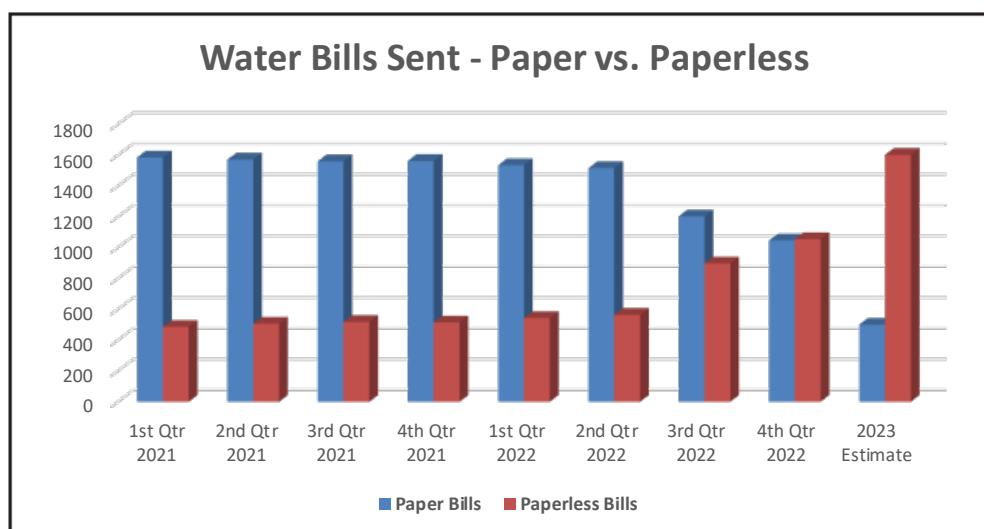
## GENERAL GOVERNMENT AND ADMINISTRATION



General Government consists of the following departments: Finance, Administration, Legislative, Municipal Court, Discretionary, and General Government. The Finance Department is responsible for financial reporting and management, financial planning, revenue collections, utility billing, and payroll. The Administration Department is responsible for implementation of council policy, election administration, business licenses, record management, and all municipal functions, including compensation planning, benefits administration, human resource management, and workers compensation administration. The Municipal Court Department is responsible for court processing. Discretionary expenditures are requests for funding from outside non-profit organizations. General government expenditures absorb non-specific departmental costs, such as benefits, property insurance, legal fees, IT support, etc.

### **Performance Measure:**

One key indicator of performance within Administration is number of paper water bills that are mailed to customers each quarter. Paperless electronic notification water bills are available to customers through a third party on-line billing and payment portal. This free option has been available since 2010. Starting on January 1, 2023, the Town implemented a \$5.00 fee per paper water bill to reduce paper waste and other unnecessary costs resulting from printing and mailing paper billing statements. Tracking the number of customers enrolled in paperless billing enables us to determine the effectiveness of communication for environmental sustainability programs. The goal for this performance measure for 2023 is to increase customer participation in paperless billing by 10%.



## **2022 Department Successes:**

- **GFOA Distinguished Budget Presentation Award:** The Town of Frisco received this award for the 2021 budget; it demonstrates that the Town budget met GFOA program criteria as a policy document, an operations guide, a financial plan and a communications device.
- **GFOA Award for Outstanding Achievement in Popular Financial Reporting:** This document replaced the Annual Report and incorporates results from the 2009 community survey, summary financial information, performance measures, many brief Town facts and colorful photos. The Town received this award for its 2020 Community Scorecard. This award is a prestigious national award recognizing conformance with the highest standards for preparation of state and local government popular reports. The Town also submitted the 2021 Community Report for this award and is awaiting notification, which is expected in 2023.
- **GFOA Certificate of Achievement for Excellence in Financial Reporting:** The Town of Frisco received this award for its 2020 Annual Comprehensive Financial Report (ACFR); it is the highest form of recognition in governmental accounting and financial reporting and its attainment represents a significant accomplishment by a government and its management. The Town also submitted the 2021 Annual Comprehensive Financial Report for this award and is awaiting notification, which is expected in 2023.

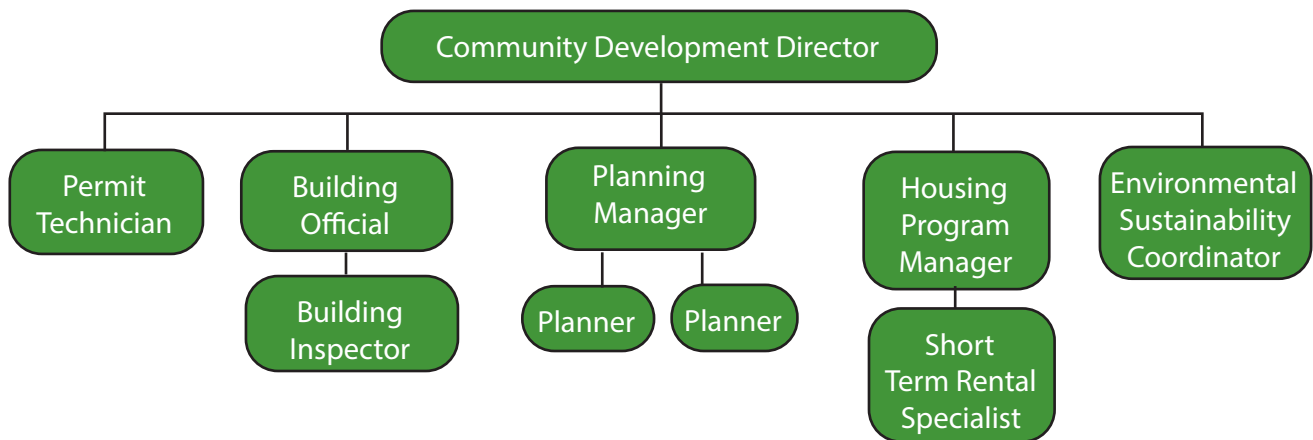
## **2022 Allocation of Training Dollars:**

- **Administration:** Colorado Municipal League Conference; GFOA Annual Conference, CGFOA Annual Conference; Training offered to all employees: CPR/AED/First Aid Training; Safety Training.
- **Finance:** CGFOA Annual Conference; UMB Bank Commercial Card Best Practices Webinar; Colorado Tax Auditors Coalition; Colorado Municipal League Sales Tax Committee.

## **The General Government and Administration Department 2023 goals include:**

- Continue to focus on improvements in safety policies and procedures, scoring a 95% grade or higher on the annual loss control audit performed by the Colorado Intergovernmental Risk Sharing Agency (CIRSA) and keeping our Worker's Compensation claims below our rolling five year average of \$5,023 per claim.
- Maintain an employee turnover rate at or below the Summit County average.
- Continually make improvements to Town Budget, ACFR and Community Scorecard documents to more effectively communicate with stakeholders.

## COMMUNITY DEVELOPMENT DEPARTMENT

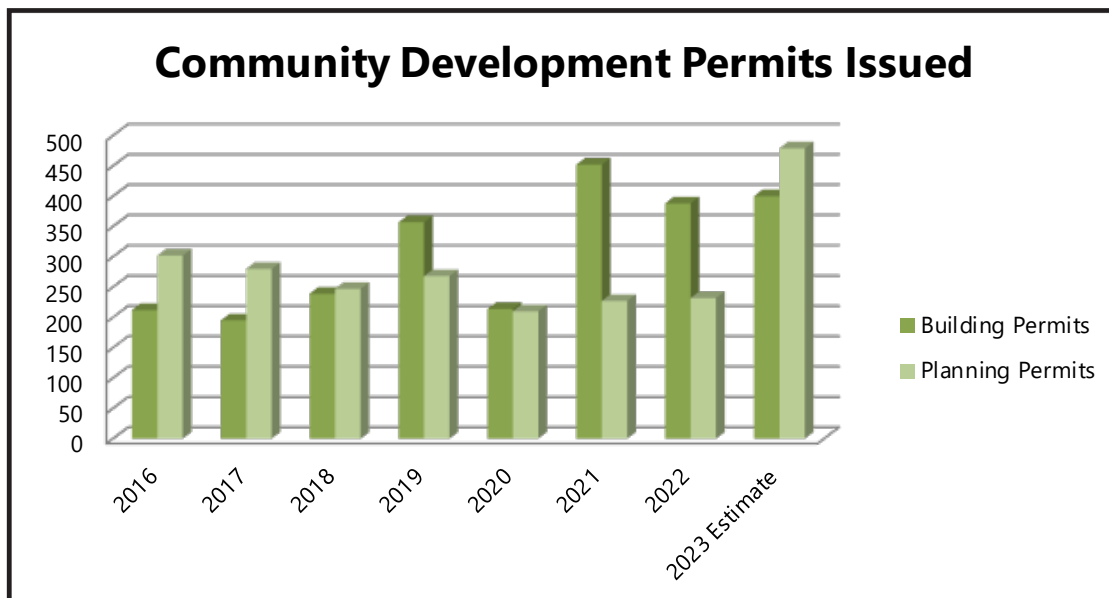


The Community Development Department is committed to providing excellent community service for the building and planning process, and to creating high-quality development that furthers the Frisco Community Master Plan and community goals, enhances open space and recreation, and fosters sound economic development, while maintaining, enhancing, and protecting the environment. The Community Development Department added a Short Term Rental Specialist position in September 2021.

### **Performance Measure:**

As a result of limitations placed on face-to-face interactions resulting from COVID-19 health protocols, the Community Development Department converted all Planning and Building permitting to an on-line system as of January 2021. As a result, the "performance measure" from previous budget years, "Rapid Review Wednesdays", has been eliminated as this type of small application can be submitted at any time, even outside of normal office hours, and be reviewed within 2 business days.

One key indicator of performance within Community Development is the number of building permits that are issued:





## **2022 Department Successes:**

- Downtown Complete Streets Plan
- 2022 Update to Trails Master Plan
- Frisco Backyard Fuels Mitigation and Trails Planning
- North Ten Mile Wildfire Mitigation
- CRS 5-year Flood Program Verification completed, improving Rating from Class 8 to Class 7

## **Building and Planning:**

- Processed 238 Land Use Planning Applications
- Issued 205 Building Permits and 151 Mechanical/Plumbing Permits
- Performed 1,970 Inspections
- 50 Certificates of Occupancy or Completion issued

## **Housing and Short Term Rentals**

- Implemented cap on STR licenses, managing licenses for almost 900 STR licenses
- \$1.5 million grant for Granite Park Housing from DOLA
- Acquired Colorado Workforce Center Property (602 Galena) for future workforce housing project

## **Environmental Sustainability**

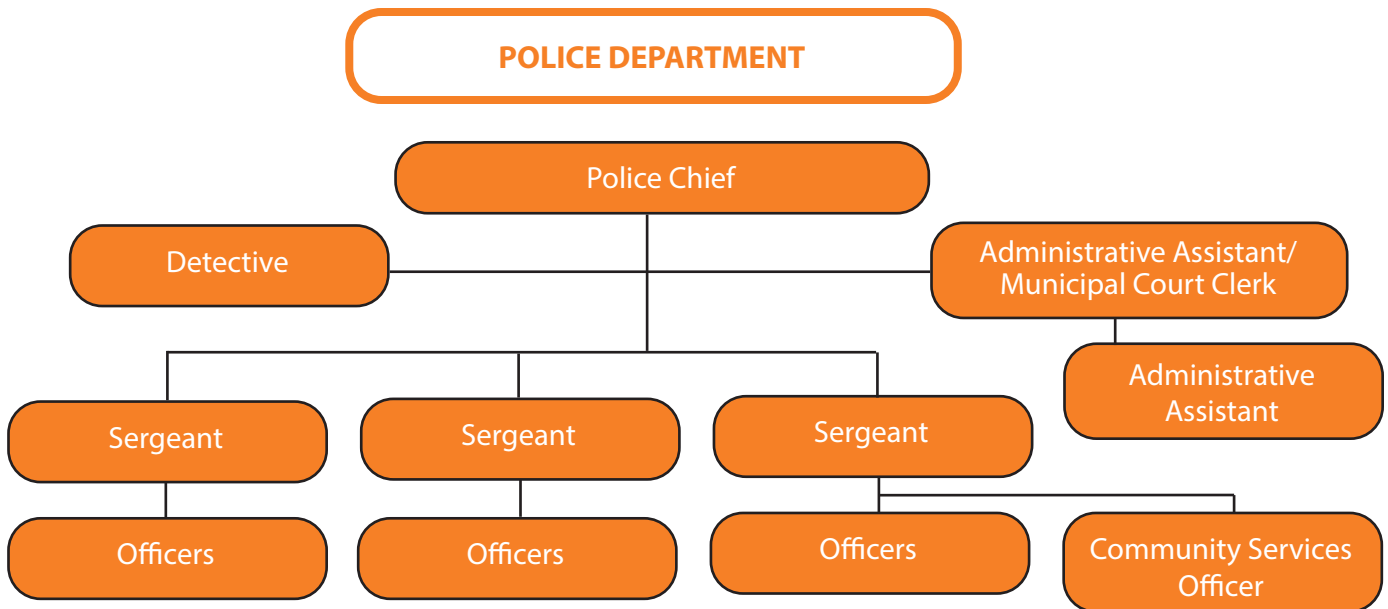
- Charge Ahead grant for electric vehicle charging stations
- Liaison for Colorado Communities for Climate Action, Colorado Compact of Communities, and High Country Conservation on the Sustainability, Renewable Energy and Water Conservation Projects

## **2022 Allocation of Training Dollars:**

- Colorado Chapter American Planning Association Conference; Colorado Chapter International Code Council (ICC) Educational Institute; FEMA Flood Plain Management Training; Colorado Mountain College Leadership Summit.

## **The Community Development Department 2023 goals include:**

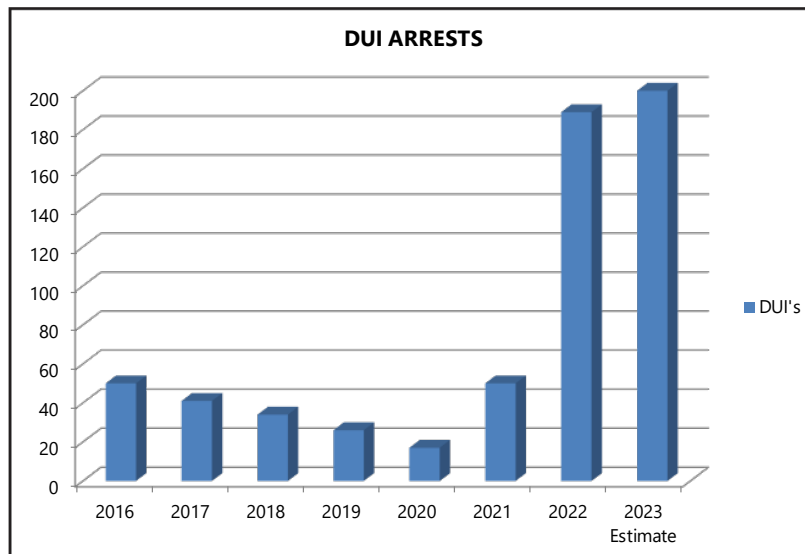
- Workforce Housing Strategic Plan and Program Implementation, including starting construction on Granite Park, and Design of Workforce Center project
- Begin implementing Downtown Complete Streets Plan, focusing on Granite Street
- Complete Frisco Backyard planning with Forest Service
- Unified Development Code Amendments to facilitate Housing and Transportation goals
- Continue to implement Climate Action Plan Goals
- Enhance Community Development Department Core Services through improved plan review processes



The Frisco Police Department is committed to protect life and property, maintain order, and enhance the community's quality of life by working closely with citizens. The Frisco Police Department operates under a community policing philosophy – a philosophy, management style, and organizational strategy that promotes proactive problem-solving and police-community partnerships to address the causes of crime and fear, as well as other community issues.

#### **Performance Measure:**

One key indicator of performance within the Police Department is the number of DUI arrests:



#### **2022 Department Successes:**

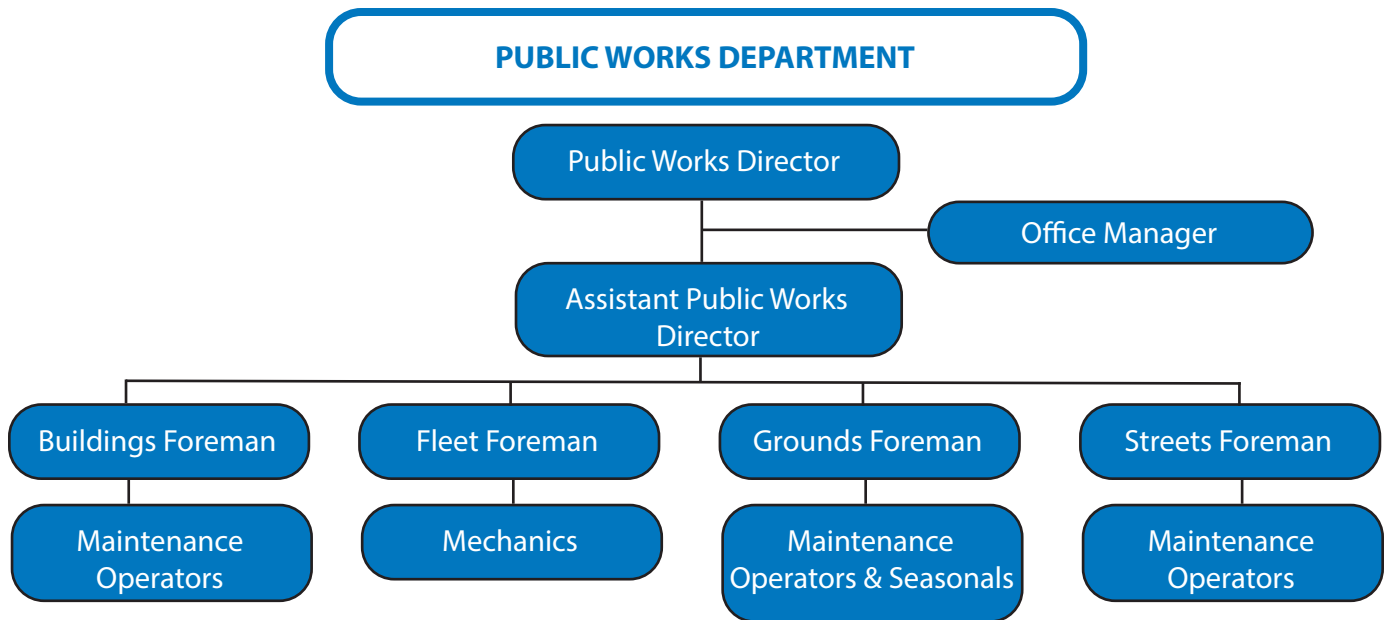
- **D.A.R.E. Program and Bicycle Rodeo:** The Frisco Police Department is steadfast in its teaching of the D.A.R.E. program. It has shifted to a philosophy of making healthy choices in the day to day lives of our youth. The department also participates in the annual Bicycle Rodeo, focusing on bicycle safety.
- **Special Events:** The department is active with the Town's special events team in assuring that all events are safe and enjoyable for all those who participate.
- **Memberships:** The Town of Frisco Police Department is fully involved in the Colorado Association of Chiefs of Police, the International Association of Chiefs of Police and the Police Executive Research Forum.

**2022 Allocation of Training Dollars:**

- Krav Maga; Firearms; Lidar/Radar; Active Shooter; Countywide Disaster Training; Report Writing; Community Policing; Building Clearances; Mental Health Training; Officer Safety Training.

**Police Department goals for 2023 include:**

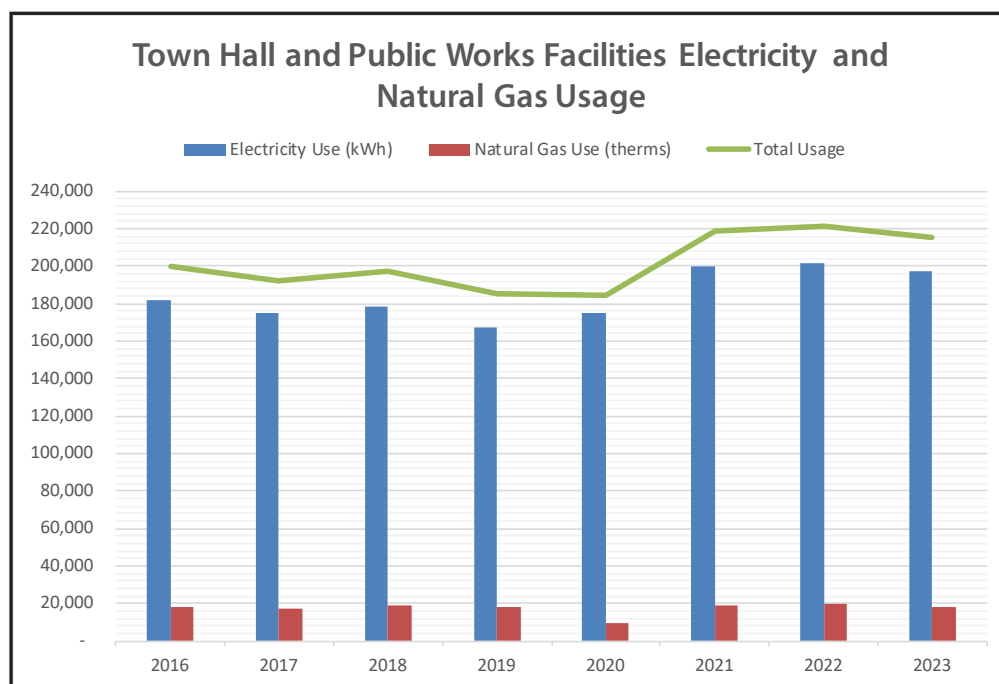
- Enhance Law Enforcement Integrity
- Health, Nutrition and Fitness
- Officer Safety
- Communication and Respect
- Crisis Intervention
- Team Training
- Intoxilyzer
- High Risk Traffic Stops
- CPR/AED Training
- Radio Procedure Training
- 4th Amendment Training



The Public Works Department consists of the following departments: Administration, Streets, Buildings, Grounds, and Fleet Maintenance. The Administration Department is responsible for maintaining existing infrastructure and developing new capital projects. The Streets Department is responsible for street maintenance, sweeping, snow plowing, and snow removal within the town. The Buildings Department provides services and maintenance to ensure quality facilities and asset management in the short- and long-term. The Grounds Department provides maintenance to Town-owned parks, public facilities, flower boxes, and street right-of-way landscaped areas. The Fleet Department provides a dependable, well-maintained fleet of vehicles and equipment, as well as specifying and purchasing all new and replacement equipment.

#### **Performance Measure - Public Works Department:**

A key indicator of performance within Public Works is the consumption of electricity and natural gas at large Town facilities:



**2022 Department Successes - Public Works Administration:**

- Final completion of the Frisco Bay Marina Fuel System Project.
- Final completion of the Frisco Bay Landing building and Sanitary Sewer Lift Station.
- Final completion of the Frisco PD remodel.
- Final completion of the Meadow Creek Lighting Project to enhance the safety and security of the park.
- Assist with the Complete Streets Plan for successful future planning of the Core Area.
- Assist with the design and planning for Slopeside Hall.
- Assist CDOT and SEMA in final walkthrough for GAP Project and ensuring the Town had the infrastructure in place for Median and Roundabout Project(s).

**The Public Works Administration 2023 goals include:**

- Assist in the completion of the landscaping at the Frisco Bay Marina.
- Assist in the construction of Slopeside Hall at the Peninsula Recreation Area.
- Continuing refining Town Hall master plan and begin its implementation.
- Begin the construction of the first phase of the Medians and Roundabouts project.
- Implement and construct EV infrastructure at Public Works Facility.
- Continue to provide project management and oversight for other departments' Capital projects.

## PUBLIC WORKS STREETS DIVISION

The mission of the Streets Division is to maintain and improve the thirty-five lane miles of public streets/alleys; drainage ways; hard-surfaced pathways; and regulatory signage in a safe and efficient manner.

### **2022 Division Successes:**

- Streets Repairs and Maintenance: mill and overlay in Core Area, slurry sealing, concrete replacement and crack sealing.
- Completion of alley construction and paving.
- Successful season of snow removal.
- Successful deployment of parklets throughout Frisco.

### **2022 Allocation of Training Dollars:**

- Colorado Local Technical Assistance Program (LTAP).
- APWA Western Slope Snow & Ice Conference.
- OSHA/ClickSafety.

### **The Public Works - Streets Division 2023 goals include:**

- Bridge repair and maintenance.
- Continued infrastructure maintenance and repair.
- Continued refinement of snow removal procedures.



## PUBLIC WORKS BUILDINGS DIVISION

The mission of the Buildings Division is to effectively maintain forty Town-owned structures, thus ensuring the future viability of the Town's investments. A special emphasis is placed upon energy efficiency and environmental sustainability when upgrading or repairing Town facilities.

### **2022 Division Successes:**

- Assist in IT infrastructure at Frisco Bay Landing and Frisco PD Remodel.
- Continued installation of security cameras on various Town facilities.
- Paint and stain Town buildings.
- Assist in the planning and development of Visitor Information Center remodeling plan.
- Development of a Town owned housing asset management plan.

### **2022 Allocation of Training Dollars:**

- Triangle tube boiler training and Navien boiler training.
- Colorado Local Technical Assistance Program (LTAP).
- OSHA/ClickSafety.

### **The Public Works - Buildings Division 2023 goals include:**

- Continued assistance in IT infrastructure for Town projects.
- Project assistance with Visitor Information Center Remodel.
- Assistance with Town Hall Master Plan implementation.
- Continued dedication to providing quality internal customer service.

## PUBLIC WORKS GROUNDS DIVISION

The mission of the Grounds Division is to effectively maintain and improve approximately two hundred thirty acres of parks and open space property owned by the Town, furthering the outdoor enjoyment for citizens and visitors. This department is responsible for Main Street flowers, snow plowing, parking lots, recreation paths, Peninsula Recreation Area, disc golf and ballfield maintenance.

### **2022 Division Successes:**

- Installation of flagstone patio at Post Office in location of previous water feature.
- Meadow Creek Lighting Project assistance.
- Re-decking of the Historic Park gazebo.
- Continued water conservation through irrigation efficiency.
- Irrigation infrastructure communications upgrade(s).

### **2022 Allocation of Training Dollars:**

- APWA Western Slope Snow and Ice Conference
- Irrigation Course(s)/certifications
- CSU Gardening Courses
- OSHA/ClickSafety

### **The Public Works - Grounds Division 2023 goals include:**

- Continue with park improvements and complete Walter Byron Park: Phase 2.
- Continue turf renovations at selected Town facilities.
- Assist with the implementation of the Medians and Roundabouts plan.
- Assist with the landscaping project at Frisco Bay Marina.
- Continue to expand water efficiency for irrigation.

## PUBLIC WORKS FLEET MAINTENANCE DIVISION

The mission of the Fleet Maintenance Division is to maintain the approximately one hundred thirty pieces of Town-owned equipment and vehicles, ensuring their safe operation and providing a high level of internal customer service. The Fleet Department will continue to periodically replace and upgrade all vehicles as necessary, based on a schedule coordinated between the Town's Public Works Department and Administration.

### **2022 Division Successes:**

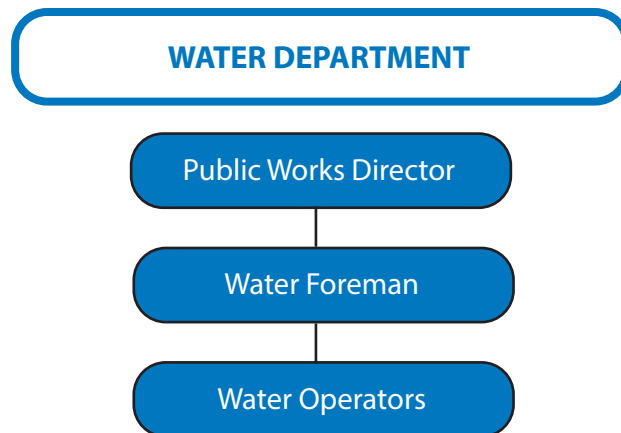
- Begin EV replacement vehicle analyses
- Implement a better and more efficient fleet software
- Completion of the Public Works Facility Fuel System
- Continued refinement of fleet management and repair practices

### **2022 Allocation of Training Dollars:**

- NAFA Fleet Manager Certification Program
- ASE Certifications(s)
- Air Brake Certification
- Fuel System Certification
- FMCSA Annual Vehicle Inspector Certification
- OSHA/ClickSafety

### **The Public Works - Fleet Maintenance Division 2023 goals include:**

- EV infrastructure training.
- EV repair and maintenance training.
- Continued analyses of fleet replacement timeframes.
- Installation of fuel kits on fleet vehicles which will allow for better fuel and maintenance tracking.



The mission of the Water Department is to provide safe, dependable potable water service to the community, to operate and maintain the Town water system in accordance with Colorado Department of Public Health and Environment standards, and to meet the high standards of citizens and guests.

**Performance Measure:**

One key indicator of performance within the Water Department is total Town-wide water usage:

**Water Usage Comparison to 2021**

Year	Water Usage Gallons	Water Usage Acre/Feet	Percentage Change From Previous Year	Comparison to 2020
2016	239,706,000	735.60	6.59%	-8%
2017	233,646,000	717.00	-2.53%	-10%
2018	230,329,000	706.00	-1.42%	-11%
2019	247,168,000	758.53	7.40%	-5%
2020	235,969,000	724.16	-4.50%	-9%
2021	259,602,000	796.68	10.02%	-

**2022 Department Successes:**

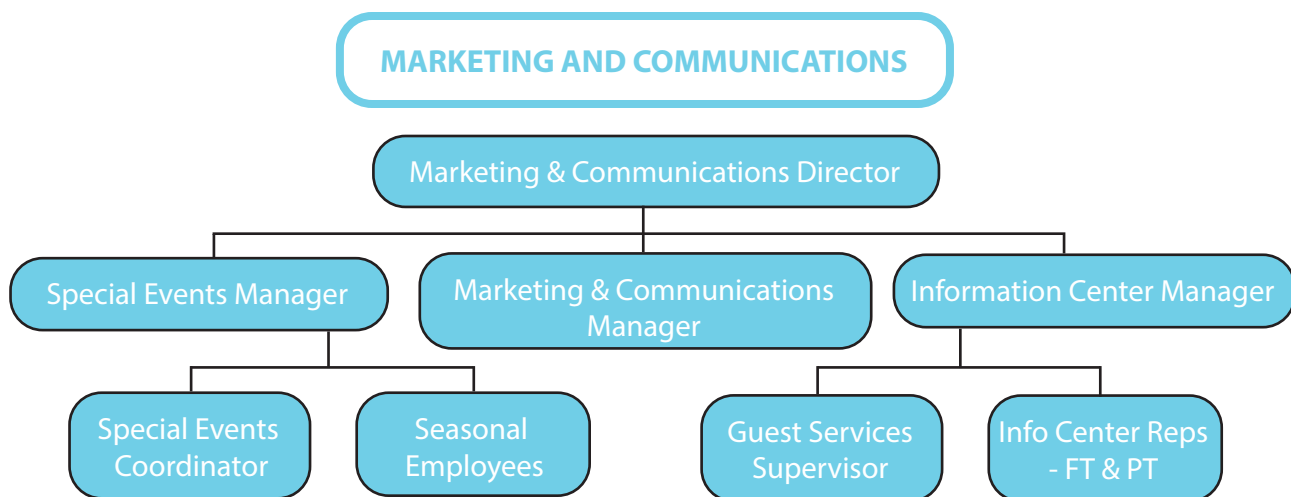
- Secure grant for PFAS pilot testing program to study best treatment for PFAS
- Completion of the reconstruction of the headworks at the Water Treatment Plant
- Successful implementation of lead and copper treatment in facilities
- Success repair of several water leaks in Town park facilities
- Enhancement of Start at the Tap water rebate program
- Replacement of outdated/unreadable water meters
- Integrate Water Smart customer interface software
- Fire fuels reduction near the Water Treatment Plant
- Completion of system wide water loss audit
- Replacement of new filter modules for Water Treatment Plant

**2022 Allocation of Training Dollars:**

- Chlorine gas and chemical safety
- Rocky Mountain AWWA training
- OSHA/ClickSafety

**The Water Department 2023 goals include:**

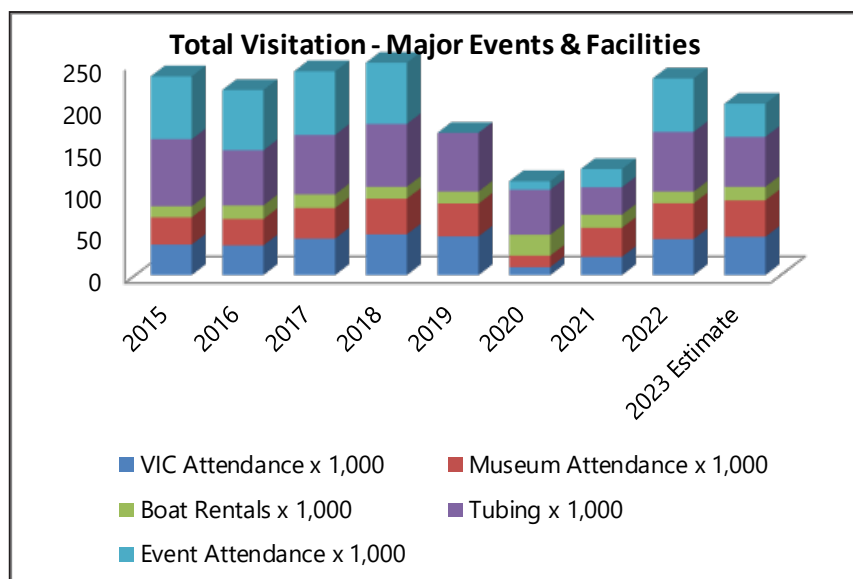
- Continued leak detection and repair.
- Continued meter communication improvements.
- Logic and controls integration upgrade.
- Based upon pilot testing results, implementation of proper PFAS treatment.



The mission of the Marketing and Communications Department is to market the Town of Frisco through traditional and digital advertising, website resources, events, partnerships, an information center and public relations in order to promote Town assets and businesses to support economic development, and to provide governmental communications support through website and public relations efforts.

### **Performance Measure:**

Key indicators of performance within the Marketing and Communications Department is total visitation:



### **2022 Department Successes:**

- Public relations efforts resulted in editorial coverage for Frisco on 48 occasions from January 2020-August 2020. Here is a sampling of some of the media outlets that covered Frisco during that time: 5280, 303 Magazine, AAA Encompass, Channel 4 News, Channel 7 News, Channel 9 News, Denver Post, Washington Post, Philadelphia Inquirer, Austin Statesman, Thrillist, Westword, Forbes and the Daily Blast Live.
- Town of Frisco took over Visit Colorado's Instagram account from a week in June 2020. This opportunity is free of charge. The town posted content twice a day. Frisco's content elicited 24,351 engagements.
- Promoted Frisco's Main Street Promenade to assist businesses struggling during the COVID-19 pandemic.



- Developed Love Frisco, Stay Frisco and Love Frisco, Dine Frisco.
- For the third year, the Town of Frisco continued to step up support for the countywide Bike to Work Day through diverse marketing efforts in collaboration with Physical Active Nutrition Team of the Summit (PANTS).
- Continued consumer facing website (TownofFrisco.com), which communicates Frisco's event, recreational, historical and program opportunities in a more efficient and innovative way.

**2022 Allocation of Training Dollars:**

- Colorado Governor's Tourism Conference
- City-County Communications and Marketing Association National Conference
- Global Sustainable Tourism Council Training
- Public Information Officer Training

**The Marketing and Events Department 2023 goals include:**

- Support economic development by continuing to increase visitor awareness of Frisco as a travel destination and increase destination visitor numbers, while focusing on times of need like winter and shoulder season, as identified by local businesses.
- Maximize the town's exposure on news outlets and increase presence in national markets to support economic development.
- Encourage locals and visitors to BYOB&B – Bring Your Own Bag and Bottle through marketing and communications efforts.
- Communicate Town Council's initiatives and programs with effective communications to increase public engagement and understanding.
- Continue to develop and support an ongoing relationship with Copper Mountain.

## MARKETING AND COMMUNICATIONS: EVENTS

The mission of the Special Events Division is to develop a diverse calendar of events and support 3rd party events, which enhance the quality of life of residents and market the town, while supporting community character and creating a positive economic impact.

### **2022 Department Successes:**

- Assisted other departments with development of incentive programs to assist business owners
- Hosted numerous virtual events during COVID-19 pandemic restrictions
- Continued expansion of the Wassail Days tree lighting to enhance the event and make it more community oriented

### **2022 Allocation of Training Dollars:**

- International Festivals and Events- Event Management School Year 3
- Global Sustainable Tourism Council Training
- Governor's Tourism Conference
- Leadership Training

### **The Marketing and Events Department - Special Events 2023 goals include:**

- Plan two new smaller community Town Clean Ups targeting specific areas in town needing attention in late winter and early fall.
- Increase waste diversion at special events.
- Improve July 4th festivities to support attendee experience and enhance economic impact on local businesses.

## MARKETING AND COMMUNICATIONS: VISITOR INFORMATION CENTER

The mission of the Visitor Information Center is to create a welcoming, professional and knowledgeable center that encourages the best experience for visitors and locals. The Frisco/Copper Information Center disseminates information to potential and current visitors in order to encourage and lengthen stays and promote local businesses. The Information Center also acts as a conduit between Town Departments and local businesses. 2020 is the twelfth year that the Information Center has been managed by the Town of Frisco.

### **2022 Department Successes:**

- Developed and administered incentive programs to assist business owners during pandemic
- The Visitor Information Center hosts quarterly virtual lodging meetings to better support and communicate with this business segment

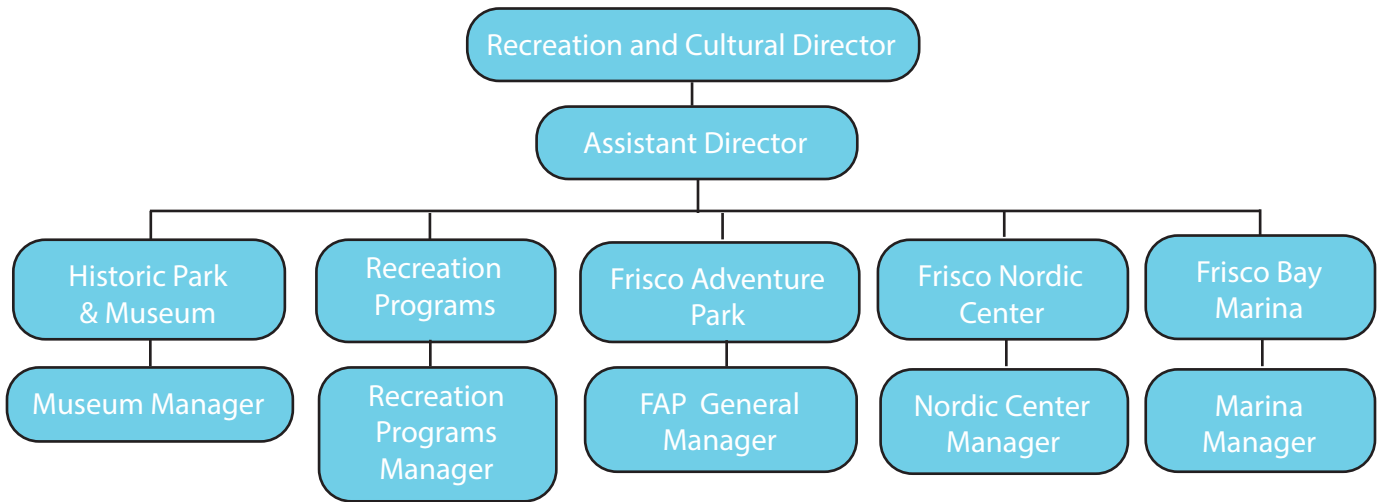
### **2022 Allocation of Training Dollars:**

- Colorado Governor's Tourism Conference
- Colorado Tourism Office Leadership Journey
- Team building and familiarization day
- Women's Leadership Conference
- LifePlan Individual Program via Ascent Planning
- Creativity & Innovation Training
- Assertiveness in Customer Service Training

### **Marketing and Communications Department - Visitor Information Center 2023 goals include:**

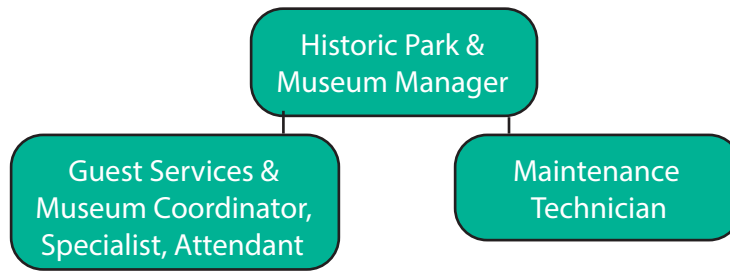
- Continue to increase visitor awareness of Frisco's business community, public amenities and recreational opportunities.
- Continue to support the Frisco business community and contribute to Frisco's economic development.
- Continue to have a positive impact on the average length of stay of visitors and help visitors develop an affinity for Frisco as a year-round travel destination.
- Continue to have a role in supporting economic development through a seat on the board of the Summit County Chamber of Commerce Frisco Chapter.
- Create a statewide visitor center industry platform for networking so that the Frisco/Copper Visitor Information Center can remain competitive and innovative within the field of excellent customer service and destination tourism.

## RECREATION AND CULTURAL DEPARTMENT



The Town of Frisco developed a Recreation Department in 2010 and that department continues to evolve. Recreation amenities are being integrated into this department to provide our guests with seamless customer service. The Recreation and Cultural Department now consists of the following departments: Frisco Bay Marina, Frisco Adventure Park, Frisco Historic Park and Museum, Frisco Nordic Center and Recreation Programs. To more accurately identify responsibilities of this department, its name was changed in 2013 to “Recreation and Cultural Department”. The new department mission statement is “The Town of Frisco Recreation and Cultural Department delivers unique and exceptional experiences through sustainable, recreational and education opportunities, connecting the past, present and future to the community.”

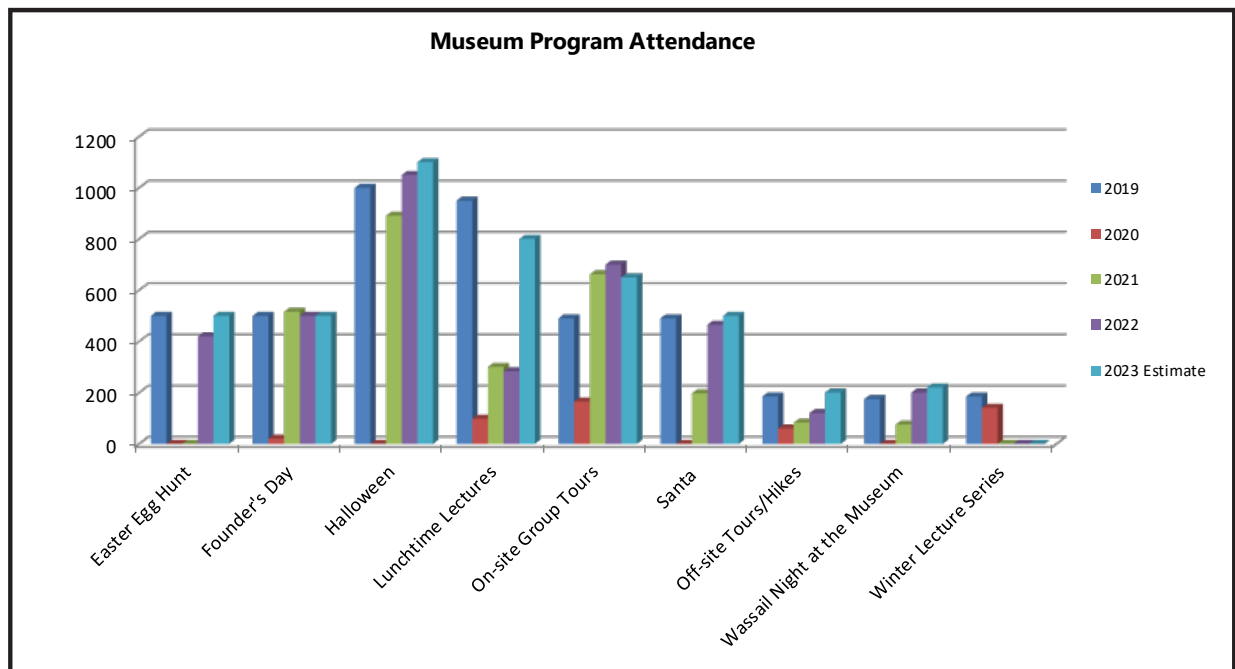
## RECREATION AND CULTURAL DEPARTMENT: HISTORIC PARK AND MUSEUM



The Frisco Historic Park and Museum (FHPM) strives to promote and preserve Frisco's heritage for future generations by providing a unique and quality educational museum experience for the community and visitors.

### **Performance Measure:**

Key indicators of performance within the Historic Park and Museum include attendance figures at the Museum and at Museum-sponsored events:



### **2022 Department Successes:**

- Creation of 3 new education programs for field trips meeting state education standards and museum industry standards
- Creation of 2 educational guided tours - Mines of Mount Royal Bike Tour and Trails to History Hikes
- On track to produce or update 7 exhibits by end of year including creation of History of Masontown exhibit in the Frisco Jail, and new signage on three heritage sites through a partnership with the Forest Service
- Completion of Masontown research project and successful launch of a new book "Masontown: Frisco's Victoria Mine and Ghost Town" by museum staff member Blair Miller
- Completion of the professional evaluation of the archive and collection resulting in a collection preservation action plan
- Creation of Arts & Culture Steering Committee with goal of five-year plan by end of 2022

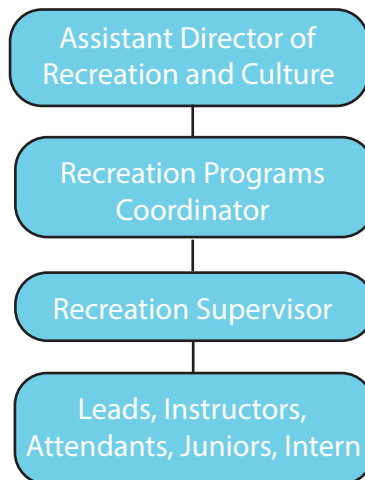
**2022 Allocation of Training Dollars:**

- Completion of Project Management for Museum's course and Exhibitions Design for Small Museums course
- Webinars on Disaster Planning, Care for Special Collections, EDU Traveling Trunks
- Reference books on exhibits, programming and education

**The Recreation and Cultural Department - Historic Park and Museum 2023 goals include:**

- Expand educational offerings for middle school and high school classrooms; continue to expand adult educational programming.
- Update 3-5 exhibits with new research, images and artifacts.
- Evaluate and manage Museum revenue streams.
- Review and update the Museum's core documents.

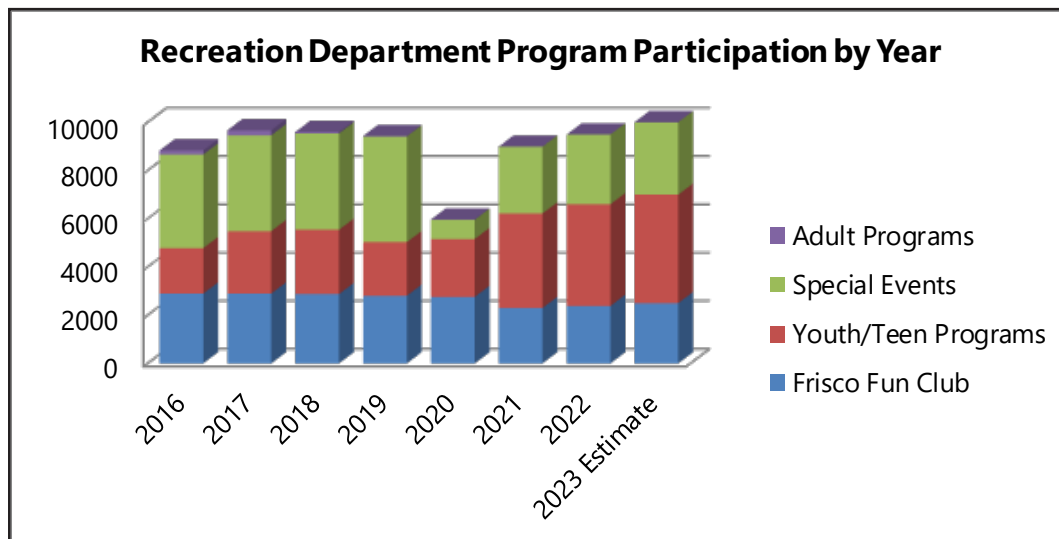
## RECREATION AND CULTURAL DEPARTMENT: PROGRAMMING AND SPECIAL EVENTS



Recreation Programs and Special Events strive to provide exceptional, affordable and diverse recreation programs and events that create experiences and memories for the community.

### **Performance Measure:**

One key indicator of performance within Recreation Programming and Special Events is participation:



### **2022 Department Successes:**

- Staff developed a non-profit partnership program for athletic events. Non-profits selected for the 2022 summer events included: LAPS, High Country Soccer Association, Summit Musicians Relief Fund, and Hope Squad. The groups are compensated monetarily in exchange for providing volunteers to assist with the events.
- Two athletic events sold out in 2022; Brewski with 300 participants and the Frisco Triathlon with 300 participants.
- The Mountain Goat Kids Trail Running Services had a 33% increase in Series registration from 2021 to 2022.
- Vail Health & Howard Head sponsored the Mountain Goat Kids Trail Running Series, Frisco Triathlon, Run the Rockies Road and Run the Rockies Trail races in the total amount of \$7,500.
- Summer camp registration sold out within 10 minutes of online registration opening on April 6, 2022.



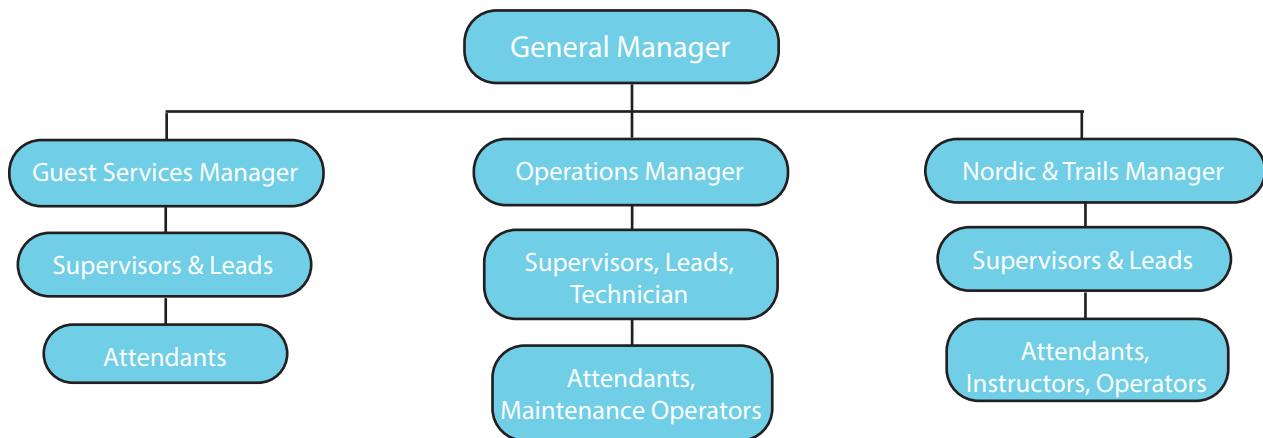
**2022 Allocation of Training Dollars:**

- National Parks and Recreation Association (NRPA) membership
- Colorado Parks and Recreation Association (CPRA) membership
- CPR, First Aid and AED certification for all staff
- Childcare/Youth Training: Mandatory Reporter, Concussion Training, Medical Administration Training, Federal Emergency Management Agency Training, Defensive Driver Training
- Youth Mental Health First Aid for summer staff

**The Recreation and Cultural Department - Historic Park and Museum 2023 goals include:**

- Implement Afterschool Fun Club and offer afterschool care for Frisco Elementary students 5 days/week.
- Increase sponsorship dollars for 2023 events.
- Revise the youth scholarship program.

## RECREATION AND CULTURAL DEPARTMENT: FRISCO ADVENTURE PARK

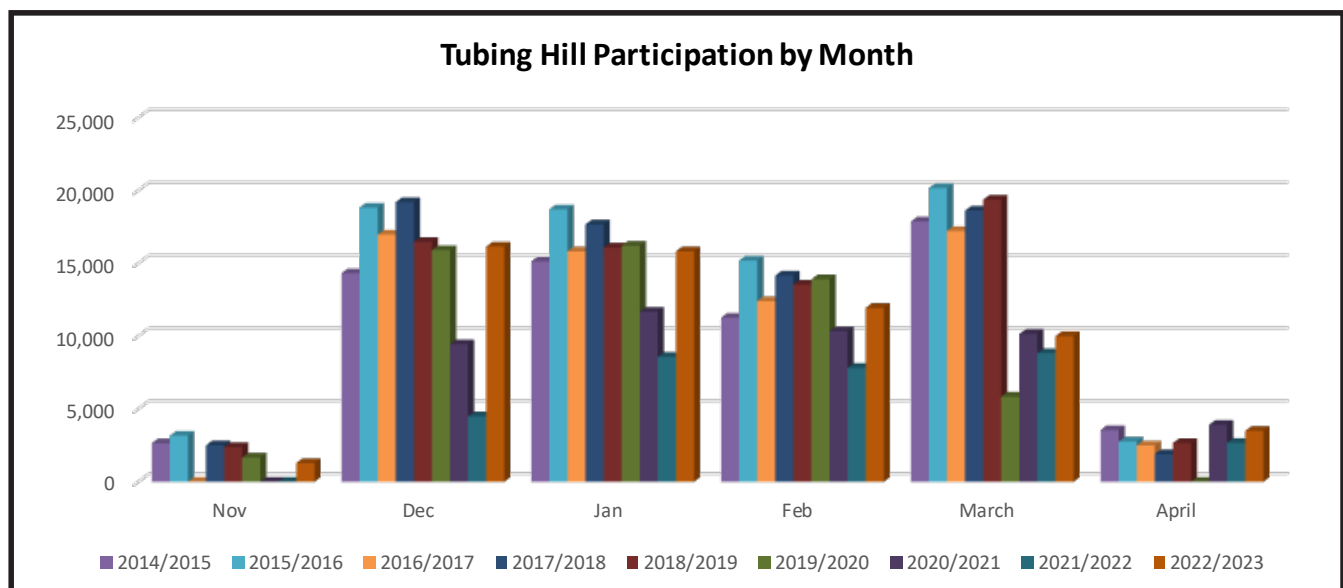


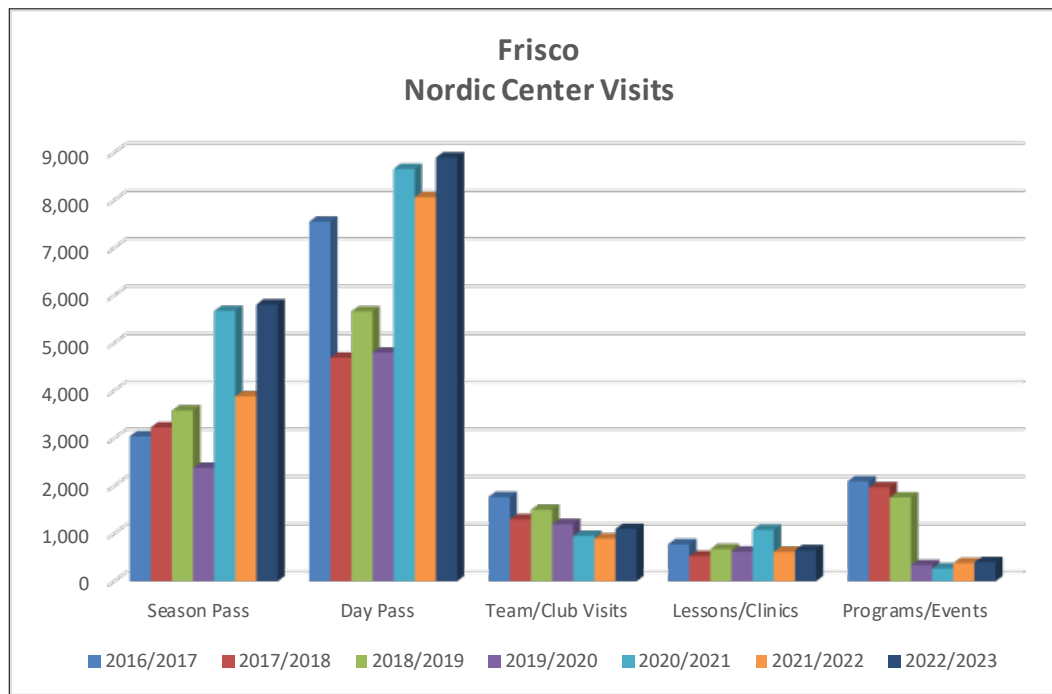
The Frisco Adventure Park at the Peninsula Recreation Area (PRA) provides and supports a diverse range of year-round recreational activities that make all visitors feel welcome to the Frisco community. The vision of the park is to cultivate memorable Frisco recreational experiences. The PRA is home to a variety of winter and summer recreational amenities. Winter amenities include Nordic skiing and snowshoeing, snow tubing, beginner skiing/snowboarding, sledding, and sleigh rides/dinners. Summer recreational amenities include a softball field, a multipurpose field, a 28,000 square foot skatepark, a 27-hole disc golf course, a bike park, road and mountain biking, hiking and trail running, dinner chuckwagon rides, and camping and boating.

The Frisco Adventure Park consists of two budget accounts, one being the Frisco Adventure Park comprised of the tubing hill, ski & ride hill and summer amenities and one being the Nordic and Trails budget. The first season of operation for the tubing hill was the 2010/2011 season. The first season of the Nordic operation under the management of the Town of Frisco was the 2016/2017 season.

### **Performance Measure:**

Two key indicators of performance within the Frisco Adventure Park are tubing hill participation and Nordic Center visits:





### **2022 Frisco Adventure Park Successes:**

- Opened snow tubing for the 21/22 season on Thursday December 16, 2021. Thanksgiving opening weekend was delayed due to warm temperatures and an overall lack of snow.
- Although hiring seasonal staff was a challenge, in addition to COVID cases still present in Summit County, the tubing hill was able to open with three lanes.
- Tubing capacity started the season with 15 guests heading out every 15 minutes. Some days we were able to accommodate up to 20.
- Ski and ride hill opened for the season also on December 16, 2021.
- Hired new management staff including a new General Manager, Operations Manager and Guest Services Manager.
- Worked with Snow Schooler's to offer ski and ride lessons on a consistent and reliable basis.
- Piloted a new Ranger Program to assist with trailhead management in and around the Frisco area.
- The Ticket Office in the Day Lodge re-opened after having been only an outdoor kiosk the previous year.
- Guests were able to purchase retail items, sleds, and snacks in the Ticket Office.
- The Café was open on Sat/Sun only due to low overall staffing.
- Architectural design completed for Slopeside Hall, per the 2020 adopted Peninsula Recreation Area Comprehensive Vision and Project Implementation Plan.
- Resumed all facility rentals after complete COVID shutdown.
- Nordic Rental operations were successfully moved back inside post COVID regulations.
- Nordic ticket sales moved back inside the building after having been outside in the 'ticket kiosk' the previous season to comply with COVID regulations.
- Continued to improve the consistency and quality of daily Nordic snow grooming with the use of two Snowcats.
- In 2022, we brought back in-person events, including the Gold Rush and Frisco Freeze races in a format that met Summit County COVID event guidelines.

### **2022 Allocation of Training Dollars:**

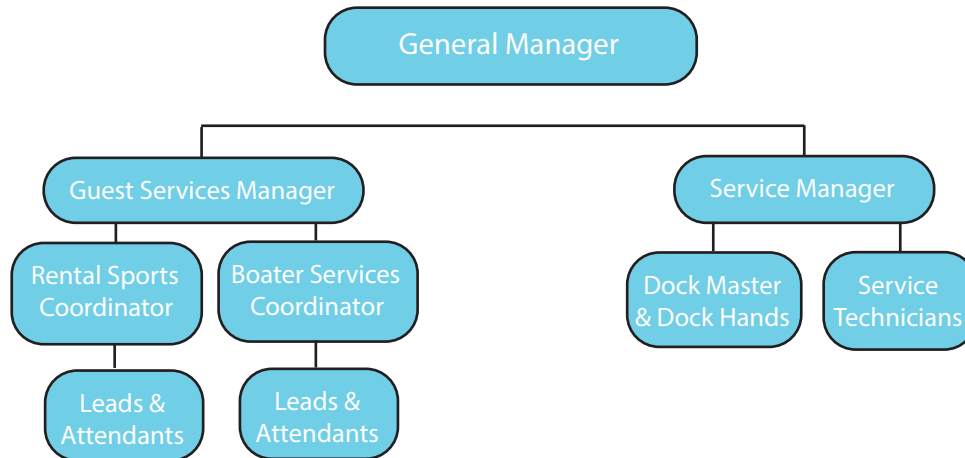
- Cross Country Ski Area Association – Membership & Conference
- National Ski Area Association- Membership
- Colorado Parks and Recreation Association – Membership & Conference
- National Recreation and Parks Association – Membership & Conference

- TIPS Training for staff serving alcohol - Certification
- Wilderness First Responder Training - Certification
- State Food Safety Manager - Certification
- CPR, First Aid, and AED – Certification
- Professional Ski Instructors of America (PSIA) - Certification
- Colorado Firecamp – MTDC Chain Saw and Crosscut Training Course - Certification

**The Recreation and Cultural Department - Frisco Adventure Park 2023 goals include:**

- Construction of the new Slopeside Hall building underway, per the adopted Comprehensive Vision and Project Implementation Plan.
- Work with Marketing to advertise facility bookings and package options across all rental locations.
- Re-vamp and re-brand winter kitchen/café offerings at Frisco Day Lodge.
- Robust training and training opportunities for all new staff in FT/YR positions.
- Adopt new recruiting practices for winter and summer operations staff.
- Improve staff scheduling system for the winter tubing hill, in order to minimize staff burnout. This includes cross training and rotating staff between indoor/outdoor shifts.
- Improve and re-vamp our customer service practices through regular staff training and education.
- Create a positive and memorable guest experience for all that visit the tubing and ski and ride hill.
- Continue to work with the Snow Schooler's to increase lesson participation.
- Work with Snow Schooler's on adding a temporary structure to use for a ski rental fleet.
- Increase social media presence with more content posted on a regular basis.
- Continue in-season education for Nordic ski instructors (in-house and PSIA).
- Continue to improve Nordic in-house record keeping and data collection: Visitor #'s, ticket sales, and clinic participants.
- Continue to improve the consistency and quality of daily snow grooming.
- Return to in-person "Up and At 'Em" race series at the Nordic Center.
- Continue to complete construction of Nordic and summer hiking/biking trail construction (Queen of the West).
- Continue to secure funding for future trail building and maintenance.
- Increase our involvement to Frisco's "Backyard" trailheads, via a paid Ranger who helps maintain these areas.

## RECREATION AND CULTURAL DEPARTMENT: FRISCO BAY MARINA

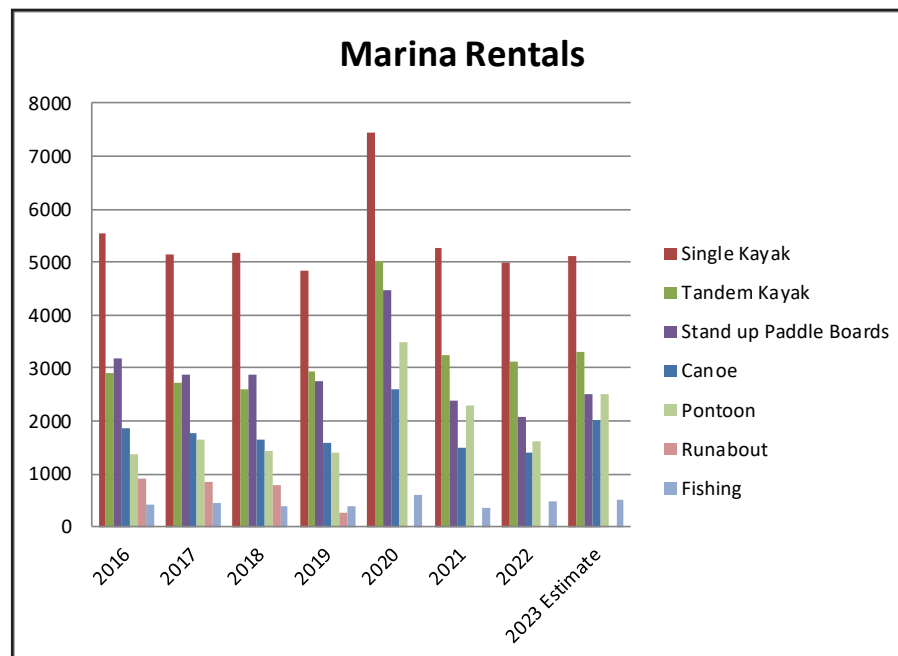


Frisco Bay Marina (FBM) is located on the shores of the scenic Lake Dillon. The lake spans 3,300 acres, with 25 miles of shoreline, and serves as the largest storage facility for the Denver Water Board, responsible for 25% of Denver's drinking water. Frisco Marina Park occupies approximately 10 acres, accessible from the intersection of Summit Boulevard (SH9) and Main Street/Marina Road. Marina Road is an extension of Main Street following the old alignment of the highway to the Town of Dillon prior to the creation of the Dillon Reservoir and Recreation Area. The Marina Park includes 3.26 acres of Town-owned land with the remaining leased from the Denver Water Board for recreation purposes. The Marina is operated by the Town as an Enterprise Fund, and retains staff to operate the marina, and maintain and secure the park.

The FBM strives to provide excellent customer service, knowledgeable, friendly staff, and professional marina services while remaining financially viable.

### **Performance Measure:**

A key indicator of performance within the Marina is the number of water sports equipment rentals:



**2022 Department Successes:**

- The completed construction and grand opening of the new Marina building (The Landing) for boater services, retail, staff, and flexible space.
- The conversion of the dock system from a deep water to low water system alleviating the need to move docks and create a, “Dock Island.”
- The completion of a new, safer, more efficient, fuel system with a larger tank, pay at the pump capabilities, and dispensers both on land and on the docks.
- The implementation of paid parking at the marina and year round enforcement on Main Street
- Installed additional signage/wayfinding & improved parking arrangements in the B1 lot
- Implemented a new organizational structure and added a full time/year round Marina General Manager
- Secured the necessary certification to maintain the status of a Yamaha Authorized Service Dealer

**2022 Allocation of Training Dollars:**

- Aquatic Nuisance Species Prevention training
- Association of Marina Industries - Membership
- Colorado Parks and Recreation Association - Membership
- CPR, First Aid, and AED Certifications

**The Recreation and Cultural Department - Marina 2023 goals include:**

- Continue to implement the Marina Master Plan, including the finished landscape/pathways on the new land and design work for the renovation of the Lund House, the expansion of the food and beverage operation, and the expansion of the restrooms.
- Replace vessels and motors per the Marina asset management plan
- Prepare and implement operational strategies / contingency plans for low-water years
- Improve wayfinding
- Clean and organize the service yard to maximize storage space
- Split traffic between marina users and rental/restaurant/beach goers by strategically utilizing the new Marina building and Lund House.
- Improve efficiency of paddle sport rentals
- Evaluate and improve pricing structures
- Evaluate and improve contract/insurance/payment processes
- Expand Marina-specific events
- Invest in training and development of Marina staff

## INCLUSIVE COMMUNITY

*An inclusive community includes families of all backgrounds and income levels, where diverse interests and ideas are welcomed; a community striving to ensure there are a variety of housing options, childcare, and educational opportunities for its residents; a community where vibrancy abounds and its leaders consider the impact of their decisions from social equity, environmental and economic perspectives.*

<b>Inclusive Community</b>		
<b>Increase Full-Time Residents to 50%</b>		
<b>Significant Budgetary Item</b>	<b>Department</b>	<b>Amount</b>
Childcare Tuition Assistance	Admin	\$ 100,000
PRA Project Construction (Slopeside Hall)	Recreation Programs / PW - Buildings	\$ 7,300,000
Complete Streets	CDD / Public Works - Streets	\$ 250,000
Fiber infrastructure	Admin / PW - Admin	\$ 170,000
Granite Park Workforce Housing	CDD - Housing	\$ 10,410,000
Galena Street Workforce Housing	CDD - Housing	\$ 600,000
Housing Helps / Buy-down programs	CDD - Housing	\$ 1,500,000
Frisco Housing - Locals	CDD - Housing	\$ 25,000
		<b>\$ 20,355,000</b>
<b>Create 5-year Housing Capital Plan</b>		
<b>Significant Budgetary Item</b>	<b>Department</b>	<b>Amount</b>
Granite Park Workforce Housing	CDD - Housing	\$ 10,410,000
Galena Street Workforce Housing	CDD - Housing	\$ 600,000
		<b>\$ 11,010,000</b>
<b>Complete Granite and Galena Complete Streets Plan</b>		
<b>Significant Budgetary Item</b>	<b>Department</b>	<b>Amount</b>
Complete Streets Implementation	CDD / Public Works - Streets	\$ 250,000
		<b>\$ 250,000</b>
<b>Implement Social Equity Plan</b>		
<b>Significant Budgetary Item</b>	<b>Department</b>	<b>Amount</b>
Non-profit grant funding	Admin	\$ 117,050
Childcare Tuition Assistance	Admin	\$ 100,000
VIC Remodel and Expansion	CME / PW - Buildings	\$ 1,600,000
PRA Project Construction (Slopeside Hall)	Recreation Programs / PW - Buildings	\$ 7,300,000
Complete Streets	CDD / Public Works - Streets	\$ 250,000
Social equity outreach	Admin / HR	\$ 30,000
		<b>\$ 9,397,050</b>
<b>TOTAL INCLUSIVE COMMUNITY</b>		<b>\$ 41,012,050</b>

## THRIVING ECONOMY

*The Town of Frisco strives to create a thriving and sustainable economy for our community by encouraging a variety of businesses, improving Summit Boulevard, showcasing our exceptional mountain community, beautiful Dillon Reservoir, outstanding recreation and drawing locals and visitors to Frisco's iconic and bustling Main Street where dining, shopping, exploring history and meeting friends is where our community comes together.*

<b>Thriving Economy</b>		
<b>Develop Main Street Economy</b>		
<b>Significant Budgetary Item</b>	<b>Department</b>	<b>Amount</b>
Outsourced Main Street trash removal services	PW - Streets	\$ 73,200
Additional snow removal service	PW - Streets	\$ 13,500
VIC remodel and expansion	CME / PW - Buildings	\$ 1,600,000
Public art	Admin / CME	\$ 75,000
Parklet maintenance	PW - Streets	\$ 20,000
Fiber infrastructure	Admin / PW - Admin	\$ 170,000
		\$ 1,951,700
<b>Complete CDOT GAP Project</b>		
<b>Significant Budgetary Item</b>	<b>Department</b>	<b>Amount</b>
GAP project (medians & roundabouts)	PW Admin	\$ 1,000,000
		\$ 1,000,000
<b>Improve Fiber Connectivity Townwide</b>		
<b>Significant Budgetary Item</b>	<b>Department</b>	<b>Amount</b>
Fiber infrastructure	Admin / PW - Admin	\$ 170,000
		\$ 170,000
<b>TOTAL THRIVING ECONOMY</b>		<b>\$ 3,121,700</b>



## SUSTAINABLE ENVIRONMENT

*The Town of Frisco will take action to collaboratively protect and sustain our treasured environment by ensuring new development achieves a balance between the natural and built environment and implementing initiatives to address climate change. In furtherance of a holistic approach, the Frisco Town Council supports a sustainable human ecosystem comprised of our inspiring natural environment, our history and culture, the integration of arts, promoting a thriving economy and engaging our community.*

<b>Sustainable Environment</b>			
<b>Net Zero</b>			
Significant Budgetary Item	Department	Amount	
Environmental program partnerships	CDD - Sustainability	\$	100,000
Offsite renewable energy credits	PW - Buildings	\$	40,000
EV training & tools	PW - Fleet	\$	25,000
Town Hall master plan	PW - Buildings	\$	250,000
PW solar panels & EV charging stations	CDD - Sustainability / PW - Buildings	\$	400,000
Historic Park electric boiler	PW - Buildings / Recreation - Historic Park	\$	25,000
Ford Lightening (4)	PW - Fleet / PW - Grounds	\$	170,000
Ford Lightening	PW - Fleet / Recreation - FAP	\$	42,000
Ford Lightening	PW - Fleet / CME - Special Events	\$	43,000
Ford Interceptor (3)	PW - Fleet / PD	\$	175,000
Ford Explorer	PW - Fleet / Admin	\$	45,000
		\$	1,315,000
<b>Environmental Stewardship Goals</b>			
Significant Budgetary Item	Department	Amount	
Grants for Pay-As-You-Throw compliance	CDD - Sustainability	\$	98,000
Environmental program partnerships	CDD - Sustainability	\$	100,000
Increased Town building recycling service	PW - Buildings	\$	17,500
Town Hall Dumpster Building	PW - Buildings / CDD	\$	150,000
Trail Enhancements / Frisco Backyard fire mitigation	CDD / Recreation - Open Space & Trails	\$	500,000
PW solar panels & EV charging stations	CDD / PW - Buildings	\$	400,000
PFAS mitigation	PW - Water	\$	2,000,000
Reusable water bottle strategy	CDD - Sustainability	\$	12,000
Reusable Bags	CDD - Sustainability	\$	30,000
		\$	3,307,500
<b>Continue Implementation of Climate Action Plan</b>			
Significant Budgetary Item	Department	Amount	
Environmental program partnerships	CDD - Sustainability	\$	100,000
PW solar panels & EV charging stations	CDD / PW - Buildings	\$	400,000
Reusable water bottle strategy	CDD - Sustainability	\$	12,000
Reusable Bags	CDD - Sustainability	\$	30,000
Grants for Pay-As-You-Throw compliance	CDD - Sustainability	\$	98,000
Increased Town building recycling service	PW - Buildings	\$	17,500
Trail Enhancements / Frisco Backyard fire mitigation	CDD / Recreation Open Space & Trails	\$	500,000
Ford Lightening (4)	PW - Fleet / PW - Grounds	\$	170,000
Ford Lightening	PW - Fleet / Recreation - FAP	\$	42,000
Ford Lightening	PW - Fleet / CME - Special Events	\$	43,000
Ford Interceptor (3)	PW - Fleet / PD	\$	175,000
Ford Explorer	PW - Fleet / Admin	\$	45,000
Historic Park electric boiler	PW - Buildings / Recreation - Historic Park	\$	25,000
Solarize Summit	CDD - Sustainability	\$	6,000
		\$	1,663,500
<b>TOTAL SUSTAINABLE ENVIRONMENT</b>		<b>\$</b>	<b>6,286,000</b>

## VIBRANT RECREATION

*The Town of Frisco recognizes the importance of its recreation opportunities as essential to the Town's vibrancy, providing unique opportunities for visitors and locals to explore, play, experience and share with the broader community; the Town of Frisco Peninsula Recreation Area/Adventure Park, Waterfront Marina, along with hiking, biking, Nordic skiing and snow tubing are central to the community's economic vitality and therefore a high priority for the Town Council to maintain, sustain and protect for future generations.*

<b>Vibrant Recreation</b>			
<b>Implement Frisco Bay Marina Improvements</b>			
<b>Significant Budgetary Item</b>	<b>Department</b>	<b>Amount</b>	
Marina Park Site Work	PW - Parks / Recreation - Marina	\$	750,000
Replace paddle sports boats, power washer, rescue boat & skiff	Recreation - Marina	\$	131,000
Boat ramp improvements	Recreation - Marina / PW - Admin	\$	350,000
Marina Paid Parking	Recreation - Marina	\$	50,000
		\$	1,281,000
<b>Implement Peninsula Recreation Area Improvements</b>			
<b>Significant Budgetary Item</b>	<b>Department</b>	<b>Amount</b>	
Afterschool programming	Recreation Programs	\$	38,000
PRA Project Construction (Slopeside Hall)	Recreation Programs / PW - Buildings	\$	7,300,000
Trail enhancements / Frisco Backyard fire mitigation	CDD / Recreation Open Space & Trails	\$	500,000
PRA Ballfields	PW - Grounds / Recreation - FAP	\$	20,000
		\$	7,858,000
<b>Continue Implementation of Parks Master Plan Outside PRA</b>			
<b>Significant Budgetary Item</b>	<b>Department</b>	<b>Amount</b>	
Neighborhood Park Improvements (Old Town Hall Park)	PW - Parks / CDD	\$	750,000
Triangle Park	PW - Admin / PW - Parks	\$	85,000
Turf Restoration	PW - Grounds	\$	25,000
		\$	860,000
<b>Develop Frisco Museum and Historic Park Long-Range Plan</b>			
<b>Significant Budgetary Item</b>	<b>Department</b>	<b>Amount</b>	
Furniture for remodeled employee workspaces	Recreation / Museum	\$	10,800
Historic Park deck/stair replacement	PW - Buildings	\$	20,000
Historic Park electric boiler	PW - Buildings / Recreation - Historic Park	\$	25,000
		\$	55,800
<b>Increase and Encourage Art in Public Places</b>			
<b>Significant Budgetary Item</b>	<b>Department</b>	<b>Amount</b>	
Public Art	Admin / CME	\$	75,000
		\$	75,000
<b>TOTAL VIBRANT RECREATION</b>		<b>\$</b>	<b>10,129,800</b>

## QUALITY CORE SERVICES

Providing quality core services are the heart of the Town of Frisco. The Town Council places a high priority on a balanced and fiscally sustainable budget considering long and short-term economic indicators to prudently maintain our critical infrastructure, sustain general services, support and improve our recreation and visitor economy, communicate effectively to actively engage residents, attract and retain high-performing personnel to deliver exceptional service to the public provide essential public safety services, maintain the Town's public resources and protect and preserve the Town's historic community.

<b>Quality Core Services</b>		
<b>Strengthen Infrastructure Resiliency</b>		
<b>Significant Budgetary Item</b>	<b>Department</b>	<b>Amount</b>
Road maintenance - mill & overlays	PW - Streets	\$ 500,000
Bridge work identified in CDOT study	PW - Buildings	200,000
Water Infrastructure Study	PW - Water	25,000
GAP Project (medians & roundabouts)	PW Admin	1,000,000
Highway 9 Sidewalk Improvements	PW - Admin	1,350,000
VIC Remodel and Expansion	CME / PW - Buildings	1,600,000
Town Hall master plan	PW - Buildings	250,000
Storm system repairs	PW - Admin	50,000
Streets and sidewalk management plan	PW - Streets	1,210,000
Historic Park deck/stair replacement	PW - Buildings / Recreation - Historic Park	20,000
113 Granite water line	PW - Water / PW - Buildings	25,000
Day Lodge & Community Center HVAC Cleaning	PW - Buildings	20,000
Historic Park electric boiler	PW - Buildings / Recreation - Historic Park	25,000
HVAC software replacement	PW - Buildings	60,000
760 Pitkin & 1st & Main driveway maintenance	PW - Buildings / PW - Streets	30,000
PW Garage Bay Door Openers	PW - Buildings	50,000
New Deck Railings for Boardwalk (behind Lakepoint Circle)	PW - Buildings	60,000
Painting / Staining	PW - Buildings	15,000
Nordic Center carpet	PW - Buildings / Recreation - Nordic	15,000
On-call repair & maintenance	PW - Buildings	175,000
PFAS mitigation	PW - Water	2,000,000
Water Storage Tank Lining / Repair	PW - Water	400,000
Water Line Replacement	PW - Water	200,000
		<u>\$ 9,280,000</u>
<b>Digitize Government Services Townwide</b>		
<b>Significant Budgetary Item</b>	<b>Department</b>	<b>Amount</b>
UKG - HR & Payroll Software	HR / Finance	\$ 70,000
		<u>\$ 70,000</u>
<b>Strengthen Public Engagement with Town Council</b>		
<b>Significant Budgetary Item</b>	<b>Department</b>	<b>Amount</b>
SCTC Dues	Admin	\$ 25,000
PrimeGov	Admin	\$ 22,000
Bravas	Admin	\$ 13,311
		<u>\$ 60,311</u>
<b>Retain Fully Staff Police Department</b>		
<b>Significant Budgetary Item</b>	<b>Department</b>	<b>Amount</b>
Increasing H.S.A from \$750 (Employee Only) / \$1400 (Family) to \$1000 (Employee Only) / \$1650 (Family)	HR	\$ 132,500
Adding HealthJoy as a benefit	HR	\$ 15,590
Adding Tuition Reimbursement	HR	\$ 15,000
Adding Biometric Testing	HR	\$ 6,420
Frisco Locals program for housing Town employees	CDD	\$ 25,000
New Police Sergeant	PD	\$ 109,700
Lenco Bearcat (shared with Town of Dillon)	PD	\$ 28,333
		<u>\$ 332,543</u>
<b>Increase Police Officer Training</b>		
<b>Significant Budgetary Item</b>	<b>Department</b>	<b>Amount</b>
Adding Tuition Reimbursement	HR	\$ 15,000
Bringing back townwide in-person training (ex. CPR)	HR	\$ 7,250
Social equity outreach	Admin / HR	\$ 30,000
		<u>\$ 52,250</u>
<b>Increase Police Department Core Services</b>		
<b>Significant Budgetary Item</b>	<b>Department</b>	<b>Amount</b>
New Police Sergeant	PD	\$ 109,700
Lenco Bearcat (shared with Town of Dillon)	PD	\$ 28,333
Social equity outreach	Admin / HR	\$ 30,000
		<u>\$ 168,033</u>
<b>TOTAL INCLUSIVE COMMUNITY</b>		<u><u>\$ 9,963,137</u></u>



---

# Adopted Plans

---

## Town of Frisco Key Policy Documents





## **FRISCO TOWN COUNCIL MISSION STATEMENT**

To preserve a family-oriented and economically vibrant mountain community that encourages citizen involvement, respects our community character and natural environment, and enhances our quality of life.

## TOWN OF FRISCO STRATEGIC PLAN 2020-2021

An inclusive community includes families of all backgrounds and income levels, where diverse interests and ideas are welcomed; a community striving to ensure there are a variety of housing options, childcare, and educational opportunities for its residents; a community where vibrancy abounds and its leaders consider the impact of their decisions from social equity, environmental, and economic perspectives.

The Town of Frisco strives to create a thriving and sustainable economy for our community by encouraging a variety of businesses, improving Summit Boulevard showcasing our exceptional mountain community, beautiful Dillon Reservoir, outstanding recreation, and drawing locals and visitors to Frisco's iconic and bustling Main Street where dining, shopping, exploring history, and meeting friends is where our community comes together.



The Town of Frisco will take action to collaboratively protect and sustain our treasured environment, by ensuring new development achieves a balance between the natural and built environment and implementing initiatives to address climate change. In furtherance of a holistic approach, the Frisco Town Council supports a sustainable human ecosystem comprised of our inspiring natural environment, our history and culture, the integration of arts, promoting a thriving economy, and engaging our community.

The Town of Frisco recognizes the importance of its recreational opportunities as essential to the Town's vibrancy, providing unique opportunities for visitors and locals to explore, play, experience, and share with the broader community; the Town of Frisco's Peninsula Recreation Area/Adventure Park, Waterfront Marina, along with hiking, biking, Nordic skiing, and snow tubing are central to the community's economic vitality and therefore a high priority for the Town Council to maintain, sustain, and protect for future generations.

Providing quality core services are the heart of the Town of Frisco. The Town Council places a high priority on a balanced and fiscally sustainable budget considering long and short-term economic indicators to prudently maintain our critical infrastructure, sustain general services, support and improve our recreation and visitor economy, communicate effectively to actively engage residents, attract and retain high-performing personnel to deliver exceptional service to the public, provide essential public safety services, maintain the Town's public resources, and protect and preserve the Town's historic community.



## **FRISCO TOWN COUNCIL VALUES 2020 - 2021**

**The Frisco Town Council is committed to operating in an open government format that:**

- Fosters open communication
- Works to understand issues and concerns
- Encourages involvement
- Maintains the highest level of accountability
- Acknowledges the previous work of the community by updating and implementing adopted plans
- Supports countywide goals consistent with Frisco's interests





## ADOPTED PLANS

The Town has developed a number of planning documents during the past several years to help guide Town Council and staff decisions. Each of the policy questions in this budget document includes references to the relevant plans.

### **General Guiding Documents:**

**Town of Frisco Strategic Plan:** Adopted in May of 2019, the Strategic Plan outlines Town Council's high priority goals for the two-year period from 2019-2020. The Strategic Plan is organized by five overarching core values including a thriving economy, an inclusive community, sustainable environment, quality core services, and vibrant recreation.

**Frisco Community Plan:** The Frisco Community Plan was most recently updated in August of 2019. The Community Plan is a long range planning tool that helps guide decisions about the town's growth. The plan addresses neighborhood character, housing, mobility, sustainability, physical design, infrastructure, the economy, and recreation among other important topics. It is a guiding document that decision makers use to develop public policy and direct capital improvements.

**Financial Plan:** Frisco's Financial Plan was created in July of 2008 and is reviewed annually. The document is a guide for financial planning and budgeting.

**Administrative/Personnel and Council Policies:** These series of policies are for internal use only and need not be formally adopted per Town code. They provide guidance for administrative and personnel matters within the organization.

### **Plans Related to Thriving Economy**

**Three Mile Plan:** Frisco's Three Mile Plan was most recently updated in 2018. The purpose of the plan is to address land use issues and infrastructure improvement needs if annexation were to be proposed in any area within Frisco's three mile boundary.

### **Plans Related to Inclusive Community**

**Town of Frisco Affordable Housing Guidelines:** The Affordable Housing Guidelines were adopted in January, 2008. The guidelines outline the Town Council's direction and policies regarding the various aspects of providing affordable housing in the town. The plan is used to inform prospective developers, including public entities, of the standards and guidelines for construction, and sale or rental, of affordable housing in town.

### **Plans Related to a Sustainable Environment:**

**Climate Action Plan:** Adopted in April of 2019, the Climate Action Plan outlines the Town's climate action goals. The plan outlines goals and implementation strategies for energy efficiency, carbon emission reduction, conservation of natural resources and zero waste, forest health, and sustainable tourism. The plan was developed as the result of a collaborative effort between all of the towns and county government in Summit County, as well as the school district, ski areas, and energy providers.

**Water Efficiency Plan:** The Town of Frisco adopted the Water Efficiency Plan in June of 2018. The plan was developed in conjunction with all five water providers in Summit County to create a coordinated effort for regional

water efficiency in the Blue River Watershed. The plan documents the Town's existing program for water efficiency and outlines Town goals for increased efficiencies.

**CleanTracks Action Plan:** Adopted in early 2009, the overarching goal of the Action Plan is work towards becoming a sustainable community and establishing a clean energy economy in Frisco. The plan outlines the community's goal for greenhouse gas emissions reductions as well as energy cost savings. Action items are identified for the community, businesses and government on sustainability opportunities.

**Environmental Sustainability and Stewardship (ES2) Framework Plan:** The ES2 Plan was adopted by Council in 2006. It outlines objectives and measurable action items for the Town in the areas of climate protection, air and water quality and quantity, the natural environment, and waste reduction and recycling. While the plan provides community-wide action, it also recognizes the opportunity for the Town of Frisco to lead by example in the environmental arena.

**Frisco Historic Park & Museum (FHPM) Strategic Plan:** Adopted by Council in October 2018, the FHPM Strategic Plan outlines a vision and course of action, with goals and strategies, for the FHPM over a five year period. The plan was assembled using public input, other museums' practices, and staff expertise.

**Frisco Historic Property Inventory:** This document was completed in 2018 and identifies properties and sites associated to the Town which are of interest in a historic or preservation capacity. It categorizes properties and sites in the following: Town-Owned, Privately-Owned, Former and Current Historic Sites. It identifies properties and sites under development or potential loss, and provides history of properties and sites for town staff of Frisco and the community. It also defines architectural and landscape elements. The inventory acts as a key tool for staff in identifying potentially eligible resources and possible historic districts, to generate a database for all buildings within the area surveyed, and to track the evolution of buildings over time for future preservation work.

**Frisco Historic Park & Museum (FHPM) Collections Management Plan:** Adopted by Council on October 9, 2018, this plan is the third Museum plan adopted by Town Council since the Town acquired full Museum operations in 2006. This plan is for 2019-2023 and includes research and components from previous plans, assessment reports, year-end reports, industry trends, best practices, patron feedback, and citizen input. The assembly of information and data collected resulted in a comprehensive plan with specific, attainable and strategic goals to guide the Museum in the next five years.

**Frisco Historic Park & Museum (FHPM) Historic Preservation Plan:** Adopted in March 2010, the plan provides recommendations prescribed in the Historic Structure Assessment of all Town-owned historic properties.

#### **Plans Related to Vibrant Culture, Art and Recreation:**

**Frisco Adventure Park Comprehensive Vision and Implementation Plan:** Adopted in October of 2020, this is a comprehensive vision and implementation plan for the Frisco Adventure Park at the Peninsula Recreation Area, focusing on land owned by the Town.

**Frisco Neighborhood Parks Plan:** Adopted in October 2019, the Neighborhood Parks Plan outlines the proposed improvements for four of Frisco's neighborhood parks; Pioneer Park, Walter Byron Park, Meadow Creek Park, and the Old Town Hall Pocket Park.

**Frisco Marina Park Master Plan:** Adopted June 26, 2018, this comprehensive marina master plan details and maps current conditions and proposed future land uses and locations for operations, trails, pathways, open space, lake access, parking, circulation, storage, recreation, and services. This plan is a formalized long range plan with maps, images, site plans, details, phasing, and estimated costs.

**Frisco Trails Master Plan:** Adopted in 2017, the plan provides guidance for enhancing pedestrian and bicycle connectivity and safety in Frisco. It recognizes that maintaining and expanding the trail network for non-vehicular connectivity throughout and adjacent to the Town is essential to enhancing the quality of life in Frisco for both residents and visitors.

**Open Space Plan:** Prepared by the Frisco Open Space Committee (a predecessor of the former Frisco Recreation Open Space and Trails Committee), adopted by Council in 1998, and updated in 2001, the plan is used in conjunction with the Master Plan and the Ten Mile Basin Master Plan to assist with the protection of open space in and around Frisco.

**Parks and Recreation Plan:** This plan was adopted in 2001 by the Town Council. The plan provides a number of specific recreation and facility recommendations gathered from a very comprehensive public process.

**Paved Pathways Plan:** Adopted in 2000, Frisco's Paved Pathways Plan is regularly used by Town staff for capital planning as well as for providing direction to new development projects. Significant signage improvements and additions were made in 2008, in accordance with the plan.

**Peninsula Recreation Area Plan:** Staff conducted an update of the 2003 plan in 2007, which was approved by Council. The document serves as a guide for land-use decisions at the Peninsula Recreation Area (PRA). The plan now requires staff to provide yearly implementation plans to Council as a component of the annual budget process. In 2017, Town Council and staff used information from the plans to develop a list of 2017 potential projects for implementation. The placement and location for each of these elements was not clearly identified on the existing Master Plans, so the Town held a community charrette to understand the short and long-term goals for the PRA. The charrette effort provided more clarity to the Town on how to phase improvements and where to locate each amenity.

**Willow Preserve Management Plan:** Adopted by Council in 2002, the plan provides a management prescription for the Town's Willow Preserve property. Staff uses it to guide decisions and to make recommendations to the Council regarding this open space area.



---

---

# Program Priorities

---

---



## PROGRAM PRIORITIES 2023

### **Program Priorities**

Department directors evaluate all programs on the basis of their relative importance in Town government operations and within departmental goals, objectives and initiatives. Each program or service is placed into one of three categories:

- Core:** A program or service that is an essential function of Town government
- Desired:** A program or service that is not part of core government but is prioritized for another reason, such as strong community expectation or desire
- Nonessential:** A program or service that is not central to the Town government, has a limited demand from the community or has strong appeal only within certain subpopulations

For the 2023 budget, none of the programs or services have been removed. The Town's goal in continuing to bring this before the Council is to focus budget discussions on services and programs and not just individual line items.

**Core Program Priorities  
By Department 2023**

<b>ADMINISTRATION</b>
Liquor Licenses
Business Licenses
Elections
Information Technology
Legal Notices
Website Maintenance
Required Certification/Training
Code Updates
Office Management

<b>FINANCE</b>
Revenue Collection
Investments
Balance Monthly Bank Statements
Payroll
Accounts Payable
Water Billing
Daily Bank Deposits
Daily Cash Balance Reports
General Ledger Entries
Financial Policies
Sales Tax/Business License Comparison
Petty Cash Reconciliation
Balance DRA Accounts
Improvement Agreement Accounts Receivable
Certification Requirements
Risk Management
Contract Management and Renewals
Human Resources
Health Benefits & Wellness
Debt Financing
Property Management and Sales

<b>COMMUNITY DEVELOPMENT</b>
Building/Planning Customer Service
Land Use Code Implementation
Building Permit Review
Current Development Review
Code & Policy Development
Long Range Planning Projects
Community Outreach/ Education
Floodplain/CRS Administration
Building/Zoning Violation Enforcement
Affordable Housing Administration
Sign and Banner Approvals
Sustainability Planning and Programs
Property/Permit Database Management

<b>POLICE</b>
<b>Admin/Supervision</b>
Budget Preparation
Federal and State Grants
Training/POST Requirements
Hazardous Materials
Recruit Selection
Psych/Polygraphs
Background Checks
Citizen Police Academy
Incident Management Team
Animal registration
<b>Patrol Functions</b>
Call Response
Traffic Enforcement
Traffic Crash Investigations
Mental Health Support
Property and Evidence Mgmt.
Special Response Team
Alcohol/Drug testing
Towing
Range/Weapons
Special Event Support
<b>Code Enforcement</b>
Abandoned Vehicles
Animal Impounds
Vehicle Identification Inspections
Liquor Inspections
Banner Inspections
Fingerprinting
CDD Support
<b>Investigations</b>
Criminal Case Investigations
Background Investigations
Internal Affairs Investigations
Patrol Support

**Core Program Priorities  
By Department 2023**

<b>PUBLIC WORKS</b>
Field Maintenance
Required Certification/Training
Pavement Striping
Sanding
Park Maintenance/Irrigation
Maintain Historic Buildings
Street Sweeping
Capital Equipment Replacement
Administration/Supervision
Water Tap Fee Assessment
Excavation Permits
Development Application Review
Project Bidding and Oversight
Water-Related Inspections
Water Agreement Contracts
Town Buildings Maintenance
Utilities for Town Buildings
Trash Removal - Public Areas
Snow-Plowing Streets/ Sidewalks/Parking Lots/Rec Paths
Annual Storm Sewer Cleaning
Flood Plain Management
Street/Pathway Maintenance
Main Street Trash Collection
Regulatory/Wayfinding Signage Repair/Replace
Street Light Maintenance/ Utilities
Equipment Preventive Maintenance & Repair
Fuel and Fuel System
Engineering/GIS
Contract Management
Facilities Security
Fire Sprinklers
Port-O-Let
Trash Removal

<b>PUBLIC WORKS</b>
Elevator Inspection
Capital Project Management as Needed

<b>MARKETING/ COMMUNICATIONS</b>
Paid Marketing of Town, Events & Attractions
PR/Editorial Coverage of Town, Events & Attractions
Developing Photography and Video assets
Marina Brochure
Adventure Park Summer and Winter Brochures
Event Collateral
Website Content/Management
Development of an Intranet Site
Social/Digital Media
Third Party Event Permitting/ Coordination
Special Event Planning
Event Sponsorship
Non-Profit Volunteer Program
Frisco/Copper Visitor Information Center
Information Center Printed Materials - Maps & Guides

<b>EVENTS</b>
BBQ Challenge
4th of July
Fall Fest
Fall "Locals" Party
Wassail Days
Concerts in the Park
Town Clean Up Day
Halloween - Trick-or-Treat Street & Merchant Decorating
Easter Egg Hunt
Mardis Gras 4Paws
Spontaneous Combustion
Snowshoe for the Cure

**Core Program Priorities  
By Department 2023**

<b>RECREATION AND CULTURAL</b>
Frisco Fun Club (summer & winter)
Mountain Bike Camps/ Adventure Camps
LEGO Camps
Run the Rockies Races - Road and Trail
Turkey Day 5k
Girls on the Run 5k and Camp
Frisco Triathlon
Bacon Burner 6k
Mountain Goat Kids Trail Running Series
Kids Night Out Programming
BOKS before school program
Gold Rush Nordic Races
Brewski
Snowshoe for the Cure
Little Vikings Ski Program
Snowshoe Tours
Night(s) at the Museum Series
Historic Park Lunchtime Lectures, Tours & Programs
Adventure Park Amenities: Tubing Hill, Ski and Ride Hill, Disc Golf, Bike Park, Skateboard Park, Fields, Trails
USFS Collaboration for summer and winter trail work at the PRA
Bubble Gum Ski Race Series
Two Below Zero Sleigh Ride Concessionaire
Nordic Operation: Lessons, clinics, citizen cup races, kids programs, skijoring
Long term slip/dock placement on shore
Consistent location for marina rentals
Marina boat launch ramp
Marina - rentals / vessels

<b>RECREATION AND CULTURAL</b>
Year-round Marina boat services
Marina Park Amenities: playground, Island Grill, beach, storage racks, picnic areas
Kayak, fishing, rowing, sailing, concessionaires



**Desired Program Priorities  
By Department 2023**

**ADMINISTRATION**

HR Coordination
Communication/PIO Duties
Community Relations
Education/Conferences
Reception/Customer Service
Clerical/Administrative Support
Council Discretionary Support

**COMMUNITY DEVELOPMENT**

Unified Development Code Adoption
Update of Community Master Plan
Update of Three Mile Plan
Historic Preservation Programs
Community Connectivity
Collaboration with County/Non-profits, Others

**MARKETING/  
COMMUNICATIONS**

Conferences/Education
Membership/Dues
In Town Banners
Visitor Focused Blog
Frisco/Copper Magazine

**FINANCE**

Education/Conferences
-----------------------

**POLICE**

Education/Conference
D.A.R.E. Program
Bicycle Rodeo

**EVENTS**

Art on Main
Canine 4K
Free Frisco Family Fun Fair
Pink Party

**PUBLIC WORKS**

Landscaping Parks
Summit Blvd. Median Cleanup
Noxious Weed Management
Parks/Public Locations Permits
Pine Beetle Program at PRA
Mosquito Abatement Program
Curb/Sidewalk Replacement
Beaver Abatement Program
Wayfinding
Admin. Bldg. Cleaning
Building Mechanical Contracts
Christmas Decorations
Right-of-Way Mowing
Capital Projects
Dues/Subscriptions
Main Street Planters
Main Street Benches/Bike Racks
Fabrication
Disc Golf Maintenance
Tennis Court Maintenance

**RECREATION AND CULTURAL**

After School Programming
Morning Trail Running Series
Burro Race
Skateboard Competition
Private skateboard lessons
Ladies mountain bike clinics
Bike/Skate lessons toddlers
Beginner ski and ride lessons
Boat safety and skills
Kids kayak day
Teen Programming
Rail Jams
Bike Park Jams and Events
Winter Carnival
Frisco Freeze Fat Bike Race
Timberline Regatta
Sandcastle Competition
Tennis
Pickleball Programs
Founder's Day

**RECREATION AND CULTURAL**

Guided Nature Hikes
Third Party Events on TOF Property
Disc Golf tournaments

**Non-Essential Program Priorities  
By Department 2023**

**ADMINISTRATION**

Council Meals

**FINANCE**

None

**COMMUNITY DEVELOPMENT**

Community Outreach

Grant Writing

Redevelopment Recruitment

Economic Development

**POLICE**

None

**PUBLIC WORKS**

PRA Trail Maintenance

Nordic/Marina Assistance

Community Garden Program

Dust Control/Grading Alleys

Ice Rink Plowing/Maintenance

Salting Sidewalks

Pet Pick-ups

Summit Blvd. Banners

**MARKETING/  
COMMUNICATIONS**

Town of Frisco Sponsorship of Events

Information Center  
Merchandise Sales

**EVENTS**

Bike to Work Day

Town/Chamber Mixer

**RECREATION AND CULTURAL**

Art and Craft Workshops

Preschool programming

Fitness programs

Rowing Clinics

Sailing Days

Classic Boat Show

Baseball Camps

Disc Golf Leagues

Junior Sailing Competition

This page intentionally left blank.



---

---

# All Funds

**A summary of major revenues and expenditures, as well as other financing sources and uses, to provide an overview of the total resources budgeted by the organization. Included is a summary of the current year budget, projected current year actual, and prior year audited actual financials.**

---

---

Town of Frisco  
2023 Budgeted Revenues and Expenditures

	General Fund	Capital Improvement Fund	Historic Preservation Fund	Conservation Trust Fund	Water Fund	Open Space Fund	Insurance Reserve Fund	Housing Fund	Nicotine Tax Fund	Lodging Tax Fund	Marina Fund	Grand Total
<b>Revenues</b>												
Taxes	\$15,100,074	\$1,500,000						\$2,800,000	\$650,000	\$800,000		\$20,850,074
Licenses & Permits	654,900								6,600			\$661,500
Intergovernmental	250,000	50,000						5,030,000		30,000		\$5,360,000
Charges for Services	3,480,300				1,464,000						2,401,300	\$7,345,600
Investment Income	10,000	6,000	1	100	6,000	15	250	7,500	550	1,000	2,500	\$33,916
Lottery Proceeds				36,000								\$36,000
Other Revenues	193,075				599,632		120,466	142,020		3,150		\$1,058,343
<b>Total Revenues</b>	<b>19,688,349</b>	<b>1,556,000</b>	<b>1</b>	<b>36,100</b>	<b>2,069,632</b>	<b>15</b>	<b>120,716</b>	<b>7,979,520</b>	<b>657,150</b>	<b>834,150</b>	<b>2,403,800</b>	<b>\$35,345,433</b>
<b>Expenditures</b>												
General Government	4,292,458											\$4,292,458
Public Safety	2,311,891											\$2,311,891
Community Development	2,000,731									508,672		\$2,509,403
Public Works	3,322,297											\$3,322,297
Culture and Recreation	4,892,569									188,139		\$5,080,708
Capital Outlay		19,178,000						11,210,000			491,000	\$33,751,500
Debt Service		395,795		0	2,872,500						349,750	\$745,545
Other Expenditures		33,000			1,144,843		1,543,388	1,773,949	630,495		1,589,008	\$6,714,683
<b>Total Expenditures</b>	<b>16,819,346</b>	<b>19,606,795</b>	<b>0</b>	<b>0</b>	<b>4,017,343</b>	<b>0</b>	<b>1,543,388</b>	<b>12,983,949</b>	<b>630,495</b>	<b>696,811</b>	<b>2,429,758</b>	<b>\$58,728,485</b>
<b>Other Sources (Uses)</b>												
Reimbursement-DW (ZM)											45,000	45,000
Sale of Assets		10,000									63,500	73,500
Capital Interest Subsidy												
Miscellaneous/Rental Income					95,000							95,000
Loan Proceeds		(95,000)										(95,000)
Loan Payment												
Loan - Water to Capital Impr.												
Miscellaneous/Rental Income												
Water Agreement Settlement												
Transfers In		4,317,584					1,898,054					6,215,638
Transfers Out	(5,059,922)			(130,000)	(74,489)			(13,421)		(855,264)	(82,542)	(6,215,638)
Net Change in Fund Balance	(2,407,727)	(13,818,211)	1	(93,900)	(1,927,200)	15	475,382	(5,017,850)	26,655	(717,925)	0	(23,480,760)
<b>Fund Balance - January 1</b>	<b>11,727,900</b>	<b>14,272,460</b>	<b>1,029</b>	<b>107,250</b>	<b>11,913,300</b>	<b>12,541</b>	<b>212,451</b>	<b>5,036,512</b>	<b>665,723</b>	<b>1,242,530</b>	<b>3,733,439</b>	<b>\$48,925,135</b>
<b>Fund Balance - December 31</b>	<b>\$9,320,173</b>	<b>\$454,249</b>	<b>\$1,030</b>	<b>\$13,350</b>	<b>\$9,986,100</b>	<b>\$12,556</b>	<b>\$687,833</b>	<b>\$18,662</b>	<b>\$692,378</b>	<b>\$524,605</b>	<b>\$3,733,439</b>	<b>\$25,444,375</b>

For an analysis of changes in fund balance, see the discussion of fund balances in the Budget/Financial Overview section of this budget document.

**Town of Frisco**  
**Multi-year Budget Summary**

The following summary shows prior, current and projected year revenues and expenditures for all funds

<b><u>Revenues</u></b>	<b><u>2019 Actual</u></b>	<b><u>2020 Actual</u></b>	<b><u>2021 Actual</u></b>	<b><u>2022 Projected</u></b>	<b><u>2023 Budgeted</u></b>
Taxes	15,397,328	\$16,196,089	\$18,973,260	\$20,490,453	\$20,850,074
Licenses & Permits	780,347	\$654,227	\$758,969	\$787,380	\$661,500
Intergovernmental	401,810	\$1,160,635	\$894,852	\$1,825,220	\$5,360,000
Charges for Services	6,207,668	\$6,144,789	\$5,918,915	\$6,302,173	\$7,345,600
Investment Income	628,615	\$316,010	\$24,277	\$42,920	\$33,916
Lottery Proceeds	35,777	\$32,985	\$38,368	\$35,987	\$36,000
Other Revenues	506,003	\$431,748	\$563,077	\$340,694	\$1,058,343
<b>Total Revenues</b>	<b>23,957,548</b>	<b>24,936,483</b>	<b>27,171,718</b>	<b>29,824,827</b>	<b>35,345,433</b>
<b><u>Expenditures</u></b>					
General Government	4,134,297	\$4,959,446	\$5,164,805	\$5,084,802	\$4,292,458
Public Safety	1,457,574	\$1,381,818	\$1,447,067	\$1,848,034	\$2,311,891
Community Development	1,633,959	\$1,573,072	\$1,699,130	\$1,949,171	\$2,509,403
Public Works	1,989,535	\$1,957,973	\$1,990,149	\$2,684,974	\$3,322,297
Culture and Recreation	3,244,830	\$2,394,303	\$2,488,751	\$3,834,489	\$5,080,708
Capital Outlay	5,920,404	\$3,153,380	\$6,641,112	\$12,737,626	\$33,751,500
Debt Service	654,183	\$687,686	\$750,787	\$751,640	\$745,545
Other Expenditures	1,894,076	\$1,957,074	\$2,744,890	\$5,449,694	\$6,714,683
<b>Total Expenditures</b>	<b>21,791,183</b>	<b>18,064,752</b>	<b>22,926,691</b>	<b>34,340,430</b>	<b>58,728,485</b>
<b><u>Other Sources (Uses)</u></b>					
Reimbursement-DW(ZM)	34,830	36,255	39,888	45,000	45,000
State and Federal Grants					
Sale of Assets	74,927	39,819	17,291	13,000	73,500
Capital Interest Subsidy					
Miscellaneous/Rental Income			0	0	0
Loan Proceeds	5,450,000		95,000	95,000	95,000
Refund Bonds					
Loan Payments			(95,000)	(95,000)	(95,000)
Loan - Water to Capital Impr.					
Loan - Water to Capital Impr.					
Water Agreement Settlement					
Transfers In	3,304,674	4,700,000	\$13,767,605	928,193	6,215,638
Transfers Out	(3,304,674)	(4,700,000)	(13,767,605)	(928,193)	(6,215,638)
<b>Net Change in Fund Balance</b>	<b>7,545,997</b>	<b>6,947,805</b>	<b>7,842,831</b>	<b>(4,457,603)</b>	<b>(23,480,760)</b>
<b>Fund Balance - January 1</b>	<b>31,046,113</b>	<b>38,592,110</b>	<b>\$45,539,915</b>	<b>53,242,131</b>	<b>48,925,135</b>
<b>Fund Balance - December 31</b>	<b>\$38,592,110</b>	<b>\$45,539,915</b>	<b>\$53,382,746</b>	<b>\$48,925,135</b>	<b>\$25,444,375</b>

This Page Intentionally Left Blank



---

---

# General Fund

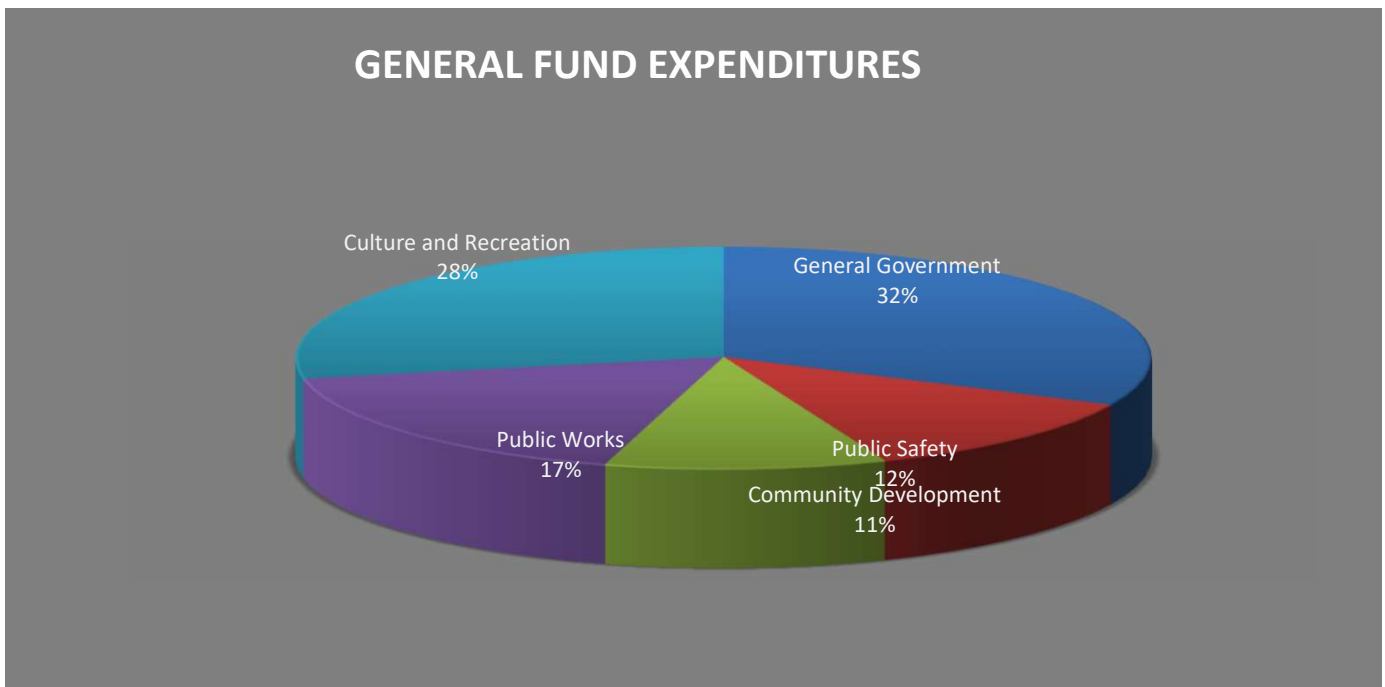
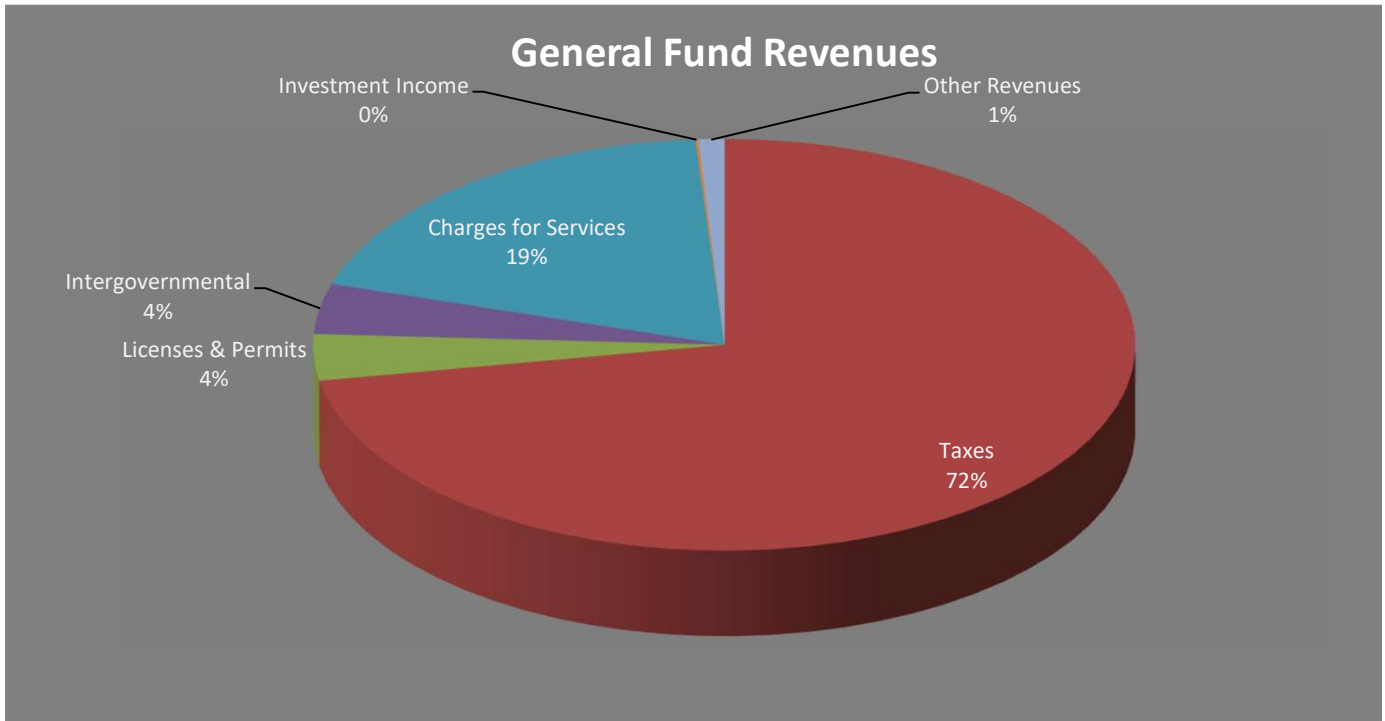
**The General Fund is the chief operating fund for the Town and accounts for all financial resources except those required to be accounted for in another fund.**

---

---



## GENERAL FUND



**GENERAL FUND**  
**REVENUE/EXPENDITURE SUMMARY**

Traditional Town services are recorded in the General Fund. This summary is organized in the same format and order as the Annual Financial Statements. This design is intended to make it easier for the average user to compare the summary to results of operations as reported in the Annual Financial Statements. The following summary identifies actual and projected revenues and expenditures in past and future years. As is clearly indicated in the summary, sales tax continues to be the primary source of funding for the General Fund. In 2014, the Town revised its reserve requirement for the General Fund from a nine month reserve to a seven month reserve, based on prior year expenditures. Amounts in excess of this reserve are required to be transferred to the Capital Improvement Fund for capital projects. In 2020, however, the Town experienced economic uncertainties unlike any before as a result of the COVID-19 worldwide pandemic. As a result, Town Council chose to forego any transfer to the Capital Improvement Fund until a budget re-evaluation in 2nd quarter of 2021; instead, amounts in excess of the required 7 month reserve will be retained in the General Fund as a budget stabilization reserve, available for spending as outlined in Resolution 20-28.

	2020 <u>Actual</u>	2021 <u>Actual</u>	2022 <u>Budget</u>	2022 <u>Projected</u>	2023 <u>Budget</u>
<b><u>Revenues</u></b>					
Taxes	\$11,516,311	\$13,088,079	\$12,137,511	\$14,752,353	\$15,100,074
Licenses & Permits	500,791	663,963	610,100	710,780	654,900
Intergovernmental	988,763	770,268	662,000	266,000	250,000
Charges for Services	2,520,448	2,495,833	3,209,150	3,019,226	3,480,300
Investment Income	95,332	10,382	19,000	19,000	10,000
Other Revenues	309,424	392,378	171,500	235,444	193,075
<b>Total Revenues</b>	<b>15,931,069</b>	<b>17,420,903</b>	<b>16,809,261</b>	<b>19,002,803</b>	<b>19,688,349</b>
<b><u>Expenditures</u></b>					
General Government	4,814,347	5,164,805	4,935,297	5,084,802	4,292,458
Public Safety	1,381,818	1,447,067	1,789,988	1,848,034	2,311,891
Community Development	1,241,945	1,404,525	1,588,087	1,470,373	2,000,731
Public Works	1,957,973	1,990,149	2,619,913	2,684,974	3,322,297
Culture and Recreation	2,323,772	2,300,058	4,229,905	3,657,400	4,892,569
<b>Total Expenditures</b>	<b>11,719,855</b>	<b>12,306,604</b>	<b>15,163,190</b>	<b>14,745,583</b>	<b>16,819,946</b>
<b><u>Other Sources (Uses)</u></b>					
Transfers In-Capital Improvement Fund	4,700,000	0	0	0	0
Transfers Out-Capital Improvement Fund	0	-13,480,105	-928,193	-928,193	-3,588,792
Transfers Out-Ins Res Fund	0	0	0	0	-1,687,338
Transfers Out-Housing Fund	0	-287,500	0	0	0
<b>Net Change in Fund Balance</b>	<b>8,911,214</b>	<b>-8,653,306</b>	<b>717,878</b>	<b>3,329,027</b>	<b>-2,407,727</b>
<b>Unavailable Fund Balance</b>	<b>736,340</b>	<b>789,480</b>		<b>789,480</b>	<b>789,480</b>
<b>Unassigned Fund Balance - January 1</b>	<b>7,399,718</b>	<b>16,315,848</b>	<b>6,901,032</b>	<b>7,609,393</b>	<b>10,938,420</b>
<b>Unassigned Fund Balance - December 31</b>	<b>\$16,315,848</b>	<b>\$7,609,393</b>	<b>\$7,618,910</b>	<b>\$10,938,420</b>	<b>\$8,530,693</b>

## GENERAL GOVERNMENT REVENUES

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
10-1000-3001	Property Taxes - Mill levy of .798	\$193,136	\$193,011	\$210,793	\$205,574
10-1000-3002	Property Tax Refunds from previous years	-\$179	\$0	\$182	\$0
10-1000-3003	Specific Ownership Tax - personal property	\$10,425	\$10,000	\$10,000	\$10,000
10-1000-3005	Paper Filing Fees	\$0	\$0	\$0	\$1,000
10-1000-3006	2% City Sales Tax	\$5,808,528	\$5,300,000	\$6,396,600	\$6,557,000
10-1000-3007	2% County Sales Tax	\$6,209,560	\$5,800,000	\$7,304,600	\$7,487,000
10-1000-3008	Tax on Cigarettes	\$21,479	\$20,000	\$11,678	\$20,000
10-1000-3010	Severance Tax	\$402	\$500	\$500	\$500
10-1000-3020	Federal Mineral Lease Royalties	\$2,675	\$2,000	\$2,000	\$2,000
10-1000-3050	Franchise Fees - Qwest, Comcast, Xcel Energy	\$348,211	\$324,000	\$370,000	\$370,000
10-1000-3101	Interest on Investments - GF portion of allocation	\$10,382	\$19,000	\$19,000	\$10,000
10-1000-3102	Business Tax Penalties/Interest	\$16,384	\$15,000	\$20,000	\$16,000
10-1000-3115	Frisco Housing Locals - Rental	\$0	\$0	\$6,000	\$8,000
10-1000-3222	Miscellaneous Revenue - non-recurring receipts	-\$349	\$0	\$0	\$0
10-1000-3225	Interfund Transfers	\$0	\$0	\$0	\$0
10-1000-3420	Recreational Marijuana Tax	\$496,517	\$490,000	\$448,000	\$450,000
10-1000-3502	Road and Bridge Apportionment	\$98,486	\$100,000	\$105,000	\$100,000
10-1000-3505	Highway Users Tax	\$122,247	\$100,000	\$100,000	\$100,000
10-1000-3511	Motor Vehicle Registrations - vehicles registered in Frisco	\$15,150	\$15,000	\$14,000	\$15,000
10-1000-3512	Motor Vehicle Sales Tax - vehicles purchased in Frisco	\$29,604	\$35,000	\$35,000	\$25,000
10-1000-3550	State/Federal Grants	\$494,458	\$400,000	\$0	\$0
10-1000-3560	Insurance Proceeds	\$0	\$0	\$0	\$0
10-1000-3707	P-Card Rebates	\$31,671	\$35,000	\$36,009	\$37,400
10-1000-3708	Audit Revenue	\$105,275	\$5,000	\$22,000	\$25,000
10-1000-3710	Plastic Bag Fee	\$236,273	\$120,000	\$160,000	\$0
10-1110-3725	Donations	\$5,000	\$0	\$0	\$0
10-1112-3301	Municipal Court Fees - includes portion of County fines	\$24,902	\$13,000	\$12,000	\$12,000
10-1115-3200	Administrative Fees from Water Fund	\$42,500	\$42,500	\$42,500	\$42,500
10-1115-3201	Business License Fees	\$125,381	\$130,000	\$130,700	\$130,000
10-1115-3202	Dog/Cat Licenses	\$20	\$100	\$405	\$400
10-1115-3203	Administrative Fees from Marina Fund	\$20,000	\$20,000	\$20,000	\$20,000
10-1115-3204	Liquor License Fees	\$10,865	\$10,000	\$15,775	\$10,000
10-1115-3205	Short-Term Rental Licenses	\$108,125	\$175,000	\$207,000	\$190,000
10-1115-3222	Miscellaneous Revenue - non-recurring receipts	\$300	\$0	\$1,300	\$0
10-1115-3401	Rental Revenue from Leased Town-Owned Properties	\$154,200	\$149,850	\$160,267	\$197,000
10-1115-3410	Sales of Cemetery Lots	\$225	\$500	\$3,425	\$1,875
10-1118-3810	Marketing Filming Fees	\$2,500	\$0	\$1,500	\$1,000
10-1119-3222	Miscellaneous Revenue - non-recurring receipts	\$1,435	\$0	\$500	\$500
10-1119-3305	Planning Permits and Fees	\$28,067	\$25,000	\$45,000	\$40,000
10-1119-3306	Plumbing Permits - separate from Building Permits	\$21,284	\$20,000	\$22,000	\$20,000
10-1119-3307	Mechanical Permits - separate from Building Permits	\$38,430	\$30,000	\$40,000	\$35,000
10-1119-3309	Parklet Licensing	\$0	\$0	\$3,300	\$5,000
10-1119-3310	Building Permits and Fees	\$311,107	\$200,000	\$220,000	\$200,000
10-1120-3710	Plastic Bag Fee	\$0	\$0	\$0	\$120,000
10-1121-3222	Miscellaneous Revenue - non-recurring receipts	\$13,737	\$10,000	\$5,000	\$10,000
10-1121-3223	Surcharge Fee on Fines - used to offset Police education	\$5,775	\$4,000	\$2,500	\$4,000
10-1121-3550	State and Federal Grant Funding	\$3,079	\$10,000	\$10,000	\$8,000
10-1121-3553	CDOT Reimbursements	\$1,313	\$11,000	\$2,025	\$10,000
10-1125-3222	Miscellaneous Revenue - non-recurring receipts	\$692	\$800	\$800	\$800
10-1125-3250	Tax Exempt Merchandise Sales	\$0	\$0	\$500	\$300
10-1125-3401	Rental Revenue - Historic Buildings	\$1,950	\$2,000	\$2,200	\$2,000
10-1125-3405	Gift Shop Revenue	\$8,617	\$8,000	\$12,000	\$10,000
10-1125-3550	State/Federal Grants	\$3,256	\$0	\$0	\$0
10-1125-3725	Donations to Historic Park and Museum	\$4,993	\$5,000	\$6,000	\$5,000
10-1130-3222	Miscellaneous Revenue - non-recurring receipts	\$4,814	\$1,000	\$4,200	\$1,000
10-1131-3300	Excavation Permits - utility costs	\$4,300	\$4,000	\$6,600	\$8,500
10-1140-3305	Event Permit Fees	\$0	\$1,000	\$0	\$0
10-1140-3306	Sponsorship Revenue	\$0	\$10,000	\$15,000	\$15,000
10-1140-3804	4th of July - fireworks contributions from other entities	\$0	\$5,000	\$0	\$0
10-1140-3806	BBQ Challenge - food/beverage booth revenue	\$0	\$450,000	\$391,370	\$400,000
10-1140-3809	Art on Main	\$0	\$0	\$0	\$0
10-1140-3835	Fall Fest	\$0	\$1,500	\$2,400	\$1,400
10-1140-3861	Soup Cup Classic	\$0	\$2,000	\$0	\$0
10-1150-3222	Miscellaneous Revenue - non-recurring receipts	\$0	\$0	\$0	\$0
10-1150-3306	Sponsorship Revenue	\$9,750	\$0	\$15,000	\$0
10-1150-3601	Recreation Program Revenue	\$113,484	\$88,000	\$27,000	\$29,000
10-1150-3602	Recreation Fun Club Program	\$131,377	\$133,000	\$116,000	\$129,000
10-1150-3603	Recreation Special Event Revenue	\$82,339	\$90,000	\$110,000	\$115,000
10-1150-3604	Recreation After School	\$0	\$0	\$37,400	\$56,100
10-1150-3605	Recreation Sport Summer Program	\$0	\$0	\$78,000	\$88,000
10-1160-3222	Miscellaneous Revenue - non-recurring receipts	\$4,544	\$1,000	\$80	\$1,000
10-1160-3703	Park Rental Fees	-\$2,300	\$0	\$0	\$10,000
10-1160-3901	Tubing Hill Revenue	\$1,146,086	\$1,500,000	\$1,200,000	\$1,500,000
10-1160-3902	Ski Hill Revenue	\$60,919	\$55,000	\$70,000	\$55,000
10-1160-3903	Event Revenues	\$35	\$0	\$0	\$0
10-1160-3904	Food/Beverage Revenues	\$48,931	\$60,000	\$35,000	\$60,000
10-1160-3905	Retail Sales Revenue	\$52,848	\$50,000	\$55,000	\$60,000
10-1160-3906	Day Lodge Rental Revenue	\$16,365	\$20,000	\$25,000	\$20,000
10-1160-3907	Ski School Concessionaire	\$0	\$0	\$0	\$40,000
10-1170-3222	Miscellaneous Revenue	\$241	\$0	\$10	\$0
10-1170-3470	Service and Repair Income	\$3,232	\$3,500	\$3,500	\$3,500
10-1170-3482	Nordic Rental Equipment Sales	\$0	\$0	\$1,106	\$0
10-1170-3703	Nordic Building Rental Revenue	\$0	\$0	\$78	\$0
10-1170-3705	Concessionaire Revenue	\$62,618	\$40,000	\$66,000	\$70,000
10-1170-3901	Daily Pass Revenue	\$129,713	\$120,000	\$155,000	\$155,000
10-1170-3902	Punch Pass Revenue	\$63,266	\$65,000	\$55,000	\$55,000
10-1170-3903	Event Revenue	\$2,315	\$4,000	\$12,000	\$12,000
10-1170-3904	Food/Beverage Revenue	\$70	\$2,000	\$0	\$2,000
10-1170-3905	Retail Sales Revenue	\$4,176	\$8,000	\$9,000	\$12,000
10-1170-3906	Season Pass Revenue (Joint)	\$45,483	\$30,000	\$40,000	\$40,000
10-1170-3907	Season Pass revenue (Frisco)	\$51,198	\$30,000	\$50,000	\$50,000
10-1170-3908	Equipment Rentals	\$114,658	\$110,000	\$110,000	\$110,000
10-1170-3909	Programs/Lessons	\$82,353	\$75,000	\$75,000	\$75,000
TOTAL REVENUES - GENERAL FUND		\$17,420,903	\$16,809,261	\$19,002,803	\$19,688,349

## GENERAL GOVERNMENT EXPENDITURES

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
10-1110-4010	Benefits - self-funded medical insurance pool	\$1,440,058	\$1,450,000	\$1,412,000	\$290,000
10-1110-4202	Postage	\$3,023	\$4,000	\$1,106	\$4,000
10-1110-4203	Telephone and Wireless Telephone Services	\$132,343	\$120,000	\$115,409	\$120,000
10-1110-4205	Repairs and Maintenance of Electronic Equip.	\$59,768	\$55,000	\$55,000	\$70,000
10-1110-4210	Dues & Subscriptions - professional organizations	\$8,850	\$12,000	\$17,000	\$10,900
10-1110-4211	Election Expenses	\$5,622	\$9,000	\$18,564	\$9,000
10-1110-4226	Internet/Technology Services - maintenance of web site	\$2,153	\$1,800	\$1,800	\$2,200
10-1110-4227	Staff Training	\$0	\$7,000	\$7,000	\$26,500
10-1110-4229	Supplies - hosting meetings with other entities	\$4,173	\$1,700	\$5,000	\$5,000
10-1110-4231	IT Support Services Contract	\$129,570	\$120,000	\$138,000	\$138,000
10-1110-4233	Operating Supplies	\$10,488	\$22,000	\$18,926	\$22,000
10-1110-4244	Monthly Bank Service Charges	\$25,597	\$25,000	\$28,410	\$29,700
10-1110-4250	Professional Services - legal fees/appraisals	\$310,612	\$434,200	\$420,000	\$359,200
10-1110-4253	Social Equity Outreach	\$0	\$30,000	\$0	\$30,000
10-1110-4254	Property Management - 1/2; 1/2 to SCHA	\$2,750	\$25,000	\$24,379	\$25,110
10-1110-4255	Frisco Housing - Locals	\$23,004	\$0	\$40,000	\$25,000
10-1110-4265	Recruitment Advertising	\$71,568	\$40,000	\$64,243	\$0
10-1110-4276	Community Outreach	\$0	\$3,000	\$3,000	\$3,000
10-1110-4277	Environmental Sustainability	\$87,167	\$94,310	\$94,310	\$0
10-1110-4300	MT2030 Expenditures	\$0	\$8,000	\$35,000	\$0
10-1110-4501	Treasurer's Fees - County fees collected for TOF	\$3,859	\$4,000	\$4,200	\$4,600
10-1110-4502	Liability and Worker's Comp Insurance	\$263,205	\$335,000	\$335,000	\$363,000
10-1110-4603	Reusable Bottle Strategy	\$0	\$5,000	\$5,000	\$0
10-1110-4605	NWCCOG Annual Dues	\$4,223	\$4,300	\$4,851	\$5,111
10-1110-4615	SCTC IGA Expenses	\$17,835	\$18,000	\$23,898	\$25,000
10-1110-4620	Cemetery Marker Expense	\$0	\$1,000	\$1,000	\$1,000
10-1110-4650	VIP Program - employee recognition program	\$22,498	\$65,000	\$56,400	\$71,825
10-1110-4704	Technical Purchases for General Fund	\$145,533	\$201,299	\$185,000	\$277,216
10-1110-4705	I-70 Coalition Membership Dues	\$1,995	\$2,500	\$2,394	\$2,500
10-1110-4710	COVID-19 Expenditures	\$40,501	\$0	\$3,500	\$0
10-1110-4715	Reusable Bag Expense	\$52,299	\$20,000	\$10,000	\$0
10-1110-5901	Interfund Transfers - Capital	\$13,767,605	\$928,193	\$928,193	\$3,372,584
10-1110-5902	Interfund Transfers - Insurance Reserve	\$0	\$0	\$0	\$1,687,338
<b>TOTAL GENERAL GOVERNMENT</b>		<b>\$16,636,299</b>	<b>\$4,046,302</b>	<b>\$4,058,583</b>	<b>\$6,979,784</b>

## LEGISLATIVE

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
10-1111-4001	Legislative Salaries	\$55,800	\$55,800	\$55,800	\$55,800
10-1111-4010	Benefits	\$4,415	\$4,436	\$4,404	\$5,385
	<b>SUBTOTAL SALARIES AND BENEFITS</b>	<b>\$60,215</b>	<b>\$60,236</b>	<b>\$60,204</b>	<b>\$61,185</b>
10-1111-4227	Reg. Fees, Lodging, Travel, & Meals	\$1,087	\$4,000	\$8,285	\$8,000
10-1111-4229	Council Dinners, Supplies	\$6,284	\$12,500	\$11,875	\$12,500
10-1111-4612	Discretionary Funding	\$0	\$500	\$500	\$500
	<b>SUBTOTAL OPERATING EXPENSES</b>	<b>\$7,371</b>	<b>\$17,000</b>	<b>\$20,660</b>	<b>\$21,000</b>
	<b>TOTAL LEGISLATIVE</b>	<b>\$67,586</b>	<b>\$77,236</b>	<b>\$80,864</b>	<b>\$82,185</b>

## MUNICIPAL COURT

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
10-1112-4001	Municipal Court Salaries	\$23,461	\$25,474	\$25,901	\$27,455
10-1112-4002	Municipal Court Overtime	\$555	\$600	\$0	\$0
10-1112-4010	Benefits	\$1,920	\$2,204	\$265.17	\$1,591
10-1112-4050	Municipal Court Retirement Benefits	\$1,196	\$1,391	\$359	\$381
	<b>SUBTOTAL SALARIES AND BENEFITS</b>	<b>\$27,132</b>	<b>\$29,669</b>	<b>\$26,526</b>	<b>\$29,427</b>
10-1112-4202	Postage - Department share	\$24	\$100	\$100	\$3,000
10-1112-4227	Education	\$0	\$500	\$500	\$500
10-1112-4250	Professional Services	\$0	\$300	\$300	\$300
	<b>SUBTOTAL OPERATING EXPENSES</b>	<b>\$24</b>	<b>\$900</b>	<b>\$900</b>	<b>\$3,800</b>
	<b>TOTAL MUNICIPAL COURT</b>	<b>\$27,156</b>	<b>\$30,569</b>	<b>\$27,426</b>	<b>\$33,227</b>

## FINANCE

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
10-1114-4001	Finance Salaries	\$282,809	\$286,157	\$321,681	\$562,446
10-1114-4002	Overtime	\$1,647	\$700	\$1,360	\$735
10-1114-4010	Benefits	\$23,411	\$24,490	\$19,944	\$66,582
10-1114-4050	Retirement Benefits	\$13,912	\$15,692	\$18,564	\$28,288
	<b>SUBTOTAL SALARIES AND BENEFITS</b>	<b>\$321,779</b>	<b>\$327,039</b>	<b>\$361,550</b>	<b>\$658,051</b>
10-1114-4202	Postage - Department share	\$739	\$600	\$600	\$600
10-1114-4210	Professional Dues and Subscriptions	\$250	\$200	\$2,000	\$3,000
10-1114-4227	Reg Fees, Lodging, Travel, & Meals	\$2,078	\$3,500	\$6,800	\$8,000
10-1114-4233	Supplies	\$1,759	\$2,000	\$500	\$2,000
10-1114-4250	Professional Services - Audit	\$57,558	\$80,000	\$75,000	\$100,000
10-1114-4703	Furniture and Equipment - non-capital	\$0	\$100	\$1,500	\$100
	<b>SUBTOTAL OPERATING EXPENSES</b>	<b>\$62,384</b>	<b>\$86,400</b>	<b>\$86,400</b>	<b>\$113,700</b>
	<b>TOTAL FINANCE</b>	<b>\$384,163</b>	<b>\$413,439</b>	<b>\$447,950</b>	<b>\$771,751</b>

ADMINISTRATION

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
10-1115-4001	Administration Salaries	\$941,757	\$746,380	\$1,009,891	\$612,036
10-1115-4002	Administration Overtime	\$2,070	\$700	\$1,981	\$735
10-1115-4010	Benefits	\$68,293	\$63,373	\$84,305	\$59,606
10-1115-4050	Retirement Benefits	\$40,407	\$39,991	\$32,319	\$41,019
	<b>SUBTOTAL SALARIES AND BENEFITS</b>	<b>\$1,052,527</b>	<b>\$850,444</b>	<b>\$1,128,496</b>	<b>\$713,396</b>
10-1115-4202	Postage - Department share	\$604	\$3,500	\$882	\$800
10-1115-4210	Professional Dues and Subscriptions	\$2,623	\$3,000	\$4,000	\$3,000
10-1115-4224	Department Supplies for meetings, etc.	\$1,130	\$1,500	\$1,422	\$1,500
10-1115-4227	Reg. Fees, Lodging, Travel, & Meals	\$9,007	\$10,000	\$7,000	\$7,000
10-1115-4233	Supplies	\$1,019	\$2,000	\$1,147	\$2,000
10-1115-4250	Professional Services	\$0	\$0	\$0	\$0
10-1115-4260	Gas/Oil	\$258	\$1,000	\$529	\$0
10-1115-4265	Advertising for Legal Notices, Job Vacancies	\$4,920	\$4,500	\$4,500	\$4,500
10-1115-4521	Short-term Rental Compliance	\$93,990	\$55,000	\$2,402	\$0
10-1115-4703	Furniture and Equipment - non-capital	\$11,198	\$0	\$10,533	\$10,000
	<b>SUBTOTAL OPERATING EXPENSES</b>	<b>\$124,749</b>	<b>\$80,500</b>	<b>\$32,415</b>	<b>\$28,800</b>
	<b>TOTAL ADMINISTRATION</b>	<b>\$1,177,276</b>	<b>\$930,944</b>	<b>\$1,160,911</b>	<b>\$742,196</b>



DISCRETIONARY

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
10-1116-4620	Grants - County-wide Non-profits	\$80,600	\$65,000	\$87,262	\$117,050
10-1116-4621	Grants - Frisco Health, Welfare and Community Services	\$70,000	\$250,000	\$100,000	\$0
10-1116-4622	Grants - Business Assistance	\$489,330	\$0	\$0	\$0
10-1116-4623	Summit County Search and Rescue	\$0	\$50,000	\$50,000	\$50,000
<b>TOTAL DISCRETIONARY</b>		<b>\$639,930</b>	<b>\$365,000</b>	<b>\$237,262</b>	<b>\$167,050</b>

HUMAN RESOURCES

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
10-1117-4001	Human Resource Salaries	\$0	\$0	\$0	\$301,189
10-1117-4002	Human Resource Overtime	\$0	\$0	\$0	\$527
10-1117-4010	Benefits	\$0	\$0	\$0	\$35,341
10-1117-4050	Retirement Benefits	\$0	\$0	\$0	\$15,480
	<b>SUBTOTAL SALARIES AND BENEFITS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$352,537</b>
10-1117-4202	Postage - Department share	\$0	\$0	\$0	\$2,400
10-1117-4210	Professional Dues and Subscriptions	\$0	\$0	\$0	\$16,000
10-1117-4224	Department Supplies for meetings, etc.	\$0	\$0	\$0	\$38,150
10-1117-4227	Reg. Fees, Lodging, Travel, & Meals	\$0	\$0	\$0	\$16,200
10-1117-4233	Supplies	\$0	\$0	\$0	\$5,900
10-1117-4250	Professional Services	\$0	\$0	\$0	\$60,000
10-1117-4265	Advertising for Legal Notices, Job Vacancies	\$0	\$0	\$0	\$85,000

MARKETING

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
10-1118-4001	Marketing Salaries	\$222,442	\$233,807	\$283,788	\$300,815
10-1118-4010	Benefits	\$18,969	\$19,748	\$32,294	\$34,232
10-1118-4050	Retirement Benefits	\$13,341	\$16,367	\$19,865	\$21,057
	<b>SUBTOTAL SALARIES AND BENEFITS</b>	<b>\$254,752</b>	<b>\$269,922</b>	<b>\$335,947</b>	<b>\$356,104</b>
10-1118-4202	Postage - Department share	\$15	\$500	\$250	\$300
10-1118-4210	Professional Dues & Subscriptions	\$1,795	\$2,200	\$2,560	\$2,800
10-1118-4227	Reg. Fees, Lodging, Travel, & Meals	\$4,549	\$5,500	\$5,500	\$8,000
10-1118-4233	Supplies	\$533	\$2,000	\$1,000	\$2,000
10-1118-4265	Advertising and Promotions	\$235,021	\$250,000	\$250,000	\$250,000
10-1118-4590	Public Relations Consultant	\$52,628	\$50,000	\$51,000	\$53,000
10-1118-4635	Brochure Printing and Distribution	\$0	\$20,000	\$0	\$0
10-1118-4645	Promotional Photography	\$15,000	\$15,000	\$15,000	\$15,000
10-1118-4655	Website Maint. and Regular Updates	\$30,759	\$35,000	\$35,000	\$35,000
10-1118-4825	Sponsorships	\$17,338	\$22,000	\$22,000	\$22,000
10-1118-4828	Focus on Frisco/SCTV	\$0	\$1,200	\$0	\$1,200
	<b>SUBTOTAL OPERATING EXPENSES</b>	<b>\$357,638</b>	<b>\$403,400</b>	<b>\$382,310</b>	<b>\$389,300</b>
	<b>TOTAL MARKETING</b>	<b>\$612,390</b>	<b>\$673,322</b>	<b>\$718,257</b>	<b>\$745,404</b>

**COMMUNITY DEVELOPMENT**

<b>Account Number</b>	<b>Account Title</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>Estimated 2022 Year End</b>	<b>Proposed 2023 Budget</b>
10-1119-4001	Community Development Salaries	\$673,277	\$769,153	\$603,664	\$665,708
10-1119-4002	Community Development Overtime	\$2,857	\$1,500	\$1,600	\$1,575
10-1119-4010	Benefits	\$56,455	\$65,022	\$50,068	\$79,488
10-1119-4050	Retirement Benefits	\$29,268	\$35,490	\$22,184	\$33,805
	<b>SUBTOTAL SALARIES AND BENEFITS</b>	<b>\$761,857</b>	<b>\$871,165</b>	<b>\$677,516</b>	<b>\$780,576</b>
10-1119-4202	Postage - Department share	\$770	\$1,000	\$1,000	\$1,000
10-1119-4210	Professional Dues and Subscriptions	\$2,221	\$3,000	\$3,000	\$3,000
10-1119-4221	Printing	\$85	\$500	\$1,500	\$1,000
10-1119-4227	Reg. Fees, Lodging, Travel, & Meals	\$3,323	\$7,000	\$7,000	\$7,000
10-1119-4230	Code Books	\$513	\$600	\$600	\$600
10-1119-4233	Supplies	\$558	\$1,500	\$1,500	\$1,500
10-1119-4250	Legal and Consulting Fees	\$4,607	\$10,000	\$5,000	\$10,000
10-1119-4260	Gas/Oil - Department share for vehicles	\$607	\$500	\$500	\$500
10-1119-4265	Advertising	\$460	\$2,000	\$2,000	\$2,000
10-1119-4306	Planning Commission Expenses	\$0	\$1,000	\$500	\$1,000
10-1119-4313	Building Professional Consultant	\$13,620	\$15,000	\$50,000	\$25,000
10-1119-4588	Public Outreach	\$0	\$500	\$500	\$500
10-1119-4703	Furniture and Equipment - non-capital	\$3,514	\$1,000	\$1,500	\$1,000
10-1119-5079	Unified Development Code amendments - non-capital	\$0	\$0	\$0	\$10,000
	<b>SUBTOTAL OPERATING EXPENSES</b>	<b>\$30,278</b>	<b>\$43,600</b>	<b>\$74,600</b>	<b>\$64,100</b>
	<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>\$792,135</b>	<b>\$914,765</b>	<b>\$752,116</b>	<b>\$844,676</b>

SUSTAINABILITY

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
10-1120-4001	Sustainability Salaries	\$0	\$0	\$0	\$90,168
10-1120-4002	Sustainability Overtime	\$0	\$0	\$0	\$0
10-1120-4010	Benefits	\$0	\$0	\$0	\$9,838
10-1120-4050	Retirement Benefits	\$0	\$0	\$0	\$3,145
	<b>SUBTOTAL SALARIES AND BENEFITS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$103,151</b>
		\$0	\$0		
10-1120-4202	Postage - Department share	\$0	\$0	\$0	\$50
10-1120-4210	Professional Dues and Subscriptions	\$0	\$0	\$0	\$2,650
10-1120-4221	Printing	\$0	\$0	\$0	\$200
10-1120-4227	Reg. Fees, Lodging, Travel, & Meals	\$0	\$0	\$0	\$1,200
10-1120-4233	Supplies	\$0	\$0	\$0	\$500
10-1120-4250	Professional Services	\$0	\$0	\$0	\$60,000
10-1120-4265	Advertising	\$0	\$0	\$0	\$500
10-1120-4277	Environmental Program Partnerships	\$0	\$0	\$0	\$100,000
10-1120-4588	Public Outreach	\$0	\$0	\$0	\$1,200
10-1120-4603	Reusable Bottle Strategy	\$0	\$0	\$0	\$12,000
10-1120-4621	Grants - Frisco Health, Welfare and Community Services	\$0	\$0	\$0	\$98,000
10-1120-4715	Reusable Bag Expense	\$0	\$0	\$0	\$30,000
10-1120-4703	Furniture and Equipment - non-capital	\$0	\$0	\$0	\$1,200
	<b>SUBTOTAL OPERATING EXPENSES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$307,500</b>
	<b>TOTAL SUSTAINABILITY</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$410,651</b>

## POLICE

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
10-1121-4001	Police Salaries	\$982,583	\$1,162,798	\$1,148,565	\$1,540,559
10-1121-4002	Overtime	\$51,548	\$40,000	\$87,493	\$55,000
10-1121-4003	Reimbursable Salaries	\$4,363	\$30,000	\$2,000	\$2,000
10-1121-4010	Benefits	\$55,848	\$104,922	\$92,475	\$96,174
10-1121-4050	Retirement Benefits	\$29,795	\$37,355	\$38,109	\$75,983
10-1121-4051	FPPA Retirement Benefits	\$71,197	\$112,813	\$177,474	\$184,573
<b>SUBTOTAL SALARIES AND BENEFITS</b>		<b>\$1,195,334</b>	<b>\$1,487,888</b>	<b>\$1,546,116</b>	<b>\$1,954,289</b>
10-1121-4202	Postage - Department share	\$865	\$300	\$3,000	\$3,500
10-1121-4205	Equipment Repair and Maintenance	\$1,035	\$2,000	\$2,000	\$2,000
10-1121-4210	Professional Dues and Subscriptions	\$6,230	\$7,000	\$9,000	\$20,000
10-1121-4218	Weapons Range Operating Expense	\$1,666	\$6,000	\$5,100	\$10,000
10-1121-4227	Reg. Fees, Lodging, Travel, & Meals	\$3,365	\$20,000	\$15,000	\$20,000
10-1121-4228	Recruitment Strategies	\$14,614	\$30,000	\$20,000	\$25,000
10-1121-4233	Supplies	\$17,549	\$15,000	\$21,000	\$20,000
10-1121-4234	Parking Information and Enforcement Supplies	\$1,525	\$4,000	\$0	\$0
10-1121-4250	Professional Services	\$7,760	\$7,500	\$6,500	\$6,500
10-1121-4260	Gas/Oil - Department share for vehicles	\$19,582	\$15,000	\$20,000	\$25,000
10-1121-4270	Uniforms	\$10,506	\$6,000	\$12,000	\$15,000
10-1121-4273	Towing Expenses	\$0	\$300	\$300	\$300
10-1121-4274	Communication (Dispatch) Services	\$149,320	\$164,000	\$164,000	\$179,802
10-1121-4276	Police Community Assistance	\$271	\$1,000	\$500	\$1,000
10-1121-4282	MERT Program Expenses	\$0	\$5,000	\$5,000	\$10,000
10-1121-4283	D.A.R.E. Program Expenses	\$0	\$1,000	\$500	\$1,000
10-1121-4301	Animal Impound Fees - Summit County	\$5,985	\$6,000	\$5,985	\$6,000
10-1121-4613	County HAZMAT Fees	\$11,460	\$12,000	\$12,033	\$12,500
<b>SUBTOTAL OPERATING EXPENSES</b>		<b>\$251,733</b>	<b>\$302,100</b>	<b>\$301,918</b>	<b>\$357,602</b>
<b>TOTAL POLICE</b>		<b>\$1,447,067</b>	<b>\$1,789,988</b>	<b>\$1,848,034</b>	<b>\$2,311,891</b>

**HISTORIC PARK**

<b>Account Number</b>	<b>Account Title</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Projected</b>	<b>2023 Budget</b>
10-1125-4001	Historic Park Salaries	\$131,778	\$145,297	\$196,526	\$206,352
10-1125-4002	Overtime	\$6	\$300	\$50	\$300
10-1125-4005	Part-time Salaries	\$24,780	\$44,004	\$71,616	\$85,597
10-1125-4010	Benefits	\$13,406	\$17,483	\$32,760	\$34,398
10-1125-4050	Retirement Benefits	\$0	\$0	\$7,861	\$8,254
<b>SUBTOTAL SALARIES AND BENEFITS</b>		<b>\$169,970</b>	<b>\$207,084</b>	<b>\$308,813</b>	<b>\$334,901</b>
10-1125-4202	Postage - Department share	\$3	\$0	\$25	\$150
10-1125-4205	Equipment Repair and Maintenance	\$272	\$2,000	\$2,000	\$1,500
10-1125-4207	Building Repair and Maintenance	\$570	\$13,000	\$13,000	\$13,000
10-1125-4210	Professional Dues and Subscriptions	\$1,424	\$2,500	\$2,500	\$2,500
10-1125-4221	Printing	\$1,023	\$4,000	\$4,000	\$4,000
10-1125-4227	Reg. Fees, Lodging, Travel, and Meals	\$1,335	\$3,000	\$3,000	\$3,600
10-1125-4233	Supplies	\$1,546	\$2,500	\$2,000	\$2,200
10-1125-4250	Professional Services	\$0	\$7,000	\$200	\$0
10-1125-4265	Advertising	\$7,312	\$15,000	\$15,000	\$15,000
10-1125-4401	Utility Costs - park buildings	\$7,997	\$11,000	\$11,000	\$11,000
10-1125-4477	Cleaning/Janitorial Expenses	\$6,086	\$12,000	\$12,000	\$12,000
10-1125-4703	Furniture and Equipment - non-capital	\$462	\$4,000	\$4,000	\$14,800
10-1125-4890	Museum Special Events	\$5,164	\$15,000	\$15,000	\$20,000
10-1125-4891	Museum Retail Inventory	\$5,318	\$5,000	\$6,000	\$7,000
10-1125-4893	Exhibit Expenses	\$7,175	\$20,000	\$15,000	\$20,000
10-1125-4894	Historic Park Programs/Outreach	\$3,216	\$5,500	\$6,000	\$7,000
<b>SUBTOTAL OPERATING EXPENSES</b>		<b>\$48,903</b>	<b>\$121,500</b>	<b>\$110,725</b>	<b>\$133,750</b>
<b>TOTAL HISTORIC PARK</b>		<b>\$218,873</b>	<b>\$328,584</b>	<b>\$419,538</b>	<b>\$468,651</b>

## PUBLIC WORKS ADMINISTRATION

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
10-1130-4001	PW Admin Salaries	\$209,097	\$220,301	\$245,168	\$259,878
10-1130-4002	Overtime	\$9	\$250	\$0	\$250
10-1130-4010	Benefits	\$17,014	\$17,534	\$22,015	\$23,336
10-1130-4050	Retirement Benefits	\$11,545	\$11,119	\$13,725	\$14,548
	<b>SUBTOTAL SALARIES AND BENEFITS</b>	<b>\$237,665</b>	<b>\$249,204</b>	<b>\$280,908</b>	<b>\$298,012</b>
10-1130-4202	Postage - Department share	\$6	\$300	\$50	\$300
10-1130-4210	Professional Dues and Subscriptions	\$1,249	\$2,500	\$1,650	\$2,850
10-1130-4227	Reg. Fees, Lodging, Travel, and Meals	\$379	\$3,000	\$500	\$3,000
10-1130-4233	Supplies	\$2,439	\$5,000	\$2,450	\$5,000
10-1130-4250	Professional Services	\$21,082	\$205,000	\$200,000	\$205,000
10-1130-4260	Gas/Oil - Department share for vehicles	\$322	\$1,000	\$175	\$0
10-1130-4265	Advertising	\$732	\$750	\$7,000	\$10,000
10-1130-4270	Uniforms - Department share	\$5,572	\$6,000	\$3,500	\$6,500
10-1130-4400	Pest Control/Noxious Weed	\$115	\$0	\$0	\$0
	<b>SUBTOTAL OPERATING EXPENSES</b>	<b>\$31,896</b>	<b>\$223,550</b>	<b>\$215,325</b>	<b>\$232,650</b>
	<b>TOTAL PW ADMIN</b>	<b>\$269,561</b>	<b>\$472,754</b>	<b>\$496,233</b>	<b>\$530,662</b>



## PUBLIC WORKS STREETS

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
10-1131-4001	PW Streets Salaries	\$265,558	\$280,474	\$284,887	\$301,980
10-1131-4002	Overtime	\$5,800	\$8,000	\$5,800	\$8,000
10-1131-4010	Benefits	\$22,316	\$25,279	\$37,279	\$39,516
10-1131-4050	Retirement Benefits	\$4,583	\$11,523	\$12,145	\$12,874
	<b>SUBTOTAL SALARIES AND BENEFITS</b>	<b>\$298,257</b>	<b>\$325,276</b>	<b>\$340,111</b>	<b>\$362,370</b>
10-1131-4205	Equipment Repair and Maintenance	\$6	\$0	\$0	\$0
10-1131-4210	Professional Dues and Subscriptions	\$0	\$2,000	\$2,000	\$2,300
10-1131-4227	Reg. Fees, Lodging, Travel, and Meals	\$5,733	\$5,400	\$5,500	\$1,000
10-1131-4233	Supplies	\$387	\$400	\$400	\$500
10-1131-4250	Professional Services - surveying, engineering	\$398	\$1,800	\$1,800	\$75,000
10-1131-4260	Gas/Oil - Department share for vehicles	\$30,468	\$48,000	\$48,000	\$0
10-1131-4265	Advertising	\$1,475	\$1,200	\$1,200	\$1,400
10-1131-4270	Uniforms - Department share	\$1,644	\$3,000	\$3,000	\$5,000
10-1131-4401	Utility Costs - Street lights	\$71,087	\$70,000	\$60,000	\$80,500
10-1131-4402	Road Resurfacing - non-capital costs	\$0	\$65,000	\$65,000	\$65,000
10-1131-4403	Routine Street Maintenance	\$45,153	\$96,000	\$90,000	\$310,400
10-1131-4404	Snow Removal - Deicers, Contract Hauling	\$43,820	\$90,000	\$85,000	\$103,500
	<b>SUBTOTAL OPERATING EXPENSES</b>	<b>\$200,171</b>	<b>\$382,800</b>	<b>\$361,900</b>	<b>\$644,600</b>
	<b>TOTAL PW STREETS</b>	<b>\$498,428</b>	<b>\$708,076</b>	<b>\$702,011</b>	<b>\$1,006,970</b>

## PUBLIC WORKS BUILDINGS

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
10-1132-4001	PW Buildings Salaries	\$200,091	\$202,607	\$179,308	\$190,067
10-1132-4002	Overtime	\$2,939	\$4,000	\$1,300	\$4,000
10-1132-4010	Benefits	\$16,759	\$17,985	\$23,175	\$24,566
10-1132-4050	Retirement Benefits	\$11,241	\$11,312	\$9,332	\$9,892
<b>SUBTOTAL SALARIES AND BENEFITS</b>		<b>\$231,030</b>	<b>\$235,904</b>	<b>\$213,116</b>	<b>\$228,525</b>
10-1132-4207	Repair/Maintenance -Town Buildings	\$141,274	\$160,000	\$150,000	\$235,000
10-1132-4210	Professional Dues and Subscriptions	\$0	\$100	\$62	\$100
10-1132-4227	Reg. Fees, Lodging, Travel, and Meals	\$150	\$2,500	\$500	\$3,000
10-1132-4233	Supplies	\$0	\$750	\$500	\$750
10-1132-4250	Professional Services - surveying	\$0	\$750	\$0	\$750
10-1132-4260	Gas/Oil - Department share for vehicles	\$2,949	\$4,000	\$3,000	\$0
10-1132-4265	Advertising	\$1,099	\$750	\$0	\$750
10-1132-4270	Uniforms - Department share	\$798	\$1,500	\$1,000	\$2,500
10-1132-4400	Pest Control - insects, wildlife	\$913	\$750	\$800	\$1,000
10-1132-4401	Utilities for Town Owned Buildings, Parks	\$60,641	\$60,000	\$73,240	\$80,000
10-1132-4407	Renewable Utilities for Town Owned Buildings, Parks	\$0	\$0	\$10,000	\$40,000
10-1132-4411	Recycling Expense	\$4,541	\$7,500	\$22,156	\$25,000
<b>SUBTOTAL OPERATING EXPENSES</b>		<b>\$212,365</b>	<b>\$238,600</b>	<b>\$261,258</b>	<b>\$388,850</b>
<b>TOTAL PW BUILDINGS</b>		<b>\$443,395</b>	<b>\$474,504</b>	<b>\$474,374</b>	<b>\$617,375</b>

## PUBLIC WORKS FLEET

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
10-1133-4001	Fleet Salaries	\$166,557	\$187,523	\$197,339	\$209,179
10-1133-4002	Overtime	\$2,311	\$2,500	\$4,000	\$2,625
10-1133-4010	Benefits	\$14,463	\$16,647	\$24,916	\$26,411
10-1133-4050	Retirement Benefits	\$6,999	\$7,501	\$9,314	\$9,873
	<b>SUBTOTAL SALARIES AND BENEFITS</b>	<b>\$190,330</b>	<b>\$214,171</b>	<b>\$235,569</b>	<b>\$248,088</b>
10-1133-4205	Repair/Maintenance of Vehicles - all departments	\$65,772	\$90,000	\$90,000	\$100,000
10-1133-4210	Professional Dues and Subscriptions	\$5,393	\$6,500	\$6,500	\$7,000
10-1133-4227	Reg. Fees, Lodging, Travel, and Meals	\$60	\$8,000	\$8,000	\$8,000
10-1133-4233	Supplies	\$32	\$600	\$600	\$600
10-1133-4250	Professional Services	\$5,274	\$8,000	\$8,000	\$8,000
10-1133-4260	Gas/Oil	\$1,238	\$2,500	\$2,500	\$87,150
10-1133-4265	Advertising	\$0	\$1,000	\$1,000	\$1,000
10-1133-4270	Uniforms - Department share	\$4,357	\$6,000	\$6,000	\$6,000
10-1133-4271	Tools	\$1,104	\$7,000	\$7,000	\$7,000
10-1133-4404	Snow Removal - Plow Blades, Blowers	\$9,502	\$8,500	\$10,000	\$10,000
10-1133-4405	EV Tools and Training	\$0	\$0	\$0	\$25,000
	<b>SUBTOTAL OPERATING EXPENSES</b>	<b>\$92,732</b>	<b>\$138,100</b>	<b>\$139,600</b>	<b>\$259,750</b>
	<b>TOTAL PW FLEET</b>	<b>\$283,062</b>	<b>\$352,271</b>	<b>\$375,169</b>	<b>\$507,838</b>

## PUBLIC WORKS GROUNDS

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
10-1134-4001	PW Grounds Salaries	\$394,814	\$460,917	\$488,785	\$518,112
10-1134-4002	Overtime	\$5,499	\$8,000	\$7,772	\$8,000
10-1134-4006	Seasonal Salaries	\$26,468	\$50,000	\$17,586	\$18,641
10-1134-4010	Benefits	\$36,315	\$45,129	\$64,525	\$68,397
10-1134-4050	Retirement Benefits	\$14,894	\$17,162	\$27,219	\$28,852
<b>SUBTOTAL SALARIES AND BENEFITS</b>		<b>\$477,990</b>	<b>\$581,208</b>	<b>\$605,887</b>	<b>\$642,002</b>
10-1134-4205	Repair/Maintenance of Vehicles & mowers	\$56	\$1,100	\$1,100	\$1,200
10-1134-4210	Professional Dues and Subscriptions	\$97	\$250	\$250	\$250
10-1134-4227	Reg. Fees, Lodging, Travel, and Meals	\$1,291	\$5,500	\$5,500	\$6,000
10-1134-4233	Supplies	\$22	\$400	\$400	\$400
10-1134-4250	Professional Services	\$0	\$300	\$300	\$300
10-1134-4260	Gas/Oil - Department share for vehicles	\$11,898	\$16,500	\$16,500	\$0
10-1134-4265	Advertising	\$0	\$1,000	\$1,000	\$1,100
10-1134-4270	Uniforms - Department share	\$2,687	\$2,200	\$2,200	\$3,500
10-1134-4400	Pest Control - insects, wildlife	\$980	\$2,200	\$2,200	\$2,500
10-1134-4404	Snow Removal - Town Owned Buildings/Parks	\$682	\$1,650	\$1,650	\$2,000
10-1134-4703	Equipment/Furniture	\$0	\$0	\$200	\$200
<b>SUBTOTAL OPERATING EXPENSES</b>		<b>\$17,713</b>	<b>\$31,100</b>	<b>\$31,300</b>	<b>\$17,450</b>
<b>TOTAL PW GROUNDS</b>		<b>\$495,703</b>	<b>\$612,308</b>	<b>\$637,187</b>	<b>\$659,452</b>

## SPECIAL EVENTS

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
10-1140-4001	Special Events Salaries	\$134,964	\$130,400	\$131,032	\$138,894
10-1140-4002	Overtime	\$2,358	\$4,000	\$1,500	\$4,000
10-1140-4005	Seasonal Salaries	\$5,868	\$30,000	\$27,457	\$42,556
10-1140-4010	Benefits	\$12,009	\$15,010	\$11,809	\$21,660
10-1140-4050	Retirement Benefits	\$6,171	\$7,618	\$5,998	\$6,358
<b>SUBTOTAL SALARIES AND BENEFITS</b>		<b>\$161,370</b>	<b>\$187,028</b>	<b>\$177,796</b>	<b>\$213,468</b>
10-1140-4202	Postage - Department share	\$2	\$700	\$300	\$700
10-1140-4205	Repair/Maintenance of Event Equipment	\$178	\$1,000	\$100	\$1,000
10-1140-4210	Professional Dues and Subscriptions	\$1,820	\$2,000	\$1,000	\$2,000
10-1140-4227	Reg. Fees, Lodging, Travel, and Meals	\$959	\$5,200	\$1,500	\$5,200
10-1140-4233	Supplies	\$3,836	\$8,000	\$4,000	\$8,000
10-1140-4260	Gas/Oil - Department share	\$1,023	\$1,000	\$500	\$1,000
10-1140-4261	Street Banners	\$3,508	\$12,000	\$12,000	\$12,000
10-1140-4401	Utilities for Events	\$3,223	\$2,000	\$1,900	\$2,000
10-1140-4665	Green Event Infrastructure	\$0	\$7,000	\$4,000	\$7,000
10-1140-4703	Furniture and Equipment - non-capital	\$5,643	\$10,000	\$2,000	\$7,500
10-1140-4804	4th of July	\$13,442	\$65,000	\$15,000	\$65,000
10-1140-4809	Clean Up Day	\$5	\$4,000	\$2,868	\$4,000
10-1140-4811	Wassail Days	\$29,649	\$30,000	\$30,000	\$35,000
10-1140-4812	Art Shows	\$0	\$1,800	\$0	\$0
10-1140-4816	BBQ Challenge Vendor Payouts	\$0	\$388,000	\$260,000	\$388,000
10-1140-4827	Concerts in the Park	\$32,638	\$34,000	\$34,000	\$40,000
10-1140-4850	Uniforms - Special Events Team	\$0	\$1,000	\$250	\$1,000
10-1140-4851	Bike to Work Day	\$1,203	\$1,000	\$350	\$1,000
10-1140-4852	Trick or Treat Street	\$881	\$850	\$1,000	\$1,000
10-1140-4853	Easter Egg Hunt	\$906	\$1,300	\$1,700	\$1,300
10-1140-4857	Spontaneous Combustion	\$2,161	\$3,000	\$2,902	\$5,000
10-1140-4863	BBQ Challenge Administration	\$3,030	\$32,000	\$3,675	\$20,000
10-1140-4864	BBQ Challenge Beverages and Ice	\$0	\$70,000	\$65,000	\$70,000
10-1140-4865	BBQ Challenge Awards	\$0	\$28,000	\$17,705	\$28,000
10-1140-4866	BBQ Challenge Entertainment	\$0	\$60,000	\$57,916	\$65,000
10-1140-4868	BBQ Challenge Supplies and Equipment	\$0	\$66,000	\$37,123	\$50,000
10-1140-4869	BBQ Challenge Utilities, Mtn., Waste	\$0	\$33,000	\$31,054	\$40,000
10-1140-4873	Fall Fest	\$15,257	\$18,000	\$13,000	\$18,000
10-1140-4876	Pink Party	\$0	\$4,000	\$963	\$1,000
10-1140-4880	Town Party	\$0	\$0	\$0	\$0
10-1140-4881	Story Walk	\$0	\$6,000	\$0	\$0
<b>SUBTOTAL OPERATING EXPENSES</b>		<b>\$119,364</b>	<b>\$895,850</b>	<b>\$601,806</b>	<b>\$879,700</b>
<b>TOTAL SPECIAL EVENTS</b>		<b>\$280,734</b>	<b>\$1,082,878</b>	<b>\$779,602</b>	<b>\$1,093,168</b>

RECREATION

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
10-1150-4001	Recreation Salaries	\$180,956	\$184,888	\$207,000	\$233,957
10-1150-4002	Overtime	\$4,893	\$4,000	\$6,500	\$6,500
10-1150-4005	Seasonal Salaries	\$90,392	\$125,000	\$119,000	\$151,332
10-1150-4006	Program Instructors	\$46,363	\$44,000	\$52,000	\$45,970
10-1150-4007	Afterschool Salaries	\$0	\$0	\$11,000	\$23,000
10-1150-4010	Benefits	\$25,569	\$30,927	\$40,525	\$54,211
10-1150-4050	Retirement Benefits	\$6,423	\$9,200	\$11,842	\$12,434
	<b>SUBTOTAL SALARIES AND BENEFITS</b>	<b>\$354,596</b>	<b>\$398,015</b>	<b>\$447,867</b>	<b>\$527,404</b>
10-1150-4202	Postage - Department share	\$71	\$200	\$100	\$200
10-1150-4210	Professional Dues and Subscriptions	\$292	\$500	\$250	\$500
10-1150-4227	Reg. Fees, Lodging, Travel, and Meals	\$2,729	\$4,000	\$4,000	\$5,000
10-1150-4233	Operating Supplies	\$138	\$150	\$200	\$200
10-1150-4244	Bank Service Charges	\$5,963	\$16,000	\$12,000	\$16,000
10-1150-4250	Professional Services	\$857	\$3,000	\$3,000	\$3,500
10-1150-4260	Gas/Oil - Department share	\$591	\$0	\$2,250	\$2,500
10-1150-4265	Advertising	\$12,444	\$15,000	\$13,000	\$15,000
10-1150-4477	Cleaning Services	\$0	\$3,500	\$1,500	\$3,500
10-1150-4602	Recreation Sports	\$3,174	\$20,000	\$18,000	\$20,000
10-1150-4604	Recreation Contracted Expenses	\$31,048	\$32,000	\$30,000	\$35,000
10-1150-4605	Recreation Fun Club	\$28,437	\$35,000	\$33,000	\$40,000
10-1150-4606	Recreation Winter Vacation Sensation	\$13,660	\$6,000	\$9,000	\$12,000
10-1150-4607	Recreation Supplies	\$42	\$2,000	\$500	\$2,000
10-1150-4608	Recreation Scholarship	\$250	\$5,000	\$2,500	\$5,000
10-1150-4609	Afterschool	\$0	\$0	\$7,500	\$15,000
10-1150-4701	Van Rental	\$1,000	\$15,000	\$16,000	\$18,000
10-1150-4702	Programs/Activities-Admission Fees, etc.	\$200	\$1,000	\$2,000	\$2,500
10-1150-4703	Furniture and Equipment - non-capital	\$912	\$2,000	\$340	\$0
10-1150-4850	Uniforms - Recreation Team	\$267	\$3,000	\$3,000	\$3,500
	<b>SUBTOTAL OPERATING EXPENSES</b>	<b>\$102,075</b>	<b>\$163,350</b>	<b>\$158,140</b>	<b>\$199,400</b>
	<b>TOTAL RECREATION</b>	<b>\$456,671</b>	<b>\$561,365</b>	<b>\$606,007</b>	<b>\$726,804</b>

## FRISCO ADVENTURE PARK

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
10-1160-4001	Salaries	\$437,980	\$661,028	\$452,377	\$474,996
10-1160-4002	Overtime	\$4,944	\$5,000	\$8,000	\$5,250
10-1160-4005	Seasonals	\$149,290	\$292,000	\$225,000	\$621,754
10-1160-4006	Part Time Salaries	\$0	\$0	\$0	\$0
10-1160-4010	Benefits	\$51,138	\$75,527	\$125,915	\$132,211
10-1160-4050	Retirement Benefits	\$7,283	\$12,883	\$18,790	\$19,730
	<b>SUBTOTAL SALARIES AND BENEFITS</b>	<b>\$650,635</b>	<b>\$1,046,438</b>	<b>\$830,083</b>	<b>\$1,253,941</b>
10-1160-4201	Signage, Fence, Padding	\$49	\$21,000	\$21,000	\$21,000
10-1160-4205	Equipment Repair Maintenance	\$11,337	\$40,000	\$30,000	\$40,000
10-1160-4207	Building Maintenance	\$8,350	\$8,000	\$8,000	\$8,000
10-1160-4208	Conveyor Lift System Maintenance	\$1,861	\$6,000	\$3,000	\$6,000
10-1160-4221	Supplies/Ticketing	\$10,857	\$17,000	\$15,000	\$17,000
10-1160-4223	Retail Merchandise	\$16,988	\$28,000	\$35,000	\$40,000
10-1160-4225	Food & Beverage	\$21,344	\$70,000	\$20,000	\$70,000
10-1160-4227	Travel/Education/Lodging	\$4,449	\$10,000	\$10,000	\$10,000
10-1160-4234	First Aid Supplies	\$630	\$4,000	\$2,000	\$4,000
10-1160-4244	Bank Service Charges	\$68,941	\$75,000	\$80,000	\$80,000
10-1160-4250	Professional Services	\$3,263	\$5,000	\$5,000	\$5,000
10-1160-4260	Gas/Oil	\$16,332	\$14,000	\$14,000	\$14,000
10-1160-4265	Advertising	\$16,657	\$50,000	\$50,000	\$50,000
10-1160-4270	Uniforms-Department	\$2,743	\$17,000	\$17,000	\$17,000
10-1160-4401	Utility Costs	\$67,677	\$75,000	\$75,000	\$75,000
10-1160-4404	Snow Removal	\$0	\$0	\$0	\$0
10-1160-4405	Snowmaking Supplies	\$854	\$5,000	\$14,000	\$8,000
10-1160-4409	General Site Maintenance	\$20,467	\$30,000	\$15,000	\$30,000
10-1160-4411	Tubing Hill/Terrain Park Maintenance	\$1,292	\$20,000	\$10,000	\$20,000
10-1160-4455	Permit/License Fees	\$3,819	\$4,000	\$4,000	\$4,000
10-1160-4477	Cleaning	\$21,134	\$25,000	\$25,000	\$25,000
10-1160-4480	PRA Program/Event Expenses	\$2,956	\$5,000	\$500	\$0
	<b>SUBTOTAL OPERATING EXPENSES</b>	<b>\$302,000</b>	<b>\$529,000</b>	<b>\$453,500</b>	<b>\$544,000</b>
	<b>TOTAL FRISCO ADVENTURE PARK</b>	<b>\$952,635</b>	<b>\$1,575,438</b>	<b>\$1,283,583</b>	<b>\$1,797,941</b>

## FRISCO NORDIC CENTER

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
10-1170-4001	Salaries	\$155,075	\$229,420	\$146,000	\$376,418
10-1170-4002	Overtime	\$3,597	\$3,500	\$7,000	\$4,000
10-1170-4005	Seasonals	\$137,694	\$170,000	\$144,330	\$151,546
10-1170-4006	Part-Time Salaries	\$0	\$38,400	\$0	\$0
10-1170-4010	Benefits	\$24,638	\$35,085	\$64,211	\$67,422
10-1170-4050	Retirement Benefits	\$4,019	\$7,735	\$14,875	\$15,619
<b>SUBTOTAL SALARIES AND BENEFITS</b>		<b>\$325,023</b>	<b>\$484,140</b>	<b>\$376,416</b>	<b>\$615,005</b>
10-1170-4201	Signage, Fence, Padding	\$4,889	\$7,000	\$7,000	\$7,000
10-1170-4205	Equipment Repair Maintenance	\$5,890	\$18,000	\$18,000	\$18,000
10-1170-4207	Building Maintenance	\$205	\$5,000	\$1,000	\$4,000
10-1170-4210	Professional Dues and Subscriptions	\$1,177	\$2,000	\$2,000	\$2,000
10-1170-4221	Supplies/Ticketing	\$7,103	\$12,000	\$12,000	\$12,000
10-1170-4222	Ranger Program/Supplies	\$0	\$32,000	\$32,000	\$15,000
10-1170-4223	Retail Merchandise	\$2,245	\$7,000	\$7,000	\$8,000
10-1170-4225	Food & Beverage	\$725	\$5,000	\$5,000	\$5,000
10-1170-4227	Travel/Education/Lodging	\$0	\$2,500	\$2,500	\$4,500
10-1170-4244	Bank Service Charges	\$11,383	\$10,000	\$10,000	\$11,000
10-1170-4250	Professional Services	\$0	\$4,000	\$2,000	\$2,000
10-1170-4260	Gas/Oil	\$0	\$14,000	\$14,000	\$14,000
10-1170-4265	Advertising	\$5,048	\$15,000	\$15,000	\$15,000
10-1170-4270	Uniforms	\$2,455	\$4,000	\$4,000	\$5,000
10-1170-4401	Utility Costs	\$7,466	\$7,000	\$7,000	\$7,000
10-1170-4404	Snow Removal	\$0	\$2,500	\$0	\$0
10-1170-4409	General Site Maintenance	\$0	\$5,000	\$5,000	\$5,000
10-1170-4455	Permit/License Fees	\$1,678	\$2,500	\$2,903	\$2,500
10-1170-4477	Cleaning	\$4,785	\$20,000	\$20,000	\$20,000
10-1170-4480	Special Events	\$120	\$8,000	\$8,000	\$8,000
10-1170-4500	Nordic Rental Equipment	\$7,480	\$10,000	\$12,851	\$21,000
10-1170-4703	Furniture & Equipment - Non-Capital	\$3,473	\$5,000	\$5,000	\$5,000
<b>SUBTOTAL OPERATING EXPENSES</b>		<b>\$66,122</b>	<b>\$197,500</b>	<b>\$192,254</b>	<b>\$191,000</b>
<b>TOTAL FRISCO NORDIC CENTER</b>		<b>\$391,145</b>	<b>\$681,640</b>	<b>\$568,670</b>	<b>\$806,005</b>



This Page Intentionally Left Blank



---

# Capital Improvement Fund

**The Town of Frisco uses this fund to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by the Town's Enterprise funds – the Water Fund and the Marina Fund). In 2019, Council identified five high-priority goals, actions to achieve those goals and timelines by which they intend the work to be completed. In July of 2020, Council held two retreats to review this list of priorities and goals to be accomplished over the next 6 to 12 months. The 2023 capital projects reflect at least one of the five key goals of the 2020-2021 Strategic Plan, as revised.**

---

## CAPITAL IMPROVEMENT FUND REVENUE/EXPENDITURE SUMMARY

Major capital projects are budgeted in the Capital Improvement Fund. By Town ordinance, any General Fund balance in excess of the required reserve is to be transferred to the Capital Improvement Fund. In 2020, however, the Town experienced economic uncertainties unlike any before as a result of the COVID-19 worldwide pandemic. As a result, Town Council chose to forego any transfer from the General Fund until a budget re-evaluation is completed in the 2<sup>nd</sup> quarter of 2021. The other major revenue source for this fund is real estate transfer fees. Major capital projects are only those items costing \$5,000 or more. The summary below is organized in the same format and order as the Annual Financial Statements. This design is intended to make it easier for the average user to compare the summary to results of operations as reported in the Annual Financial Statements. There is no required reserve for this fund.

	2020	2021	2022	2022	2023
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
<b>Revenues</b>					
Real Estate Transfer Fees	\$2,070,516	\$2,773,501	\$2,200,000	\$2,000,000	\$1,500,000
Intergovernmental Grants	109,792	105,584	0	18,000	50,000
Investment Income	75,852	2,470	6,000	6,000	6,000
Other Revenues	2,201	16,628	0	0	0
<b>Total Revenues</b>	<b>2,258,361</b>	<b>2,898,183</b>	<b>2,206,000</b>	<b>2,024,000</b>	<b>1,556,000</b>
<b>Expenditures</b>					
Capital Outlay	6,582,051	1,715,034	11,837,400	5,870,290	17,368,000
Repair and Maintenance	0	0	0	0	1,810,000
Debt Service	415,395	402,576	497,890	402,890	395,795
Agent Fees	1,569	2,800	2,000	0	0
Other	0	0	0	0	33,000
<b>Total Expenditures</b>	<b>6,999,015</b>	<b>2,120,410</b>	<b>12,337,290</b>	<b>6,273,180</b>	<b>19,606,795</b>
<b>Other Sources (Uses)</b>					
Repayment of Loan from Water Fund	0	0	0	-95,000	-95,000
Sale of Assets	6,500	14,190	0	10,000	10,000
Transfers In - General Fund	0	13,480,105	928,193	928,193	3,372,584
Transfers In - Conservation Trust Fund	0	0	0	0	130,000
Transfers In - Lodging Tax	0	0	0	0	815,000
<b>Net Change in Fund Balance</b>	<b>-4,734,154</b>	<b>14,272,068</b>	<b>-9,203,097</b>	<b>-3,405,987</b>	<b>-13,818,211</b>
<b>Unavailable Fund Balance</b>	<b>142,122</b>	<b>140,607</b>		<b>0</b>	<b>0</b>
<b>Unassigned Fund Balance - January 1</b>	<b>7,399,718</b>	<b>3,264,257</b>	<b>16,353,564</b>	<b>17,537,840</b>	<b>14,272,460</b>
<b>Unassigned Fund Balance - December 31</b>	<b>\$3,264,257</b>	<b>\$17,537,840</b>	<b>\$7,150,467</b>	<b>\$14,272,460</b>	<b>\$454,249</b>

## CAPITAL IMPROVEMENT FUND

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
<b>REVENUES:</b>					
20-2000-3101	Interest on Investments -CIF portion	\$2,470	\$6,000	\$6,000	\$6,000
20-2000-3125	Real Estate Investment Fees	\$2,773,501	\$2,200,000	\$2,000,000	\$1,500,000
20-2000-3150	Capital Sale of Assets	\$14,190	\$0	\$10,000	\$10,000
20-2000-3222	Miscellaneous Revenue-MRP Employee Rentals	\$16,628	\$0	\$0	\$0
20-2000-3225	Interfund Transfers - General Fund	\$13,480,105	\$928,193	\$928,193	\$3,372,584
20-2000-3226	Interfund Transfers - Conservation Trust Fund	\$0	\$0	\$0	\$130,000
20-2000-3227	Interfund Transfers - Lodging Tax Fund	\$0	\$0	\$0	\$815,000
20-2000-3550	State/Federal Grant Funding	\$97,214	\$0	\$18,000	\$50,000
20-2000-3650	Revitalizing Main Street Grant	\$8,370	\$0	\$0	\$0
<b>TOTAL REVENUE</b>		<b>\$16,392,478</b>	<b>\$3,134,193</b>	<b>\$2,962,193</b>	<b>\$5,883,584</b>

## CAPITAL IMPROVEMENT FUND

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
	<b>EXPENDITURES:</b>				
20-2000-4101	Vehicles and Equipment	\$411,906	\$2,034,000	\$1,900,000	\$2,706,000
20-2000-4102	Computer and Technology	\$136,478	\$98,000	\$98,000	\$32,000
20-2000-4195	Equipment and Vehicle Leases	\$19,449	\$40,000	\$20,000	\$21,000
20-2000-4325	Trust Fees	\$2,800	\$2,000	\$0	\$0
20-2000-4333	Debt Service - Principal	\$303,781	\$439,100	\$313,136	\$410,197
20-2000-4334	Debt Service - Interest	\$98,795	\$58,790	\$89,754	\$80,598
20-2000-4567	Facility Capital Repair	\$38,930	\$220,000	\$1,795,059	\$510,000
20-2000-4705	VIC Bathroom Remodel	\$0	\$0	\$0	\$1,600,000
20-2000-4965	Curb Replacement	\$27,161	\$99,400	\$60,000	\$100,000
20-2000-4992	Summit Boulevard-GAP Project	\$101,907	\$1,000,000	\$100,000	\$1,000,000
20-2000-4995	Asphalt Overlay/Resurface Road	\$212,942	\$455,000	\$450,000	\$1,100,000
20-2000-5017	Environmental Sustainability	\$4,554	\$100,000	\$6,025	\$400,000
20-2000-5024	PRA Plan Implementation	\$215,990	\$5,200,000	\$385,000	\$7,300,000
20-2000-5058	Ice Rink Evaluation	\$32,236	\$0	\$0	\$0
20-2000-5065	First and Main Barnyard Building	\$2,117	\$0	\$0	\$0
20-2000-5066	Trails Construction and Enhancements	\$92,193	\$490,000	\$100,000	\$500,000
20-2000-5067	Wayfinding	\$0	\$12,000	\$0	\$12,000
20-2000-5071	Historic Park Deck/Stair Replacement	\$3,915	\$24,000	\$1,000	\$20,000
20-2000-5075	Crackfill Streets and Bike Paths	\$825	\$10,000	\$3,000	\$10,000
20-2000-5079	Update Planning Documents	\$86,106	\$10,000	\$37,170	\$0
20-2000-5080	Consultant-Historic Preservation	\$24,430	\$0	\$0	\$0
20-2000-5082	Lake Hill Analysis/Support	\$24,843	\$0	\$6,638	\$0
20-2000-5084	Electric Vehicle Charging Stations	\$796	\$0	\$0	\$0
20-2000-5086	Summit Blvd Sidewalk - Walmart	\$0	\$0	\$0	\$1,350,000
20-2000-5087	Alley Paving	\$0	\$545,000	\$70,000	\$0
20-2000-5089	Building Relocation and Repurpose Costs	\$20,917	\$0	\$0	\$0
20-2000-5091	Storm System Repairs	\$16,603	\$100,000	\$0	\$50,000
20-2000-5093	Playground/Site Improvements at Town Parks	\$22,952	\$750,000	\$700,000	\$1,585,000
20-2000-5094	Town Hall Dumpster Enclosure	\$0	\$50,000	\$0	\$150,000
20-2000-5095	Town Hall Master Plan	\$0	\$0	\$93,088	\$250,000
20-2000-5096	Public Art Funding	\$12,264	\$50,000	\$15,000	\$75,000
20-2000-5097	Main Street Promenade	\$57,475	\$75,000	\$310	\$20,000
20-2000-5098	Fiber Infrastructure	\$148,045	\$200,000	\$50,000	\$170,000
20-2000-5099	Town-wide Security Cameras	\$0	\$75,000	\$75,000	\$0
20-2000-5102	Mobility Master Plan Update	\$0	\$200,000	\$0	\$0
20-2000-5104	Complete Streets	\$0	\$0	\$0	\$250,000
	<b>TOTAL CAPITAL IMPROVEMENTS</b>	<b>\$2,120,410</b>	<b>\$12,337,290</b>	<b>\$6,368,180</b>	<b>\$19,701,795</b>

# NOTE 1

## Capital Improvement Fund

### Capital Improvement Five Year Timeline

	2023	2024	2025	2026	2027
<b>Contractual Obligations:</b>					
<b>Lease Purchases</b>					
Principal	315,197	321,369	327,156	332,562	335,993
Interest	80,598	71,349	61,898	52,255	29,217
Trustee Fees	0	0	0	0	0
	<b>\$395,795</b>	<b>\$392,718</b>	<b>\$389,054</b>	<b>\$384,817</b>	<b>\$365,210</b>
<b>Water Fund Loan</b>	95,000	95,000	95,000	95,000	95,000
<b>Copier Leases</b>	21,000	21,630	22,279	22,947	23,636
<b>Total Contractual Obligations</b>	<b>\$511,795</b>	<b>\$509,348</b>	<b>\$508,333</b>	<b>\$502,764</b>	<b>\$483,846</b>
<b>Equipment Purchases:</b>					
Technology Purchases	32,000	Cost	Cost	Cost	Cost
Vehicle and Equipment Replacement	2,706,000	459,000	120,000	746,000	95,000
			8,000		1,045,000
<b>Total Equipment Purchases</b>	<b>\$2,738,000</b>	<b>\$509,000</b>	<b>\$128,000</b>	<b>\$896,000</b>	<b>\$1,140,000</b>
<b>Repair and Maintenance:</b>					
Street and Sidewalk Management Plan	1,210,000	Cost	Cost	Cost	Cost
Building Management Plan	530,000	7,500	140,000	195,000	180,000
Parklet Maintenance	20,000	50,000	167,500	175,000	10,000
Storm Water System	50,000	100,000	10,000	50,000	50,000
Sand for Marina Park Beach	50,000	100,000	50,000		100,000
<b>Total Repair and Maintenance</b>	<b>\$1,810,000</b>	<b>\$327,500</b>	<b>\$367,500</b>	<b>\$420,000</b>	<b>\$740,000</b>
<b>Capital Projects:</b>					
GAP Project Roundabouts and Median Construction	1,000,000	1,000,000	75,000	82,700	86,800
Hwy 9 Sidewalk Improvements	1,350,000	75,000	500,000	1,000,000	1,000,000
Neighborhood Park Improvements	750,000	350,000	TBD	TBD	TBD
Triangle Park	85,000	500,000	1,700,000	150,000	150,000
Marina Park Site Work	750,000	1,000,000	750,000	25,000	25,000
Town Hall Dumpster Enclosure	150,000	150,000	190,000	125,000	125,000
VIC Bathroom Remodel	1,900,000	25,000	25,000	50,000	50,000
PRA Project Construction	750,000	150,000	150,000	50,000	50,000
Complete Streets	750,000	25,000	25,000	50,000	50,000
Marina Park Master Plan	250,000	50,000	50,000	900,000	175,000
Environmental Sustainability	250,000	50,000	50,000		50,000
Trail Enhancements / Frisco Backyard Master Plan	500,000	50,000			859,000
Public Art	400,000				333,333
Fiber Infrastructure	170,000				400,000
<b>Total Capital Projects</b>	<b>\$14,630,000</b>	<b>\$3,375,000</b>	<b>\$3,425,000</b>	<b>\$2,392,700</b>	<b>\$3,254,133</b>
<b>Contractual Obligations:</b>					
<b>Lease Purchases</b>					
Principal	332,562	321,369	327,156	332,562	335,993
Interest	52,255	71,349	61,898	52,255	29,217
Trustee Fees	0	0	0	0	0
	<b>\$384,817</b>	<b>\$392,718</b>	<b>\$389,054</b>	<b>\$384,817</b>	<b>\$365,210</b>
<b>Water Fund Loan</b>	95,000	95,000	95,000	95,000	95,000
<b>Copier Leases</b>	22,947	21,630	22,279	22,947	23,636
<b>Total Contractual Obligations</b>	<b>\$502,764</b>	<b>\$509,348</b>	<b>\$508,333</b>	<b>\$502,764</b>	<b>\$483,846</b>
<b>Equipment Purchases:</b>					
Technology Purchases	90,000	Cost	Cost	Cost	Cost
Vehicle and Equipment Replacement	746,000	459,000	120,000	746,000	95,000
			8,000		1,045,000
<b>Total Equipment Purchases</b>	<b>\$836,000</b>	<b>\$509,000</b>	<b>\$128,000</b>	<b>\$896,000</b>	<b>\$1,140,000</b>
<b>Repair and Maintenance:</b>					
Street and Sidewalk Management Plan	195,000	Cost	Cost	Cost	Cost
Building Management Plan	175,000	7,500	140,000	195,000	180,000
Parklet Maintenance	10,000	50,000	167,500	175,000	10,000
Storm Water System	50,000	100,000	10,000	50,000	50,000
Sand for Marina Park Beach	100,000	100,000	50,000		100,000
<b>Total Repair and Maintenance</b>	<b>\$420,000</b>	<b>\$327,500</b>	<b>\$367,500</b>	<b>\$420,000</b>	<b>\$740,000</b>
<b>Capital Projects:</b>					
Solar Light Replacement on Summit Blvd	82,700	1,000,000	75,000	82,700	86,800
Fiber Infrastructure	1,000,000	350,000	500,000	1,000,000	1,000,000
Town Hall Master Plan	TBD	1,700,000	TBD	TBD	TBD
Trail Enhancements / Frisco Backyard Master Plan	150,000	750,000	150,000	150,000	150,000
Public Art	25,000	1,000,000	750,000	25,000	25,000
Complete Streets	125,000	150,000	190,000	125,000	125,000
Mobility Master Plan	50,000	25,000	25,000	50,000	50,000
Environmental Sustainability	50,000	150,000	150,000	50,000	50,000
Marina Park Master Plan	900,000	50,000	50,000	900,000	175,000
Marina Park Restrooms/Lockers	333,333				859,000
Marina Park Mobility Improvements	400,000				400,000
<b>Total Capital Projects</b>	<b>\$2,392,700</b>	<b>\$3,425,000</b>	<b>\$3,425,000</b>	<b>\$2,392,700</b>	<b>\$3,254,133</b>
<b>Contractual Obligations:</b>					
<b>Lease Purchases</b>					
Principal	332,562	321,369	327,156	332,562	335,993
Interest	52,255	71,349	61,898	52,255	29,217
Trustee Fees	0	0	0	0	0
	<b>\$384,817</b>	<b>\$392,718</b>	<b>\$389,054</b>	<b>\$384,817</b>	<b>\$365,210</b>
<b>Water Fund Loan</b>	95,000	95,000	95,000	95,000	95,000
<b>Copier Leases</b>	22,947	21,630	22,279	22,947	23,636
<b>Total Contractual Obligations</b>	<b>\$502,764</b>	<b>\$509,348</b>	<b>\$508,333</b>	<b>\$502,764</b>	<b>\$483,846</b>
<b>Equipment Purchases:</b>					
Technology Purchases	90,000	Cost	Cost	Cost	Cost
Vehicle and Equipment Replacement	746,000	459,000	120,000	746,000	95,000
			8,000		1,045,000
<b>Total Equipment Purchases</b>	<b>\$836,000</b>	<b>\$509,000</b>	<b>\$128,000</b>	<b>\$896,000</b>	<b>\$1,140,000</b>
<b>Repair and Maintenance:</b>					
Street and Sidewalk Management Plan	195,000	Cost	Cost	Cost	Cost
Building Management Plan	175,000	7,500	140,000	195,000	180,000
Parklet Maintenance	10,000	50,000	167,500	175,000	10,000
Storm Water System	50,000	100,000	10,000	50,000	50,000
Sand for Marina Park Beach	100,000	100,000	50,000		100,000
<b>Total Repair and Maintenance</b>	<b>\$420,000</b>	<b>\$327,500</b>	<b>\$367,500</b>	<b>\$420,000</b>	<b>\$740,000</b>
<b>Capital Projects:</b>					
Solar Light Replacement on Summit Blvd	82,700	1,000,000	75,000	82,700	86,800
Fiber Infrastructure	1,000,000	350,000	500,000	1,000,000	1,000,000
Town Hall Master Plan	TBD	1,700,000	TBD	TBD	TBD
Trail Enhancements / Frisco Backyard Master Plan	150,000	750,000	150,000	150,000	150,000
Public Art	25,000	1,000,000	750,000	25,000	25,000
Complete Streets	125,000	150,000	190,000	125,000	125,000
Mobility Master Plan	50,000	25,000	25,000	50,000	50,000
Environmental Sustainability	50,000	150,000	150,000	50,000	50,000
Marina Park Master Plan	900,000	50,000	50,000	900,000	175,000
Marina Park Restrooms/Lockers	333,333				859,000
Marina Park Mobility Improvements	400,000				400,000
<b>Total Capital Projects</b>	<b>\$2,392,700</b>	<b>\$3,425,000</b>	<b>\$3,425,000</b>	<b>\$2,392,700</b>	<b>\$3,254,133</b>
<b>Contractual Obligations:</b>					
<b>Lease Purchases</b>					
Principal	332,562	321,369	327,156	332,562	335,993
Interest	52,255	71,349	61,898	52,255	29,217
Trustee Fees	0	0	0	0	0
	<b>\$384,817</b>	<b>\$392,718</b>	<b>\$389,054</b>	<b>\$384,817</b>	<b>\$365,210</b>
<b>Water Fund Loan</b>	95,000	95,000	95,000	95,000	95,000
<b>Copier Leases</b>	22,947	21,630	22,279	22,947	23,636
<b>Total Contractual Obligations</b>	<b>\$502,764</b>	<b>\$509,348</b>	<b>\$508,333</b>	<b>\$502,764</b>	<b>\$483,846</b>
<b>Equipment Purchases:</b>					
Technology Purchases	90,000	Cost	Cost	Cost	Cost
Vehicle and Equipment Replacement	746,000	459,000	120,000	746,000	95,000
			8,000		1,045,000
<b>Total Equipment Purchases</b>	<b>\$836,000</b>	<b>\$509,000</b>	<b>\$128,000</b>	<b>\$896,000</b>	<b>\$1,140,000</b>
<b>Repair and Maintenance:</b>					
Street and Sidewalk Management Plan	195,000	Cost	Cost	Cost	Cost
Building Management Plan	175,000	7,500	140,000	195,000	180,000
Parklet Maintenance	10,000	50,000	167,500	175,000	10,000
Storm Water System	50,000	100,000	10,000	50,000	50,000
Sand for Marina Park Beach	100,000	100,000	50,000		100,000
<b>Total Repair and Maintenance</b>	<b>\$420,000</b>	<b>\$327,500</b>	<b>\$367,500</b>	<b>\$420,000</b>	<b>\$740,000</b>
<b>Capital Projects:</b>					
Solar Light Replacement on Summit Blvd	82,700	1,000,000	75,000	82,700	86,800
Fiber Infrastructure	1,000,000	350,000	500,000	1,000,000	1,000,000
Town Hall Master Plan	TBD	1,700,000	TBD	TBD	TBD
Trail Enhancements / Frisco Backyard Master Plan	150,000	750,000	150,000	150,000	150,000
Public Art	25,000	1,000,000	750,000	25,000	25,000
Complete Streets	125,000	150,000	190,000	125,000	125,000
Mobility Master Plan	50,000	25,000	25,000	50,000	50,000
Environmental Sustainability	50,000	150,000	150,000	50,000	50,000
Marina Park Master Plan	900,000	50,000	50,000	900,000	175,000
Marina Park Restrooms/Lockers	333,333				859,000
Marina Park Mobility Improvements	400,000				400,000
<b>Total Capital Projects</b>	<b>\$2,392,700</b>	<b>\$3,425,000</b>	<b>\$3,425,000</b>	<b>\$2,392,700</b>	<b>\$3,254,133</b>
<b>Contractual Obligations:</b>					
<b>Lease Purchases</b>					
Principal	332,562	321,369	327,156	332,562	335,993
Interest	52,255	71,349	61,898	52,255	29,217
Trustee Fees	0	0	0	0	0
	<b>\$384,817</b>	<b>\$392,718</b>	<b>\$389,054</b>	<b>\$384,817</b>	<b>\$365,210</b>
<b>Water Fund Loan</b>	95,000	95,000	95,000	95,000	95,000
<b>Copier Leases</b>	22,947	21,630	22,279	22,947	23,636
<b>Total Contractual Obligations</b>	<b>\$502,764</b>	<b>\$509,348</b>	<b>\$508,333</b>	<b>\$502,764</b>	<b>\$483,846</b>
<b>Equipment Purchases:</b>					
Technology Purchases	90,000	Cost	Cost	Cost	Cost
Vehicle and Equipment Replacement	746,000	459,000	120,000	746,000	95,000
			8,000		1,045,000
<b>Total Equipment Purchases</b>	<b>\$836,000</b>	<b>\$509,000</b>	<b>\$128,000</b>	<b>\$896,000</b>	<b>\$1,140,000</b>
<b>Repair and Maintenance:</b>					
Street and Sidewalk Management Plan	195,000	Cost	Cost	Cost	Cost
Building Management Plan	175,000	7,500	140,000	195,000	180,000
Parklet Maintenance	10,000	50,000	167,500	175,000	10,000
Storm Water System	50,000	100,000	10,000	50,000	50,000
Sand for Marina Park Beach	100,000	100,000	50,000		100,000
<b>Total Repair and Maintenance</b>	<b>\$420,000</b>	<b>\$327,500</b>	<b>\$367,500</b>	<b>\$420,000</b>	<b>\$740,000</b>
<b>Capital Projects:</b>					
Solar Light Replacement on Summit Blvd	82,700	1,000,000	75,000	82,700	86,800
Fiber Infrastructure	1,000,000	350,000	500,000	1,000,000	1,000,000
Town Hall Master Plan	TBD	1,700,000	TBD	TBD	TBD
Trail Enhancements / Frisco Backyard Master Plan	150,000	750,000	150,000	150,000	150,000
Public Art	25,000	1,000,000	750,000	25,000	25,000
Complete Streets	125,000	150,000	190,000	125,000	125,000
Mobility Master Plan	50,000	25,000	25,000	50,000	50,000
Environmental Sustainability	50,000	150,000	150,000	50,000	50,000
Marina Park Master Plan	900,000	50,000	50,000	900,000	175,000
Marina Park Restrooms/Lockers	333,333				859,000
Marina Park Mobility Improvements	400,000				400,000
<b>Total Capital Projects</b>	<b>\$2,392,700</b>	<b>\$3,425,000</b>	<b>\$3,425,000</b>	<b>\$2,392,700</b>	<b>\$3,254,133</b>
<b>Contractual Obligations:</b>					
<b>Lease Purchases</b>					
Principal	332,562	321,369	327,156	332,562	335,993
Interest	52,255	71,349	61,898	52,255	29,217
Trustee Fees	0	0	0	0	0
	<b>\$384,817</b>	<b>\$392,718</b>	<b>\$389,054</b>	<b>\$384,817</b>	<b>\$365,210</b>
<b>Water Fund Loan</b>	95,000	95,000	95,000	95,000	95,000
<b>Copier Leases</b>	22,947	21,630	22,279	22,947	23,636
<b>Total Contract</b>					

This Page Intentionally Left Blank



---

---

# Historic Preservation Fund

**This special revenue fund is used to account for donations from the public for preservation and/or restoration of the Town's historic artifacts.**

---

---



## HISTORIC PRESERVATION FUND REVENUE/EXPENDITURE SUMMARY

The Historic Preservation Fund was established January 1, 2019, for the purpose of accepting donations from the public for preservation and/or restoration of the Town's historic artifacts. There is no required reserve for this fund.

	<b><u>2020 Actual</u></b>	<b><u>2021 Actual</u></b>	<b><u>2022 Budget</u></b>	<b><u>2022 Projected</u></b>	<b><u>2023 Budget</u></b>
<b><u>Revenues</u></b>					
Donations	\$0	\$0	\$0	\$0	\$0
Investment Income	10	1	5	5	1
<b>Total Revenues</b>	<b>10</b>	<b>1</b>	<b>5</b>	<b>5</b>	<b>1</b>
<b><u>Expenditures</u></b>					
Capital Projects	0	0	0	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Other Sources (Uses)</u></b>					
Net Change in Fund Balance	10	1	5	5	1
<b>Unassigned Fund Balance - January 1</b>	<b>1,013</b>	<b>1,023</b>	<b>1,026</b>	<b>1,024</b>	<b>1,029</b>
<b>Unassigned Fund Balance - December 31</b>	<b>\$1,023</b>	<b>\$1,024</b>	<b>\$1,031</b>	<b>\$1,029</b>	<b>\$1,030</b>

HISTORIC PRESERVATION FUND

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
<b><u>REVENUES:</u></b>					
25-2500-3101	Interest on Investments	\$1	\$5	\$5	\$1
	<b>TOTAL REVENUES</b>	<b>\$1</b>	<b>\$5</b>	<b>\$5</b>	<b>\$1</b>
<b><u>EXPENDITURES:</u></b>					
25-2500-4262	Capital Projects	\$0	\$0	\$0	\$0
	<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

This Page Intentionally Left Blank



---

# Conservation Trust Fund

**This special revenue fund is used to account for receipts from the State of Colorado from lottery revenues. Disbursements made from this fund can only be used for specific purposes.**

---

## CONSERVATION TRUST FUND REVENUE/EXPENDITURE SUMMARY

The Conservation Trust Fund was established pursuant to State law to account for receipt and disbursement of lottery funds. Each year the State distributes a percentage of the profits from the sale of lottery tickets to municipalities which may only be used to maintain, acquire or construct recreation facilities, park facilities or open space. This fund has no required reserve.

	2020 <u>Actual</u>	2021 <u>Actual</u>	2022 <u>Budget</u>	2022 <u>Projected</u>	2023 <u>Budget</u>
<b><u>Revenues</u></b>					
Lottery Proceeds	\$32,985	\$38,368	\$29,000	\$35,987	\$36,000
Investment Income	557	45	100	100	100
<b>Total Revenues</b>	<b>33,542</b>	<b>38,413</b>	<b>29,100</b>	<b>36,087</b>	<b>36,100</b>
<b><u>Expenditures</u></b>					
Culture and Recreation	12,484	95	38,300	38,500	0
<b>Total Expenditures</b>	<b>12,484</b>	<b>95</b>	<b>38,300</b>	<b>38,500</b>	<b>0</b>
<b><u>Other Sources (Uses)</u></b>					
Transfers Out - Capital Fund	0	0	0	0	-130,000
Net Change in Fund Balance	21,058	38,318	-9,200	-2,413	-93,900
<b>Unassigned Fund Balance - January 1</b>	<b>50,287</b>	<b>71,345</b>	<b>37,877</b>	<b>109,663</b>	<b>107,250</b>
<b>Unassigned Fund Balance - December 31</b>	<b>\$71,345</b>	<b>\$109,663</b>	<b>\$28,677</b>	<b>\$107,250</b>	<b>\$13,350</b>

CONSERVATION TRUST

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
<b><u>REVENUES:</u></b>					
30-3000-3101	Interest on Investments-CTF portion of allocation	\$45	\$100	\$100	\$100
30-3000-3555	State Lottery Funds	\$38,368	\$40,000	\$35,987	\$36,000
<b>TOTAL REVENUES</b>		<b>\$38,413</b>	<b>\$40,100</b>	<b>\$36,087</b>	<b>\$36,100</b>
<b><u>EXPENDITURES:</u></b>					
30-3000-4262	Five Year Capital Plan Projects	\$95	\$38,500	\$38,500	\$0
30-3000-5901	Interfund Transfers - Capital Fund	\$0	\$0	\$0	\$130,000
<b>TOTAL EXPENDITURES</b>		<b>\$95</b>	<b>\$38,500</b>	<b>\$38,500</b>	<b>\$0</b>

# Conservation Trust Fund Capital Equipment Five Year Timeline

2023	2024	2025	2026	2027
<b>Project</b> Landscaping equipment Park Maintenance	<b>Project</b> Landscaping equipment Park Maintenance	<b>Project</b> Landscaping equipment Park Maintenance	<b>Project</b> Landscaping equipment Park Maintenance	<b>Project</b> Landscaping equipment Park Maintenance
<b>Est. Cost</b> \$5,500 \$33,000	<b>Est. Cost</b> \$5,500 \$33,000	<b>Est. Cost</b> \$5,500 \$33,000	<b>Est. Cost</b> \$5,500 \$33,000	<b>Est. Cost</b> \$5,500 \$33,000
<b>Project Total</b>	<b>Project Total</b>	<b>Project Total</b>	<b>Project Total</b>	<b>Project Total</b>
\$38,500	\$38,500	\$38,500	\$38,500	\$38,500



---

# Water Fund

**This Enterprise fund was established to finance and account for activities of the Town's water system.**

---



## WATER FUND REVENUE/EXPENDITURE SUMMARY

The Water Fund was established to finance and account for the acquisition, operation and maintenance of facilities, services and water rights associated with providing water to the Town. The primary revenue sources include user charges and water tap fees. In 2019, a water rate study was conducted and new rates and tier structure were implemented effective in the 3<sup>rd</sup> quarter of 2019. This fund has a four month required reserve; the projected 2021 fund balance far surpasses that requirement.

	2020	2021	2022	2022	2023
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
<b>Revenues</b>					
Paper Billing Fees	\$0	\$0	\$0	\$0	\$1,000
User Charges	1,231,125	1,332,279	1,312,500	1,394,000	1,464,000
Water Meter Sales	21,882	14,585	15,000	0	44,000
Plant Investment Fees	43,170	62,449	60,000	35,000	554,132
Investment Income	51,775	3,515	6,000	6,000	6,000
Intergovernmental Grants	0	0	50,000	220	0
Other Revenues	952	3,983	0	2,200	500
<b>Total Revenues</b>	<b>1,348,904</b>	<b>1,416,811</b>	<b>1,443,500</b>	<b>1,437,420</b>	<b>2,069,632</b>
<b>Expenditures</b>					
Salaries and Benefits	390,175	369,896	386,893	496,399	521,043
Administrative Fees	42,500	42,500	42,500	42,500	42,500
Professional Fees	57,026	57,559	95,000	70,000	120,000
Supplies and Chemicals	20,330	18,181	95,000	50,000	95,000
Utilities	47,106	60,389	75,000	60,000	75,000
Repair and Maintenance	34,366	30,685	97,200	51,500	118,000
General Expenses	60,278	162,230	150,200	75,600	103,300
Capital Outlay	157,765	730,967	741,000	756,000	2,872,500
Water Meter Replacements	40,630	51,612	55,000	60,000	70,000
<b>Total Expenditures</b>	<b>850,176</b>	<b>1,524,019</b>	<b>1,737,793</b>	<b>1,661,999</b>	<b>4,017,343</b>
<b>Other Sources (Uses)</b>					
Loan Repayment from Capital Improvement Fund	0	0	95,000	95,000	95,000
Transfers Out	0	0	0	0	-74,489
<b>Other Sources (Uses)</b>					
Capitalized Assets	157,765	730,967	0	0	0
Depreciation	-304,943	-323,965	0	0	0
Net Change in Fund Balance	351,550	-107,208	-199,293	-129,579	-1,927,200
Unavailable Fund Balance	5,884,071	6,291,073		6,291,073	6,291,073
<b>Unassigned Fund Balance - January 1</b>	<b>5,360,283</b>	<b>12,150,087</b>	<b>3,682,489</b>	<b>12,042,879</b>	<b>5,622,227</b>
<b>Unassigned Fund Balance - December 31</b>	<b>\$12,150,087</b>	<b>\$12,042,879</b>	<b>\$3,483,196</b>	<b>\$5,622,227</b>	<b>\$3,695,027</b>

**WATER FUND**

<b>Account Number</b>	<b>Account Title</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Projected</b>	<b>2023 Budget</b>
<b><u>REVENUES:</u></b>					
40-4000-3105	Paper Billing Fees	\$0	\$0	\$0	\$1,000
40-4000-3101	Interest on Investments-WF Portion of allocation	\$3,515	\$6,000	\$6,000	\$6,000
40-4000-3222	Miscellaneous Revenue	\$3,983	\$0	\$2,200	\$500
40-4000-3225	Interfund Transfer - Int/Prin	\$0	\$95,000	\$95,000	\$95,000
40-4000-3350	Water User Fees - Quarterly Billing	\$1,332,279	\$1,312,500	\$1,394,000	\$1,464,000
40-4000-3360	Plant Investment Fees - Water Tap Fees	\$62,449	\$60,000	\$35,000	\$554,132
40-4000-3550	Grant Revenue	\$0	\$50,000	\$220	\$0
40-4000-3610	Water Meter Sales - New/replacement meters	\$14,585	\$15,000	\$0	\$44,000
<b>TOTAL REVENUES</b>		<b>\$1,416,811</b>	<b>\$1,538,500</b>	<b>\$1,532,420</b>	<b>\$2,164,632</b>
<b><u>EXPENDITURES:</u></b>					
40-4000-4001	Water Salaries	\$313,002	\$324,089	\$410,898	\$435,552
40-4000-4002	Overtime	\$14,317	\$11,000	\$19,000	\$15,000
40-4000-4010	Benefits	\$24,920	\$28,750	\$44,892	\$47,585
40-4000-4021	Worker's Comp Insurance	\$0	\$6,500	\$0	\$0
40-4000-4050	Retirement Benefits	\$17,657	\$16,554	\$21,609	\$22,906
<b>SUBTOTAL SALARIES AND BENEFITS</b>		<b>\$369,896</b>	<b>\$386,893</b>	<b>\$496,399</b>	<b>\$521,043</b>
40-4000-4200	Office Supplies	\$245	\$1,200	\$800	\$1,200
40-4000-4201	Supplies	\$12,801	\$35,000	\$30,000	\$35,000
40-4000-4202	Postage - Department share	\$4,753	\$4,900	\$4,900	\$5,500
40-4000-4203	Telephone	\$9,442	\$9,900	\$9,500	\$10,000
40-4000-4206	Vehicle Repairs & Maintenance	\$0	\$2,200	\$0	\$0
40-4000-4210	Professional Dues and Subscriptions	\$2,984	\$3,300	\$3,000	\$3,500
40-4000-4227	Reg. Fees, Education	\$3,479	\$15,000	\$3,800	\$15,000
40-4000-4250	Professional Services	\$52,648	\$95,000	\$70,000	\$120,000
40-4000-4260	Gas/Oil - Department share for vehicles	\$7,005	\$11,000	\$7,500	\$11,000
40-4000-4265	Advertising	\$2,577	\$3,300	\$2,600	\$3,300
40-4000-4270	Uniforms/Safety Equipment - Department share	\$691	\$3,300	\$2,500	\$3,300
40-4000-4275	System Repairs	\$29,782	\$77,000	\$50,000	\$100,000
40-4000-4277	Chemicals for Water Treatment	\$5,380	\$60,000	\$20,000	\$60,000
40-4000-4280	Pumping Equipment for Plants & Wells	\$903	\$18,000	\$1,500	\$18,000
40-4000-4355	Summit Water Quality Annual Dues	\$5,860	\$12,000	\$12,000	\$14,000
40-4000-4360	NWCCOG-QQ Water Quality Annual Dues	\$1,857	\$2,200	\$2,000	\$2,500
40-4000-4365	Administration Fees - General Fund	\$42,500	\$42,500	\$42,500	\$42,500
40-4000-4401	Utilities for Wells and Treatment Plant	\$60,389	\$75,000	\$60,000	\$75,000
40-4000-4425	Water Meter Replacement	\$51,612	\$55,000	\$60,000	\$70,000
40-4000-4444	Capital Improvements	\$101,809	\$741,000	\$741,000	\$2,817,500
40-4000-4455	Leases & Special Use Permits	\$17,875	\$19,000	\$19,000	\$19,000
40-4000-4460	Capital Equipment	\$3,653	\$54,000	\$15,000	\$55,000
40-4000-4704	Technical Purchases	\$4,911	\$11,100	\$8,000	\$15,000
40-4000-4790	Depreciation	\$323,965	\$0	\$0	\$0
40-4000-5902	Interfund Transfers - Insurance Reserve	\$0	\$0	\$0	\$74,489
<b>SUBTOTAL OPERATING EXPENSES</b>		<b>\$747,121</b>	<b>\$1,350,900</b>	<b>\$1,165,600</b>	<b>\$3,570,789</b>
<b>TOTAL EXPENSES</b>		<b>\$1,117,017</b>	<b>\$1,737,793</b>	<b>\$1,661,999</b>	<b>\$4,091,832</b>

# Water Fund Capital Equipment Five Year Timeline

Water Fund  
Capital Equipment Five Year Timeline

3/1/2023

2023		2024		2025		2026		2027	
Project	Cost	Project	Cost	Project	Cost	Project	Cost	Project	Cost
PFAS Mitigation	2,000,000	Water Main Leak Survey - 1/3	15,000	Hawn Drive water main replacement	750,000	Water Main Leak Survey	20,000		
Water Storage Tank Lining	400,000	Slow the Flow - Efficiency Program	10,000	Water Main Leak Survey - 1/3	15,000	Slow the Flow - Efficiency Program	10,000		
Waterline Replacement	200,000	Water Smart Implementation/Support	9,000	Start at the Tap-Efficiency Program	25,000	Start at the Tap-Efficiency Program	25,000		
Repair and Maintenance	217,500	Start at the Tap-Efficiency Program	25,000	Water Smart Annual Support	9,500	Water Smart Annual Support	9,500		
		Replace Ford F250	51,000			River Pines Area Water Line Replacement	2,000,000		
		Creekside Water Main replacement	1,300,000						
		Repl 2014 Ford F250	57000	Repl Chevrolet 3500 Van	57000	Repl 2016 Ford F250			
<b>Capital Project Total</b>	<b>\$2,817,500</b>	<b>Capital Project Total</b>	<b>\$1,467,000</b>	<b>Capital Project Total</b>	<b>\$856,500</b>	<b>Capital Project Total</b>	<b>\$2,064,600</b>	<b>Capital Project Total</b>	<b>\$0</b>
Beginning Fund Balance	\$5,622,227	Beginning Fund Balance	\$3,695,027	Beginning Fund Balance	\$2,756,128	Beginning Fund Balance	\$2,753,471	Beginning Fund Balance	\$3,310,892
Revenues-User Fees	1,464,000	Revenues-User Fees	1,507,920	Revenues-User Fees	1,553,168	Revenues-User Fees	1,599,752	Revenues-User Fees	1,647,745
Debt Repayment-CIP	95,000	Debt Repayment-CIP	95,000	Debt Repayment-CIP	95,000	Debt Repayment-CIP	95,000	Debt Repayment-CIP	95,000
Tap Fees	554,132	Tap Fees	280,000	Tap Fees	250,000	Tap Fees	250,000	Tap Fees	250,000
Grant Revenue	0	Grant Revenue	0	Grant Revenue	60,000	Grant Revenue	60,000	Grant Revenue	60,000
Other Revenues	146,500	Other Revenues	60,000	Other Revenues	1,325,815	Other Revenues	1,325,331	Other Revenues	1,379,378
Operating Expenditures	1,274,332	Operating Expenditures	1,299,819	Operating Expenditures	540,000	Operating Expenditures	540,000	Operating Expenditures	540,000
Capital	2,817,500	Capital	1,467,000	Capital	1,467,000	Capital	1,467,000	Capital	1,467,000
Ending Fund Balance	\$3,695,027	Ending Fund Balance	\$2,756,128	Ending Fund Balance	\$2,756,128	Ending Fund Balance	\$2,753,471	Ending Fund Balance	\$3,310,892



---

---

# Open Space Fund

**This special revenue fund is used to account for acquisitions and maintenance of open space.**

---

---

## OPEN SPACE FUND REVENUE/EXPENDITURE SUMMARY

The Open Space Fund was established by resolution in 2001 to acquire and maintain open space. The resolution further required an annual \$300,000 allocation from real estate investment fees. Since no funds have been expended from this fund since 2005, Council reduced the annual allocation to \$100,000 in 2008. Since then, there have been no additional allocations to this fund. Since no projects have been identified for use of these funds, in 2010 Town Council approved a transfer from this fund for a recreation expansion project; in 2015 Council elected to transfer \$100,000 to the Capital Improvement Fund for capital projects. There is no required reserve for this fund.

	<b><u>2020 Actual</u></b>	<b><u>2021 Actual</u></b>	<b><u>2022 Budget</u></b>	<b><u>2022 Projected</u></b>	<b><u>2023 Budget</u></b>
<b><u>Revenues</u></b>					
Investment Income	\$121	\$7	\$60	\$15	\$15
<b>Total Revenues</b>	<b>121</b>	<b>7</b>	<b>60</b>	<b>15</b>	<b>15</b>
<b><u>Expenditures</u></b>					
Culture and Recreation	0	0	0	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Other Sources (Uses)</u></b>					
Transfers In	0	0	0	0	0
Transfers Out-Capital Improvement Fund	0	0	0	0	0
Net Change in Fund Balance	285	7	60	15	15
<b>Unassigned Fund Balance - January 1</b>	<b>12,234</b>	<b>12,519</b>	<b>12,528</b>	<b>12,526</b>	<b>12,541</b>
<b>Unassigned Fund Balance - December 31</b>	<b>\$12,519</b>	<b>\$12,526</b>	<b>\$12,588</b>	<b>\$12,541</b>	<b>\$12,556</b>

OPEN SPACE FUND

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
<b><u>REVENUES:</u></b>					
50-5000-3101	Interest on Investments-OSF Portion of Allocation	\$7	\$15	\$15	\$15
	<b>TOTAL OPEN SPACE FUND</b>	<b>\$7</b>	<b>\$15</b>	<b>\$15</b>	<b>\$15</b>
<b><u>EXPENDITURES</u></b>					
50-5000-5901	Interfund Transfers	\$0	\$0	\$0	\$0
	<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

This Page Intentionally Left Blank



---

---

# Housing Fund

**This special revenue fund accounts for collections of a tax and related development impact fees to be used specifically for affordable housing purposes.**

---

---



# HOUSING FUND

## REVENUE/ EXPENDITURE SUMMARY

On November 7, 2006, the voters of Summit County approved the Summit Combined Housing Authority (SCHA) Referred Measure 5A, which authorized a temporary (10 year) sales and use tax of .125% and a development impact fee of two dollars or less per square foot of new construction to be used for affordable housing purposes. Subsequently, the Town of Frisco entered into an intergovernmental agreement with other area local governments to share these revenues. In 2015, this tax was extended in perpetuity. In 2016, Summit County voters approved an additional, temporary (10 years) .6% sales and use tax to the existing sales tax, effective 1/1/17, making the current tax rate .725%. In 2021, this tax was extended in perpetuity. There is no required reserve for this fund.

	2020 <u>Actual</u>	2021 <u>Actual</u>	2022 <u>Budget</u>	2022 <u>Projected</u>	2023 <u>Budget</u>
<b><u>Revenues</u></b>					
Taxes	\$1,533,798	\$1,787,396	\$1,596,000	\$2,300,000	\$2,800,000
Building Permits/Development Impact Fees	146,836	90,206	70,000	70,000	70,000
Intergovernmental	0	0	0	1,500,000	5,030,000
Investment Income	53,479	3,854	7,500	7,500	7,500
Other Income	76,820	70,730	78,340	63,550	72,020
<b>Total Revenues</b>	<b>1,810,933</b>	<b>1,952,186</b>	<b>1,751,840</b>	<b>3,941,050</b>	<b>7,979,520</b>
<b><u>Expenditures</u></b>					
Salaries and Benefits	57,791	69,085	82,155	97,829	103,699
Professional Services	0	0	0	0	0
Administration Fees	69,121	72,158	110,000	100,000	110,000
Rental Expenses	3,114	3,941	10,000	27,750	35,250
Capital Program Expenses	5,000	558,566	1,545,000	2,070,000	1,525,000
Community Outreach	292,376	0	10,000	0	0
Capital Outlay	5,525	159,239	5,000,000	4,652,836	11,210,000
<b>Total Expenditures</b>	<b>432,927</b>	<b>862,989</b>	<b>6,757,155</b>	<b>6,948,415</b>	<b>12,983,949</b>
<b><u>Other Sources (Uses)</u></b>					
Transfers In	0	287,500	0	0	0
Transfers Out	0	0	0	0	-13,421
Net Change in Fund Balance	1,378,006	1,376,697	-5,005,315	-3,007,365	-5,017,850
<b>Unassigned Fund Balance - January 1</b>	<b>5,289,173</b>	<b>6,667,180</b>	<b>7,142,503</b>	<b>8,043,877</b>	<b>5,036,512</b>
<b>Unassigned Fund Balance - December 31</b>	<b>\$6,667,180</b>	<b>\$8,043,877</b>	<b>\$2,137,188</b>	<b>\$5,036,512</b>	<b>\$18,662</b>

## HOUSING FUND

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
<b>REVENUES:</b>					
55-5500-3007	SCHA Sales Tax	\$1,787,396	\$1,596,000	\$1,800,000	\$1,600,000
55-5500-3008	Short Term Rental Excise Tax	\$0	\$0	\$500,000	\$1,200,000
55-5500-3101	Interest on Investments - 5A Portion of Allocation	\$3,854	\$7,500	\$7,500	\$7,500
55-5500-3115	Rental Income	\$70,730	\$78,340	\$63,550	\$72,020
55-5500-3225	Interfund Transfer	\$287,500	\$0	\$0	\$0
55-5500-3310	Building Permits and Fees	\$90,206	\$70,000	\$70,000	\$70,000
55-5500-3315	Partnership Contributions	\$0	\$0	\$1,500,000	\$3,530,000
55-5500-3550	State / Federal Grants	\$0	\$0	\$0	\$1,500,000
<b>TOTAL REVENUES</b>		<b>\$2,239,686</b>	<b>\$1,751,840</b>	<b>\$3,941,050</b>	<b>\$7,979,520</b>
<b>EXPENDITURES</b>					
55-5500-4001	Salaries & Benefits	\$62,777	\$73,386	\$84,357	\$89,418
55-5500-4010	Benefits	\$4,717	\$5,834	\$10,098	\$10,704
55-5500-4050	Retirement Benefits	\$1,591	\$2,935	\$3,375	\$3,577
<b>SUBTOTAL SALARIES AND BENEFITS</b>		<b>\$69,085</b>	<b>\$82,155</b>	<b>\$97,829</b>	<b>\$103,699</b>
50-5500-4255	Frisco Housing - Locals	\$0	\$0	\$25,000	\$25,000
55-5500-4262	Capital Projects	\$9,283	\$5,000,000	\$1,602,836	\$200,000
55-5500-4266	Buy-Down Programs	\$558,566	\$1,545,000	\$2,045,000	\$1,500,000
55-5500-4268	Granite Park Housing Project	\$146,700	\$0	\$40,000	\$10,410,000
55-5500-4271	602 Galena Housing Project	\$3,256	\$0	\$3,010,000	\$600,000
55-5500-4270	Rental Expenses	\$3,941	\$10,000	\$27,750	\$27,750
55-5500-4276	Community Outreach	\$0	\$10,000	\$0	\$0
55-5500-4365	Administration Expense	\$72,158	\$110,000	\$100,000	\$110,000
55-5500-4567	Facility Capital Repair	\$0	\$0	\$0	\$7,500
55-5500-5902	Interfund Transfers - Insurance Reserve	\$0	\$0	\$0	\$13,421
<b>SUBTOTAL OPERATING EXPENSES</b>		<b>\$793,904</b>	<b>\$6,675,000</b>	<b>\$6,850,586</b>	<b>\$12,893,671</b>
<b>TOTAL EXPENDITURES</b>		<b>\$862,989</b>	<b>\$6,757,155</b>	<b>\$6,948,415</b>	<b>\$12,997,370</b>

# SCHA (A) Fund Capital Equipment Five Year Timeline

2023			2024			2025			2026			2027		
Expense	Est. Cost		Expense	Est. Cost		Expense	Est. Cost		Expense	Est. Cost		Expense	Est. Cost	
<b>Contractual Obligations:</b>			<b>Contractual Obligations:</b>			<b>Contractual Obligations:</b>			<b>Contractual Obligations:</b>			<b>Contractual Obligations:</b>		
<b>Lease Purchases</b>			<b>Lease Purchases</b>			<b>Lease Purchases</b>			<b>Lease Purchases</b>			<b>Lease Purchases</b>		
n/a			n/a			Gallena St Project	684,602		Gallena St Project	1,369,204		Gallena St Project	1,369,204	
<b>Repair and Maintenance</b>			<b>Repair and Maintenance</b>			<b>Repair and Maintenance</b>			<b>Repair and Maintenance</b>			<b>Repair and Maintenance</b>		
Ten Mile Basin Units	7,500		Ten Mile Basin Units	10,000		Ten Mile Basin Units	15,000		Ten Mile Basin Units	20,000		Ten Mile Basin Units	25,000	
						Other	12,342		Other	12,700		Other	34,700	
Total Repair and Maintenance	7,500		Total Repair and Maintenance	10,000		Total Repair and Maintenance	27,342		Total Repair and Maintenance	32,700		Total Repair and Maintenance	59,700	
<b>Housing Programs</b>			<b>Housing Programs</b>			<b>Housing Programs</b>			<b>Housing Programs</b>			<b>Housing Programs</b>		
Frisco Locals	25,000		Frisco Locals	25,000		Frisco Locals	25,000		Frisco Locals	25,000		Frisco Locals	25,000	
Housing Helps (10)	1,500,000		Housing Helps (10)	1,575,000		Housing Helps (10)	1,653,800		Housing Helps (10)	1,736,500		Housing Helps (10)	1,823,300	
Total Housing Programs	1,525,000		Total Housing Programs	1,600,000		Total Housing Programs	1,678,800		Total Housing Programs	1,761,500		Total Housing Programs	1,848,300	
<b>Housing Capital Projects</b>			<b>Housing Projects</b>			<b>Housing Projects</b>			<b>Housing Projects</b>			<b>Housing Capital Projects</b>		
Granite Park	10,410,000		Granite Park (22)	TBD		Gallena Street Project (net of financing) (40)	700,000		Gallena Street Project	TBD				
Gallena Street Project	600,000		Gallena Street Project	TBD					275 Granite St	1,000,000				
Piklin Alley	200,000								408 8th Ave / 810 Pitkin	2,000,000				
Total Housing Capital Projects	11,210,000		Total Housing Capital Projects	-		Total Housing Capital Projects	700,000		Total Housing Capital Projects	3,000,000		Total Housing Capital Projects	-	
<b>Total</b>	<b>12,742,500</b>		<b>Total</b>	<b>1,610,000</b>		<b>Total</b>	<b>3,090,744</b>		<b>Total</b>	<b>6,163,404</b>		<b>Total</b>	<b>3,277,204</b>	
Beginning Balance	\$5,036,512		Beginning Balance	\$18,662		Beginning Balance	\$1,168,262		Beginning Balance	\$1,820,220		Beginning Balance	\$154,720	
Revenues-2.5% Increase	2,877,500		Revenues-2.5% Increase	2,949,400		Revenues-2.5% Increase	3,023,100		Revenues-2.5% Increase	3,098,700		Revenues-2.5% Increase	3,176,200	
Rental Income-1% Increase	72,020		Rental Income-1% Increase	72,700		Rental Income-1% Increase	305,400		Rental Income-1% Increase	308,500		Rental Income-1% Increase	889,700	
Intergovernmental Revenue	5,030,000		Intergovernmental Revenue	0		Intergovernmental Revenue	0		Intergovernmental Revenue	0		Intergovernmental Revenue	0	
Administrative-3% Increase	254,870		Administrative-3% Increase	262,500		Administrative-3% Increase	270,400		Administrative-3% Increase	278,500		Administrative-3% Increase	286,900	
Housing Programs	1,550,000		Housing Programs	1,575,000		Housing Programs	1,653,800		Housing Programs	1,736,500		Housing Programs	1,823,300	
Repair and Maintenance	7,500		Repair and Maintenance	10,000		Repair and Maintenance	27,342		Repair and Maintenance	32,700		Repair and Maintenance	59,700	
Capital	11,210,000		Capital	0		Capital	700,000		Capital	3,000,000		Capital	0	
Ending Fund Balance	\$18,662		Ending Fund Balance	\$1,168,262		Ending Fund Balance	\$1,820,220		Ending Fund Balance	\$154,720		Ending Fund Balance	\$2,025,720	



---

# Insurance Reserve Fund

**This special revenue fund is a reserve fund in the event the Town experiences unforeseen increases in health benefit costs.**

---

## INSURANCE RESERVE FUND REVENUE/EXPENDITURE SUMMARY

The Insurance Reserve Fund was established by resolution in 2005 to establish an insurance reserve fund equivalent to six months' worth of insurance expenditures to cover substantial insurance claims and unforeseen increases in the cost of providing insurance. This transfer from the General Fund was not completed until 2007. In order to decrease insurance costs, the Town is assuming more liability risk and that potential liability is budgeted in this fund in 2020. There is no required reserve for this fund.

	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Projected</b>	<b>2023 Budget</b>
<b><u>Revenues</u></b>					
Employee Paid Premiums	\$0	\$0	\$0	\$0	\$120,466
Refunds of Expenditures	0	0	0	0	0
Investment Income	2,048	126	250	250	250
<b>Total Revenues</b>	<b>2,048</b>	<b>126</b>	<b>250</b>	<b>250</b>	<b>120,716</b>
<b><u>Expenditures</u></b>					
Benefits	0	0	65,000	0	1,543,388
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>65,000</b>	<b>0</b>	<b>1,543,388</b>
<b><u>Other Sources (Uses)</u></b>					
Transfers In - General Fund	0	0	0	0	1,687,338
Transfers In - Water Fund	0	0	0	0	74,489
Transfers In - Housing Fund	0	0	0	0	13,421
Transfers In - Lodging Tax Fund	0	0	0	0	40,264
Transfers In - Marina Fund	0	0	0	0	82,542
Net Change in Fund Balance	2,048	126	-64,750	250	475,382
<b>Unassigned Fund Balance - January 1</b>	<b>210,027</b>	<b>212,075</b>	<b>212,326</b>	<b>212,201</b>	<b>212,451</b>
<b>Unassigned Fund Balance - December 31</b>	<b>\$212,075</b>	<b>\$212,201</b>	<b>\$147,576</b>	<b>\$212,451</b>	<b>\$687,833</b>

## INSURANCE RESERVE FUND

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
<b><u>REVENUES:</u></b>					
60-6000-3101	Interest on Investments - IRF Portion of Allocation	\$126	\$250	\$250	\$250
60-6000-3102	Employee Paid Premiums	\$0	\$0	\$0	\$120,466
60-6000-3103	Refunds of Expenditures (Stop Loss Reimb)	\$0	\$0	\$0	\$0
60-6000-3225	Interfund Transfers - General Fund	\$0	\$0	\$0	\$1,687,338
60-6000-3227	Interfund Transfers - Lodging Tax Fund	\$0	\$0	\$0	\$40,264
60-6000-3228	Interfund Transfers - Water Fund	\$0	\$0	\$0	\$74,489
60-6000-3229	Interfund Transfers - Marina Fund	\$0	\$0	\$0	\$82,542
60-6000-3230	Interfund Transfers - Housing Fund	\$0	\$0	\$0	\$13,421
<b>TOTAL REVENUES</b>		<b>\$296,929</b>	<b>\$296,929</b>	<b>\$296,929</b>	<b>\$2,018,770</b>
<b><u>EXPENDITURES:</u></b>					
60-6000-4010	Medical / Dental / Vision Fixed Costs	\$0	\$65,000	\$0	\$418,344
60-6000-4011	Medical / Dental Claims	\$0	\$0	\$0	\$1,125,043
<b>TOTAL EXPENDITURES</b>		<b>\$0</b>	<b>\$65,000</b>	<b>\$0</b>	<b>\$1,543,388</b>

This Page Intentionally Left Blank



---

---

# Nicotine Tax Fund

**This special revenue fund accounts for collections of taxes on nicotine products and disbursements for health and welfare programs and education.**

---

---



## NICOTINE TAX FUND REVENUE/EXPENDITURE SUMMARY

The Nicotine Tax Fund was established October 13, 2020, for the purpose of collecting revenues from the sale of cigarettes, tobacco products and nicotine products to be used solely for the protection and improvement of public health and welfare. County-wide Measure 1A authorized a special county-wide sales tax of four dollars per pack of twenty cigarettes sold (or twenty cents per cigarette) and a forty percent special sales tax rate on all other tobacco and nicotine products sold, including e-cigarettes and vaping devices, commencing January 1 2020. There is no required reserve for this fund.

	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2022</b>	<b>2023</b>
<b><u>Revenues</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Projected</u></b>	<b><u>Budget</u></b>
Special Taxes	\$576,492	\$622,771	\$580,000	\$600,000	\$650,000
Investment Income	\$0	\$276	\$550	\$550	\$550
Tobacco License Fees	\$6,600	\$4,800	\$6,600	\$6,600	\$6,600
<b>Total Revenues</b>	<b>\$583,092</b>	<b>\$627,847</b>	<b>\$587,150</b>	<b>\$607,150</b>	<b>\$657,150</b>
<b><u>Expenditures</u></b>					
Administrative fees	\$15,074	\$0	\$15,000	\$15,000	\$15,000
Health and welfare contributions	\$62,400	\$442,933	\$584,463	\$556,187	\$496,995
Childcare Tuition Assistance	\$0	\$0	\$0	\$0	\$100,000
Detox	\$17,605	\$24,667	\$18,500	\$18,500	\$18,500
<b>Total Expenditures</b>	<b>\$95,079</b>	<b>\$467,600</b>	<b>\$617,963</b>	<b>\$589,687</b>	<b>\$630,495</b>
Net Change in Fund Balance	\$488,013	\$160,247	-\$30,813	\$17,463	\$26,655
<b>Unassigned Fund Balance - January 1</b>	<b>\$0</b>	<b>\$488,013</b>	<b>\$536,352</b>	<b>\$648,260</b>	<b>\$665,723</b>
<b>Unassigned Fund Balance - December 31</b>	<b>\$488,013</b>	<b>\$648,260</b>	<b>\$505,539</b>	<b>\$665,723</b>	<b>\$692,378</b>

NICOTINE TAX FUND

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
<b>REVENUES:</b>					
65-6500-3011	Special taxes on nicotine products	\$622,771	\$580,000	\$600,000	\$650,000
65-6500-3101	Interest on Investments	\$276	\$550	\$550	\$550
65-6500-3709	Tobacco retailer license fees	\$4,800	\$6,600	\$6,600	\$6,600
<b>TOTAL REVENUES</b>		<b>\$627,847</b>	<b>\$587,150</b>	<b>\$607,150</b>	<b>\$657,150</b>
<b>EXPENDITURES:</b>					
65-6500-4365	Administrative fees	\$0	\$15,000	\$15,000	\$15,000
65-6500-4601	Childcare Tuition Assistance	\$0	\$0	\$0	\$100,000
65-6500-4620	County-wide Grants (Health and Welfare)	\$0	\$17,400	\$0	\$0
65-6500-4621	Community Non-Profit Contributions	\$103,503	\$260,212	\$264,148	\$204,956
65-6500-4622	Nicotine Workgroup Operations	\$339,430	\$306,851	\$292,039	\$292,039
65-6500-4623	Detox	\$24,667	\$18,500	\$18,500	\$18,500
<b>TOTAL EXPENDITURES</b>		<b>\$467,600</b>	<b>\$617,963</b>	<b>\$589,687</b>	<b>\$630,495</b>

This Page Intentionally Left Blank



---

---

# Lodging Tax Fund

**This special revenue fund accounts for a tax specifically imposed upon lodging establishments. The Town Council of Frisco restricts expenditures from this fund to certain activities.**

---

---

## LODGING TAX FUND REVENUE/EXPENDITURE SUMMARY

The Lodging Tax Fund was established in 2004 to account for a new, voter-approved 2.35% tax imposed upon lodging establishments. Expenditures are restricted to economic development, special events, advertising and marketing, recreation amenities, multi-purpose facilities and open space and similar uses. The decision as to the proportion of revenue to be allocated to any of these uses is determined by Council. Currently, the Information Center receives 45% of these revenues, 20% is allocated to marketing and economic development, 20% is to be used for recreation and the remaining 15% is allocated for operation and maintenance of recreation/tourism based Town facilities. In 2009, the Town assumed responsibility for the operations of the Information Center. There is no required reserve for this fund.

	2020	2021	2022	2022	2023
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
<b><u>Revenues</u></b>					
Lodging Tax	\$498,972	\$701,513	\$600,000	\$838,100	\$800,000
Investment Income	6,644	497	1,000	1,000	1,000
Intergovernmental Revenue	300,000	19,000	30,000	41,000	30,000
Information Center Revenues	1,946	2,324	3,150	4,500	3,150
<b>Total Revenues</b>	<b>807,562</b>	<b>723,334</b>	<b>634,150</b>	<b>884,600</b>	<b>834,150</b>
<b><u>Expenditures</u></b>					
Information Center	187,558	206,617	382,361	312,887	331,811
Operations and Maintenance	96,183	86,101	142,000	109,000	162,000
Recreation	19,758	90,475	93,500	90,000	93,000
Special Events/Marketing	98,159	100,105	144,000	144,000	110,000
<b>Total Expenditures</b>	<b>401,658</b>	<b>483,298</b>	<b>761,861</b>	<b>655,887</b>	<b>696,811</b>
<b><u>Other Sources (Uses)</u></b>					
Transfers Out	0	0	0	0	-855,264
<b>Net Change in Fund Balance</b>	<b>135,904</b>	<b>240,036</b>	<b>-127,711</b>	<b>228,713</b>	<b>-717,925</b>
Unavailable Fund Balance	13,085	10,181	0	10,181	10,181
<b>Unassigned Fund Balance - January 1</b>	<b>624,792</b>	<b>763,600</b>	<b>752,426</b>	<b>1,003,636</b>	<b>1,232,349</b>
<b>Unassigned Fund Balance - December 31</b>	<b>\$760,696</b>	<b>\$1,003,636</b>	<b>\$624,715</b>	<b>\$1,232,349</b>	<b>\$514,424</b>

**LODGING TAX FUND - INFO CENTER**

<b>Account Number</b>	<b>Account Title</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Projected</b>	<b>2023 Budget</b>
<b><u>REVENUES:</u></b>					
80-8000-3004	Lodging Tax	\$315,680	\$270,000	\$377,145	\$360,000
80-8000-3101	Interest on Investments	\$497	\$1,000	\$1,000	\$1,000
80-8000-3222	Miscellaneous Revenue	\$31	\$0	\$0	\$0
80-8000-3250	Tax Exempt Merchandise Sales	\$277	\$100	\$200	\$100
80-8000-3405	Retail Sales	\$1,871	\$3,000	\$4,000	\$3,000
80-8000-3412	CMI	\$19,000	\$30,000	\$41,000	\$30,000
80-8000-3725	Donations	\$145	\$50	\$300	\$50
	<b>TOTAL REVENUES</b>	<b>\$337,501</b>	<b>\$304,150</b>	<b>\$423,645</b>	<b>\$394,150</b>
<b><u>EXPENDITURES:</u></b>					
80-8000-4001	Info Center Salaries	\$145,297	\$152,163	\$185,775	\$195,064
80-8000-4002	Overtime	\$875	\$250	\$500	\$275
80-8000-4005	Part-time Salaries	\$6,633	\$33,000	\$17,432	\$18,304
80-8000-4010	Benefits	\$12,773	\$15,950	\$29,490	\$30,965
80-8000-4050	Retirement Benefits	\$1,996	\$2,048	\$7,431	\$7,803
	<b>SUBTOTAL SALARIES AND BENEFITS</b>	<b>\$167,574</b>	<b>\$203,411</b>	<b>\$240,630</b>	<b>\$252,411</b>
80-8000-4202	Postage - Department Share	\$282	\$3,000	\$3,000	\$3,000
80-8000-4203	Telephone	\$10,899	\$11,500	\$11,500	\$11,500
80-8000-4207	Building repair	\$0	\$50,000	\$0	\$0
80-8000-4227	Reg. Fees, Lodging, Travel and Meals	\$119	\$5,000	\$5,000	\$5,000
80-8000-4233	Supplies	\$6,567	\$10,000	\$12,000	\$12,000
80-8000-4268	Promo Materials	\$160	\$500	\$500	\$500
80-8000-4401	Utilities	\$3,315	\$5,750	\$5,750	\$7,000
80-8000-4418	Merchandise	\$1,286	\$6,500	\$600	\$600
80-8000-4477	Cleaning	\$13,883	\$28,000	\$28,000	\$34,000
80-8000-4703	Info Center Furniture	\$0	\$1,000	\$464	\$0
80-8000-4704	Technical Purchases	\$2,532	\$7,700	\$5,444	\$5,800
80-8000-4705	Design of VIC Restrooms	\$0	\$50,000	\$0	\$0
80-8000-5901	Interfund Transfers - Capital Fund	\$0	\$0	\$0	\$780,000
80-8000-5902	Interfund Transfers - Ins. Reserve	\$0	\$0	\$0	\$40,264
	<b>SUBTOTAL OPERATING EXPENSES</b>	<b>\$39,043</b>	<b>\$178,950</b>	<b>\$72,258</b>	<b>\$899,664</b>
	<b>TOTAL EXPENSES</b>	<b>\$206,617</b>	<b>\$382,361</b>	<b>\$312,887</b>	<b>\$1,152,075</b>
	<b>Fund Balance - January 1</b>	<b>\$531,304</b>	<b>\$515,869</b>	<b>\$662,188</b>	<b>\$772,946</b>
	<b>Fund Balance - December 31</b>	<b>\$662,188</b>	<b>\$437,658</b>	<b>\$772,946</b>	<b>\$15,021</b>

LODGING TAX FUND - RECREATION

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
<b><u>REVENUES:</u></b>					
80-8000-3004	Lodging Tax	\$140,303	\$120,000	\$167,620	\$160,000
	<b>TOTAL REVENUES</b>	<b>\$140,303</b>	<b>\$120,000</b>	<b>\$167,620</b>	<b>\$160,000</b>
<b><u>EXPENDITURES:</u></b>					
80-8000-4583	Skate Park	\$0	\$3,000	\$3,000	\$3,000
80-8000-4584	Meadow Creek Park Ice Skate Upgrades	\$14,103	\$3,000	\$3,000	\$1,500
80-8000-4588	Special Projects - Recreation	\$76,372	\$87,500	\$84,000	\$88,500
	<b>TOTAL EXPENDITURES</b>	<b>\$90,475</b>	<b>\$93,500</b>	<b>\$90,000</b>	<b>\$93,000</b>
	 <b>Fund Balance - January 1</b>	 <b>\$184,786</b>	 <b>\$93,542</b>	 <b>\$234,614</b>	 <b>\$312,234</b>
	<b>Fund Balance - December 31</b>	<b>\$234,614</b>	<b>\$120,042</b>	<b>\$312,234</b>	<b>\$379,234</b>

**LODGING TAX FUND - OPERATIONS AND MAINTENANCE**

<b>Account Number</b>	<b>Account Title</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Projected</b>	<b>2023 Budget</b>
<b><u>REVENUES:</u></b>					
80-8000-3004	Lodging Tax	\$105,227	\$90,000	\$125,715	\$120,000
	<b>TOTAL REVENUES</b>	<b>\$105,227</b>	<b>\$90,000</b>	<b>\$125,715</b>	<b>\$120,000</b>
<b><u>EXPENDITURES:</u></b>					
80-8000-4585	Grounds O&M, Equipment Rental, Playground Repair	\$53,879	\$82,000	\$82,000	\$82,000
80-8000-4586	FAP Operations and Maintenance	\$15,043	\$30,000	\$2,000	\$15,000
80-8000-4592	Town-wide Forestry Management	\$2,200	\$15,000	\$10,000	\$15,000
80-8000-4593	Weed Control	\$14,979	\$15,000	\$15,000	\$15,000
80-8000-5901	Interfund Transfers	\$0	\$0	\$0	\$35,000
	<b>TOTAL EXPENDITURES</b>	<b>\$86,101</b>	<b>\$142,000</b>	<b>\$109,000</b>	<b>\$162,000</b>
	<b>Fund Balance - January 1</b>	<b>\$6,205</b>	<b>\$58,251</b>	<b>\$25,331</b>	<b>\$42,046</b>
	<b>Fund Balance - December 31</b>	<b>\$25,331</b>	<b>\$18,351</b>	<b>\$42,046</b>	<b>\$46</b>



**LODGING TAX FUND - SPECIAL EVENTS/MARKETING**

<b>Account Number</b>	<b>Account Title</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Projected</b>	<b>2023 Budget</b>
<b><u>REVENUES:</u></b>					
80-8000-3004	Lodging Tax	\$140,303	\$120,000	\$167,620	\$160,000
	<b>TOTAL REVENUES</b>	<b>\$140,303</b>	<b>\$120,000</b>	<b>\$167,620</b>	<b>\$160,000</b>
<b><u>EXPENDITURES:</u></b>					
80-8000-4266	Marketing	\$33,680	\$60,000	\$60,000	\$60,000
80-8000-4579	Internet Improvements	\$40,205	\$50,000	\$50,000	\$50,000
80-8000-4589	Main Street Flowers	\$26,220	\$34,000	\$34,000	\$35,000
	<b>TOTAL EXPENDITURES</b>	<b>\$100,105</b>	<b>\$144,000</b>	<b>\$144,000</b>	<b>\$145,000</b>
	<b>Fund Balance - January 1</b>	<b>\$51,486</b>	<b>\$36,851</b>	<b>\$91,684</b>	<b>\$115,304</b>
	<b>Fund Balance - December 31</b>	<b>\$91,684</b>	<b>\$12,851</b>	<b>\$115,304</b>	<b>\$130,304</b>

# Lodging Tax Fund

## Capital Equipment Five Year Timeline

	2023	2024	2025	2026	2027
<b>Project O&amp;M</b>	<b>Est. Cost</b>	<b>Est. Cost</b>	<b>Est. Cost</b>	<b>Est. Cost</b>	<b>Est. Cost</b>
PRA Landscaping	10,000	10,000	10,000	10,000	10,000
Bike Park Maintenance	30,000	20,000	20,000	20,000	20,000
<b>Total O&amp;M (4586)</b>	<b>\$40,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>
Grasslands O&M, playground repair, equipment rental (4585)	80,000	80,000	80,000	80,000	80,000
Townwide Forestry Management (4592)	15,000	15,000	15,000	15,000	15,000
Weed Control (4593)	15,000	15,000	15,000	15,000	15,000
<b>Total O&amp;M</b>	<b>\$112,000</b>	<b>\$112,000</b>	<b>\$112,000</b>	<b>\$112,000</b>	<b>\$112,000</b>
<b>Recreation</b>	<b>Est. Cost</b>	<b>Est. Cost</b>	<b>Est. Cost</b>	<b>Est. Cost</b>	<b>Est. Cost</b>
State Park	3,000	3,000	3,000	3,000	3,000
<b>Total Recreation (4583)</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$3,000</b>
Disc Golf Course	3,000	3,000	3,000	3,000	3,000
Gold Rush	5,513	5,788	6,078	6,078	6,078
Bacon Burner	8,820	9,261	9,724	9,724	9,724
Run the Rockies series	25,358	26,625	27,957	27,957	27,957
New Events	4,410	4,631	4,862	4,862	4,862
Frisco Triathlon	7,718	8,103	8,509	8,509	8,509
Turkey Day SK	16,558	17,354	18,233	18,233	18,233
Goat Kids	5,513	5,788	6,078	6,078	6,078
Mountain Goat Kids	4,410	4,631	4,862	4,862	4,862
Brewski	5,513	5,788	6,078	6,078	6,078
<b>Total Recreation (4588)</b>	<b>\$51,831</b>	<b>\$55,770</b>	<b>\$59,911</b>	<b>\$59,911</b>	<b>\$59,911</b>
<b>Main Street Flowers (4589)</b>	<b>\$34,000</b>	<b>\$34,000</b>	<b>\$34,000</b>	<b>\$34,000</b>	<b>\$34,000</b>
<b>Project Total</b>	<b>\$279,831</b>	<b>\$284,770</b>	<b>\$285,911</b>	<b>\$285,911</b>	<b>\$285,911</b>
Beginning Fund Balance	\$1,232,449	\$514,424	\$514,424	\$508,898	\$508,898
Revenues - All Divisions	834,150	859,175	884,950	911,488	938,843
Expenditures - O&M	162,000	142,000	142,000	142,000	142,000
Expenditures - Rec	93,000	122,770	126,911	92,911	92,911
Expenditures - Mtg	145,000	130,000	130,000	144,000	144,000
Ending Fund Balance	\$514,424	\$136,288	\$508,898	\$3,610,899	\$23,17,541

This Page Intentionally Left Blank



---

---

# Marina Fund

**This Enterprise fund is used to account for revenues and expenditures associated with operations of the Town's marina.**

---

---

## MARINA FUND REVENUE/ EXPENDITURE SUMMARY

In 1994, the Town entered into a lease agreement with the City and County of Denver whereby the Town was granted the exclusive right to occupy and use certain real property and water surface at the Dillon Reservoir. The Marina Fund was established as an enterprise fund to account for the operations and maintenance of the marina. The major source of revenue for this fund comes from rentals of boats, slips and moorings. There is a four month reserve required for this fund.

	2020	2021	2022	2022	2023
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
<b>Revenues</b>					
User Charges	\$2,400,646	\$2,090,803	\$2,230,200	\$1,888,947	\$2,401,300
Intergovernmental Grants	0	0	0	0	0
<b>Total Revenues</b>	<b>2,400,646</b>	<b>2,090,803</b>	<b>2,230,200</b>	<b>1,888,947</b>	<b>2,401,300</b>
<b>Expenditures</b>					
Salaries and Benefits	647,780	710,440	1,176,110	964,969	986,467
Administrative Fees	20,000	20,000	20,000	20,000	20,000
Professional Fees	50,559	131,494	45,000	65,000	70,000
Supplies	75,414	64,314	114,000	139,325	79,041
Utilities	19,543	23,569	30,000	25,000	30,000
Repair and Maintenance	42,257	69,678	127,000	118,400	65,000
General Expenses	328,705	319,559	474,000	325,335	338,100
Capital Outlay	798,179	3,477,211	1,246,000	1,420,000	491,000
<b>Total Expenditures</b>	<b>1,982,437</b>	<b>4,816,265</b>	<b>3,232,110</b>	<b>3,078,029</b>	<b>2,079,608</b>
<b>Other Sources (Uses)</b>					
Reimbursements from Denver Water (ZM)	36,255	39,888	45,000	45,000	45,000
Investment Income	30,192	3,104	2,500	2,500	2,500
Sale of Assets	33,319	3,101	63,500	3,000	63,500
Bond Repayment	-270,322	-270,011	-347,500	-268,750	-264,750
Principal Repayment	0	-75,000	0	-80,000	-85,000
Agent Fees	-400	-400	-400	-400	-400
Transfers Out	0	0	0	0	-82,542
<b>Reconciliation to GAAP Basis</b>					
Capitalized assets	798,179	3,477,211			
Depreciation	-377,471	-418,588			
Principal Repayment		75,000			
<b>Net Change in Fund Balance</b>	<b>667,961</b>	<b>108,843</b>	<b>-1,238,810</b>	<b>-1,487,732</b>	<b>0</b>
Unavailable Fund Balance (Net Investment in Capital Assets)	3,001,984	4,384,517		4,384,517	4,384,517
<b>Unassigned Fund Balance - January 1</b>	<b>1,741,334</b>	<b>2,110,344</b>	<b>1,653,581</b>	<b>836,654</b>	<b>-651,078</b>
<b>Unassigned Fund Balance - December 31</b>	<b>\$2,110,344</b>	<b>\$836,654</b>	<b>\$414,771</b>	<b>-\$651,078</b>	<b>-\$651,078</b>

## MARINA FUND

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
	<b>REVENUES:</b>				
90-9000-3101	Interest on Investments	\$3,104	\$2,500	\$2,500	\$2,500
90-9000-3222	Miscellaneous Revenue	\$131,527	\$0	\$1,770	\$0
90-9000-3430	Marina Parking Permits	\$0	\$0	\$17,520	\$20,000
90-9000-3440	Marina Paid Parking	\$0	\$0	\$90,000	\$100,000
90-9000-3450	Slip Rental	\$197,845	\$250,000	\$253,000	\$250,000
90-9000-3455	Mooring Rental	\$51,870	\$46,500	\$50,081	\$50,000
90-9000-3457	Season Kayak Rack Rental	\$108,023	\$110,000	\$112,983	\$110,000
90-9000-3460	Boat and Kayak Rentals	\$986,634	\$1,250,000	\$840,000	\$1,250,000
90-9000-3463	Paddleboard Rentals	\$105,090	\$110,000	\$78,000	\$100,000
90-9000-3465	Retail Sales	\$69,329	\$60,000	\$55,000	\$60,000
90-9000-3466	Fishing Licenses	\$443	\$1,000	\$500	\$500
90-9000-3470	Fees for Services	\$87,322	\$95,000	\$95,000	\$95,000
90-9000-3474	Stand Up Paddle Concessionaire	\$6,221	\$0	\$7,200	\$7,200
90-9000-3475	Retail Fuel Sales	\$68,314	\$85,000	\$11,000	\$85,000
90-9000-3476	Concessionaire Revenue - Rowing	\$2,500	\$2,500	\$2,500	\$2,500
90-9000-3477	Concessionaire Revenue - Water Taxi	\$532	\$200	\$500	\$500
90-9000-3478	Sailing School	\$293	\$0	\$0	\$0
90-9000-3479	Concessionaire Revenue - Food and Beverage	\$50,440	\$50,000	\$40,000	\$50,000
90-9000-3480	Winter Storage	\$105,466	\$75,000	\$105,000	\$105,000
90-9000-3482	Sale of Used Boats	\$1,558	\$60,000	\$3,000	\$60,000
90-9000-3483	Sale of Paddleboards	\$1,543	\$3,500	\$0	\$3,500
90-9000-3485	Parts Retail Sales	\$31,072	\$25,000	\$30,000	\$30,000
90-9000-3486	Dry Storage	\$54,283	\$35,000	\$50,000	\$35,000
90-9000-3487	Trailer Storage	\$32,999	\$35,000	\$48,293	\$50,000
90-9000-3492	Concessionaire Revenue - Bike	\$600	\$0	\$600	\$600
90-9000-3495	Zebra Mussel Reimbursement Income	\$39,888	\$45,000	\$45,000	\$45,000
90-9000-3550	Grant Revenue	\$0	\$0	\$0	\$0
	<b>TOTAL REVENUES</b>	<b>\$2,136,896</b>	<b>\$2,341,200</b>	<b>\$1,939,447</b>	<b>\$2,512,300</b>

## MARINA FUND

Account Number	Account Title	2021 Actual	2022 Budget	2022 Projected	2023 Budget
	<b>EXPENDITURES:</b>				
90-9000-4001	Marina Salaries	\$353,616	\$475,560	\$467,791	\$491,181
90-9000-4002	Overtime	\$2,485	\$3,000	\$5,000	\$3,000
90-9000-4005	Seasonal Wages	\$294,087	\$591,000	\$384,000	\$378,700
90-9000-4010	Benefits	\$52,377	\$87,515	\$86,775	\$91,114
90-9000-4050	Retirement Benefits	\$7,875	\$19,035	\$21,402	\$22,472
	<b>SUBTOTAL SALARIES AND BENEFITS</b>	<b>\$710,440</b>	<b>\$1,176,110</b>	<b>\$964,969</b>	<b>\$986,467</b>
90-9000-4200	Office Supplies	\$1,972	\$4,000	\$1,000	\$2,000
90-9000-4201	Supplies	\$22,928	\$55,000	\$67,500	\$15,041
90-9000-4202	Postage - Department share	\$76	\$100	\$50	\$100
90-9000-4203	Telephone	\$27,996	\$45,000	\$27,000	\$30,000
90-9000-4205	Equipment Repairs & Maintenance	\$7,228	\$15,000	\$9,100	\$8,000
90-9000-4206	Vehicle Repairs & Maintenance	\$704	\$2,000	\$1,000	\$2,000
90-9000-4207	Building Repair & Maintenance	\$11,099	\$20,000	\$21,300	\$10,000
90-9000-4208	Rental Fleet Repairs & Maintenance	\$19,719	\$30,000	\$17,000	\$15,000
90-9000-4210	Professional Dues & Subscriptions	\$2,054	\$3,000	\$3,250	\$3,000
90-9000-4221	Printing	\$1,580	\$3,000	\$3,835	\$2,000
90-9000-4225	Food and Beverage	\$0	\$15,000	\$0	\$12,000
90-9000-4227	Reg. Fees, Lodging, Travel, and Meals	\$3,590	\$15,000	\$7,000	\$5,000
90-9000-4244	Bank Service Charges	\$47,459	\$60,000	\$50,000	\$50,000
90-9000-4250	Professional Services	\$119,397	\$45,000	\$65,000	\$70,000
90-9000-4259	Gasoline and Oil (Retail)	\$38,908	\$55,000	\$40,000	\$55,000
90-9000-4260	Gasoline and Oil (Maintenance)	\$6,061	\$10,000	\$8,000	\$8,000
90-9000-4265	Advertising	\$11,612	\$40,000	\$40,000	\$25,000
90-9000-4270	Uniforms	\$5,540	\$10,000	\$2,700	\$6,000
90-9000-4325	Agent Fees	\$400	\$400	\$400	\$400
90-9000-4333	Debt Service - Interest	\$270,011	\$347,500	\$268,750	\$264,750
90-9000-4334	Debt Service - Principal	\$0	\$0	\$80,000	\$85,000
90-9000-4365	Administration Fees	\$20,000	\$20,000	\$20,000	\$20,000
90-9000-4401	Utilities	\$23,569	\$30,000	\$25,000	\$30,000
90-9000-4444	Capital Improvements	\$42,944	\$900,000	\$1,200,000	\$360,000
90-9000-4460	Capital Equipment	\$0	\$346,000	\$220,000	\$131,000
90-9000-4477	Cleaning/Janitorial	\$43,095	\$85,000	\$40,000	\$55,000
90-9000-4555	DRREC	\$72,986	\$90,000	\$80,000	\$80,000
90-9000-4704	Technical Purchases	\$12,097	\$22,000	\$20,000	\$10,000
90-9000-4790	Depreciation	\$418,588	\$0	\$0	\$0
90-9000-4890	Special Events	\$1,860	\$5,000	\$3,500	\$3,500
90-9000-4891	Retail Sales Inventory	\$39,338	\$35,000	\$62,825	\$35,000
90-9000-4892	Retail Service Parts	\$13,874	\$20,000	\$8,000	\$15,000
90-9000-4893	Retail Rental Vessels	\$0	\$10,000	\$0	\$5,000
90-9000-4894	Signage/Wayfinding	\$0	\$5,000	\$0	\$0
90-9000-4895	Dock Maintenance	\$30,928	\$60,000	\$70,000	\$30,000
90-9000-4900	Fishing Pole Expense	\$0	\$500	\$0	\$500
90-9000-5902	Interfund Transfers - Ins. Reserve	\$0	\$0	\$0	\$82,542
	<b>SUBTOTAL OPERATING EXPENSES</b>	<b>\$1,317,613</b>	<b>\$2,403,500</b>	<b>\$2,462,210</b>	<b>\$1,525,833</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$2,028,053</b>	<b>\$3,579,610</b>	<b>\$3,427,179</b>	<b>\$2,512,300</b>

## Marina Fund Capital Equipment Five Year Timeline

2023		2024		2025		2026		2027	
Project	Est. Cost	Project	Est. Cost	Project	Est. Cost	Project	Est. Cost	Project	Est. Cost
<b>Master Plan Implementation:</b> Boat Ramp Improvements Updated safety video	350,000 10,000	<b>Master Plan Implementation:</b> Service Building Design	150,000	<b>Master Plan Implementation:</b> Service Building	TBD	<b>Master Plan Implementation:</b> Island Grill Renovation	200,000	<b>Master Plan Implementation:</b> New Restrooms / Lockers Lund House Remodel	750,000 700,000
<b>Total Capital Projects</b>	<b>\$360,000</b>	<b>Total Capital Projects</b>	<b>\$150,000</b>	<b>Total Capital Projects</b>	<b>\$0</b>	<b>Total Capital Projects</b>	<b>\$200,000</b>	<b>Total Capital Projects</b>	<b>\$1,450,000</b>
Replace Paddle Sport Boats Replace Power Washer Replace Rescue Boat and Skiff	16,000 15,000 100,000	Replace Paddle Sport Boats Replace Pontoon Fleet (6 boats) Purchase additional UTV	16,000 250,000 25,000	Replace Fishing Boats & Motors (2) Replace 2015 Ram 2500 Tractor Replacement Ranger Replace Pontoon Motors Replace Paddle Sport Fleet	\$140,000 40,000 55,000 25,000 75,000 16,000	Replace Pontoon Boats (6 boats) Replace Paddle Sport Fleet	250,000 20,000	Replace Pontoon Boats (6 boats) Replace Paddle Sport Fleet	250,000 20,000
<b>Total Capital Equipment</b>	<b>\$131,000</b>	<b>Total Capital Equipment</b>	<b>\$266,000</b>	<b>Total Capital Equipment</b>	<b>\$351,000</b>	<b>Total Capital Equipment</b>	<b>\$270,000</b>	<b>Total Capital Equipment</b>	<b>\$270,000</b>
Replace Lund House roof & deck	95,000		95,000						
<b>Total Repair and Maintenance</b>	<b>\$0</b>	<b>Total Repair and Maintenance</b>	<b>\$95,000</b>	<b>Total Repair and Maintenance</b>	<b>\$0</b>	<b>Total Repair and Maintenance</b>	<b>\$0</b>	<b>Total Repair and Maintenance</b>	<b>\$0</b>
<b>Capital Project/Equipment Total</b>	<b>\$491,000</b>	<b>Capital Project/Equipment Total</b>	<b>\$511,000</b>	<b>Capital Project/Equipment Total</b>	<b>\$351,000</b>	<b>Capital Project/Equipment Total</b>	<b>\$470,000</b>	<b>Capital Project/Equipment Total</b>	<b>\$1,720,000</b>
Beginning Fund Balance - Projected Revenues - 4% increase/year Operating - 3% increase/year Debt - Revenue Bonds/Water Fund Capital Projects Capital Equipment Repair and Maintenance Ending Fund Balance - Projected	-\$651,078 2,512,300 1,671,150 350,150 360,000 131,000 0 -\$651,078	Beginning Fund Balance - Projected Revenues - 4% increase/year Operating - 3% increase/year Debt - Revenue Bonds/Water Fund Capital Projects Capital Equipment Repair and Maintenance Ending Fund Balance - Projected	-\$651,078 2,612,792 1,721,285 350,500 150,000 286,000 95,000 -\$621,070	Beginning Fund Balance - Projected Revenues - 4% increase/year Operating - 3% increase/year Debt - Revenue Bonds/Water Fund Capital Projects Capital Equipment Repair and Maintenance Ending Fund Balance - Projected	-\$621,070 2,717,304 1,772,923 356,000 0 351,000 0 -\$393,689	Beginning Fund Balance - Projected Revenues - 4% increase/year Operating - 3% increase/year Debt - Revenue Bonds/Water Fund Capital Projects Capital Equipment Repair and Maintenance Ending Fund Balance - Projected	-\$393,689 2,825,996 1,826,111 366,000 200,000 270,000 0 -\$209,804	Beginning Fund Balance - Projected Revenues - 4% increase/year Operating - 3% increase/year Debt - Revenue Bonds/Water Fund Capital Projects Capital Equipment Repair and Maintenance Ending Fund Balance - Projected	-\$209,804 2,939,036 1,860,894 366,000 1,450,000 270,000 0 -\$1,227,663



This Page Intentionally Left Blank







---

---

# Debt Management

---

---



## DEBT MANAGEMENT

Debt is defined as a liability that places a future contractual or other obligation against future revenues of the Town. This type of funding is restricted to capital improvements and is not to be used for current or annual operations. The following are summaries of the Town's debt as of the end of 2021.

The Town of Frisco issued Certificates of Participation (COPs) on May 25, 2002 in the principal amount of \$2,500,000 for the purpose of financing improvements to the Frisco Bay Lakefront Park and Marina, other parks and recreation projects and other capital improvements. The Town refunded the 2002 COPs at the par amount of \$1,950,000 (Series 2010A) and issued new Series 2010B COPs at the par amount of \$2,500,000, for a total of \$4,450,000, on June 11, 2010 for the purpose of financing the Frisco Adventure Park on Town-owned property known as the Peninsula Recreation Area (PRA). The tax-exempt refunded bonds have a true interest cost of 3.44% with final maturity of 12/1/2021. The newly issued 2010B bonds were taxable Build America Bonds with a true interest cost of 4.01% (after 35% subsidy) with final maturity of 12/1/2030.

In 2017, the Town refunded the Series 2010B Build America Bonds at the par amount of \$2,487,000 and entered into a lease purchase agreement with a true interest cost of 2.62% and a final maturity of 12/1/2030. Principal and interest payment dates for both the 2010A Series COPs and the lease purchase agreement are December 1 of each year. Payments made for these obligations are recorded in the Capital Improvement Fund, account numbers 20-2000-4333, 4334 and 4325.

The Town entered into a lease and purchase option agreement with First & Main Frisco, LLC, on April 1, 2015, in the principal amount of \$1,200,000 for the purpose of purchase of a building located at First and Main in Frisco. Interest rate is 4% with annual payments of \$100,000 and final maturity on 1/1/2031. Payments made for this obligation are recorded in the Capital Improvement Fund, account numbers 20-2000-4333 and 4334.

The Town issued Marina Enterprise Revenue Bonds on February 26, 2019, in the amount of \$5,450,000, for the purpose of expanding the Marina. Interest rate is 5% with final maturity December 1, 2048. Payments in 2019 and 2020 are interest only, with principal payments beginning 12/1/21. Payments for this obligation are recorded in the Marina Fund, account numbers 90-9000-4333 and 4334.

Additionally, the Town leases its copiers and printers through Wells Fargo. These leases have staggered terms and are frequently replaced or renewed, dependent upon the Town's growing needs and changes in technology. The total amount owed annually on the existing leases is approximately \$21,000; this amount is not included on the debt schedule on the following page. The leases are subject to annual appropriation and therefore are not categorized as long-term debt. Payments are made monthly and are recorded in the Capital Improvement Fund, account number 20-2000-4195.

## Legal Limits

Colorado State Statute limits the total amount of General Obligation debt to three percent (3%) of the jurisdiction's actual property value. The Town of Frisco currently does not have any debt that is applicable to this margin. The table below illustrates the computation of the Town's legal debt margin:

### Legal Debt Margin

Estimated Actual Value (determined by County Assessor)	\$2,716,828,830
Debt Limit: 3% of Actual Value	\$81,504,851
Amount of Outstanding Debt Applicable to Debt Limit: (Total Bonded Debt)	\$0
Legal Debt Margin	\$81,504,851
Total Net Debt Applicable to Limit as a % of Debt Limit	0%

**Town of Frisco**  
**Bonds and Lease/Purchase Agreements**

**Lease Purchase Agreement**

**Lease Price: \$2,487,000 (Principal)**

**Vectra Bank**

	<u><b>Principal</b></u>	<u><b>Interest</b></u>	<u><b>Total</b></u>
Total Due as of 12/31/2022	\$2,000,700.00	\$237,214.00	\$2,237,914.00
Payments due in 2023	\$243,500.00	\$52,418.00	\$295,918.00
Payments due in 2024	\$246,800.00	\$46,039.00	\$292,839.00
Payments due in 2025	\$249,600.00	\$39,572.00	\$289,172.00
Payments due in 2026	\$251,900.00	\$33,033.00	\$284,933.00
Payments due in 2027	\$252,100.00	\$26,433.00	\$278,533.00
Payments due 2028-2030	\$756,800.00	\$39,719.00	\$796,519.00

**Lease/Purchase - First & Main Building**

**Lease/Purchase Price: \$1,200,000**

**Life Expectancy: 40 years**

	<u><b>Principal</b></u>	<u><b>Interest</b></u>	<u><b>Total</b></u>
Total Due as of 12/31/22	\$705,069.06	\$140,184.52	\$845,253.58
Payments due in 2023	71,797.24	28,202.76	\$100,000.00
Payments due in 2024	74,669.13	25,330.87	\$100,000.00
Payments due in 2025	\$77,655.89	\$22,344.11	\$100,000.00
Payments due in 2026	\$80,762.13	\$19,237.87	\$100,000.00
Payments due in 2027	\$83,992.61	\$16,007.39	\$100,000.00
Payments due in 2028-2031	\$316,192.06	\$29,061.52	\$345,253.58

**Revenue Bonds - \$5,450,000**

**Life Expectancy: 29 years**

	<u><b>Principal</b></u>	<u><b>Interest</b></u>	<u><b>Total</b></u>
Total Due as of 12/31/22	\$5,295,000.00	\$4,414,000.00	\$9,709,000.00
Payments due in 2023	\$85,000.00	\$264,750.00	\$349,750.00
Payments due in 2024	\$90,000.00	\$260,500.00	\$350,500.00
Payments due in 2025	\$100,000.00	\$256,000.00	\$356,000.00
Payments due in 2026	\$105,000.00	\$251,000.00	\$356,000.00
Payments due in 2027	\$110,000.00	\$245,750.00	\$355,750.00
Payments due in 2028-2032	\$680,000.00	\$1,137,750.00	\$1,817,750.00
Payments due in 2033-2037	\$915,000.00	\$945,500.00	\$1,860,500.00
Payments due in 2038-2042	\$1,215,000.00	\$687,750.00	\$1,902,750.00
Payments due in 2043-2047	\$1,615,000.00	\$346,000.00	\$1,961,000.00
Payments due in 2048	\$380,000.00	\$19,000.00	\$399,000.00

**Total Lease Payments**

	<u><b>Principal</b></u>	<u><b>Interest</b></u>	<u><b>Total</b></u>
Total Due as of 12/31/22	\$8,000,769.06	\$4,791,398.52	\$12,792,167.58
Payments due in 2023	\$400,297.24	\$345,370.76	\$745,668.00
Payments due in 2024	\$411,469.13	\$331,869.87	\$743,339.00
Payments due in 2025	\$427,255.89	\$317,916.11	\$745,172.00
Payments due in 2026	\$437,662.13	\$303,270.87	\$740,933.00
Payments due in 2027	\$446,092.61	\$288,190.39	\$734,283.00
Payments due in 2028-2032	\$1,752,992.06	\$1,206,530.52	\$2,959,522.58
Payments due in 2033-2037	\$915,000.00	\$945,500.00	\$1,860,500.00
Payments due in 2038-2042	\$1,215,000.00	\$687,750.00	\$1,902,750.00
Payments due in 2043-2047	\$1,615,000.00	\$346,000.00	\$1,961,000.00
Payments due in 2048	\$380,000.00	\$19,000.00	\$399,000.00



# **Discretionary Fund Nonprofit Grant Applications 2023**





## DISCRETIONARY FUNDING 2023

In the past, Council has received requests for amounts larger than those permitted through the County-wide grant process. These requests have come from entities that Council feels provide important health, welfare and community services. For these purposes, Council directed staff to include the following amounts in the 2023 budget:

### **General Fund**

Energy Smart ((HC3)	\$ 25,350
PAYT/Universal Recycling	\$ 98,000
Resource Wise (HC3)	\$ 14,760
Solarize Summit	\$ 16,000
Summit County Search & Rescue	\$ 50,000
<b>Total General Fund</b>	<b>\$ 204,110</b>

### **Nicotine Tax Fund**

Building Hope	\$ 51,239
Childcare Support	\$ 100,000
Family & Intercultural Resource Center	\$ 102,478
Summit Community Care Clinic	\$ 51,239
<b>Total Nicotine Tax Fund</b>	<b>\$ 304,956</b>

ORGANIZATION	FUNDED '22		REQUESTED '23		GRANT AWARD '23	
	Cash	In-Kind	Request Type	Cash	Cash	In-Kind
Advocates for Victims of Assault, Inc.	\$4,000	SAP	Both Cash and In-Kind Award	\$5,000	\$4,000	Silent Auction Package
Alpenglow Chamber Music Festival	\$500		Cash Award	\$600	\$500	
Bethany Immigration Svcs - Breckenridge and Frisco for 202	\$2,000		Cash Award	\$2,000	\$2,000	
Blue River Watershed Group	\$2,000		Cash Award	\$5,000	\$3,000	
Breck Film		SAP	Both Cash and In-Kind Award	\$3,000	\$3,000	Silent Auction Package
Breck/Summit youth lacrosse via 10thmtnlax			Both Cash and In-Kind Award	\$3,500	\$2,500	Facility Rental
Breckenridge Montessori		SAP	In-Kind Award		\$0	Silent Auction Package
Breckenridge Outdoor Education Center	\$1,200	SAP	Both Cash and In-Kind Award	\$1,200	\$1,200	2 Pontoon Rental
Building Hope Summit County		FACILITY RENTAL	In-Kind Award		\$0	Facility Rental
CAFE Food Rescue			Cash Award	\$5,000	\$5,000	
CASA of the Continental Divide	\$1,200	SAP	Both Cash and In-Kind Award	\$1,500	\$1,500	Silent Auction Package
Colorado Fourteeners Initiative	\$1,000		Cash Award	\$1,000	\$1,000	
Colorado Learning Connections	\$2,000		Cash Award	\$3,000	\$3,000	
Domus Pacis Family Respite		28 TUBING PASSES	In-Kind Award		\$0	28 Tubing Passes
Education Foundation of the Summit	\$1,000		Cash Award	\$1,250	\$1,000	
Family & Intercultural Resource Center		SAP	Both Cash and In-Kind Award	\$5,000	\$0	Silent Auction Package & Facility Rental
Friends of the Colorado Avalanche Information Center	\$5,000		Cash Award	\$7,500	\$5,000	
Friends of the Dillon Ranger District	\$5,000	FACILITY RENTAL	Both Cash and In-Kind Award	\$5,000	\$5,000	Facility Rental
Frisco Elementary School PTSA			Both Cash and In-Kind Award	\$5,000	\$5,000	Silent Auction Package, Facility Rental
High Country Conservation Center	\$5,000	SAP	Both Cash and In-Kind Award	\$5,000	\$2,500	Silent Auction Package
High Country Soccer Association/Summit Strikers FC			Both Cash and In-Kind Award	\$2,500	\$2,500	Facility Rental
High Country Veterans Adventures	\$2,500	28 TUBING PASSES	Cash Award	\$5,000	\$2,000	
Mountain Dreamers	\$1,000		Cash Award	\$5,000	\$5,000	
Mountain Scholars (Fiscal Agent is The Summit Foundation)	\$1,000		Cash Award	\$1,000	\$1,000	
National Repertory Orchestra	\$1,000		Both Cash and In-Kind Award	\$5,000	\$1,000	Silent Auction Package.
NorthWest Colorado Center for Independence	\$500		Cash Award	\$2,500	\$1,000	
SHS School Spirit Squad			Cash Award	\$500	\$500	
Smart Bellies	\$3,800		Cash Award	\$4,950	\$4,950	
SNSC	\$1,000	FACILITY RENTAL	Both Cash and In-Kind Award	\$1,000		Facility Rental, Silent Auction Package
SOS Outreach	\$2,500		Cash Award	\$2,500	\$1,000	Facility Rental
St. Anthony Summit Hospital Foundation			In-Kind Award		\$0	Facility Rental
Summit After Prom	\$1,000		Cash Award	\$1,000	\$1,000	
Summit Colorado Interfaith Council			Cash Award	\$5,000	\$5,000	
Summit County Library			In-Kind Award	\$0	\$0	Silent Auction Package
Summit County Mountain Bike Alliance	\$500		Cash Award	\$5,000	\$5,000	
Summit County Senior Citizens, Inc.			In-Kind Award		\$0	Facility Rental
Summit County Youth	\$500		Cash Award	\$1,250	\$1,200	
Summit County Youth & Family Mountain Mentors			Cash Award	\$2,000	\$2,000	
Summit Habitat for Humanity	\$1,000		Cash Award	\$1,000	\$1,000	
Summit High School	\$10,000	FACILITY RENTAL	In-Kind Award		\$10,000	Facility Rental
Summit Lost Pet Rescue			Cash Award	\$5,000	\$2,500	
Summit Radio & TV 2022	\$3,500		Cash Award	\$5,000	\$5,000	
Summit Rotary Charitable Fund Community Dinner 2023			Cash Award	\$1,500	\$1,500	
Summit Tigers American Legion Baseball		FACILITY RENTAL	In-Kind Award		\$0	Silent Auction Package
Summit Youth Baseball		FACILITY RENTAL	In-Kind Award		\$0	Silent Auction Package
Team Breckenridge Sports Club			In-Kind Award		\$0	Silent Auction Package
Team Summit Colorado	\$1,500		Cash Award	\$1,500	\$0	Silent Auction Package
The Cycle Effect	\$2,200	FACILITY RENTAL	Cash Award	\$2,200	\$2,200	
The Peak School	\$500		Both Cash and In-Kind Award	\$1,000	\$1,000	Silent Auction Package
The Summit Dance Fund	\$500		Cash Award	\$1,000	\$1,000	
The Summit Foundation			In-Kind Award		\$0	Facility Rental
Timberline Adult Day Services	\$5,000		Cash Award	\$5,000	\$5,000	
TreeTop Child Advocacy Center			Cash Award	\$5,000	\$5,000	
Women's Resource Center of The Rockies	\$1,000		Cash Award	\$2,000	\$2,000	
Youthentity	\$2,500		Cash Award	\$2,500	\$2,500	
<b>Total</b>	<b>\$76,400</b>			<b>\$155,450</b>	<b>\$117,050</b>	

## Advocates for Victims of Assault, Inc.

*The mission of Advocates for Victims of Assault, Inc. (Summit Advocates) is to provide short term resources which enhance the safety and justice for survivors of domestic violence, sexual assault, and related traumas while promoting peace in our community through effective education and supportive programming.*

*Program: This request will support our 2023 fundraising efforts. These in-kind requests will be used as prizes and door-prizes at our 2023 golf tournament. Money generated from our charity golf tournament help ensure we are able to deliver the essential services that we provide.*

**Total number served by the program:** In 2021, Summit Advocates answered 721 crisis calls. So far in 2022, we have answered 330 crisis calls. In 2021, 374 new clients were served. So far in 2022, we have served 236 new clients.

### **Award (Cash, In-Kind, or Both): \$4,000 & Silent Auction Package**

**Describe the project/program(s) to be funded:** 24-Hour Crisis Response: Summit Advocates maintains a 24-hour crisis hotline service for survivors. We provide immediate in-person or remote support in the form of advocacy, accompaniment in medical and legal settings, emergency shelter, legal services, food and clothing access, mental health services, and referrals. The hotline is a resource for survivors, law enforcement, medical facilities, and the community at large. Housing & Financial Assistance: We provide the only emergency safehouse in Summit County. Our low-barrier, emergency safehouse exists for survivors, their dependent children, and pets. Emergency financial assistance is also available for survivors in need of emergency finances for housing, food, gas, and related areas of need. Legal Advocacy: Summit Advocates provides information on navigating the criminal justice system, assistance with protection orders, accompaniment to interviews and court, and limited direct representation. Immigration relief is provided for undocumented survivors of certain crimes by assisting with T-Visas, VAWA Self Attestation Visas, and U-Visas. Outreach and Education: We empower community members to recognize and respond to domestic violence survivors. On-going community partnerships allow us to meaningfully perform outreach throughout Summit County to raise awareness about domestic violence and our services.

**Goal of Request:** Our goal is to increase our ability to meet the needs of our growing client base through the essential services that we provide and to continue providing services that help achieve Victims' Rights Act compliance for local law enforcement agencies.

**Activities to Achieve Strategy:** 1. Provide low-barrier housing and emergency shelter options to clients in need. 2. Provide legal advocacy support to clients in need 3. Provide crisis support to clients and their families who have been impacted by domestic violence and/or sexual assault 4. Provide violence prevention outreach and education programs to the community 5. Provide follow-up and referrals to clients in need 6. Provide counseling services to clients in need.

**Quantifiable Results of Strategy:** 1. Provide emergency housing assistance to 125 survivors and their dependent children. This includes stays at the shelter, emergency financial assistance, hotel stays, and/or the transitional housing unit. 2. Provide legal advocacy to 100 clients 3. Provide crisis response to 600 primary and secondary survivors through crisis intervention, safety services, and/or emotional support 4. Provide violence free prevention services to 1,000 students at Summit High School. Host 40 outreach and education events throughout the community 5. Provide follow-up services and referrals to 360 survivors 6. Provide counseling services to 30 survivors.

**What impact will this program make in the community and how will you measure that impact:** Summit Advocates is the only agency in Summit County providing community-based advocacy services to domestic violence and sexual assault survivors. We increase the safety of survivors by providing emergency housing, helping survivors obtain or remain in stable housing, and by facilitating a trauma-informed approach to healing that helps survivors gain self-sufficiency. Summit Advocates also works with the criminal justice system to help hold perpetrators accountable. Due to the high cost of living and limited housing supply in our county, it is difficult for survivors to leave their situations without the housing and financial assistance provided by Advocates. We provide opportunities for survivors to gain life skills and achieve self-sufficiency through our matched savings program, financial assistance, emergency housing, and legal support. Our outreach and education efforts empower our community to recognize and respond to domestic violence situations and make referrals to Summit Advocates. Summit Advocates takes a comprehensive approach to evaluation. Impact is measured through questions that ask if clients know more about their personal safety and community resources after utilizing our services. Impact is also measured through client demographics and number of clients served. In 2021, 100% of returned surveys indicated that clients knew more about the community resources available to them and more ways to plan for their safety after utilizing our services.

## Alpenglow Chamber Music Festival

*Alpenglow Chamber Music Festival, a 501(c)(3) organization, is dedicated to enhancing the cultural life for-acclaimed residents of Summit County by providing exceptional, quality performances of chamber music performed by nationally and internationally acclaimed musical artists while promoting an appreciation of chamber music through education, outreach, and audience development. ACMF offers access to its concerts through affordable prices, develops artistic and technical proficiency of youth and encourages music students through scholarship awards.*

*Program:*

**Total number served by the program:** 500 Summit residents and guests

**Award (Cash, In-Kind, or Both): \$500**

**Describe the project/program(s) to be funded:** Alpenglow will hold two public concerts, two soirees, a free lawn concert, and a concert/workshop for Summit High School. The concerts are conveniently located throughout the county and will showcase both classic composers and contemporary works. With no conductor and just 5 musicians playing different instruments, each performer will play an equally vital role to the collective success of the ensemble, in contrast to the larger orchestral programs. Alpenglow continues to support Summit's local future musicians with scholarships to the Summit Youth Orchestra and a graduating senior intending to pursue music in college.

**Goal of Request:** Serve new and current patrons by hosting intimate concerts and soirees in convenient locations throughout the county. Continue to provide music from internationally acclaimed artists who continually deliver exemplary performances.

**Activities to Achieve Strategy:** Gain commitment from board members to recruit new board members and volunteers. Schedule several fund raising events for people new to Alpenglow. Continue to create week-long festival seasons that appeal to a variety of musical interests.

**Quantifiable Results of Strategy:** Acquire 2 new board members. Host 2 fund raising events during the winter months when the artists, who travel internationally, are not in town. Increase the number of patrons from Frisco and Breckenridge by 15%.

**What impact will this program make in the community and how will you measure that impact:** Alpenglow's concerts occur in late August when other music venues have concluded for the season. Alpenglow's chamber music is a genre defined by performance. The venue adds an important dimension of music makers connecting with music lovers. The audience is encouraged to interact with the musicians following the programs. Feedback is immediate. One board member surveys patrons randomly following the performances. Alpenglow sought feedback this past year from key administrators of other orchestral groups and chamber music groups after inviting them to attend a concert. Often, patrons email their feedback following the concert season. This year's season generated wonderful, positive feedback, interest in board member positions, and commitments from patrons wanting to attend the annual fundraiser.

## Bethany Immigration Svcs - Breckenridge and Frisco for 2023

*Bethany Immigration Services' mission is to provide conscientious, compassionate, low-cost legal assistance to immigrants and their families in the towns of Summit County and surrounding areas, helping them to improve their immigration status in the U.S. Through this affordable service and with improved immigration status, immigrants can live their lives with greater stability and security, thereby benefiting the Summit County community as a whole.*

*Program:*

**Total number served by the program:** 122 in past 12 months

**Award (Cash, In-Kind, or Both): \$2,000**

**Describe the project/program(s) to be funded:** Bethany Immigration Services (BIS) is a local nonprofit that serves the Summit County immigrant community. It is a low-cost legal immigration clinic that welcomes people from any nationality, race, religion, or gender, to receive affordable lawful counsel and case assistance. Our work is under the legal covering of World Relief, an international humanitarian organization operating since 1944 that gives tech support to over 50 immigration offices across the U.S. BIS guides immigrants to find lawful solutions to improve their immigration status. This office has done many different types of petitions and applications including Naturalization, Permanent Residency, DACA, Asylum, VAWA and U Visa, Consular Processing, Removal of Residency Conditions, and renewals of various benefits. 99% of the applications that Bethany has submitted to USCIS has been approved. Immigrants work jobs that are essential to the local economy of Summit County. Many of those immigrants need help with immigration issues. Unfortunately, conventional legal assistance is so costly that many cannot afford it. Paying a fraction of the cost of private attorneys, BIS' clients have collectively saved hundreds of thousands of dollars because of BIS's low-cost service, and are thereby enabled to remain and work in this county. There is no other nonprofit organization that provides similar low-cost multi-faceted services along the I-70 corridor from Denver to Glenwood. The BIS's Frisco office is very accessible to those across Summit County and from surrounding mountain communities.

**Goal of Request:** To help the immigrants in the Summit mountain/resort towns to have the best immigration status possible, and by that to foster greater stability and community integration; as this happens we are contributing to the betterment of our workforce, economy, schools, and overall strength of the community-at-large.

**Activities to Achieve Strategy:** 1.Promote community awareness of our services/ advertise 2.Initial consultations to determine what legal solution works for each inquirer 3.Follow-up appointments to complete their applications with needed documentation and evidence 4. Continued follow-up with clients as cases are pending from 4 months to 3 years. Responding to USCIS requests for further documentation. 4.Maintain relationship with the network of Summit service organizations and other immigration lawyers 5. Participate in community events and presentations about immigration issues & updates 6. Add a third employee to BIS staff.

**Quantifiable Results of Strategy:** 1. Number of people seen for initial consults increased 2. Number of retainers signed, cases submitted, government approval/denial. 3. Continued involvement in public events and presentations

**What impact will this program make in the community and how will you measure that impact:** The impact of BIS work is seen on 3 levels: 1. Many immigrants gain better immigration status at a very affordable cost, therefore improving affordability of living/working in Summit County, as well as keeping families united, removing fears that accompany "living in the shadows," and allowing immigrants access to better paying jobs and better education. 2. The community-at-large gains as well: Not only are the lives of immigrants and their families improved through these services, but our community-at-large will benefit as Summit business owners/employers are able to keep valuable workers, and student relations and performance in Summit schools will improve as immigrant students gain confidence and greater self-respect through improved status. 3. BIS networks with other community-service organizations including FIRC, Mountain Dreamers, and the Inter-faith Council, to educate the community-at-large about immigration issues and the plight of immigrants through special presentations and programs >> The DIRECT IMPACT of this work is measured by the number of individuals that have been helped in their pursuit of improved immigration status. >> SOFT IMPACT, not easily measured, but as more immigrants gain improved status and greater security, ripple effects will become evident: · Fewer immigrant-background youth dropping out of school; · A growing number of immigrants going to college; · More immigrant residents buying homes and starting businesses; · New US citizens voting. These positive factors DIFFUSE THE DEVELOPMENT OF A DISENFRANCHISED POPULATION within our community. BIS staff can already see evidence of these changes over the years.

## Blue River Watershed Group

*Our mission is to promote, protect, and restore a healthy Blue River watershed through cooperative community education, stewardship, and resource management. We focus on the entire watershed, which drains an area of about 680 square miles covering all of Summit County and portions of Grand and Lake Counties.*

### *Program:*

**Total number served by the program:** Estimated 780 served with educational outreach efforts. Estimated 50 members will attend informational sessions. Estimated 100 community members will complete the prioritization survey. Impact of project is innumerable; all visitors and residents of the watershed are affected by its health, function, and resiliency.

### **Award (Cash, In-Kind, or Both): \$3,000**

**Describe the project/program(s) to be funded:** The Blue River Integrated Water Management Plan (BRIWMP) provides State and regional direction on watershed restoration projects, future water uses under changing climate conditions, and solutions to the issues that currently threaten the health of the watershed. The BRIWMP has compiled existing research and resources, completed additional data collection, river monitoring, and habitat sampling to create a list of proposed projects and projected impacts for the watershed. Blue River Watershed Group requests funding to support public education and outreach to garner community input on project prioritization and implementation. The purpose of a stream management plan, such as this, is to get a big picture understanding of ecosystem functionality and where restoration efforts or use modifications can be made within the watershed that will positively impact the habitat, resiliency, and function of the lakes and rivers. The community must be educated on the issues and potential solutions to help guide partners to implement projects that best match the priorities of the local community. Public comments and input will direct the projects prioritized by BRWG and its partners to address the most concerning challenges our ecosystem and infrastructure face.

**Goal of Request:** Involve the public in prioritizing watershed restoration projects for the benefit of river health and water quality.

**Activities to Achieve Strategy:** Develop a list of potential restoration and watershed projects. Offer scientifically valid potential outcomes of each project's implementation. Estimate expenses and timeline associated with each project. Publish and distribute project opportunities and offer educational sessions to inform the public of the potential projects. Host open houses or informational events to discuss potential projects. Develop and distribute a community survey around project prioritization. Evaluate community input and publish the public's collective interest.

**Quantifiable Results of Strategy:** 1 informational newsletter is distributed to ~785 subscribers 50 community members attend informational sessions 100 community members complete prioritization survey 15 key stakeholders review public input

**What impact will this program make in the community and how will you measure that impact:** This program will involve the community in prioritizing its top environmental and infrastructure concerns. The number of community members attending outreach programs and submitting project prioritization will measure the effectiveness of our outreach and will be used as a metric to measure impact. Including the residents and visitors of Dillon allows us to ensure restoration projects being implemented align with the values, goals, and mission of the town's constituents. Input and public opinion is vital to Blue River Watershed Group's mission in creating a water management plan that is relevant and applicable. The true impact will be when projects are implemented for the better good of the community and ecology of the river.

## Breck Film

*Breck Film curates unique, year-round film experiences that entertain and enrich the lives in our mountain community.*

*Program: Gift certificates are used at Breck Film's annual fundraiser as auction items, which help fund the annual fall festival.*

**Total number served by the program:** 300 for Winter Film Series in Frisco 8000 for iPads as they are used at all events year-round across the county

### **Award (Cash, In-Kind, or Both): \$3,000 & Silent Auction Package**

**Describe the project/program(s) to be funded:** Breck Film has been fortunate to be selected to host the Summer Concert Series in 2022 and 2021. While 2021 turned out to be fruitful, 2022's monsoon weather minimized fundraising efforts substantially. At events like the Summer Concert Series and other fundraising events, Breck Film uses iPads to collect payment and donations. However, the organization's iPads are six years old, barely holding any battery power, and are also slow to process purchases. There is a genuine fear at each event that the iPads may not work. Part of Town of Frisco's funding would be used to purchase new software so Breck Film can efficiently raise funding. Additionally, Breck Film was rained out at the 2022 Concert Series and raised \$114 compared to 2021's \$2700. The organization planned to use this funding for a Winter Film Series event in Frisco. Breck Film will host one of the films at 10 Mile Music Hall in October but will need to pay out of pocket for event fees. It is the organization's hope to continue to host one of the Winter Film Series screenings in Frisco for years to come and additional funding would ensure Breck Film can afford the event, tech and licensing fees. Breck Film confirmed one of three Winter Film Series screenings in Frisco in October 2022 and will pay out of pocket for event fees.

**Goal of Request:** Host one Winter Film Series screening in the Town of Frisco to build awareness around Breck Film's year-round programming and educational opportunities.

**Activities to Achieve Strategy:** Schedule one of the Winter Film Series screenings in Frisco Select and license a film  
Secure sponsors Market the event Recruit volunteers

**Quantifiable Results of Strategy:** Breck Film hosts one Winter Film Series screening in Frisco Based on event space, 300 community members attend the event Depending on type of event, 35% of event attendees attend another Breck Film event within 12 months

**What impact will this program make in the community and how will you measure that impact:** This impact this program will make on the community includes: -Increased Access to the Arts: Breck Film programs unique film experiences that would otherwise only be available in Denver or major cities. -Inclusivity & Diversity: Through special programming, the organization selects stories that share unique perspectives and experiences otherwise not experienced in the high country. - Education: Education is a core value of Breck Film and the organization works to educate the public through special programs and diverse content that expands the local community's cultural knowledge of what's happening around the world. -Increased Activities: Breck Film offers the perfect rainy day activity for adults and kids — or an alternative for those who prefer to stay in town rather than on the slopes or trails. Impact is measured by attendance, ticket sales and quarterly survey feedback



## Breck/Summit youth lacrosse via 10thmtnlax

*Provide more lacrosse opportunities for all mountain athletes.*

*Program: Summit youth lacrosse is the program we are making these requests for. For the last 5 years the breck rec center has run this program, despite their best efforts the program has struggled to grow. In fall 2021 10th Mountain lacrosse stepped in to provide guidance and support. Now 10th Mountain lacrosse has taken control of the Rec's program and will own it moving forward. 10th being a 501c3 organization allows the summit lacrosse community to take ownership of the program and address the operational constraints of being a Rec district program.*

**Total number served by the program:** 60 current members 80 projected by end 2022 120 goal for spring 2023

### **Award (Cash, In-Kind, or Both): \$2,500 & Facility Rental**

**Describe the project/program(s) to be funded:** Funds will be used to subsidize the cost of coaching wages/uniforms/tournament fees/travel expenses and any other expense that is directly related with providing youth lacrosse programs in summit county.

**Goal of Request:** Goal of the request is to help create a self-sustaining youth lacrosse organization in Summit County. Providing access to practices/camps/clinics/games/tournaments/equipment and all the other benefits being on a successful youth sports team provides.

**Activities to Achieve Strategy:** Creating a Board of trustees is key to achieving sustained success. A team of 5-7 people will make all other efforts much more attainable. Ideal board would include, 1 boy parent representative, 1 girl parent representative, 1 boys coach, 1 girls coach, the 10th Mountain director, a communications director, and a fundraising committee lead. Fill these positions ASAP will help achieve our strategy. Hiring good coaches and fundraising are the next two pieces that go hand and hand. We must fundraise to guarantee our coaches wages before the season, paying above the average pay scale is the only way we can expect coaches to commit the time needed to achieve our goals. Create(expand) the culture of summit youth lacrosse. Both with the players and the parents. To be successful both must know what the expectations are and how they can help the team succeed. Setting/Communicating these expectations will be a key part of the new boards responsibilities.

**Quantifiable Results of Strategy:** Participation results (goals) Number of Kids per grade (20boys and 20girls) # of kids per town (40) Competition results Win loss record (above 500%) # of games played (20-30) Hours of practice time offered (equal in each town) Graduation rates (college placement) # of Senior players vs 8th grade players # of players continuing to play in college

**What impact will this program make in the community and how will you measure that impact:** The impact of this program is creating a life long team experience that kids in summit county can dedicate themselves to. The benefits being the same as any other successful sports program. However, at the moment lacrosse is not a successful sport in summit county. Gaining support from each town individually will help us become self-sufficient. To do so we must reach 15-20 players per grade. Once we achieve participation numbers, we will then track the game record of each team. We expect results to directly correlate with practice time. To really measure our performance we are prepared to track how many players continue to play in HS and college or beyond. We expect to see a direct correlation between performance on the field and performance in the classroom, the community and within the relationships between their peers.



## **Breckenridge Montessori**

*Breckenridge Montessori is committed to providing the highest quality educational experience for children ages 2 1/2 to 6 years. We are dedicated to offering Dr. Maria Montessori's method of education to the children and parents of Summit County. Organic and healthy food, outdoor gardening and the many cultural and recreational opportunities in Breckenridge further enrich our school environment.*

*Program: Our annual silent auction*

**Award (Cash, In-Kind, or Both): Silent Auction Package**

## Breckenridge Outdoor Education Center

*The mission of BOEC is to expand the potential of people with disabilities and special needs through meaningful, educational, and inspiring outdoor experiences.*

*Program: Wilderness Program—Accessible whitewater rafting, canoeing, camping, backpacking, snowshoeing, ropes course, adaptive cycling, rock climbing, climbing wall, and team initiatives. Courses are based out of our 39-acre Breckenridge program site and also travel to scenic outdoor areas in Colorado and Utah. Pontoon rides would be a fun and special resource outside of the normal realm of activities.*

**Total number served by the program:** This year 4 unique individuals took advantage of the Town of Frisco BOEC Scholarship fund. With this support, we make adaptations on the mountain or on outdoor activities in a way that empowers the participant to recreate outdoors. Please refer to the scholarship spreadsheet attached for more information. As mentioned above, in the 2021-22 fiscal year, through July BOEC served 20 Frisco residents directly through our adaptive programs both winter and summer across 28 program days. We also had 42 active donors in our database prioritizing access to the outdoors for all. We anticipate these numbers to be similar next year.

### **Award (Cash, In-Kind, or Both): \$1,200 & 2 Pontoon Rental**

**Describe the project/program(s) to be funded:** BOEC requests \$1,200 of program support for Frisco residents to receive scholarship and uphold the highest quality adaptive programming, curriculum, and equipment in 2022-23. The COVID-19 pandemic was a catalyst for BOEC to prioritize program options for local residents and these new programs have been so successful that many have continued and grown. We collaborate with key local partners including, the Summit County School District, Building Hope Summit County, The Summit Foundation, Summit County Youth and Family Services and others. BOEC Programs include: • Adaptive Ski Program—Accessible downhill and cross-country skiing and snowboarding based out of Copper Mountain, Breckenridge, and Keystone Ski Resorts. • Wilderness Program—Accessible whitewater rafting, canoeing, camping, backpacking, snowshoeing, ropes course, adaptive cycling, rock climbing, climbing wall, and team initiatives. Courses are based out of our 39-acre Breckenridge program site and also travel to scenic outdoor areas in Colorado and Utah.

**Goal of Request:** Participants sign up for lessons. Our program directors and financial directors evaluate scholarship applications and apply for tuition assistance. Frisco residents continue their journey recreating outdoors.

**Activities to Achieve Strategy:** Participants sign up for lessons. Our program directors and financial directors evaluate scholarship applications and apply for tuition assistance. Frisco residents continue their journey recreating outdoors.

**Quantifiable Results of Strategy:** Participants are granted tuition assistance at the same rate as last year across the same amount of lessons or more.

**What impact will this program make in the community and how will you measure that impact:** Three of the four of our scholarship participants have been skiing with us for several years as using BOEC services is how they venture out on the slopes. We are very grateful to these families and hold these relationships close to our hearts. We also had one new young woman attend summer wilderness camp with Blue Skies Behavior group.

## **Building Hope Summit County**

*Building Hope Summit County is a community-wide initiative designed to create a more coordinated, effective and responsive mental health system that promotes emotional health, reduces stigma and improves access to care and support for everyone in Summit County.*

*Program: Building Hope's Community Connectedness Events were created to combat feelings of isolation and loneliness, which are often reported by residents in Summit County both anecdotally and through more rigorous data collection modalities including surveys, focus groups, and needs assessments. These events give residents an opportunity to connect with one another in meaningful and fun ways that do not include alcohol, teach tips and tools to support resident's well-being, reduce stigma around mental illness, and improve community awareness around local mental health resources. Building Hope offers 10 to 12 completely free Community Connecting Events per month in both English and Spanish, as well as youth-specific events. Events range from art classes to axe throwing, so everyone can find an event they're interested in attending!*

**Award (Cash, In-Kind, or Both): Facility Rental**

## CAFE Food Rescue

*CAFE: Climate, Action, Food, Equity Our mission is to serve, partner, and engage the community to make the best use of food surplus to improve food equity and the health of people and the planet. Vision Through grassroots collaboration, we are creating more efficient management of food resources while 1. improving access to healthy food options and 2. redirecting food surplus away from the landfill and into the hands of those who will consume it.*

**Total number served by the program:** We supply surplus food to 1500-2000 people each week through our partner food recipient organizations; The Family and Intercultural Resource Center(FIRC) Food Markets, Elks Community Dinner, Father Dyer Community Dinner, St Johns Community Dinner, Lord of the Mountain Church Day Services, Smart Bellies and Meal on Wheels, and the Summit Community Care Clinic.

### **Award (Cash, In-Kind, or Both): \$5,000**

**Describe the project/program(s) to be funded:** CAFE Food Rescue is providing a comprehensive food surplus recovery program in Summit County Colorado. The objectives of CAFE Food Rescue's programs are to 1.increase the amount and quality of food available to people in need while also 2. extending the times and places that food assistance can be accessed. This is achieved by providing the logistics and support needed to divert healthy surplus food away from the landfill and instead to food access points where people can benefit from it. When possible, we transport food directly from food donors to recipient organizations. Because of Summit County's strong food service base, there are large quantities of quality prepared foods that require packaging before they can be provided to people in need. Our community is missing 478,000 meals needed to be food secure (Feeding America, 2021). This is data from before the recent spikes in food costs. A study from the Natural Resources Defense Council supports that we can provide more than 100% of these missing meals from food recovery in our community.

**Goal of Request:** Increase access to free fresh nutritious food while reducing CO2 emission by diverting surplus food to people who need it in Summit County.

**Activities to Achieve Strategy:** In order to increase the number of food donors in our community, we continue to work through community-based marketing: word of mouth and peer to peer interactions. We are doing this by leveraging CAFE Food Rescue partners connections, restaurant associations, business clubs, and social and print media platforms. We are building a website-based volunteer and route management system to improve the logistics of collecting surplus food. We work at donated commissary kitchen space to package food and continue to search out additional commissary kitchens across the community to improve the logistics of this step of our work. We are establishing food access points through trusted community partners where our community seeks other social services like health care and emergency services.

**Quantifiable Results of Strategy:** CAFE Food Rescue tracks people served, the pounds of food that are distributed to community partners, the types of food that are being distributed, and the number of locations and hours that food is available. We collect data on the number of community members served through our community partners and the amount of food provided. In the next two years CFR will track: \*Increase in pounds of food provided to CFR food recipient partners from 42,000 pounds of food (35,000 meals) in 2022 to 138,000 pounds of food (115,000 meals) in 2023 \*Reduced hunger by increasing people served weekly from 1500 to 2500 \*Increase food access points from 9 to 15 \*Increase waste reduction from 21 tons in 2022 to 69 tons in 2023 \*CO2 emission reduction from 94 tons in 2022 to 308 tons in 2023 \*Water conservation from 4 million gallons in 2022 to 14 million gallons in 2023 \*Increase food donors from 7 to 14 \*Increase volunteer food runners from 20 to 40.

**What impact will this program make in the community and how will you measure that impact:** Our programs increase the amount, quality, and ease of access to food assistance in Summit County. In 2022, we have provided 18,000 pounds (equivalent to 15,000 meals) of food through our community partners and the CAFE Food Rescue food access point at Summit Community Care Clinic. In Frisco, we collaborate with the Summit Community Care Clinic to provide fresh free food to their clients in need. We also provide food to the Summit Community and Senior Center for them to use in their Meals on Wheels Program. We measure our impact in the quantity, quality and types of food provided including fresh prepared foods, fresh produce, and quality proteins as well as increased access points and opening times/days. Residents of Summit County are facing a shortfall of \$2,207,000 in their food budgets. According to Feeding America, the cost of a thrifty meal in Summit County in 2020 was \$4.62. The value of food provided by CAFE Food Rescue will be \$162,000 in 2022 and \$531,000 in 2023. This cost savings is helping community members pay for housing and other bills while not having to choose between housing or a full belly.

## CASA of the Continental Divide

*CASA of the Continental Divide guides volunteer advocates who ensure a child's safety, best interest and well-being are at the forefront of legal proceedings*

*Program: In-kind grant requests from the Town of Frisco will be used in the Silent Auction as part of our annual Chip in for Kids golf tournament. In-kind donations from the Town of Frisco are always popular items in our silent auction and help make our annual fundraiser a success each year.*

**Total number served by the program:** Year-to-date 47 children in our Dependency and Neglect program have received advocacy services. The influx of cases we are assigned each year is unpredictable, so we are prioritizing recruitment and retention of our volunteer base.

### **Award (Cash, In-Kind, or Both): \$1,500 Silent Auction Package**

**Describe the project/program(s) to be funded:** Funding from the Town of Frisco supports children and volunteers in Frisco by promoting the expansion of our volunteer pool, providing the ongoing training and support needed for our volunteers to continue their advocacy efforts, and increasing partnerships in our community. The heart of our mission is our Child Advocacy in Dependency and Neglect. This program focuses on assigning a CASA volunteer to each child victim with the goal of ensuring they find a safe and permanent home. When a judge appoints CASA to a child's case the child is paired with a dedicated volunteer advocate from the local community. Each child advocate dedicates months to learning about the child, their family, and conducts independent investigation of the child's needs. They continuously monitor the child's situation in order to speak for their best interests in court. Every volunteer is supported throughout the entirety of their case by CASA staff members. They undergo 30 hours of training prior to being assigned their first case, monthly supervision, and at least 12 hours of additional training each year. In addition, an effort that we are actively pursuing is to expand our Truancy Advocacy program back to Summit County. This program consists of volunteer advocates ensuring children are thriving in school in by breaking through educational barriers. Truancy advocates work as part of a team consisting of the child, child's family, GAL, and school representatives.

**Goal of Request:** Continue to grow an established and diverse CASA volunteer base that passionately advocates for children to have a safe and permanent home.

**Activities to Achieve Strategy:** - Dedicate funding and resources to recruiting and training enough volunteers to provide each referred child a CASA volunteer. -Launch a marketing campaign aimed towards volunteer diversification. - Provide volunteers with any additional support they need, as well as DEI (Diversity, Equity, and Inclusion) training to ensure that all children feel adequately represented.

**Quantifiable Results of Strategy:** - Monitor the ROI for recruitment and training of volunteers to ensure funding is being spent properly. - Aim to recruit 10 male volunteers into the program through our marketing campaign.

**What impact will this program make in the community and how will you measure that impact:** When placed in child welfare without an advocate or voice, children's likelihood of finding a permanent home significantly decreases. When the system fails to find permanent homes for youth, they are more likely to experience homelessness, unemployment, and incarceration. In a report by the Office of the Inspector General; A child's likelihood of reentering the child welfare system is consistently reduced by over half when they are appointed a CASA volunteer. Not only that, but the child is more likely to achieve permanency, whether that be reunification with their birth parent or adoption. They are also statistically more likely to perform better academically and behaviorally in school. CASACD is proud to say that we can meet the growing demands for our services and advocate for 100% of children assigned to this program. Year-to-date for 2022, 47 children from 25 families in our Dependency and Neglect program have been served by 28 CASA volunteers, 39% of which reside in Summit County. During this period, 13 children in 6 cases were found to be in safe and stable homes; their cases have been closed by the court. New cases involving 23 children were assigned a CASA volunteer advocate. All children with open cases continue to be served by their CASA volunteer. Our intentions for the children we serve through this program are to provide them with a safe and permanent home, whether that means reunifying them with family, placing them with kinship, or adoption.

## Colorado Fourteeners Initiative

*To protect and preserve the natural integrity of Colorado's 14,000-foot peaks through active stewardship and public education.*

**Total number served by the program:** 35000

**Award (Cash, In-Kind, or Both): \$1,000**

**Describe the project/program(s) to be funded:** CFI will conduct four single-day volunteer trail stewardship projects in 2023 involving a minimum of 70 volunteer days to maintain 1.5 miles of trail. The goal is to continue high priority delineation work high on the ridge that will help keep hikers on the trail corridor and reduce trampling of fragile alpine vegetation. The work will consist of disguising socially created braids with rocks and transplanted vegetation. CFI plans to build multiple rock backwalls, totaling 150 square feet, to help retain soil and support areas of eroding tundra. This grant will fund staff time planning the volunteer projects, directly recruiting, and communicating with volunteers, as well as boots-on-the-ground staff time working with partner organizations, local businesses, youth camps, and individuals. CFI will place a TRAFx infrared trail counter on Quandary Peak's East Ridge to monitor the number of hikers climbing this peak daily. Staff will hike the mountain to download data from the counters at least twice over the course of the summer and fall. This hiking use information allows CFI and the Forest Service to track use and see how hiking use effects on-the-ground conditions, determine the need for continued trail maintenance and restoration work, and estimate the economic impact that 14er hikers provide to local trailhead economies. This hiking use information has also been helpful to Summit County officials tracking use after new parking restrictions were implemented in 2021. CFI will use volunteer Peak Stewards to better educate hikers about Leave No Trace practices for the alpine ecosystems.

**Goal of Request:** Trail Stewardship: Protect the fragile alpine plants and wildlife on Quandary Peak from the recreation-caused impacts of hikers. Sustainable Trails: Better understand hiking use trends on Quandary Peak and quantify the economic impact of 14er hikers. Peak Stewards: Educate hikers on Quandary Peak about Leave No Trace ethics and responsible recreation practices for the alpine ecosystem.

**Activities to Achieve Strategy:** Trail Stewardship: - Recruit Adopt-a-Peak partner groups from the community or groups with strong ties to Quandary Peak and Summit County. - Recruit, hire, train and deploy Adopt-a-Peak crews (2 crews with 4 members each) Sustainable Trails: - Schedule TRAFx unit installation, revisit site at least twice to download data from counter, and remove counter in fall. Peak Stewards: - Secure volunteer to assist with the Peak Stewards program and hold trainings as necessary

**Quantifiable Results of Strategy:** Trail Stewardship: - Schedule four Adopt-a-Peak projects with an estimated 70+ volunteer days donated - Construct 150 square feet of rock backwall - Perform 1.5 miles of routine trail maintenance - Volunteers Engaged: Friends of Dillon Ranger District (1 day, 15 people), Bold Earth Teen Adventures (1 day, 15 people), CFI Recruited Volunteers (2 days, 40 people) Sustainable Trails: - Obtain accurate hiking use data on Quandary Peak. Peak Stewards: - Motivate Peak Steward volunteers to provide on-mountain hiker contacts.

**What impact will this program make in the community and how will you measure that impact:** Without CFI's leadership, the Fourteeners—especially high-use peaks like Quandary Peak—will be overrun and sustain severe ecological damage, possibly irreversible. The Forest Service lacks the capacity to build and maintain sustainable trails, monitor visitor use trends, and educate visitors about minimum-impact techniques. Prolonged budget cuts and staffing reductions mean that on most forests, trail work is performed by volunteer stewardship organizations. If CFI has inadequate financial capacity to perform these projects, no other entity will take its place. If CFI is unable to protect Quandary Peak's summit trail and surrounding terrain from user-caused resource impacts, the Forest Service will likely resort to hiker use limitations to control impacts. This would have a negative impact on one of Summit County's most prominent tourist destinations, putting a significant dent (estimated at \$9.5 million annually) in the county's tourism economy. CFI's trail maintenance, reconstruction, and vegetation restoration work is very tangible, measured in quantifiable statistics including linear feet of trail maintained, number and type of trail structures installed, and surface area of terrain restored. This information is tracked annually to show progress on individual peaks and across the Fourteeners statewide. The USFS reviews work to ensure it is completed satisfactorily and will pass the test of time. Process inputs, like the number of volunteers, hours worked, age and gender of participants is tracked and reported annually. CFI also tracks visitor contacts made by crews and volunteer Peak Stewards, which helps gauge the organization's educational presence among the hiking public.

## **Domus Pacis Family Respite**

*The mission of Domus Pacis Family Respite, Inc. is to offer individuals, who have suffered a traumatic medical event, a respite environment that encourages interaction with other family members and caregivers in a comfortable and peaceful surrounding.*

*Program: This request specifically supports our family respite program. Most of the Domus Pacis families have been severely financially impacted by their cancer journey, and now even more so from the Covid Pandemic. For this reason, Domus Pacis provides some meals and lodging free of charge. In addition, because of the high cost of local resort activities, Domus Pacis provides one or two family focused activities if available through in-kind donations. Families consistently comment how important the activities are to create family time and memories, something they have not had in a long time. Tubing is a unique and great winter activity for families because everyone can do it and there are no skills or expensive equipment needed.*

**Award (Cash, In-Kind, or Both): 28 Tubing Passes**

## Education Foundation of the Summit

*The mission of the Education Foundation of the Summit is to support public education in Summit County, Colorado by: Supporting innovation, creativity, literacy, technology, and STEAM (science, technology, engineering, arts, and math) through Eileen Finkel Innovative Teacher Grants; Supporting and encouraging college success with senior scholarships; Supporting school, parent and student organizations through collaborative partnerships with school-based organizations; and Supporting community members who volunteer in schools.*

**Total number served by the program:** 3669 (79 Teachers from Elementary/Middle/High and 3,590 Students from PreK-12)

**Award (Cash, In-Kind, or Both): \$1,000**

**Describe the project/program(s) to be funded:** This grant will help fund Grants to Teachers, which directly supports our public schools, teachers, and children in the areas of academic enrichment and technology. Each year EFS raises funds to support teacher's innovative projects. In the school year 2021-22 in partnership with the 9 school PTAs, 56 teachers received Eileen Finkel Innovative Teacher Awards totaling \$52,000 to support enrichment programs at the elementary, middle, and high schools. However, \$70,000 was requested.

**Goal of Request:** Increase student achievement in Summit School District.

**Activities to Achieve Strategy:** Inform: Inform all teachers, principals, and administrative staff of the grant program. Partner: Collaboratively meet with school leaders, including principals and Parent/Teacher Association officers, to select applications to be awarded funding. Award: Award up to \$2,500 to selected applicants

**Quantifiable Results of Strategy:** Inform: 100% of SSD staff will be informed of the Eileen Finkel Innovative Teacher Award Program beginning in May of each year through emails, newsletters, and PTA meeting bulletins. Partner: Meetings will be held no later than Oct 15 at each of the 9 SSD schools to select applications to be awarded funding. Award: \$40,000 or more will be raised annually for grants to teachers and funds placed in principal accounts for selected teacher projects no later than Nov. 1

**What impact will this program make in the community and how will you measure that impact:** We measure the impact of Grants to Teachers by meeting with teachers and principals during the school year to see what the educators report as the impact of the grants on student learning and achievement. We request post-project information through an email invitation directing recipients to a short survey, which has greatly improved reporting. EFS Directors and school principals also visit classrooms of teachers awarded the grants to talk to students and teachers about the impact. We will also examine state assessment scores longitudinally (when available) to see if there is improvement in reading, mathematics, and science achievement.



## Family & Intercultural Resource Center

*FIRC is committed to the mission of promoting stable families. Strong families are the foundation for a thriving and caring community. FIRC ensures that people can meet their basic needs, gain social support, and develop key skills. With the right tools, FIRC believes people can succeed as individuals, parents, and community members.*

*Program: These requests will proudly be offered at FIRC's Annual Hearthstone Wine Dinner silent auction. All funds raised through this event will support the general operating costs associated with offering the workforce resources they need to achieve a high quality of life.*

**Total number served by the program:** 6000

### **Award (Cash, In-Kind, or Both):    Silent Auction Package & Facility Rental**

**Describe the project/program(s) to be funded:** One in ten Summit County residents go hungry. Three in four Food Market shoppers say they sometimes to very often run out of food before they have enough money to buy more. In 2020, there was a \$2.2M food budget shortfall for Summit County workers and families. Last year, FIRC distributed a little over \$1M, and this year already over \$2M worth of food. Over five thousand unique people shop with us. The program ensures parents and their kids can skip fewer meals, get the nourishment they need, and go to school ready to learn.

**Goal of Request:** Address food insecurity by reducing barriers and coordinating a comprehensive and community driven food system.

**Activities to Achieve Strategy:** - Secure funding for FIRC's Food Systems program for FY23 to meet the sustained increase in demand for food resources - Develop a sustainable funding strategy or initiative to support not only FIRC, but all Summit County food partners - Use the shared measurement framework to be publicly accountable - Strengthen capacity with the Food Equity Coalition to lead food system improvement efforts, with a focus on child nutrition, power sharing, and community building

**Quantifiable Results of Strategy:** - 6,000 people, or 1 in 5 residents, will shop at Community Food Markets - One visualized dashboard will be fed by community food provider data using the shared measurement framework - Food Equity Coalition members will gain knowledge, skills, and capacity for leadership

**What impact will this program make in the community and how will you measure that impact:** Children will go to school ready to learn, parents will skip less meals, and the workforce will be focused and less stressed. Food is a basic essential that everyone should have sufficient access to. Impact will be measured by dollar value of food distributed, quality of food provided (shopper feedback), number of unique shoppers, and number of visits to the Community Food Markets. As the champion for the food strategy within the 2023-2027 Public Health improvement Plan, FIRC will lead the Summit Food Response Team in developing a shared measurement framework and public facing dashboard to track progress toward our goal of eliminating hunger in Summit County.

## Friends of the Colorado Avalanche Information Center

*The mission of Friends of CAIC is to support avalanche forecasting and education throughout Colorado. The mission of the Colorado Avalanche Information Center is to provide avalanche information, education and promote research for the protection of life, property and the enhancement of the state's economy.*

**Total number served by the program:** The below statistics outline our cumulative and Summit County-specific totals from the 2021/2022 season. •2,527,623 Colorado Avalanche Information Center website views •155,430 visits to the CAIC Summit/Vail Zone website forecast page. This represents 19% of page views for all forecast products. • 13 trailhead visits throughout Summit County. It is impossible for us to know how many unique users are relying on the CAIC forecasts due to all the ways the forecast is disseminated. Above is the only way we can represent the number of people using CAIC's products.

### **Award (Cash, In-Kind, or Both): \$5,000**

**Describe the project/program(s) to be funded:** The primary goal of the Colorado Avalanche Information Center (CAIC) is to reduce the impacts of avalanches and avalanche accidents to the people of Colorado through forecasting and education. CAIC provides backcountry avalanche forecasts and weather forecasts as a free public safety service. \$5,000 of the funds requested will go to support this program. Friends of CAIC is committed to serving people of all backgrounds and experience levels. The Trailhead Outreach Program was designed to foster an inclusive culture of safe, responsible winter recreation within the State of Colorado. Conversations with users are educational and non-judgmental and are structured to inform people of the available public safety resources. \$2,500 of the money requested will go toward supporting our trailhead program in the Summit County area.

**Goal of Request:** 1. Maintain current Summit County avalanche forecasting operations. 2. Expand Friends of CAIC Trailhead Outreach Program.

**Activities to Achieve Strategy:** 1. Maintain our current grant support from local governments and foundations. 1 (A). Grow our membership program. 2. Hire and train a trailhead coordinator based in Summit County. 2 (A). Identify heavy use trailheads for visits and trailhead signage. 2 (B). Install beacon checkers signs.

**Quantifiable Results of Strategy:** 1. Raise \$70,500 through local government and foundation support. 1 (A). Sign up 3500 members and raise \$185,750 through the membership program. 2. Trailhead coordinator will do 75 trailhead visits and engage with 2000 backcountry users. 2. Install 6 beacon checkpoints at 6 different trailheads.

**What impact will this program make in the community and how will you measure that impact:** The CAIC provides daily backcountry avalanche forecasts, snow conditions and mountain weather reports for backcountry users in the Summit County area. Additionally, the CAIC works directly with the Colorado Department of Transportation (CDOT) to minimize the impact of avalanches on people traveling on our mountain roadways. Through these products, avalanche education opportunities, and the partnership with CDOT, avalanche accidents are prevented. Last season CAIC recorded 2329 avalanches in Colorado. 326 of those were in the CAIC Vail/Summit zone. Unfortunately, one of those avalanches recorded resulted in 2 fatalities. We continue to see a dramatic increase in backcountry use. However, fatal accidents remain flat. US avalanche fatalities are decreasing measured by the 5-year moving average. These forecasting programs are working and are saving lives. Friends of CAIC Trailhead Outreach Program coordinators travel throughout the state to visit trailheads and engage with backcountry users with the goal of keeping "check the forecast" top of mind. Last season we visited 13 trailheads throughout Summit County. For the 2022/2023 season, we are expanding the program to focus specifically on the White River National Forest's Dillon Ranger District. This area is home to some of the most popular backcountry access points in the state. Our goal for this area is to host 75 trailhead days and engage with 2,000 users. We measure our impact by looking at the number of people we reach through our products and educational opportunities compared to those involved in avalanche accidents.

## Friends of the Dillon Ranger District

*Partner with the White River National Forest's Dillon Ranger District in Summit County to provide opportunities for the community to play a more active role in the sustainable management of the local forest and to enhance the experiences of all who recreate here.*

*Program: Frisco has granted FDRD the use of the Day Lodge for this purpose for over the past eleven years. As outlined in our CASH grant for 2023, FDRD is running a diverse schedule of workdays in the Frisco area in 2023, including many Frisco trail improvement days and youth camp days. Our Volunteer Celebration will highlight these, and other, FDRD projects and events, and it is likely that the Frisco community will be well represented.*

**Total number served by the program:** All Summit County locals and visitors who use Frisco trails will be impacted, numbering potentially over 5,000 individuals during the year.

### **Award (Cash, In-Kind, or Both): \$5,000 & Facility Rental**

**Describe the project/program(s) to be funded:** Old Dillon Reservoir – FDRD will continue carrying on the work that took place in 2022 with the buck and rail construction around the parking lot by installing numerous signs to help guide visitors. We will also focus on a few areas of tread improvements where erosion is causing the trail to slip down the side of the hill. Peaks Trail – FDRD will assist with any additional work that needs to take place for the boardwalk project. We will also assist with the rehabilitation of burned areas from slash piles. Frisco Peninsula –We have assigned a few trail projects in the area to work behind the mini-excavator to clean up the trail tread. Volunteers pay special attention to the detail work that is necessary to keep the tread in a sustainable condition for long-term use. “Backyard” Trails – We will use the offseason to further develop the plan for this series of trails in the Town of Frisco’s “backyard”. Numerous structures have been built on Hattie’ Trail in years past and a few are in need of some general maintenance. Further volunteer hours will be allocated towards the Miner’s Creek system.

**Goal of Request:** Work on important trail projects throughout the Town of Frisco area.

**Activities to Achieve Strategy:** Schedule dates with the Forest Service and other community groups to participate in work to be completed in the Frisco area. Recruit and hire a seasonal FDRD staff member to serve as liaison with trail project groups. Scout project locations and prepare work plan. Implement project work with volunteers and community groups on Frisco area trails and other venues. Evaluate projects at the conclusion of the summer season.

**Quantifiable Results of Strategy:** Dates set throughout summer of 2022 for work to be completed. FDRD staff will provide consistent oversight and direction on the projects to ensure quality work. FDRD will prepare an organized work plan to assist in coordinating logistics and project details. These trails and venues will receive improvements that reduce erosion, prevent resource damage, replace deteriorating structures, and enhance the user experience. Record projects’ impacts, volunteer hours and demographic information into FDRD database. Collect written feedback from volunteers and sponsors. Hold at least one post season meeting with staff and volunteers to discuss challenges and successes for the 2023 season.

**What impact will this program make in the community and how will you measure that impact:** FDRD promotes active volunteer stewardship of our local National Forest, filling critical gaps in human resources and building capacity for projects with other US Forest Service partners. FDRD has successfully sustained long-term coordinated efforts by serving as the liaison between individuals, organizational partners and the Forest Service. Tangible benefits to public lands in Summit County will include more sustainable trails, restored landscapes, and improved National Forest lands. In addition, FDRD fosters youth environmental awareness by helping children make the connection between healthy forests, healthy communities and their own daily lives. Summit County’s National Forest directly influences both our quality of life and our local economy. Most of our volunteers are part-time or full-time residents, and our projects provide opportunities for community members to get involved with the care of the forest.

## Frisco Elementary School PTSA

*The PTSA is committed to creating a community with Frisco Elementary School by supporting our children, parents, teachers and staff through Advocacy, Community, Safety, and Fundraising.*

*Program: The Day Lodge rental will be for our 5th grade graduation celebration. The pontoon boat rental will be for the Frisco elementary school teacher appreciation. The tubing hill and Nordic center passes will be used in the school's silent auction fundraiser.*

**Total number served by the program:** We expect that every student at Frisco Elementary will be able to participate in a field trip. There are currently 232 students enrolled in the school.

### **Award (Cash, In-Kind, or Both): \$5,000 & Silent Auction Package, Facility Rental**

**Describe the project/program(s) to be funded:** This request will help cover the costs of elementary school field trips. There are multiple field trips planned throughout the school year. Some of the annual field trips include: High Trails, Night at the Museum, Keystone Science School, Denver Museum of Nature and Science, along with local trips.

**Goal of Request:** To allow each student at Frisco Elementary the opportunity to experience a field trip.

**Activities to Achieve Strategy:** -Put together the overall school field trip plan -Set a budget for each field trip -Teacher and Principal plan individual field trips -Students go on field trips -School works with PTSA to fund the field trips

**Quantifiable Results of Strategy:** We will track the number of students attending field trips. Our goal is to get 100% of students on field trips.

**What impact will this program make in the community and how will you measure that impact:** Field trips have shown to increase empathy, tolerance, and critical thinking skills in students. Students on the overnight field trips have gained independence and bravery by being on their own overnight for the first time. On the High Trails trip, all of the Summit County elementary schools are combined which gives the students a chance to make friends at the neighboring schools, which allows them an easier transition to middle school. Field trips can be expensive and if not funded by outside sources, some children may not be able to attend because of the cost. By funding the school field trips, this provides equity by giving all children the opportunity to participate. We plan on surveying our students and families to see how the field trip impacted them personally.

## High Country Conservation Center

*High Country Conservation Center (HC3) is a nonprofit 501(c)3 organization with a mission to promote practical solutions for waste reduction and resource conservation in our mountain community. HC3's community programs increase recycling, reduce greenhouse gas emissions, conserve water, educate K-12 students and increase local food production.*

*Program: The in-kind donations will be used to raise funds in the silent auction portion of the Party for the Planet event. The fundraiser supports HC3's general operating budget and conservation programs in the focus areas of waste reduction, energy conservation, sustainable food production, and water conservation. In 2022, Party for the Planet netted \$101,396, the largest amount of funds raised in the event's history.*

**Total number served by the program:** 4,000 residents, visitors and second homeowners

### **Award (Cash, In-Kind, or Both): \$2,500 & Silent Auction Package**

**Describe the project/program(s) to be funded:** Recycling Education: HC3 will build on its proven track record of impactful recycling outreach, while supporting Frisco's environmental goals. Residents often believe they are recycling properly and do not seek help. Yet past outreach has shown that many residents do not fully understand local guidelines, resulting in incorrect recycling practices. To address these issues, HC3 will host five "Stump the Recycling Expert" sessions at the Frisco Recycling Center where staff educates residents and answers recycling questions. This project also includes training local Recycling Ambassadors to influence positive recycling behavior in neighborhoods and businesses. Water Conservation: Based on extensive feedback from water providers including the Town, HC3 developed the Water Smart program to encourage irrigation efficiency. We secured grants to cover hard costs such as residential and business rebates for improving irrigation efficiency, speaker fees for events, and marketing. However, we need funding for staff time to implement the program fully and successfully. With support from the Town, HC3 will better serve residents and businesses by updating the Water Smart standard operating procedures based on evaluation of the 2022 season. We will also host community workshops on topics such as water efficient landscaping, artificial turf, or the local effects of water scarcity in the West. All activities will support the water conservation goals included in the Town's Strategic Plan and the Water Efficiency Plan.

**Goal of Request:** Improve recycling and reduce outdoor water consumption in Frisco.

**Activities to Achieve Strategy:** Recycling Education: 1) Identify dates for in-person education at the Frisco Recycling Center 2) Train Ambassadors to assist residents at Frisco Recycling Center 3) Host educational sessions at Frisco Recycling Center Water Conservation: 1) Evaluate and improve Water Smart standard operating procedures 2) Engage landscapers to increase number of locally-certified professionals 3) Conduct direct outreach to encourage participation in Water Smart assessments 4) Host educational events to educate the community and encourage additional water efficiency practices 5) Promote a water conservation ethic in the community through marketing activities

**Quantifiable Results of Strategy:** Recycling Education: 1) 5 Educational sessions hosted at the Frisco Recycling Center 2) 200 residents and visitors educated on-site at the Frisco Recycling Center 3) 5 Recycling Ambassadors trained to deliver recycling education throughout the Frisco community Water Conservation: 1) 20 landscape professionals engaged in efficient irrigation practices 2) 5 Frisco properties complete irrigation assessments 4) 2 activities hosted, engaging a minimum of 40 people, to encourage program participation 5) 4,000 people reached through a marketing campaign designed to promote a water conservation ethic in the community

**What impact will this program make in the community and how will you measure that impact:** HC3 will improve recycling and reduce water use in Frisco. Recyclables contaminated with trash can cause entire loads of recycling to be landfilled. "Stump the Recycling Experts" sessions at the Frisco Recycling Center will reduce this contamination in Frisco by ensuring that users understand local guidelines. To measure impact, HC3 tracks the number of residents visiting during each educational session and log the most common questions. Seven states, including Colorado, rely on the Colorado River for water, and collectively we're using more than the River can sustainably provide. This problem is exacerbated by climate change, which is drying the West and increasing temperatures, further stressing waterways – including Ten Mile Creek. The Water Smart program helps our communities be part of the solution. Town funding will reduce outdoor water use by improving irrigation efficiency while creating a water conservation ethic. HC3 will achieve this by engaging 20 local landscapers in efficient irrigation practices, hosting 2 educational events, improving awareness of water scarcity through a marketing campaign, and providing rebates for 5 irrigation assessments in Frisco. Improvements conducted during assessments – including sprinkler adjustments and changing watering schedules to comply with voluntary watering restrictions – are estimated to reduce outdoor water use by 15%.

## High Country Soccer Association/Summit Strikers FC

*To provide a positive soccer experience for players of every age and skill level, regardless of their financial capabilities. Our goal is to serve Summit County by building an innovative participant driven soccer organization. We envision the Association as a community development tool; one that brings together people from all backgrounds and cultures in a healthy and safe environment.*

Program: HCSA recreational program

Total number served by the program: 1000

### Award (Cash, In-Kind, or Both): Facility Rental

**Describe the project/program(s) to be funded:** The goal of HCSA is not to have every child in Summit County play organized soccer, however we aim to provide opportunities for every child to experience playing soccer if they have interest to do so. Having soccer goals at every elementary school will help create these opportunities on a daily basis.

**Goal of Request:** To provide a positive soccer experience for players of every age and skill level, regardless of their financial capabilities.

**Activities to Achieve Strategy:** Purchase and place the goals.

**Quantifiable Results of Strategy:** The field is being used to play soccer by more families.

**What impact will this program make in the community and how will you measure that impact:** More families able to play pick up soccer on a daily basis.

## High Country Veterans Adventures

*We are driven and committed to serving the U.S. Veteran. This small slice of the population has selflessly sacrificed in service to our great nation. Their commitment comes at a great cost to the Veteran, who must endure sacrifices and hardships along the way. We recognize that not all wounds are visible and we have found a great way for Veterans to enjoy some time off, reconnect with nature, and socialize with fellow Veterans.*

**Total number served by the program:** 1300

**Award (Cash, In-Kind, or Both): \$2,000**

**Describe the project/program(s) to be funded:** To accomplish our goals, we need to provide safe equipment for the guests and a professional appearance at our fund raisers. We are requesting this grant to purchase what is needed for success. The project budget attached is based off of all of our received funds being put directly back into local businesses.

**Goal of Request:** Increase public awareness of veteran mental health and promote healing of veteran mental health increasing the health of the overall community.

**Activities to Achieve Strategy:** - Procure equipment - Plan for summer 2023 events - Expand our client base - Increase public knowledge

**Quantifiable Results of Strategy:** - Increase in clients, based off of event attendance records. - Reoccurring donations from new private parties. - More programming requested past 24 per year. - More volunteers than current numbers.

**What impact will this program make in the community and how will you measure that impact:** Veterans rank very high in suicide, substance abuse, and violence (family abuse as well as general violence). Studies have proven that comradery in a wilderness setting greatly reduces mental stressors associated with the trauma created by military service. Many service members have difficulty seeking help due to the nature of self-reliance built into their military training. HCVA is bridging the gap for veterans by hosting adventures completely composed up of veterans; creating a safe space to begin the healing process and then providing the resources needed specifically by each veteran to move on from their military life into a fulfilling civilian life. Impact of mental health can only be measured by smiles. We will send out post trip surveys, but our best indication is return guests with smiles on their faces.



## Mountain Dreamers

*To inspire, educate and advocate for immigrants and their allies to create systems that advance equity and social justice in our Mountain communities.*

**Total number served by the program:** 750

**Award (Cash, In-Kind, or Both):** \$5,000

**Describe the project/program(s) to be funded:** Immigration Legal Defense Program. In person assistance and financial aid for government fees and legal services which support petitions for legal status and deportation prevention, such as DACA, visas for victims of crime & trafficking, special juvenile visas for victims of child abuse and neglect, and asylum petitions for families fleeing poverty and violence. In 2023 MD will have a staff member who is accredited by the Dept of Justice to practice certain types of immigration law at MD's office. Driver's License Assistance Program. In person assistance navigating the process of obtaining a Colorado immigrant driver's license or state ID. Immigrant Advocacy Program. Supports immigrant community members on various issues, including wage theft, harassment, policing, human trafficking, housing discrimination and displacement, access to services, etc. and works on policies that affect immigrant families at the state and local level. OSO Outdoors. Mountain Dreamers outdoor equity and inclusion initiative, focused on policies and collaborations that will reduce barriers to participation of immigrant and BIPOC community members in the Colorado outdoors.

**Goal of Request:** To inspire, educate and advocate for immigrants and their allies to create systems that advance equity and social justice in our Mountain communities.

**Activities to Achieve Strategy:** See above

**Quantifiable Results of Strategy:** 750 unique clients served in immigration legal aid, driver's license, housing advocacy, and legal advocacy. \$100K direct assistance distributed in the form of immigration legal aid including DACA, work authorizations, visas, and deportation protections.

**What impact will this program make in the community and how will you measure that impact:** MD contributes to a Summit community that is tolerant, welcoming, understanding, and empathetic to the immigrant families that live and work here. We achieve this by educating all community members on issues affecting immigrants. We celebrate immigrant families and individuals and the contributions they make to Summit County. Mountain Dreamers speaks up for immigrants and with immigrants, elevating the voices of community members who do not yet have a seat at the table in Summit where decisions and policies are made, even though those decisions directly affect them and their families. Mountain Dreamers will measure success when decision making bodies throughout Summit County include representation from the Latino/Immigrant community that currently provides 44% of students in Summit schools (which indicates the make-up of Summit's year-round working families) and when important community decisions are made WITH them as opposed to just FOR them. We believe the impact will be a stronger, healthier, more inclusive and equitable community. Mountain Dreamers will track number of clients served for each program and will collect client demographic data to the extent possible while protecting privacy, the amount of direct assistance dollars spent, and the number of community events held or attended. See the final grant report for numbers of clients assisted in past 12 months, Mountain Dreamers expects our overall clients served numbers to grow by about 20% in 2023 due to our increased staff capacity.



## Mountain Scholars (Fiscal Agent is The Summit Foundation)

*The mission of the Mountain Scholars Program is to support aspiring, first-generation, low income, and academically motivated students from Summit County in earning a 4-year college degree by helping them: \*envision a pathway to a 4-year college degree by starting their postsecondary education at CMC, \*receive scholarships and support services as college freshmen and sophomores at CMC, and \*transition to a 4-year college/university/CMC program that leads to a 4-year college degree.*

**Total number served by the program: 70**

**Award (Cash, In-Kind, or Both): \$1,000**

**Describe the project/program(s) to be funded:** Mountain Scholars is a program that helps aspiring, first generation (first in their family to graduate from college), low income, and academically motivated students from Summit County earn a 4-year college degree through scholarships, mentoring, counseling, and financial navigation. Mountain Scholars was formed in 2018 through a partnership between The Summit Foundation, Summit School District, and Colorado Mountain College (CMC). The partners noticed that many of the students arriving at CMC from the Summit High School's Pre-Collegiate program were successfully completing their college freshman and sophomore years with mentoring and counseling support. However, they needed much more, in both financial and support services, to reach their goal of a 4-year college degree. Since most of the scholarships for these first-generation college students were awarded for freshman and sophomore years, many students had to quit college beyond that in order to make enough money to cover tuition costs for their upcoming junior/senior years at CMC or when they transferred to another college/university. However, research shows that when students take a break from college after their sophomore year it greatly increases the risk that they'll never return to earn a 4-year degree. So the partners began planning a new program called Mountain Scholars to help keep those first-generation students in school to earn a 4-year college degree. Cash funding from the town would permit us to meet the expanding need as the number of students in the program has grown from 26 in 2018/19 to 70 in 2022/23.

**Goal of Request:** Help aspiring, first-generation, low income, and academically motivated students from Summit County earn a 4-year college degree.

**Activities to Achieve Strategy:** A. Identify: Identify aspiring, first generation (neither parent is a college graduate), low income, and academically motivated students through a partnership with SHS Pre-Collegiate program that identifies local Summit County students who would benefit from starting at CMC for their first two years, and then continuing at CMC, or transferring to another college to earn a 4-year degree. B. Provide support: Provide free support to ensure student success through one-on-one mentoring, academic tutoring, college/career counseling, financial navigation, and assistance in transferring to a 4-year college program. C. Award scholarships: Award financial scholarships (tuition, textbooks, and other educational expenses): \$1500 for freshman/sophomore and \$8000 for junior/senior.

**Quantifiable Results of Strategy:** A. Identify: 10 or more high school seniors will be recommended for the Mt. Scholars program at CMC following an annual spring presentation by the CMC Mt. Scholars staff to the SHS Pre-Collegiate staff and students. B. Provide support: 30 or more mentors will be trained for the Mt. Scholars program to provide a 100% match of mentors to students in the program. C. Award scholarships: \$100,000 or more will be raised annually for scholarships (tuition, textbooks, and other educational expenses).

**What impact will this program make in the community and how will you measure that impact:** The Mountain Scholars program impacts local families by increasing the number of first generation, low income students from Summit County who earn a college degree. In the past ten years our community has worked in these 3 important areas of need: **FIRST**--Increase graduation from high school and college for first generation students. In 2009, a community partnership established the Pre-Collegiate program at SHS. Since then the graduation rate for Hispanic students has risen from 47% to 92%. Currently about 70% of Summit High School students go to college and one-third of them go to CMC. Mountain Scholars keeps students moving through the college pipeline from high school to CMC to a 4-year college and a college degree. **SECOND**--Increase support for first generation students at CMC. Nationally, only 25% of students who attend a two-year college complete their freshman year and go on to their sophomore year. However, almost 50% of Mountain Scholar students complete a two year degree at CMC. **THIRD**--Increase financial support for first generation students who have successfully completed 2 years at CMC but need help to earn their 4-year degrees. Nationally, only 5% of first generation, low-income students who begin at community college actually earn a 4-year college degree within 6 years without additional support. Mountain Scholars hopes to change these statistics for Summit County students through its scholarships and strong network of support services (mentoring, tutoring, financial/college navigation and counseling) that follow the students from freshman to senior year of college.

## National Repertory Orchestra

*The National Repertory Orchestra is a preeminent intensive summer music festival developing diverse, thoughtful and socially conscious musicians through experiential learning. We inspire young musicians to be great leaders in their communities while Changing Lives Through Music!*

*Program: The in-kind request supports NRO's Community Engagement program. Community Engagement Program Overview: The NRO engages the residents and visitors with family-friendly music performances that are easily accessible, interactive, and educational. The free performances are led by the NRO musicians that have extensive training in community engagement and partnerships that sustain both artistic and social values. In the summer months these performances take place on street corners, in parks, on front porches and on indoor and outdoor performance stages. The high-quality performances are animated with engaging activities such as instrument petting zoos, arts activities and art and history components. The intended audience are the residents and visitors of Town of Frisco, with an emphasis on families with young children, seniors and under-served individuals that might not otherwise have access to ticketed concert performances.*

**Total number served by the program:** 500+ Town of Frisco audience members

### **Award (Cash, In-Kind, or Both): \$1,000 & Silent Auction Package.**

**Describe the project/program(s) to be funded:** The National Repertory Orchestra's (NRO) Community Engagement program is a series of family-friendly music performances and initiatives that are accessible to all. Program Summary: The NRO engages the residents and visitors with family-friendly music performances that are easily accessible, interactive, and educational. The free performances are led by the NRO musicians that have extensive training in community engagement and partnerships that sustain both artistic and social values. In the summer months these performances take place on street corners, in parks, on front porches and outdoor performance stages. The high-quality music performances are animated with engaging activities such as instrument petting zoos and art and history components. The intended audience are the residents and visitors of Town of Frisco, with an emphasis on families with young children, seniors and under-served individuals that might not otherwise have access to ticketed concert performances. The program includes chamber performances, library, and classroom music education initiatives, as part of NRO's Summer Music Festival.

**Goal of Request:** Make live music performances accessible to all residents and visitors of Town of Frisco.

**Activities to Achieve Strategy:** Conduct Audition Tour to select musicians for the 2023 concert season - Educate musicians to lead Community Engagement events - Select performance venues accessible to all - Execute Community Engagement Program

**Quantifiable Results of Strategy:** - 76 musicians will receive extensive Community Engagement training - 5 Community Engagement performances held

**What impact will this program make in the community and how will you measure that impact:** When Arts thrive, our community thrives! The National Repertory Orchestra (NRO) has a significant cultural, education and financial impact on the community. Cultural Impact: Arts and cultural organizations, such as the NRO, are engines of community development and community cohesion. The current climate of our nation makes it more important than ever to recognize and celebrate the essential role that arts and culture play in making communities throughout the country not only more vibrant places to live and visit but also more unified, safe, and tolerant. Education Impact: The NRO is first and foremost an educational nonprofit organization that creates win-win opportunities for our local community, the attending musicians and the audience. Through the universal language of music, we inspire young children with free library and classroom performances, educate professional musicians nationwide for careers in the music industry. The NRO also provides the community with free education and engaging performances throughout the year. Financial Impact: Throughout the nation, arts and cultural organizations, such as the NRO, make communities more attractive to visit, live and work. In good times and difficult times, arts and cultural jobs drive consumer and business spending. They generate government revenue, ignite business development, drive tourism, and infuse the community with health and vitality. Program impact will be measured through qualitative and quantitative survey questions from participants and stakeholders. The information will be compiled in NRO's Impact Report and made available on the organization's website early October each year.

## NorthWest Colorado Center for Independence

*NorthWest Colorado Center for Independence works with people who have disabilities to explore options, set goals, develop skills and take action for living more independently.*

**Total number served by the program:** 5 in our last fiscal year; we anticipate 10 in the next fiscal year.

**Award (Cash, In-Kind, or Both): \$1,000**

**Describe the project/program(s) to be funded:** We work with people with disabilities to exercise our right for choosing and directing tools, resources and opportunities we've identified as supporting what is important to us and our goals for increased self-sufficiency and independence. NWCCI is implementing, modeling, fostering, developing and replicating a consumer-driven and person-centered model of support and service delivery as a systems change paradigm shift. We work to successfully engage those we serve in activities that positively impact individual quality of life and the social fabric of our communities. The goals and objectives are to see positive impact, as self-reported, in the lives of those using NWCCI support and people we serve taking advantage of opportunities to pay it forward by assisting others with similar challenges in our community. The activities implemented to achieve these objectives are defined by the goals of those we serve and include opportunities to practice and develop independent living skills, advocacy, peer support, and civic engagement.

**Goal of Request:** We will work with individuals with disabilities to increase their independence, we will facilitate individuals with disabilities to work together to achieve enhanced quality of life in their communities, and we will foster inclusivity in all areas.

**Activities to Achieve Strategy:** NWCCI's mission is NorthWest Colorado Center for Independence is to work with people who have disabilities to explore options, set goals, develop skills and take action for living more independently. Our Independent Living Coordinators in Summit County take actions and steps every day in this pursuit, supporting people with disabilities and seniors on each of their unique and evolving journey toward further independence. Some of these activities and services are identified in the section of the grant about our organization.

**Quantifiable Results of Strategy:** We track every goal set and achieved and every service delivered to each individual in our CILSuite database. During the fiscal year ended June 30, 2022, NWCCI delivered 23 services to 5 individuals in Frisco.

**What impact will this program make in the community and how will you measure that impact:** NWCCI uses a web-based consumer database system to compile and organize data that provides for accurate reporting, analysis and evaluation of program activities and outcomes. We compile monthly and annual performance reports, both program and financial, for the federal Administration for Community Living and State of Colorado Department of Labor and Employment. Our state and federal oversight agencies have access to the database and monitor how many consumers we are working with, types of consumer goals, services provided, outcomes and succession planning. We host random site visits and frequently verify the accuracy of the information submitted in monthly and annual performance reports. Internally, we send out and collect consumer satisfaction surveys annually and conduct follow up interviews when individuals achieve goals to ascertain what went well and what we can do differently to improve services. We actively engage those who use NWCCI services in the fabric of our operation, as peer mentors, volunteers and the best source of information for evaluating and improving our services. Impact is measured by goals set and goals met.

## SHS School Spirit Squad

*Increase student life on campus. Allowing the high school experience to be memorable /connected/engaged Improve Climate and Culture*

**Total number served by the program:** Minimally 250 students but goal is for over 700 students per season event.

**Award (Cash, In-Kind, or Both): \$500**

**Describe the project/program(s) to be funded:** Season A Events: Activities Fair (8/25/22) Parking Lot Painting Fundraiser (9/16/17) (KG-Fri, MW-Sat) Fall/Welcome Event (9/26/22)7:00-8:00 pm (JW) Homecoming Floats/Parade (9/26-30) (All) HOCO Assembly (MW) -Teacher Dance (Corwin) -Teacher Team for game at Assembly Season B Events: Winter Concert/Winter Event/Dance Pie Day Fundraiser Assemblies Season C Events: Spring Fest Field Day Seniors Last Day/Legend Event Assemblies

**Goal of Request:** Purpose Increase student life on campus. Allowing the high school experience to be memorable /connected/engaged Climate and Culture Goal Create regular student events that serve purpose Forum for which staff can engage in school spirit Student involvement

**Activities to Achieve Strategy:** Initiate and plan the following Events: Events: Activities Fair (8/25/22) Parking Lot Painting Fundraiser (9/16/17) (KG-Fri, MW-Sat) Fall/Welcome Event (9/26/22)7:00-8:00 pm (JW) Homecoming Floats/Parade (9/26-30) (All) HOCO Assembly (MW) -Teacher Dance (Corwin) -Teacher Team for game at Assembly Events: Winter Concert/Winter Event/Dance Pie Day Fundraiser Assemblies Events: Spring Fest Field Day Seniors Last Day/Legend Event Assemblies

**Quantifiable Results of Strategy:** 250 students participate in each spirit event

**What impact will this program make in the community and how will you measure that impact:** Increase student engagement Improve Climate and Culture

## Smart Bellies

*Smart Bellies Food Program strives to bridge the gap of food insecurity by providing bags of nutritious food to school aged children allowing them to get the full benefit of their education and development.*

**Total number served by the program:** 30

**Award (Cash, In-Kind, or Both): \$4,950**

**Describe the project/program(s) to be funded:** Smart Bellies is seeking funding for nutritious food items that will be used in our Weekend Food Program for children at Frisco Elementary in the Spring and Fall of 2023. Currently, Smart Bellies is serving 450 children a week in Summit County, 30 of them from Frisco Elementary. The number of children in Frisco receiving weekend food has doubled since this time last year. It is predicted that the number will stay the same or increase slightly for the 2022/23 school year. Smart Bellies believes food consistency is important for growing children and they shouldn't go a day wondering where their next meal will come from. Smart Bellies provides enrolled children with two breakfast items, two lunch items, two fruits or vegetables and a few snacks to enjoy over the weekend. The funds from the Town of Frisco will help to purchase healthy food to include in the weekend bags and will help Smart Bellies continue its mission to feed and nourish the children in Frisco and all of Summit County to ensure the best future for all.

**Goal of Request:** End childhood hunger on the weekends for children living in Frisco.

**Activities to Achieve Strategy:** - Recruit volunteers to prep food, pack bags and deliver bags to homes - Work with the school district and elementary schools to sign up children for the program - Obtain food weekly to prep and pack in the bags

**Quantifiable Results of Strategy:** 30 children living in the Frisco area will receive bags of nutritious food each Friday

**What impact will this program make in the community and how will you measure that impact:** Smart Bellies provides backpacks full of nutritious, kid-friendly food for children living in food insecure homes for the weekends. We aim to bridge the hunger gap for kids receiving breakfast and lunch at school by providing breakfast, lunch, and snack items for these children to take home on the weekends and breaks. According to the Colorado Department of Education, 1 in 3 K-12 students in Summit County qualify for the free-and-reduced lunch program (<https://www.cde.state.co.us/cdereval/pupilcurrentschool>). Smart Bellies believes the need is much higher due to the high cost of living in Summit County and the ending of the free school lunch for all program. To measure impact, Smart Bellies administers questionnaires to students, parents, and school staff to evaluate the success of the programs. We found the responses very informative and will continue to do this every year in order to better serve the children in our community. Smart Bellies believes no child should worry about where their next meal will come from. By eliminating this barrier, we hope the children in Summit County are getting the most out of their education and development to grow up strong, smart and leaders of the next generation.

## **SNSC**

*Developing athletes, team and community.*

*Program: These requests benefit all SNSC programs. The Frisco Nordic Center has become a home for SNSC and is central to our operations. SNSC does not have a physical location of our own, which can make our operations more difficult; therefore, the support from the Town is central to our success.*

**Total number served by the program:** We are projecting 80 athletes in our race programs and 120 in our Little Vikings programs. Last year's scholarship program included 11 race scholarship recipients and 10 summer/winter scholarship recipients. 46% of SNSC athletes received direct financial assistance last season. This request would continue to benefit program scholarship recipients and will give us the ability to respond to individual situations to ensure that we are meeting our mission of supporting all young athletes who want to participate in our program.

### **Award (Cash, In-Kind, or Both): Facility Rental, Silent Auction Package**

**Describe the project/program(s) to be funded:** Over the past couple of years our request has been centered around scholarships. Our scholarship program is very important especially this year. SNSC did a significant fee increase for this season to account for rising costs and to ensure that fees are covering a majority of the expense to run the program. We will continue our efforts to offset some of the cost through fundraising events and private donations. We rely on grant support to help fund our scholarship program. Our scholarship program is designed to be dynamic and responsive to meet the changing needs of our community. We expect application volume to increase over the next couple of years as families adjust to higher prices. Program details: Program scholarships can be up to 60% of program fees. In special cases we offer fee waivers to help families in need. Families with siblings in the program receive a 10% fee reduction for both kids.

**Goal of Request:** Ensure scholarship support is meeting the needs of our membership

**Activities to Achieve Strategy:** Create multiple application windows Streamline application and decision process Effectively communicate program guidelines

**Quantifiable Results of Strategy:** Survey feedback showing that those who need support were able to get it

**What impact will this program make in the community and how will you measure that impact:** This grant will directly benefit families in the community by enabling participation in programs and races through scholarship and program support. We measure the success of all our programs through survey tools. We constantly work to make improvements and use the survey data to help us modify programs to better serve our population.

## SOS Outreach

*SOS Outreach changes young lives, building character and leadership in underserved kids through mentoring outdoors.*

**Total number served by the program:** 300

**Award (Cash, In-Kind, or Both): \$1,000 & Facility Rental**

**Describe the project/program(s) to be funded:** SOS programs are progressive and accomplish three overarching goals - develop positive relationships and a sense of belonging, enhance self-regulation through social and emotional learning skills, and develop strong character by applying core values and through community service. In the Learn-to-Ride Introductory year, SOS recruits youth in partnership with schools and youth agency partners, who face financial, social, emotional, and/or familial risks that increase youth's propensity to develop future negative behaviors. Youth participate in 5-days on the mountain and receive professional instruction. Youth are guided with the SOS core values (courage, discipline, integrity, wisdom, compassion, humility), which provide a framework for positive decision making. These core values are integrated into all parts of the program and lay the foundation for youth to develop their sense of belonging. Youth who complete the introductory phase progress to the Mentor Program, which spans multiple years. Each year of the program curriculum requires increased youth participation in skill development and community service commitments. Youth are matched with a positive peer group and a positive adult mentor. The connection to a mentor group is paramount to the impacts of the program as the connection to a trusted adult is the number one protective factor for resilience development. As evidenced through evaluation, the greatest impacts for SOS youth are realized through youth's participation in the progressive Mentor Program. The curriculum in combination with the support of community mentors provides youth with intensive support. SOS engages 38 mentors in Summit to accomplish this.

**Goal of Request:** Positively develop 300 local Summit County youth, achieving the three goals of the SOS Outreach program - Develop positive relationships and a sense of belonging, Enhance self-regulation through SEL skills, and Develop strong character by applying core values and through community service.

**Activities to Achieve Strategy:** Recruit and train over 30 local community mentors

**Quantifiable Results of Strategy:** 300 local youth participate in programs. Over 30 local mentors engage with programs and are matched with youth groups for mentorship & development.

**What impact will this program make in the community and how will you measure that impact:** SOS Outreach encourages positive development and prevents harmful behaviors (such as dropping out, mental health problems, and substance abuse) by enhancing resilience through fostering self-efficacy and building social and emotional learning (SEL) skills. The first year of the program, Learn-to-Ride, engages youth through outdoor activity, and lays the foundation for youth to progress to the subsequent 4-year Mentor Program. Following the Mentor Program, youth engage as Junior Mentors, where they have the opportunity to mentor younger SOS participants and apply their leadership skills. The progressive curriculum is built around four SEL sets of skills: Relating well to Others, Understanding and Managing Feelings, Responsible Decision Making, and Social Responsibility. The local mentors engaged with SOS model these skills for youth, and provide practice opportunities for youth to try their learned skills and transfer those skills to different environments. For SOS, these different environments include skill-building workshops, community service projects, and leadership panels. Through the program youth are then able to transfer their skills to environments outside of SOS Outreach. SOS measures impact through the administration of pre and post program surveys. Local community service projects, integral to the curriculum, make a positive impact on Summit County through the integration and education of youth. In Summit County active community service project partners include Friends of the Dillon Ranger District, High Country Conservation Center, Blue River Horse Center, Summit County Rotary, and the Summit Animal Shelter. In the third year of the Mentor Program, youth self-select a community service project to impact locally.



## **St. Anthony Summit Hospital Foundation**

*The mission of the St. Anthony Summit Hospital Foundation (SASHF) is to raise and allocate philanthropic funds, and awareness for St. Anthony Summit Hospital (SASH) hospital's programs and services that benefit the underserved, the elderly, and the community at large. The mission of SASHF in conjunction with SASH is to "extend the healing ministry of Christ by caring for those who are ill and by nurturing the health of the people in our communities."*

*Program: Bristlecone Health Services brings quality, compassionate home care and hospice services right in the comfort of your own home. Bristlecone Health Services is a program under St. Anthony Summit Hospital Foundation. St. Anthony Summit Hospital Foundation is one of 14 hospital foundation's under Centura Health. The 501c3 is under Catholic Health Initiatives Colorado Health Foundation (CHICF) and this entity oversees Centura Health hospital foundations under Denver Metro and Greater Colorado Kansas Group (Durango, Colorado Springs, Frisco, Canon City, Pueblo and western Kansas). St. Anthony Summit Hospital Foundation does not have it's own 501c3 designation.*

**Award (Cash, In-Kind, or Both): Facility Rental**



## Summit After Prom

*The mission of After Prom is to provide a safe, entertaining, and substance-free evening event for Summit High School and Snowy Peaks High School junior and seniors and their guests on the night of the SHS Prom in April. The After Prom is an unforgettable experience in the controlled area of the Summit County Community and Senior Center where attendees can socialize and enjoy post-prom activities together.*

**Total number served by the program:** 175

**Award (Cash, In-Kind, or Both):** \$1,000

**Describe the project/program(s) to be funded:** This grant will help support After Prom 2023. The Annual After Prom event started in 2012 as an initiative between parents, the Summit Prevention Alliance and the Drug Free Community Coalition. It continues to be endorsed by Community Cares Initiative, a community coalition, that is focused on youth making healthy choices for a lifestyle free of alcohol and drug abuse. The event is organized by a group of PTSA parents from Summit High School and Snowy Peaks School. The Snowy Peaks Yeti Fund Inc. serves as the fiscal agent for the annual effort. After Prom is held each year with activities such as a casino and prize giveaways. This year students won prizes throughout the event and at the end, exciting students and motivating them to stay and play games.

**Goal of Request:** After Prom will provide a fun, safe, and substance-free event for SHS and Snowy Peaks juniors, seniors, and their guests.

**Activities to Achieve Strategy:** Summer—Committee meets to plan the event, grant writing, and outreach to donors. Fall—After Prom information is sent to volunteers, parents, and students. Coordinate with school officials. January—Contracts are signed for venue and casino activities. February—Committee meets to finalize plans for April After Prom. April—Solicit volunteers for the evening of After Prom, meet with students to publicize the event.

**Quantifiable Results of Strategy:** The committee will meet and plan the event, grant writing, and outreach to donors. After Prom information will be sent to 100% of volunteers, parents, and students in coordination with school officials. 100% of funding will be obtained through grant writing and sponsorships. 100% of contracts will be signed for venue and casino activities. After Prom will attract approximately 175 students on the evening of the event.

**What impact will this program make in the community and how will you measure that impact:** After Prom addresses the need to offer and promote safe behavior during a time that can traditionally be especially high in the risk of drinking and driving by our local teens. "According to the National Highway Traffic Safety Administration (NHTSA), for the past several years during prom weekend, approximately 300 teens have died in alcohol-related car accidents." Source: An article, by The Huffington Post, "Also according to the NHTSA, one in three children under age 21 who died in alcohol-related accidents died during prom and graduation season." Source: An article, by The Huffington Post, NHTSA has also stated that more than one-third of youth under the age of 21 killed in alcohol-related fatalities in 2001 died during the months of April, May and June – prom and graduation season. Approximately 33% of traffic deaths of 15-to 20-year-olds are alcohol-related. We will measure the impact of After Prom by analyzing attendance at the event. Our goal is 175 students which we hope to meet by offering activities and offering prizes. We will also ask students and parents what they feel is the impact of the program, especially the conversation between parents and teens about fun but safe activities.

## Summit Colorado Interfaith Council

*Summit Colorado Interfaith Council strives to promote conversation among the people of Summit County around issues calling for a response to human needs.*

**Total number served by the program:** 2000

**Award (Cash, In-Kind, or Both):** \$5,000

**Describe the project/program(s) to be funded:** St. John the Baptist Episcopal Church spearheaded Thanksgiving to Go in 2016 after the church's Thanksgiving Community Dinner expanded beyond its capacity to provide Thanksgiving dinners in person. Fifteen community agencies were contacted to identify people in need. Faith communities and the general public donated food and money. The initial 2016 program distributed bags of food and \$25 grocery gift cards to about 150 needy individuals. Since 2016, TTG has expanded and modified its format. During the pandemic, TTG shifted to providing grocery gift cards only. In 2021, Eighteen different entities provided recipient names and \$50 gift cards were distributed to over 600 families. SCIC raised over \$32,000 to purchase gift cards including a \$5,000 grant Kroger and a \$1,000 check from Safeway. Because of the increasing cost of food, TTG's goal in 2022 is to provide \$100 grocery gift cards to at least 600 families.

**Goal of Request:** Goals are: 1. To give \$100 grocery gift cards to 600+ needy families so they can prepare a decent Thanksgiving meal. 2. To increase awareness in the Summit community of the needs and concerns of its less fortunate neighbors. 3. To further cooperative efforts between SCIC and Summit County non-profit organizations having similar outreach objectives. Success will be measured by an increase in the TTG gift amount and number of people served, a greater number of agencies providing recipient names, and more individuals participating in the TTG planning/execution committee.

**Activities to Achieve Strategy:** Develop marketing campaign including flyers, ad, logo, and demographic information for distribution to faith communities and the general public. Recruit recipients unto the committee.

**Quantifiable Results of Strategy:** Donations are received from more faith communities than in previous years. More individuals donate. More foundations support Thanksgiving to Go. And most importantly, more families are given Thanksgiving to Go grocery cards.

**What impact will this program make in the community and how will you measure that impact:** The overall impact of TTG is to bring the Summit community together to provide a Thanksgiving meal to those who could not otherwise afford it.

## Summit County Library Summer Reading 2023

*Summit County Libraries: More than Books, More than Buildings, your Connection to Community.*

*Program: Keeping children under 18 engaged in reading during the summer school break is a challenge for parents, caregivers and teachers, especially in Summit County with such a range of outdoor activities. The Summit County Library summer reading challenge is beloved by kids and parents alike to entice children to read over the summer. Participants from out of state, visiting with their children also participate and enjoy the reading portion (not the finale prizes). We continue to grow our numbers of participants yearly. In 2022, 183 Juniors, 95 Teens and 155 adults participated and teens and juniors achieved over 4,334 hours (180 days) of reading. We are one of the few organizations to provide free fun and educational programming throughout the week as well as entertaining performers to encourage the community to come to read. As they earn virtual badges, children receive free books to take home, in addition to checking out books that interest them.*

**Total number served by the program:** 15,000 library card holds

**Award (Cash, In-Kind, or Both):** Silent Auction Package

## Summit County Mountain Bike Alliance

*BUILD progressive trails in Summit County, MAINTAIN our vast network of trails, & UNIFY our diverse community around mountain biking.*

**Total number served by the program:** Over 5000 trail users/190 members through IMBA/2,600 Facebook followers

**Award (Cash, In-Kind, or Both): \$5,000**

**Describe the project/program(s) to be funded:** Since rebuilding our organization in 2020, our all-volunteer board has devoted thousands of hours to continuing the mission of this organization. SCoMBA has successfully built relationships with the USFS, local municipalities, and local land managers. We have assisted these groups to understand the needs of the local mountain biking community and provided valuable insight into developing new trails such as the Betty's to Chantilly connector in Breckenridge, the extension of Broken Wheel in Blue River, Bobsled in the Tenderfoot system of Dillon, the Ophir system in Frisco, and the Silverthorne Loop Trail. We have also offered trailwork days, beginner women's clinics, social events, and the Slush 'n Spokes race at Arapahoe Basin. However, our volunteer structure limits our ability to respond quickly to the needs of our community. We intend to increase our capacity to advocate for new trails, maintain existing trails as required, and increase our programming and community outreach by hiring a full-time Executive Director beginning in 2023. The Executive director will manage SCoMBA's day-to-day operations, ensuring the execution of mission-critical administrative, financial, and marketing/communications activities. This will allow the Board of Directors to focus on strategic planning, trail advocacy, and furthering our relationships with our Community partners. Along with the Board of Directors, the Executive Director will represent SCoMBA and the mountain bike community at meetings, events, and activities, develop and maintain strong relationships with land managers, and educate mountain bikers on courtesy, safety and respect for the trails as well as other user groups.

**Goal of Request:** Continue and expand SCoMBA's mission by hiring a full-time executive director by March 15, 2023.

**Activities to Achieve Strategy:** Research and determine the job duties and responsibilities of such a position, the desired qualifications, and the expected pay and benefits - completed. Develop interview questions designed to elicit the candidates' abilities to think strategically, interact with diverse constituents, manage teams, and grow our organization by January 9, 2023. Develop a performance review framework to measure achievements on the dimensions described above by January 9, 2023. Develop and deploy the advertisement for the position by January 9, 2023 - started. Interview qualified candidates during February with an offer letter issued by March 1, 2023. Executive Director orientation completed by April 30, 2023.

**Quantifiable Results of Strategy:** Executive director hired by April 1 10 or more trail work days during the 2023-4 season 5 mountain biking clinics in 2023-4 2 mountain bike races in 2023-4 3 social events in 2023-4 Increase Revenue to at least \$100,000 during 2023-4 from the activities discussed earlier

**What impact will this program make in the community and how will you measure that impact:** Our goal to hire a full-time executive director directly supports our mission to build new trails in Summit County, maintain existing and new trails, and unify the Community, land managers, and visitors around a common goal to continuously improve the mountain biking experience in Summit County. Our programs visibly impact our residents, visitors, and the mountain bike industry because we: • Help maintain the trails on which our local and international races take place, including the Breck Epic, the Firecracker 50 and the Summit Mountain Challenge; • Improve the quality of life for our residents by advocating for and maintaining new and existing local trails that are accessible from our neighborhoods; • Provide programming that fosters community spirit such as our trailwork days, social events, bike clinics, and races; and •

Build relationships with local bike shops and provide valuable advertising for our corporate sponsors. We will measure our success by hiring a highly qualified Executive Director by March 15, 2023. If we succeed, we will basically have more of everything: more trail advocacy, more trail days, more clinics, more socials, more members (currently 190 through IMBA) and a fully developed corporate sponsor and grant writing program. In the future, we expect to hire at least two paid positions to manage aspects of our mission such as trails and community outreach. In short, we will be the equal peer of existing strong organizations such as Routt County Riders (RCR), Vail Valley Mountain Bike Association (VVMBA), and Colorado Plateau Mountain Bike Trail Association, Inc. (COPMOBA).

## **Summit County Senior Citizens, Inc.**

*To provide opportunities for enhancing the quality of life for resident and visiting seniors (those over 50) in Summit County through recreation, intellectual stimulation, physical activity, volunteering and philanthropic endeavors utilizing the Senior Center and community resources.*

*Program: This event is the Nordic component of our 50+ Winter games held annually in February. It is a two-day activity sponsored by Summit County Senior Citizen's, Inc. for our 50+ population.*

**Award (Cash, In-Kind, or Both):    Facility Rental**

## Summit County Youth

*The SCY mission is simple. We strive to create an environment where we can mentor students to LIVE BIG and LOVE BETTER*

**Total number served by the program:** 130+ local students/family member

**Award (Cash, In-Kind, or Both): \$1,200**

**Describe the project/program(s) to be funded:** We have an average of 3 programs per week that serve K - 12. Most are onsite programs that come with costs for snacks, games, and occasional giveaways/prizes. In addition we mobilize our programs through offsite adventures which comes with expenses to cover volunteer leaders plus fuel and vehicle maintenance on SCY van

**Goal of Request:** Provide an inviting, supportive and fun space that draws students into friendship with their fellow students and the SCY leadership team.

**Activities to Achieve Strategy:** Regular onsite programs Semi-regular offsite adventures

**Quantifiable Results of Strategy:** - Students return involvement week after week - Students inviting their friends to join the program

**What impact will this program make in the community and how will you measure that impact:** We provide a safe and comfortable place for local students to grow inside of our busy schedules. The impact is measured through increased quality of life for our participants and their families communicated through local testimonials. We have a goal to invest into the lives of 150+ students and better the homes of 100+ local families

## Summit County Youth & Family Mountain Mentors

*Summit County Mountain Mentors is a well-established community-based mentoring program that matches caring adult volunteers with youth ages 8 to 16. Mountain Mentors' mission is to positively influence the youth of Summit County to lead healthy lifestyles, through a consistent on-to-one relationship with an adult.*

**Total number served by the program:** 140

**Award (Cash, In-Kind, or Both):** \$2,000

**Describe the project/program(s) to be funded:** In Summit County, young people between the ages of 8 and 16 may be referred to Mountain Mentors (MM). Both mentors and mentees are asked to make a one-year commitment meeting eight hours per month. MM offers year-round activities in order to facilitate the relationship building process between mentors and mentees, from camping to cooking classes to community service projects. The MM program will be the beneficiary of this grant, to cover general operating support. This includes staff time and program expenses, including youth scholarships for activities, monthly group activities that are educational, recreational and/or life-skill options, snacks for activities, supplies, and program advertising.

**Goal of Request:** Increase youth resiliency through ongoing Mountain Mentors programming including one-to-one mentor relationships as well as group activities.

**Activities to Achieve Strategy:** • Send monthly newsletter to mentors and community partners to provide up to date program information • Research and arrange structured program wide events for all participants that focuses on youth connection with peers • Research and arrange structured program wide events for all participants that focuses on facilitating connection between mentors and mentees • Match new mentors to waitlisted youth to begin new mentoring relationships • Provide training to all program staff and new volunteer mentors about Racial Justice, Equity, Diversity, and Inclusion. • Administer program feedback surveys to youth and their families at the end of the school year to gain programming feedback

**Quantifiable Results of Strategy:** • At least 8 hours of mentoring hours per month per mentor and mentee each month of the 2023 calendar year • Provide 42 program wide events available to enrolled mentors, mentees, as well as wait listed youth, to facilitate peer engagement between youth and to facilitate engagement between mentors and mentees • Make at least 5 new mentoring matches • Send 12 program newsletters per year to mentors and community partners • Provide at least 4 trainings to program staff and volunteers mentors in Racial Justice, Equity, Diversity, and Inclusion, and mentoring best practices. • Administer program feedback survey to all enrolled youth in program, analyze survey results, and include survey results in final reports for Towns.

**What impact will this program make in the community and how will you measure that impact:** Youth & Family Services recognizes that with the Summit County community, there are pockets of need where our residents do not have opportunities to attain their full potential. These populations are disproportionately affected by health issues. Mountain Mentors staff are dedicated to creating the space for youth and their families to thrive. Connection to a mentor provides an avenue to resources, connection to the greater community, and not only a bridge between cultures but a celebration of the youth's identifying culture within the broader community. Additionally, the program provides formal pro-social activities and skill building opportunities. These program tenets allow youth to explore, develop, and solidify their identity, agency, and belonging. The impact of the Mountain Mentors program is measured by program enrollment, number of mentoring hours, number of new mentors to join the program and subsequent new matches created, and number of activities provided. Additionally, program staff administer program evaluation surveys to all youth enrolled in the program. When a mentee is matched with a mentor, they fill out a pre-survey that measures school connectedness, self-concept, and connection to a trusted adult. At the end of one year, youth are post surveyed to measure the changes in the three areas. Parents are also asked to fill out an annual survey asking about changes they see in their child, what they like about the program, and what additions or changes they would like to see in the program.

## Summit Habitat for Humanity

*Summit Habitat brings people together to build homes, communities, and hope.*

:

**Total number served by the program:** 50

**Award (Cash, In-Kind, or Both): \$1,000**

**Describe the project/program(s) to be funded:** SHFH's A Brush with Kindness (BWK) program works with local homeowners who are struggling to maintain safe, decent, housing by supporting basic home repairs and/or ADA modifications. Each year Summit Habitat's staff and volunteers support struggling seniors with basic home repairs across our communities. From our most recent 12 BWK projects 1 client lived in the Blue River Basin and 2 lived in the Town of Breckenridge. These projects included: smoke detector repair + education, roof repairs, plumbing repairs, and ADA modifications. Our Fresh Start was created with the understandings that we can all benefit from a hand up during hard times. The Fresh Start Program empowers those reestablishing their sense of home in Summit County communities. Through the local generosity of neighbors and philanthropists, and through partnering with local service providers, the Summit Habitat ReStore helps furnish a fresh start. In 2022 SHFH supported clients facing challenges such as, disaster resulting in the loss of home, foster care youth starting college, and families fleeing violence. We're proud to partner with CASA of the Continental Divide, Summit County Human Services, Summit County Advocates and FIRC.

**Goal of Request:** Empower Summit County locals to establish or sustain a sense of safety and home.

**Activities to Achieve Strategy:** - Establish volunteer infrastructure - Targeted volunteer recruitment - Continue partnering with the Summit Senior Center for referrals/applications. - Ensure there are on going volunteer opportunities to support home repairs.

**Quantifiable Results of Strategy:** - min of 1 BWK project each month. - 12+ projects in 2023 - 10 Fresh Start clients in 2023<sup>SEP</sup>

**What impact will this program make in the community and how will you measure that impact:** Supporting seniors with home repairs and ADA modifications empowers these local homeowners to age in place. Our Fresh Start program empowers local who are starting over to re-establish their sense of home. This is foundational for any individual or family to find stability.



## **Summit High School**

*Mission: SHS will connect with each student to help them thrive. Goals: • Facilitate each student's Social Emotional Competencies to ensure a strong foundation of skills to excel in and out of SHS. • Prepare each student for their next step academically by ensuring they are on track to meet future goals.*

*Program: Summit High School Scholarships & Staff retreat*

**Award (Cash, In-Kind, or Both): \$10,000 & Facility Rental**

## Summit Lost Pet Rescue

*Summit Lost Pet Rescue is an animal protection and welfare organization devoted to educating the public about lost pet prevention, finding lost pets in Summit County, Colorado and reuniting them with their owners.*

**Total number served by the program:** 405 families have been served to date by us finding their lost pets. That number is expected to grow. We have a very wide and far reach on our Facebook pages with over 60,000 supporters across the country on our Summit Lost Pet Rescue page, and groups that we cross-post on: One Man's Junk Summit County, Summit County Loves Their Pets, and Dog Gone Summit County.

### **Award (Cash, In-Kind, or Both): \$2,500**

**Describe the project/program(s) to be funded:** Each year, countless pets are separated from owners and caregivers. An untold number of animals in our area are lost in the wilderness, car accidents along the I70, or from home, taking up the limited resources of the local Animal Control, Shelter staff and local police. Being separated is traumatic for a pet and owner, but when a pet is lost in the wilderness this creates additional challenges for everyone, including the rescuers who search for them. Summit Lost Pet Rescue, Inc is growing by the hour. In order to continue at this pace, we need funds to continue with the high demand of our lost pet rescue services. The funds will help the Directors manage the Mission Coordination and Volunteer Management. This person(s) manages and oversees all the lost pet rescue missions, while managing the volunteers and mission coordination, and works directly with the owners. We will establish more aggressive orientation programs for volunteers, educational programs within the community, and train more team leaders and mission coordinators in the field to help assist with increasing numbers of lost pet reports that we receive.

**Goal of Request:** The goal is to keep up with and meet the increasing high demand to help find lost pets, while maintaining our high success rate of finding the lost pets. To do this, we need to maintain the Director(s) positions to continue with our Mission Coordination & Volunteer Management while overseeing every lost pet rescue mission and providing lost pet rescue services. It is very important that we continue with our mission and work through the massive growth we've seen in the past couple years. The increase for the demand of our services has grown exponentially due to the increase in lost pets and an increased number of owners reaching out to us for help. Speed is of the essence in most searches and maintaining the Director(s) positions will continue to allow for faster response times and more successful finds and happy reunions.

**Activities to Achieve Strategy:** Summit Lost Pet Rescue's Director(s) will continue to provide expanded services & training with staff and volunteers to increase our Team Leader and Mission Coordinators to manage more rescue missions. We will continue to train our team about lost pet behaviors, increase our number of experienced rescuers who provide hands on practical help and a team of dedicated volunteers for recovering a lost pet, including: setting up comfort/scent stations with the owner or volunteers, hanging the neon signs to increase public awareness of the lost pet, learning about body language and calming techniques, setting up and maintaining game cameras, and increasing the skill set of trapping the lost pet. We will continue to provide step by step search protocols on our website and Facebook page, and coach the owner every step of the way until their pet is found. We will maintain and grow our social media presence on Facebook and nextdoor.com. The more people in the community who know about us and our services, the more lost pets will be saved. We will continue to grow our relationships in the community to keep our credible reputation around the County.

**Quantifiable Results of Strategy:** We can continue to track the number of lost pet rescue missions we assist with along with the number of successful reunions. To date we have saved 405 lost pets, 309 dogs and 96 cats. We had 102 missions in 2020, 189 missions in 2021 and already at 153 missions in 2022, with 4 months left to go. This gives us an overall success rate of 91% across the board. We have a 100% success rate for lost dogs, 91% success rate for indoor only cats, and 60% success rate for indoor/outdoor cats.

**What impact will this program make in the community and how will you measure that impact:** This grant will help us continue to save lost pets lives and keep families together!! The Director(s) will be able to continue to oversee the Mission Coordination & Volunteer Management which will help us keep up with the increased demand of our services and manage multiple lost pet rescue missions at once. We will continue to participate in Community Outreach events to educate the community on lost pet prevention and steps to take if you lose or find a pet. This is very important so we can be proactive to try to limit the number of lost pets. The measurement of impact will be to continue with our already high success rate in finding these lost pets, an increase in social media coverage and supporters, and increase volunteer training for Team Leaders & Mission Coordinators out in the field running the lost pet rescue missions.

## Summit Radio & TV 2022

*The mission of SPRTV is to foster an informed, entertained and involved community by providing public and commercial radio stations and digital television programming to Summit County. SPRTV provides half of all FM radio and all of the free Over-the-Air television that Summit County residents and visitors enjoy. While the programming is developed by the stations themselves, it takes SPRTV's equipment and operations to actually deliver that programming to residents and visitors.*

**Total number served by the program:** The FM radio and OTA TV programming that SPRTV delivers is available free of charge to 30,941 Summit County residents (US Census data 2021), the hundreds of thousands of visitors to Summit County each year, and the passengers of the 12.7 million vehicles that pass through the tunnel (2021).

### **Award (Cash, In-Kind, or Both): \$5,000**

**Describe the project/program(s) to be funded:** The "Power the Towers" Capital Project is beyond the scope of what SPRTV can accomplish on its own. Programming is developed by the stations themselves but it takes SPRTV's equipment to deliver programming to residents and visitors. The two-mile long power line on Baldy that powers the equipment is nearing end-of-life and has to be replaced. By replacing the power line and installing conduit for fiber optic cable, SPRTV will ensure that residents and visitors have continued access to essential news and cultural media and enable the site to function as part of wireless networks, emergency communications and other technological enhancements.

**Goal of Request:** Replace the power line on Baldy which powers the equipment that delivers radio and TV programming to Summit County. Help us get the word out about what we do, attract donors and continue operating without tax-based revenues. These funds will further allow SPRTV to maintain and upgrade the electronics, systems and site.

**Activities to Achieve Strategy:** Continue working with Summit County to achieve funding goals: -Seek grants from towns, foundations, and other organizations -Pursue more donations from members and individuals -Target potential high- donation individuals with one-on-one pitches -Develop fundraising events including the Elks Breakfast, Baldy hike -Sell power line contributions by the foot -Work with user stations to fundraise -Utilize Colorado Gives Day for funding push Implementation: -Manage project -Work with Summit County to ensure proper permitting and installation of power line and associated equipment -Oversee budget -Test equipment -Monitor progress -Implement restoration plan -Work with NWCOG to seek ways to utilize the conduit for broadband needs -Lay the conduit for future broadband or other technology options -Look for opportunities to share access to the electrical supply the power line will provide, as practical Operations: -Expand use of web tools and social media to increase awareness of SPRTV and its services -Conduct public relations via press releases and chamber e-blasts -Provide presentations and/or community outreach activities to local service groups and other key audiences -Continue essential discussions with SPRTV partners and key stakeholders, including radio stations and local governments -Host events with NRO/BMF/KUNC/KUVO/KCME, Elks breakfast, etc. -Recruit new board members -Codify existing policies and procedures to ensure effective succession planning -Invest in improving equipment used for existing operations

**Quantifiable Results of Strategy:** -Use Sparky the mascot to track capital contributions -Equipment will be installed - Engineering plan for running the power line developed -USFS permits in place -Easements in place -Facebook fans increase by at least 50% -Constant Contact utilization for regular communications at least 4/year -A minimum of 4 articles in SDN -4 presentations and/or community outreach activities completed -All key partners receive a minimum of one communication via phone or face-to-face annually -Increased requests for technical assistance and OTA antennae support - Expand membership by at least 10% -A minimum of 2 additional fundraising events held -A minimum of 2 new / replacement board members recruited

**What impact will this program make in the community and how will you measure that impact:** Without the work of SPRTV, half of the FM radio stations and all of the over-the-air (OTA) TV stations currently available in Summit County would disappear. The programming is developed by the stations themselves but it takes SPRTV's equipment to actually deliver that programming to residents and visitors. If you listen to NPR or classical or country or jazz or Spanish music in your home, car or office, you are benefitting from SPRTV's work. Stations made available in Summit County via SPRTV include the following: -Over-the-air (OTA) TV: 10 stations on 3 digital translators, providing access to NBC, CBS, ABC, Rocky Mountain PBS, FOX, Telemundo, KWGN/CW, Colorado Public TV, KTVD and KCFR audio (NPR news). -FM Radio: KCME (Classical); KQSE (Spanish language); KUVO (NPR and Jazz); KSKE (Country), and The Colorado Sound (Adult Album Alternative). SPRTV provides technical and marketing support to KUNC (NPR all news/talk programming).

## Summit Rotary Charitable Fund Community Dinner 2023

*The Summit County Rotary Club's mission is to enable Rotarians to advance community and world understanding, goodwill, and peace through the improvement of health, the support of education, and the alleviation of poverty.*

**Total number served by the program:** Because the Community Dinner recognizes people's need for privacy, names are not taken at the dinners. The only information we collect is the number of adults and the number of children at each dinner. In 2021 we served 9,440 meals (of which at least 413 were served to children). In 2022, through August 9, we have this year served 5,312 meals (with at least 622 of those served to children). The numbers generally grow during the winter months.

**Award (Cash, In-Kind, or Both): \$1,500**

**Describe the project/program(s) to be funded:** The project for which we are seeking funds is the Community Dinner Program. The Community dinner began in March, 2009 and as of August 9, 2022, has served 190,305 meals (of which at least 27,121 were served to children). It is open to all comers and is served in partnership with the Elks Lodge. It takes thousands of hours each year in volunteer time to cook, serve, and clean up after the diners. It is a massive effort that has been sustained only through funds from within our community and the dedication of a number of amazing volunteers. Each year approximately 12 entire meals are paid for, prepared and delivered by restaurants, individuals, and the ski areas. The balance of the meals are prepared by Rotarians and other volunteers who purchase food, prepare it, serve it and clean up afterward. This grant request would help to purchase the food and to offset some of the dinner management fees and rental fees for the venue.

**Goal of Request:** Provide a free, nutritional dinner each week to anyone who wants to take advantage of it, and when able, provide an opportunity for participants to socialize/connect with others.

**Activities to Achieve Strategy:** 1. Apply for appropriate grants at each governmental agency and private foundation to obtain enough money to buy food and pay expenses. 2. Meet with private donors to raise additional funds. 3. Arrange with businesses to provide 10 to 12 meals per year, including food as well as preparation and delivery. 4. Work with groups throughout the community to provide volunteers to serve the meals and clean up afterward.

**Quantifiable Results of Strategy:** 1. A sufficient amount of money is received. 2. A sufficient amount of money is received. 3. A schedule is prepared so each of the 10-12 businesses knows when it is to provide a meal. 4. A sufficient number of volunteers are added to the master schedule and confirmed each week prior to the dinner.

**What impact will this program make in the community and how will you measure that impact:** The impact on the community falls into three major categories – 1. Dinner guests, 2. Volunteers, and 3. The overall community. Dinner guests can be under or un-employed families or resort industry workers, seniors, community members, visitors, and children. Each week these people have the opportunity to eat a high-nutrition, balanced meal. They also have the ability to connect with others in the community and to share a warm, dry place in which to gather. And finally, families can enjoy time with each other without the stress of fixing dinner. See the additional information section, below, for changes made due to the virus. Each year approximately 100 volunteers fill the numerous slots needed to produce the dinners, and nearly 25 organizations volunteer to work together as a team to help build camaraderie and to show their support for the community. Research shows that volunteering is a great way for people to add meaning to their lives and gain a sense of accomplishment. The overall community gets the sense of generosity and pride of living in an area where people come together to prepare a weekly meal for anyone who needs or wants it. It brings together big and small organizations, the ski areas, the hospital, and many other entities that support the mission of the Community Dinner through in-kind donations, monetary donations and donation of their time.

## **Summit Tigers American Legion Baseball**

*The mission of the Summit tigers American Legion Baseball Team (STALB) is to offer high school students the opportunity to develop their baseball skills while also teaching the importance of teamwork, discipline, leadership and good sportsmanship.*

*Program: Quality field use for Legion/HS age baseball program, as well as auction items for a fundraiser The golf tournament is our main fundraiser for the year, and we provide around half of our funding to the program through this event.*

**Award (Cash, In-Kind, or Both):    Silent Auction Package**

## **Summit Youth Baseball**

*The mission of Summit Youth Baseball is to promote baseball in a safe, fun, and affordable environment for boys and girls in Summit County ages 4-18. Summit Youth Baseball promotes the idea of growth in baseball skills at all levels, good sportsmanship, honesty, respect, loyalty, and a sense of teamwork through a positive competitive environment, so that our youth may become strong, healthy, well-adjusted members of the community.*

*Program: To provide some quality field use for our Spring, Summer and Fall Baseball programs. Fundraising allows us to offer affordable programming. With a growing program and the loss of one ball field in the county, we are challenged in having enough time on fields.*

**Award (Cash, In-Kind, or Both):    Silent Auction Package**

## **Team Breckenridge Sports Club**

*It is our mission to provide youth athletes with the positive environment and balanced guidance that fosters self-confidence, embraces goals, and nurtures lifelong love for the mountains and snow sports! Team Breckenridge is a ski team for athletes of all ages and abilities. Our primary goal is to help each athlete learn the necessary tools to be successful at any goal they choose, whether it be athletics, arts, education, occupation, or any other personal interest.*

*Program: These items would be used during our annual fundraising silent auction in April of 2023. The funds raised will be used to provide scholarships to Summit County youth.*

**Award (Cash, In-Kind, or Both):   Silent Auction Package**

## Team Summit Colorado

*The mission of Team Summit Colorado is to be a youth development organization that empowers our athletes to realize and celebrate their personal podiums through athletics, education, and life skills by participating in innovative programming at our world-class venues.*

Total number served by the program: 654

### **Award (Cash, In-Kind, or Both): Silent Auction Package**

**Describe the project/program(s) to be funded:** The scholarship program helps with tuition assistance for need base families.

**Goal of Request:** Raise money for the scholarship committee to award financial support to need-based families.

**Activities to Achieve Strategy:** Golf Tournament Grants Giving Campaigns

**Quantifiable Results of Strategy:** 50 scholarships for need-based families

**What impact will this program make in the community and how will you measure that impact:** The scholarship program helps lower-income families with funding so their kids can participate in programming. We will measure how many kids can be supported with scholarships.



## The Cycle Effect

*TCE's mission is to empower young women through mountain biking to create brighter futures and build stronger communities. Our Girls Mountain Bike Program is offered to young women, ages 10 to 18. We aim to serve 70% of participants who identify as Latinx and/or Black, Indigenous People of Color (BIPOC) and work to remove financial barriers while supporting social-emotional well-being for our participants.*

**Total number served by the program:** 80

**Award (Cash, In-Kind, or Both):** \$2,200

**Describe the project/program(s) to be funded:** The average cost to get involved in the sport of mountain biking for an individual is anywhere from \$3,000 to \$5,000. To combat this, TCE provides year-round programming at a cost of \$200 per participant, while also providing scholarships for those unable to afford this fee. Understanding that cost and accessibility is one of the biggest barriers to the sport and outdoor recreation, TCE makes access to recreation possible without pushing families beyond their economic means. In addition, we understand transportation to local trails and after-school programs pose an additional barrier. TCE provides transportation for athletes and intentionally holds practices at convenient locations that are accessible for students directly after school. Scholarship supports allows us to offer programming to any young women interested despite their families economic means.

**Goal of Request:** Engrain life skills such as goal setting, overcoming obstacles, time management, stress management, healthy decision making, and fitness and nutrition, that will transfer to their everyday lives outside of TCE.

**Activities to Achieve Strategy:** Conduct practices on Mondays & Wednesdays after-school and year-round at convenient practice locations.

**Quantifiable Results of Strategy:** TCE will engage 80 young women in Summit County.

**What impact will this program make in the community and how will you measure that impact:** In 2023, The Cycle Effect will continue to serve up to 80 young women in Summit Counties, of which 75% will identify as Latinx and/or BIPOC. The Cycle Effect uses a variety of tools, both quantitative and qualitative to measure the progress and impact of the program goals and objectives. Through our application process, TCE asks questions that refer to cultural background, socioeconomic status, and preferred language, among other variables, that help us collect important information. On a bi-annual basis, participants respond to a survey that includes questions in each area of the three program components. Survey questions focus on individual physical fitness progress, nutritional habits, stress management, confidence, perception of their impact on the community and environment, support received by coaches and mentors and peer interactions. It also tracks perception of self-efficacy, responsibility, social/emotional wellness, grit and determination.

## The Peak School

*The Peak School seeks to ignite a passion for learning, to develop students of diverse talents and backgrounds who think critically and act with integrity, and to graduate compassionate, confident, capable students who will embrace their roles as local and global citizens.*

*Program: With any money raised, we will put the money towards tuition assistance.*

**Total number served by the program:** 87 students.

### **Award (Cash, In-Kind, or Both): \$1,000 & Silent Auction Package**

**Describe the project/program(s) to be funded:** With any donations and money raised, we will use the money towards tuition assistance. For this school year, we are able to award \$362,000 in tuition assistance, but with more money we could accept more students and offer more tuition assistance.

**Goal of Request:** The goal of this request is to raise money for our tuition assistance fund.

**Activities to Achieve Strategy:** Any money awarded will go directly towards tuition assistance for The Peak School.

**Quantifiable Results of Strategy:** We will keep track of the number of families qualifying for and receiving tuition assistance.

**What impact will this program make in the community and how will you measure that impact:** The Peak School provides an alternative option for education in Summit County. With smaller class sizes and a flexible schedule, we are able to cater towards gifted and talented students, dyslexic students, student athletes and students who prefer a smaller learning environment.

## The Summit Dance Fund

*The Summit Dance Fund provides Summit County Dancers the opportunity to further their dance education by providing scholarship opportunities.*

**Total number served by the program:** 25

**Award (Cash, In-Kind, or Both):** \$1,000

**Describe the project/program(s) to be funded:** Dancers can request to attend any dance program outside of Summit County. Dancers have utilized scholarships to attend the Joffrey Ballet School Summer Program, Perry Mansfield, LA Dance Magic, Fluid Dance, and Hollywood Vibe. These young dancers are learning life and dance skills around the country.

**Goal of Request:** We would like to continue to fund dance educational opportunities outside of Summit County.

**Activities to Achieve Strategy:** We are actively seeking new revenue generators. We hope to continue our community involvement, and performing opportunities add to our dancer's experience and professionalism.

**Quantifiable Results of Strategy:** 75 Scholarships awarded in 2023 Performance exposure to exceed 2,000 attendees

**What impact will this program make in the community and how will you measure that impact:** Dance education teaches so much more than dance. Dance is a sport and an art form. Our dancers develop life skills, poise, appreciation for art, and so much more from this program. We will measure our impact by the number of scholarships and a dollar amount given back to our program participants. We collect personal statements from our scholarship recipients to truly capture our impact.

## **The Summit Foundation**

*The Summit Foundation is the leading organization inspiring people and mobilizing resources to improve and enrich the lives of individuals in Summit County and neighboring communities.*

*Program: The Summit Foundation's employee giving reception celebrates gifts made to The Foundation by employees of our local corporate partners. These valuable contributions allow The Foundation to continue improving quality of life for the community at large. The Great Rubber Duck Race, held over Labor Day weekend every year, is a family fun event where over 10,000 ducks are sent down the Blue River in Breckenridge. Prizes are awarded to winners in various categories and to randomly selected participants.*

**Award (Cash, In-Kind, or Both): Facility Rental**

## Timberline Adult Day Services

*Our mission is to be a leader providing adult day programs and caregiver respite care in our community. Our vision is for Timberline to be an integral sustaining member of a healthy community.*

**Total number served by the program:** 60

**Award (Cash, In-Kind, or Both): \$5,000**

**Describe the project/program(s) to be funded:** As Summit County's only Adult Day Respite Care program, Timberline provides much needed respite for primary caregivers who live and work in our community. Their loved ones cannot live home alone safely and Timberline gives the families a valuable place for their loved one to socialize, exercise and participate in community outings. Our participants are actively engaged daily in the towns wonderful resources such as: library outings, Frisco marina boating, Silverthorne Rec Center, Frisco Historic Park events, Summit County Animal Shelter, Breckenridge Ice Sculptures, Breck Create, snowshoeing at Frisco Adventure Park, The Next Page, FoothillsRest, Dillon Farmer's Market, and outings to numerous parks, to name a few. Timberline operates five days per week, 8 hours per day, 50 weeks per year, providing caregivers up to 2,000 hours of respite annually. Our challenge is maintaining full operations considering that insurance reimbursement payments only cover about 40% of costs. The remaining 60% of funding is obtained from charitable gifts and grants.

**Goal of Request:** Provide access to respite care equal to 2,000 hours annually per participant, up to 36,000 hours annually for our community.

**Activities to Achieve Strategy:** Employ professional care staff each day at the level needed to support the daily participants. Attract care volunteers to assist staff and enrich the program with individual skills or specialized services, such as music or art sessions.

**Quantifiable Results of Strategy:** Hours of operation per day, days per week, weeks per year, and total respite hours provided.

**What impact will this program make in the community and how will you measure that impact:** Our impact is measured by the number of adults served annually and our ability to provide a day program center for the hours, days and weeks per year we plan to be available. Our key impact is to provide a day program center with dedicated professional staff to accommodate a yearly schedule of programs that meets the needs of our individuals and families in Summit and surrounding counties. Additionally, we will ensure that all individuals in need receive service, regardless of ability to pay. We will measure this by determining the number of hours and cost of donated services to individuals.

## TreeTop Child Advocacy Center

*TreeTop Child Advocacy Center's mission is to provide a safe place that empowers children and their families to end abuse through intervention, advocacy and support services.*

**Total number served by the program:** TreeTop is projected to serve approx. 300 individuals in 2023 with direct victim support.

**Award (Cash, In-Kind, or Both): \$5,000**

**Describe the project/program(s) to be funded:** The requested funding will contribute to the following general operating expenses of TreeTop Child Advocacy Center. Full time Staff support and contracted partners: Our staff consists of an Executive Director/forensic interviewer, 1 victim advocate/forensic interview, and 1 full time advocate. To better serve our clients we have moved toward utilizing in-house forensic interviewers as well as in-kind donated interviewers to eliminate conflict of interest and schedule forensic interviews with children as quickly as possible to best support the child and investigation. We contract a bilingual forensic interviewer for the Spanish speaking families that we serve and hope to bring her on to a full-time position soon in order to better support the Spanish speaking community through additional advocacy, outreach and educational programming. TreeTop contracts a behavioral health specialist to consult on cases and assist in appropriate behavioral health referrals in order to support in the healing of children after a traumatic event. TreeTop Programming: Education and outreach are a huge proponent to decreasing the prevalence of child sexual assault and maltreatment. As a Child Advocacy Center, we are committed to increasing community awareness and education to combat these issues. Our staff will be creating programming for community outreach within schools and daycares, extracurricular camps, community outreach programs including in-person trainings and materials to spread awareness.

**Goal of Request:** Increase support services to families impacted by child maltreatment and sexual assault. Increase community education and awareness to increase prevention.

**Activities to Achieve Strategy:** Align all operating procedures with National Childrens Alliance accreditation standards. Foster linkage agreements with behavioral health providers. Conduct community need assessment regarding outreach opportunities. Implement training/education programs. Conduct client satisfaction survey.

**Quantifiable Results of Strategy:** Greater number of clients accomplishing trauma symptom reduction. Higher client satisfaction. Increase the number of services granted.

**What impact will this program make in the community and how will you measure that impact:** When cause for concern regarding the safety of a child is brought to the department of human services or law enforcement, TreeTop is asked to conduct a forensic interview. A forensic interview is conducted by staff who has received a minimum of 56 hours training in the semi-structured narrative process to conduct a developmentally appropriate, neutral interview designed to elicit accurate information about the concerns. All family members will be provided with ongoing advocacy support immediately upon receiving the referral and throughout the life of the case. Each child interviewed will be screened by our behavioral health consultant who will refer an appropriate mental health provider and will oversee treatment goals. Children are also screened and referred for appropriate medical examinations. TreeTop is working diligently to align operating procedures with that of the National Children's Alliance accreditation standards and will be putting into practice monthly case review meetings in which all members of the Multidisciplinary team will review all aspects of cases and ensure that the family and investigation is being supported fully. TreeTop's trauma-informed approach to providing families with a full spectrum of services will significantly increase the family's ability to respond from the trauma they endured in a positive way. To address our communities needs regarding prevention, TreeTop staff will be reaching out to education and community service partners to assess needs regarding prevention education. Staff will be creating a curriculum to address the assessed needs within the community and conduct ongoing community assessments to measure the results.

## Women's Resource Center of The Rockies

*Women's Resource Center of the Rockies offers life-affirming choices and compassionate care to women, men and families facing an unintended pregnancy. Women's Resource Center of the Rockies (WRC) provides a place where women and men can grapple with an unintended pregnancy and other pregnancy-related or sexual health issues without fear of judgment or shame. Clients are treated with love and respect by all staff.*

**Total number served by the program:** 2022 YTD 27

**Award (Cash, In-Kind, or Both): \$2,000**

**Describe the project/program(s) to be funded:** We offer consultation, counseling, pregnancy tests, and sonograms in addition to sourcing additional programs in Summit county for our clients.

**Goal of Request:** We are everywhere in the community sourcing programs and resources for our clients. We are working with various in county partnerships to grow services and meet the needs of our clients.

**Activities to Achieve Strategy:** Grow Staff Source Additional Resources expand hours

**Quantifiable Results of Strategy:** We use a metrics report to monitor our activities in the community and in the center

**What impact will this program make in the community and how will you measure that impact:** This program continues to broaden it's impact. We work with with the nurse partnership program, Casa Gabriel and our Men's mentorship to not only ensure mom and babies have support during their pregnancy but to build a foundation of success after the baby is born. We measure our impact continuously through our STATS metrics and adjust to accomodate more needs as they are presented to us.

## Youthentity

*Youthentity's mission is to empower and prepare youth for successful futures through financial education and career readiness.*

**Total number served by the program:** The grant will serve an estimated 79 Frisco students. We anticipate serving 40 students at Frisco Elementary and 39 students at Summit Middle who are Frisco residents. We anticipate serving a total of 260 Summit Middle students from all over Summit County.

**Award (Cash, In-Kind, or Both): \$2,500**

**Describe the project/program(s) to be funded:** I Am Financial Knowledge is a financial literacy program implemented gradewide in classrooms across Colorado. The program serves students at all of the public elementary and middle schools in Summit County. Level 1 is targeted at 5th grade students and Level 2 is targeted at 8th grade students. Students take a pretest and posttest and receive a check of \$.50 per correct answer on the posttest, up to \$15. The lessons satisfy the State of Colorado personal financial literacy standards for 5th and 8th grade respectively. The in-person version of the program is taught by facilitators who travel to different schools and lead four hours of hands-on lessons. They typically spend an hour in each classroom every day for four days. Students complete games, simulations, group work, and worksheets. The virtual version of the program was established in 2020 in response to distance learning. It allowed us to scale outside of the Western Slope to the Front Range and outlying rural communities we would otherwise have trouble reaching. Students complete a virtual workbook through Google Slides, including videos, drag-and-drop activities, worksheets, and links to resources such as loan calculators. The lessons can be completed individually or as group activities. Each teacher who leads the virtual lessons receives a \$200 cash award for being part of our facilitation team.

**Goal of Request:** Our goal is to provide financial literacy programming to Summit County students so they will have the knowledge and tools to become financially savvy adults.

**Activities to Achieve Strategy:** Communicate with teachers to find a time that fits their schedule to teach the program or host our facilitators. Schedule our trained facilitators to travel to the schools at the scheduled time to facilitate the workshops. Provide teachers completing the virtual program with the appropriate materials and information to implement the program.

**Quantifiable Results of Strategy:** Maintain programming in all seven public Summit County elementary and middle schools. Students achieve an average knowledge gain of 25% or higher across the county. Students achieve an average posttest grade of 20/30 or higher.

**What impact will this program make in the community and how will you measure that impact:** According to the National Endowment for Financial Education, 47% of adults live paycheck to paycheck and in 2021, 65% reported experiencing a major unexpected expense or financial setback. Tying this data together, it is safe to infer that many adults are unprepared for financial emergencies which can lead to problems with budgeting, saving, and debt management. Our program takes a proactive approach to financial education. By teaching students while they are young, we focus on establishing good habits to prevent financial problems from occurring in the first place. For example, by teaching students to save and invest 20% of their income, students are less likely to live paycheck to paycheck and more likely to have sufficient emergency savings available. Oftentimes our program is the first of many personal finance touchpoints our students will experience over their lifetimes. Our program sets the foundation for students to be effective in their personal habits while also building a network of financial professionals to support them with their banking, insurance, and investment needs. For example, by introducing students to the concept of credit in 8th grade, they will feel comfortable and familiar when they meet with a banker to apply for their first credit card. We measure the impact with pretest and posttest scores. In the 2021-22 academic year, Summit County students demonstrated a knowledge gain of 26.62%. They also earned an estimated \$6,679 in cash award checks to jumpstart their savings and apply the lessons they learned in class.



This Page Intentionally Left Blank



---

---

# Personnel Information

---

---



In order to remain competitive for the purposes of hiring and retaining employees, the Town believes a total compensation survey should be conducted every three years. The first survey was completed in 2006 with implementation on January 1, 2007. The salary survey scheduled for 2009 was postponed due to poor economic conditions and declining revenues. The Town conducted a thorough survey in 2016 and made compensation adjustments where necessary in 2017. The Town again conducted a survey in 2018. Similar to the 2016 survey, this survey was done in-house. Salaries were compared to equivalent positions on the Western Slope, in resort communities and in Front-Range towns and counties. Data from Mountain States Employer's Council and Colorado Municipal League was used to establish salary ranges for each position.

In the fall of 2021, an external compensation study was conducted and results provided early 2022. The Town believes the 2022 compensation survey will provide a clear and consistent compensation strategy. Through analyzing our current pay practices, combined with annual performance merit increases, the Town of Frisco will be competitive in the marketplace and remain a desirable workplace.

For 2023, Town Council authorized a maximum 5% performance appraisal merit increase; this increase is similar to those of other local entities. These increases take place throughout the year, as they are based upon employee anniversary date. Town Council also authorized a 1% allocation for necessary 2023 compensation adjustments where appropriate.

**Year-round Staff Pay Grade Structure  
2023**

<b>Grade</b>	<b>Working Title - TOF</b>	<b>FLSA Status</b>	<b>Min</b>	<b>Mid</b>	<b>Max</b>
<b>1</b>	Guest Service Attendant	Non-Exempt	\$ 41,600.00	\$ 51,084.80	\$ 60,569.60
			\$ 20.00	\$ 24.56	\$ 29.12
<b>2</b>	Police Administrative Assistant	Non-Exempt	\$ 44,720.00	\$ 54,916.16	\$ 65,112.32
	Town Hall Administrative Assistant	Non-Exempt	\$ 21.50	\$ 26.40	\$ 31.30
	Guest Services Assistant	Non-Exempt			
	Maintenance Worker	Non-Exempt			
	Museum Assistant	Non-Exempt			
<b>3</b>	Community Relations Technician	Non-Exempt	\$ 48,074.00	\$ 59,034.87	\$ 69,995.74
	Community Services Officer	Non-Exempt	\$ 23.11	\$ 28.38	\$ 33.65
	Finance Technician	Non-Exempt			
	Human Resources Assistant	Non-Exempt			
	Maintenance Operator	Non-Exempt			
	Marketing Program Specialist	Non-Exempt			
	Museum Guest Service Specialist	Non-Exempt			
	Museum Maintenance Technician	Non-Exempt			
	Permit Technician	Non-Exempt			
	Recreation Service Technician	Non-Exempt			
	Water Systems Operator	Non-Exempt			
<b>4</b>	Events Lead	Non-Exempt	\$ 51,679.55	\$ 63,462.49	\$ 75,245.42
	Deputy Town Clerk	Non-Exempt	\$ 24.85	\$ 30.51	\$ 36.18
	Finance Specialist	Non-Exempt			
	Maintenance Lead	Non-Exempt			
	Public Works Office Manager	Non-Exempt			
	Police Office and Records Manager	Non-Exempt			
	Procurement Specialist	Non-Exempt			
	Recreation Lead	Non-Exempt			
	Vehicle Technician	Non-Exempt			
<b>5</b>	Revenue Coordinator	Exempt	\$ 55,555.52	\$ 68,222.17	\$ 80,888.83
	Building Inspector	Non-Exempt	\$ 26.71	\$ 32.80	\$ 38.89
	Communications Coordinator	Exempt			
	Facilities Supervisor	Non-Exempt			
	Grounds Supervisor	Non-Exempt			
	Museum Programming Coordinator	Non-Exempt			
	Nordic & Trails Supervisor	Non-Exempt			
	Adventure Park Operations Supervisor	Non-Exempt			
	Planner I	Exempt			
	Recreation Supervisor	Non-Exempt			
	Recreation Programs Supervisor	Non-Exempt			
	Short-Term Rental/Housing Specialist	Non-Exempt			
	Streets Supervisor**	Non-Exempt			
	Water Systems Lead	Non-Exempt			

Grade	Working Title - TOF	FLSA Status	Min	Mid	Max
6	Accountant	Exempt	\$ 58,895.82	\$ 75,386.65	\$ 91,877.47
	Building Inspector, Senior	Non-Exempt	\$ 28.32	\$ 36.24	\$ 44.17
	Environmental Program Coordinator	Exempt			
	Fleet Services Supervisor	Non-Exempt			
	Marina Services Manager	Exempt			
	Marketing & Communications Program Manager	Exempt			
	Planner II	Exempt			
	Recreation Program Coordinator	Non-Exempt			
	Water Operations Supervisor**	Non-Exempt			
7	Events Program Manager	Exempt	\$ 64,785.40	\$ 82,925.31	\$ 101,065.22
	Guest Services Manager, Adventure Park	Exempt			
	Guest Services Manager, Marina	Exempt			
	Housing Program Manager	Exempt			
	Human Resources Manager	Exempt			
	Information Center Manager	Exempt			
	Marina Operations Manager	Exempt			
	Museum Manager	Exempt			
	Nordic & Trails Manager	Exempt			
	Adventure Park Operations Manager	Exempt			
	Senior Planner	Exempt			
8	Town Clerk / Assistant to the Town Manager	Exempt	\$ 72,559.65	\$ 92,876.35	\$ 113,193.05
	Principal Planner	Exempt			
9	Adventure Park General Manager	Exempt	\$ 81,266.80	\$ 104,021.51	\$ 126,776.21
	Chief Building Official	Exempt			
	Marina General Manager	Exempt			
10	Capital Project Senior Manager	Exempt	\$ 91,018.82	\$ 116,504.09	\$ 141,989.36
	Community Development Senior Manager	Exempt			
	Finance Senior Manager	Exempt			
	Assistant Public Works Director	Exempt			
	Assistant Recreation and Culture Director	Exempt			
11	na		\$ 101,941.08	\$ 130,484.58	\$ 159,028.08
12	Communications Director	Exempt	\$ 109,782.70	\$ 146,230.56	\$ 182,678.41
	Community Development Director	Exempt			
	Finance Director	Exempt			
	Human Resources Director	Exempt			
	Public Works Director	Exempt			
	Recreation & Culture Director	Exempt			
13	Chief of Police	Exempt	\$ 120,760.97	\$ 160,853.61	\$ 200,946.25
14	Assistant Town Manager	Exempt	\$ 132,837.07	\$ 176,938.97	\$ 221,040.88
15	Town Manager	Exempt	\$ 146,120.77	\$ 194,632.87	\$ 243,144.97

\*\* market premium applied

**SWORN POLICE OFFICERS  
2022-2025 PROGRESSIVE SALARY SCHEDULE**

<b>Police Officer</b>		<b><u>2022</u></b>	<b><u>2023</u></b>	<b><u>2024</u></b>	<b><u>2025</u></b>
Trainee	Academy Recruit	\$ 58,905.00	\$ 60,083.10	\$ 61,284.76	\$ 62,510.46
Step 1	Entry Level Police Training Officer	\$ 65,384.55	\$ 66,692.24	\$ 68,026.09	\$ 69,386.61
Step 2	1 Year Completed Service	\$ 70,615.31	\$ 72,027.62	\$ 73,468.17	\$ 74,937.54
Step 3	2 Year Completed Service	\$ 75,846.08	\$ 77,363.00	\$ 78,910.26	\$ 80,488.46
Step 4	3 Year Completed Service	\$ 81,076.84	\$ 82,698.38	\$ 84,352.35	\$ 86,039.39
Step 5	4 Year Completed Service	\$ 86,307.61	\$ 88,033.76	\$ 89,794.43	\$ 91,590.32
Step 6	5 Year Completed Service	\$ 91,538.37	\$ 93,369.14	\$ 95,236.52	\$ 97,141.25

<b>Detective</b>		<b><u>2022</u></b>	<b><u>2023</u></b>	<b><u>2024</u></b>	<b><u>2025</u></b>
Step 1	Hire or Promote	\$ 79,638.38	\$ 81,231.15	\$ 82,855.77	\$ 84,512.89
Step 2	1 Year Completed Service as TOF Detective	\$ 85,130.68	\$ 86,833.30	\$ 88,569.96	\$ 90,341.36
Step 3	2 Year Completed Service as TOF Detective	\$ 90,622.99	\$ 92,435.45	\$ 94,284.15	\$ 96,169.84
Step 4	3 Year Completed Service as TOF Detective	\$ 96,115.29	\$ 98,037.59	\$ 99,998.35	\$ 101,998.31

<b>Sergeants</b>		<b><u>2022</u></b>	<b><u>2023</u></b>	<b><u>2024</u></b>	<b><u>2025</u></b>
Step 1	Hire or Promote	\$ 92,500.00	\$ 94,350.00	\$ 96,237.00	\$ 98,161.74
Step 2	1 Year Completed Service as TOF Sergeant	\$ 96,500.00	\$ 98,430.00	\$ 100,398.60	\$ 102,406.57
Step 3	2 Year Completed Service as TOF Sergeant	\$ 100,500.00	\$ 102,510.00	\$ 104,560.20	\$ 106,651.40
Step 4	3 Year Completed Service as TOF Sergeant	\$ 104,500.00	\$ 106,590.00	\$ 108,721.80	\$ 110,896.24
Step 5	4 Year Completed Service as TOF Sergeant	\$ 108,500.00	\$ 110,670.00	\$ 112,883.40	\$ 115,141.07
Step 6	5 Year Completed Service as TOF Sergeant	\$ 112,500.00	\$ 114,750.00	\$ 117,045.00	\$ 119,385.90

<b>Pay Grades</b>		<b>2022</b>	<b>Recruit</b>	<b>Minimum</b>	<b>Mid</b>	<b>Max</b>	<b>Step Increase</b>
PS0	Recruit		\$ 58,905.00				
PS1	Police Officer			\$ 65,384.55	\$ 78,461.46	\$ 91,538.37	\$ 5,230.76
PS2	Detective			\$ 79,638.38	\$ 87,876.84	\$ 96,115.29	5% over police Steps 3 - 6
PS3	Sergeant			\$ 92,500.00	\$ 102,500.00	\$ 112,500.00	\$ 4,000.00

- While in the step progression, Officers, Detectives, Sergeants are not eligible for Town merit/performance increase program
  - All Police staff are to receive an annual evaluation on the anniversary of their position start date regardless of wage increase
- Once the step progression is completed, Officers, Detectives and Sergeants are eligible for Merit/Performance Bonus to a max of 5%
  - The Merit / Performance Bonus will be paid in a lump sum
  - Must have evaluation completed in order to be eligible for Merit / Performance Bonus
- Year over year, increase at 2% each year
- For night shift, add an additional \$1.00/hr \*\$2080.00 (note, when not working night shift, \$1.00/hr is removed)
- This pay structure is subject to change with or without notice



## General Government: Cost Centers 10-1111 & 10-1112

<b>LEGISLATIVE</b> Cost Center: 10-1111	<b>2021 ACTUAL FTE</b>	<b>2022 BUDGET FTE</b>	<b>2022 PROJECTED FTE (Yr End)</b>	<b>2023 PROPOSED FTE</b>
<b>STAFFING PLAN</b>				
Mayor	1.00	1.00	1.00	1.00
Town Council	6.00	6.00	6.00	6.00
APPOINTED & ELECTED POSITIONS	7.00	7.00	7.00	7.00
<b>TOTAL FTE <sup>1</sup></b>	7.00	7.00	7.00	7.00
<b>MUNICIPAL COURT</b> Cost Center: 10-1112	<b>2021 ACTUAL FTE</b>	<b>2022 BUDGET FTE</b>	<b>2022 PROJECTED FTE (Yr End)</b>	<b>2023 PROPOSED FTE</b>
<b>STAFFING PLAN</b>				
Municipal Judge	1.00	1.00	1.00	1.00
APPOINTED & ELECTED POSITIONS	1.00	1.00	1.00	1.00
<b>TOTAL FTE</b>	1.00	1.00	1.00	1.00
<sup>1</sup> Police and Court Administrative Assistant wages are split 25% to 10-1112 & 75% to 10-1121.				
<b>GENERAL GOV'T TOTAL STAFFING</b>				
APPOINTED & ELECTED POSITIONS	8.00	8.00	8.00	8.00
<b>FTE refers to a "Full Time Equivalent". One FTE represents 2080 staff hours in a year (40 hrs x 52)</b> <b>ONE (1) Part time or Seasonal FTE can be filled by several employees working "part-time" to perform 2080 hrs.</b> <b>Regular positions are counted as one (1) FTE</b>				



## Finance: Cost Center 10-1114

ADMINISTRATION Cost Center: 10-1115	2021 ACTUAL FTE	2022 BUDGET FTE	2022 PROJECTED FTE (Yr End)	2023 PROPOSED FTE
<b>STAFFING PLAN</b>				
Finance Director <sup>1</sup>	0.00	0.00	0.00	1.00
Senior Manager <sup>2</sup>	0.00	1.00	1.00	1.00
Accountant <sup>3</sup>	1.00	1.00	0.00	0.00
Finance Specialist	1.00	1.00	1.00	1.00
Revenue Coordinator	1.00	1.00	1.00	1.00
Procurement Specialist <sup>3</sup>	0.00	0.00	1.00	1.00
Finance Technician	1.00	1.00	1.00	1.00
FULL TIME REGULAR STAFF	4.00	5.00	5.00	6.00
<b>TOTAL FTE</b>	4.00	5.00	5.00	6.00
<sup>1</sup> Finance Director was from the Administration Department in 2023				
<sup>2</sup> Finance Senior Manager (aka Assistant Director) was a position approved in the 2022 budget				
<sup>3</sup> Upon hiring of the Senior Manager, the Accountant position was transferred to a Procurement Speciliast, based upon Department needs.				
<b>FINANCE TOTAL STAFFING</b>				
FULL TIME REGULAR STAFF	4.00	5.00	5.00	6.00
<b>FTE refers to a "Full Time Equivalent". One FTE represents 2080 staff hours in a year (40 hrs x 52)</b> <b>ONE (1) Part time or Seasonal FTE can be filled by several employees working "part-time" to perform 2080 hrs.</b> <b>Regular positions are counted as one (1) FTE</b>				





## Administration: Cost Center 10-1115

ADMINISTRATION Cost Center: 10-1115	2021 ACTUAL FTE	2022 BUDGET FTE	2022 PROJECTED FTE (Yr End)	2023 PROPOSED FTE
<b>STAFFING PLAN</b>				
Town Manager	1.00	1.00	1.00	1.00
Assistant Town Manager	0.70	0.70	0.70	0.70
Finance Director <sup>1</sup>	1.00	1.00	1.00	0.00
HR Director <sup>2</sup>	1.00	1.00	1.00	0.00
HR Manager <sup>2</sup>	1.00	1.00	1.00	0.00
HR Administrative Assistant <sup>2</sup>	0.00	0.00	1.00	0.00
Town Clerk / Assistant to the Town Manager	1.00	1.00	1.00	1.00
Deputy Town Clerk <sup>3</sup>	1.00	1.00	1.00	1.00
Town Hall Administrative Assistant <sup>4</sup>	0.00	0.00	1.00	1.00
FULL TIME REGULAR STAFF	6.70	6.70	8.70	4.70
<b>TOTAL FTE</b>	6.70	6.70	8.70	4.70
<sup>1</sup> Finance Director was moved to the Finance Department in 2023				
<sup>2</sup> HR Staff were moved to a NEW HR Department in 2023				
<sup>3</sup> Deputy Clerk role was updated from Executive Assistant in 2023				
<sup>4</sup> Front Desk Assistant was moved from Community Development Department in 2022				
<b>ADMINISTRATION TOTAL STAFFING</b>				
FULL TIME REGULAR STAFF	6.70	6.70	8.70	4.70
<b>FTE refers to a "Full Time Equivalent". One FTE represents 2080 staff hours in a year (40 hrs x 52)</b> ONE (1) Part time or Seasonal FTE can be filled by several employees working "part-time" to perform 2080 hrs. Regular positions are counted as one (1) FTE				



## Human Resources: Cost Center 10-1117

<b>HUMAN RESOURCES</b> Cost Center: 10-1117	<b>2021 ACTUAL FTE</b>	<b>2022 BUDGET FTE</b>	<b>2022 PROJECTED FTE (Yr End)</b>	<b>2023 PROPOSED FTE</b>
<b>STAFFING PLAN</b>				
HR Director <sup>1</sup>	0.00	0.00	0.00	1.00
HR Manager <sup>1</sup>	0.00	0.00	0.00	1.00
HR Administrative Assistant <sup>1</sup>	0.00	0.00	0.00	1.00
FULL TIME REGULAR STAFF	0.00	0.00	0.00	3.00
<b>TOTAL FTE</b>	0.00	0.00	0.00	3.00
<sup>1</sup> HR Staff were moved from Administration 2023				
<b>HUMAN RESOURCES TOTAL STAFFING</b>				
FULL TIME REGULAR STAFF	0.00	0.00	0.00	3.00
<b>FTE refers to a "Full Time Equivalent". One FTE represents 2080 staff hours in a year (40 hrs x 52)</b> <b>ONE (1) Part time or Seasonal FTE can be filled by several employees working "part-time" to perform 2080 hrs.</b> <b>Regular positions are counted as one (1) FTE</b>				



## Communication, Marketing, & Events: Cost Centers 10-1118, 10-1140, & 80-8000

<b>COMMUNICATIONS &amp; MARKETING</b> Cost Center: 10-1118	<b>2021 ACTUAL FTE</b>	<b>2022 BUDGET FTE</b>	<b>2022 PROJECTED FTE (Yr End)</b>	<b>2023 PROPOSED FTE</b>
<b>STAFFING PLAN</b>				
Communications, Events & Marketing Director	1.00	1.00	1.00	1.00
Marketing & Communications Program Manager	1.00	1.00	1.00	1.00
Communications Coordinator	1.00	1.00	1.00	1.00
FULL TIME REGULAR STAFF	3.00	3.00	3.00	3.00
<b>TOTAL FTE</b>	3.00	3.00	3.00	3.00
<b>SPECIAL EVENTS</b> Cost Center: 10-1140	<b>2021 ACTUAL FTE</b>	<b>2022 BUDGET FTE</b>	<b>2022 PROJECTED FTE (Yr End)</b>	<b>2023 PROPOSED FTE</b>
<b>STAFFING PLAN</b>				
Events Program Manager	1.00	1.00	1.00	1.00
Events Lead	1.00	1.00	1.00	1.00
Events Crew	1.08	1.08	1.08	1.08
FULL TIME REGULAR STAFF	2.00	2.00	2.00	2.00
PART TIME & SEASONAL FTE COUNT (based on hours budgeted)	1.08	1.08	1.08	1.08
<b>TOTAL FTE</b>	3.08	3.08	3.08	3.08
<b>LODGING TAX FUND: VISITOR INFORMATION CENTER</b> Cost Center: 80-8000	<b>2021 ACTUAL FTE</b>	<b>2022 BUDGET FTE</b>	<b>2022 PROJECTED FTE (Yr End)</b>	<b>2023 PROPOSED FTE</b>
<b>STAFFING PLAN</b>				
Information Center Manager	1.00	1.00	1.00	1.00
Marketing Program Specialist	1.00	1.00	1.00	1.00

Guest Services Assistant	1.00	1.00	1.00	1.00
Guest Services Attendant	0.40	0.40	0.40	0.40
FULL TIME REGULAR STAFF	3.00	3.00	3.00	3.00
PART TIME & SEASONAL FTE COUNT (based on hours budgeted)	0.40	0.40	0.40	0.40
<b>TOTAL FTE</b>	<b>3.40</b>	<b>3.40</b>	<b>3.40</b>	<b>3.40</b>
<b>COMMUNICATIONS, MARKETING, &amp; EVENTS TOTAL STAFFING</b>				
FULL TIME REGULAR STAFF	8.00	8.00	8.00	8.00
PART TIME & SEASONAL FTE COUNT (based on hours budgeted)	1.48	1.48	1.48	1.48
<b><i>FTE refers to a "Full Time Equivalent". One FTE represents 2080 staff hours in a year (40 hrs x 52)</i></b> <i>ONE (1) Part time or Seasonal FTE can be filled by several employees working "part-time" to perform 2080 hrs.</i> <i>Regular positions are counted as one (1) FTE</i>				



## Community Development: Cost Centers 10-1119, 10-1120, & 55-5500

<b>COMMUNITY DEVELOPMENT</b> Cost Center: 10-1119	<b>2021 ACTUAL FTE</b>	<b>2022 BUDGET FTE</b>	<b>2022 PROJECTED FTE (Yr End)</b>	<b>2023 PROPOSED FTE</b>
<b>STAFFING PLAN</b>				
Planning Commission	7.00	7.00	7.00	7.00
Community Development Director	1.00	1.00	1.00	0.90
Senior Planner	1.00	1.00	1.00	1.00
Planner	2.00	2.00	2.00	2.00
Short Term Rental/Housing Specialist	1.00	1.00	1.00	1.00
Chief Building Official	1.00	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00	1.00
Permit Technician	1.00	1.00	1.00	1.00
Front Desk Administrative Assistant <sup>1</sup>	1.00	1.00	0.00	0.00
APPOINTED & ELECTED POSITIONS	7.00	7.00	7.00	7.00
FULL TIME REGULAR STAFF	9.00	9.00	8.00	7.90
<b>TOTAL FTE</b>	<b>16.00</b>	<b>16.00</b>	<b>15.00</b>	<b>14.90</b>
<sup>1</sup> Front Desk Assistant was moved to the Administration Department in 2022				
<b>SUSTAINABILITY</b> Cost Center: 10-1120	<b>2021 ACTUAL FTE</b>	<b>2022 BUDGET FTE</b>	<b>2022 PROJECTED FTE (Yr End)</b>	<b>2023 PROPOSED FTE</b>
<b>STAFFING PLAN</b>				
Community Development Director	0.00	0.00	0.00	0.10
Environmental Programs Coordinator	0.00	0.00	0.00	1.00
FULL TIME REGULAR STAFF	0.00	0.00	0.00	1.10
<b>TOTAL FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.10</b>

<b>HOUSING</b> Cost Center: 55-5500	<b>2021 ACTUAL FTE</b>	<b>2022 BUDGET FTE</b>	<b>2022 PROJECTED FTE (Yr End)</b>	<b>2023 PROPOSED FTE</b>
<b>STAFFING PLAN</b>				
Housing Program Manager	1.00	1.00	1.00	1.00
FULL TIME REGULAR STAFF	1.00	1.00	1.00	1.00
<b>TOTAL FTE</b>	1.00	1.00	1.00	1.00
<b>COMMUNITY DEVELOPMENT</b>				
APPOINTED & ELECTED POSITIONS	7.00	7.00	7.00	7.00
FULL TIME REGULAR STAFF	10.00	10.00	9.00	10.00
<b><i>FTE refers to a "Full Time Equivalent". One FTE represents 2080 staff hours in a year (40 hrs x 52)</i></b> <i>ONE (1) Part time or Seasonal FTE can be filled by several employees working "part-time" to perform 2080 hrs.</i> <i>Regular positions are counted as one (1) FTE</i>				



## Public Safety: Cost Centers 10-1121

<b>COMMUNITY DEVELOPMENT</b>	<b>2021 ACTUAL FTE</b>	<b>2022 BUDGET FTE</b>	<b>2022 PROJECTED FTE (Yr End)</b>	<b>2023 PROPOSED FTE</b>
Cost Center: 10-1119				
<b>STAFFING PLAN</b>				
Chief of Police	1.00	1.00	1.00	1.00
Police Office & Records Manager	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Detective	1.00	1.00	1.00	1.00
Sergeant	2.00	2.00	2.00	3.00
Officer	11.00	11.00	11.00	11.00
Community Service Officer	0.00	1.00	0.00	1.00
FULL TIME REGULAR STAFF	17.00	18.00	17.00	19.00
<b>TOTAL FTE</b>	17.00	18.00	17.00	19.00
<sup>1</sup> An additional police sergeant was approved by Town Council as a new position for 2023				
<b>PUBLIC SAFETY</b>				
FULL TIME REGULAR STAFF	17.00	18.00	17.00	19.00
<b>FTE refers to a "Full Time Equivalent". One FTE represents 2080 staff hours in a year (40 hrs x 52)</b> <b>ONE (1) Part time or Seasonal FTE can be filled by several employees working "part-time" to perform 2080 hrs.</b> <b>Regular positions are counted as one (1) FTE</b>				



*Recreation & Culture: Cost Centers 10-1150, 10-1160, 10-1170, & 90-9000*

<b>RECREATION PROGRAMS</b> Cost Center: 10-1150	<b>2021 ACTUAL FTE</b>	<b>2022 BUDGET FTE</b>	<b>2022 PROJECTED FTE (Yr End)</b>	<b>2023 PROPOSED FTE</b>
<b>STAFFING PLAN</b>				
Assistant Director	1.00	1.00	1.00	1.00
Recreation Programs Coordinator	1.00	1.00	1.00	1.00
Recreation Programs Supervisor	1.00	1.00	1.00	1.00
Youth Camp Lead	0.75	0.75	0.75	0.75
Youth Counselor	3.85	3.85	3.85	3.85
Recreation Intern	0.25	0.25	0.25	0.25
FULL TIME REGULAR STAFF	3.00	3.00	3.00	3.00
PART TIME & SEASONAL FTE COUNT (based on hours budgeted)	4.85	4.85	4.85	4.85
<b>TOTAL FTE</b>	<b>7.85</b>	<b>7.85</b>	<b>7.85</b>	<b>7.85</b>
<b>FRISCO ADVENTURE PARK (FAP)</b> Cost Center: 10-1160	<b>2021 ACTUAL FTE</b>	<b>2022 BUDGET FTE</b>	<b>2022 PROJECTED FTE (Yr End)</b>	<b>2023 PROPOSED FTE</b>
<b>STAFFING PLAN</b>				
General Manager	0.50	1.00	1.00	1.00
Guest Services Manager	1.00	1.00	1.00	1.00
Recreation Supervisor	1.50	1.50	1.50	1.50
Operations Manager	1.00	1.00	1.00	1.00
Operations Supervisor	1.00	1.00	1.00	1.00
Recreation Service Technician	0.50	0.50	0.50	0.50
Recreation Lead	0.50	0.50	0.50	0.50
Maintenance Lead	2.00	2.00	2.00	2.00
Recreation Lead	0.33	0.33	0.33	0.33
Guest Services Attendant	4.66	4.66	4.66	4.66
Winter Adventure Attendant	8.34	8.34	8.34	8.34
Maintenance Worker	0.21	0.21	0.21	0.21



FULL TIME REGULAR STAFF	8.00	8.50	8.50	8.50
PART TIME & SEASONAL FTE COUNT (based on hours budgeted)	13.54	13.54	13.54	13.54
<b>TOTAL FTE</b>	<b>21.54</b>	<b>22.04</b>	<b>22.04</b>	<b>22.04</b>
<b>NORDIC AND TRAILS</b> Cost Center: 10-1170	<b>2021 ACTUAL FTE</b>	<b>2022 BUDGET FTE</b>	<b>2022 PROJECTED FTE (Yr End)</b>	<b>2023 PROPOSED FTE</b>
<b>STAFFING PLAN</b>				
Nordic & Trails Manager	1.00	1.00	1.00	1.00
Nordic & Trails Supervisor	1.00	1.00	1.00	1.00
Maintenance Worker	2.00	2.00	2.00	2.00
Recreation Supervisor	0.50	0.50	0.50	0.50
Guest Services Lead	0.50	0.50	0.00	0.50
Guest Services Attendant	2.00	2.00	2.00	1.50
Instructor Lead	0.50	0.50	0.00	0.50
Instructor	1.31	1.31	1.31	0.81
Maintenance Worker	1.00	0.00	1.00	1.00
FULL TIME REGULAR STAFF	4.50	4.50	4.50	4.50
PART TIME & SEASONAL FTE COUNT (based on hours budgeted)	3.81	3.81	3.31	3.31
<b>TOTAL FTE</b>	<b>8.31</b>	<b>8.31</b>	<b>7.81</b>	<b>7.81</b>
<b>HISTORIC PARK</b> Cost Center: 10-1125	<b>2021 ACTUAL FTE</b>	<b>2022 BUDGET FTE</b>	<b>2022 PROJECTED FTE (Yr End)</b>	<b>2023 PROPOSED FTE</b>
<b>STAFFING PLAN</b>				
Museum Manager	1.00	1.00	1.00	1.00
Museum Programming Coordinator	1.00	1.00	1.00	1.00
Guest Services Specialist	1.00	1.00	1.00	1.00
Guest Services Attendant	1.25	1.25	1.25	1.25
Maintenance Technician	0.38	0.38	0.38	0.38
Recreation Intern	0.25	0.25	0.25	0.25
FULL TIME REGULAR STAFF	3.00	3.00	3.00	3.00

PART TIME & SEASONAL FTE COUNT (based on hours budgeted)	1.88	1.88	1.88	1.88
<b>TOTAL FTE</b>	4.88	4.88	4.88	4.88
<b>MARINA</b> Cost Center: 90-9000	<b>2021 ACTUAL FTE</b>	<b>2022 BUDGET FTE</b>	<b>2022 PROJECTED FTE (Yr End)</b>	<b>2023 PROPOSED FTE</b>
<b>STAFFING PLAN</b>				
Assistant Town Manager	0.15	0.15	0.15	0.15
General Manager	0.50	1.00	1.00	1.00
Guest Services Manager	1.00	1.00	1.00	1.00
Operations Manager <sup>1</sup>	1.00	0.00	0.00	1.00
Service Manager	1.00	1.00	1.00	1.00
Recreation Supervisor <sup>2</sup>	0.50	0.00	1.50	1.00
Recreation Service Technician	0.50	0.50	0.50	0.50
Recreation Lead	1.00	0.50	1.00	0.50
Operations Manager	0.00	0.67	0.00	0.00
Boater Services Coordinator	1.00	0.00	0.00	0.00
Dockmaster	1.00	1.00	0.50	0.50
Summer Lead	1.00	0.00	1.00	1.00
Guest Services Attendant	4.75	3.75	4.75	4.75
Dockhand	3.00	8.00	3.00	3.00
Marina Maintenance Technician	0.58	1.17	0.00	0.00
FULL TIME REGULAR STAFF	5.65	4.15	6.15	6.15
PART TIME & SEASONAL FTE COUNT (based on hours budgeted)	11.33	14.59	9.25	9.25
<b>TOTAL FTE</b>	16.98	18.74	15.40	15.40
<sup>1</sup> Operations Manager was added per the F3 organization assessment, presented to Town Council in Spring 2021				
<sup>2</sup> In 2022, Recreation Supervisor was hired in lieu of an Operations Manager				
<b>RECREATION &amp; CULTURE TOTAL STAFFING</b>				
FULL TIME REGULAR STAFF	24.15	23.15	25.15	25.15
PART TIME & SEASONAL FTE COUNT (based on hours budgeted)	35.41	38.67	32.83	32.83
<b>FTE refers to a "Full Time Equivalent". One FTE represents 2080 staff hours in a year (40 hrs x 52)</b> <b>ONE (1) Part time or Seasonal FTE can be filled by several employees working "part-time" to perform 2080 hrs.</b> <b>Regular positions are counted as one (1) FTE</b>				



*Public Works: Cost Centers 10-1130, 10-1131, 10-1132, 10-1133, 10-1134, & 40-4000*

<b>PUBLIC WORKS ADMINISTRATION</b> Cost Center: 10-1130	<b>2021 ACTUAL FTE</b>	<b>2022 BUDGET FTE</b>	<b>2022 PROJECTED FTE (Yr End)</b>	<b>2023 PROPOSED FTE</b>
<b>STAFFING PLAN</b>				
Public Works Director	0.60	0.60	0.60	0.60
Assistant Public Works Director	1.00	1.00	1.00	1.00
Office Manager	1.00	1.00	1.00	1.00
FULL TIME REGULAR STAFF	2.60	2.60	2.60	2.60
<b>TOTAL FTE</b>	2.60	2.60	2.60	2.60
<b>STREETS</b> Cost Center: 10-1131	<b>2021 ACTUAL FTE</b>	<b>2022 BUDGET FTE</b>	<b>2022 PROJECTED FTE (Yr End)</b>	<b>2023 PROPOSED FTE</b>
<b>STAFFING PLAN</b>				
Streets Supervisor	1.00	1.00	1.00	1.00
Maintenance Operator	4.00	4.00	4.00	4.00
FULL TIME REGULAR STAFF	5.00	5.00	5.00	5.00
<b>TOTAL FTE</b>	5.00	5.00	5.00	5.00
<b>BUILDINGS</b> Cost Center: 10-1132	<b>2021 ACTUAL FTE</b>	<b>2022 BUDGET FTE</b>	<b>2022 PROJECTED FTE (Yr End)</b>	<b>2023 PROPOSED FTE</b>
<b>STAFFING PLAN</b>				
Buildings Supervisor	1.00	1.00	1.00	1.00
Maintenance Operator	1.00	2.00	2.00	2.00
FULL TIME REGULAR STAFF	2.00	3.00	3.00	3.00
<b>TOTAL FTE</b>	2.00	3.00	3.00	3.00
<b>FLEET</b> Cost Center: 10-1133	<b>2021 ACTUAL FTE</b>	<b>2022 BUDGET FTE</b>	<b>2022 PROJECTED FTE (Yr End)</b>	<b>2023 PROPOSED FTE</b>
<b>STAFFING PLAN</b>				
Fleet Supervisor	1.00	1.00	1.00	1.00
Vehicle Technician	2.00	2.00	2.00	2.00

FULL TIME REGULAR STAFF	3.00	3.00	3.00	3.00
<b>TOTAL FTE</b>	3.00	3.00	3.00	3.00
<b>GROUNDS</b> Cost Center: 10-1134	<b>2021 ACTUAL FTE</b>	<b>2022 BUDGET FTE</b>	<b>2022 PROJECTED FTE (Yr End)</b>	<b>2023 PROPOSED FTE</b>
<b>STAFFING PLAN</b>				
Grounds Supervisor	1.00	1.00	1.00	1.00
Maintenance Operator	7.00	7.00	7.00	7.00
Maintenance Operator	0.42	0.42	0.42	0.42
FULL TIME REGULAR STAFF	8.00	8.00	8.00	8.00
PART TIME & SEASONAL FTE COUNT (based on hours budgeted)	0.42	0.42	0.42	0.42
<b>TOTAL FTE</b>	8.42	8.42	8.42	8.42
<b>WATER FUND</b> Cost Center: 40-4000	<b>2021 ACTUAL FTE</b>	<b>2022 BUDGET FTE</b>	<b>2022 PROJECTED FTE (Yr End)</b>	<b>2023 PROPOSED FTE</b>
<b>STAFFING PLAN</b>				
Public Works Director	0.40	0.40	0.40	0.40
Assistant Town Manager	0.15	0.15	0.15	0.15
Water Operations Supervisor	1.00	1.00	1.00	1.00
Water System Operator	3.00	3.00	3.00	3.00
Water System Operator	1.00	1.00	1.00	1.00
FULL TIME REGULAR STAFF	4.55	4.55	4.55	4.55
PART TIME & SEASONAL FTE COUNT (based on hours budgeted)	1.00	1.00	1.00	1.00
<b>TOTAL FTE</b>	5.55	5.55	5.55	5.55
<b>PUBLIC WORKS TOTAL STAFFING</b>				
FULL TIME REGULAR STAFF	25.15	26.15	26.15	26.15
PART TIME & SEASONAL FTE COUNT (based on hours budgeted)	1.42	1.42	1.42	1.42
<b>FTE refers to a "Full Time Equivalent". One FTE represents 2080 staff hours in a year (40 hrs x 52)</b> ONE (1) Part time or Seasonal FTE can be filled by several employees working "part-time" to perform 2080 hrs. Regular positions are counted as one (1) FTE				



## Staffing Summary By Department

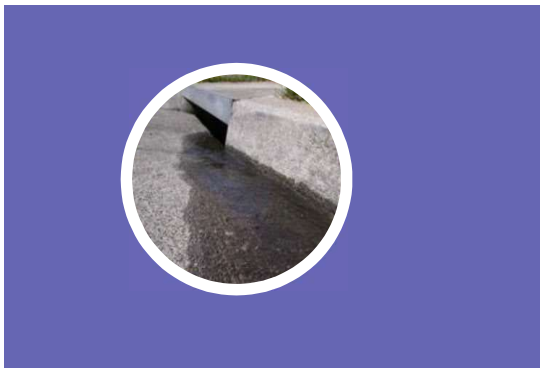
<b>Town of Frisco Staffing Summary</b>	<b>2021</b>	<b>2022</b>	<b>2022</b>	<b>2023</b>
All Funds (2023 FINAL FTE for Budget Book)	ACTUAL FTE	BUDGET FTE	PROJECTED FTE (Yr End)	ADOPTED FTE
<b>TOTAL FTE</b>	148.31	153.57	149.73	152.73
Full Time Regular Staff	95.00	97.00	99.00	102.00
Part-Time/Seasonal Staff	38.31	41.57	35.73	35.73
Appointed & Elected Positions	15.00	15.00	15.00	15.00
<b>General Government</b>				
Appointed & Elected Positions	8.00	8.00	8.00	8.00
<b>Administrative Management</b>				
Full Time Regular Staff	6.70	6.70	8.70	4.70
<b>Finance</b>				
Full Time Regular Staff	4.00	5.00	5.00	6.00
<b>Human Resources</b>				
Full Time Regular Staff	0.00	0.00	0.00	3.00
<b>Communications, Marketing, &amp; Special Events</b>				
Full Time Regular Staff	8.00	8.00	8.00	8.00
Part-Time/Seasonal Staff	1.48	1.48	1.48	1.48
<b>Community Development</b>				
Appointed & Elected Positions	7.00	7.00	7.00	7.00
Full Time Regular Staff	10.00	10.00	9.00	10.00
<b>Public Safety</b>				
Full Time Regular Staff	17.00	18.00	17.00	19.00
<b>Public Works</b>				
Full Time Regular Staff	25.15	26.15	26.15	26.15
Part-Time/Seasonal Staff	1.42	1.42	1.42	1.42
<b>Recreation &amp; Culture</b>				
Full Time Regular Staff	24.15	23.15	25.15	25.15
Part-Time/Seasonal Staff	35.41	38.67	32.83	32.83



# **Capital Improvement Program 2023 - 2027**

# DRAFT Capital Improvement Program

2023-2027



# Project Listing

## 2023 Capital Improvement Program

	Page #
<b><i>Capital Improvement Fund</i></b>	255
GAP Project Roundabouts and Median Construction	256
Hwy 9 Sidewalk Improvements	257
Neighborhood Park Improvements.....	258
Triangle Park Design	259
Marina Park Site Work	260
Town Hall Dumpster Enclosure.....	261
Visitor Information Center Remodel and Expansion	262
PRA Project Construction (Slopeside Hall)	263
Complete Streets.....	264
Town Hall Master Plan	265
Trail Enhancements / Frisco Backyard	266
Environmental Sustainability.....	267
Fiber Infrastructure	268
Public Art	269
Public Works Wash Bay Upgrade.....	270
Solar Light Replacement on Summit Blvd (Main St to School Rd)	271
Mobility Master Plan	272
Miner's Creek Recreation Path Bridge.....	273
Mixed Use Pathways Painting	274
Marina Park Mobility Improvements	275
Marina Park Pavillion.....	276
Marina Park Playground	277
Marina Park Sand Replacement	278
Storm System Repair.....	279
Parklet Maintenance	280
Technology Equipment	281
Vehicle & Equipment Replacement.....	282
Street and Sidewalk Management Plan	287
Building Management Repair & Maintenance	288
<b><i>Water Fund</i></b>	289
PFAS Mitigation	290
Water Storage Tank Repair/Lining	291
Water Line Replacement	292
<b><i>Housing Fund</i></b>	293
Granite Park	294
Galena Street Project	295
Building Management Repair & Maintenance	296
<b><i>Lodging Tax Fund</i></b>	297
PRA Ballfield Infield Restoration	298
Turf Renovations	299
<b><i>Marina Fund</i></b>	300
Equipment Replacement	301
Boat Ramp Improvements	302
Updated Safety Video.....	303
Lund House	304
Island Grill Renovation	305
Service Building.....	306
New Restrooms/Bathhouse	307
Shore Power	308



# Capital Improvement Program Summary

Funding Source	FY23	FY24	FY25	FY26	FY27	5-Year Total
General Fund Transfer	3,372,584	3,006,138	3,096,333	3,189,265	3,284,920	15,949,239
REIF	1,500,000	1,545,000	1,591,350	1,639,091	1,688,263	7,963,704
Conservation Trust Fund <sup>1</sup>	130,000	37,000	38,100	39,200	40,400	284,700
Water Fees	2,018,132	1,597,200	1,671,100	1,749,000	1,831,000	8,866,432
Housing Taxes	2,800,000	2,884,000	2,970,500	3,059,600	3,151,300	14,865,400
Lodging Tax	800,000	824,000	848,700	874,200	900,400	4,247,300
Marina Fees	573,500	560,400	626,600	694,700	764,700	3,219,900
Grants	1,550,000	0	0	0	0	1,550,000
Intergovernmental	30,000	30,900	31,800	32,800	33,800	159,300
Partner Contributions	5,205,000	0	0	0	0	5,205,000
Misc Revenue	86,000	82,980	80,174	77,484	75,008	401,646
<b>Total</b>	<b>\$18,065,216</b>	<b>\$10,567,618</b>	<b>\$10,954,657</b>	<b>\$11,355,339</b>	<b>\$11,769,791</b>	<b>\$62,712,621</b>

<sup>1</sup> Conservation Trust funds are dedicated to the acquisition, development, and maintenance of new conservation sites or for capital improvements or maintenance for recreational purposes on any public site.

Uses by Fund	FY23	FY24	FY25	FY26	FY27	5-Year Total
Capital Improvement Fund	19,178,000	0	4,754,838	4,461,843	4,177,524	38,327,325
Water Fund	2,600,000	50,000	50,000	50,000	50,000	2,800,000
Housing Fund	11,017,500	10,015,000	13,020,000	1,825,000	25,000	35,902,500
Lodging Tax Fund	45,000	0	25,000	0	25,000	95,000
Marina Fund	491,000	511,000	351,000	470,000	1,970,000	3,793,000
<b>Total</b>	<b>\$33,331,500</b>	<b>\$15,330,838</b>	<b>\$17,907,843</b>	<b>\$6,522,524</b>	<b>\$7,825,120</b>	<b>\$80,917,825</b>

## 2023 Capital Plan Highlights

Funds are allocated to cover a variety of project categories as permitted by revenue source and availability. Project categories align closely with the type of infrastructure or improvement being acquired or constructed. A project category can include improvements that support a variety of strategic priorities.

**Workforce Housing** projects constitute \$11,010,000 of FY23 capital allocations in support of new housing development, asset improvement, repair and maintenance. Year-one allocations include investment toward a new housing project as a partnership with CDOT, as well as planning for the Town's new workforce housing development of the Galena Street project.

**Streets and Sidewalk** projects constitute \$1,210,000 of FY23 capital allocations in support of asset improvement, replacement, and construction. Year-one allocations include investment toward a new sidewalks along Highway 9, replacement of the pedestrian bridge along the recreation path, completion of the Complete Streets project along Granite Street, painting of connected pathways, solar light replacement on Summit Blvd, as well as completing the CDOT GAP project roundabout and median landscaping.

**Park Improvement** projects typically support Neighborhood Revitalization by preserving, repairing, and improving public greenspaces. Year-one allocations include investment toward Pioneer Park, Triangle Park Design, and the Old Town Hall Park. \$750,000 is budgeted in 2023 to provide for enhancements at the Old Town Hall Park.

New **Water** infrastructure will be installed to complete the implementation of the WaterSmart software and real-time metering that supports water conservation goals. Additionally, a \$2M mitigation of PFAS in the Town's water supply is included in this budget. Other projects address routine maintenance and planned infrastructure replacement.

**Public Buildings** improvements account for \$1,850,000 of planned FY23 capital funding for a Town Hall Master Plan and a remodel of the Visitor Information Center restrooms using Lodging Tax funding.

**Recreation Improvements** account for \$9,470,000 of planned FY22 capital funding for PRA ballfield infield restoration, turf renovations, and updates to the Frisco Bay Marina. **Marina Improvements** include boat ramp improvements and an updated safety video, as well as boat and equipment replacements. The majority of projects in this category will be funded by Marian Enterprise funds, as well as lodging tax funding.

Projects are grouped by fund. Each section begins with a description of the funding source, five-year capital contribution projections and a list of projects included in year-one allocations. For active project information and quarterly updates, visit [Frisco.gov/your-government/town-news](https://friscogov.com/your-government/town-news)

# Capital Improvement Fund

Major capital projects are budgeted in the Capital Improvement Fund. By Town ordinance, any General Fund balance in excess of the required reserve is to be transferred to the Capital Improvement Fund. The other major revenue source for this fund is real estate transfer fees. Major capital projects are only those items costing \$5,000 or more; repairs and maintenance are not capital projects. There is no required reserve for this fund.

Funding Source	2023	2024	2025	2026	2027	5-Year Total
Real Estate Investment Fee (REIF)	1,500,000	1,545,000	1,591,350	1,639,091	1,688,263	\$7,963,704
Grant Funding	50,000	0	0	0	0	\$50,000
Transfer from Conservation Trust Fund	130,000	37,000	38,100	39,200	40,400	\$284,700
Transfer from General Fund	3,372,584	3,006,138	3,096,333	3,189,265	3,284,920	\$15,949,239
Transfer from Lodging Tax Fund	815,000	0	0	0	0	\$815,000
Misc Revenue	16,000	16,480	16,974	17,484	18,008	\$84,946
<b>Total</b>	<b>\$5,883,584</b>	<b>\$4,604,618</b>	<b>\$4,742,757</b>	<b>\$4,885,039</b>	<b>\$5,031,591</b>	<b>\$25,147,589</b>



Project Name	Project Category	2023 Proposed
GAP Project Roundabouts and Median Construction *	Infrastructure	\$1,000,000
Hwy 9 Sidewalk Improvements	Infrastructure	\$1,350,000
Neighborhood Park Improvements	Improvement	\$750,000
Triangle Park Design	Improvement	\$85,000
Marina Park Site Work	Improvement	\$750,000
Town Hall Dumpster Enclosure *	Building	\$150,000
VIC Remodel and Expansion	Equipment	\$1,600,000
PRA Project Construction	Infrastructure	\$7,300,000
Complete Streets *	Infrastructure	\$250,000
Town Hall Master Plan	Improvement	\$250,000
Trail Enhancements / Frisco Backyard Master Plan *	Improvement	\$500,000
Environmental Sustainability	Infrastructure	\$400,000
Fiber Infrastructure	Infrastructure	\$170,000
Public Art	Artwork	\$75,000
Storm Water System	Repair and Maintenance	\$50,000
Parklet Maintenance	Repair and Maintenance	\$20,000
Technology Purchases	Equipment	\$32,000
Vehicle and Equipment Replacement	Equipment	\$2,706,000
Street and Sidewalk Management Plan	Repair and Maintenance	\$1,210,000
Building Management Plan	Repair and Maintenance	\$530,000
<b>Total</b>		<b>\$19,178,000</b>

\* Previously approved project

### CIP Request Summary

<b>Project Name</b>	<b>GAP Project</b>	<b>Project Start Year</b>	<b>2023</b>
<b>Category</b>	<b>Infrastructure</b>	<b>Est. Project Complete Year</b>	<b>2024</b>
<b>Department</b>	<b>Public Works</b>	<b>Strategic Priority</b>	<b>Core Services</b>
<b>Funding?</b>	<b>Non-Funding</b>	<b>Account #</b>	<b>20-2040-4972</b>
<b>Location</b>	<b>Summit Blvd median and roundabouts</b>		
<b>Project Description</b>	<b>Installation of new median and roundabouts</b>		
<b>PERMANENT SOURCES</b>	<b>SEF and Transportation General Fund</b>		

FUNDING AVAILABLE					5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27		
1,000,000	2,000,000	0	0	0	\$3,000,000	\$3,000,000



**CURVED ROUNDABOUT**



### OPERATING BUDGET IMPACT

<b>Description</b>	Project is not anticipated to have a significant operating budget impact as the roadway infrastructure of Highway 9 is maintained by CDDC, and the construction does not require staff or major changes to existing systems. The landscaping in the median and roundabouts will be designed to be low maintenance and low water use. All vegetation will be of the natural type (e.g., no annual flowers or turf grass).
--------------------	--

### CIP Request Summary

<b>Project Name</b>	Highway 9 Sidewalk Improvements	<b>Project Start Year</b>	2023
<b>Category</b>	Improvement	<b>Est. Project Complete Year</b>	2024
<b>Department</b>	Public Works	<b>Strategic Priority</b>	Community, Core Services
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	20-2000-5086
<b>Location</b>	Sidewalk along Highway 9 in front of Walmart and continuing south between Hawn Drive and School Road		
<b>Project Description</b>	This improvement is based on a complete redesign of the sidewalk between Hawn Drive and School Road, and adding a new pathway between Walmart and Hawn Drive. This design creates an elevated sidewalk that would create a better user experience and increase the maintenance of the sidewalk itself. This design would allow Public Works to keep this stretch of sidewalk maintained and opened all winter season. Will be working with Town staff, grant writers and CDOT on procuring a TAP Grant.		
<b>FUNDING SOURCES</b>	REIF, Transfer from General Fund, and potential grant		

### FUNDING SCHEDULE

FY23	FY24	FY25	FY26	FY27	5-Year Plan Total	Total Funding
1,350,000	0	0	0	0	\$1,350,000	\$1,350,000



Area without sidewalk



### OPERATING BUDGET IMPACT

<b>Description</b>	Project is anticipated to have a minor operating budget impact as snow removal will now be needed where it has previously not been done.
--------------------	--

## CIP Request Summary

<b>Project Name</b>	Neighborhood Park Improvements	<b>Project Start Year</b>	2023
<b>Category</b>	Improvement	<b>Est. Project Complete Year</b>	2024
<b>Department</b>	Public Works/CDD	<b>Strategic Priority</b>	Community, Core Services
<b>Recurring?</b>	Recurring	<b>Account #</b>	20-2000-5093
<b>Location</b>	Old Town Hall Park is behind the Visitor Information Center on 3rd Avenue		
<b>Project Description</b>	Completion of the Neighborhood Master Plan (focusing on four neighborhood parks - Walter Byron, Meadow Creek, Pioneer, and Old Town Hall/VIC). Currently in the third year of an anticipated 5 year improvement cycle. Old Town Hall/VIC has been prioritized for 2023 in conjunction with the VIC Restroom Remodel.		
<b>FUNDING SOURCES</b>	REIF, Transfer from General Fund, and potential grants		

### FUNDING SCHEDULE

		Planned Funding Requests			5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27		
750,000	0	750,000	0	0	\$ 1,500,000	ongoing



WALTER BYRON PARK - PHASE 2 | CONCEPT BOARDS  
01/06/2022



NEIGHBORHOOD PARKS I Conceptual Final Plans  
Parks Concept Plan Summary | 06/16/2021

NORRIS DESIGN  
norrisdesign.com

### Walter Byron Park & Old Town Hall Park



### OPERATING BUDGET IMPACT

<b>Description</b>	Project is not anticipated to have a significant operating budget impact as it is an existing facility, and the restoration does not impact staff or major changes to existing systems.
--------------------	---



### CIP Request Summary

<b>Project Name</b>	Triangle Park	<b>Project Start Year</b>	2023
<b>Category</b>	Improvement	<b>Est. Project Complete Year</b>	2024
<b>Department</b>	Public Works	<b>Strategic Priority</b>	Community, Core Services
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	20-2000-5093
<b>Location</b>	Triangle Park is located at the corner of Main Street and Summit Blvd		
<b>Project Description</b>	This request would be for Town staff to request proposals from qualified firms to analyze and redesign Triangle Park. Since the completion of the GAP project and installation of new roadway infrastructure, Triangle Park is now bigger and may require some redesign to better fit its new size. Amounts budgeted in 2023 include design and implementation.		
<b>FUNDING SOURCES</b>	REIF, Transfer from General Fund, and Lodging Tax Transfer (O&M)		

FUNDING SCHEDULE						
Planned Funding Requests					5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27		
85,000	TBD	0	0	0	\$ 85,000	TBD



**Dirt Section of Triangle Park**



#### OPERATING BUDGET IMPACT

<b>Description</b>	Project is not anticipated to have a significant operating budget impact as it is an existing facility, and the restoration does not impact staff or major changes to existing systems.
--------------------	---

### CIP Request Summary

Project Name	Marina Park Site Work - remaining paths and site	Project Start Year	2019
Category	Improvement	Est. Project Complete Year	2024
Department	Recreation	Strategic Priority	Culture, Arts, & Recreation
Recurring?	Non-Recurring	Account #	20-2000-5093
Location	Frisco Bay Marina		
Project Description	In 2019, the excavation of the bay created new land between the Lund House and the docks. A new building was finished on this land in 2022. This funding request is for landscaping and final site work for the remaining portions of this land. This includes pathways and landscaping to connect and tie the site together.		
Funding Sources	REIF and Transfer from General Fund		

#### FUNDING SCHEDULE

FY23	FY24	FY25	FY26	FY27	5-Year Plan Total	Total Funding
750,000	0	0	0	0	\$ 750,000	\$ 750,000



Frisco Bay Marina



#### OPERATING BUDGET IMPACT

<b>Description</b>	Project is anticipated to have a slight operating budget impact as it will require some ongoing upkeep to landscaping.
--------------------	--

### CIP Request Summary

<b>Project Name</b>	Town Hall Dumpster Enclosure	<b>Project Start Year</b>	2022
<b>Category</b>	Building	<b>Est. Project Complete Year</b>	2024
<b>Department</b>	Public Works	<b>Strategic Priority</b>	Environmental Sustainability, Core Services
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	20-2000-5094
<b>Location</b>	The dumpster building will be built behind Town Hall		
<b>Project Description</b>	Frisco Town Hall is in need of an enclosed dumpster building in order to protect trash from wildlife and add recycling to comply with upcoming Pay as You Throw requirements. In 2022, the Town was awarded a \$50,000 grant from State of Colorado Parks & Wildlife.		
<b>FUNDING SOURCES</b>	\$50,000 grant award, REIF and Transfer from General Fund		

#### FUNDING SCHEDULE

		Planned Funding Requests			5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27		
150,000	0	0	0	0	\$ 150,000	\$ 200,000



**Bear in Unenclosed Dumpster**



#### OPERATING BUDGET IMPACT

<b>Description</b>	Project is anticipated to have minor annual repair and maintenance costs.
--------------------	---



### CIP Request Summary

<b>Project Name</b>	VIC Remodel and Expansion	<b>Project Start Year</b>	2023
<b>Category</b>	Improvement	<b>Est. Project Complete Year</b>	2023
<b>Department</b>	Communications	<b>Strategic Priority</b>	Economy, Core Services
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	20-2000-4705
<b>Location</b>	Visitor Information Center located at 3rd Avenue & Main Street		
<b>Project Description</b>	<p>The men's and women's bathrooms at the Frisco/Copper Visitor Information Center, located at the corner of Main Street and 3rd Avenue, see tremendous visitor and resident usage, as these are the only public restrooms available seven days a week in the Main Street area. The current restrooms at the Visitor Information Center were constructed in 2002, and at that time ADA access to the Information Center was added through the restrooms. ADA access and the size of the men's restroom is inadequate for current needs, and the condition of these 20-year-old restrooms warrants updating. In January of 2022, Council directed staff to pursue an addition to the VIC building to create updated facilities design to accommodate increased demand over the next 10+ years.</p>		
<b>FUNDING SOURCES</b>	\$780k Transfer from Lodging Tax Fund - Lodging Tax; REIF, Transfer from General Fund		

#### FUNDING SCHEDULE

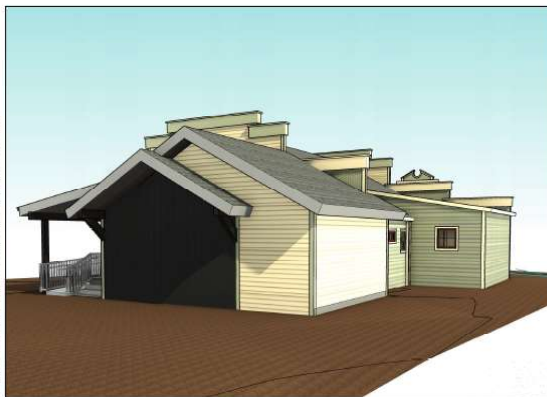
FY23	FY24	FY25	FY26	FY27	5-Year Plan Total	Total Funding
1,600,000	0.00	0.00	0.00	0.00	\$1,600,000	\$1,600,000



1 VIEW FROM NORTHEAST  
AS11 SCALE



1 VIEW FROM NORTHWEST  
AS11 SCALE



4 VIEW FROM SOUTHEAST  
AS11 SCALE



2 VIEW FROM SOUTHWEST  
AS11 SCALE

## CIP Request Summary

<b>Project Name</b>	PRA Project Construction	<b>Project Start Year</b>	2023
<b>Category</b>	Building	<b>Est. Project Complete Year</b>	2024
<b>Department</b>	Recreation	<b>Strategic Priority</b>	Culture, Arts, & Recreation; Economy
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	20-2000-5024
<b>Location</b>	Peninsula Recreation Area (next to current Day Lodge)		
<b>Project Description</b>	A new building (design and construction) at the PRA was initially budgeted for in 2019 and reviewed with Town Council in May 2019. After additional time to study and plan, the addition of a new administration and multi-purpose space building, Slopeside Hall will be discussed and decided upon by Town Council. This current plan contemplates a 3 year phased approach to construction, based upon priorities set by Town Council.		
<b>FUNDING SOURCES</b>	REIF, Transfer from General Fund, and potential grants		

### FUNDING SCHEDULE

		Planned Funding Requests			5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27		
7,300,000	1,000,000	1,700,000	0	0	\$ 10,000,000	\$ 10,000,000

### CONCEPT IMAGERY



SLOPESIDE HALL PLAZA | ILLUSTRATIVE SITE PLAN  
APRIL 2022



### Norris Design Conceptual Drawing



### OPERATING BUDGET IMPACT

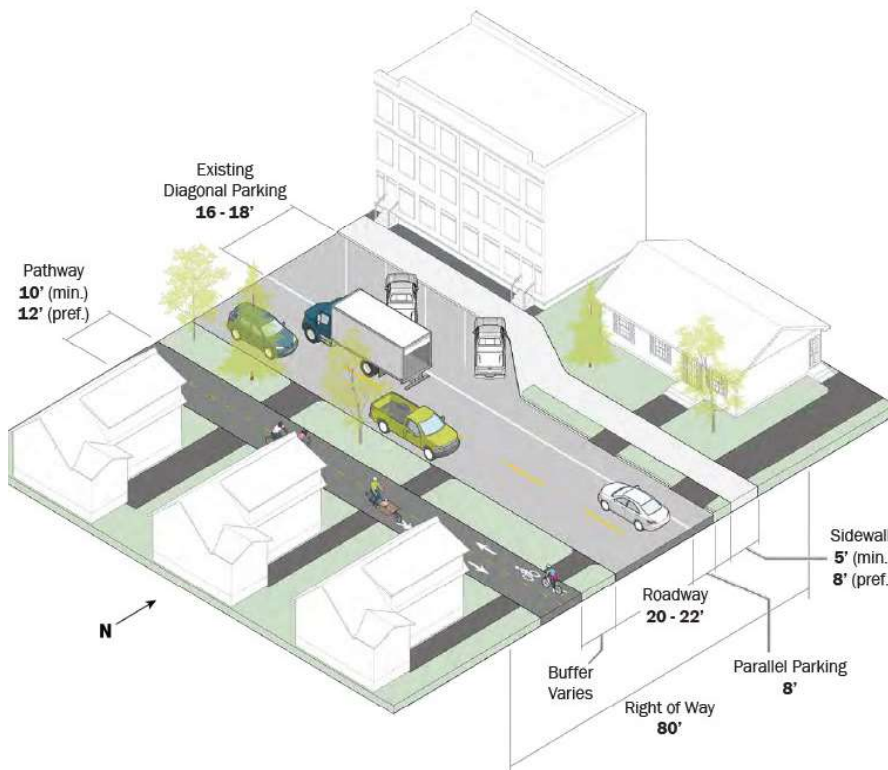
<b>Description</b>	This project is expected to have impacts of additional staffing, utilities, and other operating costs. However, some of these costs can be offset by additional recreation and daycamp revenue.
--------------------	---

## CIP Request Summary

<b>Name</b>	Complete Streets	<b>Project Start Year</b>	2023
<b>y</b>	Infrastructure/Planning	<b>Est. Project Complete Year</b>	2024
<b>ment</b>	CDD/Public Works	<b>Strategic Priority</b>	Economy, Core Services
<b>ng?</b>	Non-Recurring	<b>Account #</b>	20-2000-5104
<b>n</b>	Downtown Core		
<b>Description</b>	In March of 2022, Council adopted the Complete Streets Plan with recommendations for bicycle, pedestrian, and vehicular improvements to the Central Core road network. Granite Street improvements were the top priority. In 2023 staff will complete the preliminary (30%) design of Granite Street to set design vision and better position the Town for funding opportunities and implementation and complete some of the identified improvements.		

**IG SOURCES** REIF, Transfer from General Fund, and potential grants

SCHEDULE		Planned Funding Requests				5-Year Plan Total	Total Funding
	FY24	FY25	FY26	FY27			
	250,000	125,000	125,000	125,000	125,000	\$ 750,000	



### FINANCING BUDGET IMPACT

<b>Financing</b>	Project is not anticipated to have a significant operating budget impact as it is existing infrastructure, and the improvement does not impact s or major changes to existing systems.
------------------	--

### CIP Request Summary

<b>Project Name</b>	Town Hall Master Plan	<b>Project Start Year</b>	2023
<b>Category</b>	Improvement	<b>Est. Project Complete Year</b>	2027
<b>Department</b>	Public Works	<b>Strategic Priority</b>	Core Services
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	20-2000-5095
<b>Location</b>	Town Hall - 1 Main Street		
<b>Project Description</b>	An rfp for a Master Plan was issued in 2022. Conceptual drawings are expected to be completed near the end of 2022. Once the concepts have been vetted by Staff and Town Council, phases of construction can be determined. Amounts are very rough estimates based upon past experience; actual costs will vary based upon future decisions and estimates. 2023 funding will be applied to design of prioritized items identified from the Master Plan. Total funding is a very rough estimate and serves as simply a placeholder until the Master Plan has been completed and presented to Town Council.		
<b>FUNDING SOURCES</b>	REIF and Transfer from General Fund		

#### FUNDING SCHEDULE

Planned Funding Requests					5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27		
250,000	500,000	TBD	TBD	TBD	\$ 750,000	\$ 22,000,000



Frisco Town Hall



#### OPERATING BUDGET IMPACT

<b>Description</b>	Energy efficiency is expected as a result of a renovation project. However, given that the design has not been completed many unknown factors still exist.
--------------------	--



### CIP Request Summary

<b>Project Name</b>	Trail Enhancements / Frisco Backyard	<b>Project Start Year</b>	ongoing
<b>Category</b>	Improvements	<b>Est. Project Complete Year</b>	ongoing
<b>Department</b>	Recreation / Community Development	<b>Strategic Priority</b>	Culture, Arts, & Recreation
<b>Recurring?</b>	Recurring	<b>Account #</b>	20-2000-5066
<b>Location</b>			
<b>Project Description</b>	<p>The Frisco Trails Master Plan (FTMP) was adopted in March 2017 and trails remain a high priority for the Town of Frisco. This funding is for the continued trail work at the Peninsula Recreation Area per the 2019 USFS approved Frisco Nordic Center Master Development Plan. 2023 projects include a bridge along the pedestrian path, trail enhancements at the PRA, and planning of the Frisco backyard.</p> <p>2023 projects include \$250,000 for trail construction at the Peninsula Recreation Area (per the Frisco Trails Master Plan), \$150,000 for a management plan with USFS for Frisco's Backyard Trails, and \$100,000 for the Backyard Fuels Mitigation plan.</p>		
<b>FUNDING SOURCES</b>	REIF, Transfer from General Fund, and potential grants		

FUNDING SCHEDULE							
		Planned Funding Requests			5-Year Plan Total		Total Funding
FY23	FY24	FY25	FY26	FY27			
500,000	150,000	150,000	150,000	150,000	\$	1,100,000	ongoing



**Frisco Trail**



### OPERATING BUDGET IMPACT

<b>Description</b>	Adding additional trails will increase the repairs and maintenance of these areas. A portion of these related operational costs are included in the current budget.
--------------------	---

### CIP Request Summary

<b>Project Name</b>	Environmental Sustainability	<b>Project Start Year</b>	2021
<b>Category</b>	Infrastructure	<b>Est. Project Complete Year</b>	ongoing
<b>Department</b>	Community Development	<b>Strategic Priority</b>	Environmental Sustainability
<b>Recurring?</b>	Recurring	<b>Account #</b>	20-2000-5017
<b>Location</b>	Town wide		
<b>Project Description</b>	To further the Town's commitment to environmental sustainability, this request is for funding to be used for environmental projects as they become known. Possible projects: energy efficiency upgrades to Town buildings, additional electric charging stations throughout town and matching funds for renewable energy projects. 2023 includes solar panels for the Public Works building, in addition to EV charging stations.		
<b>FUNDING SOURCES</b>	REIF and Transfer from General Fund, potential grants		

### FUNDING SCHEDULE

FY23	FY24	FY25	FY26	FY27	5-Year Plan Total	Total Funding
400,000	50,000	50,000	50,000	50,000	\$600,000	ongoing



Charging station at 3rd & Granite



### OPERATING BUDGET IMPACT

<b>Description</b>	The addition of charging stations and solar panels will increase ongoing operational costs. These amounts can be quantified in the future, once plans are fully developed.
--------------------	--

### CIP Request Summary

<b>Project Name</b>	Fiber Infrastructure	<b>Project Start Year</b>	2022
<b>Category</b>	Improvement	<b>Est. Project Complete Year</b>	unknown
<b>Department</b>	Administration	<b>Strategic Priority</b>	Economy, Core Services
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	20-2000-5098
<b>Location</b>	Throughout town		
<b>Project Description</b>	In addition to implementing a portion of the Fiber Infrastructure plan that the Town received proposals for in 2022, the Town also needs to invest \$170,000 in infrastructure at the Marina and PRA to extend service to Town owned buildings. Additionally, the cost of running conduit along Granite Street related to the Complete Streets project is estimated to cost \$350,000. Future years contemplate construction of fiber infrastructure to connect Town Buildings to Project THOR and to eventually connect Town businesses and residences. The numbers forecast for future years are very preliminary and will be updated once the planning process has been completed.		
<b>FUNDING SOURCES</b>	REIF, Transfer from General Fund, potential grants		

#### FUNDING SCHEDULE

		Planned Funding Requests			5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27		
170,000	350,000	500,000	1,000,000	1,000,000	\$ 3,020,000	\$ 8,000,000



**Frisco Main Street**



#### OPERATING BUDGET IMPACT

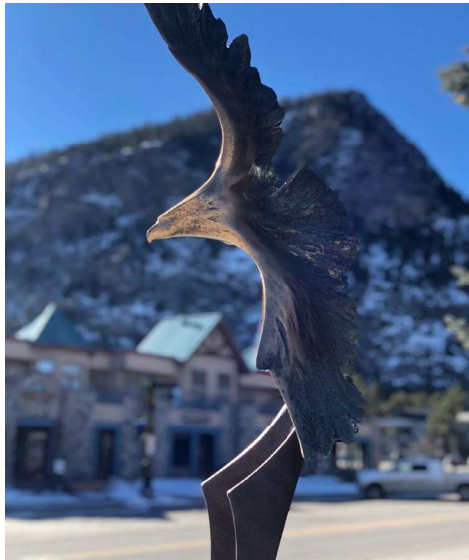
<b>Description</b>	Ongoing costs related to maintenance and repairs of conduit and fiber infrastructure can be expected.
--------------------	---

### CIP Request Summary

<b>Project Name</b>	Pubic Art	<b>Project Start Year</b>	2022
<b>Category</b>	Artwork	<b>Est. Project Complete Year</b>	ongoing
<b>Department</b>	Communications, Marketing, & Events	<b>Strategic Priority</b>	Culture, Arts, & Recreation
<b>Recurring?</b>	Recurring	<b>Account #</b>	20-2000-5096
<b>Location</b>	Throughout Town		
<b>Project Description</b>	In 2022, the Town of Frisco released an RFP for a 5-year arts and culture strategic plan that would express the mission, vision, and path to implementation of arts and culture programming in Frisco. Based upon this plan, the Town of Frisco will make future decisions regarding engaging a diverse group of participants in public art. As a part of this process, future funding sources and best practices for a successful arts council will be explored. Until the completion of the Strategic Arts Plan, it is unknown how the funds will be allocated. That will be decided by Town Council after the presentation of the plan.		
<b>FUNDING SOURCES</b>	REIF and Transfer from General Fund, private contributions, potential grants		

### FUNDING SCHEDULE

		Planned Funding Requests			5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27		
	75,000	25,000	25,000	25,000	\$175,000	ongoing



**Soaring Eagle sculpture**



### OPERATING BUDGET IMPACT

<b>Description</b>	The Town's investment in the arts will have minor related upkeep on an annual basis. There may be an offset from art related tourism and contributions generated by community engagement.
--------------------	---



### CIP Request Summary

<b>Project Name</b>	Public Works Wash Bay Upgrade	<b>Project Start Year</b>	2023
<b>Category</b>	Equipment	<b>Est. Project Complete Year</b>	2024
<b>Department</b>	Public Works	<b>Strategic Priority</b>	Core Services
<b>Recurring?</b>	Recurring	<b>Account #</b>	20-2000-4567
<b>Location</b>	At Public Works shop off of School Road		
<b>Project Description</b>	This request would allow PW staff to go out to bid for requested upgrades to the Public Works Wash Bay facility. Reports from a survey conducted in 2021 found this was a top incentive for Town employees, and it is time to have a full system overhaul.		
<b>FUNDING SOURCES</b>	REIF and Transfer from General Fund		

### FUNDING SCHEDULE

		Planned Funding Requests			5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27		
0	50,000	0	0	0	\$ 50,000	\$ -



Public Works Bays



### OPERATING BUDGET IMPACT

<b>Description</b>	Project is not anticipated to have a significant operating budget impact as it is an existing facility, and the replacement does not impact staff or major changes to existing systems.
--------------------	---

### CIP Request Summary

<b>Project Name</b>	Solar Light Replacement on Summit Blvd	<b>Project Start Year</b>	2024
<b>Category</b>	Equipment	<b>Est. Project Complete Year</b>	2027
<b>Department</b>	Public Works	<b>Strategic Priority</b>	Environment, Core Services
<b>Recurring?</b>	Recurring	<b>Account #</b>	20-2000-5105
<b>Location</b>	Along Summit Blvd,		
<b>Project Description</b>	This would replace the aging overhead lights on the HWY 9 median between Main Street and School Road. Ideally, this replacement would be done in phases until all of the wired lights are replaced. Moving a solar over a wired lighting system would allow for better serviceability/maintenance and reduce the Town's electrical usage. 5% cost increase annually.		
<b>FUNDING SOURCES</b>	REIF and Transfer from General Fund		

#### FUNDING SCHEDULE

FY23	FY24	Planned Funding Requests			5-Year Plan Total	Total Funding
		FY25	FY26	FY27		
0	75,000	78,800	82,700	86,800	\$ 323,300	\$ 414,400



Light post on Summit Blvd



#### OPERATING BUDGET IMPACT

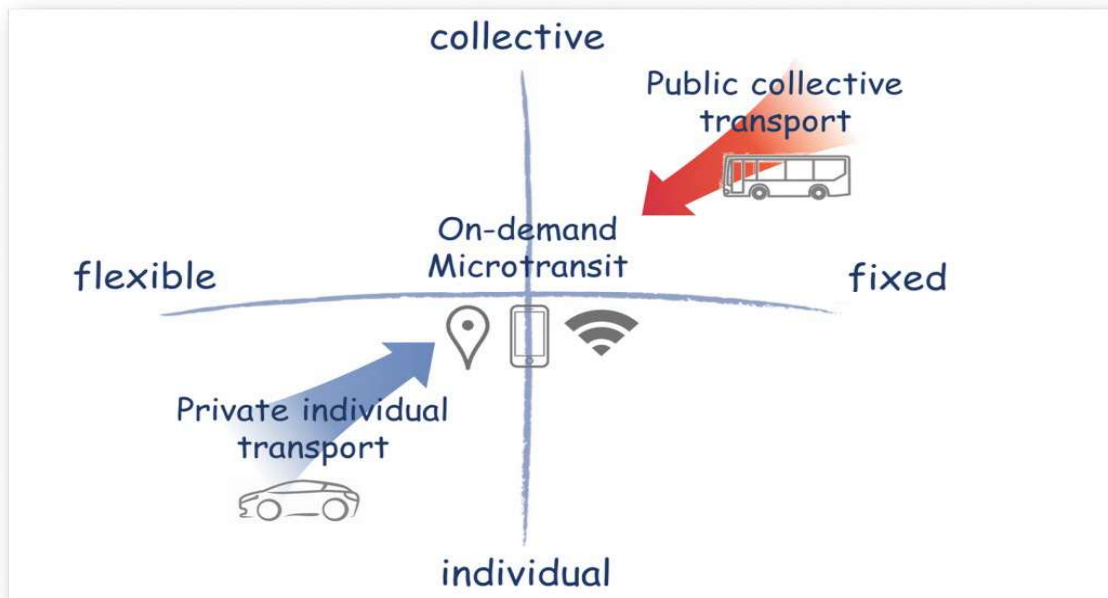
<b>Description</b>	Project is anticipated to reduce costs of utility bills, related to the addition of solar power.
--------------------	--

### CIP Request Summary

<b>Project Name</b>	Mobility Master Plan	<b>Project Start Year</b>	2023
<b>Category</b>	Infrastructure/Planning	<b>Est. Project Complete Year</b>	2024
<b>Department</b>	CDD/Public Works	<b>Strategic Priority</b>	Economy, Core Services
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	20-2000-5102
<b>Location</b>	Town wide		
<b>Project Description</b>	<p>The Town of Frisco Mobility Master Plan was last updated in January of 1986. This thirty-five year old plan no longer accurately reflects existing built conditions and no longer adequately addresses the future transportation needs of the community. At the March 23, 2021 Council meeting, Council held a work session to discuss parking policies. At that meeting, Council acknowledged that the Transportation Master Plan is out of date and should be updated. An update to this plan will require professional consulting services from a transportation engineering/planner or other similarly qualified transportation expert.</p> <p>2024 includes \$50,000 for Transit Service Alternatives Study</p>		
<b>FUNDING SOURCES</b>	REIF, Transfer from General Fund, and potential grants		

### FUNDING SCHEDULE

		Planned Funding Requests				5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27			
	0	50,000	0	0	0	\$ 50,000	\$ -



Area affected by plan



### OPERATING BUDGET IMPACT

<b>Description</b>	Project is not anticipated to have a significant operating budget impact as it is existing infrastructure, and the improvement does not impact staff or major changes to existing systems.
--------------------	--

### CIP Request Summary

<b>Project Name</b>	Miner's Creek Recreation Path Bridge	<b>Project Start Year</b>	2023
<b>Category</b>	Infrastructure	<b>Est. Project Complete Year</b>	2024
<b>Department</b>	Public Works	<b>Strategic Priority</b>	Community, Core Services
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	20.2000.5106
<b>Location</b>	Recreation path over Miners Creek, along Highway 9		
<b>Project Description</b>	This pathway improvement would allow better maintenance of the pathway between Frisco Bay Marina and the Water Dance neighborhood. The pathway would be realigned and a new bridge would be installed that would allow the Grounds division to keep this as well maintained as the rest of the path, in addition to providing pedestrians a better traveling alternative in the winter months, instead of walking completely on HWY 9's sidewalks.		
<b>FUNDING SOURCES</b>	REIF and Transfer from General Fund		

#### FUNDING SCHEDULE

		Planned Funding Requests			5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27		
0	0	800,000	0	0	\$ 800,000	\$ 800,000



Current Bridge



#### OPERATING BUDGET IMPACT

<b>Description</b>	Project is anticipated to have a significant reduction in operating budget, it is expected to will reduce staff time required to plow the area of the recreation pathway.
--------------------	---

### CIP Request Summary

<b>Project Name</b>	Mixed Use Pathways Painting	<b>Project Start Year</b>	2027
<b>Category</b>	Improvement	<b>Est. Project Complete Year</b>	2027
<b>Department</b>	Public Works	<b>Strategic Priority</b>	Community
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	20-2000-5106
<b>Location</b>	Bike paths throughout Town		
<b>Project Description</b>	Frisco has many connect pathways which are separated from the actual roadway with a 3-foot concrete pan. Staff would like to paint these connected pathways to identify them as a mixed use pathway (bicycle and pedestrian) and ensure there is even more visual delineation between pathway and roadway. Staff believes that this will also enhance the user experience and improve how the pathways are navigated. The priority pathways would be Creekside, Miner's Creek, Little Chief, Hawn and Belford. These would be prioritized based on adjacent traffic.		
<b>FUNDING SOURCES</b>	REIF and Transfer from General Fund		

#### FUNDING SCHEDULE

		Planned Funding Requests			5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27		
0	0	0	0	175,000	\$ 175,000	\$ 175,000



Creekside Drive Bike Pathway



#### OPERATING BUDGET IMPACT

<b>Description</b>	Project is not anticipated to have a significant operating budget impact other than minor upkeep to repaint the roadway symbols, and this project does not impact staff or major changes to existing systems.
--------------------	---



### CIP Request Summary

<b>Project Name</b>	Marina Park Mobility Improvements	<b>Project Start Year</b>	2027
<b>Category</b>	Improvement	<b>Est. Project Complete Year</b>	2027
<b>Department</b>	Recreation	<b>Strategic Priority</b>	Culture, Arts, & Recreation
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	20-2000-5093
<b>Location</b>	Marina Park - western entrance		
<b>Project Description</b>	To include landscaping, hardscape, & site furnishings for new walkway / entrance to Marina Park.		
<b>Funding Sources</b>	REIF and Transfer from General Fund		

#### FUNDING SCHEDULE

	FY23					5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27			
	0		0	0	1,200,000	\$ 1,200,000	\$ 1,200,000



White arrows signify mobility identified in Marina Master Plan



#### OPERATING BUDGET IMPACT

<b>Description</b>	Improvements would only have minor ongoing operating costs related to the annual upkeep of landscaping.
--------------------	---

### CIP Request Summary

<b>Project Name</b>	Marina Park Pavilion	<b>Project Start Year</b>	2027
<b>Category</b>	Building	<b>Est. Project Complete Year</b>	2027
<b>Department</b>	Recreation	<b>Strategic Priority</b>	Culture, Arts, & Recreation
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	20-2000-5093
<b>Location</b>	Marina Park - East of the Frisco Bay Landing		
<b>Project Description</b>	Pavilion on new land, including landscaping, hardscaping, site furnishings, & pavilion.		
<b>Funding Sources</b>	REIF and Transfer from General Fund		

#### FUNDING SCHEDULE

		FY23				5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27			
	0	0	0	0	859,000	\$ 859,000	\$ 859,000



Frisco Bay Marina



#### OPERATING BUDGET IMPACT

<b>Description</b>	Project is anticipated to have a slight operating budget impact as it will require some ongoing upkeep to landscaping and site furnishings; as well as minor utility costs.
--------------------	---

### CIP Request Summary

<b>Project Name</b>	Marina Park Playground	<b>Project Start Year</b>	2028
<b>Category</b>	Equipment	<b>Est. Project Complete Year</b>	Unknown
<b>Department</b>	Recreation	<b>Strategic Priority</b>	Culture, Arts, & Recreation
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	20-2000-5093
<b>Location</b>	Frisko Bay Marina		
<b>Project Description</b>	Playground at a new location near the beach at Marina Park, to include additional site work and landscaping. Completes the central core area. Playground is in Natural Play Area at \$500,000; Landscape \$200,000; Hardscape \$1,500,000		
<b>Funding Sources</b>	REIF and Transfer from General Fund		

#### FUNDING SCHEDULE

		FY23				5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27			
0	0	0	0	0	\$	-	\$ 2,200,000



**Current Playground at Marina Park**



#### OPERATING BUDGET IMPACT

<b>Description</b>	Project is not anticipated to have a significant operating budget impact as there is existing playground equipment near the Marina that has aged over the years.
--------------------	--



### CIP Request Summary

<b>Project Name</b>	Marina Park Sand Replacement	<b>Project Start Year</b>	ongoing
<b>Category</b>	Repair and Maintenance	<b>Est. Project Complete Year</b>	ongoing
<b>Department</b>	Recreation	<b>Strategic Priority</b>	Culture, Arts, & Recreation
<b>Recurring?</b>	Recurring	<b>Account #</b>	20-2000-5093
<b>Location</b>	Beach at Marina Park		
<b>Project Description</b>	The sand of the beach at Marina Park erodes every year. The plan to replenish the sand every 3-5 years adds to the customer experience at the beach.		
<b>Funding Sources</b>	REIF and Transfer from General Fund		

### FUNDING SCHEDULE

FY23					5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27		
0	100,000	0	0	100,000	\$ 200,000	ongoing



Frisco Bay Marina



### OPERATING BUDGET IMPACT

<b>Description</b>	Project is not anticipated to have a significant operating budget impact as it is an existing facility and does not impact staff.
--------------------	---

### CIP Request Summary

<b>Project Name</b>	Storm System Repair	<b>Project Start Year</b>	ongong
<b>Category</b>	Repair and Maintenance	<b>Est. Project Complete Year</b>	ongoing
<b>Department</b>	Public Works	<b>Strategic Priority</b>	Core Services
<b>Recurring?</b>	Recurring	<b>Account #</b>	20-2000-5091
<b>Location</b>	Town wide		
<b>Project Description</b>	The Town's Storm Water System requires regualr maintenance and trouble shooting in order to maintain operations of the system.		
<b>FUNDING SOURCES</b>	REIF and Transfer from General Fund		

#### FUNDING SCHEDULE

FY23					5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27		
50,000	50,000	50,000	50,000	50,000	\$250,000	ongoing



**Storm Water Pipes**



#### OPERATING BUDGET IMPACT

<b>Description</b>	Proper maintenance of the Town's Storm Water System lowers future ongoing operating expedinditures.
--------------------	---

### CIP Request Summary

<b>Project Name</b>	Parklet Maintenance	<b>Project Start Year</b>	2023
<b>Category</b>	Repair and Maintenance	<b>Est. Project Complete Year</b>	ongoing
<b>Department</b>	Public Works	<b>Strategic Priority</b>	Economy, Community
<b>Recurring?</b>	Recurring	<b>Account #</b>	20-2000-5097
<b>Location</b>	Main Street and Frisco Bay Marina		
<b>Project Description</b>	Parklets that had been used along Main street during the COVID-19 related closure of Main Street, are continuing to be utilized by several businesses along Main Street, as well as at the Frisco Bay Marina. The structures have had heavy use and are in need of repairs to decking and railing. Additional ongoing repairs are expected at a lower level in upcoming years.		
<b>FUNDING SOURCES</b>	REIF and Transfer from General Fund		

#### FUNDING SCHEDULE

		Planned Funding Requests			5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27		
20,000	0	10,000	0	10,000	\$ 40,000	ongoing



Parklet on Main Street



#### OPERATING BUDGET IMPACT

<b>Description</b>	The repair and maintenance of the parklets is expected to be an ongoing annual expense.
--------------------	---

### CIP Request Summary

<b>Project Name</b>	Technology Purchases	<b>Project Start Year</b>	ongoing
<b>Category</b>	Equipment	<b>Est. Project Complete Year</b>	ongoing
<b>Department</b>	Administration	<b>Strategic Priority</b>	Core Services
<b>Recurring?</b>	Recurring	<b>Account #</b>	20-2000-4102
<b>Location</b>	Across Town owned facilities		
<b>Project Description</b>	Technology equipment is replaced on an annual basis, according to the replacement schedule.		

#### FUNDING SCHEDULE

Planned Funding Requests					5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27		
32,000	50,000	130,000	\$90,000	95,000	\$ 307,000	ongoing



Layers of Information Technology



#### OPERATING BUDGET IMPACT

<b>Description</b>	Keeping on schedule with regular technology equipment replacements lowers the costs of staff time, as well as repair and maintenance expenses.
--------------------	--



### CIP Request Summary

<b>Project Name</b>	Vehicle and Equipment Replacement	<b>Project Start Year</b>	ongoing
<b>Category</b>	Equipment	<b>Est. Project Complete Year</b>	ongoing
<b>Department</b>	Public Works	<b>Strategic Priority</b>	Core Services, Environmental Sustainability
<b>Recurring?</b>	Recurring	<b>Account #</b>	20-2000-4101
<b>Location</b>	Across Town owned facilities		
<b>Project Description</b>	Vehicles and other equipment are replaced on an annual basis, according to the Vehicle and Equipment Replacement schedule. In recent years, vehicle and equipment purchases have been delayed due to the Covid-19 pandemic. Staff recommends catching up to the previously determined replacement schedule. For the 2023 budget, Staff recommends also appropriating funds for vehicles that are scheduled to be replaced in 2024 so that early orders can be placed, alleviating supply chain struggles. This is particularly useful in cases where opportunities can be leveraged for electric and hybrid vehicles. Many of these vehicles won't be delivered in 2023 and the appropriated yet unspent funds will be rolled over to 2024.		
<b>FUNDING SOURCES</b>	REIF and Transfer from General Fund		

### FUNDING SCHEDULE

FY23	FY24	FY25	FY26	FY27	5-Year Plan Total	Total Funding
2,706,000	459,000	8,000	746,000	1,045,000	\$4,964,000	ongoing



Town of Frisco Police Interceptor



### OPERATING BUDGET IMPACT

<b>Description</b>	Keeping on schedule with regular vehicle and equipment replacements lowers the costs of staff time, as well as repair and maintenance expenses.
--------------------	---

# 2023 Vehicle and Equipment Replacement List

## 20-2000-4101

Unit #	Business Unit	Description	In service Year	Life span years / hours	Replacement Year	Est. Replacement Cost
<b>Light Trucks / Passenger</b>						
09-03	Public Works - Fleet	2009 GMC Sierra	2009	10 years	n/a	\$0
11-01	FAP	Chevy Silverado 2500	2011	10 years	2022	\$40,000
11-02	Public Works - Grounds	GMC Sierra 2500	2011	10 years	2022	\$40,000
11-05	Public Works - Grounds	Dodge Ram 1500	2011	10 years	2022	\$40,000
13-03	Public Works - Grounds	Ford F150	2013	10 years	2023	\$40,000
13-04	Public Works - Grounds	Ford F250	2013	10 years	2023	\$40,000
13-07	Neighborhood Park	6	2013	10 years	2023	\$45,000
14-01	Public Works - Buildings	7	2014	10 years	2024	\$55,000
	Marina Park Site Work	8				
14-02	Town Hall Dumpster	9	2014	10 years	2024	\$45,000
14-04	Visitor Information Center	10	2014	10 years	2024	\$45,000
	PRA Project Construction	11				
14-10	Admin - Town Manager	Ford Explorer	2014	10 years	2024	\$60,000
15-01	Recreation	Chevy 3500 Van	2015	10 years	2025	\$50,000
15-02	Recreation	Chevy 3500 Van	2015	10 years	2025	\$50,000
15-06	Public Works - Water	Chevy 3500 utility	2015	10 years	2025	\$55,000
13-05	Public Works -Grounds	Ford F250	2013	10 years	2023	\$40,000
	Public Works - Grounds	Ford F150	2014	10 years	2024	\$45,000
16-02	Public Works - Water	Ford F250 utility	2016	10 years	2026	\$55,000
16-03	Police	Ford Expedition - police	2016	10 years	2022	\$60,000
17-03	Public Works - Buildings	Ford F250	2017	10 years	2027	\$45,000
17-04	Admin - Police	Ford Explorer - Police	2017	10 years	2027	\$50,000
17-05	Police	Ford Interceptor - police	2017	10 years	2023	\$60,000
17-06	Community Development	Toyota RAV4 Hybrid	2017	10 years	2027	\$45,000
	Public Works - Streets	Ford F250	2017	10 years	2027	\$45,000
17-09	Public Works - Water	Chevy Colorado	2017	10 years	2027	\$40,000
18-01	Public Works - Water	Chevy Silverado 1500	2018	10 years	2028	\$45,000
18-02	Admin - Public Works	Chevy Silverado 1500	2018		2028	\$45,000
18-03	Public Works - Streets	Chevy Silverado 2500	2018	10 years	2028	\$50,000
18-04	Public Works - Streets	Chevy Silverado 2500	2018	10 years	2028	\$50,000
18-05	Public Works - Grounds	Chevy Silverado 2500	2018	10 years	2028	\$50,000
18-06	Public Works - Grounds	Chevy Silverado 1500	2018	10 years	2028	\$45,000
18-07	Public Works - Grounds	Chevy Silverado 1500	2018	10 years	2028	\$45,000
18-11	Police	Ford Interceptor - police	2018	10 years	2024	\$60,000
18-12	Police	Chevy Colorado - Police	2018	10 years	2028	\$40,000
18-13	Police	Toyota RAV4 Hybrid - Police	2018	10 years	2028	\$60,000
19-01	Police	Ford Interceptor - police	2019	10 years	2025	\$65,000
19-02	Community Development	Toyota RAV4	2019	10 years	2029	\$45,000
19-03	Public Works - Fleet	Ford F350	2019	10 years	2029	\$50,000
19-04	Public Works - Streets	Ford F250	2019	10 years	2029	\$45,000
19-10	Public Works - Grounds	Ford Transit Van	2019	10 years	2029	\$55,000
19-11	Recreation	Ford F150	2019	10 years	2029	\$45,000
20-01	Police	Ford Interceptor - police	2020	10 years	2026	\$65,000
<b>Medium Duty Equipment</b>						
15-10	Public Works - Streets	Karcher - sidewalk plow	2015	10 years	2025	\$130,000
16-04	Marina	John Deere 4052R - Marina	2016	10 years	2026	\$55,000
17-07	Public Works - Grounds	Kubota RT6V	2017	10 years	2027	\$30,000
18-08	Public Works - Streets	Karcher - sidewalk plow	2018	10 years	2028	\$130,000
19-09	Public Works - Grounds	Multihog - sidewalk plow	2019	10 years	2029	\$120,000
20-02	FAP	Cat 236D skid steer - PRA	2020	10 Years	2030	\$60,000
21-04	Public Works - Grounds	Kubota SSV65 Skid Steer	2021	10 years	2031	\$60,000

Unit #	Business Unit	Description	In service Year	Life span years / hours	Replacement Year	Est. Replacement Cost
<b>Heavy Duty Trucks</b>						
10-03	Public Works - Streets	Kenworth t800	2010	15 years	2025	\$180,000
10-04	Public Works - Streets	Kenworth t800	2010	15 years	2025	\$180,000
14-07	Public Works - Streets	Peterbilt 348	2014	15 years	2029	\$190,000
17-01	Public Works - Streets	Peterbilt 348	2017	15 years	2032	\$190,000
22-08	Public Works - Streets	Tymco 600	2022	10 years	2032	\$350,000
<b>Heavy Equipment</b>						
15-07	Public Works - Streets	Cat 938M - Loader	2015	7yrs / 7000hrs	2022	\$260,000
14-06	Public Works - Streets	Cat 120M2 - grader	2014	7yrs / 7000hrs	2022	\$350,000
01-44	Public Works - Streets	Ingersoll roller	2001	15 years	2023	\$70,000
13-12	Public Works - Water	Cat 420F - back hoe	2013	7yrs / 7000hrs	2023	\$180,000
19-05	Public Works - Grounds	Cat 930M - Loader	2019	7yrs / 7000hrs	2026	\$280,000
19-06	Public Works - Streets	Cat 938M - Loader	2019	7yrs / 7000hrs	2026	\$280,000
19-12	Nordic/Trails	Cat 301.8 - mini ex - PRA	2019	7yrs / 7000hrs	2026	\$60,000
20-03	Public Works - Streets	Cat 938M - Loader	2020	7yrs / 7000hrs	2027	\$280,000
<b>Snowcats - PRA</b>						
12-11	FAP	Prinoth BR350	2012	10 years	2022	\$400,000
16-07	Nordic/Trails	Prinoth Husky 16T4F	2016	10 years	2026	\$270,000
16-11	FAP	Prinoth Bison X	2016	10 years	2026	\$450,000
None	Nordic/Trails	Prinoth Husky	2022	10 Years	2032	\$400,000

### Replacement Schedule by Year

#### 2023 Vehicle / Equipment Replacement

11-01	FAP	Chevy Silverado 2500	2011	10 years	2022	\$42,000
	FAP	Western Plow	2011	10 years	2022	\$8,000
11-02	Public Works - Grounds	GMC Sierra 2500	2011	10 years	2022	\$42,000
	Public Works - Grounds	Western Plow	2011	10 years	2022	\$8,000
11-05	Public Works - Grounds	Dodge Ram 1500	2011	10 years	2022	\$39,000
13-03	Public Works - Grounds	Ford F150	2013	10 years	2023	\$42,000
13-04	Public Works - Grounds	Ford F250	2013	10 years	2023	\$45,000
13-05	Public Works - Grounds	Ford F250	2013	10 years	2023	\$45,000
13-07	Public Works - Buildings	Toyota Tacoma	2013	10 years	2023	\$42,000
14-06	Public Works - Streets	Cat 120M2 - grader	2014	7yrs / 7000hrs	2022	\$270,000
01-44	Public Works - Streets	Ingersoll roller	2001	15 years	2023	\$70,000
17-05	Police	Ford Interceptor - police	2017	6 Years	2023	\$58,000
16-07	Nordic/Trails	Prinoth Husky 16T4F	2016	10 years	2026	\$400,000
	Nordic/Trails	Skidoo Snowmobile	unknown	5 Years	2023	\$20,000
	Public Works - Grounds	Taylor 1 axle Trailer	1987	10 years	2023	\$12,000
	Public Works - Streets	Stenseballe Deck Mower	1989	10 years	2023	\$18,000
	Public Works - Streets	Arm-Lift Aerial Arm	2004	10 years	2023	\$75,000
	Public Works - Streets	Hydraulic Loader Forks	2005	10 years	2023	\$30,000
NEW	Public Works - Grounds	Mini Excavator	NEW	10 years	2023	\$80,000
NEW	Public Works - Streets	Skid Steer Utility Broom	NEW	10 years	2023	\$9,000
	Public Works - Streets	Attenuator Trailer	2013	10 years	2023	\$75,000
NEW	Police	Ford - police (Sergeant vehicle)	NEW	10 years	2023	\$74,000
<b>Total</b>						<b>\$1,504,000</b>

Unit #	Business Unit	Description	In service Year	Life span years / hours	Replacement Year	Est. Replacement Cost
<b>2024 Vehicle / Equipment Replacement</b>						
14-01	Public Works - Buildings	Chevy G3500	2014	10 years	2024	\$57,000
	Public Works - Grounds	Zaugg Snow Blower	2009		2024	\$52,000
	Admin - Town Manager	Ford Explorer	2014	10 years	2024	\$45,000
NEW	Public Works - Streets	SnoGo Snow Blower	2005		2024	\$275,000
	Public Works - Water	Atlas Copco Generator	1998		2024	\$110,000
	Public Works - Fleet	2 Post Lift	NEW			\$22,000
	Special Events	Ford F150	2014	10 years	2024	\$43,000
14-02						
14-03	Public Works - Grounds	Ford F150	2014	10 years	2024	\$43,000
14-04	Public Works - Grounds	Ford F150	2014	10 years	2024	\$43,000
14-05	Public Works - Water	Ford F250	2014	10 years	2024	\$57,000
14-10	Police	Ford Explorer - police	2014	10 years	2024	\$58,000
<i>Total</i>						<i>\$805,000</i>
<b>2025 Vehicle / Equipment Replacement</b>						
15-01	Recreation	Chevy 3500 Van	2015	10 years	2025	\$51,000
15-02	Recreation	Chevy 3500 Van	2015	10 years	2025	\$51,000
15-03	Marina	Dodge Ram 2500	2015	10 years	2025	\$48,000
	Marina	Western Plow	2015	10 years	2025	\$8,000
19-01	Police	Ford Explorer	2019	6 Years	2025	\$59,000
15-06	Public Works - Water	Chevy 3500 utility	2015	10 years	2025	\$57,000
15-10	Public Works - Streets	Karcher - sidewalk plow	2015	10 years	2025	\$140,000
10-03	Public Works - Streets	Kenworth t800	2010	15 years	2025	\$225,000
10-04	Public Works - Streets	Kenworth t800	2010	15 years	2025	\$225,000
<i>Total</i>						<i>\$864,000</i>
<b>2026 Vehicle / Equipment Replacement</b>						
16-02	Public Works - Water	Ford F250 utility	2016	10 years	2026	\$57,000
16-04	Marina	John Deere 4052R - Marina	2016	10 years	2026	\$55,000
20-01	Police	Ford Explorer	2020	6 Years	2026	\$59,000
19-05	Public Works - Grounds	Cat 930M - Loader	2019	7yrs / 7000hrs	2026	\$280,000
19-06	Public Works - Streets	Cat 938M - Loader	2019	7yrs / 7000hrs	2026	\$295,000
<i>Total</i>						<i>\$746,000</i>
<b>2027 Vehicle / Equipment Replacement</b>						
17-03	Public Works	Ford F250	2017	10 years	2027	\$45,000
17-04	Public Works	Ford Explorer	2017	10 years	2027	\$50,000
17-05	Police	Ford Interceptor - police	2017	10 years	2027	\$60,000
17-06	Public Works	Toyota RAV4 Hybrid	2017	10 years	2027	\$45,000
17-08	Public Works	Ford F250	2017	10 years	2027	\$45,000
17-09	Public Works	Chevy Colorado	2017	10 years	2027	\$40,000
17-07	Public Works	Kubota RT6V	2017	10 years	2027	\$30,000
20-03	Public Works	Cat 938M - Loader	2020	7yrs / 7000hrs	2027	\$280,000
16-11	FAP	Prinoth Bison X	2016	10 years	2026	\$450,000
<i>Total</i>						<i>\$1,045,000</i>
<b>2028 Vehicle / Equipment Replacement</b>						
18-01	Public Works	Chevy Silverado 1500	2018	10 years	2028	\$45,000
18-02	Public Works	Chevy Silverado 1500	2018	10 years	2028	\$45,000
18-03	Public Works	Chevy Silverado 2500	2018	10 years	2028	\$50,000
18-04	Public Works	Chevy Silverado 2500	2018	10 years	2028	\$50,000
18-05	Public Works	Chevy Silverado 2500	2018	10 years	2028	\$50,000
18-06	Public Works	Chevy Silverado 1500	2018	10 years	2028	\$45,000
18-07	Public Works	Chevy Silverado 1500	2018	10 years	2028	\$45,000
18-11	Police	Ford Interceptor - police	2018	10 years	2028	\$60,000



Unit #	Business Unit	Description	In service Year	Life span years / hours	Replacement Year	Est. Replacement Cost
<b>2028 Vehicle / Equipment Replacement (continued)</b>						
18-12	Public Works	Chevy Colorado	2018	10 years	2028	\$40,000
18-13	Public Works	Toyota RAV4 Hybrid	2018	10 years	2028	\$60,000
18-08	Public Works	Karcher - sidewalk plow	2018	10 years	2028	\$130,000
<i>Total</i>						<i>\$620,000</i>
<b>2029 Vehicle / Equipment Replacement</b>						
19-01	Police	Ford Interceptor - police	2019	10 years	2029	\$65,000
19-02	Public Works	Toyota RAV4	2019	10 years	2029	\$45,000
19-03	Public Works	Ford F350	2019	10 years	2029	\$50,000
19-04	Public Works	Ford F250	2019	10 years	2029	\$45,000
19-10	Public Works	Ford Transit Van	2019	10 years	2029	\$55,000
19-11	Public Works	Ford F150	2019	10 years	2029	\$45,000
19-09	Public Works	Multihog - sidewalk plow	2019	10 years	2029	\$120,000
14-07	Public Works	Peterbilt 348	2014	15 years	2029	\$190,000
<i>Total</i>						<i>\$615,000</i>
<b>2030 Vehicle / Equipment Replacement</b>						
20-01	Police	Ford Interceptor - police	2020	10 years	2030	\$65,000
20-02	Public Works	Cat 236D skid steer - PRA	2020	10 Years	2030	\$60,000
<i>Total</i>						<i>\$125,000</i>
<b>2032 Vehicle / Equipment Replacement</b>						
17-01	Public Works	Peterbilt 348	2017	15 years	2032	\$190,000
<i>Total</i>						<i>\$190,000</i>

*Due to supply chain issues, requesting early budget appropriation in order to place order in prior year*

### CIP Request Summary

<b>Project Name</b>	Street and Sidewalk Management Plan	<b>Project Start Year</b>	ongoing
<b>Category</b>	Equipment	<b>Est. Project Complete Year</b>	ongoing
<b>Department</b>	Administration	<b>Strategic Priority</b>	Core Services
<b>Recurring?</b>	Recurring	<b>Account #</b>	20-2000-4965
<b>Location</b>			20-2000-4995
			20-2000-5075
<b>Project Description</b>	The Town's Street and Sidewalk Management plan includes crack fill of streets and bike paths, curb replacement, street resurfacing, and sidewalk repairs. These repairs and maintenance are scheduled on an annual basis, based upon a 5 year plan.		
<b>FUNDING SOURCES</b>	REIF, Transfer from General Fund		

#### FUNDING SCHEDULE

		Planned Funding Requests			5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27		
1,210,000	1,270,500	1,334,000	1,400,700	1,470,700	\$ 6,685,900	ongoing



### Road Construction in the Town of Frisco



#### OPERATING BUDGET IMPACT

<b>Description</b>	Keeping on schedule with regular street and sidewalk maintenance lowers the costs of staff time, as well as repair and maintenance expenses spent on more serious street projects.
--------------------	--

### CIP Request Summary

<b>Project Name</b>	Building Management R&M	<b>Project Start Year</b>	ongoing
<b>Category</b>	Repair and Maintenance	<b>Est. Project Complete Year</b>	ongoing
<b>Department</b>	Public Works	<b>Strategic Priority</b>	Core Services, Environmental Sustainability
<b>Recurring?</b>	Recurring	<b>Account #</b>	20-2000-4567
<b>Location</b>			
<b>Project Description</b>	2023 projects include: Historic Park deck/stair replacement \$20,000; 113 Granite St. water line \$25,000; hand dryers in all town facilities \$10,000; HVAC Cleaning (Day Lodge/Community Center) \$20,000; Historic Park Electric Boiler \$25,000; HVAC Software replacement \$60,000; PW Key Card Access \$25,000; Driveway Maintenance (760 Pitkin / 1st & Main) \$30,000; PW Garage Bay Door Openers \$50,000; New Deck Railing for Boardwalk (behind Lakepoint Circle) \$60,000; Painting / Staining \$15,000; Nordic Center carpet \$15,000; \$175,000 on-call repair and maintenance		
<b>FUNDING SOURCES</b>	REIF, Transfer from General Fund		

#### FUNDING SCHEDULE

Planned Funding Requests					5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27		
530,000	7,500	167,500	175,000	180,000	\$ 1,060,000	ongoing



Town Owned Buildings



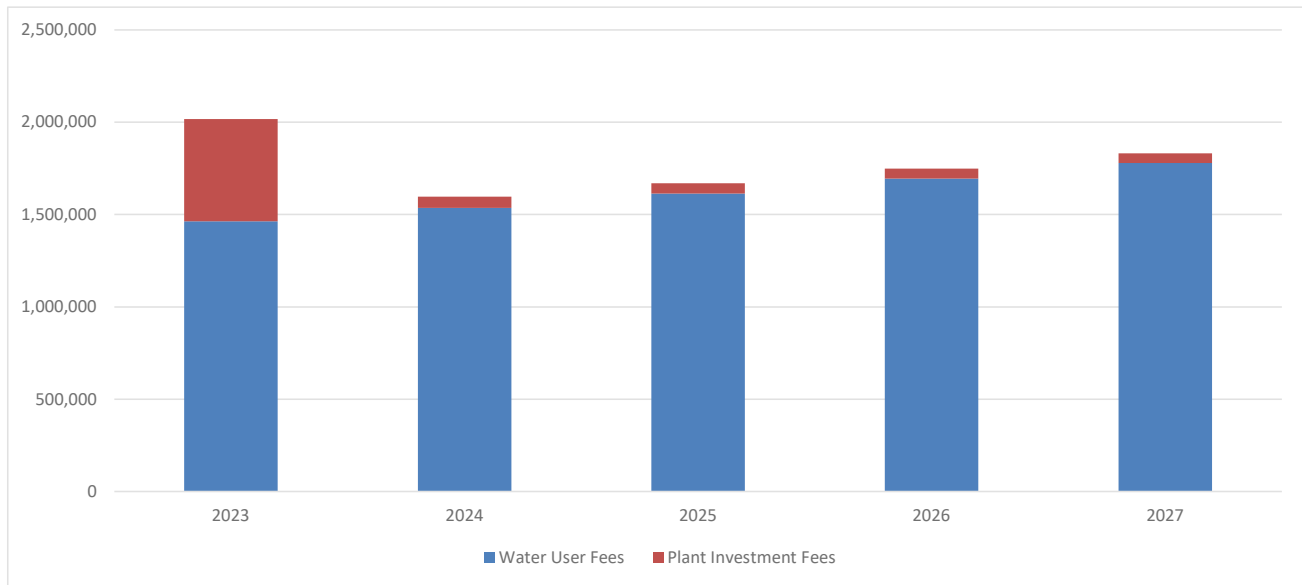
#### OPERATING BUDGET IMPACT

<b>Description</b>	Keeping on schedule with regular building repair and maintenance lowers the costs of staff time, as well as repair and maintenance expenses.
--------------------	--

# Water Fund

The Water Fund was established to finance and account for the acquisition, operation and maintenance of facilities, services and water rights associated with providing water to the Town. The primary revenue sources include user charges and water tap fees. In 2019, a water rate study was conducted and new rates and tier structure were implemented effective in the 3rd quarter of 2019. This fund has a four month required reserve; the projected 2023 fund balance far surpasses that requirement.

Funding Source	2023	2024	2025	2026	2027	5-Year Total
Water User Fees	1,464,000	1,537,200	1,614,100	1,694,800	1,779,500	\$8,089,600
Plant Investment Fees	554,132	60,000	57,000	54,200	51,500	\$776,832
<b>Total</b>	<b>\$2,018,132</b>	<b>\$1,597,200</b>	<b>\$1,671,100</b>	<b>\$1,749,000</b>	<b>\$1,831,000</b>	<b>\$8,866,432</b>



Project Name	Project Category	2023 Proposed
PFAS Mitigation	Repair and Maintenance	\$2,000,000
Water Storage Tank Lining	Repair and Maintenance	\$400,000
Water Line Replacement	Infrastructure	\$200,000
<b>Total</b>		<b>\$2,600,000</b>

### CIP Request Summary

<b>Project Name</b>	PFAS Mitigation	<b>Project Start Year</b>	2023
<b>Category</b>	Improvement	<b>Est. Project Complete Year</b>	2023
<b>Department</b>	Public Works	<b>Strategic Priority</b>	Environment
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	40-4000-4444
<b>Location</b>	Well # 7 at the Peninsula Recreation Area		
<b>Project Description</b>	This upgrade to Well #7 will allow for the installation for advanced treatment to mitigate PFAS and PFAS trace compounds.		
<b>FUNDING SOURCES</b>	Water User Fees, Plant Investment Fees, \$50,000 for pilot study, and other potential grants		

### FUNDING SCHEDULE

FY23	FY24	FY25	FY26	FY27	5-Year Plan Total	Total Funding
2,000,000	0	0	0	0	\$2,000,000	\$0



### Drinking Water



### OPERATING BUDGET IMPACT

<b>Description</b>	Project is not anticipated to have a significant operating budget impact as it is an improvement to our current system. Filter media may need to be disposed of from time to time.
--------------------	--



### CIP Request Summary

<b>Project Name</b>	Water Storage Tank Lining / Repair	<b>Project Start Year</b>	2023
<b>Category</b>	Repair and Maintenance	<b>Est. Project Complete Year</b>	2024
<b>Department</b>	Public Works	<b>Strategic Priority</b>	Core Services
<b>Recurring?</b>	Recurring	<b>Account #</b>	40-4000-4444
<b>Location</b>	Water Treatment Plant Tank and Dam Road Tank		
<b>Project Description</b>	This is a standard servicing procedure for above ground water storage tanks, which will prolong the lifespan of said asset(s).		
<b>FUNDING SOURCES</b>	Water User Fees and Plant Investment Fees		

#### FUNDING SCHEDULE

FY23	FY24	FY25	FY26	FY27	5-Year Plan Total	Total Funding
400,000	0	0	0	0	\$400,000	\$0



**Historic Water Tank**



#### OPERATING BUDGET IMPACT

<b>Description</b>	Project is not anticipated to have a significant operating budget impact as it is an existing building, and the restoration does not impact staff or major changes to existing systems.
--------------------	---

### CIP Request Summary

<b>Project Name</b>	Water Line Replacement	<b>Project Start Year</b>	2023
<b>Category</b>	Infrastructure	<b>Est. Project Complete Year</b>	ongoing
<b>Department</b>	Public Works	<b>Strategic Priority</b>	Core Services
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	40-4000-4444
<b>Location</b>	2023 = Lagoon Town Homes Water Main		
<b>Project Description</b>	Replace deteriorating water main and water lines		
<b>FUNDING SOURCES</b>	Water User Fees and Plant Investment Fees		

### FUNDING SCHEDULE

FY23	FY24	FY25	FY26	FY27	5-Year Plan Total	Total Funding
200,000	50,000	50,000	50,000	50,000	\$400,000	ongoing



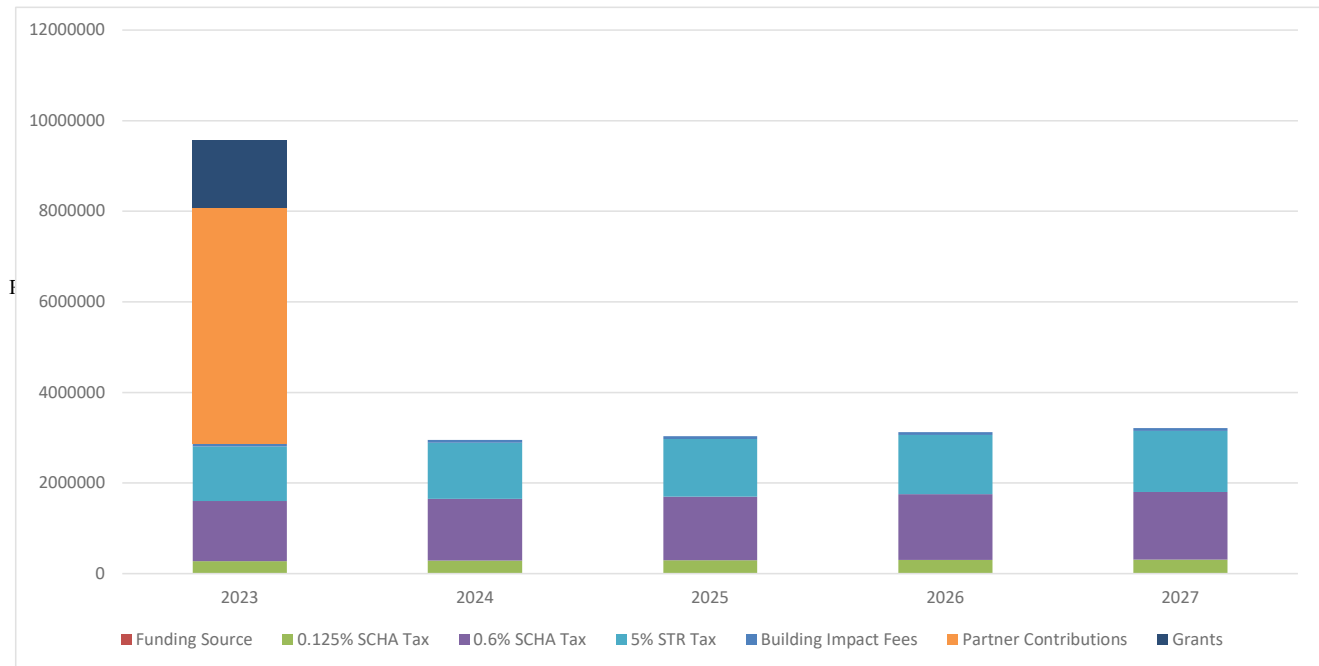
### OPERATING BUDGET IMPACT

<b>Description</b>	Project is not anticipated to have a significant operating budget impact as it is an existing building, and the restoration does not impact staff or major changes to existing systems.
--------------------	---

# Housing Fund

On November 7, 2006, the voters of Summit County approved the Summit Combined Housing Authority (SCHA) Referred Measure 5A, which authorized a temporary (10 year) sales and use tax of .125% and a development impact fee of two dollars or less per square foot of new construction to be used for affordable housing purposes. Subsequently, the Town of Frisco entered into an intergovernmental agreement with other area local governments to share these revenues. In 2015, this tax was extended in perpetuity. In 2016, Summit County voters approved an additional, temporary (10 years) .6% sales tax to the existing sales tax, effective 1/1/17, making the current tax rate .725%. In 2021, this tax was extended for another 10 years. In 2022, Frisco voters approved a 5% excise tax on short term rentals (hotels are exempt) dedicated to workforce housing. There is no required reserve for this fund.

Funding Source	2023	2024	2025	2026	2027	5-Year Total
0.125% SCHA Tax	275,900	284,200	292,700	301,500	310,500	\$1,464,800
0.6% SCHA Tax	1,324,100	1,363,800	1,404,700	1,446,800	1,490,200	\$7,029,600
5% STR Tax	1,200,000	1,236,000	1,273,100	1,311,300	1,350,600	\$6,371,000
Building Impact Fees	70,000	66,500	63,200	60,000	57,000	\$316,700
Partner Contributions	5,205,000	0	0	0	0	\$5,205,000
Grants	1,500,000	0	0	0	0	\$1,500,000
<b>Total</b>	<b>\$9,575,000</b>	<b>\$2,950,500</b>	<b>\$3,033,700</b>	<b>\$3,119,600</b>	<b>\$3,208,300</b>	<b>\$21,887,100</b>



Project Name	Project Category	2023 Proposed
Galena Street Project Design	Building	\$600,000
Granite Park Construction *	Building	10,410,000
Building Management	Repair & Maintenance	7,500
<b>Total</b>		<b>\$11,017,500</b>

\* Previously approved project



### CIP Request Summary

<b>Project Name</b>	<b>Granite Park Workforce Housing</b>	<b>Project Start Year</b>	<b>2023</b>
<b>Category</b>	<b>Building</b>	<b>Est. Project Complete Year</b>	<b>2024</b>
<b>Department</b>	<b>Community Development</b>	<b>Strategic Priority</b>	<b>Growing Community</b>
<b>Recurring?</b>	<b>Non-Recurring</b>	<b>Account #</b>	
<b>Location</b>	<b>639 Granite Street</b>		
<b>Project Description</b>	Granite Park is a partnership with Colorado Department of Transportation to build 22 rental housing units and to bring improved to break ground in spring of 2023.		
<b>FORWARD FUNDING</b>	Bond Income, FEMA Urban Trans, FDIH Rental Tax, Development Impact Fee, Partner Contributions, and Grants		

FORWARD FUNDING						5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27			
10,410,000	0	0	0	0		10,410,000	10,410,000



Studio Architecture rendering



CONSTRUCTION IMPACT	
<b>Description</b>	Project is not anticipated to have a significant operating budget impact as it is an existing building and the restoration does not impact staff or major changes to existing systems.

## CIP Request Summary

<b>Project Name</b>	Galena Street Workforce Housing	<b>Project Start Year</b>	2023
<b>Category</b>	Building	<b>Est. Project Complete Year</b>	2024
<b>Department</b>	Community Development	<b>Strategic Priority</b>	Economy, Community
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	
<b>Location</b>	602 Galena, current State of Colorado Workforce Center		
<b>Project Description</b>	As the Town continues working towards the goal of increasing availability of workforce housing, additional projects will become available. In 2022, the Town will approved a \$3 million supplemental appropriation to cover the cost of purchasing 602 Galena Street. The budget also included an anticipated additional \$1.5 million in partner contributions from the County. The building is currently home to the Colorado Workforce Center run by the Colorado Division of Labor and Employment. Owned by the state, the 0.72-acre parcel includes a 4,153-square-foot building that currently houses 11 employees. Town staff estimates the property could support a range of 27 to 36 residential units, mixing studio, one- and two-bedroom rentals with an average size of 750 square feet, to include office space for the Workforce Center and potentially a childcare facility.		
<b>FUNDING SOURCES</b>	Rental Income, SCHA Sales Taxes, STR Excise Tax, Development Impact Fee, and potential grants		

### FUNDING SCHEDULE

					5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27		
600,000	10,000,000	13,000,000	1,800,000	0	\$25,400,000	\$24,000,000



### Current Roundabouts



### OPERATING BUDGET IMPACT

<b>Description</b>	Project is not anticipated to have a significant operating budget impact as it is an existing building, and the restoration does not impact staff or major changes to existing systems.
--------------------	---

### CIP Request Summary

<b>Project Name</b>	Building Management R&M	<b>Project Start Year</b>	ongoing
<b>Category</b>	Repair & Maintenance	<b>Est. Project Complete Year</b>	ongoing
<b>Department</b>	Community Development / Public Works	<b>Strategic Priority</b>	Community, Core Services
<b>Recurring?</b>	Recurring	<b>Account #</b>	
<b>Location</b>	Town-owned workforce housing units		
<b>Project Description</b>	The Town of Frisco owns several workforce housing units that house both employees, as well as other residents employed in the Ten Mile Basin. These units require ongoing repair and maintenance to keep them inline with the expectations of the housing program and the renters occupying the units.		
<b>FUNDING SOURCES</b>	Rental Income, SCHA Sales Taxes, STR Excise Tax, Development Impact Fee		

#### FUNDING SCHEDULE

					5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27		
	7,500	15,000	20,000	25,000	25,000	\$92,500 ongoing



Mary Ruth Workforce Housing Complex



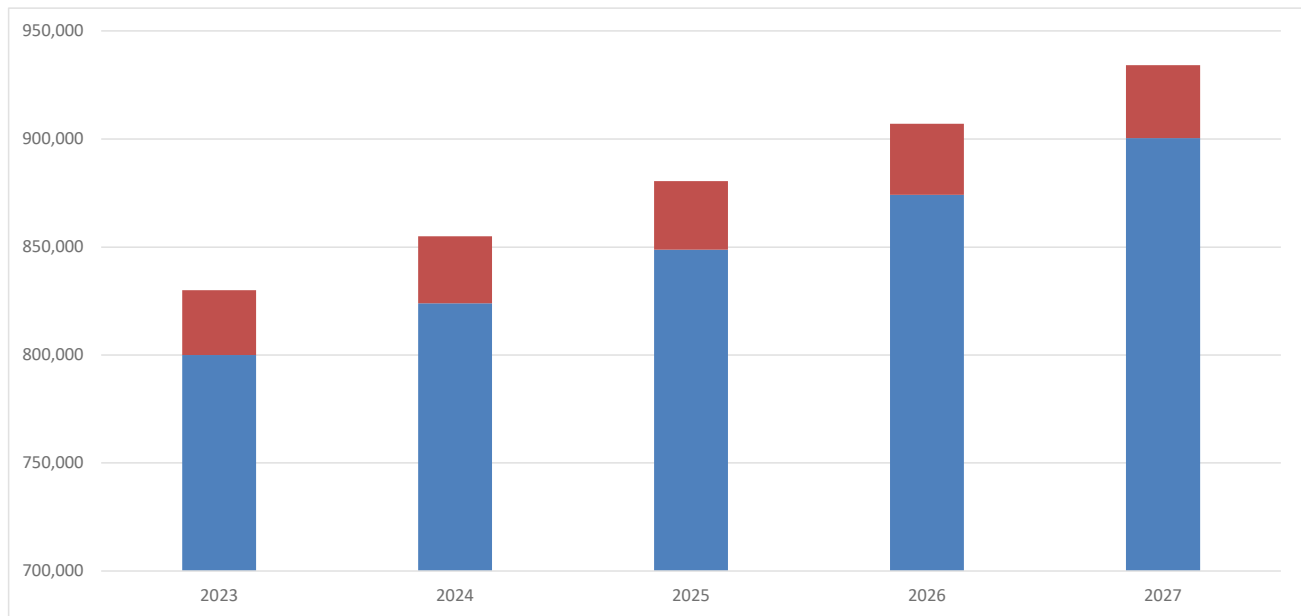
#### OPERATING BUDGET IMPACT

<b>Description</b>	Keeping on schedule with regular building repair and maintenance lowers the costs of staff time, as well as repair and maintenance expenses.
--------------------	--

## Lodging Tax Fund

Lodging Tax Fund was established in 2004 to account for a new, voter-approved 2.35% tax imposed upon lodging establishments. Expenditures are restricted to economic development, special events, advertising and marketing, recreation amenities, multi-purpose facilities and open space and similar uses. The decision as to the proportion of revenue to be allocated to any of these uses is determined by Council. Currently, the Information Center receives 45% of these revenues, 20% is allocated to marketing and economic development, 20% is to be used for recreation and the remaining 15% is allocated for operation and maintenance of recreation/tourism based Town facilities. In 2009, the Town assumed responsibility for the operations of the Information Center. There is no required reserve for this fund.

Funding Source	2023	2024	2025	2026	2027	5-Year Total
Lodging Tax	800,000	824,000	848,700	874,200	900,400	\$4,247,300
Intergovernmental Revenues	30,000	30,900	31,800	32,800	33,800	\$159,300
<b>Total</b>	<b>\$830,000</b>	<b>\$854,900</b>	<b>\$880,500</b>	<b>\$907,000</b>	<b>\$934,200</b>	<b>\$4,406,600</b>



Project Name	Project Category	2023 Proposed
PRA Ballfield Infield Restoration	Repair and Maintenance	\$20,000
Turf Renovation	Repair and Maintenance	\$25,000
<b>Total</b>		<b>\$45,000</b>

\* Previously approved project



### CIP Request Summary

<b>Project Name</b>	PRA Ball Field Infield Restoration	<b>Project Start Year</b>	2023
<b>Category</b>	Repair and Maintenance	<b>Est. Project Complete Year</b>	2023
<b>Department</b>	Public Works	<b>Strategic Priority</b>	Culture, Arts, & Recreation
<b>Recurring?</b>	Recurring	<b>Account #</b>	80-8000-4568
<b>Location</b>	Peninsula Recreation Area Ballfields		
<b>Project Description</b>	This would allow the Grounds Division to hire a contractor to rehabilitate the infield of the baseball field at the PRA. This project would remove and replace sand, regrade areas as needed, and provide a better playing surface for all field user groups.		
<b>FUNDING SOURCES</b>	Lodging Tax		

#### FUNDING SCHEDULE

FY23	FY24	FY25	FY26	FY27	5-Year Plan Total	Total Funding
20,000	0	0	0	0	\$20,000	\$0



**PRA Baseball Field**



#### OPERATING BUDGET IMPACT

<b>Description</b>	Project is not anticipated to have a significant operating budget impact as it is an existing building, and the restoration does not impact staff or major changes to existing systems.
--------------------	---

### CIP Request Summary

<b>Project Name</b>	Turf Restoration	<b>Project Start Year</b>	2023
<b>Category</b>	Repair and Maintenance	<b>Est. Project Complete Year</b>	ongoing
<b>Department</b>	Public Works	<b>Strategic Priority</b>	Culture, Arts, & Recreation
<b>Recurring?</b>	Recurring	<b>Account #</b>	80-8000-4568
<b>Location</b>	All Town Parks		
<b>Project Description</b>	This turf work will enhance the grass surface by adding seed, top dressing, and sand to promote new growth as well as leveling the turf surface itself. This routine maintenance will ensure a positive user experience at Town owned parks.		
<b>FUNDING SOURCES</b>	Lodging Tax		

### FUNDING SCHEDULE

FY23	FY24	FY25	FY26	FY27	5-Year Plan Total	Total Funding
25,000	0	25,000	0	25,000	\$75,000	ongoing



**Current Grass at Historic Park**



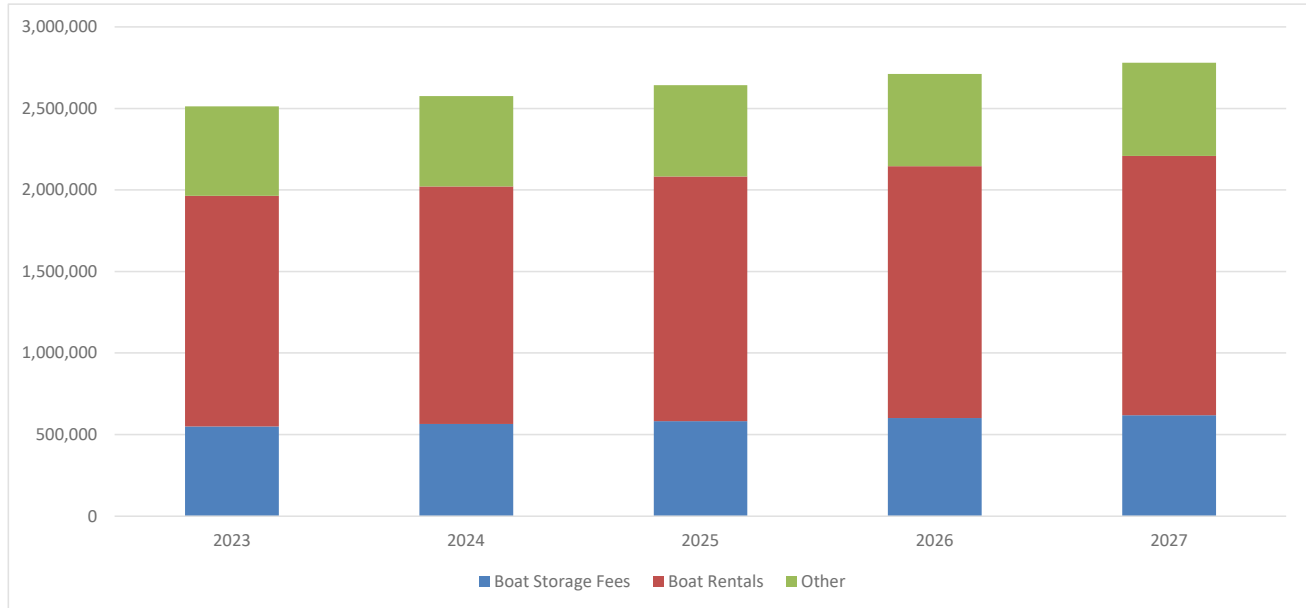
### OPERATING BUDGET IMPACT

<b>Description</b>	Project is not anticipated to have a significant operating budget impact as it is an existing building, and the restoration does not impact staff or major changes to existing systems.
--------------------	---

# Marina Fund

In 1994, the Town entered into a lease agreement with the City and County of Denver whereby the Town was granted the exclusive right to occupy and use certain real property and water surface at the Dillon Reservoir. The Marina Fund was established as an enterprise fund to account for the operations and maintenance of the marina. The major source of revenue for this fund comes from rentals of boats, slips, and moorings. There is a four month reserve required for this fund.

Funding Source	2023	2024	2025	2026	2027	5-Year Total
Boat Storage Fees	550,000	566,500	583,500	601,000	619,000	\$2,920,000
Boat Rentals	1,413,500	1,455,900	1,499,600	1,544,600	1,590,900	\$7,504,500
Other	548,800	554,300	559,800	565,400	571,100	\$2,799,400
Operational Expenses	-1,938,800	-2,016,300	-2,016,300	-2,016,300	-2,016,300	-\$10,004,000
<b>Total</b>	<b>\$573,500</b>	<b>\$560,400</b>	<b>\$626,600</b>	<b>\$694,700</b>	<b>\$764,700</b>	<b>\$3,219,900</b>



Project Name	Project Category	2023 Proposed
Equipment replacement	Equipment	\$131,000
Boat ramp improvements	Improvement	350,000
Updated safety video	Intangible	10,000
<b>Total</b>		<b>\$491,000</b>

\* Previously approved project

### CIP Request Summary

<b>Project Name</b>	Equipment Replacement	<b>Project Start Year</b>	ongoing
<b>Category</b>	Equipment (some non-capital)	<b>Est. Project Complete Year</b>	ongoing
<b>Department</b>	Recreation	<b>Strategic Priority</b>	Culture, Arts, & Recreation
<b>Recurring?</b>	Recurring	<b>Account #</b>	90-9000-4460
<b>Location</b>	Frisco Bay Marina		
<b>Project Description</b>	<b>REPLACEMENT SCHEDULE - Paddle Sports - Every Year; Pontoons &amp; Pontoons - Every 3 Years</b> 2023 - Replace Paddle Sport Boats, replace power washer, replace rescue boat & skiff 2024 - Replace Paddle Sport Boats, replace pontoon fleet (6) 2025 - Replace fishing boats & motors, replace 2015 Ram 2500, tractor replacement, Ranger, replace pontoon motors, replace paddle sport fleet 2026 - Replace pontoon boats (6), replace paddle sport fleet 2027 - Replace pontoon boats (6), replace paddle sport fleet		
<b>Funding Sources</b>	Marina User Fees (Rentals and Slip/Mooring Fees)		

#### FUNDING SCHEDULE

					5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27		
131,000	266,000	351,000	270,000	270,000	\$ 1,288,000	ongoing



Frisco Bay Marina



#### OPERATING BUDGET IMPACT

<b>Description</b>	Replacement of aging equipment reduces ongoing maintenance costs of repairs to equipment.
--------------------	---



### CIP Request Summary

<b>Project Name</b>	Boat Ramp Improvements	<b>Project Start Year</b>	2019
<b>Category</b>	Improvement	<b>Est. Project Complete Year</b>	2023
<b>Department</b>	Recreation	<b>Strategic Priority</b>	Culture, Arts, & Recreation
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	90-9000-4444
<b>Location</b>	Top of the boat ramp at the Frisco Bay Marina		
<b>Project Description</b>	Drainage improvement due to initial engineering design flaw		
<b>Funding Sources</b>	Marina User Fees (Rentals and Slip/Mooring Fees)		

#### FUNDING SCHEDULE

					5-Year Plan Total	Total Funding
FY23	FY24	FY25	FY26	FY27		
350,000	0	0	0	0	\$ 350,000	\$ 350,000



**Flooded Boat Ramp @ Frisco Bay Marina**



#### OPERATING BUDGET IMPACT

<b>Description</b>	Project is not anticipated to have a significant operating budget impact as it is existing infrastructure, and the improvement does not impact staff or major changes to existing systems.
--------------------	--

### CIP Request Summary

<b>Project Name</b>	Safety Video	<b>Project Start Year</b>	2023
<b>Category</b>	Intangible	<b>Est. Project Complete Year</b>	2023
<b>Department</b>	Recreation	<b>Strategic Priority</b>	Culture, Arts, & Recreation
<b>Recurring?</b>	Recurring	<b>Account #</b>	90-9000-4444
<b>Location</b>	n/a		
<b>Project Description</b>	This updated video will provide instruction to renters of power boats.		
<b>Funding Sources</b>	Marina User Fees (Rentals and Slip/Mooring Fees)		

#### FUNDING SCHEDULE

FY23	FY24	FY25	FY26	FY27	5-Year Plan Total	Total Funding
10,000	0	0	0	0	\$ 10,000	\$ 10,000



Rental Boats at Frisco Bay Marina



#### OPERATING BUDGET IMPACT

<b>Description</b>	Project is not anticipated to have any operating budget impact other than reducing potential damage to boats related to user error.
--------------------	---

### CIP Request Summary

<b>Project Name</b>	Lund House	<b>Project Start Year</b>	2024
<b>Category</b>	Repair & Maintenance	<b>Est. Project Complete Year</b>	2027
<b>Department</b>	Recreation	<b>Strategic Priority</b>	Culture, Arts, & Recreation
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	90-9000-4207
<b>Location</b>	Historic Lund House at Frisco Bay Marina		
<b>Project Description</b>	2024 = Replacement of aging deck at Lund House at Frisco Bay Marina & roof replacement 2027 = Remodel of interior to improve circulation, efficiencies, add retail & improve office/staff spaces		
<b>Funding Sources</b>	Marina User Fees (Rentals and Slip/Mooring Fees)		

### FUNDING SCHEDULE

FY23	FY24	Planned Funding Requests		FY27	5-Year Plan Total	Total Funding
		FY25	FY26			
	0	95,000	0	0	700,000	\$ 795,000



**Frisco Bay Marina**



### OPERATING BUDGET IMPACT

<b>Description</b>	Project is not anticipated to have a significant operating budget impact as it is an existing building, and the restoration should decrease annual repairs and maintenance. Additionally, a remodel of the Lund House could increase retail space and increase efficiency of the existing building.
--------------------	---

### CIP Request Summary

<b>Project Name</b>	Island Grill Renovation	<b>Project Start Year</b>	2021
<b>Category</b>	Improvement	<b>Est. Project Complete Year</b>	2024
<b>Department</b>	Recreation	<b>Strategic Priority</b>	Culture, Arts, & Recreation; Economy
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	90-9000-4444
<b>Location</b>	Frisco Bay Marina		
<b>Project Description</b>	Increase storage & kitchen expansion of Island Grill		
<b>Funding Sources</b>	Marina User Fees (Rentals and Slip/Mooring Fees)		

#### FUNDING SCHEDULE

FY23	FY24	FY25	FY26	FY27	5-Year Plan Total	Total Funding
0	0	0	200,000	0	\$ 200,000	\$ 220,000



**Frisco Bay Marina**



#### OPERATING BUDGET IMPACT

<b>Description</b>	Project is anticipated to have an increase to rental revenue, as it will increase F&B concessionaire operations due to the ability to expand the menu & bar offerings. Increases to operational expenses are not anticipated.
--------------------	---



### CIP Request Summary

<b>Project Name</b>	Service Building	<b>Project Start Year</b>	2024
<b>Category</b>	Infrastructure	<b>Est. Project Complete Year</b>	Unknown
<b>Department</b>	Recreation	<b>Strategic Priority</b>	Culture, Arts, & Recreation
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	90-9000-4444
<b>Location</b>	Frisco Bay Marina - boat repair building in service yard		
<b>Project Description</b>	Design planned for 2024; construction costs and timing unknown at this time		
<b>Funding Sources</b>	Marina User Fees (Rentals and Slip/Mooring Fees)		

#### FUNDING SCHEDULE

FY23	FY24	FY25	FY26	FY27	5-Year Plan Total	Total Funding
0	150,000	TBD	0	0	\$ 150,000	n/a



**Frisco Bay Marina**



#### OPERATING BUDGET IMPACT

<b>Description</b>	The new building will decrease utility costs related to the existing service tent utilities. Additionally, the building should result in increased services offered, related to revenue.
--------------------	--

### CIP Request Summary

<b>Project Name</b>	New Restrooms / Lockers	<b>Project Start Year</b>	2021
<b>Category</b>	Building	<b>Est. Project Complete Year</b>	2027
<b>Department</b>	Recreation	<b>Strategic Priority</b>	Culture, Arts, & Recreation
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	90-9000-4444 20-2000-5093
<b>Location</b>	Frisco Bay Marina		
<b>Project Description</b>	Adding new restrooms, renovating existing restrooms, & adding lockers facilities in order to meet increased demand on the facilities (1/3 of this project will be paid for from the Capital Fund, based upon Marina Park usership identified by F3).		
<b>Funding Sources</b>	Marina User Fees (Rentals and Slip/Mooring Fees); REIF and General Fund Transfer		

#### FUNDING SCHEDULE

FY23	FY24	FY25	FY26	FY27	5-Year Plan Total	Total Funding
0	0	0	0	1,000,000	\$ 1,000,000	\$ 1,000,000



Frisco Bay Marina



#### OPERATING BUDGET IMPACT

<b>Description</b>	Project is anticipated to increase operating budget impact as it will be an additional building - cleaning, utilities, & repair / maintenance.
--------------------	--

### CIP Request Summary

<b>Project Name</b>	Shore Power	<b>Project Start Year</b>	2024
<b>Category</b>	Infrastructure	<b>Est. Project Complete Year</b>	Unknown
<b>Department</b>	Recreation	<b>Strategic Priority</b>	Culture, Arts, & Recreation
<b>Recurring?</b>	Non-Recurring	<b>Account #</b>	90-9000-4444
<b>Location</b>	Frisco Bay Marina - power to the docks		
<b>Project Description</b>	Design planned for 2024; implementation costs unknown at this time		
<b>Funding Sources</b>	Marina User Fees (Rentals and Slip/Mooring Fees)		

#### FUNDING SCHEDULE

FY23	FY24	FY25	FY26	FY27	5-Year Plan Total	Total Funding
0	0	0	0	0	\$ -	TBD



Frisco Bay Marina



#### OPERATING BUDGET IMPACT

<b>Description</b>	The addition of shore power to boat slips will add ongoing repair and maintenance costs. This amount will be better quantified once the design has been completed.
--------------------	--



# **Financial Policies 2023**





# Financial Policies

The Town of Frisco (“the Town”) is a Colorado home rule municipality operating under its Town Charter. The town government operates under the council-manager form of government. Policymaking and legislative authority are vested in the Town Council, which consists of a mayor plus a six-member council. The Town Council is responsible for, among other things, passing ordinances, adopting the budget, and hiring the Town Manager. The Town Manager is responsible for carrying out the policies and ordinances of the Town Council and for overseeing day-to-day operations.

The purpose of these policies is to help frame resource allocation decisions and establish objectives, standards, and internal controls for the funds of the Town. The financial policies have been adopted and used to frame major policy initiatives. This policy was endorsed and adopted by Frisco’s Town Council and is effective as of the 14th day of February 2023 and replaces any previous versions.

The following policies are included:

## **Section**

---

- Section 1 – Financial Management Overview
- Section 2 - General Financial Policy
- Section 3 - Budget Policy
- Section 4 - Debt Policy
- Section 5 – Cash Handling Policy
- Section 6 - Investment Policy
- Section 7 - Fund Balance Policy
- Section 8 - Capital Improvement Program Policy
- Section 9 - Revenue Policy
- Section 10 - Expenditure Policy
- Section 11 - Grants Policy
- Section 12 – Procurement Policy
- Section 13 – Purchasing Card Policy

Several source documents provide the financial policies for the Town. The State Constitution and the Town Charter provide the basic legal requirements and timelines for policies; while Town Council approves ordinances and resolutions that provide more specific direction that responds to the needs of the Town.

## **Section 1 – Financial Management Overview**

---

The following financial policies establish the framework for the Town’s overall fiscal planning and management. It is the intent of the Town that these policies demonstrate to residents, the credit rating industry, municipal bond investors, auditors, and the State that the Town is committed to sound financial management and fiscal integrity.

The goals of the Town’s financial policies are:

- I. To support sustainable municipal services.
- II. To have a capital improvement program that identifies the financial resources needed to adequately maintain and enhance the public’s assets over their useful life.
- III. To provide cost-effective services to citizens and visitors.
- IV. To provide financial and other service information to enable citizens to assess the costs and results of town services.

- V. To follow prudent and professional financial management practices to assure the Town of Frisco community that our Town government is well managed and annual spending plans are sound financial plans given the available resources.

Detailed Town department policies provide more specific direction on how to achieve identified goals and are the basis for consistent actions that move the community and organization toward sound financial management decisions. If the material in this document does not answer a specific question, please contact the Finance Department.

## **Section 2 – General Financial Policy**

---

### **I. Fund Accounting**

A fund is a separate, self-balancing set of accounts used to account for resources that are segregated for specific purposes in accordance with special regulations, restrictions, or limitations.

The separation of the Town's activities into funds allows the Town to maintain the appropriate (required) controls over expenditures for each activity and to report on specific activities to interested citizens.

Fund Types: Town of Frisco funds are classified into four (4) fund types. These fund types, and the purpose of each are:

- a. General Fund – To account for the administrative, police protection, parks, recreation, community development, infrastructure, and technology functions of the Town. Principal sources of revenue consist of sales taxes, property taxes, franchise fees, licenses and permits, grants, charges for services, intergovernmental revenue, interest earnings, and operating transfers from other funds. Major expenditures are for personnel costs, materials and supplies, purchased services, capital outlay, and transfers to other funds.
- b. Special Revenue Funds – To account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects. One or more specific restricted or committed revenues should comprise a substantial portion of the fund's resources but may also include other restricted, committed, and assigned resources. The Town's special revenue funds include the Historic Preservation Fund, Conservation Trust Fund, Open Space Fund, Housing Fund, Nicotine Tax Fund, and Lodging Tax Fund.
- c. Capital Projects Fund – To account for and report financial resources that are restricted, committed, or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets. Outflows financed by proprietary funds and assets held in trust are excluded. Sources of revenue include transfers from other funds, Real Estate Investment Fees (REIF), and interest earnings.
- d. Enterprise Funds – To account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (expenses including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user determination of revenues earned, expenses incurred, and/or net income as appropriate for capital maintenance, public policy, management control, accountability, or other purposes. The Town's Water Fund and the Marina Fund are classified as Enterprise Funds, as their expenses are paid for by user fees.
- e. Internal Service Funds – The Town utilizes the Insurance Reserve Fund as an internal service funds. Their purpose is to handle operational expenses associated with the Town's self-funded health insurance plan. The funds charge an annual allocation to each department that covers these expenses. The goal is to charge each department a similar amount each year so as to avoid budgeting for large variable expenses on the department level.

### **II. Accounting and Auditing Policies**

The Town maintains a system for financial monitoring, control and reporting for all operations, funds and agencies in

order to provide effective means to ensure that overall Town goals and objectives are met and to instill confidence in the Town's partners and investors that the Town is well-managed and fiscally sound.

The Town maintains its accounting records and reports on its financial condition and results of operations in accordance with state and federal law and regulations and generally accepted accounting principles in the United States (GAAP), which are set by the Governmental Accounting Standards Board (GASB) and the Financial Accounting Standards Board (FASB).

Annually, an independent firm of certified public accountants performs a financial and compliance audit of the Town's financial statements. Their opinions are included in the Town's Annual Comprehensive Financial Report (ACFR).

### III. Basis of Accounting and Reporting Focus

**Basis of Accounting** – This term refers to when revenues, expenses, expenditures (and the related assets and liabilities) are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made. The following are the basis of accounting available for use by the Town:

- a. **Cash Basis** – Transactions are recognized only when cash is received or disbursed.
- b. **Accrual Basis** – Transactions are recognized when the economic event occurs, regardless of whether or not cash is received or paid. Proprietary funds, which encompass the enterprise funds, use the accrual basis of accounting. These funds have an income measurement/capital maintenance focus. The accrual basis of accounting is used by private enterprises as well.
- c. **Modified Accrual Basis** – Expenditure transactions are recognized when incurred. Revenues are recognized when they are both measurable and available to finance the expenditures of the current period. Governmental funds, including general, special revenue, debt service, and capital projects, use the modified accrual basis of accounting. For a revenue to be recognized in a governmental fund, it must be "measurable" (the amount must be known or be reasonably estimated), and it must be "available" to finance the expenditures of the same fiscal period for which the revenue is recorded. "Available," in this case, means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. For purposes of consistency, that time-frame shall be thirty (30) days for all sales tax transactions or within sixty (60) days for all other transactions.

**Reporting Focus (Budget vs. GAAP)** – This concept is used to refer to the way transactions are recorded and reported for compliance with Colorado Budget Law as opposed to financial statement presentation in conformance with GAAP.

- a. **Budget Basis** – The Town's monthly statement of revenues and expenditures are reported during the fiscal year on what is informally called a "budget basis." The Town's transactions are recorded throughout the year in accordance with the financial statement requirements as set forth within the Colorado Revised Statutes. By recording the transactions in general compliance with this law, the revenues and expenditures can be more easily monitored on a monthly basis to ensure compliance with the legal requirements as set forth within the Colorado Revised Statutes.
- b. **GAAP** – At the end of the fiscal year, adjustments are made to present the financial information in a format that is comparable to that used by other local government units around the country. The standards for this reporting are referred to as "generally accepted accounting principles" (or GAAP basis). The adjustments to convert the Town's financial records from "budget basis" to "GAAP basis" are made to ensure that the Town's financial statements are fairly and consistently presented in conformance with GAAP.

### IV. Internal Control Structure

The Town maintains an internal control structure consisting of the following three elements:

- a. Control Environment – An overall attitude and awareness of actions as they influence the Town.
- b. Accounting System – An effective accounting system that results in identification and recording of all valid transactions, description on a timely basis of the type of transaction in sufficient detail to permit proper classification of the transaction for reporting purposes, recording of the transaction in the correct time period, and proper presentation of all transactions and related disclosures in the financial statements.
- c. Control Procedures – Proper authorization of transactions and activities, adequate segregation of duties, adequate documentation and records, adequate safeguards regarding access and use of assets and records, and independent checks on performance.

Funds are categorized by standard GAAP functional classifications. The development of new funds, departments, programs, and accounts shall be approved by the Finance Department.

Each fund in the Town's budget will have an introductory statement of purpose which shall consist of the intent of the fund, sources of revenue and restricted revenues, if any, and required reserves.

#### V. Financial Monitoring

The Finance Director is charged with the primary responsibility for monitoring the fiscal implementation of the approved budget. In addition, the Finance Department will work closely with other departments to apprise them of their financial status and of any potential issues that may affect their budgets. The Finance Department may review fiscal issues affecting any part of the Town organization. This activity supports the monitoring role and focuses on the protection of Town assets and the legal, efficient, and effective use of Town resources. The Finance Department will provide various reports on a monthly basis to Town Council, the Town Manager and Department Directors in order to provide direction and guidance on the Town's financial condition. These reports shall contain information to allow users to compare actual financial results to budget, assess changes in fund balances; assist with evaluating efficiency and effectiveness; and determine compliance with laws, rules, and regulations.

Individual departments are responsible for monitoring and managing their resources to ensure that the legal and administrative appropriation to the department is not overspent and that all expenditures and uses of Town resources are in conformity with Town, state, and federal ordinances, statutes, policies, and regulations.

- a. Legal Appropriation – The objective of budgetary controls is to ensure compliance with legal provisions in the annual appropriated budget approved by the Town Council. Expenditures may not legally exceed appropriations at the Fund level. The Town Council is required to adopt a final budget by no later than thirty (30) days prior to the beginning of the fiscal year. This annual budget serves as the foundation for the Town of Frisco's financial planning and control. The budget is prepared by fund, function, and department. Department Directors may transfer resources within a department. Transfers between departments require the Town Manager or Finance Director's approval while transfers between funds must be approved by Town Council. Adjustments to the budget may be conducted during the fiscal year after Town Council review and approval via ordinance. Primary responsibility for fiscal analysis of the budget to actual cash flows and overall fiscal standing rests with the operating departments.
- b. Revenues – Each department is responsible for monitoring revenues that are collected as a result of programs administered. If a significant change in the estimate for the current or future fiscal year's results, the department must contact the Finance Department to advise of the change.

#### VI. Audit

The Charter and Code of the Town of Frisco, State of Colorado statutes, and federal laws and regulations will be followed wherever they apply to the financial activities of the Town. The source of historical financial information about the Town will be the central accounting system as operated and maintained by the Finance Department. The source of all current and future budget information, including spending plans, revenues, and expenditures, is the

annual budget document.

- a. External Audit – In accordance with Town Charter §3-160, an annual external audit will be performed by an independent public accounting firm with the subsequent issuance of a financial report and opinion.
- b. Single Audit –The Town contracts with an external firm to conduct a single audit on an annual basis when required.

## **Section 3 – Budget Policy**

---

### **I. Overview**

The annual budget is an operational plan that provides the Mayor and Town Council with the financial information necessary to guide resource allocation to accomplish the goals and objectives of the Town. The budget details how municipal services will be provided. The budget, along with the annual appropriation ordinance and any supplemental appropriations, provide the basis for the control of expenditures and set the financial guidelines for the Town. The basic legal requirements and budget process are defined by the State Constitution and Town Charter.

### **II. Budget Philosophy**

Town staff is responsible for preparing, monitoring, and reporting on the Town's annual budget. This function is fulfilled in compliance with the Home Rule Charter and direction of the Council. The Town is committed to developing a sound financial plan for the operations and capital improvements that meet the Town's Strategic Plan goals. The Town provides a wide variety of services to residents and visitors. It is the responsibility of the Town Council to adopt a budget to manage the available resources to best meet the service needs for the overall good of the community. To achieve this, the Town:

- a. Utilizes conservative growth and revenue forecasts.
- b. Prepares plans for operations and capital improvements.
- c. Allows staff to manage the operating and capital budgets, with Town Council approving the allocations for both.
- d. Adopts financial policies.
- e. Establishes budgets for all funds based on adopted policies.
- f. Appropriates the budget in accordance with the Town Charter and State Constitution.
- g. Develops a budget that minimizes adverse impacts to the community.

### **III. General Budgeting Policies**

- a. The Town's fiscal year is January 1 through December 31 and the Town legally appropriates its budget on an annual basis.
- b. The Town will present a balanced budget to Council; the Town will pay for all current expenditures with current revenues and appropriated fund balances and present and administer a balanced budget.
- c. Staff will identify programs to increase efficiency in order to provide long- term cost savings to the Town.
- d. Town staff will view investments in people and resources as long-term to encourage productivity for today and

the future.

- e. Town staff will explore ways to share staff, training resources, equipment, and supplies in order to utilize current resources in a more efficient manner.
- f. The budget will provide adequate maintenance and orderly replacement of capital plant and equipment. Each year the Staff will prepare the annual budget using Council direction and goals as set forth in the Town's Community Plan, Town Council Strategic Plan, and other plans as they become adopted.

#### IV. Budget Preparation Policies

- a. The Finance Director shall be responsible for preparing a budget schedule in order to present the proposed budget to Council by the first regular Council meeting in September, as required by Town Charter.
- b. The Town Manager shall review details of each department/fund proposed budget for efficiency and compliance with Council direction.
- c. Town Council shall review all new full time position requests and requested expenditures from each department and fund for approval.
- d. The budget document shall be prepared based on guidelines identified by the Government Finance Officers Association (GFOA), beginning with an introduction to the budget and followed by more detailed information presented by fund and department.
- e. The budget process shall encourage full participation of the public and ensure opportunities for public hearings and community participation.
- f. To provide the community additional opportunities for input regarding the proposed budget, open public hearings shall be held at regularly scheduled Town Council meetings and work sessions as required by the Town's Home Rule Charter.
- g. The Town shall adopt the budget in accordance with State, Home Rule Charter and other requirements and certify the mill levy to the County by the required date.
- h. Groups requesting grants from the Town shall provide a copy of their approved 501(c)3 status, in addition to other information requested, as determined by Town Staff and Council. Council will approve specific grants for qualified applicants.
- i. The Town shall maintain an accounting system to monitor the budget throughout the year. This system shall provide reports and inquiry access to be used by Staff.
- j. The Finance Department will prepare monthly reports for Council which will include information comparing actual to budgeted expenditures.
- k. The Mayor or Town Manager may approve expenditures in excess of the approved budget in the case of an emergency such as a natural disaster, accident or unforeseen event. If possible, the Mayor and Council will be notified of major incidents before emergency expenditures are approved.
- l. Town staff may present requests to amend the approved budget throughout the year. Departments may expend amended amounts after Town Council approval and before adoption of the supplemental appropriation ordinance.

## V. Budget Preparation Process

The Town of Frisco's Charter (Article VIII) requires that "The proposed budget shall provide a financial plan for all Town funds and activities for at least the next fiscal year..." and that "the total of the proposed expenditures and provisions for contingencies in the adopted budget shall not exceed the total of estimated revenues." The initial planning stage of budget preparation involves evaluating the outside forces that affect funding decisions: national, state, and local economic conditions; federal and state mandates; political environment; social environment; community concerns and outside agency collaboration opportunities. Town Council provides general direction for preparation of the operating and capital budgets, particularly through adopted plans, policies, and ongoing input. Additionally, the process includes discussions regarding long-range financial planning and five-year capital expenditure projections for all operating funds. The Town Manager, Department Directors, and the Finance Department assume the major role of preparing both the preliminary budget and the long-range financial plan. Budget policies, like all financial policies, are adhered to and provide the framework for the process. Detailed documentation for revenues, personnel expenditures, and operating expenditures are prepared by the Department Directors based on the line-item budgeting method. The Town Manager then formulates a draft budget proposal, which is presented to Council in September. Shortly thereafter, a work session is held to discuss this upcoming budget.

Per Home Rule Charter, Council is responsible for review and adoption of the budget by ordinance. The Town encourages community participation at all work sessions and the public hearing by publishing notices. The final budget document is available on the Town's website ([www.frisco.gov](http://www.frisco.gov)) and at Town Hall.

The budgeting process is continuous throughout the entire year. Once the document has been approved, each department is responsible for monitoring activity. The Town's accounting software and financial policies and procedures provide reporting on expenditures of funds. Additionally, Council is required to approve large purchases and contracts associated with budget implementation in accordance with the Town's purchasing procedures, which are included in the Procurement Policy section of this document.

It should also be noted that the Home Rule Charter authorizes the increase or reduction of budgeted amounts through the appropriations process. After adoption of the budget ordinance, the Town may make the following changes: a) transfer appropriated money between funds; b) approve supplemental appropriations to the extent of revenues in excess of those estimated in the budget; c) approve emergency appropriations; and d) reduce appropriations for which originally estimated revenues are insufficient.

## Section 4 – Debt Policy

---

### I. Overview

The Town recognizes the primary purpose of facilities is to support provision of services to its residents. The Town must balance debt financing and "pay-as-you-go" methods to meet the capital needs of the community. The Town realizes failure to meet the demands of growth may inhibit its continued economic viability but also realizes too much debt has detrimental effects. Historically, the Town's total bonded indebtedness as a percentage of total general obligation debt limits has been minimal.

The Town uses lease purchase financing for several purposes, which include the acquisition of real property and the replacement of equipment. Lease purchases decrease the impact of the cost to a department by spreading the costs over several years and are subject to annual appropriation by Town Council.

Long-term debt is a liability that places a future contractual or other obligation against future revenues of the Town. The Town of Frisco has established the following debt policies:

- a. The Town will confine long-term borrowing to capital improvements or projects that cannot be

financed from current revenues.

- b. The Town will not use long term-debt for current or annual operations.
- c. The Town will maintain good communications with bond rating agencies regarding its financial condition, following a policy of full disclosure on every financial report and bond prospectus. The Town will maintain a strong bond rating that is consistent with other Town goals.
- d. The Town will review its legal debt limitation established by the State and Town Charter at least annually. Debt limits will be included in the statistical section of the Town's Annual Comprehensive Financial Report. Any decisions will take into consideration current market rates and future cash flows.

## II. Security and Exchange Commission (SEC) Rule 15c2-12 "Municipal Securities Disclosure" Requirements

As a means reasonably designed to prevent fraudulent, deceptive, or manipulative acts or practices, it shall be unlawful for any participating underwriter (broker, dealer, or municipal securities dealer) to act as an underwriter in a primary offering of municipal securities with an aggregate principal amount of \$1 million or more unless the participating underwriter complies with SEC Rule 15c2-12 requirements or is exempted from the provisions of the Rule.

The Town is committed to providing timely and consistent dissemination of financial information with SEC regulatory requirements. It is imperative that disclosure be accomplished in a timely fashion in accordance SEC required SEC Rule 15c2-12 compliance and the Town's Disclosure Dissemination Agent Agreement (DDAA).

This disclosure policy confirms the Town's commitment to fair disclosure. Its goal is to develop and maintain guidelines for presenting related financial reports and events to interested third parties, financial institutions, and the general public.

This policy covers all Town employees and elected officials of the Town. It covers disclosure documents filed with the SEC, statements made in the Town's ACFR, and any unaudited interim reports.

The Town's primary spokesperson related to Audited Financial Statements, other financial reports, and events is the Finance Director. The Mayor, Town Manager, and Town Attorney are designated alternative spokespersons and will be fully apprised of Town's financial developments. Others within the Town or its agencies may, from time to time, be designated by the Finance Director as spokespersons on behalf of the Town and respond to specific inquiries.

The Town or its designated agent must provide continuing disclosure documents and related information to the Municipal Securities Rulemaking Board's EMMA (a regulator) website at <http://dataport.emma.msrb.org>.

## **Section 5 – Cash Handling Policy**

---

### I. Overview

The purpose of this policy is to assist all Town departments by defining and communicating what is an acceptable level of control for cash-handling operations and to provide rules and guidance. Due to the decentralized nature of revenue collection within the Town, procedures may vary from location to location.

The objectives of this policy are to set forth minimum standards to ensure clear and consistent practice within the Town for the handling of cash and for limiting not only the Town's losses but also the Town's involvement in investigations of losses of funds. This policy will serve to standardize a sound system of cash controls within the Town as well as to provide guidance to departments on cash handler procedures and accountability. Compliance with this



policy will allow the Town to prevent or detect losses related to cash handling and to minimize losses.

Specifically, this policy is designed to avoid the following types of circumstances:

- a. A loss of funds,
- b. An inability to detect missing funds,
- c. Detection of missing funds when recovery is no longer possible,
- d. An inability to determine who is responsible for a loss or losses, or
- e. An inability to investigate losses.

## II. Responsibilities

Cash received by the Town should be guarded carefully. Each employee, from a front-line cash handler to a department director, is expected to demonstrate due diligence in protecting the assets of the Town. A clear responsibility lies with management to install and maintain a cash-handling control system that will prevent, detect, or deter fraud.

### a. Department Directors Have the Responsibility To:

- i. Ensure the safeguarding of Town funds.
- ii. Ensure that procedures in place in their departments comply with this policy.
- iii. In the event of a loss, assure appropriate reporting to the Finance Department for adjusting the general ledger, as well as the Human Resources Department and Police Department regarding a potential fraud or theft investigation.
- iv. The Finance Department will set forth general cash handling procedures to be followed for all Town departments. Department Directors may have more restrictive policies but will not have less restrictive policies as set forth from the Finance Department.

### b. Cash Handlers Have the Responsibility To:

- i. Use diligence in handling Town assets to that reasonable protection is provided to those assets at all times.
- ii. Report to their departmental management, or to the Finance Department, any instance which, in the cash handler's judgement, could be deemed to be a serious failure to give proper care to cash, securities, or other valuables whether or not such failure has resulted in a loss.
- iii. Report to their departmental management, or to the Finance Department, any instance when a Town employee has knowledge or suspicion of defalcation or dishonest act by another Town employee.
- iv. Departments collecting cash receipts, whether in cash or other forms of payment, must turn in such funds to the Finance Department on a daily basis together with records required to verify accuracy of such collections. If this cannot be accomplished, cash handlers must report to the departmental management and the Finance Department if there is a reason this cannot be accomplished, with the reason and date the deposit can be made, then store the cash in a safe and locked location.

c. Finance Department Has the Responsibility To:

- i. Conduct whatever investigations or cash control reviews are necessary.
- ii. Coordinate and collaborate with Frisco Police Department and/or Human Resources when appropriate.
- iii. Upon request, assist departments with developing controls to mitigate the potential effects of exceptions or deviations from this policy.

III. Definitions

- a. Cash Handling - As used in this policy statement, describes the receiving, transmitting, safeguarding, and depositing of all funds of any type received by the Town.
- b. Cash Handler - As used in this policy statement, denotes any employee whose job description includes responsibility for receiving, transmitting, safeguarding, and/or depositing Town funds of any type.
- c. Cash Over/Short - A cash handler is short when an unintentional collection error is made, i.e., does not obtain physical custody of money or a change-making error. A cash handler is over when too much money is collected, and the excess cannot immediately be returned to the customer.
- d. Loss of Town Money - Results when a cash handler obtains physical custody of money and then, due to negligence, an act of God (such as fire or flood), or theft cannot deposit that money with the Town. Leaving Town money unattended and not properly safeguarded is an example of a cash handler's negligence that could result in a loss.
- e. Dual Control – Describes processes in which individuals have responsibility for funds. The underlying theory is that the two individuals can vouch for each other's actions. Theft is less likely in operations with dual control since it would require the complicity of two individuals.
- f. Single Control - Occurs when an individual is solely responsible for funds. Since only one person has access to the funds, that one individual can be held accountable in the event of a loss.

If funds are under single control, they must not be accessible to others. Therefore, if a safe accessed by multiple cash handlers is used for overnight storage of funds under single control, those funds must be secured separately within the safe. This ensures that individuals with access to the safe do not also have access to the single-controlled funds.

- g. Segregation of Duties - Ensures that no single person handles a transaction from beginning to end. If possible, the following four basic functional categories should be performed by different people within a cash-handling operation:
  - i. Recording of transactions,
  - ii. Approval or end of day review of transactions,
  - iii. Depositing of funds,
  - iv. Reconciliation or monitoring to ensure compliance with control procedures.

If one person does perform two or more of these functions, there is no independent check for mistakes, and errors and /or irregularities are very likely to go undiscovered for long periods. If it's not practical to maintain

strict segregation of duties due to limited staff size, then add other control measures. Additional control measures could include rotation of duties among personnel and stricter supervision to include special spot-checking of a cash handler's work.

#### IV. Control Standards

- a. Procedures should be in place which will ensure that all payments received are processed and that any payment may be traced from initial receipt to final disposition. Each cash-handling operation shall include the following controls, as appropriate:
  - i. Maintain strict control over all receipts.
  - ii. Use receipts, either manual or computer-generated, for all intakes of money.
  - iii. At a minimum, when issuing manual receipts, use duplicate receipts to allow for a customer copy and a copy that remains in the manual receipt book.
  - iv. Have a space indicating the mode of payment of manual receipt forms.
  - v. Be sure that receipts are signed or initialed by the person issuing.
  - vi. Maintain strict control over access to funds. Never leave cash or checks unsecured.
  - vii. Place a restrictive endorsement on checks at the time of receipt.
  - viii. Use change funds for making change only. No checks of any type may be substituted for cash, except when appropriately authorized based on Town policy. The only exception to this policy is for Town of Frisco checks issued to replenish petty cash funds may be substituted for cash in a deposit to replenish the petty cash fund.
  - ix. In an environment where a cash register is used, the supervisor should understand register capabilities and limitations. Cash registers should be in good repair with all mechanical controls fully functional.
  - x. Mail Processing Controls - Proper management of mail collection is particularly important because the person making the payment is not present, and no receipt is issued at the time of collection. At a minimum:
    - Mail should be worked independently of over-the-counter receipts.
    - Checks should be restrictively endorsed as soon as possible after being opened.
- b. Safeguarding Funds - Strict control must be maintained over the access to funds at all times. Dual control over the processing and storage of all cash funds should be used, where practical. It is the Town's policy that access to vaults and safes shall be limited, and the following controls over the processing and storage of all cash funds should be used where practical.
  - i. Individuals handling cash should be provided separate and secure work areas. When single control over cash is expected, each individual should be provided space to achieve single control.
  - ii. Each cash handler is responsible to see that their cash drawer, cash bag, or cash box is locked when they leave their station. No funds are to be left unattended and unsecured.
  - iii. During non-business hours and during business periods where access to cash is not required, all funds are

required to be stored in a locked vault, safe, or approved cash storage drawer.

- iv. Safes, vaults, or storage drawers should be positioned so that they are not visible to the general public. Partitions, rugs, or barriers should be positioned to hide cash storage receptacles where practical.
- v. Vault combinations should be limited to the smallest number of individuals practicable, given the business needs of the work unit.
- vi. Cash handlers are to be in sole possession of their cash drawer, cash bag, or cash box key.
- vii. Duplicate keys will be placed in a locked key box under dual control.
- viii. It is the cash handler's responsibility to immediately notify their supervisor in the event a key is lost. No replacement key will be made, but the lock on the cash receptacle in question is to be promptly replaced.

c. Transferring and/or Transporting Funds

It is the Town's policy to require reconciliations whenever Town funds change hands. Whether transferring funds between cash handlers within a work unit or transporting funds between locations, individual accountability can only be maintained by protecting the chain of custody.

- i. A cash count and reconciliation will occur whenever Town funds change hands.
- ii. Transfer of funds between locations or units should be performed under appropriate security.
- iii. All transports of cash between locations will be made in appropriate bank bags.

d. Reconciling and Depositing Funds and Recording Transactions

- a. Any daily funds must be deposited weekly, at a minimum.
- b. Each cash handler should reconcile daily when practical. A formal reconciliation should be prepared by the cashier and then approved by a supervisor. A supervisor's review should confirm that the amount of cash indicated on the reconciliation is accurate. Furthermore, the supervisor should ensure that the total receipts equal the cash totals. Finally, the supervisor should review and approve voids.
- c. Independent of the cash-handling operation, periodic reconciliation of bank accounts should be performed, and reconciling items should be identified. All reconciling items must be appropriately resolved with the supervisor of the cash handler.
- d. Cash receipts documents should be prepared promptly and should be dated the same day as the funds are deposited in the bank. Additionally, the documents should be included in a monthly recording to the general ledger, at a minimum.

V. Hiring, Training, And Evaluating Cash-Handling Position

a. Minimum Hiring Qualifications:

An individual may not serve in a Town cash-handling capacity who has a criminal record that includes a conviction for any theft offense within the last five years immediately preceding the commencement of Town employment. A deferred judgment and sentence (but not a deferred prosecution) is a conviction.

- b. Cash-Handling Training - All individuals required to handle Town funds should be properly trained to do so.

#### VI. Written Robbery Procedures

- a. Cash handlers should be instructed in how to act during and after a robbery to ensure their safety and that of co-workers.
- b. Each department should consult with the Frisco Police Department on the development of robbery procedures for their cash-handling environment.

## **Section 6 – Investment Policy**

---

### I. Overview

The following Investment Policy addresses the methods, procedures and practices which must be exercised to ensure effective and judicious fiscal and investment management of the Town's funds. This Investment Policy shall apply to the investment management of all financial assets and funds under control of the Town, except for the retirement and pension funds of the Town. All cash, except for certain restricted funds, shall be pooled for investment purposes. The investment income derived from the pooled investment account shall be allocated to the General Fund and to those Town accounts that have contributed to the pooled funds based on the proportion of their respective average balances relative to the total pooled balance.

This Investment Policy complies with the various regulatory requirements under which the Town operates. It was endorsed and adopted by Resolution No. 5-32 of the Town of Frisco's Town Council on April 26, 2005 and revised on June 26, 2007; April 28, 2009; July 26, 2011; April 8, 2014; and May 23, 2017.

### II. Investment Objectives

All funds which are held for future disbursement shall be deposited and invested by the Town in accordance with Colorado State Statutes, the Home Rule Charter, Chapter 25 "Investments" of the Code of the Town of Frisco and any ordinances and resolutions enacted by the Town Council in a manner to accomplish the following objectives:

- a. Safety. Safety of principal is the foremost objective of the investment program. Investments will be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, the Town of Frisco will diversify its investments by investing funds among a variety of securities with independent returns.
- b. Liquidity. The investment portfolio will remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.
- c. Return on Investments. The investment portfolio will be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints for safety and liquidity needs.

### III. Delegation of Authority

Under Section 25-8 of the Code of the Town of Frisco, Colorado, the Town Finance Director have the authority to conduct investment transactions. The Town Finance Director has the responsibility of administering this investment policy. Other members of the Town's finance staff may be appointed to assist the Finance Director in the cash management, treasury or investment function. The Town's external auditors will periodically review the compliance of the cash, treasury, and investment management practices with this Investment Policy.

The Finance Director may engage the support services of outside professionals, so long as it can be demonstrated that these

services produce a net financial advantage and necessary financial protection of the Town's resources. Such services may include engagement of financial advisors in conjunction with debt issuance, portfolio management support, special legal representation, third party custodial services, and appraisal of independent rating services.

#### IV. Prudence

The standard of prudence to be used for managing the Town's assets is the "prudent person standard" which states, "fiduciaries [...] shall exercise the judgment and care, under the circumstances then prevailing, which [a person] of prudence, discretion, and intelligence exercise in the management of the property of another, not in regard to speculation but in regard to the permanent disposition of funds, considering the probable income as well as the probable safety of capital." (C.R.S. § 15-1-304, Standard for Investments).

The Town's overall investment program shall be designed and managed with a degree of professionalism that is worthy of the public trust. Frisco shall recognize that no investment is totally riskless and that the investment activities of Frisco are a matter of public record. Accordingly, Frisco recognizes that occasional measured losses may occur in a diversified portfolio and shall be considered within the context of the overall portfolio's return, provided that adequate diversification has been implemented and that the sale of a security is in the best long-term interest of the Town.

The Town's Finance Director or other authorized investment personnel acting in accordance with written procedures and this Investment Policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided that the deviations from expectations are reported in a timely fashion to Frisco's Town Manager and appropriate action is taken to control adverse developments.

#### V. Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall adhere to the Town's Code of Ethics and shall not engage in personal business activity that could conflict with proper execution of the investment program, or that could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the Town Manager any material financial interest in financial institutions that conduct business with the Town, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the Town's portfolio. Employees and officers shall subordinate their personal investment transactions to those of the Town particularly with regard to the timing of purchases and sales. The Town's current Code of Ethics is on file in the Town Clerk's office.

#### VI. Eligible Investments and Transactions

All investments will be made in accordance with the Colorado Revised Statutes, as amended: C.R.S. § 11-10.5-101, et seq., Public Deposit Protection Act; C.R.S. § 11-47-101, et seq., Savings and Loan Association Public Deposit Protection Act; C.R.S. § 24-75-601, et seq., Funds-Legal Investments; C.R.S. § 24-75-603, Depositories, and C.R.S. § 24-75-702, Local governments-authority to pool surplus funds. Any revisions or extensions of these sections of the Colorado Revised Statutes will be assumed to be part of this Investment Policy immediately upon the effective date thereof.

The Town Council has further defined the following types of securities and transactions as eligible for use by the Town:

- a. U.S. Treasury Obligations including Treasury Bills, Treasury Notes, Treasury Bonds and Treasury Strips with maturities not exceeding five years from the date of trade settlement.
- b. Federal Instrumentality Securities including debentures, discount notes, callable securities, step-up securities and stripped principal or coupons with maturities not exceeding five years from the date of trade settlement issued by the following only: Federal National Mortgage Association (FNMA), Federal Farm Credit Banks (FFCB), Federal Home Loan Banks (FHLB), and Federal Home Loan Mortgage Corporation (FHLMC). To be approved, Federal Instrumentality Securities must be rated AAA by either Moody's or Standard & Poor's. The Town will not invest in any of the subordinated debentures issued by the federal instrumentality issuers.

- c. Prime Commercial Paper issued by U.S. companies and denominated in U.S. currency with a maturity not exceeding 270 days from the date of purchase. Commercial Paper shall be rated in its highest rating category at the time of purchase by at least two Nationally Recognized Statistical Rating Organizations (NRSROs), and by all NRSROs that rate the obligations. If the commercial paper issuer has senior debt outstanding, the senior debt must be rated not less than A+, A1 or the equivalent by at least two NRSROs, and by all NRSROs that rate the debt. The aggregate amount of securities purchased from any one Commercial Paper issuer shall not exceed 20% of the Town's portfolio.

Any issuer whose short-term ratings are placed on negative watch list by any of the rating agencies will be put on "Hold" status. Issuers on "Hold" status will be ineligible for purchase until a final decision on ratings is made.

- d. Eligible Bankers Acceptances with an original maximum maturity not exceeding 90 days, issued by FDIC insured domestic banks or branches of foreign banks domiciled in the U.S. and operating under U.S. banking laws with a minimum of \$250,000 combined capital and surplus. Banker's Acceptances shall be rated at least A1, P-1 or the equivalent at the time of purchase by at least two NRSROs and rated not less by all NRSROs that rate the instrument. If the issuing bank has senior debt outstanding, it shall be rated at the time of purchase AA, Aa2 or the equivalent by at the time of purchase by at least two NRSROs and rated not less by all NRSROs that rate the bank. The aggregate amount of Bankers Acceptances issued by any one bank shall not exceed 20% of the Town's portfolio.
- e. Repurchase Agreements with a defined termination date of 180 days or less collateralized by U.S. Treasury and Federal Instrumentality securities listed in items a and b above with a maturity not exceeding 10 years. Title must transfer to the Town of Frisco or the Town must have a perfected security interest. For the purpose of this section, the term "collateral" shall mean "purchased securities" under the terms of the Town's approved Master Repurchase Agreement. The purchased securities shall have a minimum market value including accrued interest of 102 percent of the dollar value of the transaction. Collateral shall be held in the Town's custodial bank as safekeeping agent, and the market value of the collateral securities shall be marked-to-the-market daily.

Repurchase Agreements shall be entered into only with dealers who have executed a Master Repurchase Agreement with the Town and who are recognized as Primary Dealers by the Federal Reserve Bank of New York or have a Primary Dealer within their holding company structure. Approved counterparties to repurchase agreements shall have at least a short-term debt rating of A-1 or the equivalent and a long-term debt rating of A or the equivalent from one or more NRSROs that regularly rate such obligations.

- f. Local Government Investment Pools authorized under CRS 24-75-702 that: 1) are "no-load" (i.e., no commission or fee shall be charged on purchases or sales of shares); 2) have a constant net asset value per share of \$1.00; 3) limit assets of the fund to those authorized by State Statute; 4) have a maximum stated maturity and weighted average maturity in accordance with Rule 2a-7 of the Investment Company Act of 1940; and 5) have a rating of AAAM by Standard & Poor's, AAA by Moody's or AAA/V-1+ by Fitch.
- g. Non-Negotiable Certificates of Deposit in FDIC insured state or national banks or savings banks that are eligible public depositories in Colorado as defined in CRS 11-10.5-103 and that meet the criteria set forth in the section of this Investment Policy, "Selection of Banks." Certificates of Deposit exceeding the FDIC insured amount shall be collateralized in accordance with the Colorado Public Deposit Protection Act.
- h. Money Market Mutual Funds registered under the Investment Company Act of 1940 that: 1) are "no-load" (i.e. no commission or fee shall be charged on purchases or sales of shares); 2) have a constant net asset value per share of \$1.00; 3) have a maximum stated maturity and weighted average maturity in accordance with Rule 2a-7 of the Investment Company Act of 1940; and 4) are rated either AAAM by Standard & Poor's, AAA by Moody's or AAA/V-1+ by Fitch.
- i. Negotiable Certificates of Deposit authorized under CRS 24-75-601.1 with an opinion provided by the Colorado Division of Securities, it is legal to invest public funds in negotiable CDs at any FDIC insured bank up to the \$250,000 with maturities no longer than five years from date of settlement and that meet the criteria set forth in the section of this

Investment Policy, "Selection of Banks." Negotiable Certificates of Deposit exceeding the FDIC insured amount shall be collateralized in accordance with the Colorado Public Deposit Protection Act.

- j. Municipal Securities of state or local governments with a maturity not exceeding five years from the date of trade settlement. General obligation and revenue obligation securities of this state or any political subdivision of this state must be rated at the time of purchase at least "A" or its equivalent by at least two NRSROs. General obligation and revenue obligation securities of any other state or political subdivision of any other state must be rated at the time of purchase at least "AA" or its equivalent by at least two NRSROs.

The Town may, from time-to-time issue bonds, the proceeds of which must be invested to meet specific cash flow requirements. In such circumstances and notwithstanding the paragraph immediately above, the reinvestment of debt issuance or related reserve funds may, upon the advice of Bond Counsel or financial advisors, deviate from the provisions of this Investment Policy with the written approval of the Finance Director.

## VII. Environmental, Social and Governance (ESG)

Investment of funds should be guided by the following environmental, social, and governance (ESG) investment goals. Investments should be made in compliance with these goals to the extent that such investments achieve substantially equivalent safety, liquidity and return when compared to similar investments permitted by Colorado Revised Statutes and the Investment Policy. Investments are encouraged in companies that have a positive impact on the environment, human rights, and fair workplace practice and that support equality of rights, regardless of sex, race, religion, age, disability, or sexual orientation. Investments are discouraged in entities that receive a significant portion of their revenues from the manufacturer of tobacco products, firearms, or weapons not used in our national defense.

## VIII. Investment Diversification

The Town shall diversify its investments to avoid incurring unreasonable risks inherent in over investing in specific instruments, individual financial institutions, or maturities. The asset allocation in the portfolio should, however, be flexible depending upon the outlook for the economy, the securities market, and the Town's anticipated cash flow needs.

A minimum of 50% of the investable assets of the Town will be maintained in U.S. Treasury Obligations, Federal Instrumentality Securities, Repurchase Agreements and Local Government Investment Pools.

## IX. Investment Maturity and Liquidity

Investments shall be limited to maturities not exceeding five years from the date of trade settlement. The weighted average maturity of the total portfolio shall at no time exceed twenty-four months, and the Town shall maintain at least 10% of its total investment portfolio in instruments maturing in 90 days or less.

For purposes of calculating the portfolio's weighted average maturity, in the case of callable securities, the first call date shall be used as the maturity date for investment purposes in this section if, in the opinion of the Finance Director, there is little doubt that the security will be called prior to maturity. If, in the opinion of the Finance Director, the callable security will go full term to maturity, then that date will be used as the final maturity. In all cases for accounting purposes, however, the final maturity date of the callable securities shall be used as the maturity of the security in order to disclose the maximum maturity liability in the Town's financial reports.

## X. Selection of Broker/Dealers

The Finance Director shall maintain a list of broker/dealers approved to conduct security transactions with the Town. To be eligible, a firm must meet at least one of the following criteria:

- a. Be recognized as a Primary Dealer by the Federal Reserve Bank of New York, or have a Primary Dealer within its holding company structure; or



- b. Report voluntarily to the Federal Reserve Bank of New York; or
- c. Qualify under Securities and Exchange Commission (SEC) Rule 15c3-1 (Uniform Net Capital Rule).

Broker/dealers will be selected by the Finance Director on the basis of their expertise in public cash management and their ability to provide service to the Town's account. Each authorized broker/dealer shall be required to submit and annually update a Town approved Broker/Dealer Information Request Form which includes the firm's most recent financial statements and proof of state registration. The Finance Director shall maintain a file of the most recent Broker/Dealer Information Forms submitted by each firm approved for investment purposes. Broker/Dealers shall also confirm in writing that they have received and reviewed a copy of this Investment Policy.

#### XI. Selection of Banks

To be eligible for designation to provide depository and other banking services, or for a bank's certificates of deposit to be eligible for purchase, a bank must be a member of the Federal Deposit Insurance Corporation and must qualify as an eligible public depository in Colorado as defined in CRS 11-10.5-103.

Additionally, the bank must meet a minimum requirement of 3 ½ stars under the Bauer Financial bank star rating system.

#### XII. Safekeeping and Custody

- a. All fixed term investment securities purchased under this policy shall be held by the Investment Officer or in third-party safekeeping by a custodial institution eligible under CRS 24-75-601. The custodian shall issue a safekeeping receipt listing the specific instrument, rate, maturity, and other pertinent information.
- b. Deposit-type securities (such as certificates of deposit) shall be collateralized as required by PDPA for any amount exceeding FDIC or FSLIC coverage. Other investments requiring collateral including repurchase agreements will be secured by the actual security held in safekeeping by a third-party custodian. At a minimum all collateral shall meet the Level 2 category as defined by the Governmental Accounting Standards Board (GASB).
- c. Money market instruments such as SEC registered money market mutual funds qualified under CRS 24-75-601 and state pools under CRS 24-75-701 shall be collateralized as required by law.

#### XIII. Performance Benchmarks

The Town's investment portfolio shall be designed to attain a market rate of return throughout budgetary and economic cycles, taking into account prevailing market conditions, risk constraints for eligible securities and cash flow requirements.

The performance of the portfolio shall be compared to the average yield on the U.S. Treasury security that most closely corresponds to the weighted average maturity of the portfolio. All fees involved with managing the portfolio should be included in the computation of the portfolio's rate of return.

The Finance Director shall present to the Town Council, at least annually, a review of the Town's portfolio, to include the portfolio's total return and the established investment objectives and goals.

#### XIV. Reporting

At least annually, the Finance Director shall prepare and submit to the Town Council a report listing the investments held by the Town and the market value of those investments. The report shall include a summary of investment earnings and performance results during the period.

## Section 7 – Fund Balance Policy

---

### I. Overview

The Town's Fund Balance is the accumulated difference between assets and liabilities within governmental funds. A sufficient fund balance allows the Town to meet its contractual obligations, provide funds for new and existing programs established by Town Council, mitigate negative revenue implications of federal or state budget actions, mitigate economic downturns, fund disaster or emergency costs, provide funds for cash flow timing discrepancies, and fund non-recurring expenses identified as necessary by Town Council.

### II. Governmental Fund Balance Type Definitions

The Governmental Accounting Standards Board (GASB) issued Statement Number 54, "Fund Balance Reporting and Governmental Fund Type Definitions" effective for periods after June 15, 2010. The objective of this Statement was to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund type definitions. This Statement establishes limitations on the purposes for which fund balances can be used.

- a. Non-spendable Fund Balance– Some assets reported in governmental funds may be inherently non-spendable from the vantage point of the current period.
  - i. Assets that will never convert to cash such as prepaid items or inventories,
  - ii. Assets that will not convert to cash soon enough to affect the current period such as non-financial assets held for resale,
  - iii. Resources that must be maintained intact pursuant to legal or contractual requirements such as capital of a revolving loan fund.
- b. Restricted Fund Balance – This represents the portion of fund balance that is subject to externally enforceable legal restrictions. Such restrictions are typically imposed by parties altogether outside the Town such as creditors, grantors, contributors, or other governments. Restrictions can also arise when the authorization to raise revenues is conditioned upon the revenue being used for a particular purpose.
- c. Committed Fund Balance – This represents the portion of fund balance whose use is constrained by limitations that the Town imposes on itself by Town Council (highest decision-making level) and remains binding unless removed in the same manner.
  - i. Requires action by Town Council to commit fund balance.
  - ii. Formal Town Council action is necessary to impose, remove, or modify a constraint reflected in the committed fund balance.
- d. Assigned Fund Balance – This describes the portion of fund balance that reflects the Town's intended use of resources. This authority rests with the mayor and is delegated to staff through the use of encumbrances.

### III. General Fund Unrestricted Fund Balance

A top priority goal of the Finance Director is to maintain the long-term fiscal health of the Town. Revenue projections are conservative and authorized expenditures are closely monitored. In stable economic times, the combination of these two strategies leads to revenue collections higher than actual expenditures.

Net revenue (actual revenue collections less actual expenditures) is available to first fund the Taxpayer's Bill of Rights (TABOR) reserve for emergencies required under Article X, §20 of the Colorado State Constitution and then to the

designated reserves. Year-end balances in the undesignated reserves may be used as a funding source in the next budget year.

The Town's policy is to accumulate adequate reserves to protect the Town during economic downturns or large-scale emergencies. The Town also maintains reserves that are required by law or contract and that serve a specific purpose. These types of reserves are considered restricted and are not available for other uses. Within specific funds, additional reserves may be maintained according to adopted policies.

The Government Finance Officers Association (GFOA) is a professional association of state and local finance officers in the US and Canada whose members are dedicated to the sound management of government financial resources. GFOA recommends that "governments establish a formal policy on the level of unrestricted fund balance that should be maintained in the general fund."

The GFOA recommends, at a minimum, that general-purpose governments, regardless of size, incorporate in its financial policies that unrestricted fund balance in their general fund be no less than two months of regular general fund operating revenues or regular general fund operating expenditures.

The Town's goal target range for General Fund Reserve – Unrestricted Fund Balance is 7 months (58.3%) of the expenditure budget. For this purpose, the staff will utilize an average of the current year budgeted expenditures, prior year projected expenditures, and 2 years prior audited expenditures. The target for the unrestricted General Fund balance would exclude the TABOR emergency reserves but include other categories of fund balance that are committed, assigned, or unassigned.

#### IV. The Taxpayer's Bill of Rights Town Charter §7-90(e) – Emergency Reserves

For use in declared emergencies only, the Town shall reserve in 1991 one percent (1%) or more, in 1992 two percent (2%) or more, and in all later years three percent (3%) or more of fiscal year spending. An unused reserve shall apply to the next year's reserve. (1991)

"Emergency" is defined to exclude economic conditions, revenue shortfalls, or Town salary or fringe benefit increases.

#### V. Other Funds

- a. Enterprise and some Special Revenue Funds – These reserves provide for unexpected revenue losses or unanticipated expenditures during the year. A portion of these reserves may be appropriated as part of the annual budget and may be utilized at the end of the fiscal year if necessary.
- b. Internal Services Funds – Internal Services Funds are expressly designed to function on a cost- reimbursement basis and should not accumulate a significant reserve. A small reserve is appropriate to allow for differences in timing of revenues and expenditures over multiple years.
- c. Self-Insured Fund Reserves – As required by the State of Colorado Self Insurer's Reserve Trust Agreement, the Town maintains a fund balance reserve for liability and workers' compensation. The Town also maintains a reserve for the Town's self-insured health plan to maintain the Town's ability to pay for claims in a high claim year.

#### VI. Debt Reserves

Debt reserves are established to protect bond holders from payment defaults. Adequate debt reserves are essential in maintaining good bond ratings and the marketability of bonds. The amount of debt reserves is established by bond ordinance for each fund in association with each bond issuance. At times, it may be desirable to use bond insurance rather than debt reserves. This is usually based on the recommendation from the Town's Financial Advisor.

#### VII. Reserve Policies

The Town of Frisco recognizes the potential for revenue shortfalls in a tourist-based economy and the need for stability in operations during times of economic downturns or emergency situations. For those reasons, the Town has resolved to maintain the following reserves, based upon operating expenditures:

- a. General Fund: 7-month reserve
- b. Insurance Reserve Fund: 6-month reserve
- c. Marina Fund: 4-month reserve
- d. Water Fund: 4-month reserve

Amounts in excess of the 7-month reserve in the General Fund, if any, are required to be transferred to the Capital Improvement Fund. The Town places a priority on maintaining these reserves. Should a deficit exist in a fund with a required reserve, Town Council will identify a specific fund to offset the deficit and establish a plan to increase the reserve in that fund. Town Council may require additional reserves on an individual fund basis or may temporarily suspend reserve requirements, should economic conditions dictate such action.

#### VIII. Use of Fund Balances

Available fund balances shall not be used for ongoing operating expenditures.

## **Section 8 – Capital Improvement Program Policy**

---

### I. Overview

The Town has a significant investment in its streets, facilities, parks, natural areas, and other capital improvements. In past years, the Town Council and the Frisco community have demonstrated a firm commitment to and investment in Town capital projects.

### II. Five-Year Capital Improvement Program (CIP) Plan

The purpose of long-range capital improvement plans is to allow the Council and community an opportunity to evaluate the impact of the financial needs of requested programs on the regional economy and to coordinate funding needs with all funds. In order to engage in strategic financial and management planning, the Town will closely evaluate and monitor both regional and national economic changes. To meet these needs, it shall be Town policy to prepare 5-year long range capital improvement plans. The Capital Improvement Plan (CIP) should incorporate the goals of the Strategic Plan and the Community Plan addressing municipal needs.

### III. Definitions

Capital Improvements shall be defined as major projects undertaken by the Town of Frisco that are generally not recurring on a yearly basis and will fit within one or more of the following categories:

- a. All projects requiring debt obligation or borrowing
- b. Any acquisition or lease of land
- c. Purchase of major equipment, vehicles, or artwork valued in excess of \$5,000 with a life expectancy of five years or more
- d. Construction of new buildings or facilities including engineering, design, and other pre-construction costs

with an estimated value of \$5,000 or more

- e. Major building improvements that are not routine expense and substantially enhance the value of the structure beyond its original condition

#### IV. Policies

The planning, funding and maintenance of all capital projects shall be based on the following policies:

- a. The Town will maintain a strong bond rating that is consistent with other Town goals.
- b. As part of the annual Capital Improvement Fund budget, the Town will identify and describe costs of future maintenance needs and operating costs of new capital facilities and equipment prior to funding. All capital projects will identify the maintenance requirements in terms of staffing, supplies, and services.
- c. Town staff will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted to Council for approval; this will include capital construction as well as ongoing maintenance.
- d. The Town will identify the ongoing costs and benefits that may be associated with each capital project to determine its effect on other Town policies and the community as a whole.

#### V. Content

The five-year capital program will contain a concise summary of proposed capital improvements, equipment, and associated maintenance and/or operating costs. The plan must disclose revenue and expenditure assumptions, identify required project staffing levels and have appropriate supporting information as to its necessity and impact.

#### VI. Responsibilities and Reporting

Department heads and the Finance Department will share responsibility for the preparation of the five-year financial plans for capital improvements. The Town Manager will review and approve detailed worksheets used to generate the long-range plans.

The Finance Department will assist in developing appropriate systems to monitor and update the long-range plans. Town staff will continually update the long-range plans when any significant change is anticipated. The Town Manager may distribute the long-range plans to the Town Council at any time. The long-range plans will be submitted to the Council for approval concurrent with the proposed annual budget.

#### VII. Funding Sources and Requirements

- a. All Town capital improvements will be constructed and expenditures incurred for the purpose as approved by Town Council, with funds rolled over from year to year until a project is deemed complete.
- b. The Town will use a variety of different sources to fund capital projects, with an emphasis on the “pay- as-you-go” philosophy when feasible.
- c. Funding for operating and maintenance costs for approved capital projects must be identified at the time projects are approved.

## **Section 9 – Revenue Policy**

The Town will consider its revenues as a group rather than in isolation. The Town is sensitive to the balance between the need

for services and the Town's ability to raise fees, charges, and taxes to support Town services. Revenues and rates in the annual budget and the long-range plans will be based on the following policies:

- a. Charges for services that benefit specific users should recover full costs, although competing Town policies may dictate a subsidy for a portion of the costs of such services.
- b. The Town shall strive to diversify its revenues in order to maintain needed services during periods of declining economic activity.
- c. The Town will use as efficiently as possible the resources that it already collects.
- d. The Town will collect as efficiently as possible the resources to which it is already entitled by minimizing receivables and following an aggressive collection policy.
- e. The Town will seek new resources consistent with the policies in this document and other Town goals.
- f. The Town will estimate its annual revenues by objective and analytical processes.
- g. The Town will maintain compliance with legal revenue restrictions, as identified by voters.

Non-recurring revenues and other financing sources will not be used to finance ongoing operations with the exception of the use of approved grants or the use of fund balance in accordance with fund balance policies. Federal aid, state aid, gifts, and grants will be accepted only after an assessment is made of potential cost implications.

- a. Grants will be spent for the purposes intended.
- b. The Town will review grants for operating programs on an individual basis to determine suitability of accepting the grants from a sustainable long-term financial perspective.
- c. The Town will vigorously pursue grants for capital projects that fit long-range community improvement goals.
- d. All potential grants will be carefully examined for matching requirements; both dollar and level-of-effort matches.

The Town will review its fees and other charges for services annually to ensure that revenues are meeting intended program goals and are keeping pace with inflation, other cost increases and any applicable competitive rate. The Town will evaluate cost recovery and align fees with cost recovery goals.

## **Section 10 – Expenditure Policy**

The Town will pursue goals of efficiency and effectiveness by balancing short-term and long-term community needs.

Current operating expenditures will be funded with current operating revenues, approved grants, or the use of fund balance in accordance with fund balance policies. Departments will monitor revenues and expenditures during the year to provide an opportunity for actions to be taken to bring expenditures in line with revenues received.

The Town will undertake periodic reviews of Town programs for both efficiency and effectiveness. Privatization and contracting with other governmental agencies will be evaluated as alternatives to services delivery when appropriate.

## **Section 11 – Grants Policy**

The Town will follow all terms and conditions included in a grant agreement. Town Departments and staff that occupy positions of responsibility with respect to grant activity will be designated as the grant's administrator and have specific roles and responsibilities that they shall perform and uphold both ethically and in the best interests of the Town. Town Council has responsibility for approving spending of grant funds through approval of the annual budget, which includes an amount appropriated for grant awards received throughout the fiscal year.

#### I. Conflict of Interest

No employee or official of the Town shall have any interest, financial or otherwise, direct or indirect, or have any arrangement concerning prospective employment that will, or may be reasonably expected to, bias the design, conduct, or reporting of a grant funded project on which he or she is working.

It shall be the responsibility of the Grant Administrator for each particular grant-funded project to ensure that in the use of sponsored funds, officials or employees of the Town, and nongovernmental recipients or sub-recipients shall avoid any action that might result in, or create the appearance of:

- a. Using his or her official position for private gain.
- b. Giving preferential treatment to any person or organization.
- c. Losing complete independence or impartiality.
- d. Making an official decision outside official channels.
- e. Adversely affecting public confidence in the grant funded program and the Town in general.

#### II. Accounting and Reporting

- a. The accounting system will separate revenues and expenditures by funding source for all grants. The accounting system will break down revenues and expenditures for each individual grant via the project system and supporting documentation will be maintained in the financial system for all grant expenditures, as is required of all expenditures.
- b. The accounting system has a project system that tracks all revenues and expenditures by the specific grant or project by line item or by broad category as may be included in a grant application budget. Grant administrators will reconcile on a regular basis to ensure all revenues and expenditures are being appropriately coded to the correct grant. Project system reports can be run to accommodate different grant time periods that may differ from calendar year reporting.
- c. Federal grant funds will not be commingled with funds from other Federal grants or other local match money. When applicable, any matching funds for a grant will be tracked by the department who is responsible for the grant and will only include items that directly correlate to an approved activity identified in the grant proposal.
- d. Capital assets are tracked through the fixed asset system and, if a grant has purchased a capital asset, will be noted in the fixed asset system using the project system identified above. The Town also tracks related award information as required per 2 CFR 200, §200.313(d), Management Requirements.
- e. Only allowable costs will be allocated to a grant.
- f. Grants will only be budgeted when a grant award letter or statement of grant award has been received.
- g. Town departments are responsible for all aspects of the grant process including planning for grant acquisition, preparing and submitting grant proposals, preparing Resolution requests to accept funds, developing grant implementation plans, managing grant programs, preparing and submitting reports to grantors, and properly

closing out grant projects. Department and Finance staff will maintain a close working relationship with respect to any grant activity to ensure a clear understanding of the project status.

### III. Documentation

All grant expenses must comply with the terms set forth in the grant application, grant award letter, Town procurement policies and the guidelines in the Office of Management and Budget Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), 2 CFR 200.

- a. Documentation for all expenditures must be retained by the department for audit purposes and should include:
  - i. Timesheets certified or signed by the employee and approved by their supervisor for all payroll expenses;
  - ii. Purchasing documents for expenditures (if necessary, based on dollar amount of purchase);
  - iii. Town, state, or governmental agreement number;
  - iv. Formal bids for all purchases requiring such a process per Town or Federal regulation, and price or rate quotation documentation for all purchases that do not exceed the Simplified Acquisition Threshold on Federally funded grants per 2 CFR 200, §200.320(b);
  - v. Detailed receipts or invoices; and
  - vi. General Ledger detail showing revenue and expenditure activity, reviewed on a regular basis, and reconciled to detail provided to granting agencies.
- b. The Town's Finance Department, with the assistance of specific grantee Town departments, shall maintain the following information:
  - i. Identify, through a project and account structure, all federal awards received and expended and the federal programs under which they were received. All awards should be identifiable by the Catalog of Federal Domestic Assistance (CFDA) title and number, award number, award year, name of federal agency, and the name of the pass-through agency (if applicable);
  - ii. Maintain internal control over federal programs that provides reasonable assurance that the grantee is managing the award in compliance with the laws, regulations, and the provisions of the contract or grant agreement;
  - iii. Comply with laws, regulations and the provisions of contract or grant agreements related to each grant award; and
  - iv. Prepare required financial statements, including financial statements that reflect the entity's financial position, results of operations or changes in net assets, and where appropriate, cash flows for the fiscal year audited. In addition, a schedule of federal assistance will be prepared for the external auditors which include all federal grants.
- c. Grant documents should be read carefully to ensure compliance with all grant requirements. Additional documentation may be required under the terms and conditions of the specific grant award to include, but not limited to, procurement justification, grant reconciliation frequency, cash match calculation and tracking, and records retention.
- d. Grant administrators are responsible for confirming that the information in the financial system is accurate as outlined above.



#### IV. Audit

Per OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CFR 200 §200.501, all non-federal entities that expend \$750,000 or more in a year on Federal awards, either as the grantee or the sub-grantee, shall have a single or program-specific audit conducted for that year in accordance with the provisions of the Uniform Guidance. The single audit encompasses both the entity's financial statements and the Federal awards received by the entity; whereas a program-specific audit will audit one Federal program and can only be used when the grantee receives grant awards only from one Federal program. The Town contracts with an external firm to conduct a single audit on an annual basis. The awarding agency may also specify additional audit requirements in the grant award letter or grant guidance.

The Finance Department, with the assistance of the specific grantee Town departments, shall follow up and take corrective action on all audit findings.

## Section 12 – Procurement Policy

---

### I. Overview

The Town of Frisco recognizes the need to use outside sources for providing professional services, constructing capital projects, procuring supplies and equipment, and providing services for day-to-day operations and maintenance. The Town will follow the below listed policies in making purchasing decisions.

- a. The Town encourages use of Town issued purchasing cards whenever possible.
- b. Chapter 9 of the Town of Frisco Code of Ordinances specifies bidding procedures and contract formation.
- c. The Town shall take advantage of payment discounts whenever possible.
- d. The Finance Department will provide a monthly warrant list to Town Council for approval.

The purpose of this policy is to provide guidance to the Town Council and staff in an effort to set forth a standard of integrity when purchasing goods and services on behalf of the Town, provide for the most efficient use of taxpayer's dollars, provide for timely purchases and project contracting, and follow common sense and good business practices. The intent of this document is to provide guidance and shall not be interpreted as an absolute policy.

### II. Procurement Decisions - General Policy

All procurements shall be made from/with the vendor who provides the best value to the Town based on all applicable criteria and the requirements of this Policy. "Best value" is determined by the combination of the priorities set for the particular procurement and this Policy, including, but not limited to price, quality, customer service, availability of services, project schedule, past experience with the Town and region, sustainable practices, and competition. Notwithstanding the foregoing, the Town shall not be obligated to make any procurement when doing so is determined not to be in the best interest of the Town. This criterion is described in 9-2, 9-7, and 9-8 of the Town Code.

### III. Definitions

For this policy, these words and phrases shall have the following meaning:

Competitive Sealed Bidding means all documents, whether attached or incorporated by reference, issued and used by the Town for soliciting sealed bids.

Purchasing Agent means the Town Manager or person designated to act on his or her behalf.

Request for Proposals means all documents, whether attached or incorporated by reference, issued and used by the Town for soliciting proposals.

Town means the Town of Frisco, Colorado.

#### IV. Process

The Town recognizes the need to use outside sources for providing professional services, constructing capital projects, procuring supplies and equipment, and providing services for day-to-day operations and maintenance. Except as otherwise set forth in subsection 9-3(F) and 9-9 of the Town Code, contracts for such services, supplies and equipment in excess of seventy thousand dollars (\$70,000) shall be awarded through the formal competitive bid process as set forth in the Town Code.

- a. Sole Source. Town Council is authorized to approve contracts for any amount, without a competitive bidding process, for goods or services that, in the opinion of Council, are best obtained from a single or sole source due to one (1) or more factors including, but not limited to, specialized skills, special knowledge and/or experience, unique and relevant experience, knowledge of the Town and geographic region, or exceptional qualifications or reputation in the field. When authorizing such contracts, Council shall by motion, resolution or ordinance describe the factors that cause it to approve such contract without a competitive bidding process.
- b. Coordinated Government Purchases. In lieu of any verbal quote, written quote or competitive bid that is required by section 9-3 of the Town Code, department managers may use bids to the State of Colorado, coordination with other government agencies, or bids obtained through the cooperative purchasing programs to get the benefit of the pricing available through those procurement systems, as described in 9-9 of the Town Code.
- c. Open Market. Open market purchases involve an informal evaluation of price, quality, convenience, and service from any source, and the exercise of sound decision-making by the Purchasing Agent based on such information.
- d. Comparative Pricing. For purchases based on comparative pricing, the Purchasing Agent shall solicit quotes from three (3) vendors/suppliers, unless it is impracticable under the circumstances to obtain three (3) quotes. Quotes may be solicited by telephone, by internet research, or in writing, within the discretion of the Purchasing Agent.
- e. Requests for Proposals (RFPs). RFPs must be in writing, should be distributed to a minimum of three (3) firms or individuals and/or posted on a reputable website or professional or municipal journal or magazine and the Purchasing Agent shall reserve the right to reject any and all proposals.
- f. Competitive Sealed Bidding. Where competitive sealed bidding is the selected procurement method, the Town shall follow state law for bid bond requirements.

#### V. Selection Process

Selection of vendors, contractors or consultants will be based on one or more of the following criteria:

- a. Past experience with the Town,
- b. Knowledge of the Town and region,
- c. Philosophy regarding the nature of the project,
- d. Availability of time,

- e. Quality of product, service, material, maintenance and/or warranties,
- f. Price, and
- g. Such other criteria as provided in the invitation for bids, if applicable.

VI. Coordinated Government Purchases.

In the event the Town of Frisco can coordinate budgeted purchases for providing professional services, constructing capital projects, or procuring supplies and equipment in conjunction with other Summit County government agencies, and such coordination results in lower costs and furthering the intergovernmental relationship, the bidding requirements set forth herein may be waived by the Town Manager.

VII. Emergency Purchases

In the event of a natural disaster, accident, or other emergency during which the health, safety or welfare of the community is at risk, the bidding requirements set forth herein may be waived by the Town Manager.

VIII. Competitive Bids

If a formal or competitive solicitation does not result in award due to lack of qualified responses, the Department Director or designee may utilize an alternative solicitation and negotiation method if approved by the Town Manager.

When substantially similar bids are received from different bidders for identical services or products, the Town will offer those bidders the opportunity to re-bid. When two or more bids are substantially similar, and the bidders have had the opportunity to re-bid, the Town will give preference in awarding the contract either to a local bidder (as such term is defined in section 9-7 of the Town Code) or to a bidder with whom the Town has previously contracted.

IX. Rejection of Bids; Waiver of Formalities

The Town of Frisco reserves the right to reject any or all bids or waive any formalities in whole or in part. In the event that the contract is awarded to other than the lowest qualified bidder, written justification shall be supplied.

X. Local Preference

At the Town Manager's discretion, based upon the vendor criteria set forth in Section 9-2 of the Town Code, bids solicited from local bidders pursuant to this Chapter may receive preference. In order for a local bidder to be awarded a contract pursuant to section 9-7 of the Town Code, the bid, if received from a Frisco-based bidder, shall not be more than ten percent (10%) higher than that of the lowest qualified bidder, and if received from a Summit County, Silverthorne, Dillon or Frisco-based bidder, shall not be more than five percent (5%) higher than that of the lowest qualified bidder. "Local Bidder" is defined as any person, partnership, limited liability company, corporation or association who has been a bona fide resident of Summit County, Silverthorne, Dillon, or Frisco for one (1) year or more immediately prior to submitting a bid.

XI. Recycled Product Purchases

The Town encourages recycling and supports environmental concerns. When all other factors are the same, the department managers are encouraged to purchase recycled products provided the cost is within 10% of other bids.

## XII. Publication Requirements

When competitive bids are required as set forth in Section 9-3 of the Town Code, an "invitation to bid" shall be published in a local newspaper of general circulation at least fifteen (15) days but not more than forty-five (45) days from the bid deadline. The invitation to bid shall include an adequate description of the services, supplies and/or equipment to be purchased. Bids shall be opened publicly at the time and place designated in the invitation for bids. The amount of each bid and such other relevant information as may be specified by Town policy, together with the name of each bidder, shall be entered on a record and open for public inspection. The Town shall not be obligated to select the lowest bidder but shall select based on the criteria established in this Chapter and in the invitation to bid.

## XIII. Federal/State Requirements

The procurement requirements of any external agency, under which the Town has entered into an agreement, that are more restrictive than those of the Town's shall take precedence if required by the agreement.

## XIV. Contracting Methods

The Purchasing Agent may utilize as many alternative methods of contracting management as determined to be feasible. This may include unit price contracts, design/build, lump sum, time and materials, Construction Manager General Contractor (CM/CG), Construction Manager at Risk (CMAR), or any other delivery method deemed appropriate for the project.

## XV. Approving Authority

The Purchasing Agent shall be responsible for all contracts and purchases within the limits of the annual budget approved by Town Council, per the Frisco Home Rule Charter.

## XVI. Retention Schedule

All solicitations and responses, and resulting contract documents, shall be retained in accordance with the Town's retention schedule and must be available for the Town's annual audit.

## XVII. Other Ethics Laws & Policies

Laws and policies regarding ethics established by the Town Charter, Code, Council Policies, Employee Policies, and state law shall apply to this Policy. Additional Federal policy may be adopted on a per project basis as required by agreement.

## XVIII. Confidentiality of Information

Under the Town's Charter, it shall be the policy of the Town that all public records of the Town shall be open for inspection at reasonable times, except as otherwise provided by Colorado statute. The Town shall comply with all laws, regulations, and policies defined in the Town's Charter, Municipal Code, Administration regulations and memorandums concerning open records and the exceptions regarding confidentiality of information including, but not limited to the Health Insurance Portability and Accountability Act of 1996, Colorado Children's Code and the Criminal Justice Records Act. Confidential information includes but is not necessarily limited to personnel records and information concerning individuals.

## **Section 13 – Purchasing Card Policy**

---

### **I. Overview**

The Procurement Card (P-Card) is a purchasing method whereby approved users in a department are issued a commercial Visa. Each Visa is printed with the Town of Frisco name/logo, the name of the individual cardholder (employee) and Town's State of Colorado tax exemption number. Interested departments should contact the Procurement Specialist within the Finance Department.

### **II. Cardholder Responsibilities**

- a. Purchasing authorized goods within the Town's procurement policies and the guidelines set forth in this document and any subsequent revisions.
- b. Ensure proper budget authority and authorization, as needed, from supervisor.
- c. Taking advantage of all discounts, rebates, store coupons.
- d. Ensuring that all eligible purchases are tax exempt.
- e. Confirming that original merchant documentation is complete and available for every transaction. If cardholder has lost original documentation, cardholder must contact the merchant directly to acquire duplicate documentation. If the merchant will not provide the documentation, cardholder must provide the following information in addition to justification for the purchase and reason for loss of documentation:
  - i. Description and quantity of each item purchased;
  - ii. Total cost of the order;
  - iii. Per item cost if available from the merchant; and
  - iv. Cardholder name and/or card number.

Lack of original documentation is considered to be a cardholder violation.

### **III. Department Head Responsibilities for Cardholders Under their Supervision**

- a. Setting cardholder monthly limits.
- b. Reviewing and approving the monthly Statement of Account for each cardholder.
- c. Recording any violations in the P-Card program.
- d. Taking appropriate action for such violations.
- e. Informing the Procurement Specialist of cardholder transfer or terminations.

### **IV. Purchasing Limits**

- a. Each Cardholder will have a monthly spending limit assigned by their Department Head.
- b. Cardholders are responsible for ensuring that funds are available to pay for all requested purchases.
- c. Should the Cardholder require a higher spending limit for a particular time period, a request should be sent to the

Procurement Specialist.

- d. Supplies purchased must be immediately available for delivery from the merchant. No backordering is allowed. The merchant must deliver all items purchased by telephone within the 30-day billing cycle. The order should not be placed without this assurance.

#### V. Security of Cards

To prevent unauthorized P-Card use:

- a. Cardholder must safeguard cards and card numbers.
- b. Cardholder must prohibit others from using their individual P-Card.
- c. Town P-Card has a unique design and color and was selected as a safeguard against accidental use for personal purchases.

#### VI. Authorized Purchases

The P-Card may be used to purchase authorized supplies and equipment from authorized sources up to the individual cardholder's monthly limit.

##### Education and Travel Related Authorized Purchases

Authorized purchases include registration fees, airline reservations, ground transportation, tolls, parking expenses, lodging and meals. Registrations, hotel and air travel may be paid once all documentation is signed and approved by the department head. Detailed receipts for all registrations, lodging and travel expenses must be retained and submitted with the P-Card statement. Cardholders are responsible for ensuring that all eligible in-state travel expenses are tax exempt.

##### Meal Expenses

Whenever possible, Town cardholders should use their P-Cards to purchase meals while traveling on Town business. The Town provides a per diem meal allowance based on the rates set annually by the U.S. General Services Administration (GSA).

The meal allowance amount includes any gratuities. Cardholders are responsible for ensuring that the Town's tax-exempt status is honored for meals purchased. Cardholders are expected to adjust the per diem for individual meals based on their travel schedule and the time of departure and return. In addition, cardholders are expected to adjust the per diem for any meals that are included in education registration fees. If unable to use the P-Card for any meal expenses, cardholders must retain all itemized receipts and submit these for reimbursement up to the per diem amount per meal.

Meal purchases include food and non-alcoholic beverages only. The purchase of alcoholic beverages is prohibited. Detailed receipts for all meal purchases must be retained and submitted with the P-Card statement.

#### VII. Ghost Card Best Practices

- a. Card information should be kept secure at all times.
- b. If card information may have been compromised the card administrator must be notified immediately.
- c. Cardholder must follow all guidelines of a physical card.

#### VIII. Unauthorized Purchases

- a. Cash advances are strictly prohibited.
- b. Personal Services.
- c. Purchases of tobacco and alcoholic beverages (exceptions may be approved by the Town Manager, based upon departmental events and needs).

#### IX. Selecting a Merchant

- a. Priority should be given to merchants that offer discounts to the Town.
- b. Local vendors should be selected whenever possible if pricing is comparable.
- c. When all other factors are the same, purchases are encouraged to be of recycled materials provided the cost is within 10% of other similar products. Be sure to look for the following:
  - i. Products with recycled content ("post-consumer" recycled content is preferable)
  - ii. Products with the Energy Star label
  - iii. Products with reduced packaging
  - iv. Products that can be reused
  - v. Energy efficiency
  - vi. Products that are biobased/organic based (versus petroleum-based solvents, etc.)
  - vii. Products are labeled "compostable"

If vendor does not accept Town's P-card, cardholder will need to choose different merchant or choose another payment method. If cardholder frequently does business with this merchant, the Procurement Specialist should be contacted for assistance.

#### X. Placing an Order

- a. Cardholder may place order in person, by phone, fax computer or mail.
- b. Cardholder must inform merchant that the purchase is tax exempt. The Town's tax-exempt number is printed on each purchasing card.
- c. Cardholder must remind the merchant that the purchase is for local government and should be accorded any applicable discounts.
- d. Cardholder will give name as it appears on the card.
- e. Cardholder must request documentation showing description and cost of items.
- f. Cardholder will notify vendors not to submit invoices to accounts payable.
- g. COD deliveries are not allowed.
- h. If the vendor needs an official tax-exempt certificate, contact the Procurement Specialist to have this information faxed to the vendor.

#### XI. Returns and/or Exchanges

- a. Make arrangements with the merchant before shipping an item for return.
- b. The merchant must credit a return and charge a new transaction. Exchange of like items (e.g., different color) may not require a credit transaction.
- c. It is a merchant violation to refund cash for a credit return. Do not allow merchants to do this. It is a cardholder violation to accept cash instead of a credit to the account.
- d. Document all returns and exchanges. This information may be needed for a formal dispute.

## XII. Receive and Inspect Good and Services

Inspect all goods and services immediately upon receipt or completion of service. If there is a problem with the order or the service conducted, contact the merchant immediately. Keep notes on problems and their resolution including names, dates and conversation results.

## XIII. Documenting Each Transaction

Every transaction must have valid and complete source documentation from the merchant, including Internet purchases.

Valid source documentation may be:

- a. A receipt and card transaction slip from the merchant.
- b. Order forms for dues, registrations or similar items.
- c. An invoice showing credit card payment.

All documentation must include the following information:

- i. Vendor Identification (Merchant name)
- ii. Date the purchase was made
- iii. Pricing for each item
- iv. Order total including shipping/handling costs

## XIV. Cardholder Statement of Account and Reconciliation

A Statement of Account will be available to each Cardholder who has transactions during the billing cycle on the UMB website. The Cardholder or assigned designee must reconcile the statement charges in UMB prior to the 9th day of the following month. The electronic approval of each charge should include a detailed description of the purchase and assignment of the appropriate general ledger line item. UMB training for new cardholders is available on the Town's Intranet.

## XV. Disputes

- a. Vendors are not permitted to bill a purchasing account until the goods or services are delivered.
- b. The cardholder is responsible for contacting and following up with the vendor on any erroneous charges, disputed items or returns as soon as possible. Most issues can be resolved this way.



- c. If the cardholder is unable to reach an agreement with the vendor, the next step is to contact UMB Bank directly to file a Dispute.
- d. UMB will provide the cardholder Vendor Dispute Form to complete. The dispute form will then be forwarded to UMB Bank for resolution with the vendor.
- e. UMB Bank must be notified of any disputed items within 60 days of the last cycle in which the item was purchased.
- f. Disputed billing can result from the following:
  - i. Failure to receive goods or materials
  - ii. Fraud or misuse
  - iii. Altered charges, incorrect amounts, duplicate charges
  - iv. Defective merchandise credits not processed, etc.

In the event of fraud, notify the Procurement Specialist immediately.

#### XVI. Violations and Consequences

The purchasing card that a cardholder receives has his or her name embossed on it. No other individual may use this card. It has been specifically designed so that it will not be confused with personal credit cards. This card must not be used for personal purchases.

- a. The Town of Frisco must be reimbursed immediately.
- b. The Town of Frisco may cancel the P-card.
- c. Violation of this policy may be investigated and could result in termination and/or criminal prosecution. In the event of willful or negligent default of this obligation, the Town will take any recovery action deemed appropriate, as permitted by law.

#### XVII. Inappropriate Purchases/Failure to Provide Original Documentation

- a. A written warning and an investigation may be conducted for inappropriate purchases.
- b. Cardholders will be required to obtain additional training on use of the program.
- c. Continued misuse will result in cancellation of the card.

#### XVIII. Lost or Stolen Card Reporting

Cardholders shall report a lost or stolen card immediately to UMB Bank at (800) 821-5184 and the Procurement Specialist at (970) 668-4576.



---

---

# Fee Schedule

---

---

# Fee Changes

Listed below are the 2023 proposed rate changes. Rate changes are included for certain revenue sources within the all funds.

General Fund	2022	2023
<b>Municipal Court Fees</b>		
Court Costs	\$30	\$30
<b>Finance Fees</b>		
Utility Bill Paper Statement Fee	\$5	\$5
Sales and Lodging Tax Paper Filing Fee	\$5	\$5
Bag Fee Paper Filing Fee	\$5	\$5
<b>License Fees</b>		
Business License	\$75	\$75
Dog/Cat License	\$10 spayed/neutered; \$15 non- spayed/neutered	\$10 spayed/neutered; \$15 non- spayed/neutered
Liquor License	\$103.75-\$175 based on license type	\$103.75-\$175 based on license type
Tobacco License	\$600	\$600
Short-Term Rental License	\$250	\$250
<b>Cemetery Fees</b>		
Cemetery Lots	Frisco Residents: \$100, blocks #17-27 \$125 Summit County Residents: \$1500, blocks #17-27 \$1800 Out of County Residents: \$2500, blocks #17-27 \$3000	Frisco Residents: \$100, blocks #17-27 \$125 Summit County Residents: \$1500, blocks #17-27 \$1800 Out of County Residents: \$2500, blocks #17-27 \$3000
<b>Marketing and Event Fees</b>		
Marketing Filming Fee	Basic fees are \$250 for a ½ day (less than four hours) and \$500 for a full day	Basic fees are \$250 for a ½ day (less than four hours) and \$500 for a full day
Event Permit	Use fees may be applied based on resource needs, length of event, and location.	Use fees may be applied based on resource needs, length of event, and location.
<b>Community Development Fees</b>		
Planning Permits		
Plumbing Permits		
Mechanical Permits		
Building Permits		
Disposable Bag Fee	0.25 per bag	0.25 per bag
<b>Public Work Fees</b>		
Excavation Fees	\$100	\$100
<b>Recreation Childcare Fees</b>		
Fun Club Daily Rate	\$45 Frisco residents / \$50 Frisco non-residents	\$50 Frisco residents / \$55 Frisco non-residents
Sports Camp Weekly Rate	\$225 Frisco residents / \$250 Frisco non-residents	\$250 Frisco residents / \$275 Frisco non-residents
Afterschool Daily Rate	\$15	\$15
<b>Recreation Adventure Park Fees</b>		
Tubing Rate	\$32 base rate / \$25 Summit County / \$23 Frisco resident	\$32 base rate / \$25 Summit County / \$23 Frisco resident
Ski Hill Rate	\$40 base rate / \$35 Summit County / \$33 Frisco resident	\$40 base rate / \$35 Summit County / \$33 Frisco resident
Daily Lodge Rental Fee	\$150/hr or \$900 full day, non-Frisco resident / \$100/hr or \$600 full day, Frisco resident	\$150/hr or \$900 full day, non-Frisco resident / \$100/hr or \$600 full day, Frisco resident
<b>Recreation Nordic Fees</b>		
Equipment Rental	Daily classic ski rental: \$23 adult / \$33 adult performance upgrade / \$18 youth (7-17) / \$18 Seniors (65+) / \$13 Children (6 and under) Daily skate ski rental: \$33 adult / \$38 adult performance upgrade / \$18 youth (7-17) / \$18 Seniors (65+) / \$13 Children (6 and under)	Daily classic ski rental: \$23 adult / \$33 adult performance upgrade / \$18 youth (7-17) / \$18 Seniors (65+) / \$13 Children (6 and under) Daily skate ski rental: \$33 adult / \$38 adult performance upgrade / \$18 youth (7-17) / \$18 Seniors (65+) / \$13 Children (6 and under)
Daily Pass	\$27 individual / \$22 senior / FREE 12 and under	\$27 individual / \$22 senior / FREE 12 and under
Punch Pass	\$70 adult 3 day / \$130 adult 6 day / \$195 adult 10 day & \$55 senior 3 day / \$100 senior 6 day / \$155 senior 10 day	\$70 adult 3 day / \$130 adult 6 day / \$195 adult 10 day & \$55 senior 3 day / \$100 senior 6 day / \$155 senior 10 day
Season Pass	Early Bird Rate: \$260 adults / \$140 (65+) / \$415 family (2 adults, 2 kids) / \$475 corporate Season Rate: \$285 adults / \$160 (65+) / \$460 family (2 adults, 2 kids) / \$525 corporate	Early Bird Rate: \$260 adults / \$140 (65+) / \$415 family (2 adults, 2 kids) / \$475 corporate Season Rate: \$285 adults / \$160 (65+) / \$460 family (2 adults, 2 kids) / \$525 corporate
Lesson Rate	Nordic ski lesson private or tour: \$75 per person / \$60 per person for groups of 5 or more Group lesson: \$150 for season pass holders / \$200 for non-season pass holders	Nordic ski lesson private or tour: \$75 per person / \$60 per person for groups of 5 or more Group lesson: \$150 for season pass holders / \$200 for non-season pass holders

<b>Miscellaneous Fees</b>		
Paper Tax/Fee Filing Fee	n/a	\$5
<b>Water Fund</b>		
<b>Utility Service Fees</b>		
Water User Fee - In-Town	\$49.61 base rate, plus: 0-8,000 gallons: \$1.24 per 1,000/gal. 8,001-16,000 gallons: \$2.47 per 1,000/gal. 16,001-50,000 gallons: \$4.41 per 1,000/gal. Over 50,000 gallons: \$5.51 per 1,000/gal.	\$52.09 base rate, plus: 0-8,000 gallons: \$1.30 per 1,000/gal. 8,001-16,000 gallons: \$2.59 per 1,000/gal. 16,001-50,000 gallons: \$4.63 per 1,000/gal. Over 50,000 gallons: \$5.79 per 1,000/gal.
Water User Fee - Out-of-Town	\$99.22 base rate, plus: 0-8,000 gallons: \$2.48 per 1,000/gal. 8,001-16,000 gallons: \$4.94 per 1,000/gal. 16,001-50,000 gallons: \$8.82 per 1,000/gal. Over 50,000 gallons: \$11.02 per 1,000/gal.	\$104.18 base rate, plus: 0-8,000 gallons: \$2.60 per 1,000/gal. 8,001-16,000 gallons: \$5.18 per 1,000/gal. 16,001-50,000 gallons: \$9.26 per 1,000/gal. Over 50,000 gallons: \$11.58 per 1,000/gal.
<b>Water Fund (Continued)</b>	<b>2022</b>	<b>2023</b>
<b>Utility Service Fees (Continued)</b>		
Plant Investment Fee	\$5,725	\$6,297
Water Meter Sale	¾ in meter package \$607.23 plus taxes and fees 1 in meter package \$827.42 plus taxes and fees 1 ½ in meter package \$4,553.86 2 in meter package \$5,451.59	¾ in meter package \$607.23 plus taxes and fees 1 in meter package \$827.42 plus taxes and fees 1 ½ in meter package \$4,553.86 2 in meter package \$5,451.59
Paper Statement Fee	n/a	\$5
<b>Housing Fund</b>		
<b>Community Development Fees</b>		
Impact Fee per square feet	Single family residences: 1,499 sq ft or less \$0 / 1,500-2,499 sq ft \$0.50 / 2,500-3,499 sq ft \$1.00 / 3,500-4,999 sq ft \$1.50 / 5,000 + sq ft \$2.00 All other residential structures: 999 sq ft or less \$0 / 1,000-1,499 sq ft \$0.50 / 1,500-2,499 sq ft \$1.00 / 2,500 + sq ft \$2.00 Commercial or industrial structures: \$2.00 per sq ft	Single family residences: 1,499 sq ft or less \$0 / 1,500-2,499 sq ft \$0.50 / 2,500-3,499 sq ft \$1.00 / 3,500-4,999 sq ft \$1.50 / 5,000 + sq ft \$2.00 All other residential structures: 999 sq ft or less \$0 / 1,000-1,499 sq ft \$0.50 / 1,500-2,499 sq ft \$1.00 / 2,500 + sq ft \$2.00 Commercial or industrial structures: \$2.00 per sq ft
Rental Rate	Seasonal employees: \$350 for a shared bedroom / \$500 for a room in a shared residence / \$700 for a private residence Full-Time employee salary less than \$55,000/yr, rent = \$1,530/month Full-Time employee salary \$55,000 - \$80,000/yr, rent = \$1,630/month Full-Time employee salary \$80,000 - \$94,000/yr, rent =	Don't know rates
<b>Marina Fund</b>		
<b>Recreation Fees</b>		
Slip Rental	24ft: \$1,350 / 30ft: \$1,700 / 40ft: \$2,300	24ft: \$1,350 / 30ft: \$1,700 / 40ft: \$2,300
Mooring Rental	Small: \$900 / medium: \$1,200 / large: \$1,700	Small: \$900 / medium: \$1,200 / large: \$1,700
Kayak Rack Rental	Frisco resident / Frisco non-resident Summer: \$255/\$115 for additional boat Annual: \$425/\$550 for additional boat	Frisco resident / Frisco non-resident Summer: \$255/\$115 for additional boat Annual: \$425/\$550 for additional boat
Boat and Kayak Rental	Frisco resident / Frisco non-resident Small: \$200/\$220 / Large: \$300/\$330 / Singles: \$40/\$44 / Tandems: \$50/\$55 / Pedal: \$50/\$55	Frisco resident / Frisco non-resident Small: \$224/\$247 / Large: \$336/\$369 / Singles: \$46/\$50 / Tandems: \$57/\$62 / Pedal: \$67/\$75
Paddleboard Rental	\$45 Frisco resident / \$49.50 Frisco non-resident	\$51 Frisco resident / \$56 Frisco non-resident
Fishing License	Colorado resident: one day: \$14.46 / additional day: \$7.05 / annual: \$36.71 Colorado non-resident: one day: \$17.64 / additional day: \$7.05 / annual: \$102.40	Colorado resident: one day: \$14.46 / additional day: \$7.05 / annual: \$36.71 Colorado non-resident: one day: \$17.64 / additional day: \$7.05 / annual: \$102.40
Dry Storage per square foot	Summer: \$7 / daily: \$0.15 / weekly: \$0.90 / monthly: \$3 / July 4th: \$0.22	Summer: \$7 / daily: \$0.15 / weekly: \$0.90 / monthly: \$3 / July 4th: \$0.22
Trailer Storage per square foot	Summer: \$3 / daily: \$0.06 / weekly: \$0.35 / monthly: \$1.25 / July 4th: \$0.12	Summer: \$3 / daily: \$0.06 / weekly: \$0.35 / monthly: \$1.25 / July 4th: \$0.12
Park Rental	\$1500 for the entire day	\$1500 for the entire day
Parking Season Pass	\$100	\$100
Pay Parking Rate	Weekday: \$0.75 per 30 minutes or \$10 for the day Weekend: \$0.75 per 30 minutes first 3 hours, \$2.50 per 30 minutes after, or \$15 for the day	Weekday: \$0.75 per 30 minutes or \$10 for the day Weekend: \$0.75 per 30 minutes first 3 hours, \$2.50 per 30 minutes after, or \$15 for the day

# PLANNING APPLICATIONS AND ASSOCIATED FEES

Updated April 2022

PLANNING APPLICATIONS AND ASSOCIATED FEES			
Updated April 2022			
Site Plan Review Process	Comments	Fee	DRA*
<b>Administrative Site Plan Review</b>			
Decks, Patios, and Sheds	For single-household and two-household development only	\$100	(if applicable)
Driveways, Parking Areas, and Sidewalks		\$100	(if applicable)
Exterior Finish	(E.g., repair, replacement, alteration, and addition of windows and doors, roofing, siding, painting, etc.)	\$25	N/A
Exterior Lighting		\$25	N/A
Hot Tubs (new-never permitted before)		\$100	(if applicable)
Hot Tubs (replacement-like for like)		\$25	N/A
Interior Remodels and Tenant Finishes		\$100	(if applicable)
Landscaping and Tree Removal		\$25	N/A
Solar Energy Facilities	Includes Solar Energy Facilities as an Accessory Use	Based on Valuation	N/A
Trash Enclosures		\$100	(if applicable)
<b>Minor Site Plan Review</b>			
Additions and Accessory Buildings/ Structures to Multi-Family, Mixed-Use, and Non-Residential	Maximum 1000 sq ft GFA or 1000 sf lot coverage	\$300	N/A
Construction Staging (Off-site)		\$300	N/A
Decks, Patios, and Sheds	Multi-family, mixed-use, non-residential	\$300	N/A
New Single-Household and Two-Household	Including garages, additions, and associated accessory structures that are not considered "administrative"	\$600	N/A
Wetland Disturbance Permit		\$1200	\$800/\$1500
<b>Major Site Plan Review</b>			
New Mixed-Use	Including additions/accessory buildings/ structures that do not qualify as minor site plans	\$1500 \$3000 Large Projects	\$800 \$1500 Large Projects
New Multi-Family	Including additions and accessory buildings/ structures that do not qualify as minor site plans	\$1500 \$3000 Large Projects	\$800 \$1500 Large Projects
New Non-Residential	Including additions and accessory buildings/ structures that do not qualify as minor site plans	\$1500 \$3000 Large Projects	\$800 \$1500 Large Projects
Solar Facility	Large Scale	\$3000	\$1500
<b>Planned Unit Development</b>			
New PUD	Contact Staff at <a href="mailto:TOFPermits@townoffrisco.com">TOFPermits@townoffrisco.com</a>	\$1850	\$800/\$1500
Amendment	Contact Staff at <a href="mailto:TOFPermits@townoffrisco.com">TOFPermits@townoffrisco.com</a>	\$500	\$800/\$1500
Minor Amendment	Contact Staff at <a href="mailto:TOFPermits@townoffrisco.com">TOFPermits@townoffrisco.com</a>	\$300	\$800/\$1500
<b>Signs</b>			
Master Sign Plan	Including amendments to MSPs	\$100	N/A
Sign Permit	Fee may be waived for replacement or repair with no changes if sign is conforming	\$25 per sign	N/A
Banner Permit	Maximum of 26 weeks per calendar year)	\$25	N/A
<b>Subdivisions</b>			
Preliminary Plat	When Required	\$600	\$800/1500
Final Plat	4 Units or Less	\$400	\$800
Final Plat	5 or More Units	\$1250	\$1500
<b>Miscellaneous Applications</b>			
Annexation	Contact Staff	\$1850	\$800/\$1500
Appeal of a Planning Decision	Contact Staff	\$400	\$800/\$1500
Conditional Use		\$1300	\$800/\$1500
Grading Permit		\$300	N/A
Housing Restrictive Covenant & Notice of Lien	Contact Staff	\$200	N/A
Improvements Agreement – Subdivision, Zoning, Zoning 3 <sup>rd</sup> Party		\$150	N/A
Modifications to Approved Site Plan	Minor – Administrative Major – Planning Commission Review	\$25 \$500	N/A \$800/\$1500

Outdoor Commercial Establishment		\$75	N/A
Permit to Exceed Noise Ordinance Limits		\$50	N/A
Rezoning	Contact Staff	\$1300	\$800/\$1500
Special Use Permit for Telecommunication Facilities	Contact Staff	\$1300	\$800/\$1500
Staff Research Fee		\$30/hour (1 <sup>st</sup> hour is free)	N/A
Vacation of Right-of-Way or Property	Contact Staff	\$1300	\$800/\$1500
Variance		\$1000	\$800/\$1500

**\*Development Review Accounts (DRA):** A DRA is required to be established for certain applications as noted in the fee schedule. The DRA is used to cover the costs of legal, engineering, or other technical reviews and consultations incurred by the town during the review. All technical reviews will be billed at the consultants' established billable rate.

- ☐ \$800 minimum required to establish a Development Review Account
- ☐ \$1500 minimum required to establish a Development Review Account for large project development applications (as defined in Code Section 180-9.3 and below), PUDs, and Annexations.

#### **Large Project**

Any commercial or mixed-use project, occurring on a lot of 10,500 square feet or greater or occurring on a group of lots combined for a unified development project which contain a total lot area of 10,500 square feet or greater; or any residential development occurring on a lot of 21,000 square feet or greater or any development of 5 or more dwelling units.

The minimum balance must be maintained in the account during development review and final approval of the project. For the purposes of this provision, final approval means the issuance of a Certificate of Occupancy or the recording of the plat with the Summit County Clerk and Recorder's Office, or the final, non-appealable approval of other applications as set forth in the Frisco Town Code, Section 180-2.3.2D.

Within 120 days after final approval or after the date on which the application has given written notice that the development will not proceed, the Town shall determine the balance owed to the applicant, that amount being the amount deposited over the costs incurred, and return that amount to the applicant's address on file in the application.

This Page Intentionally Left Blank



---

---

# Glossary

---

---





## GLOSSARY

The Town's Annual Budget contains specialized and technical terminology that is unique to public finance and budgeting. To assist the user in understanding these terms, a glossary has been included.

### **ACCRUAL BASIS OF ACCOUNTING**

The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods and services are received (whether cash disbursements are made at that time or not).

### **APPROPRIATION**

An authorization made by the Town Council which permits the Town to incur obligations and to make expenditures of resources.

### **APPROPRIATION ORDINANCE**

The official enactment by the Town Council to establish legal authority for Town officials to obligate and expend resources.

### **AUDIT**

A comprehensive investigation of the manner in which the government's resources were actually utilized. A financial audit is a review of the accounting system and financial information to determine how government funds were spent and whether expenditures were in compliance with the legislative body's appropriations.

### **BALANCED BUDGET**

A budget wherein the sum of estimated net revenues and appropriated fund balances equals appropriated expenditures.

### **BUDGET**

A financial plan for a specified period of time (fiscal year) that matches all planned revenues and expenditures with various municipal services.

### **BUDGET DOCUMENT**

The official published statement prepared by the Finance Department that includes all budget information as approved by Town Council. It is distributed to the press and the public following Town Council approval.

### **BUDGETARY BASIS OF ACCOUNTING**

The basis of accounting used to prepare the budget. This basis differs from a GAAP basis in the Town's Enterprise Funds, primarily in how debt obligation principal payments, capital expenditures and depreciation are budgeted.

### **BUDGETARY CONTROLS**

The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

### **CAPITAL EXPENDITURE**

An expenditure greater than \$5,000 for acquiring or constructing land, buildings, machinery, equipment, and improvements to these items with a useful life of greater than one (1) year, including all related costs to bring the item to a state of usefulness. In the case of improvements, the expenditure must extend the useful life of the item or significantly increase its value.

**CAPITAL IMPROVEMENT FUND**

An account established to account for the purchase or construction of major capital facilities that are not financed by proprietary funds.

**CASH ACCOUNTING**

A basis of accounting in which transactions are recorded when cash is either received or expended for goods and services.

**CERTIFICATES OF PARTICIPATION**

An obligation that is backed by a proportionate share in the lease payments being made by the government. A COP transaction is a form of lease obligation in which a government enters into an agreement to pay a fixed amount annually to a third party, the lessor, in exchange for occupancy or use of a facility or equipment.

**CONSERVATION TRUST FUND**

A fund established pursuant to State law to account for receipt and disbursement of lottery funds. Use of proceeds is restricted to maintenance, acquisition or construction of recreation facilities, park facilities or open space.

**CONTINGENCY ACCOUNT**

A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

**DEBT SERVICE**

The Town's obligation to pay the principal and interest of debt instruments according to a pre-determined payment schedule.

**DEPARTMENT**

A major administrative division of the Town which has overall management responsibility for an operation or a group of related operations within a functional area.

**DEPRECIATION**

The process of estimating and recording the lost usefulness, expired useful life or diminution of service from a fixed asset that cannot or will not be restored by repair and will be replaced.

**EMERGENCY RESERVES**

As defined in Colorado State Statutes in Article X, Section 20, "to use for declared emergencies only, each district shall reserve 3% or more of its fiscal year spending excluding bonded debt service."

**ENCUMBRANCE**

The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

**ENTERPRISE FUND**

An account established to finance and account for the acquisition, operation and maintenance of governmental facilities and services which are entirely or predominantly self-supported by user charges. All activities necessary to provide such services are accounted for in these funds, including, but not limited to, administration, operations, maintenance, financing and related debt service and billing and collections. The Town of Frisco's Enterprise Funds include the Water and Marina Funds.

**EXPENDITURES**

Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered, whether cash payments have been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payments for the above purposes are made.

**EQR**

That amount of capacity necessary to serve an average single-family residential water customer or its equivalent.

**FIXED ASSETS**

The Town of Frisco considers items which cost more than \$5,000 with a useful life of greater than 5 years to be fixed assets.

**FULL-TIME EQUIVALENT**

The full time equivalent is a measure that allows the Town to calculate the equivalent number of full time employees it would have in a given period of time.

**FUND**

An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or government functions. Commonly used funds in public accounting are: General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, Enterprise Funds, Trust and Agency Funds, Internal Service Funds, and Special Assessment Funds.

**FUND BALANCE**

Fund balance is the excess of assets over liabilities. A negative fund balance is sometimes called a deficit.

**GAAP BASIS OF ACCOUNTING**

Generally Accepted Accounting Principals (GAAP) basis as primarily defined by the Government Accounting Standards Council (GASB).

**GENERAL FUND**

The General Fund is established to account for the revenues and expenditures necessary to carry out basic governmental activities of the Town such as public safety, recreation, planning, legal services, administrative services, etc., which are not required to be accounted for in another fund.

**GENERAL OBLIGATION BONDS**

Bonds that finance a variety of public projects such as streets, buildings and improvements; the repayment of these bonds is usually made from the General Fund. These bonds are backed by the full faith and credit of the issuing government.

**GOVERNMENTAL FUND**

Governmental funds are used to account for most, if not all, of a government's tax-supported activities. There are five types of governmental funds: general fund, special revenue funds, debt service funds, capital projects funds and permanent funds.

**INTERFUND TRANSFERS**

Amounts transferred from one fund to another.

**INTERGOVERNMENTAL REVENUE**

Revenue received from another government for a specified purpose.

**INTERNAL SERVICE FUND**

Proprietary fund type that may be used to report any activity that provides goods or services to other funds, departments or agencies of the primary government and its component units, or to other governments, on a cost-reimbursement basis.

**LEVELS OF SERVICE**

Standards for levels of service per unit of demand for capital facilities used to calculate the total amount of public service that will be required for the quantity of demand.

**LONG TERM DEBT**

Debt with a maturity of more than one year after the date of issuance.

**LODGING TAX**

A 2.35% tax that is collected on short-term (less than 30 days) rental of a hotel, motel or any residential property. This tax is in addition to the Town's 2% sales tax.

**LODGING TAX FUND**

A fund to account for the Town's 2.35% lodging tax. The proportion of revenue to be allocated to uses of these proceeds is determined by Council.

**MAJOR FUND**

Major funds represent the significant activities of the Town and basically include any fund whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the revenues or expenditures of the appropriated budget.

**MILL**

The property tax rate which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of property valuation.

**MODIFIED ACCRUAL ACCOUNTING**

A basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or are "measurable" and "available for expenditure." Since this type of accounting basis is a conservative financial approach, it is recommended as the standard for most governmental funds.

**NON-MAJOR FUND**

Those funds that are not significant activities of the Town and whose revenues or expenditures do not constitute more than 10% of the revenues or expenditures of the appropriated budget.

**PROPRIETARY FUND**

Funds that focus on the determination of operating income, changes in net assets (or cost recovery), financial position and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds.

**REVENUE**

Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

**SOURCE OF REVENUE**

Revenues are classified according to their source or point of origin.

**SPECIAL REVENUE FUNDS**

Special Revenue Funds are established to account for the proceeds of specific revenue sources (other than special assessments, pension trusts, proprietary fund operations and revenues received for major capital projects) that are legally restricted for specified purposes.

## ACRONYMNS

<b>AED</b>	Automatic External Defibrillator
<b>A/N</b>	Account Number
<b>CAFR</b>	Comprehensive Annual Financial Report
<b>CDD</b>	Community Development Department
<b>CDPHE</b>	Colorado Department of Public Health and Environment
<b>CDOT</b>	Colorado Department of Transportation
<b>CIF</b>	Capital Improvement Fund
<b>CIRSA</b>	Colorado Intergovernmental Risk Sharing Agency
<b>CML</b>	Colorado Municipal League
<b>CPR</b>	Cardiopulmonary Resuscitation
<b>COP</b>	Certificates of Participation
<b>CTF</b>	Conservation Trust Fund
<b>D.A.R.E.</b>	Drug Abuse Resistance Education
<b>DOLA</b>	Department of Local Affairs (State of Colorado)
<b>DRA</b>	Development Review Application
<b>EQR</b>	Equivalent Residential Unit
<b>ES2</b>	Environmental Sustainability and Stewardship Framework Plan
<b>FAM</b>	Familiarization Marketing Trips
<b>FAP</b>	Frisco Adventure Park
<b>FBM</b>	Frisco Bay Marina
<b>FHPM</b>	Frisco Historic Park and Museum
<b>FTE</b>	Full Time Equivalent
<b>GEO</b>	Governor's Energy Office
<b>GF</b>	General Fund
<b>GFOA</b>	Government Finance Officers Association
<b>GIS</b>	Geographic Information Systems
<b>GOCO</b>	Great Outdoors Colorado
<b>HR</b>	Human Resources
<b>HPF</b>	Historic Preservation Fund
<b>IRF</b>	Insurance Reserve Fund
<b>LOS</b>	Level of Service
<b>LTF</b>	Lodging Tax Fund
<b>MF</b>	Marina Fund
<b>MSEC</b>	Mountain States Employers Council
<b>NABE</b>	National Association for Business Economics
<b>NPE</b>	Non-personnel Expenditure
<b>OSF</b>	Open Space Fund
<b>PD</b>	Police Department
<b>PE</b>	Personnel Expenditure
<b>PFAS</b>	Per- and polyfluoroalkyl substances
<b>PFD</b>	Personal Flotation Device
<b>PIO</b>	Public Information Officer
<b>PRA</b>	Peninsula Recreation Area
<b>PSIA</b>	Professional Ski Instructors of America
<b>PW</b>	Public Works
<b>REIF</b>	Real Estate Investment Fee
<b>RMN</b>	Rocky Mountain Nordic
<b>SCHA</b>	Summit Combined Housing Authority
<b>SCP</b>	Summit County Preschool
<b>S.W.A.T.</b>	Special Weapons and Tactics
<b>VIC</b>	Visitor Information Center
<b>WF</b>	Water Fund