



To: Board of County Commissioners  
 From: Finance Department  
 CC: County Manager's Office, Elected Officials, and Department Heads  
 Date: 11/15/2019  
 Re: 4th Supplemental to the 2019 Adopted Budget

Included in this memo are the following items:

- A summary of the revenues and expenditures included in this supplemental request by fund. (Bottom of this page)
- Request Summary. This sheet is a summary of all program and project requests. (Pages 2-3)
- Project Description. This sheet provides details of each program or project request. (Pages 4-5)
- Fund Balance/Net Position Summary. The purpose of this sheet to give a high level update of projected 2019 fund balance/net position for all Eagle County funds, including the impacts of the 2019 adopted budget and all budget amendments on fund balance/net position. (Page 6)

The Full Time Equivalent/Personnel Committee is recommending no new positions in this supplemental.

Following is a summary of the 4th Supplemental to the 2019 Adopted Budget request:

Fund #	Fund Name	Revenues	Expenditures
1001 - General Fund		\$ 1,375,139	\$ 105,500
1100 - Road and Bridge		\$ -	\$ 9,200
1151 - ECO Transit		\$ 2,115,533	\$ 307,283
1152 - ECO Trails		\$ 80,000	\$ -
1153 - RFV Transit		\$ 80,000	\$ 80,000
1154 - RFV Trails		\$ 10,000	\$ 10,000
1155 - Transportation Capital		\$ 405	\$ 1,365,533
1160 - Airport		\$ -	\$ 20,000
1209 - Public Health		\$ 15,080	\$ 16,080
1210 - Mental Health		\$ 80,000	\$ 333,042
1400 - Housing Loans		\$ -	\$ 50,000
1410 - Workforce Housing Rentals		\$ 6,000	\$ 6,000
1442 - Open Space		\$ 349,131	\$ 7,500
1443 - Open Space Preservation		\$ 119	\$ 315,131
2150 - Capital Improvements		\$ 600,000	\$ 82,000
3660 - The Valley Home Store		\$ 80,200	\$ 221,277
3670 - Eagle County Housing and Development Authority		\$ 994,000	\$ -
3680 - Lake Creek Village		\$ 173,430	\$ 1,115,000
3700 - Fleet		\$ -	\$ 140,000
3730 - Insurance Reserve		\$ 94,694	\$ 124,774
3790 - Health Insurance		\$ -	\$ 17,000
3900 - E911 Authority		\$ -	\$ 2,000
Total		\$ 6,053,731	\$ 4,327,320

<i>Fund Name</i>	<i>Department Name</i>	<i>Project/Request Name</i>	<i>Total Revenue</i>	<i>Total Expenses</i>
1001 - General Fund	Animal Shelter & Services	Telephone Services	\$ -	\$ 1,000
		Veterinarian Services	\$ -	\$ 6,000
	Communications	PEG Fund Equipment	\$ -	\$ 30,000
	Engineering	Final grant payment for El Jebel road construction project	\$ 408,980	\$ -
	Facilities	2017 Lake Creek Rent	\$ -	\$ 15,000
	Facilities Management	431 Broadway Garage Demolition	\$ -	\$ 20,000
	Fair and Rodeo	Increased Revenues and Advertising Expense	\$ 27,637	\$ 5,000
	Finance	Increase in Projected Sales Tax Revenue	\$ 1,000,000	\$ -
		Reduction in Projected Building Fees	\$ (175,000)	\$ -
	Sustainable Communities	Wildfire Mitigation and EcoBuild Revenue	\$ 83,522	\$ -
	Treasurer Operations	Increased Interest and Treasurer Fees	\$ 30,000	\$ 28,500
<b>1001 - General Fund Total</b>			<b>\$ 1,375,139</b>	<b>\$ 105,500</b>
1100 - Road and Bridge	Treasurer Operations	Increase in Treasurer Fees	\$ -	\$ 9,200
<b>1100 - Road and Bridge Total</b>			<b>\$ -</b>	<b>\$ 9,200</b>
1151 - ECO Transit	ECO Transit	AT&T phone - radio addition	\$ -	\$ 5,000
		Real Time software system	\$ -	\$ 180,783
		Vehicle Maintenance/Fuel Costs	\$ -	\$ 121,500
	Finance	Increase in Projected Sales Tax Revenue	\$ 750,000	\$ -
	Finance Administrative	Close Transportation Capital Fund and move dollars to a capital dept in the ECO Transit Fund	\$ 1,365,533	\$ -
<b>1151 - ECO Transit Total</b>			<b>\$ 2,115,533</b>	<b>\$ 307,283</b>
1152 - ECO Trails	Finance	Increase in Projected Sales Tax Revenue	\$ 80,000	\$ -
<b>1152 - ECO Trails Total</b>			<b>\$ 80,000</b>	<b>\$ -</b>
1153 - RFV Transit	Finance	Increase in Projected Sales Tax Revenue & Pass through Expense	\$ 80,000	\$ 80,000
<b>1153 - RFV Transit Total</b>			<b>\$ 80,000</b>	<b>\$ 80,000</b>
1154 - RFV Trails	Finance	Increase in Projected Sales Tax Revenue & Pass through Expense	\$ 10,000	\$ 10,000
<b>1154 - RFV Trails Total</b>			<b>\$ 10,000</b>	<b>\$ 10,000</b>
1155 - Transportation Capital	Finance Administrative	Close Transportation Capital Fund and move dollars to a capital dept in the ECO Transit Fund	\$ 405	\$ 1,365,533
<b>1155 - Transportation Capital Total</b>			<b>\$ 405</b>	<b>\$ 1,365,533</b>
1160 - Airport	Treasurer Operations	Increase in Treasurer Fees	\$ -	\$ 20,000
<b>1160 - Airport Total</b>			<b>\$ -</b>	<b>\$ 20,000</b>
1209 - Public Health	Public Health	Additional grant funds awarded by Office of Planning, Partnerships and Improvement	\$ 5,080	\$ 5,080
		Tobacco License Fees	\$ 10,000	\$ 10,000
	Treasurer Operations	Increase in Treasurer Fees	\$ -	\$ 1,000
<b>1209 - Public Health Total</b>			<b>\$ 15,080</b>	<b>\$ 16,080</b>
1210 - Mental Health	Finance	Increase in Projected Sales Tax Revenue	\$ 80,000	\$ -
	Public Health	Mental Health Fund- Additional funds needed to cover contractual agreements	\$ -	\$ 331,542
	Treasurer Operations	Increase in Treasurer Fees	\$ -	\$ 1,500
<b>1210 - Mental Health Total</b>			<b>\$ 80,000</b>	<b>\$ 333,042</b>
1400 - Housing Loans	Housing	Increase Down Payment Assistance loan repayments	\$ -	\$ 50,000
<b>1400 - Housing Loans Total</b>			<b>\$ -</b>	<b>\$ 50,000</b>
1410 - Workforce Housing Rentals	Housing	431 Broadway	\$ 6,000	\$ 6,000
<b>1410 - Workforce Housing Rentals Total</b>			<b>\$ 6,000</b>	<b>\$ 6,000</b>
1442 - Open Space	Open Space	Close Open Space Preservation Reserve Fund	\$ 315,131	\$ -
	Treasurer Operations	Increased Interest and Treasurer Fees	\$ 34,000	\$ 7,500
<b>1442 - Open Space Total</b>			<b>\$ 349,131</b>	<b>\$ 7,500</b>
1443 - Open Space Preservation	Open Space	Close Open Space Preservation Reserve Fund	\$ 119	\$ 315,131
<b>1443 - Open Space Preservation Total</b>			<b>\$ 119</b>	<b>\$ 315,131</b>
2150 - Capital Improvements	Finance	Increase in Projected Sales Tax Revenue	\$ 600,000	\$ -
	Project Management	Coroner's Building Improvements	\$ -	\$ 82,000
<b>2150 - Capital Improvements Total</b>			<b>\$ 600,000</b>	<b>\$ 82,000</b>
3660 - The Valley Home Store	Housing	Distribution of Revenues to ECHDA	\$ 58,687	\$ 200,000
		Personal Transactions	\$ 21,513	\$ 21,277
<b>3660 - The Valley Home Store Total</b>			<b>\$ 80,200</b>	<b>\$ 221,277</b>
3670 - Eagle County Housing and Development Authority	Housing	431 Broadway	\$ (6,000)	\$ -
		Revenues from LCV and TVHS	\$ 1,000,000	\$ -
<b>3670 - Eagle County Housing and Development Authority Total</b>			<b>\$ 994,000</b>	<b>\$ -</b>

<i>Fund Name</i>	<i>Department Name</i>	<i>Project/Request Name</i>	<i>Total Revenue</i>	<i>Total Expenses</i>
3680 - Lake Creek Village	Housing	2018 Surplus Cash Distribution in 2019	\$ -	\$ 800,000
		Additional revenues and expenditures for Lake Creek Village	\$ 173,430	\$ 315,000
<b>3680 - Lake Creek Village Total</b>			<b>\$ 173,430</b>	<b>\$ 1,115,000</b>
3700 - Fleet	Fleet Services	Parts & Operating Supplies	\$ -	\$ 140,000
<b>3700 - Fleet Total</b>			<b>\$ -</b>	<b>\$ 140,000</b>
3730 - Insurance Reserve	Facilities Management	Repair damaged vehicles	\$ 94,694	\$ 124,774
<b>3730 - Insurance Reserve Total</b>			<b>\$ 94,694</b>	<b>\$ 124,774</b>
3790 - Health Insurance	Human Resources	Wellness Program - Fitness Class Benefit	\$ -	\$ 17,000
<b>3790 - Health Insurance Total</b>			<b>\$ -</b>	<b>\$ 17,000</b>
3900 - E911 Authority	Treasurer Operations	Increase in Treasurer Fees	\$ -	\$ 2,000
<b>3900 - E911 Authority Total</b>			<b>\$ -</b>	<b>\$ 2,000</b>
<b>Grand Total</b>			<b>\$ 6,053,731</b>	<b>\$ 4,327,320</b>

<i>Project/Request Name</i>	<i>Project/Request Brief Description</i>
2017 Lake Creek Rent	Facilities pays rent to Housing for the use of office space in the Lake Creek Village Apartments community center. 2017 rent never got paid so we are requesting to add this to our budget.
2018 Surplus Cash Distribution in 2019	This is a distribution per the 2018 Audit during the 2019 fiscal year from the surplus cash. The surplus cash calculation was \$891k and this distribution is for \$800,000 to the ECHDA for housing operations.
431 Broadway	To move operating revenues and expenses of 431 Broadway from ECHDA (property manager) to ECG Fund 1410 (property owner).
431 Broadway Garage Demolition	Demo of garage at 431 Broadway
Additional grant funds awarded by Office of Planning, Partnerships and Improvement	Eagle County Public Health was awarded additional funds by the Office of Planning, Partnerships and Improvement effective November 1st 2019.
Additional revenues and expenditures for Lake Creek Village	To record additional revenue - \$40,000 grant from Walking Mountains for the playground, ad \$34k for miscellaneous revenue, and \$100k for Energy Outreach Colorado. Associated expenditures include updating the playground, performing maintenance and replacement of boilers.
AT&T phone - radio addition	Through AT&T, the cell phones that the Road Supervisors use can now accommodate the ability to radio a specific bus. This cost is a one-time only fee associated with upgrading and updating the phones. This will allow the Road Supervisors the ability to contact a bus instantly, which will assist with emergencies and safety.
Close Open Space Preservation Reserve Fund	Open Space currently has an operations fund and a preservation reserve fund. It is important to the county and to the Open Space Advisory Committee to save funds for future projects, however we can accomplish this more easily and consistently with other departments if we set up a separate department within the Open Space Fund and close the Open Space Preservation Reserve fund.
Close Transportation Capital Fund and move dollars to a capital dept in the ECO Transit Fund	For ease and transparency, we will close out the separate ECO Transit Capital Fund and create a separate department within the ECO Transit fund from which major capital items will be purchased. Having both departments together within the same fund will be helpful as many federal grants are reimbursements, so the buses need to be purchased and paid for before the grant dollars are received.
Coroner's Building Improvements	Coroner's Office Remodel - Contracted price for this remodel came in higher than expected. \$282k was originally budgeted and an additional \$82k is needed to accomplish a build-out of the space for use in the Coroner's operations.
Distribution of Revenues to ECHDA	The Valley Home Store would like to distribute excess revenues from 2019 and previous years to the Eagle County Housing and Development Authority.
Do not delete this line from All Projects List	
Final grant payment for El Jebel road construction project	This is the final grant revenue related to the El Jebel road construction project. The work for this project has been completed.
Increase Down Payment Assistance loan repayments	We offered an incentive for borrowers to repay their loans in an effort to get the fund to revolve. DPA is sufficiently funded. This supplemental increases the funding in loan programs fees from ECG to ECHDA.
Increase in Projected Sales Tax Revenue	Sales tax has been higher than budgeted through November (sales tax earned through September). We are increasing the budget to match our projected revenue.
Increase in Projected Sales Tax Revenue & Pass through Expense	Expenses in this fund represent the pass-through of sales tax dollars collected in the Roaring Fork Valley to the Roaring Fork Transportation Authority. As our sales tax collections have been higher than budgeted, we need to increase the appropriation of this fund.
Increase in Treasurer Fees	The Treasurer is statutorily required to collect a 1% fee on most revenue collected by the office. Due to higher than expected revenue and/or adjustment of payment codes, more Treasurer Fees were charged than originally budgeted.
Increased Interest and Treasurer Fees	The Treasurer is statutorily required to collect a 1% fee on most revenue collected by the office. Due to higher than expected revenue and/or adjustment of payment codes, more Treasurer Fees were charged than originally budgeted. Additionally, investment earnings increased in this fund due to a higher fund balance and additional investment earnings on county dollars.

<i>Project/Request Name</i>	<i>Project/Request Brief Description</i>
Increased Revenues and Advertising Expense	Adding additional revenue because we earned more than budgeted. We incurred additional costs for advertising for the 80th annual event and additional costs for production of the annual event.
Mental Health Fund- Additional funds needed to cover contractual agreements	We are requesting additional funds for school and jail based counselors, crisis response, Eat Chat Parent, bilingual therapists and suicide prevention training.
Parts & Operating Supplies	Unplanned major repairs to ECO Transit buses have required additional funding for this account.
PEG Fund Equipment	Equipment that qualifies for PEG fund dollars is needed. The equipment list includes field acquisition cameras, wireless mic system for the Holy Cross room, and two wireless video transmitters for the Holy Cross room.
Personal Transactions	To record additional revenue from personal transactions for TVHS staff in 2019. Personal transactions are allowed per TVHS policy, and revenue less associated expense is paid to the broker.
Real Time software system	Real Time software system for ECO Transit. This component will integrate with existing Intelligent Transit Systems (ITS) to include the ability for passengers to see vehicles actual location and adjusted arrival/departures. This system is a key component of the Transit Hub system currently in development.
Reduction in Projected Building Fees	The building department permit and plan check fees are projected to be lower than budgeted for 2019.
Repair damaged vehicles	When vehicles are damaged the vehicle repair work is charged to this fund. We had additional accidents in 2019, and the Fleet shop is also able to repair the vehicles more quickly than expected.
Revenues from LCV and TVHS	Lake Creek Village and The Valley Home Store both have excess revenue and will transfer it to ECHDA for use on other priority housing projects and the operations of the housing department.
Telephone Services	An oversight on budgeting for 2019 has caused us to come up short for staff cell phones.
Tobacco License Fees	The BoCC recently approved a tobacco license fee to go into effect for unincorporated Eagle County. The fee is \$500, it will effect approximately 20 establishments and it is due to the county by November 1st for the establishment to be in compliance. Related expenses include compliance checks, advertising the new rules, purchasing program supplies (ie. window clings) and credit card fees.
Vehicle Maintenance/Fuel Costs	To cover additional Bus maintenance charges and fuel from Fleet and the Town of Avon and to record higher than initially budgeted sales tax revenue. This will be covered by increased revenue.
Veterinarian Services	Animal Shelter & Services is seeking additional funds for vet services. This includes contracted vet services for regular care of the animals at the shelter, but also includes funds for emergency vet services.
Wellness Program - Fitness Class Benefit	The benefit of free fitness classes was more highly utilized than expected.
Wildfire Mitigation and EcoBuild Revenue	We have received more revenue for Wildfire Mitigation and EcoBuild than we originally budgeted, so would like to reflect that in the budget. We are also adding grant revenue received for wildfire mitigation projects to the budget.

	Audited 12/31/18 Fund Balance/ Net Position	2019 Amended Budget Net Revenue	Projected 12/31/19 Fund Balance/ Net Position	4th Supplemental Requests		Updated Projected 12/31/19 Fund Balance/ Net Position
				Revenue	Expenses	
1001 - General Fund	\$ 31,565,466	\$ (4,929,662)	\$ 26,635,804	\$ 1,375,139	\$ 105,500	\$ 27,905,443
1100 - Road and Bridge	\$ 6,617,780	\$ 439,608	\$ 7,057,388	\$ -	\$ 9,200	\$ 7,048,188
1110 - Human Services	\$ 2,520,481	\$ (431,535)	\$ 2,088,946	\$ -	\$ -	\$ 2,088,946
1140 - Offsite Road Improvements	\$ 931,955	\$ (162,000)	\$ 769,955	\$ -	\$ -	\$ 769,955
1151 - ECO Transit	\$ 4,196,457	\$ (852,022)	\$ 3,344,435	\$ 2,115,533	\$ 307,283	\$ 5,152,685
1152 - ECO Trails	\$ 2,120,000	\$ (1,523,119)	\$ 596,881	\$ 80,000	\$ -	\$ 676,881
1153 - RFV Transit	\$ 138,123	\$ -	\$ 138,123	\$ 80,000	\$ 80,000	\$ 138,123
1154 - RFV Trails	\$ 13,944	\$ -	\$ 13,944	\$ 10,000	\$ 10,000	\$ 13,944
1155 - Transportation Capital	\$ 1,365,128	\$ -	\$ 1,365,128	\$ 405	\$ 1,365,533	\$ -
1160 - Airport	\$ 4,431,775	\$ (2,163,464)	\$ 2,268,311	\$ -	\$ 20,000	\$ 2,248,311
1170 - Conservation Trust	\$ 88,144	\$ (1,501)	\$ 86,643	\$ -	\$ -	\$ 86,643
1180 - 800 MHz	\$ 1,008,400	\$ 4,246	\$ 1,012,646	\$ -	\$ -	\$ 1,012,646
1191 - Emergency Reserve (TABOR)	\$ 2,701,616	\$ 27,000	\$ 2,728,616	\$ -	\$ -	\$ 2,728,616
1209 - Public Health	\$ 503,387	\$ (169,200)	\$ 334,187	\$ 15,080	\$ 16,080	\$ 333,187
1210 - Mental Health	\$ 894,601	\$ -	\$ 894,601	\$ 80,000	\$ 333,042	\$ 641,559
1400 - Housing Loans	\$ 1,108,738	\$ (270,000)	\$ 838,738	\$ -	\$ 50,000	\$ 788,738
1401 - Housing Operations	\$ 932,515	\$ -	\$ 932,515	\$ -	\$ -	\$ 932,515
1410 - Workforce Housing Rentals	\$ -	\$ -	\$ -	\$ 6,000	\$ 6,000	\$ -
1442 - Open Space	\$ 2,225,845	\$ 3,228,573	\$ 5,454,418	\$ 349,131	\$ 7,500	\$ 5,796,049
1443 - Open Space Preservation	\$ 311,512	\$ 3,500	\$ 315,012	\$ 119	\$ 315,131	\$ -
2150 - Capital Improvements	\$ 6,038,937	\$ (2,643,029)	\$ 3,395,908	\$ 600,000	\$ 82,000	\$ 3,913,908
3600 - Landfill	\$ 15,601,150	\$ 395,822	\$ 15,996,972	\$ -	\$ -	\$ 15,996,972
3650 - Eagle County Air Terminal Corp	\$ 29,140,175	\$ (21,280,680)	\$ 7,859,495	\$ -	\$ -	\$ 7,859,495
3660 - The Valley Home Store	\$ 166,281	\$ 19,691	\$ 185,972	\$ 80,200	\$ 221,277	\$ 44,895
3670 - Eagle County Housing and Development Auth	\$ 15,306,754	\$ (1,126,287)	\$ 14,180,467	\$ 994,000	\$ -	\$ 15,174,467
3680 - Lake Creek Village	\$ 1,054,161	\$ 582,205	\$ 1,636,366	\$ 173,430	\$ 1,115,000	\$ 694,796
3700 - Fleet	\$ 16,780,118	\$ (1,305,425)	\$ 15,474,693	\$ -	\$ 140,000	\$ 15,334,693
3730 - Insurance Reserve	\$ 240,343	\$ (100,000)	\$ 140,343	\$ 94,694	\$ 124,774	\$ 110,263
3790 - Health Insurance	\$ 10,321,686	\$ (2,576,388)	\$ 7,745,298	\$ -	\$ 17,000	\$ 7,728,298
3900 - E911 Authority	\$ 422,922	\$ (256,329)	\$ 166,593	\$ -	\$ 2,000	\$ 164,593
3990 - Golden Eagle	\$ 282,682	\$ (11,345)	\$ 271,337	\$ -	\$ -	\$ 271,337
<b>Total</b>	<b>\$ 159,031,076</b>	<b>\$ (35,101,341)</b>	<b>\$ 123,929,735</b>	<b>\$ 6,053,731</b>	<b>\$ 4,327,320</b>	<b>\$ 125,656,146</b>