

**TOWN OF DILLON
TOWN COUNCIL**

**WORK SESSION
Town Hall Council Chambers
4:30 p.m.
Tuesday, January 19, 2016**



AGENDA

1. **4:30 – 5:00 p.m.** DBA Update
2. **5:00 – 5:30 p.m.** HC3 Discussion
3. **5:30 – 5:50 p.m.** Vaping Discussion with County Staff
4. **5:50– 6:45 p.m.** Revitalization Vision Discussion
5. Staff Reports/Legislative Updates
 - a. Finance Director’s Report, Carri McDonnell
 - b. Marina Manager’s Report, Bob Evans
7. Council Member Comments and Committee Reports
 - a. Cemetery Advisory Committee
 - b. EDAC
 - c. Parks & Recreation Committee
8. Council Meeting Agenda Review
9. Other Business

NOTE: Public hearings are not held during Town Council Work Sessions. The public is invited to attend the Work Session and listen to the Council's discussion. However, the Council is not required to take public comments during Work Sessions. At the discretion of the Council, public comment may be allowed if time permits and, if allowed, public comment may be limited. No formal action will be taken by the Town Council at its Work Session.

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Date: January 15, 2016
To: Mayor Kevin Burns and Town Council
From: Carri McDonnell, Finance Director
Subject: Finance Director's Report

2015 financial statements are complete. The statements attached are based on monies collected and cash spent during 2015. The audit will be completed by Swanhorst & Company this spring. The 2015 audited financial statements will be presented to Council in June.

2015 YEAR END REPORT

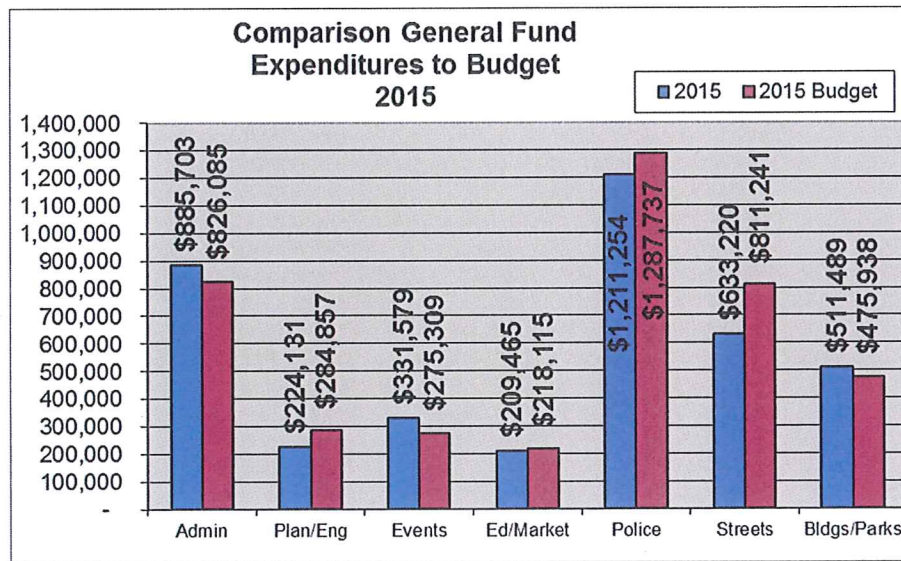
Total 2015 revenues of \$12,537,903 were below budget by \$710,545 or 5.4%. The decline came from not issuing the debt in the Water Plant Investment Fund in 2015. The loan proceeds will be received in 2016 for the water tank project. Revenues in the following funds exceeded budget due to sales tax, lodging tax and marina services: General, Streets, Capital, Water Operating, Sewer Plant Investment, Marina, Anemone Trail Improvement District, Housing 5A and Cemetery Perpetual Care. 2015 revenues are ahead of 2014 by 26.2% or \$2,604,322. Again, due primarily to the increases in sales and lodging taxes and bond/loan proceeds for the water tank project and the street reconstructions on Ensign Drive. Total 2014 expenditures are below budget by 13.9% or \$1,962,883 due to cost savings, timing of payments for the water storage tank and delays in the completion of the Town Park master plan design. Expenditures are ahead of 2014 by % or \$3,709,859 due to the increase in capital spending for street reconstruction and the water tank project along with increases in spending at the marina for the increase in business in 2015. Cash balances are up \$359,408 or 6.2% from 12/31/14 to 12/31/15 due to the revenue increases.

I have included a year end summary by fund that explains the variances in the actual revenues and expenditures versus the budgeted revenues and expenditures. The sales and lodging tax reports for October are also included for your review.

Town of Dillon
Year End Summary Report by Fund
12/31/15

General Fund	YTD Actual	Budget	Variance	% of Budget
Revenues	\$4,605,789	\$4,180,702	\$425,087	110.17%
Expenditures				
Administration	\$ 885,703	\$ 826,085	\$ 59,618	107.2%
Planning/Engineering	\$ 224,131	\$ 284,857	(\$ 60,726)	78.7%
Events	\$ 331,579	\$ 275,309	\$ 56,270	120.4%
Economic Develop	\$ 209,465	\$ 218,115	(\$ 8,650)	96.0%
Public Safety	\$1,211,254	\$1,287,737	(\$ 76,483)	94.1%
Public Works	\$ 633,220	\$ 811,239	(\$178,019)	78.1%
Buildings/Parks	\$ 511,489	\$ 475,938	\$ 35,551	107.5%
Total Expenditures	\$4,006,841	\$4,179,280	(\$172,439)	95.9%

Total revenues are ahead of budget by \$425,087 due primarily to increases in sales tax collections, franchise tax, park reservations and zoning fees. The total expenditures are below budget by \$172,439 or 4.1%. Admin was over budget due to the donation for computer support and payroll allocations. Planning/Engineering was under budget due to payroll allocations for time spent on streets. Events was over budget due to the new events added in 2015 including the air show and Procyling Challenge. Economic Development was under budget by due to the delays in the website design that will be completed in 2016. The police department was under budget to staff vacancies. Public Works were under budget due to cuts in spending and payroll allocations that were allocated in the buildings/parks budget for 2015. The chart above is a comparison of 2015 expenditures to the 2015 budget. The ending cash balance is \$2,626,340, an increase of \$598,948 over 12/31/14.



Capital Improvement Fund	YTD Actual	Budget	Variance	% of Budget
Revenues	\$1,610,197	\$1,334,301	\$ 275,896	120.7%
Expenditures	\$1,449,168	\$1,650,652	(\$ 201,484)	87.8%

Revenues are ahead of budget due to sales tax increases. Expenditures are below budget due to the delays in capital spending for the amphitheatre master plan that was moved to 2016. The 12/31/15 cash balance is \$442,091.

Street Improvement Fund	YTD Actual	Budget	Variance	% of Budget
Revenues	\$2,868,659	\$2,719,184	\$149,475	105.5%
Expenditures	\$1,951,428	\$2,729,003	(\$777,575)	71.5%

Revenues are ahead of the budget due to increase in sales and lodging tax collections. Expenditures are below budget as the street reconstruction planned for Lodgepole from the Marina to Lake Dillon Drive has been postponed until 2016. The 12/31/15 cash balance is \$1,192,285.

Town of Dillon
Year End Summary Report by Fund
12/31/15

Water Fund	YTD Actual	Budget	Variance	% of Budget
Revenues	\$ 493,453	\$ 485,041	\$ 8,412	101.7%
Expenditures	\$ 457,452	\$ 501,998	(\$44,546)	91.1%

Water revenues are ahead of budget due to increases in water usage. Water expenditures are under due to savings in various accounts including computer support, fire hydrants, cross connection and payroll allocations. The 12/31/15 cash balance is \$452,012.

Water Plant Investment Fund	YTD Actual	Budget	Variance	% of Budget
Revenues	\$ 633,120	\$2,302,419	(\$1,669,299)	27.5%
Expenditures	\$1,821,608	\$2,395,544	(\$ 573,936)	76.0%

Water Plant revenues are below budget due to loan proceeds that were anticipated for the water storage tank, which will be received in 2016. Expenditures are below budget due to the delay in the emergency power project and the water main replacement that will be done in 2016. The 12/31/15 cash balance is actually a negative \$178,931 because we have not received our loan proceeds for the water tank project.

Sewer Fund	YTD Actual	Budget	Variance	% of Budget
Revenues	\$ 666,330	\$ 677,670	(\$ 11,340)	98.3%
Expenditures	\$ 602,640	\$ 632,327	(\$ 29,687)	95.3%

Sewer revenues are under budget by \$11,340 due to timing of payments from customers. Expenditures are below budget due to savings in the payroll allocations. The 12/31/15 cash balance is \$438,998.

Sewer Plant Investment Fund	YTD Actual	Budget	Variance	% of Budget
Revenues	\$ 215,899	\$ 204,988	\$ 10,911	105.3%
Expenditures	\$ 458,432	\$ 545,932	(\$ 87,500)	84.0%

Revenues are ahead of budget due to tap fee collections. Expenditures are below budget due to the delay in the manhole and sewer line rehabilitation. The 12/31/15 cash balance is \$387,593.

Marina Enterprise Fund	YTD Actual	Budget	Variance	% of Budget
Revenues	\$1,239,360	\$1,111,000	\$128,360	111.6%
Expenditures	\$1,227,172	\$1,231,566	(\$ 4,394)	99.6%

Total marina revenues were ahead of budget in most categories due to a great weather/economic season. Marina spending is below budget by just \$4,394. The 12/31/15 cash balance is \$224,145.

Parking Escrow Fund	YTD Actual	Budget	Variance	% of Budget
Revenues	\$ 0	\$ 0	\$ 0	00.0%
Expenditures	\$ 0	\$ 0	\$ 0	00.0%

There have been no revenue collections or expenditures planned in the Parking Escrow Fund at this time.

Special Improvement District	YTD Actual	Budget	Variance	% of Budget
Revenues	\$ 76,815	\$ 68,597	\$ 8,218	112.0%
Expenditures	\$ 143,326	\$ 143,326	\$ --	100.0%

Revenues are up due to the increase in sales tax in 2015. Cash balance at 12/31/15 is \$14,422, which will be transferred to the Street Improvement Fund now that the bonds are paid in full for the Special Improvement District Fund.

Town of Dillon
Year End Summary Report by Fund
12/31/15

Conservation Trust Fund	YTD Actual	Budget	Variance	% of Budget
Revenues	\$ 8,841	\$ 69,350	(\$ 60,509)	12.7%
Expenditures	\$ 33,862	\$ 88,000	(\$ 54,138)	38.5%

Revenues are below budget due to the delay in the Town Park master plan project so the grant proceeds have not been received. Expenditures are down for the same reason. Cash balance at 12/31/15 is \$21,890.

Housing Initiative 5A Fund	YTD Actual	Budget	Variance	% of Budget
Revenues	\$ 110,025	\$ 93,116	\$ 16,909	118.2%
Expenditures	\$ 22,214	\$ 20,899	\$ 1,315	106.3%

Revenues are up due to sales tax increases and expenditures are up due to the difference in the admin fee from 2014 to 2015. Since we operate on a cash basis the fund shows the 2014 admin fee for the first two months of 2015, but once the accruals are set up during the audit process the expenditures will be flat to the budget. Cash balance at 12/31/15 is \$470,219.

Cemetery Perpetual Care	YTD Actual	Budget	Variance	% of Budget
Revenues	\$ 9,415	\$ 2,080	\$ 7,335	452.6%
Expenditures	\$ 4,350	\$ 4,850	(\$ 500)	89.7%

Revenues are over budget due to increases in lot sales, interest and contributions. Expenditures are below budget. Cash balance at 12/31/15 is \$80,313, but only \$5,835 can be spent. The remaining balance must be held in the perpetual care fund.

TOWN OF DILLON
 FINANCE DIRECTOR'S REPORT
 December 31, 2015

FUND	BEGINNING CASH BALANCES	YTD REVENUES	YTD EXPENDITURES	ENDING CASH BALANCES
General	2,027,392.35	4,605,789.23	4,006,841.38	2,626,340.20
Capital Improvement	281,062.44	1,610,197.03	1,449,168.42	442,091.05
Street Improvement	275,053.97	2,868,659.21	1,951,427.84	1,192,285.34
Water	416,011.13	493,452.78	457,452.29	452,011.62
Water Plant Investment	1,009,557.68	633,119.64	1,821,608.32	(178,931.00)
Sewer	375,308.43	666,329.79	602,640.25	438,997.97
Sewer Plant Investment	630,125.57	215,899.05	458,431.62	387,593.00
Marina Enterprise	211,957.59	1,239,359.73	1,227,172.02	224,145.30
Parking Escrow	760.27	0.00	0.00	760.27
Improvement District	80,932.88	76,815.34	143,326.35	14,421.87
Conservation Trust	46,911.04	8,840.90	33,862.00	21,889.94
Housing Initiative 5A	382,407.24	110,025.48	22,214.00	470,218.72
Cemetery Perpetual Care	<u>75,248.31</u>	<u>9,414.53</u>	<u>4,350.00</u>	<u>80,312.84</u>
TOTALS	<u>5,812,728.90</u>	<u>12,537,902.71</u>	<u>12,178,494.49</u>	<u>6,172,137.12</u>

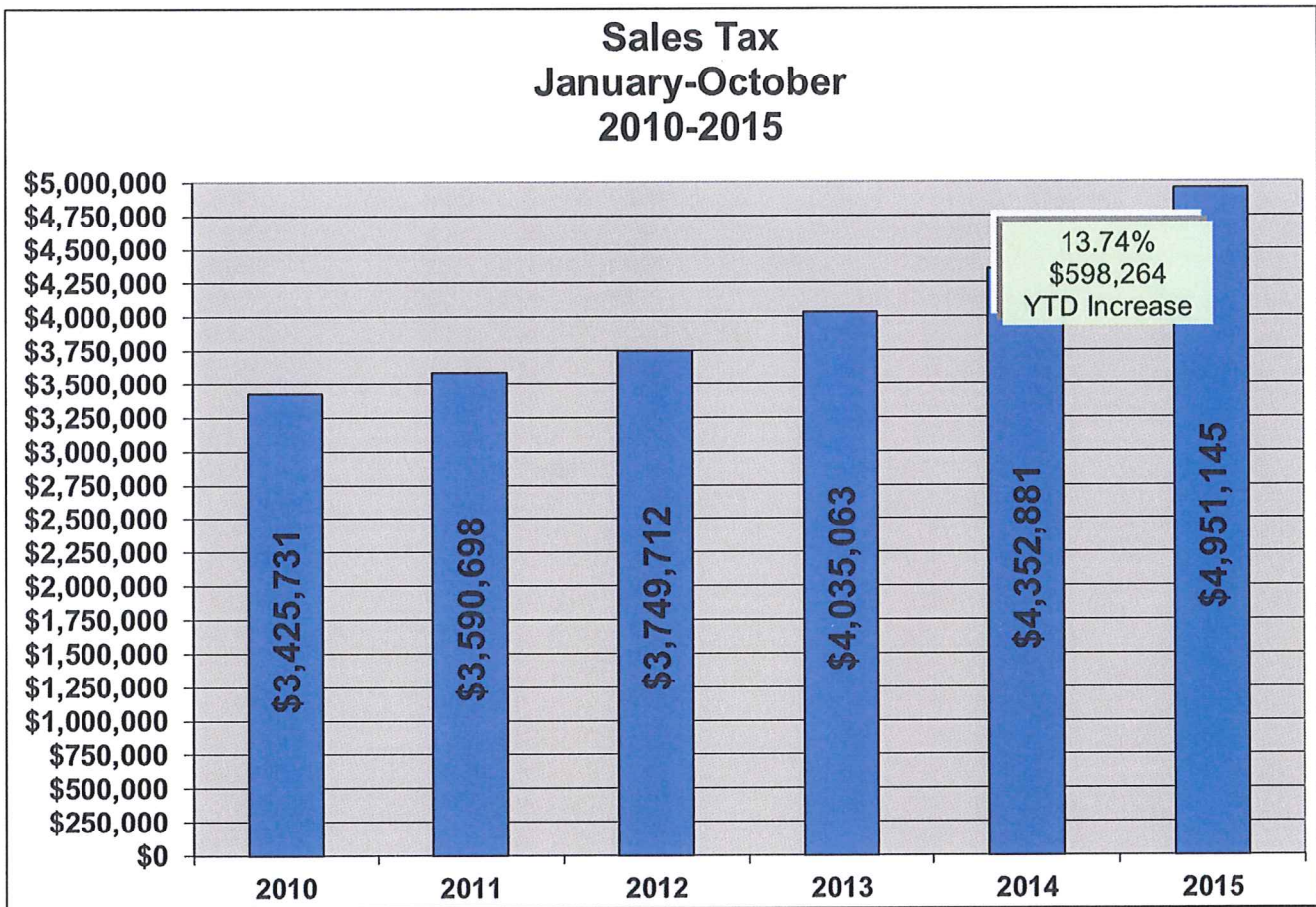
Town of Dillon
Cash/Investment Breakdown
as of 12/31/15

<u>Bank</u>	<u>Type/Fund</u>	<u>Yield</u>	<u>Maturity</u>	<u>Amount</u>	<u>Protection</u>
Alpine Bank	Checking	N/A	N/A	405,627.82	FDIC
Alpine Bank	Investment	0.09%		2,708,234.11	agencies/securities
Colostrust Plus	Investment	0.30%		738,194.58	agencies/securities
Csafe	Investment	0.29%		491,824.64	agencies/securities
Solera Bank	Money Market	0.25%		107,929.94	FDIC
Solera Bank	Money Market	0.25%		1,856.83	FDIC
Solera Bank	Money Market	0.25%		142,845.96	FDIC
UMB Bank	Money Market	0.01%		0.86	FDIC
Western States (Valley Bank)	CD	1.48%	7/18/2016	250,000.00	FDIC
Flatirons Bank	CD	0.35%	8/22/2016	95,000.00	FDIC
FirstBank of South Jeffco	CD	0.50%	1/12/2017	100,000.00	FDIC
Redstone Bank	CD	1.10%	8/12/2017	100,000.00	FDIC
Redstone Bank	CD	1.50%	2/7/2018	98,622.38	FDIC
Mutual of Omaha	CD	1.10%	2/28/2018	100,000.00	FDIC
Compass Bank	CD	2.00%	10/30/2018	185,000.00	FDIC
Bankers Bank of the West	CD	1.25%	4/22/2019	150,000.00	FDIC
JP Morgan Bank	CD	1.25%	12/15/2019	248,000.00	FDIC
FNB Las Animas	CD	1.85%	8/21/2020	<u>249,000.00</u>	FDIC
TOTAL CASH/INVESTMENTS AS OF DECEMBER 31, 2015				<u><u>6,172,137.12</u></u>	

TOWN OF DILLON
BUDGET AND PREVIOUS YEAR COMPARISON
December 31, 2015

FUND	2015	2015		2014		2015		2014	
	YTD Revenue	Budget	% Earned	YTD Revenues	YTD Expenditures	Budget	% Expended	YTD Expenditures	YTD Expenditures
General	4,605,789.23	4,180,702.00	110.17%	4,266,042.16	4,006,841.38	4,197,280.00	95.46%	3,740,833.59	3,740,833.59
Capital Improvement	1,610,197.03	1,334,301.00	120.68%	1,264,251.79	1,449,168.42	1,650,652.00	87.79%	1,181,684.49	1,181,684.49
Street Improvement	2,868,659.21	2,719,184.00	105.50%	730,282.18	1,951,427.84	2,729,003.00	71.51%	558,798.76	558,798.76
Water	493,452.78	485,041.00	101.73%	508,932.95	457,452.29	501,998.00	91.13%	430,251.99	430,251.99
Water Plant Investment	633,119.64	2,302,419.00	27.50%	693,409.11	1,821,608.32	2,395,544.00	76.04%	299,816.29	299,816.29
Sewer	666,329.79	677,670.00	98.33%	665,566.96	602,640.25	632,327.00	95.31%	846,570.40	846,570.40
Sewer Plant Investment	215,899.05	204,988.00	105.32%	446,292.08	458,431.62	545,932.00	83.97%	175,074.69	175,074.69
Marina Enterprise	1,239,359.73	1,111,000.00	111.55%	1,067,859.00	1,227,172.02	1,231,566.00	99.64%	1,038,523.36	1,038,523.36
Parking Escrow	0.00	-	0.00%	-	-	-	0.00%	-	-
Improvement District	76,815.34	68,597.00	111.98%	176,828.51	143,326.35	143,326.00	100.00%	143,326.15	143,326.15
Conservation Trust	8,840.90	69,350.00	12.75%	8,785.59	33,862.00	88,000.00	38.48%	14,705.63	14,705.63
Housing Initiative 5A	110,025.48	93,116.00	118.16%	98,165.57	22,214.00	20,899.00	106.29%	28,800.00	28,800.00
Cemetery Perpetual Care	9,414.53	2,080.00	452.62%	7,165.27	4,350.00	4,850.00	89.69%	10,250.00	10,250.00
TOTALS	12,537,902.71	13,248,448.00	94.64%	9,933,581.17	12,178,494.49	14,141,377.00	86.12%	8,468,635.35	8,468,635.35

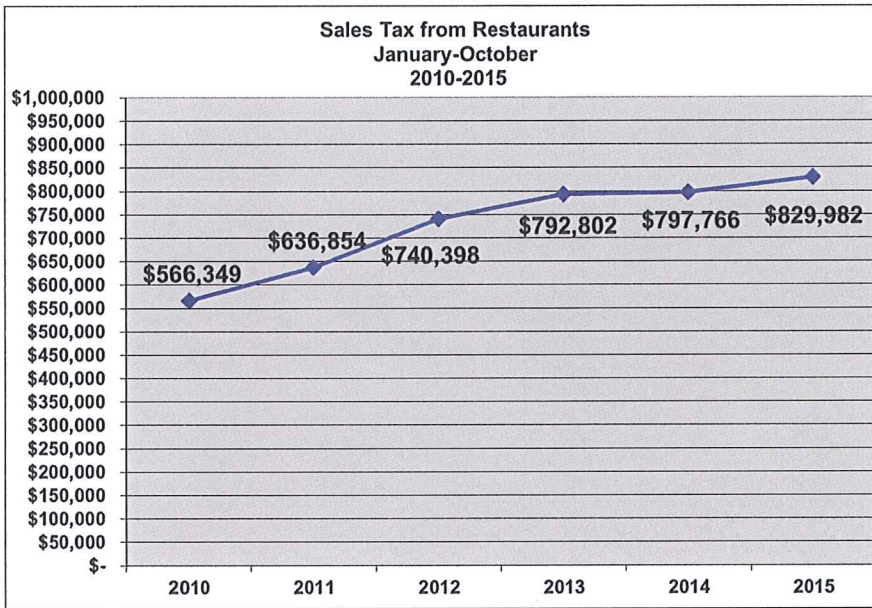
SALES TAX REPORT



- October 2015 sales tax is up 24.5% or \$78,415 from October 2014.
- We did receive the November reports late last week, but we were unable to analysis in order to get in the packets. We do show that there is a \$30k credit for October that was applied to the November distribution. After this credit October sales tax would be up 15%.
- Sales tax collections are ahead of budget by \$710,976 for November 2014 through October 2015 collected in January to December 2015.

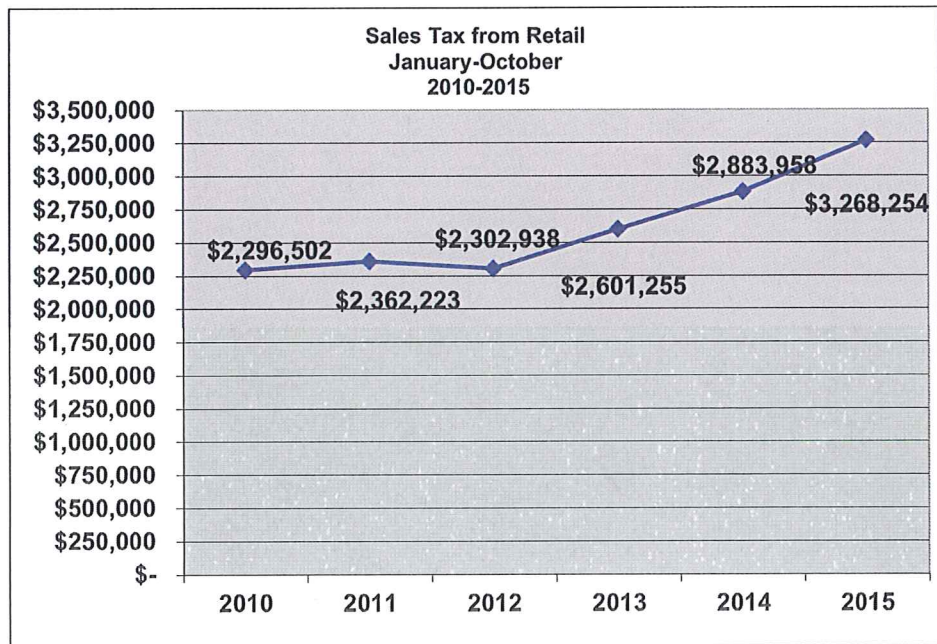
- Sales tax from lodging is down \$3,832 or 26.3% for October 2015 as compared to 2014.
- Year to date sales tax from lodging is up \$17,232 or 5.7%.



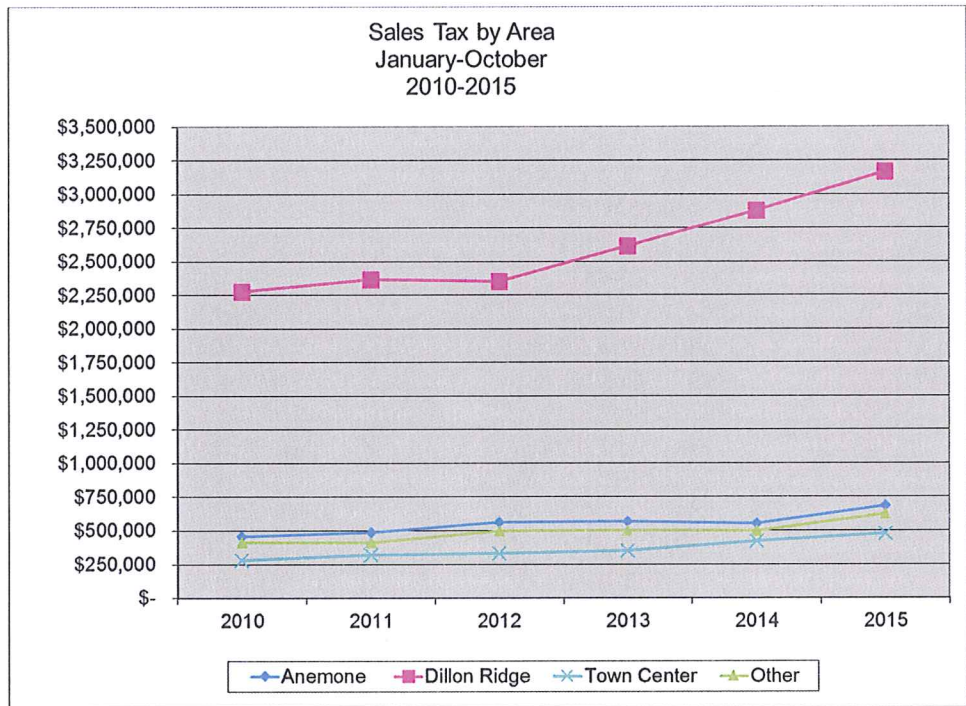


- Restaurant sales tax collections are essentially flat for October 2015, up just \$499 or .95%.
- Year to date restaurant sales tax is up 4% or \$32,215.

- Retail sales taxes are up for October by \$73,013 or 34.2%.
- Year to date retail sales tax is up \$384,296 or 13.3%.
- A portion of the increase in retail comes from the opening of Petco in July 2014.

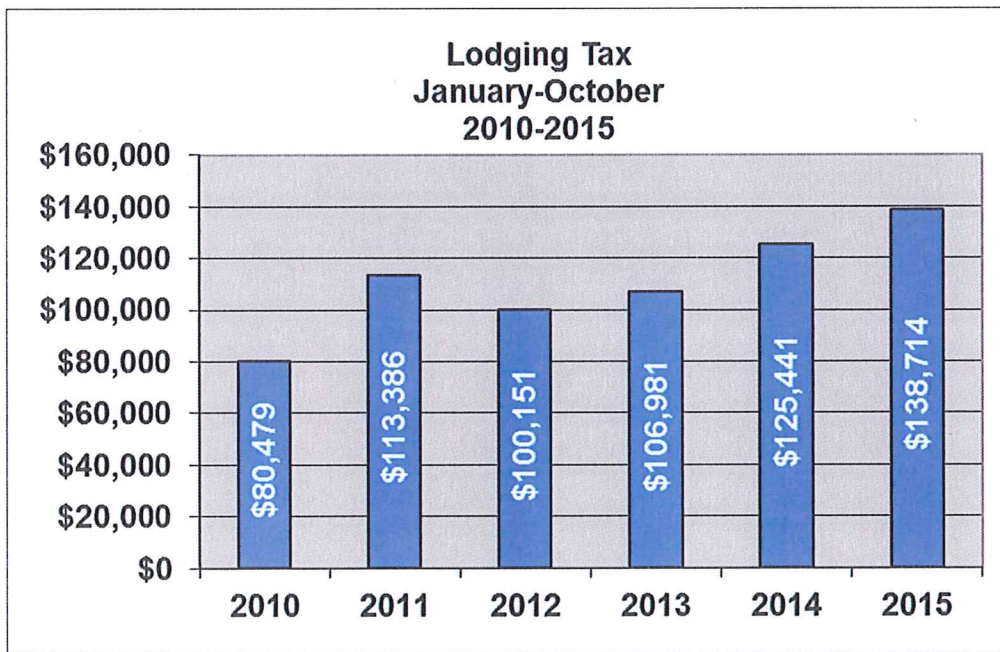


- Dillon Ridge sales tax is up \$38,346 or 17.3% for October 2015.
- Year to date Dillon Ridge is up \$283,598 or 9.8%.
- Anemone sales tax is up by 23.7% or \$131,467 year to date.
- Town Center sales tax is up \$57,347 (13.7%) year to date.
- The other areas of town are up 25.3% or \$125,852 year to date.



LODGING TAX REPORT

- Lodging tax collections are 31.9% or \$2,035 for October 2015 over 2015.
- Year to date lodging tax collections are up 10.6% or \$13,273.
- Lodging tax collections are ahead of budget by \$12,662.



**TOWN OF DILLON
SALES TAX REPORT**

<u>MONTH</u>	<u>2015 TAX PAID</u>	<u>2014 TAX PAID</u>	<u>\$ DIFF 15-14</u>	<u>% DIFF 15-14</u>	<u>2015 Y T D</u>	<u>2014 Y T D</u>	<u>\$ DIFF 15-14</u>	<u>% DIFF 15-14</u>
Jan	527,583	439,548	88,035	20.03%	527,583	439,548	88,035	20.03%
Feb	537,929	502,377	35,552	7.08%	1,065,512	941,925	123,587	13.12%
Mar	587,970	589,329	(1,359)	-0.23%	1,653,482	1,531,254	122,228	7.98%
Apr	363,801	334,495	29,306	8.76%	2,017,284	1,865,749	151,535	8.12%
May	355,813	293,742	62,071	21.13%	2,373,097	2,159,491	213,606	9.89%
June	450,259	374,124	76,135	20.35%	2,823,356	2,533,615	289,741	11.44%
July	571,636	503,222	68,414	13.60%	3,394,992	3,036,837	358,155	11.79%
Aug	542,279	480,674	61,605	12.82%	3,937,271	3,517,511	419,760	11.93%
Sept	615,244	515,155	100,089	19.43%	4,552,515	4,032,666	519,849	12.89%
Oct	398,631	320,216	78,415	24.49%	4,951,146	4,352,882	598,264	13.74%
Nov	409,341	410,938	(1,597)	-0.39%	5,360,487	4,763,820	596,667	12.52%
Dec		612,848						

TOWN OF DILLON
GENERAL FUND
SALES TAX COLLECTIONS 72.40%

MONTH EARNED	MONTH COLLECTED	2015 BUDGET	ACTUAL COLLECTION	VARIANCE FAVORABLE (UNFAVORABLE)
NOV '14	JAN '15	228,527	264,408	35,881
DEC '14	FEB '15	387,389	394,107	6,718
JAN '15	MAR '15	285,430	339,590	54,160
FEB '15	APR '15	330,270	347,398	17,128
MAR '15	MAY '15	387,398	380,870	(6,528)
APR '15	JUN '15	220,227	236,030	15,803
MAY '15	JUL '15	192,921	231,202	38,281
JUN '15	AUG '15	245,898	293,004	47,106
JUL '15	SEP '15	330,643	370,964	40,321
AUG '15	OCT '15	314,457	354,191	39,734
SEP '15	NOV '15	261,474	399,033	137,559
OCT '15	DEC '15	<u>210,102</u>	256,679	46,577
		\$ 3,394,736	\$ 3,867,475	\$ 472,739

CAPITAL IMPROVEMENT FUND
SALES TAX COLLECTIONS 26.14%

MONTH EARNED	MONTH COLLECTED	2015 BUDGET	ACTUAL COLLECTION	VARIANCE FAVORABLE (UNFAVORABLE)
NOV '14	JAN '15	82,507	95,464	\$12,957
DEC '14	FEB '15	139,863	142,292	\$2,429
JAN '15	MAR '15	103,052	122,609	\$19,557
FEB '15	APR '15	119,241	124,597	\$5,356
MAR '15	MAY '15	139,867	134,830	(\$5,037)
APR '15	JUN '15	79,511	83,199	\$3,688
MAY '15	JUL '15	69,653	81,719	\$12,066
JUN '15	AUG '15	88,778	102,979	\$14,201
JUL '15	SEP '15	119,376	131,040	\$11,664
AUG '15	OCT '15	113,531	123,456	\$9,925
SEP '15	NOV '15	94,401	141,069	\$46,668
OCT '15	DEC '15	<u>75,854</u>	92,674	\$16,820
		\$ 1,225,634	\$ 1,375,929	\$ 150,295

TOWN OF DILLON
SPECIAL IMPROVEMENT DISTRICT, ANEMONE TRAIL FUND
SALES TAX COLLECTIONS 1.46%

MONTH EARNED	MONTH COLLECTED	2015 BUDGET	ACTUAL COLLECTION	VARIANCE FAVORABLE (UNFAVORABLE)
NOV '14	JAN '15	4,502	5,332	\$830
DEC '14	FEB '15	7,631	7,947	\$316
JAN '15	MAR '15	5,623	6,848	\$1,225
FEB '15	APR '15	6,506	6,959	\$453
MAR '15	MAY '15	7,632	7,531	(\$101)
APR '15	JUN '15	4,338	4,647	\$309
MAY '15	JUL '15	3,801	4,564	\$763
JUN '15	AUG '15	4,844	5,752	\$908
JUL '15	SEP '15	6,514	7,319	\$805
AUG '15	OCT '15	6,195	6,895	\$700
SEP '15	NOV '15	5,151	7,879	\$2,728
OCT '15	DEC '15	<u>5,840</u>	5,176	(\$664)
		\$ 68,577	\$ 76,850	\$ 8,273

STREET IMPROVEMENT FUND
SALES TAX COLLECTIONS

MONTH EARNED	MONTH COLLECTED	2015 BUDGET	ACTUAL COLLECTION	VARIANCE FAVORABLE (UNFAVORABLE)
NOV '14	JAN '15	39,653	45,734	\$6,081
DEC '14	FEB '15	65,219	68,501	\$3,282
JAN '15	MAR '15	52,670	58,536	\$5,866
FEB '15	APR '15	54,800	58,975	\$4,175
MAR '15	MAY '15	64,332	64,739	\$407
APR '15	JUN '15	36,053	39,925	\$3,872
MAY '15	JUL '15	32,294	38,328	\$6,034
JUN '15	AUG '15	40,886	48,525	\$7,639
JUL '15	SEP '15	55,136	62,313	\$7,177
AUG '15	OCT '15	54,498	57,737	\$3,239
SEP '15	NOV '15	43,988	67,263	\$23,275
OCT '15	DEC '15	35,480	44,102	\$8,622
		\$ 575,009	\$ 654,678	\$ 79,669

TOWN OF DILLON
2015

TOTAL SALES TAX (including .5% increase)

<u>By Category</u>	<u>OCT</u>	<u>OCT</u>	<u>Amount</u>	<u>%</u>	<u>YTD</u>	<u>YTD</u>	<u>Amount</u>	<u>%</u>
	<u>2015</u>	<u>2014</u>	<u>Difference</u>	<u>Difference</u>	<u>2015</u>	<u>2014</u>	<u>Difference</u>	<u>Difference</u>
Lodging	10,750.09	14,582.04	(3,831.95)	-26.28%	317,769.42	300,537.08	17,232.34	5.73%
Restaurant	52,916.35	52,417.63	498.72	0.95%	829,981.80	797,766.15	32,215.65	4.04%
Retail	286,665.13	213,652.36	73,012.77	34.17%	3,268,253.59	2,883,957.76	384,295.83	13.33%
Utilities	20,105.38	19,800.12	305.26	1.54%	214,198.85	196,283.94	17,914.91	9.13%
Other	13,322.86	16,866.59	(3,543.73)	-21.01%	157,987.67	191,888.54	(33,900.87)	-17.67%
Prior Month	<u>14,871.62</u>	<u>2,897.51</u>	<u>11,974.11</u>	<u>413.26%</u>	<u>162,953.53</u>	<u>(17,552.82)</u>	<u>180,506.35</u>	<u>-1028.36%</u>
Total by Category	<u>398,631.43</u>	<u>320,216.25</u>	<u>78,415.18</u>	<u>24.49%</u>	<u>4,951,144.86</u>	<u>4,352,880.65</u>	<u>598,264.21</u>	<u>13.74%</u>
			<u>Amount</u>	<u>%</u>			<u>Amount</u>	<u>%</u>
<u>By Area of Town</u>	<u>OCT</u>	<u>OCT</u>	<u>Difference</u>	<u>Difference</u>	<u>Total</u>	<u>Total</u>	<u>Difference</u>	<u>Difference</u>
Anemone Trail	45,781.42	32,109.33	13,672.09	42.58%	685,333.76	553,867.22	131,466.54	23.74%
Dillon Ridge	259,448.44	221,102.09	38,346.35	17.34%	3,164,905.08	2,881,306.61	283,598.47	9.84%
Town Center	33,493.36	24,799.70	8,693.66	35.06%	477,211.71	419,864.81	57,346.90	13.66%
Other	<u>59,908.21</u>	<u>42,205.13</u>	<u>17,703.08</u>	<u>41.95%</u>	<u>623,694.31</u>	<u>497,842.01</u>	<u>125,852.30</u>	<u>25.28%</u>
Total Area of Town	<u>398,631.43</u>	<u>320,216.25</u>	<u>78,415.18</u>	<u>24.49%</u>	<u>4,951,144.86</u>	<u>4,352,880.65</u>	<u>598,264.21</u>	<u>13.74%</u>

TOWN OF DILLON
LODGING TAX RECAP
2015

<u>MONTH</u>	2015		2014		2015		2014	
	<u>TAX PAID</u>	<u>TAX PAID</u>	<u>\$</u> <u>DIFF</u> <u>15-14</u>	<u>%</u> <u>DIFF</u> <u>15-14</u>	<u>YTD</u>	<u>YTD</u>	<u>\$</u> <u>DIFF</u> <u>15-14</u>	<u>%</u> <u>DIFF</u> <u>15-14</u>
Jan	17,155	14,343	2,812	19.61%	17,155	14,343	2,812	19.61%
Feb	17,327	15,133	2,194	14.50%	34,482	29,476	5,006	16.98%
Mar	25,237	25,675	(438)	-1.71%	59,719	55,151	4,568	8.28%
Apr	7,984	7,710	274	3.55%	67,703	62,861	4,842	7.70%
May	6,214	5,122	1,092	21.32%	73,917	67,983	5,934	8.73%
June	12,029	9,708	2,321	23.91%	85,946	77,691	8,255	10.63%
July	16,119	14,532	1,587	10.92%	102,065	92,223	9,842	10.67%
Aug	13,893	14,608	(715)	-4.89%	115,958	106,831	9,127	8.54%
Sept	14,335	12,224	2,111	17.27%	130,293	119,055	11,238	9.44%
Oct	8,421	6,386	2,035	31.87%	138,714	125,441	13,273	10.58%
Nov		6,291						
Dec		16,540						

TOWN OF DILLON
2014 LODGING TAX COLLECTIONS - BUDGET COMPARISON
TOWN CENTER IMPROVEMENT PHASE II EXCISE TAX FUND

<u>MONTH</u> <u>EARNED</u>	<u>MONTH</u> <u>COLLECTED</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>Variance</u> <u>Favorable</u> <u>(Unfavorable)</u>
JAN '15	FEB '15	14,343	\$17,155	\$2,812
FEB '15	MAR '15	15,133	\$17,327	\$2,194
MAR '15	APR '15	25,675	\$25,237	(\$438)
APR '15	MAY '15	7,710	\$7,984	\$274
MAY '15	JUN '15	5,122	\$6,214	\$1,092
JUN '15	JUL '15	9,708	\$12,029	\$2,321
JUL '15	AUG '15	15,143	\$16,119	\$976
AUG '15	SEP '15	14,608	\$13,893	(\$715)
SEP '15	OCT '15	12,224	\$14,335	\$2,111
OCT '15	NOV '15	6,386	\$8,421	\$2,035
NOV '15	DEC '15	6,291		
DEC '15	JAN '16	9,832		
		\$142,175	\$138,714	\$12,662

Memorandum

To: Mayor Kevin Burns & Dillon Town Council Members

CC: Tom Breslin

From: Bob Evans, CMM

Date: January 19, 2016

Re: Operations Update

On January 2, 2016 slip renewal invoices were sent out to 2015 Marina customers. All 2015 Marina slip and mooring customers who pay their fees by February 1st 2016 receive a 2% discount. If payment is not received by March 1st 2016 the Marina will open up the remaining slips to the people on the waiting list. Due to the number of people currently on the waiting list, we anticipate being at full capacity for slip rentals in 2016.

There has been a much larger number of ice fishing persons and ice boaters at the marina this winter along with a larger number of persons walking along and enjoying the frozen water front area. I have installed a port-a-potty at the boat ramp for their use, as there are no restrooms open at the town park or marina area. Thanks to public works department for clearing a larger parking area at the marina for these guests to use.

Winter service work has been started on marina's as well as customers boats.

I attended the Denver Boat Show this last weekend and attendance was up from previous years and the dealers where selling boats in record numbers.

The Town Of Dillon representatives meet with the Denver Water Board and the representative from Stand Up Paddle Colorado this last week. They are finalizing their proposal and will submit to the Town and Denver Water for further approval.

At the end of the month Shannon and I will be attending The International Marina and Boat Yard Conference. Clothing designs and logo artwork for the retail store are being developed this month and we are researching new items to add to our logo merchandise based on customer requests.

Please feel free to stop by and talk with our friendly Marina crew if you have any questions, comments, or concerns.

**Parks and Recreation Committee
Regular Meeting Minutes
October 12, 2015
APPROVED**

Parks and Recreation Mission Statement

The mission of the Parks and Recreation Committee is to protect, improve, and promote our parks and open space for present and future generations. The various park amenities are an integral part of the Town.

Present: PRAC Voting Members: Jennifer Cassell, Kyle Hendricks, Eric Nicholds, Ruth West, Barb Richard. PRAC Non-Voting Members: Council Liaison Louis Skowrya, Public Works Director/Staff Liaison Scott Obrien. The team members of Ceres+, Zehren and Martin & Martin -- design/engineering consultants for the Town Park -- were also in attendance: Scott Sones, Stephanie McClurg, Pedro Campos, Mark Luna.

Absent: PRAC Voting Members: Lucinda Burns, Rick Giamanco. PRAC Non-Voting Members: P&Z Liaison Nathan Nosari.

Call to Order: 5:30 p.m. by Chair Jennifer Cassell

2015 Meeting Dates (Meeting from 5:30 to 6:30 at Town Hall)

November 2, December 7

PRAC Reports to Council – Quarterly

September 15 -- Lucinda Burns completed a successful presentation.

December 15.

Approval of September 14, 2015 Meeting Minutes

Approved

New Business

Town Park Phase I Design Review

The team members of Ceres+, Zehren and Martin & Martin -- design/engineering consultants for the Town Park -- presented their initial design work on Town Park. Scott Sones, Stephanie McClurg, Pedro Campos, and Mark Luna met with PRAC.

Scott Obrien began a discussion on the location of the proposed Pickleball Courts. After this Fall's resurfacing and striping of the court facility, he feels the entire structure is in need of a complete overhaul in the near future. The courts may need to be rebuilt using post tension concrete. He communicated this to the Town Park Design Team and allowed them to explore a new configuration of the courts and a different use for the corner of Buffalo and LaBonte Street -- besides the proposed dedicated pickleball courts which could be located on the basketball courts.

Key Points From the Design Team and PRAC's response.

- The Design Team feels the corner is very valuable as far as a Gateway Anchor to the Park and a flow through area for the rest of the town core. So they looked at placing a water feature and ice skating rink as well as a new bus stop in that location. PRAC

acknowledged that they have routinely expressed a desire for these park features somewhere in the park system. This will create a node or hub of activity on that corner. The ice rink would be 100 ft by 50 ft – the same size as Beaver Creek’s village ice rink. It would most likely be a Spray/Misting Park in the summer with jets/mists of water. The Bus Stop could also host a warming hut/pavilion, ice rink machine storage and restrooms. The ice rink would be a full refrigeration style rink similar to Keystone’s in River Run Village.

- The multi-use field is currently situated on a slope. When the field is expanded and flattened out, it will create a 5 ft elevation and 6 ft grade difference and an upper pavilion terrace. Using this terrain feature – the Design Team proposed a multi-age use climbing wall. PRAC members reacted favorably to this clever use of a new terrain feature as long as it could be safely incorporated into the nearby areas. PRAC also agreed with the Team that it could be a distinctive feature of the Park.
- The multi-use field will be a larger area and the Team is researching the use of synthetic turf for the infield area only. The outfield line for baseball will be 200 feet. There will be a landscape buffer between the field and the parking area.
- When the Tennis Courts are rebuilt, the plan is to put a park entrance between the two pairs of courts to allow more easy access to the Park and a greenway/landscape buffer.
- The Basketball Courts could host the Pickleball Courts and the court area could be expanded to offer a dedicated Pickleball only court. Eric Nicholds suggested that the area be checked for sun orientation to make sure it will work for pickleball.
- Pedro stated that typically Playgrounds need 3 things to be successful: Safety, Accessibility and Visibility. The first two can be taken care of through technical aspects using a reliable playground vendor. The current configuration of the playgrounds flanking the Church parking corner hides the playground. Therefore, a landmark feature that sticks up advertising the play area might be a good choice. He presented a rope climbing structure (Eagles Nest) that rises up 10.5 to 11 feet and would be visible from the street. PRAC liked the look of the structure and the reasoning behind it.
- The Playground and Climbing wall elements will set the tone and character of the Park. Diane Shades of Made in the Shade playground equipment company works with many different vendors – so an entire theme can be executed in these areas. PRAC agreed that Town Park should have its own identity from Marina Park. (Made in the Shade installed the Marina Park playground).
- One of the most expensive parts of the new playground area is actually the safety surface. This would be true of the climbing wall area as well.
- The Design Team asked PRAC to think over what themed direction Town Park might go. PRAC nodded toward themes from the environment, community and culture versus contemporary, big bright plastic themes. Involving the kids of the community in the final choices is key.
- The playground will have two sections – one for 2-5 year olds and another for the 5-12 year olds. However, current design styles are really calling for equipment that all ages can use, even adults. Communal playground pieces – like the elephant swing – where several kids can all play, are also popular and successful. PRAC liked this multi-age approach.

- The more natural area to the North could also incorporate more passive play area items like logs, boulders and artifacts thereby extending the play areas. PRAC liked this idea as well.
- The Design Team also showed vertical elements from other parks that visually announce the entrances to the Park. These could be incorporated into the overall theme and advertise the park. PRAC liked this idea.
- The Design Team feels this Park centers around fitness and activity. It hosts lots of Sports. Some fitness equipment could be placed around the paths to tie in this theme. The idea isn't bad, but PRAC was lukewarm on the equipment reviewed.
- The pathways will be a combination of hard and soft scape similar to Marina Park. This provides for ADA access. The Pavilion will have a raised terrace area with steps which might be used as a performance area and the Pavilion could host a smaller plaza space on the back side.
- There will be major pathway nodes. Two main pathways will converge at the Pavilion. Barb Richard asked that the current main path from the Church parking lot to the bus stop on the corner of Lake Dillon Drive and Tenderfoot be researched and accommodated as it has a lot of use and foot traffic may not honor landscaping elements if installed across this area. She hopes the pathways will still provide quick access to the bus stop when configured.
- The Design Team is working toward the children's and public meeting. The kids meeting may be held between Thanksgiving and Winter Holidays and the Public Meeting is more likely to be held in January. There should be an online method to submit comments for those not able to attend the one public meeting.

Meeting Adjourned 7:10 pm.

Meeting minutes by recording secretary Barb Richard.

**Parks and Recreation Committee
Regular Meeting Minutes
November 2, 2015
DRAFT**

Parks and Recreation Mission Statement

The mission of the Parks and Recreation Committee is to protect, improve, and promote our parks and open space for present and future generations. The various park amenities are an integral part of the Town.

Present: PRAC Voting Members: Ruth West, Rick Giamanco, Eric Nicholds, Barb Richard.
PRAC Non-Voting Members: Council Liaison Louis Skowrya, P&Z Liaison Nathan Nosari,
Public Works Director/Staff Liaison Scott Obrien.

Absent: PRAC Voting Members: Jennifer Cassell, Kyle Hendricks, Lucinda Burns.

Call to Order: 5:35 p.m. by Vice-Chair Ruth West

2015 Meeting Dates (Meeting from 5:30 to 6:30 at Town Hall)

December 7

PRAC Reports to Council – Quarterly

December 15.

Approval of October 12, 2015 Meeting Minutes

Approved

Recreational Programming –Continued Discussion

SUP/Activity Center Concept

Scott Obrien handed out a conceptual drawing of a possible fabric dome structure and lower dock to be used as an expansion of the Stand Up Paddleboard concession now operating at the marina. The dome would be used for yoga, retail and lessons; the floating platform for easier SUP operation. The Town expanded its lease from the Denver Water Board to cover the flat area west of the existing concession site. If approved the Town would complete some ground preparation, and compaction. The Town would receive more revenue from the SUP lease and possible revenue sharing of the retail and snack/coffee concessions.

PRAC members were in favor of the project and think it would add more human powered activity to the marina/lakefront area. They liked the general look of the dome and thought that the containers for retail/snack operation would be workable.

Town Park Phase I Design

Scott Obrien recapped the key discussion items from the October meeting. PRAC members discussed the pickleball facility move from the corner of Buffalo and LaBonte to a joint use and separate court adjacent to the basketball court near the Bocce Courts. PRAC members asked the Town Park Design Team to explore the basketball area option as they felt to lock up the corner with another court may not be the best use of the space. PRAC asked the Team to review the final Master Plan map to determine what the final pickleball decision was from the community in 2013. It was noted that the pickleball players are an active group and appear to be growing. The group discussed themes for the Park and was leaning toward the natural world theme, using Summit County animals, natural history, climbing and mountaineering.

Barb Richard mentioned that if there was a way to weave STEM (science, technology, engineering and math) concepts into the playground that grant money may be available to assist. Several PRAC members had also seen the musical playground in Moab which has some interesting elements. It was noted that something like that might fit well on the west side of the Amphitheater.

Playground Design Meeting Date: Nov. 30-Dec. 18 PRAC Coordination –Schools

Barb reported that she had made contact with Kendra Carpenter at Dillon Valley Elementary and they would love to participate either through a general assembly or classroom work. Scott reported that Lucinda had made contact with Lake Dillon and Montessori Pre-Schools and they were also willing to participate. Scott said he would contact Pedro regarding the options. The Public Open House Meeting will be held in January at the Town Hall.

Amphitheater Improvement Design –Update

Scott reported that the Amphitheater consultants had held open house meetings with stakeholders and town business owners. The groups were in agreement that the Amphitheater is worthy of improvement and money should be earmarked for it. PRAC had a chance to review the Amphitheater Improvement brainstorming that was still hanging on the walls of the room. About 35 participants like the idea of a variety of music being performed; that the improvements should not detract from the existing views; that the hours and loudness should be discussed and that the project should be phased. PRAC members agreed in general with the other brainstorming.

Future Agenda Items

- Town Park Update
- Park Signage Plan
- Photo Opportunities
- Human Movement, Triathlon Update

Meeting Adjourned 6:42 p.m.

Minutes by recording secretary Barb Richard

**Parks and Recreation Committee
Regular Meeting Minutes
December 7, 2015
APPROVED**

Parks and Recreation Mission Statement

The mission of the Parks and Recreation Committee is to protect, improve, and promote our parks and open space for present and future generations. The various park amenities are an integral part of the Town.

Present: PRAC Voting Members: Ruth West, Rick Giamanco, Eric Nicholds, Barb Richard. Public Works Director/Staff Liaison Scott Obrien.

Absent: PRAC Voting Members: Jennifer Cassell, Kyle Hendricks, Lucinda Burns. PRAC Non-Voting Members: Council Liaison Louis Skowrya, P&Z Liaison Nathan Nosari

Call to Order: 5:35 p.m. by Vice-Chair Ruth West

2016 Meeting Dates (Meeting from 5:30 to 6:30 at Town Hall)

January 4. At the January meeting, Scott Obrien will have the remainder of the 2016 meeting dates. Most are on the first Monday of the month except for July and September.

PRAC Reports to Council – Quarterly

December 15 –Meeting Cancelled: Report Moved to January 19. A volunteer to give the report will be identified at the January meeting.

Approval of November 2, 2015 Meeting Minutes

Approved

Review 2016 PRAC Membership Terms

Ruth West, Lucinda Burns, Rick Giamanco and Barb Richard have terms up in 2016. Jennifer, Eric and Kyle renew in 2017. Scott asked those members who wish to continue to submit a letter of interest to him by the end of January.

Officer Elections

Officer elections should be held after the 2016 membership is completed.

2016 Work Plan

Scott will provide the 2015 document for review and update at the January meeting.

Town Park Phase I Design Update

School Meetings and Lunch Meeting

Pedro Campos from the Ceres+/Zehren design team presented a visual slideshow to the all school assembly today, Dec. 4 at Dillon Valley Elementary. He left instructions and activities for the teachers to complete in December with their students ranking and suggesting ideas for the new Town Park Playgrounds. PRAC members in attendance included: Ruth West, Rick Giamanco, Eric Nicholds, Barb Richard, Louis Skowrya and Scott Obrien.

A second meeting with children from the Dillon Montessori and Lake Dillon Preschools was also held at Town Hall on Dec. 4 and the children were shown the same visual slide show and materials were also to be sent to those teachers for completion by the students in December. PRAC members in attendance included: Lucinda Burns, Ruth West, Rick Giamanco, Eric Nicholds, Kyle Hendricks, Barb Richard, Louis Skowrya and Scott Obrien.

A lunch meeting with PRAC members including Ruth West, Rick Giamanco, Eric Nicholds, Lucinda Burns, Barb Richard, Louis Skowrya and Scott Obrien followed the school presentations. Pedro and the team will compile the results from the students. PRAC members were glad to see the level of interest and excitement from the children. PRAC members were interested in pursuing how STEM (science, technology, engineering and math) principals could be incorporated into the new playground. Discussion even ranged to how a new theme for the park could then be used for park programming throughout the seasons and how a theme may be able to define the entrance nodes for the park.

Public Open House is tentatively scheduled for January 21 from 5:30 p.m. to 7 p.m. This will be confirmed at the January PRAC meeting. At that time an online method for people to comment on the design will also be addressed.

PRAC members briefly discussed the design exploration of combining the Pickleball and Basketball courts by the Bocce court area. It was noted that this new location could provide more overall pickleball league court time as it will not need to compete with the tennis league schedules.

Amphitheater Update

Scott Obrien reported that the consultant working on the amphitheater redesign does not have architectural designs at this time, but is working on these ideas:

Reorienting the stage

Redesign of the seating

Placement of the buildings and stage

Possibly making them see-through to preserve more of the lake and mountain views.

The angles of the roofs and stage so it is visually appealing for users and adjacent landowners.

Pedestrian access

What level of concessions

Can some of the structures make better use of the changes in slope.

A possible wharf down at the beach

A design open house will be scheduled for 2016.

Meeting adjourned 6:30 p.m.

Minutes by recording secretary Barb Richard