



**Agenda**  
**Town Council Regular Meeting | 5:30 PM**  
**Wednesday, May 20, 2026**  
**Town Hall / Council Chambers - 302 Pine St Minturn, CO**

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The agenda is subject to change, including the addition of items 24 hours in advance or the deletion of items at any time. The order of agenda items listed are approximate.  
This agenda and meetings can be viewed at [www.minturn.org](http://www.minturn.org).

**Meeting Access Information and Public Participation:**

This will be an in-person meeting with access for the public to attend in person or via the Zoom link included. Zoom Link: <https://us02web.zoom.us/j/85641407956>

**Zoom Call-In Information:** 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 856 4140 7956

**Please note:** All virtual participants are muted. In order to be called upon an unmuted, you will need to use the “raise hand” feature in the Zoom platform. When it’s your turn to speak, the moderator will unmute your line and you will have five minutes for public comment.

**Public Comments:** If you are unable to attend, public comments regarding any items on the agenda can be submitted to Jay Brunvand, Town Clerk, prior to the meeting and will be included as part of the record.

1. **Call to Order**
2. **Roll Call and Pledge of Allegiance**
3. **Approval of Consent Agenda**  
Consent agenda items are routine Town business, items that have received clear direction previously from the council, final land-use file documents after the public hearing has been closed, or which do not require council deliberation.
  - A. 05-06-2026 Minutes
4. **Approval of Regular Agenda**  
Opportunity for amendment or deletions to the agenda.
5. **Declaration of Conflicts of Interest**

**6. Public Comment**

Citizens are invited to comment on any item on the Consent Agenda, or not on the regular Agenda subject to a public hearing. Please limit your comments to five minutes per person unless arrangements have been made for a presentation with the Town Clerk. Those who are speaking are requested to state their name and address for the record.

**7. Council and Committee Reports**

**8. Staff Reports**

A. Manager's Report

B. Check in with Slifer Smith & Frampton on Highlands Parcel Listing

**9. Special Presentations**

Presentations are limited to 5 minutes. Invited presentations are limited to 10 minutes if prior arrangements are made with the Town Clerk.

A. Speak Up, Reach Out Annual Update Presentation

**10. Business Items- Old Business**

Items and/or Public Hearings listed under Business Items may be old or new and may require review or action by the Council.

A. FY2025 Audit Acceptance

**11. Business Items - New Business**

A.

- Interviews and Appointment of New Council Member
- **Resolution to Appoint (Resolution No. 26 - Series 2026)**
- Swearing in of New Council Member
- Discuss / Assign Council Committees

B. Resolution No. 27 - Series 2026 A Resolution Authorizing a SS4A Grant Application

C. Resolution No. 28 - Series 2026, A Resolution Authorizing a Grant Application for the CPW Human-Bear Conflict Reduction Grant

D. Resolution No. 29 - Series 2026, A Resolution Authorizing a Grant Application for the CO Circular Communities Impact Grant

E. Resolution No. 30 - Series 2026 A Resolution Authorizing a Builder's Risk Policy for Minturn WTP

**12. Discussion / Direction Items**

A. Presentation of Speed Data - Materials to be added later

B. Public Works Staffing

C. Consideration of Council positions on select pending state legislation affecting local governments, including housing and municipal finance (Materials to follow)

**13. Future Agenda Items**

A. Future Meeting Topics

#### **14. Executive Session**

- A.** Executive Session pursuant to C.R.S. § 24-6-402(4)(a), (4)(b), and (4)(e) concerning the potential purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest; Conferences with an attorney for the local public body for the purposes of receiving legal advice on specific legal questions; and Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators. Topic – 171 Main Street in the Town of Minturn.

Motion to Convene into Executive Session.

#### **15. Adjourn**

##### **Information Only Items**

Upcoming Council Meetings: 6/3, 6/17, 7/1. Upcoming Special Events: June First Friday at Evoke 6/5. Town Cleanup Day 6/13. GoPro Mountain Games June 5th & 6th in Minturn (4th - 7th in Vail & Beyond). The FULL Summer Events Calendar is now published / posted, and the Summer Events Poster is live.



**Official Minutes**  
**Town Council Regular Meeting | 5:30 PM**  
**Wednesday, May 6, 2026**  
**Town Hall / Council Chambers - 302 Pine St Minturn, CO**

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**Public Comments:** If you are unable to attend, public comments regarding any items on the agenda can be submitted to Jay Brunvand, Town Clerk, prior to the meeting and will be included as part of the record.

**1. Call to Order**

Mayor Eric Gotthelf called the meeting to order at 5:35pm.

**2. Roll Call and Pledge of Allegiance**

Council present: Mayor Eric Gotthelf, and Town Council Members Gusty Kanakis, Tom Priest, and Kate Schifani (Zoom). Excused Absent: Spence Neubauer and Lynn Feiger.

Staff Members Present: Town Manager Rob Gutierrez, Town Clerk Jay Brunvand, Town Attorney Mike Sawyer (Zoom), Deputy Clerk Cindy Krieg (Zoom).

**3. Approval of Consent Agenda**

Consent agenda items are routine Town business, items that have received clear direction previously from the council, final land-use file documents after the public hearing has been closed, or which do not require council deliberation.

**A. 04-15-2026 Minutes**

- B. Resolution No. 22 - Series 2026 - A Resolution Reappointing Municipal Judges
- C. Resolution No. 24 - Series 2026 - Wildfire Preparedness Month, Eagle County Joint Resolution
- D. 0126 Miles End Lane - New Single Family Residence
- E. Liquor License Renewal - Minturn Country Club

Motion by Gusty K., second by Tom P., to approve the May 6, 2026 Consent Agenda as presented. Motion passed 4-0.

#### 4. **Approval of Regular Agenda**

Opportunity for amendment or deletions to the agenda.

Motion by Tom P., second by Gusty K., to approve the May 6, 2026 Consent Agenda as presented. Motion passed 4-0.

#### 5. **Declaration of Conflicts of Interest**

#### 6. **Public Comment**

Citizens are invited to comment on any item on the Consent Agenda, or not on the regular Agenda subject to a public hearing. Please limit your comments to five minutes per person unless arrangements have been made for a presentation with the Town Clerk. Those who are speaking are requested to state their name and address for the record.

Public Comment Opened. No Public Comment.  
Public Comment Closed.

#### 7. **Council and Committee Reports**

Gusty K. briefly recapped the recent High Five Access Media Board Retreat.

Eric G. briefly recapped some discussion from the recent Mayors & Managers meeting, which was focused heavily on wildfire preparedness and housing.

#### 8. **Manager's Report**

##### **Council Meeting Follow Up**

##### **Speeding Concerns on Pine/Boulder**

- Staff are evaluating several options to reduce vehicle speeds on Pine Street and Boulder Street, including both short-term and longer-term measures.
- Staff completed an initial speed study on the 500 block of Pine Street from April 2 through April 8. That study recorded 175 total vehicles, an average daily traffic volume of approximately 25 to 28 vehicles, an average speed of 14.76 mph, and an 85th percentile speed of 18 mph. The highest recorded speed of 30 mph occurred during the study period.
- Staff continue to collect and track speed data in the Pine/Boulder area to better understand traffic patterns and determine whether additional traffic-calming measures are warranted.
- Staff are planning to bring this issue to Town Council for further discussion at the May 20 meeting.

##### **Other Updates**

##### **Safe Streets for All Safety Action Plan**

- **Background:** In 2024, the Town participated in the federal Safe Streets and Roads for All program, which funded preparation of a Safe Streets for All Safety Action Plan. The plan was prepared with assistance from Stolfus Engineering and was adopted by Town Council in early 2025.
- **Grant Reimbursement:** Although the work was completed, the Town had not previously requested or received reimbursement from the Federal Highway Administration for the grant-funded work. Over the past nine months, the Town Clerk-Treasurer and Town Manager have been working to complete the reimbursement process.
- **Status:** Staff received approval last week for reimbursement of the full **\$80,000 grant award** owed to the Town.

## Capital Projects

### New Water Treatment Plant (WTP)

- **Design/Review:** Design remains approximately 90% complete and has been accepted by CDPHE for formal review. Local building and zoning review submittals have also been made.
- **Construction Contractor Selection:** The construction bid process closed on April 3. The Town received three bids: JHL Constructors – \$12,547,730; Native Sun – \$12,868,335; and RN Civil – \$13,673,335. After review by HDR, Council selected JHL Constructors, LLC at the April 15 meeting as the contractor for the New Water Treatment Plant project.
- **Construction Contract:** Staff are working with the Town Attorney and JHL Constructors to negotiate and finalize the construction contract, including legal review, financing-related conditions, bonding, insurance, and other required contract documents.
- **Construction Administration:** Staff have been working with HDR to negotiate a construction administration contract for the project. HDR's proposal includes engineering services during construction, review of submittals and RFIs, change order support, record drawings, weekly construction meetings, construction observation, startup and commissioning support, and PLC/HMI programming for plant controls and remote operation. HDR's subconsultant, Swiftwater Solutions, would provide resident project representative and commissioning services, including field observation, progress reporting, pay application review, startup coordination, and support from a licensed Class A water treatment operator.
- **Construction Administration Cost Negotiation:** Staff have been negotiating with HDR to reduce the overall cost of the construction administration contract. HDR's earlier proposal totaled approximately **\$1,114,161** and included full-time construction observation by Swiftwater Solutions. The revised scope totals approximately **\$923,274**, a reduction of about **\$190,887**, and shifts SWS field observation from full-time to part-time observation at three days per week while maintaining startup, commissioning, PLC/HMI programming, submittal/RFI review, change order support, and project closeout services. Staff will bring this item forward for further discussion at the May 6 Council meeting.
- **Financing:** The Town has closed on financing with Alpine Bank for the New Water Treatment Plant project. The financing structure includes a 24-month construction draw period, an initial 5.0% fixed rate, and repayment secured by net water enterprise revenues. Based on current assumptions, average annual debt service is estimated at approximately \$797,820 beginning in 2028.

## Minturn Bike Park 2026 Improvements

- **Planned Work:** Staff are planning improvements in **May 2026** to the bike jump features and dual slalom course.
- **Coordination:** Work will be completed by **VVMTA** with Town support.
- **Purpose:** Improvements are intended to improve **safety, ride quality, and long-term usability** for a range of skill levels.

## Town Hall 2-Bedroom Apartment Reconstruction

- **Status:** Staff have terminated contract negotiations with Coleman Custom Homes due to the inability to reach mutually acceptable contract terms.
- **Next Steps:** Staff will reach out to the second bidder from the original proposal process to determine whether the bidder remains interested and available to complete the project.

## Taylor Avenue Repaving Project

- **Status:** Design and bidding are complete, and initial test digging has occurred.
- **Award:** Town Council approved **Schofield Excavating** on **March 18** based on the lowest bid of **\$453,638.80**.
- **Next Step:** Construction will begin at the end of May.

## US 24 Pedestrian Improvement Project Phase II

- **Status:** Negotiations with **CDOT, Xcel Energy, and Phoenix Industries** have been completed.
- **Council Action:** Council approved a change order in the amount of **\$99,991.88** on **February 18**.
- **Next Steps:** **Xcel gas line relocation work** is anticipated to begin the **first week of May 2026**.

## Main Street Streetlighting Project

- **Status:** Staff continue to pursue **Holophane** as the preferred streetlight manufacturer, and preliminary fixture and pole concepts have been informally reviewed by **CDOT**.
- **Coordination:** Staff are continuing to coordinate with **Xcel Energy** on electrical service and related utility planning.
- **Timing:** The anticipated construction timeline for portions of this project is being pushed back as staff evaluate incorporating some of these improvements into the proposed **First-Williams-Nelson Infrastructure Improvements Project**.

## Bellm Bridge Replacement

- **Status:** The Town has secured **\$4,000,000** through CDOT's **Off-System Bridge Grant Program**. Contracts with **SEH** and **Kumar & Associates** have been finalized, and bridge design is underway. Staff also submitted the project to **Congressman Neguse's office** for consideration for **Congressionally Directed Spending**.
- **Next Steps:** Staff will continue advancing design, coordinating grant programming and contracting with CDOT, and pursuing the remaining funding needed for the project.

### Little Beach Park Improvements

- **Completed Work:** The new retaining wall and asphalt access road are complete.
- **Design:** Staff have been working with **Rocky Mountain Recreation** on an initial playground design for public and Council review in the coming weeks.
- **Site Preparation:** Staff are coordinating with **Public Works** and the **Town Engineer** to relocate a water line and complete additional excavation needed to prepare the site for the new playground.

### Minturn Community Garden Improvements

- **Grant:** Staff submitted an application for a \$15,000 AARP Community Challenge Grant and are awaiting notification on whether the Town will be awarded funding.
- **Improvements:** Proposed improvements include accessibility upgrades, seating, shade, electrical service, and upgraded garden work areas.

### First–Williams–Nelson Infrastructure Improvements Project

- **Status:** Staff discussed this project with Town Council at the **April 1** meeting and are continuing to evaluate potential scope and feasibility.
- **Primary Driver:** The project is being explored because there is a **non-compliant water service line** beneath **First Street** that currently serves multiple properties and will require extensive excavation to replace.
- **Potential Improvements:** In addition to water line replacement, staff are evaluating related improvements including **street repairs and repaving**, creation of a **public plaza/flex space on First Street**, new **power infrastructure to support events**, and installation of **conduit for future telecommunications and fiber infrastructure**.
- **Coordination:** Staff are also in discussion with **Xcel Energy** regarding the potential to **underground electric lines** in this area.
- **Timing:** At this time, staff expect this would be a **summer 2027 project at the earliest**.

### Other Projects

#### Eagle Park Restrooms

- **Status:** Staff are evaluating options for replacing the decorative exterior wood on the Eagle Park restrooms, which has experienced significant deterioration and rot.
- **Replacement Options:** Staff are working with the original restroom manufacturer to identify potential replacement materials that are more durable and better suited for long-term exterior use.
- **Year-Round Use:** Staff are also evaluating the feasibility of heating the restroom structures during cold weather so the facilities can potentially remain operational year-round.

#### Highlands Parcels

- **Background:** The Town acquired approximately **55 acres** west of **U.S. Highway 24** through a settlement with the former Battle Mountain developer.
- **Status:** The parcels are now **listed on the MLS** as part of the Town's strategy to help offset water treatment plant costs.

## Minturn USFS Shooting Range

- **Background:** At the **November 19, 2025**, Town Council meeting, Council directed staff to explore options for **Town management of the Minturn Shooting Range** to address long-standing concerns related to **safety, noise, and environmental impacts**. The shooting range is located on **federal land south of the Minturn Bike Park**.
- **Status:** Staff have continued coordinating with the **U.S. Forest Service (USFS)** regarding the process for Town management and operation of the range. The Town has submitted a **Colorado Parks and Wildlife grant application for Phase 1 improvements** focused on access, safety, site organization, and basic range management infrastructure.
- **Next Steps:** Staff are working with the **USFS** to develop a **Special Use Permit application** that would allow the Town to formally operate and manage the range. Additional federal review and permitting will likely be required before certain physical improvements can move forward.

## Policy & Planning Initiatives

### Minturn Forward Land Use Code Update

No update for this report.

### Minturn Impact Fee Study

- **Background:** Staff issued an RFP in November 2025 for a comprehensive impact fee study.
- **Status:** Staff are putting the impact fee study on pause to conduct a limited asset inventory and capital improvement planning process. This step is necessary to gather additional data on Town assets and capital needs before proceeding with the study.
- **Next Steps:** Staff will coordinate with BBC Research & Consulting on the revised project timeline and will return to Council with additional information as the inventory and CIP work progresses.

## Rural Technical Assistance Program

- **Background:** Minturn was selected to participate in OEDIT's RTAP program focused on strategies to leverage outdoor recreation to support the local economy.
- **Status:** The Town held a two-day community workshop on March 24 and 25 with more than 45 participants. Staff have been working with the CU Boulder student group that led the project to compile and analyze the input received.
- **Next Steps:** The CU Boulder student group will present its findings and recommendations to Town Council at the May 6 meeting.

## Housing Affordability and Neighborhood Stability

- **Status:** Staff met with **Avon and Eagle County** on **February 18** regarding the Regional Housing Authority formation study and provided a follow-up memo to Town Council on **March 4**.
- **Current Work:** Staff are developing a **Minturn-specific framework** for potential participation in a future regional housing authority and anticipate a presentation to the **Planning Commission in May**.
- **Next Steps:** A **Council work session** on this topic is anticipated in **June**.

## Temporary & Mobile Business Pilot Program

- **Status:** Town Council approved the **Temporary & Mobile Business Pilot Program** on **February 4**, authorizing mobile and modular business licensing on Town-owned property through **October 31, 2026**. Staff have now received **two applications** under the pilot.
- **Applications Received:** **Little Blue Bakery of Minturn** is proposing to locate at the **Union Pacific lease lot next to the red storage shed**, and **Nomadic Roots Sauna** is proposing to locate at **Little Beach Park**.
- **Public Notice:** Public notice signs have been printed and will be posted for both applications.
- **Next Steps:** Staff will allow at least **7 days for public comment** before issuing any **conditional licenses** under the pilot program.

## Downtown Redevelopment Code Evaluation – First/Williams/Nelson Area

- **Status:** Staff are identifying a follow-on planning effort related to the **First–Williams–Nelson Infrastructure Improvements Project**.
- **Purpose:** The goal will be to evaluate whether current development regulations are creating barriers to redevelopment in the west side of the **100 block** as the Town considers major infrastructure investment in the area.
- **Potential Focus:** Building height, parking requirements, and other standards affecting redevelopment on small, constrained lots.
- **Next Steps:** After the current land use code update is complete, staff will develop a process for review with the **DDA, Planning Commission, and Town Council**, and evaluate whether outside consultant support would be beneficial.

## Public Works

### Weekly Report (April 20 to April 26)

- **Operations:** Staff completed daily Water Treatment Plant operations, routine trash and dog waste station servicing, utility locates, and general Public Works shop organization. Staff also distributed annual water report door hangers to households and businesses throughout Town.
- **Seasonal Maintenance:** Staff began seasonal grounds maintenance, including mowing, weed trimming, and blowing at Little Beach, Town Hall, Eagle Park, and the Town Manager's residence. Staff also inspected and serviced lawn maintenance equipment in preparation for the season.
- **Repairs and Improvements:** Staff completed water-related inspections and pressure tests at 491 Main Street and Belden Place Lots 4 and 12, investigated high water usage at 225 Pine Street, shut off water service at Trailer 19 in Maloit Park due to a broken interior line, and repaired damaged fencing at the Bone Yard.
- **Project Coordination:** Public Works coordinated with SEH on water tank inspections, participated in a meeting regarding the 100-Block/Williams Street construction plan, coordinated spring herbicide applications, and worked with Eagle Park representatives on placement of a new memorial bench.
- **Equipment and Supplies:** Staff transported variable message signboards, retrieved license plates and registrations for the new message board and Volvo dump truck, ordered emergency communication radios and traffic safety supplies, and used the Volvo dump truck to haul and organize materials from the Water Plant.

**Safety:** A weekly safety meeting was held on overhead hazards, including falling objects, power lines, low-clearance hazards, PPE use, and situational awareness. No incidents or injuries were reported during the reporting period

**A. Manager's Report**

**9. Special Presentations**

Presentations are limited to 5 minutes. Invited presentations are limited to 10 minutes if prior arrangements are made with the Town Clerk.

**A. RTAP Action Plan Presentation**

The RTAP student consultant group (Alex Rudawsky, Angie Balish, Erin Spencer and Erin Bucchin) provided a brief recap of the recent RTAP steering committee meetings and the community workshop. From those meetings, goals and action steps were defined, thereby creating a Community Action Plan. The final CAP will be shared on Friday, 5/8. This plan will be shared publicly via the website and newsletter. The goals and focus of the proposed actions are highlighted in the included presentation (attached at the end of the minutes document).

**10. Business Items**

Items and/or Public Hearings listed under Business Items may be old or new and may require review or action by the Council.

**A. Resolution No. 21 - Series 2026 - A Resolution Implementing Emergency Water Restrictions**

This was discussed at the last meeting, and Council approved Town Manager Rob Gutierrez to authorize emergency water restrictions. This resolution is the formal / official follow up to that.

Motion by Tom P., second by Gusty K., to approve Resolution No. 21 – Series 2026 - A Resolution Implementing Emergency Water Restrictions. Motion passed 4-0.

**B. Resolution No. 23 - Series 2026 - A Resolution Approving a Construction Administration Agreement with HDR for Managing the Water Treatment Plant Construction**

At the last meeting, Town Council approved the construction contract for the Minturn Water Treatment Plant project. The next step is to finalize construction administration services needed to support the Town during construction, startup, commissioning, controls programming, and project closeout.

HDR Engineering, Inc., the Town’s design engineer for the project, has submitted Amendment 05 to its existing agreement for these construction-phase services. The amendment includes HDR’s engineering support and services from its subconsultant, Swiftwater Solutions, which would provide construction observation and startup/commissioning support.

HDR’s initial proposal totaled **\$1,114,161**. Following staff review and follow-up with HDR, the revised proposal now before Council totals **\$923,274**, a reduction of **\$190,887**. The primary change is a reduction in Swiftwater’s construction observation from full-time on-site coverage to part-time coverage, assumed at three days per week. The revised proposal also reduces Swiftwater’s progress meeting support from two additional virtual staff members to one additional virtual staff member for continuity coverage.

Item	Initial Proposal	Revised Proposal
<b>Total Fee</b>	\$1,114,161	\$923,274

<b>Reduction</b>	—	\$190,887
<b>Field Observation</b>	Full-time on-site coverage	Part-time, 3 days/week
<b>Swiftwater Meeting Continuity</b>	Two additional virtual staff	One additional virtual staff

The revised proposal preserves the core construction-phase services, including submittal and RFI review, change order support, field observation, startup and commissioning, PLC/HMI/SCADA programming, testing, operator training, closeout, and cybersecurity-related deliverables.

After reviewing the initial proposal, staff informed HDR that the scope was thorough and that staff did not question the importance or value of construction administration services. However, staff also expressed concern that the proposed cost was difficult to support from a policy and ratepayer standpoint, especially given the overall financial impact of the Water Treatment Plant project.

Staff asked HDR to explore whether the construction administration scope could be right-sized closer to approximately **6–7% of total project cost** without reducing oversight to a level that would create unacceptable risk. Specific areas identified for review included lodging and travel assumptions, staffing levels and frequency, HDR meeting attendance, startup/commissioning scope, controls-related scope, and opportunities to preserve core risk-management services while reducing cost.

The revised proposal is a meaningful reduction from the initial proposal, but the amount remains substantial. Several Council members have expressed interest in reducing construction administration costs further, closer to **6% of total project cost**.

Staff recommends authorizing approval of Amendment 05 in an amount not to exceed **\$923,274**, subject to satisfactory resolution of the outstanding clarification items and final review by the Town Attorney.

Motion by Gusty K., second by Tom P., to approve Resolution No. 23 – Series 2026 (Amendment No. 05) – with the noted provisions, subject to satisfactory resolution of the outstanding clarification items and final review by the Town Attorney. Motion passed 4-0.

**C. Ordinance No. 04 - Series 2026 (Second Reading), An Ordinance Modifying and Setting the Enterprise Fund Debt Service Fee for 2026**

Council is asked to discuss and consider Ordinance 04 – Series 2026 adjusting the fee charged for Debt Service in the Enterprise fund. This fee increase will be effective 6/1/26.

This revised fee ONLY affects the Debt Service Fee charged per Single Family Equivalent (SFE). The Debt Service fee is calculated by taking the annual debt payments, dividing that by the current SFE count, and dividing that by 12mo. Using this formula our fee will increase \$45 in addition to the currently existing debt fee for a total monthly fee of \$62.37/sfe. This is lower than the proposed approximate \$80 increase as we will only have one interest payment on the new loan this year and we will not have drawn the full loan amount.

Annually, this fee will be adjusted each budget season to consider variables such as when new projects sell or some other unknown occurrence. Once the plant construction project is completed and we know the final value of the loan, we will be at the \$80 debt service fee increase that has been discussed in addition to other existing debt. Again, this full effect will not be realized until we draw down the full loan over the next two years. Further, as part of the loan agreement we are paying off and retiring one of two current loans the town has. This means the only debt the town will have outstanding will be for the new tank and the water treatment plant.

The concern of those involved with the issuance of the debt stems from the need to recognize upfront that the fees will need to be set in order to cover the 120% value of the existing debt. This Resolution is in line with that need and is in line with the estimated loan needs for the water plant construction.

In addition to this rate change, some properties throughout town are under a construction shut off. Our code states these will incur the base rate and debt rate. When we were under the administration of ERWSD, this was the case and the town would receive only \$50 of that fee. During FY2025, we continued with this \$50 cost. The intent was to get everyone switched and accustomed to the new system before making other changes such as this. It is recommended that we now increase this cost to the base rate for water service and the base rate for debt service as provided in the Code effective with the 6/1/26 debt service increase.

Public Comment Opened.

No Public Comment.

Public Comment Closed.

Motion by Tom P., second by Gusty K., to approve Ordinance No. 04 – Series 2026, An Ordinance Modifying and Setting the Enterprise Fund Debt Service Fee for 2026. Motion passed 4-0.

**D. Resolution No. 25 - Series 2026 - A Resolution Awarding Contract for 2-Bed Apt Construction**

The Town previously issued an RFP for the Town Hall Apartment Re-Conversion and Building Systems Improvements Project. Following review of the proposals, Town Council approved Resolution No. 03, Series 2026, authorizing award to Coleman Custom Homes in an amount not to exceed **\$133,365**, subject to final contract terms.

The Town and Coleman Custom Homes were unable to reach mutually acceptable final contract terms. Because those negotiations did not result in an executable contract, staff is requesting authority to proceed with Erik Harren, who previously submitted a proposal through the Town's procurement process and has expressed continued interest in completing the work. Staff also notes that the Town contracted with Erik Harren on two separate projects last year, and both projects were completed successfully and to the Town's satisfaction.

The original proposals did not separately identify the costs of required bonding. As part of finalizing the contract package, staff is now separately identifying required bonding costs so the Town can ensure the contract complies with applicable legal requirements before work begins.

**Proposed Action**

Resolution No. 25, Series 2026, authorizes the Town Manager, in consultation with the Town Attorney, to negotiate, finalize, execute, and administer a construction contract with Erik Harren. The resolution establishes:

- a lump sum construction contract amount not to exceed **\$145,000**; and
- separate authority to pay actual documented costs for required bonding in an amount not to exceed **\$10,000**.

The total authorization would not exceed **\$155,000**, inclusive of construction and required bonding costs.

The resolution also requires final legal review, receipt and approval of required insurance and bonds, confirmation of the project schedule, and completion of any other necessary contract documents before work begins.

Motion by Gusty K., second by Tom P., to approve Resolution No. 25 – Series 2026, A Resolution awarding a contract for the 2-bedroom apartment construction. Motion passed 4-0.

#### **11. Discussion / Direction Items**

- A.** Consideration of Council positions on select pending state legislation affecting local governments, including housing and municipal finance.

Rob G. provided a brief update to Council on current legislation.

#### **12. Future Agenda Items**

- A.** Future Meeting Topics

Rob G: We will hopefully have a council member to appoint at the next meeting. We have not yet received any applications. We also need to appoint committees at the next meeting.

Jay B: The auditor will be presenting virtually at the next meeting, the results of our 2025 audit.

#### **13. Adjourn**

Motion by Kate S., second by Tom P., to adjourn the meeting at 6:26pm.

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Earle Bidez, Mayor

ATTEST:

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Jay Brunvand, Town Clerk

# TOWN MANAGER'S REPORT

*May 2026*



*Town of*  
**Minturn**

# Town Manager's Report



## Top Updates

### Minturn Community Garden Improvements

- Staff received notification last week that the town was not awarded an AARP Community Challenge Grant. Staff will explore other options to allocate resources towards improvement of the public space.
- Staff are working with the Community Garden to install an automated drip irrigation system for planter boxes to reduce water consumption.
- Staff are also working on acquiring new outdoor furniture for the garden including benches and tables.

### Main Street Sidewalks Phase IIb and III

- Staff are seeking Council approval to submit a grant application to the Federal Highway Administration's **Safe Streets and Roads for All Implementation Grant Program** for final design and construction of remaining Main Street sidewalk improvements. The project would complete the unfinished portion of Phase II and advance the preliminary designed Phase III sidewalk extension south toward the Minturn Boneyard property.
- Resident feedback received through the RTAP project, the Minturn Community Survey, and ongoing public comments continues to identify Main Street sidewalk connectivity as a priority. Staff will continue pursuing funding opportunities to support design and construction of missing sidewalk segments along Main Street.

### Cemetery Road & Bridge

- **Grant Opportunity:** Staff are evaluating the Federal Lands Access Program through the Federal Highway Administration as a potential funding source for Cemetery Road and bridge improvements. The program supports local road and bridge projects that improve access to federal lands and may be a good fit for rehabilitating the bridge and reconstructing Cemetery Road from U.S. Highway 24 to the U.S. Forest Service gate below the Bike Park. Staff will continue reviewing eligibility, match requirements, and application timing.

## Capital Projects

### New Water Treatment Plant (WTP)

- **Design/Review:** Design review with CDPHE is still pending. Local building and zoning review is nearly complete. Local design review will occur at the June 10 Planning Commission meeting and the June 17 Town Council meeting.
- **Construction Contract:** The contract for construction of the plant with JHL Constructors has been finalized and signed.
- **Construction Administration Contract:** The town is still waiting for the contract with HDR and Swiftwater Solutions for construction administration to be returned with requested edits from the last council meeting.

# Town Manager's Report



- **Construction Timeline:** Initial staging and mobilization by JHL Constructors for the project will start the third week of June.

## Minturn Bike Park 2026 Improvements

- **Planned Work:** Staff are planning improvements in **May 2026** to the bike jump features and dual slalom course.
- **Coordination:** Work will be completed by **VVMTA** with Town support.
- **Purpose:** Improvements are intended to improve **safety, ride quality, and long-term usability** for a range of skill levels.

## Town Hall 2-Bedroom Apartment Reconstruction

- **Status:** The Town Council approved a resolution authorizing negotiation and execution of a contract with Erik Harren for the project. The contract has been finalized and signed. Construction will begin May 18.

## Taylor Avenue Repaving Project

- **Status:** Design and bidding are complete, and initial test digging has occurred.
- **Award:** Town Council approved **Schofield Excavating** on **March 18** based on the lowest bid of **\$453,638.80**.
- **Next Step:** Construction will begin on May 26.

## Main Street Pedestrian Improvement Project Phase II

- **Status:** Negotiations with **CDOT, Xcel Energy, and Phoenix Industries** have been completed.
- **Council Action:** Council approved a change order in the amount of **\$99,991.88** on **February 18**.
- **Next Steps:** Xcel gas line relocation work has started and will continue for several weeks.

## Main Street Streetlighting Project

- **Status:** Staff continue to pursue **Holophane** as the preferred streetlight manufacturer, and preliminary fixture and pole concepts have been informally reviewed by **CDOT**.
- **Coordination:** Staff are continuing to coordinate with **Xcel Energy** on electrical service and related utility planning.
- **Timing:** The anticipated construction timeline for portions of this project is being pushed back as staff evaluate incorporating some of these improvements into the proposed **First-Williams-Nelson Infrastructure Improvements Project**.

## Bellm Bridge Replacement

- **Status:** The Town has secured **\$4,000,000** through CDOT's **Off-System Bridge Grant Program**. Contracts with **SEH** and **Kumar & Associates** have been finalized, and bridge design is underway. Staff also submitted the project to **Congressman Neguse's office** for consideration for **Congressionally Directed Spending**.

# Town Manager's Report

- **Next Steps:** Staff will continue advancing design, coordinating grant programming and contracting with CDOT, and pursuing the remaining funding needed for the project.

## Little Beach Park Improvements

- **Completed Work:** The new retaining wall and asphalt access road are complete.
- **Design:** Staff have been working with **Rocky Mountain Recreation** on an initial playground design for public and Council review in the coming weeks.
- **Site Preparation:** Staff are coordinating with **Public Works** and the **Town Engineer** to relocate a water line and complete additional excavation needed to prepare the site for the new playground.

## First-Williams-Nelson Infrastructure Improvements Project

- **Status:** Staff discussed this project with Town Council at the **April 1** meeting and are continuing to evaluate potential scope and feasibility.
- **Primary Driver:** The project is being explored because there is a **non-compliant water service line** beneath **First Street** that currently serves multiple properties and will require extensive excavation to replace.
- **Potential Improvements:** In addition to water line replacement, staff are evaluating related improvements including **street repairs and repaving**, creation of a **public plaza/flex space on First Street**, new **power infrastructure to support events**, and installation of **conduit for future telecommunications and fiber infrastructure**.
- **Coordination:** Staff are also in discussion with **Xcel Energy** regarding the potential to **underground electric lines** in this area.
- **Timing:** At this time, staff expect this would be a **summer 2027 project at the earliest**.

## Other Projects

### Eagle Park Restrooms

- **Status:** Staff are evaluating options for replacing the decorative exterior wood on the Eagle Park restrooms, which has experienced significant deterioration and rot.
- **Replacement Options:** Staff are working with the original restroom manufacturer to identify potential replacement materials that are more durable and better suited for long-term exterior use.
- **Year-Round Use:** Staff are also evaluating the feasibility of heating the restroom structures during cold weather so the facilities can potentially remain operational year-round.

### Highlands Parcels

- **Background:** The Town acquired approximately **55 acres** west of **U.S. Highway 24** through a settlement with the former Battle Mountain developer.

# Town Manager's Report



- **Status:** The parcels are now **listed on the MLS** as part of the Town's strategy to help offset water treatment plant costs.

## Minturn USFS Shooting Range

- **Background:** At the November 19, 2025, Town Council meeting, Council directed staff to explore options for Town management of the Minturn Shooting Range to address long-standing concerns related to safety, noise, and environmental impacts. The shooting range is located on federal land south of the Minturn Bike Park.
- **Status:** Staff have continued coordinating with the U.S. Forest Service regarding the process for Town management and operation of the range. The Town previously submitted a Colorado Parks and Wildlife Shooting Range Development Grant application for Phase 1 improvements focused on access, safety, site organization, and basic range management infrastructure. This week, staff received notice that CPW is inviting the Town to formally present its grant request during the last week of May.
- **Next Steps:** Staff are preparing for the CPW grant presentation and are continuing to work with the U.S. Forest Service on a Special Use Permit application that would allow the Town to formally operate and manage the range. Additional federal review and permitting will likely be required before certain physical improvements can move forward.

## Policy & Planning Initiatives

### Minturn Forward Land Use Code Update

The Planning Commission has finished their review of Article 3: Subdivision and Development standards as well as some lingering use standards that took a little longer to draft. Staff are in the process of drafting Article 1: General Provisions and hope to have that in front of the Planning Commission for review at the first meeting in June.

### Minturn Impact Fee Study

- **Background:** Staff issued an RFP in November 2025 for a comprehensive impact fee study.
- **Status:** Staff are putting the impact fee study on pause to conduct a limited asset inventory and capital improvement planning process. This step is necessary to gather additional data on Town assets and capital needs before proceeding with the study.
- **Next Steps:** Staff will coordinate with BBC Research & Consulting on the revised project timeline and will return to Council with additional information as the inventory and CIP work progresses.

### Housing Affordability and Neighborhood Stability

- **Status:** Staff met with **Avon** and **Eagle County** on **February 18** regarding the Regional Housing Authority formation study and provided a follow-up memo to Town Council on **March 4**.

# Town Manager's Report



- **Current Work:** Staff are developing a **Minturn-specific framework** for potential participation in a future regional housing authority. Staff will be presenting this to the Planning Commission on May 27 and Town Council on June 17.

## Temporary & Mobile Business Pilot Program

- **Status:** Town Council approved the **Temporary & Mobile Business Pilot Program** on **February 4**, authorizing mobile and modular business licensing on Town-owned property through **October 31, 2026**. Staff have now received **two applications** under the pilot.
- **Applications Received:** Little Blue Bakery of Minturn is proposing to locate at the Union Pacific lease lot next to the red storage shed, and Nomadic Roots Sauna is proposing to locate at Little Beach Park.
- **License Issued:** Licenses have been issued to both Little Blue Bakery and Nomadic Roots Sauna. Staff will provide updates to Council as to how the program performs this summer.

## Downtown Redevelopment Code Evaluation – First/Williams/Nelson Area

- **Status:** Staff are identifying a follow-on planning effort related to the **First-Williams-Nelson Infrastructure Improvements Project**.
- **Purpose:** The goal will be to evaluate whether current development regulations are creating barriers to redevelopment in the west side of the **100 block** as the Town considers major infrastructure investment in the area.
- **Potential Focus:** Building height, parking requirements, and other standards affecting redevelopment on small, constrained lots.
- **Next Steps:** After the current land use code update is complete, staff will develop a process for review with the **DDA, Planning Commission, and Town Council**, and evaluate whether outside consultant support would be beneficial.

## Public Works

### Weekly Report (May 4 to May 10)

- **Operations:** Staff completed daily Water Treatment Plant operations, routine trash and dog waste station servicing, utility locates, monthly “No Water Read” reviews, and general Public Works shop organization. Staff also picked up and later returned the rental Water Truck due to water restrictions and began seasonal street sweeping operations throughout Town.
- **Seasonal Maintenance:** Staff performed snow removal at Town Hall, Not A Park, the 100 Block, Cemetery Bridge, and Bellm Bridge. Staff also completed debris, dirt, and trash removal from the Little Beach Playground area and continued cleanup related to soil stripping operations.
- **Repairs and Improvements:** Staff responded to a broken water line in the Water Treatment Plant Pump Room, removed standing water, shut down the affected pump, and

# Town Manager's Report

coordinated replacement parts for repair. Staff continued monitoring high water usage at 225 Pine Street, cleared garage space to store the Water Truck and Street Sweeper indoors, and relocated the historic mining bell to the Town Shop for temporary storage.

- **Project Coordination:** Public Works coordinated with HDR, Mears Group, Intermountain Engineering, Ferguson/GJ Pipe, Core & Main, and project contractors on the Sidewalk Extension Project, Little Beach Playground water line relocation, Taylor Street Project, Belden Place Project, and 532 Main Street Project. Staff also addressed construction-related dirt and debris tracking onto Highway 24 and coordinated water meter needs for ongoing construction activities.
- **Equipment and Supplies:** Staff performed preventative maintenance on loaders, the mini excavator, and skid steer; replaced damaged components on the mini excavator; obtained an acetylene bottle for mobile torch operations; and upgraded the Water Truck washout connection from a 1½-inch to a 2½-inch coupler and cap.
- **Safety:** Public Works staff attended Emergency Management Training at Town Hall in place of the weekly safety meeting. Training covered low water conditions, wildfire risk, evacuation preparedness, emergency communications, PPE, traffic control, equipment readiness, and Public Works' role during emergency response situations. No incidents or injuries were reported during the reporting period.

## Weekly Report Photos (May 4 to May 10)

### 1. Street Sweeping Operations



# Town Manager's Report



## 2. Main Street Gas Line Relocation



# Town Manager's Report



## 3. Hydrovac Operations



## 4. Mini-Excavator Repair & Maintenance

# Town Manager's Report



## 6. Contractor Damaged Storm Drain

# Town Manager's Report





**SpeakUp REACHOUT**

***Let's Talk About Suicide***

# About SpeakUp ReachOut

***Discussing suicide has the power to heal. We've experienced it first hand.***

**SpeakUp ReachOut reduces instances of suicide in Eagle County and helps those affected by it address their pain. Through educational programs, events, peer groups, and partnerships, we bring community members together to learn and share their unique experiences.**



# Suicide by the Numbers

## Eagle County Statistics

<b>Year</b>	<b># of Suicides</b>	<b>Average Age</b>	<b>Male/Female</b>	<b>Resident</b>
<b>2025</b>	<b>6</b>	<b>67</b>	<b>5 male; 1 female</b>	<b>5 yes; 1 no</b>
<b>2024</b>	<b>15</b>	<b>44</b>	<b>11 male; 4 female</b>	<b>12 yes, 3 no</b>
<b>2023</b>	<b>13</b>	<b>46</b>	<b>12 male; 1 female</b>	<b>11 yes; 2 no</b>
<b>2022</b>	<b>15</b>	<b>48</b>	<b>12 male; 3 female</b>	<b>14 yes; 1 no</b>
<b>2021</b>	<b>9</b>	<b>32</b>	<b>7 male; 2 female</b>	<b>8 yes; 1 no</b>

# Prevention Framework

## Theory of Change

**By engaging the community and partnering with schools, healthcare providers, workplaces, community organizations, identified target populations, and local leaders, and by providing education, training, outreach, and postvention support, SpeakUp ReachOut empowers individuals and the community to reduce instances of suicide and promote mental well-being across Eagle County.**

# Our Initiatives

- **Signature Event Series**
- **Peer Support Groups**
- **Suicide Prevention Training**
- **Signs of Suicide School Programming**
- **Coping Skills for Resilience**
- **Professional Development for providers and first responders**
- **Lethal Means Safety**
- **Retrospective Fatality Analysis**
- **Community Response & Loss Support**

# Learn More About Suicide Prevention

## Training with SpeakUp ReachOut

- **Level 1**
  - **Talk Saves Lives**
  - **LivingWorks Start**
  - **VitalCog: Workplace Suicide Prevention**
  - **Question, Persuade, Refer (QPR) Training**
  - **Soul Shop for Congregations**
- **Level 2**
  - **Mental Health First Aid**
  - **Youth Mental Health First Aid**
  - **Soul Shop for Leaders**
  - **Spiritual First Aid**
- **Level 3**
  - **Applied Suicide Intervention Skills Training (ASIST)**
  - **Professional Development Opportunities**

# Upcoming Events

- **Laughter As Medicine – July 2**
  - **Bilingual Comedy Event, co-hosted with Vail Comedy Show**
- **Eye of the Survivor Storytelling Retreat – August 8**  
**Learn how to impactfully share your journey with mental health through storytelling**
- **Wear Yellow Day – September 10**
  - **Support suicide prevention and spread awareness in Eagle County**
- **Annual Memorial Ceremony – September 12**
  - **Remember, Reflect, Revitalize HOPE!**
- **Día de Muertos – November 1**
  - **Celebrate loved ones lost at this collaborative event**

# Language Matters

## Choosing Compassionate and Accurate Language

- **Died of/by Suicide vs. Committed suicide**
- **Suicide v. Successful attempt**
- **Suicide Attempt vs. Unsuccessful attempt**
- **Describe behavior vs. manipulative/attention seeking**
- **Describe behavior vs. suicide gesture/cry for help**
- **Diagnosed with vs. they're Borderline/Schizophrenic**
- **Working with vs. dealing with suicidal patient**

# Firearms and Suicide



## Gun Owners Can Help Prevent Suicide

Help prevent suicide and keep your loved ones and yourself safe by putting time and distance between a suicidal person and a firearm.

### Out of home storage:

- Gun shops, ranges, law enforcement
- [ColoradoFirearmsSafetyCoalition.org](https://ColoradoFirearmsSafetyCoalition.org)
- [Lock2Live.org](https://Lock2Live.org)
- Loan the firearm to a relative
- Loan to a non-relative for up to 72 hours

### Other storage options:

- Storage device and safes
- Change combinations and secure keys
- Store firearms and ammo separately

[SpeakUpReachOut.org](https://SpeakUpReachOut.org)

**SpeakUp** REACHOUT

# Firearms and Suicide



## Gun Owners Can Help Prevent Suicide

**Any strategy that builds time between someone in suicidal crisis and a firearm will keep everyone safer.**

**Please consider these options:**

- **Get connected with a healthy support group**
- **Seek help from a qualified professional**
- **Store your firearms off-site temporarily**
- **Ask a friend to hold the keys, or store them somewhere safe where they're not immediately available in a crisis**
- **Disassemble your guns and entrust a friend with non-regulated components**

# Firearms and Suicide



## How To Request A Locking Device

### Request Online (Easiest Option)

- **Go to Project ChildSafe**
- Click "Get a Safety Kit"
- **Fill out the form**→ lock mailed to your home

OR

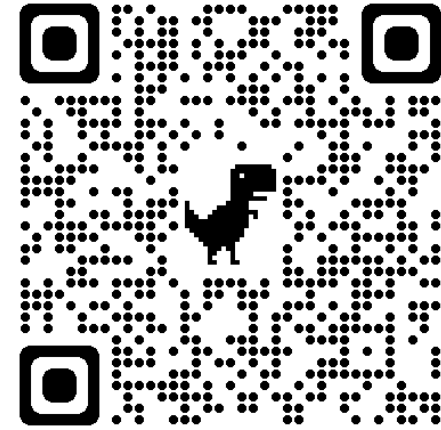
- **Use Locked and Unloaded (Colorado-specific option)**

### Local Options (Eagle County)

- **Eagle County Sheriff's Office**
  - **Call: 970-328-8500**
  - **Email: [info@sheriff.eagle.co.us](mailto:info@sheriff.eagle.co.us)**
  - **Ask about free lock pick-up**
- **Licensed Firearm Dealers**
  - **Required by Colorado law to provide a free lock with purchase/transfer**

[SpeakUpReachOut.org](https://SpeakUpReachOut.org)

**SpeakUp** REACHOUT



**Find a Group that meets  
your needs TODAY!**

**Peer Support**

**SpeakUp REACHOUT**

# Where to Find Us



[www.speakupreachout.org](http://www.speakupreachout.org)



@speakupreachouteaglecounty



@speakupreachoutec



@speakupreachout



**Follow. Like. Share.**

SpeakUp REACHOUT

**Get  
Help**

# VAIL HEALTH Crisis Line

24/7 free and confidential  
support for those in crisis

**970-306-4673**



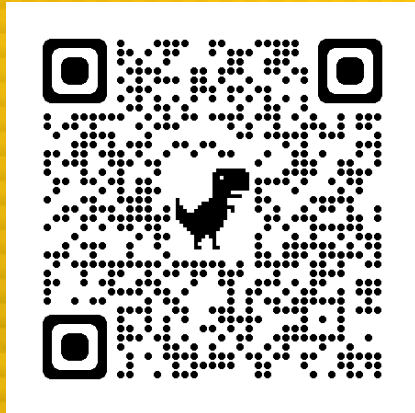
**BEHAVIORAL HEALTH**  
VAIL HEALTH

**[www.vailhealthbh.org](http://www.vailhealthbh.org)**

SpeakUpReachOut.org

Speak**Up**RE**ACH**OUT

# Your Support Makes a Difference



## Suicide prevention programs are paid for by compassionate people like you

- 2500+ students 5th-12th grade receive suicide prevention training each year
- 97% of people are more comfortable talking about mental health and suicide after taking a training with SpeakUp Reachout
- 186 students were identified as needing support in 25/26 SY as a result of our programs.

***Because of your community support, programs like this are available to everyone at no charge.***

SpeakUpReachOut.org

SpeakUpREACHOUT



To: Mayor and Council

From: Jay Brunvand

Date: May 20, 2026

Agenda Item: Fiscal Year 2025 Financial Audit

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**REQUEST:**

During the May 20, 2026 Council Meeting, Council will be asked to accept the 2025 Fiscal year Audit. This will include brief presentation from a representative of Hood P.C. who will be attending to present and answer any questions.

**INTRODUCTION:**

FY 2025 Audit review and acceptance is scheduled under Business Items. As per §29-1-606(a)(1) C.R.S. the Council must accept the audit and submit the approved audit to the Department of Local Affairs and to the Office of the State Auditor not later than June 30 of each year.

The audit is included in electronic format with the May 20 packet. Last year there was concern on the valuation of the Highlands Parcel(s). For 2025 it is included in the audit based on the listing value. If you refer to page D16 of the audit it is noted in the Audit notes, second to last paragraph from the bottom of that page.

**ANALYSIS:**

Our audit firm, Hood CPAs, was on site the week of February 17 and conducted their audit and financial review. The annual audit provides a snapshot view of the financial integrity of the Town as of December 31, 2025. The audit shows the town to be on a solid financial footing and we have been presented with a clean financial bill of health.

**COMMUNITY INPUT:**

Not Applicable

**BUDGET / STAFF IMPACT:**

The Town is required by State law to have an annual financial audit. This item is budgeted for annually. Most important, municipal governments are required to have an annual audit performed by a certified firm, I assure you we are not being audited due to an issue or problem.

**STRATEGIC PLAN ALIGNMENT:**

In accordance with Strategy #1 the town is committed to practicing fair, transparent, and communicative local government. Management is responsible for the preparation and fair presentation of the annual financial audit in accordance with accounting principles generally accepted in the United States of America.

**RECOMMENDED ACTION OR PROPOSED MOTION:**

Motion to accept the Fiscal Year 2025 Annual Audit as presented/amended/conditioned.

**ATTACHMENTS:**

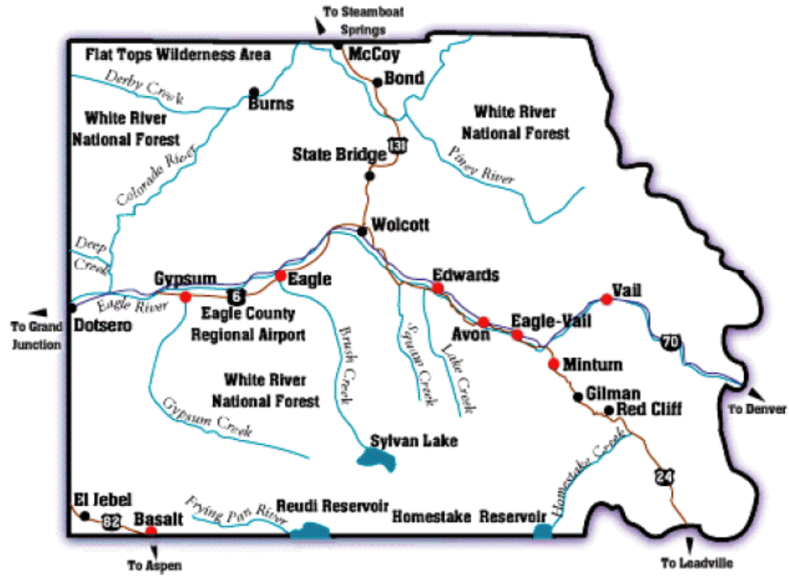
- The FY2025 Annual Audit Draft has been made available to the Council and public electronically. Upon acceptance of the audit by the Minturn Town Council the audit will be publicly available on the Town's website or, upon request, in printed format.

**TOWN OF MINTURN, COLORADO**

**FINANCIAL STATEMENTS  
AND  
INDEPENDENT AUDITORS' REPORT**

**DECEMBER 31, 2025**





**TOWN OF MINTURN**  
**AUDITED FINANCIAL STATEMENTS**  
For the Year Ended December 31, 2025

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**TOWN OF MINTURN**  
AUDITED FINANCIAL STATEMENTS  
For the Year Ended December 31, 2025

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The Honorable Mayor and Members  
of the Town Council  
Minturn, Colorado

## INDEPENDENT AUDITOR'S REPORT

### *Opinions*

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units and remaining fund information, and each major fund of the Town of Minturn as of and for the year ended December 31, 2025, and the related notes to the financial statements, which collectively comprise the Town of Minturn's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units and remaining fund information, and each major fund of the Town of Minturn as of December 31, 2025 and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

### *Basis for Opinions*

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Town of Minturn and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### *Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Minturn's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material

misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism through the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Town of Minturn's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about Town of Minturn's ability to continue as a going concern for a reasonable period of time.

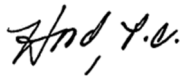
We are required to communicate to those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information, listed as required supplementary information in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with accounting standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the supplementary information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Minturn's basic financial statements. The combining and individual fund financial statements and schedules, and the County, Cities and Towns Annual Statement of Receipts and Expenditures for Roads, Bridges and Streets, which are listed in the table of contents are presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Supplementary Information is fairly stated, in all material aspects, in relation to the basic financial statements taken as a whole.



HOOD, P.C.  
*Glenwood Springs, Colorado*  
***April 30, 2026***

MANAGEMENT DISCUSSION AND ANALYSIS



**TOWN OF MINTURN, COLORADO**  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
For the Fiscal Year Ended December 31, 2025

**MANAGEMENT'S DISCUSSION AND ANALYSIS**

The Town of Minturn was organized in 1904, under provisions of Colorado State Statutes. The provisions of its home rule charter that was adopted in 1982 currently govern the town. The Town operates under a Council-Mayoral form of government and is a duly organized and existing political subdivision under the Constitution and laws of the State of Colorado. The Town is located in the central portion of Colorado approximately one hundred miles west of Denver, two miles south of Interstate 70 on State Highway 24, and four miles west of the Town of Vail and the Vail Ski Resort, and four miles east of the Town of Avon and the Beaver Creek Ski Resort. An elected Mayor and Town Council govern the Town and are responsible for setting policy, appointing administrative personnel and adopting an annual budget in accordance with state statutes.

The discussion and analysis of the Town of Minturn's financial performance provides an overall review of the Town's financial activities for the fiscal year. The intent of this discussion and analysis is to look at the Town's financial performance as a whole; it should be read in conjunction with the basic financial statements and notes to enhance the reader's understanding of the Town's overall financial performance.

**FINANCIAL HIGHLIGHTS**

Key financial highlights for the fiscal year ended December 31, 2025 are as follows:

- In total, the Town's *overall* net position increased \$14,435,085 or 70% from the previous fiscal year.
- The Town's Governmental Activities General Revenues accounted for \$3,669,109 or 73% of all revenues. These general revenues include taxes, grants and entitlements not restricted to specific programs, and general interest and other revenues not related to specific programs. Program specific revenues, in the form of charges for services and sales, as well as program specific grants and contributions, accounted for \$1,340,701 or 27% of the Town's total governmental revenues of \$5,009,810.
- Governmental Activities for the Town had \$4,096,482 in expenses, of which \$784,617 were offset by program specific charges for services and sales, and \$556,084 by operating and capital grants and contributions. The remaining expenses were offset by general revenues.
- In the Town's business-type (enterprise) activities, fiscal year income exceeded expenses by \$13,521,757 thus increasing the activity's net position to \$20,225,169.

**USING THE BASIC FINANCIAL STATEMENTS**

This annual report consists of four parts – *management's discussion and analysis* (this section), the *basic financial statements*, *required supplementary information*, and *other supplementary information*. These statements are organized so the reader can understand the Town of Minturn as a financial whole, or as an entire operating activity. The basic financial statements include two types of information on the same statement that present different views of the Town.

- *Government-wide financial statements* that provide both *long-term* and *short-term* information about the Town's *overall* financial status.
- *Fund financial statements* that focus on *individual parts* of the Town government, reporting the Town's operations *in more detail* than the government-wide statements.

The financial statements also include *notes* that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of *required supplementary information* that further explains and supports the information in the financial statements. Additional supplemental information has also been included to enhance the readers understanding of the report.

**TOWN OF MINTURN, COLORADO**  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
For the Fiscal Year Ended December 31, 2025

**REPORTING THE TOWN AS A WHOLE**

**Statement of Net Position and Statement of Activities**

While this report contains all funds used by the Town to provide programs and activities, the view of the Town as a whole looks at all financial transactions and asks the question, "How did we do financially during the current fiscal year?" The statement of net position and the statement of activities answer this question. These statements include all assets and liabilities using the accrual basis of accounting similar to the accounting system used by most private sector companies. The bases of accounting take into account all of the current year's revenues and expenses regardless of when cash was received or paid.

The focus of these government-wide financial statements is on the overall financial position and activities of the Town. These financial statements are constructed around the concept of a primary government, the Town, except for fiduciary funds. The statement of net position and statement of activities provide information about the activities of the whole Town, presenting both an aggregate view of the Town's finances and a longer-term view of those finances.

The statement of net position and the statement of activities report the Town's net position and changes in those assets. This change in net position is important because it identifies whether the financial position of the Town has improved or diminished for the Town as a whole. The cause of this change may be the result of many factors, some financial, some not. Nonfinancial factors include the Town's property tax base, current property tax laws, statutorily required reserves, facility conditions, and other factors.

In the statement of net position and the statement of activities, the Town is divided into two distinct kinds of activities:

**Governmental Activities** – Governmental activities are generally financed through taxes, intergovernmental revenues and other non-exchange revenues. Most of the Town's programs and services are reported here including general government activities, planning and zoning, municipal court, police, public works, parks and recreation, economic development, and interest on long-term debt.

**Business-Type Activities** – Business-type activities are financed by some degree by charging external parties for the goods or services they acquire. The Town's enterprise activities for water and trash, are reported as business-type activities as the service is provided on a charge for goods or services basis to recover the expenses of the goods and services provided.

**FUND FINANCIAL STATEMENTS**

Fund financial statements provide the next level of detail. For governmental funds, these statements tell how services were financed in the short-term as well as what remains for future spending. The fund financial statements also report the Town's operations in more detail than the government-wide statements by providing information about each of the Town's major funds. For the Town of Minturn, the General Fund is the most significant fund. Except for the General Fund, a specific fund is established to satisfy managerial control over resources or to satisfy finance-related legal requirements established by external parties or governmental statutes or regulations. The Town maintains five individual governmental funds: General, Special Revenue, Conservation Trust, Minturn Market, Capital Projects Fund. Information is presented separately in the governmental funds balance sheet and in the governmental funds statement of revenues, expenditures, and changes in fund balances for the major funds. The nonmajor funds are combined into a single, aggregated, presentation with individual fund data for each of these nonmajor governmental funds provided in the form of combining statements as supplemental information. The Town's proprietary, or enterprise fund, is used to account for its Water and Trash activities. This fund is considered to be a major fund of the Town of Minturn.

**TOWN OF MINTURN, COLORADO**  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
For the Fiscal Year Ended December 31, 2025

**FUND FINANCIAL STATEMENTS -- CONTINUED**

As indicated above, the Town's fund financial statements are divided into two broad categories; namely (1) governmental funds; and (2) proprietary funds.

**Governmental Funds** – The Town's activities are reported in governmental funds, which focus on how monies flow into and out of those funds and the balances left at fiscal year-end for spending in future periods. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the Town's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or less financial resources that can be spent in the near future to finance the Town's programs. The relationship, or differences, between governmental activities reported in the statement of net assets and the statement of activities and the governmental funds is reconciled in the financial statements. The Town maintains the following governmental funds:

*General Fund* – A major fund used to account for resources traditionally associated with government which are not required legally or by sound financial management to be account for in another fund.

*Special Revenue Fund* – A major fund accounting for resources restricted in use for future debt service, capital acquisition and maintenance of Town property.

*Conservation Trust Fund* – A nonmajor fund accounting for resources restricted in use for parks and recreation acquisition, development and maintenance pursuant to Colorado Revised Statutes.

*Minturn Market Fund* – A nonmajor fund accounting for resources assigned to match costs with income, as well as Town contributions as needed in order to provide foot traffic for the retail shops and restaurants in the Town during summer weekends.

*Capital Project Fund* – A major capital projects fund accounting for resources committed for capital projects using a dedicated construction use tax on projects exceeding \$10,000.

**Proprietary Funds** – The enterprise funds use the same basis of accounting as business-type activities; therefore, these statements are essentially the same. These funds are established to account for operations that are financed and operated in a manner similar to private enterprise, where the intent is that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The proprietary (enterprise) funds include the following:

*Water and Sanitation Fund* – accounts for activities related to water and sanitation services to the citizens of the Town.

**Discretely Presented Component Unit** – A legally separate organization for which the town is financially accountable, but has a separate governing board is considered part of the reporting entity and is reported as a discretely presented component unit (see Note 1):

*Minturn Education Fund* – A non-profit organization formed in November 2012 to create a scholarship program for qualified Minturn students who meet merit and financial need criteria. The Minturn Education Fund does not issue separate financial statements and is discretely presented in the Town's financial statements.

**Notes to the Financial Statements:** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found in Section D of this report.

**TOWN OF MINTURN, COLORADO**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)**  
For the Fiscal Year Ended December 31, 2025

**THE TOWN AS A WHOLE**

The perspective of the statement of net position is of the Town as a whole. On the subsequent page there is a summary of the Town's net position for the current and prior fiscal year.

	Governmental Activities		Business-Type Activities		Total	
	2025	2024	2025	2024	2025	2024
<u>Assets:</u>						
Current and Other Assets	\$ 6,120,380	\$ 5,989,327	\$ 5,748,503	\$ 5,155,596	\$ 11,868,883	\$ 11,144,923
Restricted Cash	-	-	1,167,324	3,093,337	1,167,324	3,093,337
Capital Assets, Net	10,073,828	9,327,118	16,647,392	3,841,564	26,721,220	13,168,682
Total Assets	16,194,208	15,316,445	23,563,219	12,090,497	39,757,427	27,406,942
<u>Liabilities:</u>						
Current & Other Liabilities	286,546	371,437	1,301,339	3,263,652	1,587,885	3,635,089
Long-term Liabilities	17,238	-	2,036,711	2,123,433	2,053,949	2,123,433
Total Liabilities	303,784	371,437	3,338,050	5,387,085	3,641,834	5,758,522
<u>Deferred Inflows of Resources</u>						
Property Taxes	1,021,785	846,338	-	-	1,021,785	846,338
Related to Leases	86,947	230,306	-	-	86,947	230,306
Total Deferred Inflows	1,108,732	1,076,644	-	-	1,108,732	1,076,644
<u>Net Position:</u>						
Invested in Capital Assets, Net of related debt	10,058,846	9,327,118	14,523,959	1,614,378	24,582,805	10,941,496
Non-Spendable	-	-	-	-	-	-
Restricted	272,661	248,746	-	-	272,661	248,746
Unrestricted	4,450,185	4,292,500	5,701,210	5,089,034	10,151,395	9,381,534
Total Net Position	\$ 14,781,692	\$ 13,868,364	\$ 20,225,169	\$ 6,703,412	\$ 35,006,861	\$ 20,571,776

As indicated earlier, net position may serve over time as a useful indicator of the Town's financial health. The Town's *overall* assets exceeded its liabilities and deferred inflows by \$14,435,085 at December 31, 2025.

By far the largest portion of the Town's Net Position is its net investment in capital assets less the related debt used to acquire those assets that is still outstanding. The Town uses these capital assets to provide services to the public; consequently, these assets are not available for future spending. Although the Town's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the Town's Net Position, \$272,661 (0.8%), represents resources that are subject to restrictions as to how they may be used; this includes statutorily required TABOR emergency reserves and monies restricted for conservation trust purposes, and maintenance of Town property.

**TOWN OF MINTURN, COLORADO**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)**  
For the Fiscal Year Ended December 31, 2025

**THE TOWN AS A WHOLE (CONTINUED)**

The Town's current and other assets of \$6,120,380 are more than current and other liabilities of \$286,546, meaning the Town will be able to meet current obligations.

The statement of activities reflects the cost of program services and the charges for services and sales, grants, and contributions offsetting those services. The following detail reflects the total cost of services supported by program revenues and general property taxes, unrestricted state entitlements, and other general revenues, resulting in the overall change in net assets for the fiscal year 2025:

	Governmental Activities		Business-Type Activities		Total	
	2025	2024	2025	2024	2025	2024
<u>Revenues:</u>						
Program Revenues:						
Charges for Services/Sales	\$ 784,617	\$ 782,063	\$ 1,506,954	\$ 4,920,464	\$ 2,291,571	\$ 5,702,527
Capital Grants & Contrib.	556,084	258,993	12,891,654	-	13,447,738	258,993
Total Program Revenues	1,340,701	1,041,056	14,398,608	4,920,464	15,739,309	5,961,520
General Revenues and Transfers:						
Taxes	3,147,742	3,154,233	-	-	3,147,742	3,154,233
Intergovernmental Revenue	181,324	184,121	-	-	181,324	184,121
Interest/Investment Earnings	340,043	315,715	83,457	70,785	423,500	386,500
Total General Revenues and Transfers	3,669,109	3,654,069	83,457	70,785	3,752,566	3,724,854
Total Revenues	5,009,810	4,695,125	14,482,065	4,991,249	19,491,875	9,686,374
<u>Program Expenses:</u>						
General Government	1,509,183	1,771,871	-	-	1,509,183	1,771,871
Planning and Zoning	629,245	482,947	-	-	629,245	482,947
Municipal Court	7,615	12,864	-	-	7,615	12,864
Police	455,750	471,508	-	-	455,750	471,508
Public Works	366,348	671,521	-	-	366,348	671,521
Parks & Recreation	1,128,341	688,400	-	-	1,128,341	688,400
Water & Sanitation	-	-	960,308	1,306,040	960,308	1,306,040
Total Expenses	4,096,482	4,099,111	960,308	1,306,040	5,056,790	5,405,151
Increase (Decrease) in Net Position	\$ 913,328	\$ 596,014	\$ 13,521,757	\$ 3,685,209	\$ 14,435,085	\$ 4,281,223

**TOWN OF MINTURN, COLORADO**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)**  
For the Fiscal Year Ended December 31, 2025

**Governmental Activities**

*Revenues*

The Town's governmental activities revenues increased approximately \$314,685, or 7% from the prior year. Increases occurred for property taxes; real estate transfer taxes and interest earned on cash and investments.

*Expenses*

Program expenses for governmental activities increased approximately \$2,629, or 0% from the prior fiscal year. Notable increases occurred in purchased services related to legal, planning and zoning and development related charges, the remaining Town's operating costs were comparable to the prior year.

As indicated above, the statement of activities reflects the cost of program services and the charges for services, grants, and contributions offsetting those services. The following table summarizes the information from the statement of activities, reflecting the total cost of program services and the remaining net cost of program services supported by taxes and other general revenues:

	Total Cost of Service		Net Cost of Service	
	2025	2024	2025	2024
General Government	\$ 1,509,183	\$ 1,771,871	\$ 582,977	\$ 1,058,786
Planning and Zoning	629,245	482,947	224,634	170,320
Municipal Court	7,615	12,864	7,615	12,864
Police	455,750	471,508	445,866	456,164
Public Works	366,348	671,521	366,348	671,521
Parks & Recreation	1,128,341	688,400	1,128,341	688,400
Total Expenses	\$ 4,096,482	\$ 4,099,111	\$ 2,755,781	\$ 3,058,055

The dependence on general revenues for governmental activities is essential. Approximately 67% of 2025 and 75% of 2024 program services were supported through taxes and other general revenues.

**Business-Type Activities** – The results of operations of the business-type activity indicate that the utility funds used available fund balances to cover losses without assistance from the general fund:

Operating Revenues	\$ 1,506,954	\$ 4,920,464
Misc. Revenues	83,457	70,785
Total Revenues	1,590,411	4,991,249
Less Operating and Interest Expenses	(960,308)	(1,306,040)
Net Income (Loss), Before Transfers & Capital Contrib.	630,103	3,685,209
Transfers In (Out)	-	-
Capital Contributions	12,891,654	-
Net Income (Loss)	\$ 13,521,757	\$ 3,685,209

**TOWN OF MINTURN, COLORADO**  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
For the Fiscal Year Ended December 31, 2025

**THE TOWN'S FUNDS**

**Governmental Funds**

The governmental fund level financial statements focus on how services were financed in the short-term as well as what remains for future spending. The governmental fund level financial statements are reported on the modified accrual basis of accounting. At the fund level, under the modified accrual basis of accounting, depreciable assets and their related depreciation expense are not reflected as they are not a current period financial resource or use. In addition, at the fund level, inflows from operating loans are presented as a revenue item while outflows for capital outlay and debt service principal payments are presented as an expenditure item, as these items represent current period financial resources and uses.

The General Fund ending fund balance increased from \$3,623,886 to \$4,065,258 during the current fiscal year. The net increase of \$441,372 represents the excess of current period revenues (financial resources) over current period expenditures (financial uses). The ending fund balance in the amount of \$4,065,258, which includes \$3,915,258 of unrestricted reserves, is the amount of net resources available for future spending. Most financial resources are from taxes and intergovernmental revenues.

The Capital Projects Fund ending fund balance decreased from \$838,856 to \$542,928 during the current fiscal year. The net decrease of \$295,928 represents current period expenditures exceeding current period revenues. The ending fund balance of \$542,928 is restricted for future capital projects.

The Special Revenue Fund ending fund balance decreased from \$9,600 to \$8,499 during the current fiscal year. The net decrease of \$1,101 represents the excess of current period expenditures (financial uses) in excess of current period revenues (financial resources). The ending fund balance of \$8,499 is the amount of net resources available for future spending.

Changes in non-major governmental funds are detailed in the supplemental information of the accompanying financial statements.

**Proprietary (Enterprise) Fund**

The proprietary (enterprise) fund financial statements, as discussed above, use the same basis of accounting as business-type activities. Positive changes in net position reflect that the enterprise fund is currently generating enough operating and non-operating revenues to offset current year operating and non-operating expenses, while negative changes in net assets indicate that it is not. The net assets of the enterprise activities represent the amount of net resources, including capital assets, available to provide future Water and Sanitation services to the general public of the Town of Minturn. The ending net position increased from \$3,012,420 to \$20,225,169 during the current fiscal year. The increase of \$13,521,757 was primarily caused by a capital contribution of \$12,000,000 of land. This land is being held for sale. The year-end balance of unrestricted net assets of \$5,701,210 represents the amount of resources available for future spending.

**TOWN OF MINTURN, COLORADO**  
**MANAGEMENT’S DISCUSSION AND ANALYSIS (UNAUDITED)**  
For the Fiscal Year Ended December 31, 2025

**GENERAL FUND BUDGETING HIGHLIGHTS**

The Town’s procedures in establishing the budgetary data reflected in the financial statements is summarized in *Note 1(E)* of the financial statements. Budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP) with the exception of the Proprietary (Enterprise) Funds. The reconciliation of the budgetary differences of the Proprietary Fund to GAAP is found in *Note 1(E)*. The budgeting system of the Town uses a line-item based budget, which is designed to control line-item expenditures, but provide flexibility for overall budgetary management. During the course of fiscal 2025, the Town amended its budget to more accurately reflect anticipated year-end use of available resources.

The Town’s General Fund budgetary revenues and other financing sources in the amount of \$3,811,281 exceeded budgetary expectations of \$3,760,619 by \$50,662. Positive variances occurred for property taxes, planning zoning and permitting charges and other contributions. Further detail of individual line-item revenues for the general fund can be found in the ‘Supplemental Information’ section following the notes to the financial statements.

***General Fund Charges to Appropriations (Outflows)***

The Town’s General Fund budgetary expenditures and other financing uses of \$3,369,909 were \$1,227,883 less than the final appropriated fund balance of \$4,597,792. Negative variances occurred for general government, police and public works as well as transfers to other funds. Further detail of individual line-item expenditures for the general fund can be found in the ‘Supplemental Information’ section following the notes to the financial statements.

The Town Council and the Town’s management continue to strive to budget appropriate amounts for each individual line item.

**CAPITAL ASSETS AND DEBT ADMINISTRATION**

**Capital Assets**

At the end of 2025, the Town had a total of \$26,721,220 in capital assets, consisting of \$10,073,828 in governmental activities and \$16,647,392 in business-type activities. The following reflects the balances of fiscal year 2025 compared to fiscal year 2024:

	Governmental Activities		Business Type Activities	
	2025	2024	2025	2024
Land & Sites	\$ 3,579,470	\$ 3,579,470	\$ 12,000,000	\$ -
Construction in Progress	615,825	-	1,036,661	101,303
Streets	3,876,465	3,629,614	-	-
Buildings & Improvements	1,876,000	1,950,272	-	-
Machinery & Equipment	126,068	167,762	68,808	93,089
Water & Sanitation System	-	-	3,431,346	3,531,838
Recreation System	-	-	110,577	115,334
<b>Total</b>	<b>\$ 10,073,828</b>	<b>\$ 9,327,118</b>	<b>\$ 16,647,392</b>	<b>\$ 3,841,564</b>

**TOWN OF MINTURN, COLORADO**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)**  
For the Fiscal Year Ended December 31, 2025

**Debt**

At December 31, 2025 the Town had a total of \$2,123,433 of outstanding long-term obligations. The entire amount is carried in business-type activities. Additional information regarding debt service requirements is found in *Note 4* of the financial statements.

**CURRENT ISSUES, ECONOMIC CONDITION AND OUTLOOK**

The 2025-26 winter and ski season proved abysmal with mid-50 percentile snow accumulation, abnormal and historically high temperatures, lower skier days, and reduced visitors to the area. In each month of 2025, sales tax was up month over month from 2024 by 10% with the average being over 10% increase from year end 2024. In January 2026 sales tax was down 15% from January 2025. In consideration of a poor ski season, record and historically high temperatures, and an early Easter it is estimated the 2026 winter sales tax will be down by at least 15% from budget estimates. When budgeting in the current year for the following year, the town takes into account recent previous years and the year to date standing of the current year to conservatively estimate the budget numbers. In light of this the 2026 budget for sales tax was set at \$1,270,000. This equates to an increase over 2025 budget of 3.9%. This 2026 budget figure should take into account the issues detailed above.

After over 15 years employment, 7 years as Town Manager, in February of 2025, Town Manager Michelle Metteer accepted the Town Manager position in Ouray, CO. Mr. Rob Gutierrez was hired in May 2025 as the new Town Manager.

Fiscal and calendar year 2025 showed strength in the overall economy through December 31, 2025, with higher interest earned on our savings, vibrant sales tax numbers, and showing very strong signs of economic growth in revenues for real estate markets and online retail sales. The combined economic growth was representative of improving growth in local sectors and overall positive economic conditions and customer and consumer confidence.

The Town's 2025 assessed valuation (for collection of taxes in 2026) was \$56,978,550, up \$9,786,750 from the prior year's \$47,191,800 representing an increase of 20.74%. This double-digit increase is due to multiple factors. Among these factors, the town has a neighborhood development, Minturn North (between Taylor St and Minturn Rd) which has approximately 29 of a proposed 39 single family homes at some stage of construction and it is noted that 2025 was an assessment year.

In light of various and differentiating economic programs, the Town has seen relatively stable and even increasing revenues in the General Fund over recent years. During 2025, sales tax receipts totaled \$1,350,755 compared to \$1,239,324 in 2024 and \$1,210,981 in 2023. This slow but steady increase in sales tax is attributable to online sales tax collections at the state level and distributed locally based on the point of purchase. The Town also collects a lodging tax on short term rentals. In November of 2024 the town held an election to increase Short Term Rental of private homes increased from 1.5% to 6.5%. Commercial Short-Term Rentals remained at 1.5% because commercial units are assessed at a much higher rate than residential units. This increase resulted in an approximate \$24,000 and became effective January 1, 2025. The increased residential Short Term lodging tax is dedicated to community projects and services addressing visitor impacts in the area of recreation, street improvements, and any other Capital purposes as determined by Council.

**TOWN OF MINTURN, COLORADO**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)**  
For the Fiscal Year Ended December 31, 2025

**CURRENT ISSUES, ECONOMIC CONDITION AND OUTLOOK (CONTINUED)**

Also, in November 2024 the town passed a Downtown Development Authority that includes the businesses in the 100 block. The DDA came in to being on January 1, 2025. During 2025 time was spent creating the board, by laws, and other entity documents. For the first 1-3 years, town administrative staff will manage the DDA within the town general fund and it will begin collecting revenues in 2026.

In November of 2018 the Town passed a Construction Use Tax of 4% which collection began January 1, 2019. This tax only affects construction projects that exceed \$10,000. All proceeds of this tax are reported in the Capital Fund and any proceeds will be limited to capital outlay and capital projects. This revenue source continues to increase with over \$520,000 collected in 2025. It is important to note that this revenue stream is contingent on development which has been severely limited due to our ongoing water tap moratorium; however, it is anticipated this revenue will begin to increase solidly year over year as we recognize anticipated development in town which is allowed within the water tap moratorium and will include Minturn North, Belden Place, and Midtown Village PUD's.

The Town has been able to complete several projects and move others along to include a bike trail along Minturn Rd, upgrades to Little Beach Park with more planned in 2026, and connector sidewalks from Taylor to North Main St. In order to address the continuing uncertain economic environment we have implemented several strategic initiatives aimed at permitting the Town to take advantage of even slightly improved economic conditions. Throughout recent years, the Town has endeavored to support its residents and maintain community service levels predominantly without increasing costs to the Town.

The Town is happy to report that, to a large extent, its efforts toward fiscal responsibility have been well founded and successful. In July of 2014, the Town signed an Intergovernmental Agreement with the Eagle County Sheriff's Office for police services. The IGA was originally contracted for four years and will renew for a third time in December 2026. was extended in 2017. This agreement disbanded the vacant and unstaffed Minturn Police Department, shifting all police responsibilities to the Eagle County Sheriff; although, the Town retained the Municipal Court and the Court Clerk function. This agreement has proven very cost effective for the Town as it relies on the much larger Sheriff's office, however they also continue to struggle to maintain sufficient staffing levels. In 2024 the Town hired a full-time Code Enforcement and building permit technician. This position has allowed the Town to address many long-standing code issues.

The Enterprise Fund continues to hold its own and make some forward gains on an annual basis. The Town has undertaken several studies to create a Capital Improvement Plan which have outlined immediate and long-term needs in the water system. The Fund has been able to maintain a solid reserve balance, however, the intent of the Council approved Capital Improvement Plan for the Enterprise Fund is to develop sufficient reserves to maintain the water purification and distribution system and to complete a series of necessary infrastructure replacements to include the aging water plant itself, the holding tank, and the distribution system. This plan will give guidance to needed repairs and replacements at the water treatment plant, needed distribution infrastructure, and water loss detection tools. As part of this plan, in 2020 the town installed a leak detection system which has allowed us to find and repair leaks on an ongoing basis which has resulted in reducing our water loss. Our goal with this system is to reduce our water loss below 20%. The water storage tank was completed in 2023 at a cost of approximately \$2,250,000. The Town has completed design of a new water treatment plant to replace the existing aged and inefficient plant. Engineering was completed using up to \$3,000,000 in US Congressionally Directed Spending funds. The plant itself will utilize grants and loans to commence the construction in spring 2026 with completion in 2027.

**TOWN OF MINTURN, COLORADO**  
**MANAGEMENT’S DISCUSSION AND ANALYSIS (UNAUDITED)**  
For the Fiscal Year Ended December 31, 2025

**CURRENT ISSUES, ECONOMIC CONDITION AND OUTLOOK (CONTINUED)**

The Town has also taken a “wait-and-see” approach to future staffing needs and revenue expectations. As of the end of 2025, the Town employed 10 full-time and one seasonal employees, not including contracted services. The underlying goal has been to control expenditures and maintain fund balances while not reducing the established service levels afforded to the Town’s residents. Given the uncertain economic environment, the Town Council and Town management have undertaken additional internal actions which include: 1) annual insurance review to manage employee medical insurance premiums; 2) conservative workforce and use of contracted services if fiscally responsible to do so; and 3) maintaining staff positions as they become vacant and creating new positions, if necessary to meet growing demand. Management strives to maintain reserves to achieve the financial policy set by the Town Council to have six months of General Fund operational reserves. For the entirety of 2025 the town continues to see a strong resurgence in the economy as reflected in our sales tax receipts and property value growth. The Council and Planning Commission meetings continue to operate using a hybrid on-line and in-person format, which has proven to be very effective

**CONTACTING THE TOWN’S FINANCIAL MANAGEMENT**

This financial report is designed to provide our residents, customers, taxpayers, investors, and creditors with a general overview of the Town’s finances and to show the Town’s accountability for the money it receives. If you have any questions regarding this report or need additional information, please contact the:

Town Minturn, Colorado  
Attn: Jay Brunvand, Town Treasurer  
P.O. Box 309  
Minturn, CO 81645

GOVERNMENT – WIDE FINANCIAL STATEMENTS



**TOWN OF MINTURN, COLORADO**  
**STATEMENT OF NET POSTION**  
For the Year Ended December 31, 2025

	Primary Government			Component Unit
	Governmental Activities	Business-Type Activities	Total	Education Fund
<b>Current Assets</b>				
Cash and Investments	\$ 4,397,167	\$ 5,621,722	\$ 10,018,889	\$ 290,642
Restricted Cash and Investments	-	1,167,324	1,167,324	-
Receivables – Net:				
Accounts Receivable	605,283	126,781	732,064	-
Leases Receivable (NPV)	91,485	-	91,485	-
Property Taxes	1,021,785	-	1,021,785	-
Intergovernmental	4,660	-	4,660	-
<b>Total Current Assets</b>	<u>6,120,380</u>	<u>6,915,827</u>	<u>13,036,207</u>	<u>290,642</u>
<b>Non-Current Assets</b>				
Capital Assets -				
Non-Depreciable	4,195,295	13,036,661	17,231,956	-
Depreciable, Net	5,878,533	3,610,731	9,489,264	-
<b>Total Non-Current</b>	<u>10,073,828</u>	<u>16,647,392</u>	<u>26,721,220</u>	<u>-</u>
<b>Liabilities:</b>				
<b>Current Liabilities:</b>				
Accounts Payable	204,738	12,096	216,834	-
Deposits	58,838	1,167,335	1,226,173	-
Retainage Payable	14,982	-	14,982	-
Accrued Interest	-	9,049	9,049	-
Other Liabilities	2,242	-	2,242	-
<b>Noncurrent Liabilities</b>				
Due within one year				
Accrued Vacation & Sick Pay	5,746	6,534	12,280	-
Bonds	-	106,325	106,325	-
Due in more than one year				
Accrued Vacation & Sick Pay	17,238	19,603	36,841	-
Bonds	-	2,017,108	2,017,108	-
<b>Total Liabilities</b>	<u>303,784</u>	<u>3,338,050</u>	<u>3,641,834</u>	<u>-</u>
<b>Deferred Inflows of Resources:</b>				
From Property Taxes	1,021,785	-	1,021,785	-
Related to Leases	86,947	-	86,947	-
<b>Total Deferred Inflows</b>	<u>1,108,732</u>	<u>-</u>	<u>1,108,732</u>	<u>-</u>
<b>Net Position</b>				
Invested in Capital Assets, Net of Related Debt	10,058,846	14,523,959	24,582,805	-
Conservation Trust	114,162	-	114,162	-
Capital Maintenance	8,499	-	8,499	-
Scholarships	-	-	-	290,642
Emergency Reserves	150,000	-	150,000	-
Unrestricted/Unassigned	4,450,185	5,701,210	10,151,395	-
<b>Total Net Position</b>	<u>\$ 14,781,692</u>	<u>\$ 20,225,169</u>	<u>\$ 35,006,861</u>	<u>\$ 290,642</u>

The accompanying notes are an integral part of these financial statements.

TOWN OF MINTURN, COLORADO

STATEMENT OF ACTIVITIES

For the Year Ended December 31, 2025

	Primary Government						Component Unit	
	Expenses	Charges for Services and Sales	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business- Type Activities	Total	Education Fund
Function/Program Activities								
Primary Government								
Governmental Activities:								
General Government	\$ 1,509,183	\$ 370,122	\$ -	\$ 556,084	\$ (582,977)	\$ -	\$ (582,977)	\$ -
Planning and Zoning	629,245	404,611	-	-	(224,634)	-	(224,634)	-
Municipal Court	7,615	-	-	-	(7,615)	-	(7,615)	-
Police	455,750	9,884	-	-	(445,866)	-	(445,866)	-
Public Works	366,348	-	-	-	(366,348)	-	(366,348)	-
Parks and Recreation	1,128,341	-	-	-	(1,128,341)	-	(1,128,341)	-
Total Governmental Activities	<u>4,096,482</u>	<u>784,617</u>	<u>-</u>	<u>556,084</u>	<u>(2,755,781)</u>	<u>-</u>	<u>(2,755,781)</u>	<u>-</u>
Business-type Activities:								
Water and Sanitation	960,308	1,506,954	-	12,891,654	-	13,438,300	13,438,300	
Total Business-type Activities	<u>960,308</u>	<u>1,506,954</u>	<u>-</u>	<u>12,891,654</u>	<u>-</u>	<u>13,438,300</u>	<u>13,438,300</u>	
<b>TOTAL PRIMARY GOVERNMENT</b>	<u>\$ 5,056,790</u>	<u>\$ 2,291,571</u>	<u>\$ -</u>	<u>\$ 13,447,738</u>	<u>\$ (2,755,781)</u>	<u>\$ 13,438,300</u>	<u>\$ 10,682,519</u>	
Component Unit:								
Education Fund	\$ 6,099	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (6,099)
GENERAL REVENUES:								
Taxes:								
Property Taxes, Levied for General Purposes					857,193	-	857,193	-
Specific Ownership Taxes, for General Purposes					41,990	-	41,990	-
Sales and Use Tax					1,832,730	-	1,832,730	-
Franchise Tax					76,344	-	76,344	-
Real-Estate Transfer Tax					298,925	-	298,925	-
Other Taxes					40,560	-	40,560	-
Grants and Entitlements Not Restricted to Specific Programs:								
Intergovernmental Revenues					181,324	-	181,324	-
Unrestricted Interest and Investment Earnings					340,043	83,457	423,500	12,841
Total General Revenues					<u>3,669,109</u>	<u>83,457</u>	<u>3,752,566</u>	<u>12,841</u>
Change in Net Position					913,328	13,521,757	14,435,085	6,742
NET POSITION - BEGINNING OF YEAR					<u>13,868,364</u>	<u>6,703,412</u>	<u>20,571,776</u>	<u>283,900</u>
NET POSITION - END OF YEAR					<u>\$ 14,781,692</u>	<u>\$ 20,225,169</u>	<u>\$ 35,006,861</u>	<u>\$ 290,642</u>

The accompanying notes are an integral part of these financial statements.

FUND FINANCIAL STATEMENTS



**TOWN OF MINTURN, COLORADO**  
**BALANCE SHEET**  
**GOVERNMENTAL FUNDS**  
For the Year Ended December 31, 2025

	General Fund	Capital Projects Fund	Special Revenue Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>ASSETS:</b>					
Cash and Investments	\$ 4,000,644	\$ 274,529	\$ 7,833	\$ 114,162	\$ 4,397,168
Receivables – Net:					
Accounts Receivable	241,698	363,586	-	-	605,284
Leases Receivable (NPV)	58,299	-	33,186	-	91,485
Property Taxes	1,021,785	-	-	-	1,021,785
Intergovernmental	4,660	-	-	-	4,660
<b>Total Assets</b>	<u>5,327,086</u>	<u>638,115</u>	<u>41,019</u>	<u>114,162</u>	<u>6,120,382</u>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES:</b>					
Liabilities:					
Accounts Payable	124,534	80,205	-	-	204,739
Retainage Payable	-	14,982	-	-	14,982
Deposits	58,838	-	-	-	58,838
Other Liabilities	2,242	-	-	-	2,242
<b>Total Liabilities</b>	<u>185,614</u>	<u>95,187</u>	<u>-</u>	<u>-</u>	<u>280,801</u>
Deferred Inflows of Resources:					
Unavailable Revenues:					
From Property Taxes	1,021,785	-	-	-	1,021,785
Related to Leases	54,429	-	32,520	-	86,949
<b>Total Deferred Inflows</b>	<u>1,076,214</u>	<u>-</u>	<u>32,520</u>	<u>-</u>	<u>1,108,734</u>
Fund Balances:					
Restricted for –					
Conservation Trust	-	-	-	114,162	114,162
Capital Maintenance	-	-	8,499	-	8,499
Emergency Reserves	150,000	-	-	-	150,000
Committed for -					
Capital Projects	-	542,928	-	-	542,928
Unrestricted/Unassigned	3,915,258	-	-	-	3,915,258
<b>Total Fund Balance</b>	<u>4,065,258</u>	<u>542,928</u>	<u>8,499</u>	<u>114,162</u>	<u>4,730,847</u>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balances</b>	<u>\$ 5,327,086</u>	<u>\$ 638,115</u>	<u>\$ 41,019</u>	<u>\$ 114,162</u>	<u>\$ 6,120,382</u>

The accompanying notes are an integral part of these financial statements.

**TOWN OF MINTURN, COLORADO**  
**RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES**  
**TO NET POSITION OF GOVERNMENTAL ACTIVITIES**  
December 31, 2025

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TOTAL GOVERNMENTAL FUND BALANCES		\$ 4,730,847
<p>Amounts reported for governmental activities on the statement of net position is different because of the following:</p> <p>Capital assets used in governmental activities are not financial resources and therefore, are not reported in the governmental funds.</p>		
Governmental Capital Assets	\$ 13,204,083	
Less Accumulated Depreciation	<u>(3,130,255)</u>	10,073,828
<p>Some liabilities are not due and payable in the current year and therefore, are not reported in the governmental funds:</p>		
Accrued Compensated Absences		<u>(22,983)</u>
NET POSITION OF GOVERNMENTAL ACTIVITIES		<u>\$ 14,781,692</u>

The accompanying notes are an integral part of these financial statements.

**TOWN OF MINTURN, COLORADO**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**GOVERNMENTAL FUNDS**  
December 31, 2025

	General Funds	Formerly Non-Major Fund Capital Projects Fund	Special Revenue Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>Revenues:</b>					
Taxes	\$ 2,547,434	\$ 523,966	\$ -	\$ -	\$ 3,071,400
Licenses and Permits	480,955	-	-	-	480,955
Fines & Forfeitures	9,884	-	-	-	9,884
Intergovernmental	169,861	-	-	11,463	181,324
Grants and Contributions	33,568	511,516	-	11,000	556,084
Miscellaneous	246,774	-	103,095	20,250	370,119
Interest & Investment Income	322,805	12,008	677	4,553	340,043
<b>Total Revenues</b>	<u>3,811,281</u>	<u>1,047,490</u>	<u>103,772</u>	<u>47,266</u>	<u>5,009,809</u>
<b>Expenditures:</b>					
General Government	1,389,180	-	-	51,000	1,440,180
Planning & Zoning	629,245	-	-	-	629,245
Municipal Court	7,615	-	-	-	7,615
Police	455,750	-	-	-	455,750
Public Works	243,236	-	-	-	243,236
Parks and Recreation	625,133	1,448,291	-	-	2,073,424
<b>Total Expenditures</b>	<u>3,350,159</u>	<u>1,448,291</u>	<u>-</u>	<u>51,000</u>	<u>4,849,450</u>
Excess Revenues Over (Under) Expenditures	461,122	(400,801)	103,772	(3,734)	160,359
<b>Other Financing Sources and (Uses):</b>					
Transfers (to) Other Funds	(19,750)	-	(104,873)	-	(124,623)
Transfers from Other Funds	-	104,873	-	19,750	124,623
Excess Revenues and Other Sources Over (Under) Expenditures and Other Uses	441,372	(295,928)	(1,101)	16,016	160,359
Fund Balances – Beginning, as Previously Stated	<u>3,623,886</u>	<u>-</u>	<u>9,600</u>	<u>937,002</u>	<u>4,570,488</u>
Change Within Financial Reporting Entity (Nonmajor to Major)	-	838,856	-	(838,856)	-
Fund Balance Beginning, as Adjusted	<u>3,623,886</u>	<u>838,856</u>	<u>9,600</u>	<u>98,146</u>	<u>4,570,488</u>
Fund Balances – Ending	<u>\$ 4,065,258</u>	<u>\$ 542,928</u>	<u>\$ 8,499</u>	<u>\$ 114,162</u>	<u>\$ 4,730,847</u>

The accompanying notes are an integral part of these financial statements.

**TOWN OF MINTURN, COLORADO**  
**RECONCILIATION OF STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN**  
**FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES**  
For the Year Ended December 31, 2025

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NET CHANGE IN FUND BALANCES – TOTAL GOVERNMENTAL FUNDS

Amounts reported for governmental activities on the Statement of Activities are different because of the following: \$ 160,359

Governmental Funds report capital outlays as expenditures and contributed infrastructure is not recorded; however, on the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation. This is the amount by which fixed asset additions exceeded depreciation.

Capital Outlay	\$	945,083	
Depreciation		<u>(198,373)</u>	<u>746,710</u>

Compensated absences not payable from current resources are not reported as expenditures of the current year. In the Statement of Activities, these costs represent expenses of the current year. This is the change in total accrued leave this year. 6,259

CHANGES IN NET POSITION OF GOVERNMENTAL ACTIVITIES \$ 913,328

The accompanying notes are an integral part of these financial statements.

**TOWN OF MINTURN, COLORADO**  
**STATEMENT OF NET POSITION**  
**PROPRIETARY FUNDS**  
December 31, 2025

	<b>Business-Type Activity</b>	<b>Water &amp; Sanitation</b>
<b><u>ASSETS:</u></b>		
Current Assets:		
Cash and Investments	\$	5,621,723
Cash with Fiscal Agent		1,167,324
Accounts Receivable		126,781
Total Current Assets		6,915,828
Non-Current Assets:		
Capital Assets, Net		16,647,392
Total Non-Current Assets		16,647,392
Total Assets		23,563,220
<b><u>LIABILITIES:</u></b>		
Current Liabilities:		
Accounts Payable		12,097
Deposits		1,167,335
Accrued Interest		9,049
Accrued Vacation and Sick Pay		6,534
Current Maturities of Long-term Debt		106,325
Total Current Liabilities		1,301,340
Non-Current Liabilities:		
Long-term Notes Payable		2,017,108
Total Non-Current Liabilities		2,017,108
Total Liabilities		3,318,448
Net Position:		
Invested in Capital Assets, Net of Related Debt		14,523,959
Unrestricted		5,701,210
Total Net Position	\$	20,225,169

The accompanying notes are an integral part of these financial statements.

**TOWN OF MINTURN, COLORADO**  
**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION**  
**PROPRIETARY FUNDS**  
For the Year Ended December 31, 2025

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	Water & Sanitation
<u>OPERATING REVENUES:</u>	
Service Fees	\$ 1,487,671
Miscellaneous	19,283
Total Operating Revenues	1,506,954
<u>OPERATING EXPENSES:</u>	
Operations	660,609
Maintenance	112,251
Depreciation	129,530
Total Operating Expenses	902,390
Net Operating Income (Loss)	604,564
<u>NON-OPERATING REVENUES (EXPENSES):</u>	
Tap Fees	12,891,654
Interest Income	83,457
Interest Expense	(57,918)
Total Non-Operating Revenues (Expenses)	12,917,193
Net Income (Loss) Before Contributions & Transfers	13,521,757
Transfers In (Out)	-
Change in Net Position	13,521,757
Net Position – Beginning	6,703,412
Net Position – Ending	\$ 20,225,169

The accompanying notes are an integral part of these financial statements.

**TOWN OF MINTURN, COLORADO**  
**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION**  
**PROPRIETARY FUNDS**  
For the Year Ended December 31, 2025

CASH FLOWS FROM OPERATING ACTIVITIES:

Cash Received from Customers	\$	1,476,956
Cash Received from Others		19,283
Cash Payments for Goods and Services		(681,730)
Cash Payments to Employees		(115,533)
Net Cash Provided (Used) by Operating Activities		698,976

CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES:

Deposits Refunded- Minturn North Escrow		(1,926,002)
Net Cash Provided (Used) by Non – Capital		(1,926,002)

CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:

Tap Fees		891,654
Cash Paid for Purchase of Capital Assets		(935,358)
Principal (Paid) on Long-term Obligations		(103,751)
Interest (Paid) on Long-term Obligations		(52,792)
Net Cash Provided (Used) by Capital and Related Financing Activities		(200,247)

CASH FLOWS FROM INVESTING ACTIVITIES:

Interest on Investments		83,457
Net Cash Provided (Used) by Interest on Investments		83,457
Net Increase (Decrease) in Cash and Cash Equivalents		(1,343,816)
Cash at Beginning of Year		8,132,863
Cash at End of Year		6,789,047

RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES:

Net Operating Income (Loss)		604,564
<i>Adjustments to Reconcile Net Operating Income to Net Cash Provided by Operating Activities:</i>		
Depreciation Expense		129,530
Changes in Assets and Liabilities –		
Decrease (Increase) in Accounts Receivable		(10,710)
Increase (Decrease) in Accounts Payable		(19,226)
Increase (Decrease) in Accrued Liabilities		(5,182)
Net Cash Provided (Used) by Operating Activities	\$	698,976

NON-CASH INVESTING, CAPITAL, AND FINANCING ACTIVITIES

Contribution of Land		12,000,000
Total non-cash investing, capital, and financing activities	\$	12,000,000

The accompanying notes are an integral part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS



**TOWN OF MINTURN, COLORADO**  
**NOTES TO FINANCIAL STATEMENTS**  
December 31, 2025

*NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES*

The financial statements of the Town of Minturn are prepared in accordance with generally accepted accounting principles (GAAP) as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). Significant accounting policies of the Town are described below.

A. Financial Reporting Entity

The Town of Minturn was organized in 1904 under Colorado State Statutes. The provisions of its home rule charter adopted in 1982 currently govern the Town. The Town operates under a Council-Mayoral form of government whereby the elected Mayor and Town Council are responsible for setting policy, appointing administrative personnel and adopting an annual budget in accordance with State statutes governing the Town.

The Governmental Accounting Standards Board (GASB) has specified the criteria to be used in defining a governmental entity for financial reporting purposes. The reporting entity consists of (a) the primary government; i.e., the Town, and (b) organizations for which the Town is financially accountable. The Town is considered financially accountable for legally separate organizations if it is able to appoint a voting majority of an organization's governing body and is either able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or to impose specific financial burdens on, the Town. Consideration is also given to other organizations that are fiscally dependent; i.e., unable to adopt a budget, levy taxes, or issue debt without approval by the Town. Organizations for which the nature and significance of their relationship with the Town are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete are also included in the reporting entity.

The Minturn Education Fund (the Education Fund), a non-profit organization, was formed in November 2012 to create a scholarship program for qualified Minturn students who meet merit and financial need criteria. The Education Fund has a separate governing board with members appointed by the Town Council; therefore, the Education Fund is discretely presented in the Town's Financial Statements. The Education Fund does not issue separate financial statements.

The Town is not financially accountable for any other entity and, therefore, the Town's financial statements do not include any additional component units, nor do they exclude any potential component units requiring inclusion in the Town's reporting entity, nor is the Town a component unit of any other government. The Town's financial statements include the accounts of all Town operations.

**TOWN OF MINTURN, COLORADO**  
**NOTES TO FINANCIAL STATEMENTS**  
December 31, 2025

*NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)*

**B. Basis of Presentation**

The Town's basic financial statements consist of government-wide statements, including a statement of net position and statement of activities, and fund financial statements which provide a more detailed level of financial information.

**GOVERNMENT-WIDE FINANCIAL STATEMENTS**

The statement of net position and the statement of activities display information about the Town as a whole. These statements include the financial activities of the overall primary government.

The statement of net position presents the financial condition of the governmental activities of the Town at fiscal year end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the Town's governmental activities.

In the statement of activities, direct expenses are those that are specifically associated with a service, program or department and, therefore, clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues which are not classified as program revenues are presented as general revenues of the Town, with certain limited exceptions. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from general revenues of the Town.

*FUND FINANCIAL STATEMENTS*

During the fiscal year, the Town segregates transactions related to certain functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance by segregating transactions related to certain governmental functions or activities. Fund financial statements are designed to present financial information of the Town at this more detailed level. The focus of governmental fund financial statements is on major funds. Each major fund is presented in a separate column. Non-major funds, if applicable, are aggregated and presented in a single column. Enterprise Funds are reported by type.

The Town has three major governmental funds, General Fund, Capital Projects Fund, and Special Revenue Fund. The remaining funds are nonmajor governmental funds aggregated and presented in a single column. The Water and Sanitation Fund is a major enterprise fund.

**TOWN OF MINTURN, COLORADO**  
**NOTES TO FINANCIAL STATEMENTS**  
December 31, 2025

*NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)*

C. Fund Accounting

Governmental accounting systems are organized and operated on a fund basis. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. The Town's funds are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations or limitations based upon the purposes for which they are to be spent and by means by which spending activities are controlled. The various funds of the Town are outlined in the following paragraphs.

*MAJOR GOVERNMENTAL FUNDS*

General Fund – The General Fund is the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in another fund. The General Fund balance is available to the Town for any purpose provided it is expended or transferred according to general statutory laws.

Capital Projects Fund – The Capital Projects fund accounts for Construction Use Tax and Capital Grants, these proceeds are used to fund governmental capital projects. In 2024 the Capital Projects Fund was reported as non-major.

Special Revenue Fund – The Special Revenue fund accounts for Town Hall rental income. The revenue is restricted for future debt obligations, maintenance and capital project funding. It is anticipated that the remaining amounts in the Special Revenue fund will be transferred to a separate special revenue fund or the capital projects fund to account for the activity.

*NONMAJOR GOVERNMENTAL FUNDS*

Conservation Trust Fund – The Conservation Trust Fund records lottery proceeds from the state of Colorado and is used to fund open space projects.

Minturn Market Fund – The Minturn Market Fund records revenues and expenses from the operations of the Minturn Market.

*PROPRIETARY FUND*

Water and Sanitation Fund – An enterprise fund that is used to account for operations that are financed and operated in a manner similar to private business enterprise, 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 charges for.

*DISCRETELY PRESENTED COMPONENT UNIT*

Minturn Education Fund – A legally separate organization with a separate governing board that accounts for scholarships for qualified Minturn students.

**TOWN OF MINTURN, COLORADO**  
**NOTES TO FINANCIAL STATEMENTS**  
December 31, 2025

*NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)*

D. Measurement Focus and Basis of Accounting

*GOVERNMENT-WIDE FINANCIAL STATEMENTS*

The government-wide financial statements are prepared using the *economic resources measurement* focus and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Non-exchange transactions, in which the Town receives value without directly giving equal value in return, consist of property taxes, other taxes and fines and penalties. All assets and all liabilities associated with the operation of the Town are included on the statement of net position.

*FUND FINANCIAL STATEMENTS*

All governmental funds are accounted for using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Under this method, only current assets and current liabilities are generally included on the balance sheet. The statement of revenues, expenditures, and changes in fund balances reflect the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements, therefore, include a reconciliation with brief explanations to better identify the relationship between government-wide and governmental fund statements. Under this method, revenues are recognized when measurable and available. The Town considers all revenues available if they are collected within 60 days after year-end. Those revenues susceptible to accrual are property taxes, sales taxes, highway user taxes, and reimbursements from developers for professional fees.

Taxpayer-assessed local property and specific ownership taxes are considered “measurable” when in the hands of intermediary collecting governments and are recognized as revenue at that time. Expenditures are recorded when the related fund liability is incurred, except for outstanding general long-term liabilities which are reported as expenditures when paid.

Like the government-wide financial statements, the enterprise fund is accounted for using a flow of economic resources measurement focus. This basis of accounting and measurement focus emphasizes the measurement of net income similar to the approach used by commercial enterprises, and revenues are recorded when earned and expenses are recorded when incurred. All assets and all liabilities associated with the operation of this fund are included on the statement of net position. The statement of changes in revenues, expenses, and changes in net position, presents increases (e.g., revenues) and decreases (e.g., expenses) in total net position. The statement of cash flows reflects how the Town finances and meets the cash flow needs of its enterprise fund.

**TOWN OF MINTURN, COLORADO**  
**NOTES TO FINANCIAL STATEMENTS**  
December 31, 2025

*NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)*

**E. Budgets and Budgetary Accounting**

The Town annually adopts budgets for all funds as required by its Home Rule Municipal Charter. This formal budgetary integration is employed as a management control device during the year for all funds. As required by the Home Rule Charter and Colorado Statutes, the Town follows this timetable in approving and enacting a budget for the ensuing year:

- 1) Prior to August 25, the County Assessor sends the Town the preliminary certified assessed valuation of all taxable property within the Town's boundaries.
- 2) The Mayor, or other qualified persons appointed by the Council, submits to the Council, on or before October 15, a recommended budget which details the necessary property taxes needed along with other available revenues to meet the Town's operating requirements. The Mayor is to submit to the Council a long-range capital program two weeks before the submission of the recommended budget.
- 3) The Council holds a public hearing on the proposed budget and capital program no later than 45 days prior to the close of the fiscal year.
- 4) Prior to December 10, the County Assessor sends the Town the final certified assessed valuation of all taxable property within the Town's boundaries.
- 5) Prior to December 15, the Town Council computes and certifies to the County Commissioners a rate of levy that will derive the necessary property taxes as computed in the proposed budget.
- 6) After the required public hearing, the Town Council adopts the proposed budget, by ordinance, prior to December 15. The ordinance adopting the budget also legally appropriates expenditures for the upcoming year.
- 7) After adoption of the budget ordinance, the Town may make, by ordinance, the following changes: (a) supplemental appropriations of revenues to the extent of revenues in excess of the estimated budget; (b) emergency appropriations; and (c) reduction of appropriations for which originally estimated revenues are insufficient. At any time during the year, the Town Council may, by resolution, transfer part or all of any unexpended funds from one department or office to another.
- 8) Expenditures may not legally exceed appropriations at the fund level. Board approval is required for changes in the total budget of any fund. Budget amounts included in the financial statements are based on the final, legally amended budget.
- 9) Budget appropriations lapse at the end of each year.

The Town legally adopted annual budgets for all of the Town's funds for 2025.

**TOWN OF MINTURN, COLORADO**  
**NOTES TO FINANCIAL STATEMENTS**  
December 31, 2025

*NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)*

**E. Budgets and Budgetary Accounting (continued)**

During the year the Town amended its budgeted appropriations as follows:

<u>Fund</u>	<u>Original Budget</u>	<u>Final Budget</u>	<u>Increase (Decrease)</u>
General Fund	\$ 4,150,941	\$ 4,597,792	\$ 446,851
Water & Sanitation Fund	2,167,474	3,367,474	1,200,000
Conservation Trust Fund	45,000	45,000	-
Minturn Market Fund	53,000	53,000	-
Capital Projects Fund	3,285,491	3,285,491	-

**F. Cash and Investments**

The Town’s policy in determining which items are treated as cash equivalents on the statement of cash flows in the Proprietary Funds include all cash, demand deposits, treasury bills and other short-term, highly liquid investments (including restricted assets) that are readily convertible to cash and have original maturities of three months or less.

Investments are reported at fair value which is determined using selected bases. Short-term investments are reported at cost which approximates fair value. Securities traded on a national or international exchange are valued at the last quoted market price. Cash deposits are reported at carrying amounts which reasonably estimates fair value. *(See other required disclosures for cash and investments in Note 2.)*

**G. Receivables**

The Town considers customer accounts receivable for service fees to be fully collectible. The Town is empowered to place a lien on real property in the case of nonpayment; accordingly, no allowance for doubtful accounts is considered necessary.

**H. Capital and Right-of-Use Assets – Depreciation and Amortization**

Capital assets purchased or acquired that have an estimated useful life of more than one year and an original cost in excess of the capitalization threshold of \$5,000 set by the Town are reported at historical or estimated historical cost. Contributed assets are reported at acquisition value as of the date received, with the exception of those donated prior to January 1, 2004 which are not reported in the financial statements. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

Water and Sanitation Systems	20-50 years
Recreation Systems	35 years
Streets	50 years
Buildings and Improvements	10-50 years
Machinery and equipment	5-10 years

**TOWN OF MINTURN, COLORADO**  
**NOTES TO FINANCIAL STATEMENTS**  
December 31, 2025

*NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)*

H. Capital and Right-of-Use Assets – Depreciation and Amortization (continued)

The Town also reports leased assets at the Net Present Value of future payments and amortizes leased assets over the lesser of the lease term or the useful life. The Town currently has no reportable ROU assets.

On the government-wide statement of activities, governmental funds depreciation expense is included in the various expenses of functions or programs on capital assets specifically identified with a function and for “shared” capital assets generally used by only a few functions that can be specifically identified to those functions. Depreciation expense for capital assets that essentially serve all functions are reported as a separate line in the statement of activities as unallocated depreciation, if applicable (*see Note 3*).

I. Property Taxes Receivable and Deferred Inflows-Unavailable Property Tax Revenues

Property taxes in the State of Colorado are assessed in one year as a lien on the property, but not collected by the governmental units until the subsequent year. In accordance with generally accepted accounting principles, the assessed but uncollected property taxes have been recorded in the accompanying financial statements as a receivable and as deferred inflow of resources. Taxes levied in one year are collected in the succeeding year. Thus, taxes certified in 2024 were collected in 2025 and taxes certified in 2025 will be collected in 2026. Taxes to be collected are due on January 1<sup>st</sup> in the year of collection; however, they may be paid in either one installment (no later than April 30<sup>th</sup>) or two equal installments (no later than February 28<sup>th</sup> and June 15<sup>th</sup>) without interest or penalty. Taxes that are not paid within the prescribed time bear interest at the rate of one percent (1%) per month until paid. Unpaid amounts and the accrued interest thereon become delinquent on June 16<sup>th</sup>.

J. Proprietary Funds – Operating Revenues and Expenses

Operating revenues are those revenues that are generated directly from the primary activity of the enterprise funds. For the Town, these revenues are charges for Water and Sanitation services. Operating expenses are necessary costs incurred to provide the service that is the primary activity of the enterprise funds.

K. Proprietary Funds – Contributed Capital

Grants and contributions in the enterprise funds which may be used for either operations or capital expenditures at the discretion of the Town are recognized as non-operating revenues. If expenditure of funds is the prime factor for determining eligibility for contributed funds, revenue or contributed capital is recognized at the time of making the expenditure.

**TOWN OF MINTURN, COLORADO**  
**NOTES TO FINANCIAL STATEMENTS**  
December 31, 2025

*NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)*

L. Compensated Absences

The Town's policy is to permit employees to accumulate vacation and sick leave earned but not used. Employees may accrue up to 336 hours of vacation and 192 hours of sick leave. Upon termination of employment from the Town, an employee is compensated for up to 336 hours of accrued vacation at their pay rate. Unused sick leave is forfeited. For governmental funds the liability for compensated absences is in the Statement of Net Positions but not the Fund Statements since it is anticipated that none of the liability will be liquidated with expendable available financial resources. A liability is reported in the governmental fund financial statements only when payment is due. Any liability for compensated absences of enterprise activities is accrued in the proprietary funds.

M. Inter-fund Transactions

Transfers between governmental and business-type activities on the government-wide statements are reported in the same manner as general revenues. Exchange transactions between funds are reported as revenues in the fund providing services and as expenditures/expenses in the fund receiving services. Flows of cash or goods from one fund to another without a requirement for repayment are reported as inter-fund transfers. Inter-fund transfers are reported as other financing sources/uses in the governmental funds and are non-operating revenues/expenses in the enterprise fund. Transfers among funds are provided for as part of the budget process. Repayments from funds responsible for particular expenditures/expenses to the funds that initially paid for them are not presented on the financial statements.

N. Internal Balances

During the year, the Town may have transactions between funds to finance operations and provide services and to allocate combined cash balances. To the extent that certain transactions or budget transfers between funds have not been paid or received as of year-end, balances of inter-fund amounts receivable or payable are recorded. All inter-fund balances that exist within governmental activities are eliminated on the government-wide statement of net position.

O. Long-term Obligations

In the government-wide financial statements and in the proprietary fund financial statements, long-term debt and other long-term obligations not expected to be satisfied within the next fiscal year are reported as liabilities. Debt premiums, discounts and refunding losses are deferred and amortized over the life of the debt using the straight-line method.

In the governmental fund financial statements, the face amount of the debt issued is reported as 'other financing sources.' Premiums received on debt issuances are reported as 'other financing sources' and discounts are reported as 'other financing uses.'

Issuance costs of long-term obligations, whether or not withheld from the debt proceeds, are reported as current expenses or expenditures.

**TOWN OF MINTURN, COLORADO**  
**NOTES TO FINANCIAL STATEMENTS**  
December 31, 2025

*NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)*

P. Net Position and Fund Balances

In the government-wide financial statements, net position is classified as follows:

*Invested in Capital Assets, Net of Related Debt* – this category groups all capital assets into one component. Accumulated depreciation and the outstanding debt balances that are attributable to (already invested in) the acquisition, construction or improvement of these assets reduce this category.

*Restricted* – assets are reported as *restricted* when limitations on their use change the nature or normal understanding of the availability of the asset. Such constraints are either imposed by creditors, contributors, grantors, laws of other governments, or imposed by various enabling legislation.

*Unrestricted* – represents the amount which is not restricted for any purpose. It is the Town's policy to first apply restricted resources when an expense is incurred for which both restricted and unrestricted assets are available.

In the governmental fund financial statements, fund balances are classified as follows:

*Nonspendable* – when applicable, amounts that cannot be spent because they are either in non-spendable form such as inventory and prepaid expenses, or legally or contractually required to be maintained intact such as the corpus of permanently restricted funds to be retained in perpetuity. It also includes the long-term amount of loans and notes receivable, as well as property acquired for resale, when applicable.

*Restricted* – when constraints are placed on the use of resources either (a) externally imposed by creditors or (b) imposed by law through constitutional provisions or enabling legislation.

*Conservation Trust* – Amounts from lottery monies from the State of Colorado *restricted* for use in the acquisition, development and maintenance of new conservation and recreation sites pursuant to Colorado Revised Statutes. At December 31, 2025 \$114,162 was restricted in the Conservation Trust Fund.

*Capital Maintenance* – Amounts on deposit *restricted* for future debt service in accordance with long-term debt agreements and maintenance of Town property. At December 31, 2025 the remaining amount was \$8,499 in the Special Revenue Fund.

*Emergency Reserves* – As discussed in *Note 13*, Colorado voters passed an amendment to the State Constitution, one of the provisions of which requires local governments to establish an emergency reserve which is calculated at 3% of certain expenditures, to only be expended in cases of emergencies as defined by the amendment, and only after unrestricted resources are depleted. Total Emergency Reserves at December 31, 2025 were \$150,000.

**TOWN OF MINTURN, COLORADO**  
**NOTES TO FINANCIAL STATEMENTS**  
December 31, 2025

*NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)*

P. Net Position and Fund Balances - continued

*Committed* – amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority (Town Council). These amounts cannot be changed except by taking the same type of action employed to previously commit these amounts.

*Capital Projects* – As of December 31, 2025 a total of \$542,928 is committed for capital projects using a dedicated use tax.

*Unassigned* – the residual for the general purposes.

The Town has not established a formal policy for its use of restricted and unrestricted fund balances. However, in practice it is to first apply restricted resources when an expense is incurred for which both restricted and unrestricted assets are available, followed by committed and assigned amounts which are considered to have been spent first when an expenditure is incurred for purposes for which such categories and unassigned amounts are available.

Q. Use of Estimates

Management uses estimates and assumptions in preparing these financial statements in accordance with generally accepted accounting principles. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. Actual results could vary from the estimates that were used.

R. Fair Value Measurements

The Town reports its investments using the fair value measurements established by generally accepted accounting principles. As such, fair value hierarchy categorizes the inputs used to measure the fair value into three levels. Level 1 inputs are quoted prices in active markets for identical investments; Level 2 inputs include quoted prices in active markets for similar investments, or other observable inputs; and Level 3 inputs are unobservable inputs. At December 31, 2025, the Town's investments in ColoTrust were reported at the net asset value per share, measured utilizing quoted prices in active markets for similar investments. Investments in CSafe are valued at amortized cost.

S. Jointly Governed Organization

In March 2013, the Town entered into a memorandum of understanding with the Ski and Snowboard Club Vail, a non-profit organization, to construct the Minturn Fitness Center. Each party contributed \$1.25 million for initial construction of the facility and the parties formed a separate non-profit entity to own and operate the facility. This entity is governed by a board of directors that jointly and equally represent the parties.

**TOWN OF MINTURN, COLORADO**  
**NOTES TO FINANCIAL STATEMENTS**  
December 31, 2025

*NOTE 2 - CASH AND INVESTMENTS*

A. Deposits and Investments

In order to facilitate the recording of cash transactions and maximize interest earnings, the Town has pooled cash deposits for all funds. The Town maintains accountability for each fund's equity in pooled cash and investments.

The Colorado Public Deposit Protection Act (PDPA) requires that all units of local government deposit cash in eligible public depositories. Eligibility is determined by state regulators. The eligible depository is required to pledge to the Colorado Division of Banking a pool of collateral having a market value that at all times exceeds 102 percent of uninsured aggregate public deposits. The eligible collateral is determined by the PDPA, which includes obligations of the United States, the State of Colorado, Local Colorado governments, and obligations secured by first lien mortgages on real property located in the state. PDPA allows the institution to create a single collateral pool for all public funds. The pool is maintained by another institution or held in trust for all uninsured public deposits as a group. The State Regulatory Commissions for banks and financial services are required by statute to monitor the naming of eligible depositories and reporting of the uninsured deposits and assets maintained in the collateral pools. There is no custodial credit risk for public deposits collateralized under PDPA.

It is the policy of the Town to invest public funds in a manner which will provide the highest investment return with the maximum security, meet the daily cash flow demands of the Town, and conform to all federal, state and local statutes governing the investment of public funds. This policy applies to the investment of all financial assets of all funds of the Town over which it exercises financial control. Colorado statutes specify investment instruments meeting defined rating and risk criteria in which local governments may invest which include:

- . Obligations of the United States and certain U.S. government agency securities, including securities issued by FNMA (Federal National Mortgage Association), GNMA (Governmental National Mortgage Association), FHLMC (Federal Home Loan Mortgage Corporation), the Federal Farm Credit Bank, the Federal Land Bank, the Export-Import Bank, and by the Tennessee Valley Authority, and certain international agency securities, including the World Bank.
- . General obligation and revenue bonds of U.S. local government entities, the District of Columbia, and territorial possessions of the U.S. rated in the highest two rating categories by two or more nationally recognized rating agencies.
- . Bankers' acceptances of certain banks
- . Certain securities lending agreements
- . Commercial paper
- . Written repurchase agreements collateralized by certain authorized securities
- . Certain money market funds
- . Guaranteed investment contracts
- . Local government investment pools
- . Investing in the local government's own securities, including certificates of participation and lease obligations.

**TOWN OF MINTURN, COLORADO**  
**NOTES TO FINANCIAL STATEMENTS**  
December 31, 2025

*NOTE 2 - CASH AND INVESTMENTS (continued)*

A. Deposits and Investments (continued)

At December 31, 2025 Town’s bank deposits were entirely covered by federal depository insurance (FDIC) or collateralized under PDPA in accordance with state statute, and had bank balances of \$433,022 of which \$433,022 was covered by FDIC insurance and \$11,278,821 by PDPA as described above. At December 31, 2025, total cash and cash equivalents consisted of the following:

Checking & Savings Deposits	\$ 433,022
Investments	<u>11,278,821</u>
Total Balances	11,711,843
Net Outstanding Items	<u>(234,988)</u>
Total Cash & Cash Equivalents	<u>\$ 11,476,855</u>

Local Government Investment Pool (ColoTrust)

As of December 31, 2025, the Town had invested \$10,958,018 in the Colorado Local Government Liquid Asset Trust (the Trust), an investment vehicle established for local government entities in Colorado to pool surplus funds. The Trust operates similarly to a money market fund and each share is equal in value to \$1.00. The Trust offers shares in two portfolios, COLOTRUST PRIME and COLOTRUST PLUS+. Both portfolios may invest in U.S. Treasury securities and repurchase agreements collateralized by U.S. Treasury securities. COLOTRUST PLUS+ may also invest in certain obligations of U.S. government agencies. A designated custodial bank serves as custodian for the Trust’s portfolios pursuant to a custodian agreement. The custodian acts as safekeeping agent for the Trust’s investment portfolios and provides services as the depository in connection with direct investments and withdrawals. Substantially all securities owned by COLOTRUST are held by the Federal Reserve Bank in the account maintained for the custodial bank. The custodian’s internal records identify the investments owned by COLOTRUST. These pools are not required to and are not registered with the SEC. As of December 31, 2025, the Town had \$819,382 invested in COLOTRUST PRIME, and \$10,138,636 invested in COLOTRUST PLUS+. Investments in local government investment pools are not categorized in terms of custodial credit risk since they are not evidenced by securities that exist in physical or book entry form. Information regarding ColoTrust’s financial statements is available at their website [www.colotruster.com](http://www.colotruster.com).

Local Government Investment Pool (CSAFE)

CSAFE is considered a 2a7-like investment and is valued at amortized cost. The 2a7-like investments do not have any unfunded commitments, redemption restrictions, or redemption notice periods and conform to Colorado Statute CRS 24-75-601, et seq., and therefore invest primarily in securities of the United States Treasury, United States Agencies, primary dealer repurchase agreements, highly rated commercial paper, highly rated corporate bonds, Colorado Depositories collateralized at 102% of market value investments and will conform to its permitted investments and meet S&P investment guidelines to achieve a AAAM rating, the highest attainable rating for a Local Government Investment Pool. Information regarding CSAFE’s financial statements is available at the website [www.csafe.org](http://www.csafe.org). As of December 31, 2025 the Town had \$30,083, invested in CSAFE.

**TOWN OF MINTURN, COLORADO**  
**NOTES TO FINANCIAL STATEMENTS**  
December 31, 2025

*NOTE 2 - CASH AND INVESTMENTS (continued)*

A. Deposits and Investments (continued)

State Statutes also limit investments in money market funds to those that maintain a constant share price, with a maximum remaining maturity in accordance with the Security and Exchange Commission’s Rule 2a-7, and either have assets of one billion dollars or the highest rating issued by one or more nationally recognized statistical rating organizations.

Fair Value of Investments

The Town measures and records its investments using fair value measurement guidelines established by generally accepted accounting principles. These guidelines recognize a three-tiered fair value hierarchy, as follows:

Level 1: Quoted prices for identical investments in active markets;

Level 2: Observable inputs other than quoted market prices;

- U.S. Government treasury obligations, Federal Instrumentally Securities, and commercial paper: quoted prices for identical securities in markets that are not active;
- Corporate and municipal bonds: quoted prices for similar securities in active markets;
- Repurchase agreements, negotiable certificates of deposit, and collateralized debt obligations: matrix pricing based on the securities’ relationship to benchmark quoted prices

Level 3: Unobservable inputs

	Total	Fair Value Measurement Using		
		Level 1	Level 2	Level 3
Investments Measured at Net Asset Value				
ColoTrust	\$ 10,958,018	\$ 10,958,018	\$ -	\$ -
CSAFE	30,083	30,083	-	-

B. Risk Disclosures

Additional investment and deposit disclosures for credit risk, interest rate risk, and foreign currency risk, as required by GASB Statement No. 40, *Deposit and Investment Risk Disclosures*, are included in the notes below.

**TOWN OF MINTURN, COLORADO**  
**NOTES TO FINANCIAL STATEMENTS**  
December 31, 2025

*NOTE 2 - CASH AND INVESTMENTS (continued)*

**B. Risk Disclosures (continued)**

To minimize custodial credit risk, or the risk that an insurer or other counterparty to an investment will not fulfill its obligations, state law limits investments to those where the issuer is rated in one of the three highest rating categories by one or more nationally recognized organizations that rate such issuers. The Town’s investments described above had ratings as follows:

	Standard & Poors Rating	Carrying Amount	Less Than One Year	Less Than Five Years
<u>Deposits:</u>				
Checking Account	Not Rated	\$ 198,035	\$ 198,035	\$ -
<u>Investments:</u>				
Colotrust (Local Govt Investment Pool)	AAAm	10,958,018	10,958,018	-
Csafe (Local Govt Investment Pool)	AAAm	30,083	30,083	-

The concentration of credit risk, or the risk of loss attributed to the magnitude of a government’s investment in a single issuer, occurs when deposits are not diversified. The Town’s policy places no limit on the amount the Town may invest in any one issuer; however, the Town maintains general guidelines for investments to ensure proper diversification by security type and institution. All investments are issued or explicitly guaranteed by securities of the U.S. government, or insured by the Public Depository Protection Act, or are investments in mutual fund or external investment pools, and therefore are not subject to concentration of credit risk.

Interest rate risk is the extent to which changes in interest rates will adversely affect the fair value of an investment. The Town maintains an investment policy that limits investment maturities to three years as means of managing its exposure to fair value losses arising from increasing interest rates and to avoid undue concentration in any sector of the yield curve. Exceptions to this structure may be allowed where maturities can be structured to accommodate readily identifiable cash flows

The Town was not subject to foreign currency risk as of December 31, 2025.

**TOWN OF MINTURN, COLORADO**  
**NOTES TO FINANCIAL STATEMENTS**  
December 31, 2025

*NOTE 3 - CAPITAL ASSETS*

Governmental Activities:

Capital asset activity for Governmental Activities for the year ended December 31, 2024 was as follows:

<b>Governmental Capital Assets</b>					
	<b>Balance</b>		<b>Balance</b>		<b>Balance</b>
	<b>2024</b>	<b>Additions</b>	<b>Reductions</b>	<b>2025</b>	<b>2025</b>
Non-depreciable Assets:					
Land and Sites	\$ 3,579,470	\$ -	\$ -		\$ 3,579,470
Construction-in-Progress	-	615,825	-		615,825
Depreciable Capital Assets:					
Streets	4,120,027	329,258	-		4,449,285
Bldgs & Improvements	3,926,324	-	-		3,926,324
Machinery & Equipment	633,179	-	-		633,179
Total at Historical Cost	12,259,000	945,083	-		13,204,083
<i>Less Accumulated Depreciation:</i>					
Streets	(490,413)	(82,407)	-		(572,820)
Bldgs & Improvements	(1,976,052)	(74,272)	-		(2,050,324)
Machinery & Equipment	(465,417)	(41,694)	-		(507,111)
Total Accum. Depreciation	(2,931,882)	(198,373)	-		(3,130,255)
Capital Assets Net	\$ 9,327,118	\$ 746,710	\$ -		\$ 10,073,828

For the fiscal year ending December 31, 2025, depreciation expense for governmental activities of \$198,373 has been included in the various functions on the statement of activities as follows:

General Government	\$ 69,003
Public Works	<u>129,370</u>
Total Governmental Depreciation	<u>\$ 198,373</u>

**TOWN OF MINTURN, COLORADO**  
**NOTES TO FINANCIAL STATEMENTS**  
December 31, 2025

NOTE 3 - CAPITAL ASSETS (continued)

Business-type Activities:

Capital asset activity for Business-Type Activities for the year ended December 31, 2025, was as follows:

<b>Business-Type Capital Assets</b>				
	<b>Balance</b>			<b>Balance</b>
	<b>2024</b>	<b>Additions</b>	<b>Reductions</b>	<b>2025</b>
<b>Non-depreciable Assets:</b>				
Construction-in-Progress	\$ 101,303	\$ 935,358	\$ -	\$ 1,036,661
Land Held for Sale	-	12,000,000	-	12,000,000
<b>Depreciable Capital Assets:</b>				
Water & Sanitation System	6,023,241	-	-	6,023,241
Recreation System	203,520	-	-	203,520
Equipment	468,619	-	-	468,619
<b>Total at Historical Cost</b>	<b>6,796,683</b>	<b>12,935,358</b>	<b>-</b>	<b>19,732,041</b>
<i>Less Accumulated Depreciation:</i>				
Water & Sanitation System	(2,491,403)	(100,492)	-	(2,591,895)
Recreation System	(88,186)	(4,757)	-	(92,943)
Equipment	(375,530)	(24,281)	-	(399,811)
<b>Total Accum. Depreciation</b>	<b>(2,955,119)</b>	<b>(129,530)</b>	<b>-</b>	<b>(3,084,649)</b>
<b>Capital Assets Net</b>	<b>\$ 3,841,564</b>	<b>\$ 12,805,828</b>	<b>\$ -</b>	<b>\$ 16,647,392</b>

Business-type Activities construction-in-progress includes accumulated costs of \$1,036,661 for the water line extension project. The project is anticipated to be completed in the near future.

Included in Non-depreciable Assets is Land Held for Sale. This represents approximately 55 acres the Town received in lieu of tap fees in 2025. The property is listed at \$12,000,000 and is not pledged as collateral for any debt.

For the fiscal year ending December 31, 2025, depreciation expense for business-type activities of \$129,530 has been included in the various functions on the statement of activities as follows:

Water & Sanitation	<u>\$ 129,530</u>
Total Business-Type Depreciation	<u>\$ 129,530</u>

**TOWN OF MINTURN, COLORADO**  
**NOTES TO FINANCIAL STATEMENTS**  
December 31, 2025

*NOTE 4 - LONG-TERM OBLIGATIONS*

Changes in the Town's long-term obligations during the fiscal year ended December 31, 2025 are as follows:

	Governmental Activities - Long Term Obligations					
	Balance				Balance	Amounts Due
	2024	Additions	Reductions	2025	Within One	
Accrued PTO	\$ 29,242	\$ 23,227	\$ (29,485)	\$ 22,984	\$ 5,746	
Total Long Term Obligations	<u>\$ 29,242</u>	<u>\$ 23,227</u>	<u>\$ (29,485)</u>	<u>\$ 22,984</u>	<u>\$ 5,746</u>	

Total compensated absences (accrued PTO) for governmental activities, consisting of accrued vacation and sick pay, in the amount of \$22,984 have been accrued on the financial statements and are expected to be liquidated primarily with revenues of the General Fund; however, they are not anticipated to be satisfied in the current period. Total compensated absences (Accrued PTO) for business-type activities, consisting of accrued vacation and sick pay, in the amount of \$26,138 has been accrued on the financial statements and is not anticipated to be satisfied in the current period.

	Business Type Activities - Long Term Obligations					
	Balance				Balance	Amounts Due
	2024	Additions	Reductions	2025	Within One	
1997B Note	\$ 134,915	\$ -	\$ (8,292)	\$ 126,623	\$ 8,704	
CWR & PDA	2,092,271	-	(95,461)	1,996,810	97,621	
Accrued PTO	31,320	18,171	(23,354)	26,137	6,534	
Total Long Term Obligations	<u>\$ 2,258,506</u>	<u>\$ 18,171</u>	<u>\$ (127,107)</u>	<u>\$ 2,149,570</u>	<u>\$ 112,859</u>	

Rural Development Notes

1997B Water Revenue Notes were issued to finance improvements to the Town's water system. Principal and interest payments are due semi-annually at a rate of 4.875% per annum through April 1, 2037 and are paid by the Water and Sanitation Fund.

The annual debt service requirements of the Rural Development Notes are as follows:

Year Ending December 31	Principal	Interest	Total
2026	\$ 8,704	\$ 6,136	\$ 14,840
2027	9,138	5,702	14,840
2028	9,595	5,246	14,841
2029	10,074	4,767	14,841
2030	10,576	4,264	14,840
2031-2035	61,346	12,858	74,204
2036-2037	17,190	750	17,940
<b>Total</b>	<u>\$ 126,623</u>	<u>\$ 39,723</u>	<u>\$ 166,346</u>

**TOWN OF MINTURN, COLORADO**  
**NOTES TO FINANCIAL STATEMENTS**  
December 31, 2025

*NOTE 4 - LONG-TERM OBLIGATIONS*

Colorado Water Resources & Power Development Authority - Loan

The Town entered into a loan agreement dated December 28, 2021 between the Colorado Water Resources & Power Development Authority (CWR & PDA) and the Town of Minturn Water and Sanitation Activity Enterprise Fund for the construction of a water storage tank. The loan was modified in 2024 for the original approved amount of \$3,000,000 to \$2,265,113 with an interest rate of 2.250% per annum, secured by water user services charges and fees. Semi-annual payments are due May 1, and November 1, for the next 20-years. The loan carries a 20-year term maturing November 1, 2042.

The annual debt service requirements of the Colorado Water Resources & Power Development Authority loan are as follows:

<u>Year Ending December 31</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2026	\$ 97,621	44,382	\$ 142,003
2027	99,831	42,173	142,004
2028	102,089	39,915	142,004
2029	104,399	37,605	142,004
2030	106,761	35,242	142,003
2031-2035	571,153	138,865	710,018
2036-2040	638,760	71,258	710,018
2041-2042	276,196	7,811	284,007
<b>Total</b>	<b>\$ 1,996,810</b>	<b>\$ 417,251</b>	<b>\$ 2,414,061</b>

*NOTE 6 - LEASES*

Lessor - The Town is lessor for noncancellable leases of land and buildings. The Town recognizes a lease receivable and a deferred inflow of resources in the government-wide and governmental fund financial statements.

At the commencement of a lease, the Town initially measures the lease receivable at the present value of payments expected to be received during the lease term. Subsequently, the lease receivable is reduced by the principal portion of lease payments received. The deferred inflow of resources is initially measured as the initial amount of the lease receivable, adjusted for lease payments received at or before the lease commencement date. Subsequently, the deferred inflow of resources is recognized as revenue over the life of the lease term.

Key estimates and judgments include how the Town determines the following:

Discount Rate: The Town uses the daily United States Treasury Yield Rate as the discount rate to discount the expected lease receipts to present value.

Lease Term: The lease term includes the noncancellable period of the lease and extended term(s) that the Town is reasonably certain the lessee will exercise.

Lease Receipts: Lease receipts included in the measurement of the lease receivable are composed of fixed and increasing payments from the lessee.

**TOWN OF MINTURN, COLORADO**  
**NOTES TO FINANCIAL STATEMENTS**  
December 31, 2025

*NOTE 6 - LEASES (continued)*

The Town monitors changes in circumstances that would require a remeasurement of its lease, and will remeasure the lease receivable and deferred inflows of resources if certain changes occur that are expected to significantly affect the amount of the lease receivable

*NOTE 5 - INTERFUND TRANSACTIONS*

The following interfund transfers were recorded during the year ended December 31, 2025, were as follows:

Fund	Transfer In (Out)
General Fund	\$ (19,750)
Capital Projects Fund	104,873
Special Revenue Fund	(104,873)
Minturn Market Fund	19,750
Total	\$ -

*NOTE 6 - DEFERRED COMPENSATION PLAN*

All employees are eligible to participate in an Internal Revenue Code Section 401(a) pension plan beginning six months from date of hire. The contribution requirements of Plan Participants and the Town are established and may be amended by the Town Council. Employees may contribute up to 4% of base salary to the Plan. The Town is required to match each employee’s contribution up to 4% of base salary. In addition, employees may make voluntary contributions to the Plan within certain limits. The Town’s contributions vest immediately, except for employees hired after February 1, 2009, for which contributions vest at 25% each year. During the year ended December 31, 2025 the Town and employee contributions to the Plan were \$28,336 and \$28,336, respectively, equal to their required contributions to the Plan. There were \$0 forfeitures and \$0 payable at year end 2025.

*NOTE 7 - RISK MANAGEMENT*

The Town is exposed to the risk of loss related to torts; theft of, damage to, or destruction of assets; errors and omissions; injuries to employees; or natural disasters. The Town purchases commercial insurance for its workers compensation claims. For other risks of loss, the Town is a member of the Colorado Intergovernmental Risk Sharing Agency (CIRSA), a joint self-insurance pool created by an intergovernmental agreement of municipalities to provide property, general and automobile liability, public official, and workers compensation coverage to its members. A seven-member Board elected by and from its members governs CIRSA. Coverage is provided through pooling of self-insured losses and the purchase of excess insurance coverage. CIRSA has a legal obligation for claims against its members to the extent that funds are available in its annually established loss fund and amounts that are available from insurance providers under excess specific and aggregate insurance contracts. Losses incurred in excess of loss funds and amounts recoverable from excess insurance are direct liabilities of the participating members. CIRSA has indicated that the amount of any excess losses would be billed to members in proportion to their contributions in the year such excess occurs, although it is not legally required to do so.

**TOWN OF MINTURN, COLORADO**  
**NOTES TO FINANCIAL STATEMENTS**  
December 31, 2025

*NOTE 7 - RISK MANAGEMENT*

There is no current or long-term debt outstanding and the above liabilities include reserves for incurred claims and an estimated liability for incurred but not reported claims at December 31, 2025. No claim or judgment liability has been recorded in the Town's financial statements as the risk of liability is pooled with other members under CIRSA. The Town's settled claims have not exceeded their insurance coverage in any of the last three years. Additional information may be obtained from separately issued CIRSA financial statements by contacting CIRSA at 950 South Cherry Street, Suite 800, Denver, CO 80246 or (303) 757-5475.

*NOTE 8 - COMMITMENTS*

During the normal course of business, the Town may incur claims and other assertions against it from various agencies and individuals. Management of the Town and their legal representatives consider any such claims or assertions to be without merit and believe the outcome will not materially affect the fairness of the presentation of the financial statements at December 31, 2025.

*NOTE 9 - COMPLIANCE*

A. TABOR Amendment

Colorado voters passed an amendment to the State Constitution, Article X, Section 20, which imposes several limitations, including revenue raising, spending abilities, and other specific requirements of state and local governments. In 1994, the Town's electorate voted to allow the Town to collect, retain, and expend revenues notwithstanding any of TABOR's restrictions. TABOR also requires local governments to establish emergency reserves to be used for declared emergencies only. Emergencies, as defined by TABOR, exclude economic conditions, revenue shortfalls, or salary or fringe benefit increases. These reserves are required to be 3% or more of fiscal year spending (excluding voter approved debt service). The required reserve at December 31, 2025 is \$150,000. The Amendment is complex and subject to judicial interpretation. The Town believes it is in compliance with the requirements of the Amendment. However, the entity has made certain interpretations of the Amendment's language in order to determine its compliance.

B. Debt Covenants

The Town is in compliance with required debt covenants.

**TOWN OF MINTURN, COLORADO**  
**NOTES TO FINANCIAL STATEMENTS**  
December 31, 2025

*NOTE 9 - COMPLIANCE (continued)*

C. Contraband

The Colorado Contraband Forfeiture Act (C.R.S. 16-13-501 to 511) addresses the accounting for proceeds from the seizure of contraband. These funds must be used for the specific purpose of law enforcement activities. While these proceeds are exempt from the appropriation process, they are subject to Local Government Audit Law (C.R.S. 29-1-601 to 608). For the year ended December 31, 2025 no proceeds were received by the Town and as such are not included in the Town's audited financial statements.

*NOTE 10 - IMPLEMENTATION OF NEW ACCOUNTING STANDARDS*

Effective January 1, 2025 the Town implemented Governmental Accounting Standard Board Statement Number 104 *Disclosure of Certain Capital Assets* ("GASB 104"). GASB 104 requires that certain capital assets are separately disclosed including capital assets held for sale. The implementation has been applied effective January 1, 2025, and did not change beginning net position.

*NOTE 11 - SUBSEQUENT EVENTS*

Management has evaluated events subsequent to December 31, 2025 through the issuance date of this report. There have been no additional material events noted during this period that would impact the result reflected in this report or the Town's results going forward.

REQUIRED SUPPLEMENTAL INFORMATION

BUDGETARY COMPARISON SCHEDULES FOR THE  
GENERAL FUND AND MAJOR SPECIAL REVENUE FUNDS



**TOWN OF MINTURN, COLORADO**

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
GENERAL FUND

For the Year Ended December 31, 2025

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
<b>Revenues:</b>				
Taxes	\$ 2,329,338	\$ 2,389,338	\$ 2,547,434	\$ 158,096
Licenses and Permits	557,500	561,750	480,955	80,795
Fines & Forfeitures	15,000	15,000	9,884	5,116
Intergovernmental	147,234	163,934	169,861	5,927
Grants and Contributions	25,000	25,000	33,568	8,568
Miscellaneous	205,950	285,597	246,774	38,823
Interest & Investment Income	200,000	320,000	322,805	2,805
<b>Total Revenues</b>	<u>3,480,022</u>	<u>3,760,619</u>	<u>3,811,281</u>	<u>50,662</u>
<b>Expenditures:</b>				
General Government	1,105,200	1,450,991	1,389,180	61,811
Planning & Zoning	780,050	780,050	629,245	150,805
Municipal Court	12,940	13,000	7,615	5,385
Police	468,551	468,551	455,750	12,801
Public Works	258,328	258,328	243,236	15,092
Parks and Recreation	755,543	856,543	625,133	231,410
Capital Outlay	5,329	5,329	-	5,329
Contingency	750,000	750,000	-	750,000
<b>Total Expenditures</b>	<u>4,135,941</u>	<u>4,582,792</u>	<u>3,350,159</u>	<u>1,232,633</u>
Excess Revenues Over (Under) Expenditures	(655,919)	(822,173)	461,122	1,283,295
<b>Other Financing Sources and (Uses):</b>				
Transfers (to) Other Funds	(15,000)	(15,000)	(19,750)	4,750
Transfers from Other Funds	750,000	750,000	-	750,000
Excess Revenues and Other Sources Over (Under) Expenditures and Other Uses	79,081	(87,173)	441,372	528,545
Fund Balances – Beginning	<u>3,623,886</u>	<u>3,623,886</u>	<u>3,623,886</u>	<u>-</u>
Fund Balances – Ending	<u>\$ 3,702,967</u>	<u>\$ 3,536,713</u>	<u>\$ 4,065,258</u>	<u>\$ 528,545</u>

The accompanying notes are an integral part of these financial statements.

**TOWN OF MINTURN, COLORADO**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**  
**CAPITAL PROJECT FUNDS**  
For the Year Ended December 31, 2025

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
<u>Revenues:</u>				
Use Tax	\$ 597,000	\$ 597,000	\$ 523,966	\$ (73,034)
Grants & Contributions	2,372,800	2,375,943	511,516	(1,864,427)
Interest and Investment Income	7,500	14,500	12,008	(2,492)
<b>Total Revenues</b>	<u>2,977,300</u>	<u>2,987,443</u>	<u>1,047,490</u>	<u>(1,939,953)</u>
<u>Expenditures:</u>				
Parks and Recreation	3,285,491	3,285,491	1,448,291	1,837,200
<b>Total Expenditures</b>	<u>3,285,491</u>	<u>3,285,491</u>	<u>1,448,291</u>	<u>1,837,200</u>
Excess Revenues Over (Under) Expenditures	(308,191)	(298,048)	(400,801)	(102,753)
<u>Other Financing Sources and (Uses):</u>				
Transfers (to) from Other Funds	105,223	105,223	104,873	(350)
Excess Revenues and Other Sources Over (Under) Expenditures and Other Uses	(202,968)	(192,825)	(295,928)	(103,103)
Fund Balances – Beginning	838,856	838,856	838,856	-
Fund Balances – Ending	<u>\$ 635,888</u>	<u>\$ 646,031</u>	<u>\$ 542,928</u>	<u>\$ (103,103)</u>

The accompanying notes are an integral part of these financial statements.

**TOWN OF MINTURN, COLORADO**

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
SPECIAL REVENUE FUND

For the Year Ended December 31, 2025

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<u>Revenues:</u>				
Rental income	\$ 112,823	\$ 112,823	\$ 103,095	\$ (9,728)
Interest & Investment Income	-	-	677	677
<b>Total Revenues</b>	<u>112,823</u>	<u>112,823</u>	<u>103,772</u>	<u>(9,051)</u>
 <u>Expenditures:</u>				
Repairs and Maintenance	-	-	-	-
<b>Total Expenditures</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
 Excess Revenues Over (Under) Expenditures	 112,823	 112,823	 103,772	 (9,051)
 <u>Other Financing Sources and (Uses):</u>				
Transfers (to) from Other Funds	<u>(105,223)</u>	<u>(105,223)</u>	<u>(104,873)</u>	<u>350</u>
 Excess Revenues and Other Sources Over (Under) Expenditures and Other Uses	 7,600	 7,600	 (1,101)	 (8,701)
 Fund Balances – Beginning	<u>9,600</u>	<u>9,600</u>	<u>9,600</u>	<u>-</u>
 Fund Balances – Ending	<u>\$ 17,200</u>	<u>\$ 17,200</u>	<u>\$ 8,499</u>	<u>\$ (8,701)</u>

The accompanying notes are an integral part of these financial statements.

SUPPLEMENTAL INFORMATION

*NON-MAJOR FUND COMBINING BALANCE SHEET  
SPECIAL REVENUE BUDGETARY COMPARISON SCHEDULES  
AND  
INDIVIDUAL FUND BUDGETARY COMPARISON SCHEDULES*



**TOWN OF MINTURN, COLORADO**  
**COMBINING BALANCE SHEET**  
**NONMAJOR GOVERNMENTAL FUNDS**  
For the Year Ended December 31, 2025

	<u>Conservation Trust</u>	<u>Minturn Market</u>	<u>Total</u>
<b><u>ASSETS:</u></b>			
Cash and Investments	\$ 114,162	\$ -	\$ 114,162
<b>Total Assets</b>	<u>114,162</u>	<u>-</u>	<u>114,162</u>
<b><u>LIABILITIES, DEFERRED</u></b>			
<b><u>INFLOWS OF RESOURCES AND</u></b>			
<b><u>FUND BALANCES:</u></b>			
Liabilities:	-	-	-
Accounts Payable	-	-	-
<b>Total Liabilities</b>	<u>-</u>	<u>-</u>	<u>-</u>
Deferred Inflows of Resources:			
Unavailable Revenues:	-	-	-
From Property Taxes	-	-	-
<b>Total Deferred Inflows</b>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balances:			
Restricted for –			
Conservation Trust	114,162	-	114,162
<b>Total Fund Balance</b>	<u>114,162</u>	<u>-</u>	<u>114,162</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 114,162</u>	<u>\$ -</u>	<u>\$ 114,162</u>

The accompanying notes are an integral part of these financial statements.

**TOWN OF MINTURN, COLORADO**  
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
NONMAJOR GOVERNMENTAL FUNDS  
For the Year Ended December 31, 2025

	Conservation Trust	Minturn Market	Formerly Non- Major Fund Capital Projects Fund	Total
<u>Revenues:</u>				
Intergovernmental	\$ 11,463	\$ -	\$ -	\$ 11,463
Grants and Contributions	-	11,000	-	11,000
Miscellaneous	-	20,250	-	20,250
Interest & Investment Income	4,553	-	-	4,553
<b>Total Revenues</b>	<u>16,016</u>	<u>31,250</u>	<u>-</u>	<u>47,266</u>
<u>Expenditures:</u>				
General Government	-	51,000	-	51,000
<b>Total Expenditures</b>	<u>-</u>	<u>51,000</u>	<u>-</u>	<u>51,000</u>
Excess Revenues Over (Under) Expenditures	16,016	(19,750)	-	(3,734)
<u>Other Financing Sources and (Uses):</u>				
Transfers (to) from Other Funds	-	19,750	-	19,750
Excess Revenues and Other Sources Over (Under) Expenditures and Other Uses	16,016	-	-	16,016
Fund Balances – Beginning, as Previously Presented	<u>98,146</u>	<u>-</u>	<u>838,856</u>	<u>937,002</u>
Change Within Financial Reporting Entity (Nonmajor to Major)	-	-	(838,856)	(838,856)
Fund Balance as Adjusted	<u>98,146</u>	<u>-</u>	<u>-</u>	<u>98,146</u>
Fund Balances – Ending	<u>\$ 114,162</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 114,162</u>

The accompanying notes are an integral part of these financial statements.

**TOWN OF MINTURN, COLORADO**

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
CONSERVATION TRUST FUND

For the Year Ended December 31, 2025

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<u>Revenues:</u>				
Intergovernmental	\$ 13,122	\$ 13,122	\$ 11,463	\$ (1,659)
Interest & Investment Income	1,200	4,700	4,553	(147)
<b>Total Revenues</b>	<u>14,322</u>	<u>17,822</u>	<u>16,016</u>	<u>(1,806)</u>
 <u>Expenditures:</u>				
Parks and Recreation	45,000	45,000	-	45,000
<b>Total Expenditures</b>	<u>45,000</u>	<u>45,000</u>	<u>-</u>	<u>45,000</u>
Excess Revenues Over (Under) Expenditures	(30,678)	(27,178)	16,016	43,194
 <u>Other Financing Sources and (Uses):</u>				
Transfers (to) from Other Funds	-	-	-	-
Excess Revenues and Other Sources Over (Under) Expenditures and Other Uses	(30,678)	(27,178)	16,016	43,194
Fund Balances – Beginning	<u>98,146</u>	<u>98,146</u>	<u>98,146</u>	<u>-</u>
Fund Balances – Ending	<u>\$ 67,468</u>	<u>\$ 70,968</u>	<u>\$ 114,162</u>	<u>\$ 43,194</u>

The accompanying notes are an integral part of these financial statements.

**TOWN OF MINTURN, COLORADO**

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
MINTURN MARKET FUND

For the Year Ended December 31, 2025

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<u>Revenues:</u>				
Minturn Market	\$ 30,000	\$ 30,000	\$ 20,250	\$ (9,750)
Grants and Contributions	15,200	15,200	11,000	(4,200)
Interest & Investment Income	1	1	-	(1)
<b>Total Revenues</b>	<u>45,201</u>	<u>45,201</u>	<u>31,250</u>	<u>(13,951)</u>
 <u>Expenditures:</u>				
Minturn Market	53,000	53,000	51,000	2,000
<b>Total Expenditures</b>	<u>53,000</u>	<u>53,000</u>	<u>51,000</u>	<u>2,000</u>
 Excess Revenues Over (Under) Expenditures	 (7,799)	 (7,799)	 (19,750)	 (11,951)
 <u>Other Financing Sources and (Uses):</u>				
Transfers (to) from Other Funds	-	10,000	19,750	9,750
 Excess Revenues and Other Sources Over (Under) Expenditures and Other Uses	 (7,799)	 2,201	 -	 (2,201)
 Fund Balances – Beginning	 -	 -	 -	 -
 Fund Balances – Ending	 <u>\$ (7,799)</u>	 <u>\$ 2,201</u>	 <u>\$ -</u>	 <u>\$ (2,201)</u>

The accompanying notes are an integral part of these financial statements.

SUPPLEMENTAL INFORMATION  
*PROPRIETARY (ENTERPRISE) FUND*



**TOWN OF MINTURN, COLORADO**

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
(NON-GAAP BASIS) AND ACTUAL WITH RECONCILIATION TO GAAP BASIS

Water and Sanitation Fund

For the Year Ended December 31, 2025

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
<u>Operating Revenue</u>				
Water User Fees	\$ 1,236,407	\$ 1,236,645	\$ 1,236,449	\$ (196)
Water User Debt Fees	205,111	205,111	135,289	(69,822)
Garbage Collection Fees	130,000	130,000	115,933	(14,067)
Tap Fees	690,000	1,415,000	12,891,654	11,476,654
Miscellaneous	19,000	19,000	19,283	283
Interest & Investment Income	-	85,000	83,457	(1,543)
CWR & PDA Loan Proceeds	-	1,200,000	-	(1,200,000)
<b>Total Budgetary Revenue</b>	<b>2,280,518</b>	<b>4,290,756</b>	<b>14,482,065</b>	<b>10,191,309</b>
 <u>Operating Expenses</u>				
Salaries	128,710	128,710	110,350	18,360
Payroll Taxes & Benefits	36,193	36,193	36,645	(452)
Supplies	76,000	76,000	21,768	54,232
Purchased Services	1,422,886	1,422,886	491,846	931,040
Maintenance	136,000	136,000	112,251	23,749
Capital Outlay	50,000	1,250,000	935,358	314,642
Debt Service				
Principal	103,318	103,318	103,753	(435)
Interest	51,367	51,367	52,792	(1,425)
<b>Total Budgetary Based Expenses</b>	<b>2,004,474</b>	<b>3,204,474</b>	<b>1,864,763</b>	<b>1,341,571</b>
 Reconciliation to GAAP				
Adjustments				
Capital Asset Purchase			935,358	
Debt Principal Payments			103,753	
Accrued Interest Adjustment			(5,126)	
Depreciation			(129,530)	
Total Adjustments			904,455	
Net Income GAAP Basis			13,521,757	
Funds Available – Beginning			6,703,412	
Funds Available – Ending			\$ 20,225,169	

The accompanying notes are an integral part of these financial statements.

SUPPLEMENTAL INFORMATION  
ANNUAL STATEMENT OF RECEIPTS AND  
EXPENDITURES FOR ROADS, BRIDGES AND STREETS



LOCAL HIGHWAY FINANCE REPORT		STATE: COLORADO	
THIS INFORMATION FROM THE RECORDS OF: TOWN OF MINTURN	PREPARED BY: JAY BRUNVAND TREASURER@MINTURN.ORG	REPORT YEAR ENDING DATE(mm/yyyy): 12/2025	
<b>I. DISPOSITION OF HIGHWAY-USER REVENUES AVAILABLE FOR LOCAL GOVERNMENT EXPENDITURE</b>			
ITEM	A. Local Motor-Fuel Taxes	B. Local Motor-Vehicle Taxes	C. Receipts from State Highway-User Taxes
1. Total receipts available			
2. Minus amount used for collection expenses			
3. Minus amount used for nonhighway purposes			
4. Minus amount used for mass transit			
5. Total (1 - (2 through 4))			
<b>II. RECEIPTS FOR ROAD AND STREET PURPOSES - DETAIL</b>			
ITEM	AMOUNT	ITEM	AMOUNT
<b>A.3. Other Local Imposts:</b>		<b>A.4. Miscellaneous Local Receipts:</b>	
a. Property Taxes and Assessments		a. Interest on investments	
b. Non-property Taxes and Assessments Imposts		b. Other Misc. Local Receipts	9,884.22
<b>c. Total (a + b)</b>	\$ -	<b>c. Total (a + b)</b>	\$ 9,884.22
ITEM	AMOUNT	ITEM	AMOUNT
<b>C. Receipts from State Government</b>		<b>D. Receipts from Federal Government</b>	
1. Highway-user Taxes (from Item I.C.5.)	41,649.70	1. FHWA (from Item I.D.5.)	
2. State General Funds		2. Other Federal Agencies:	
3. Other State funds:			
a. State Bond Proceeds			
b. Non-State Bond Proceeds	37,090.12		
<b>c. Total (a + b)</b>	\$ 37,090.12		
<b>4. Total (1 + 2 + 3c)</b>	\$ 78,739.82	<b>3. Total (1 + 2)</b>	\$ -
<b>III. EXPENDITURES FOR ROAD AND STREET PURPOSES - DETAIL</b>			
ITEM	AMOUNT		
<b>A.1. Capital outlay:</b>			
a. Right-Of-Way Costs			
b. Engineering Costs			
c. Construction Costs			
<b>d. Total Capital Outlay (a+ b + c)</b>	\$ -		

**LOCAL HIGHWAY FINANCE REPORT**

STATE:  
 COLORADO  
 REPORT YEAR ENDING DATE(mm/yyyy):  
 12/2025

**I. DISPOSITION OF HIGHWAY-USER REVENUES AVAILABLE FOR LOCAL GOVERNMENT EXPENDITURE**

ITEM	A. Local Motor-Fuel Taxes	B. Local Motor-Vehicle Taxes	C. Receipts from State Highway-User Taxes	D. Receipts from Federal Highway Administration
1. Amount used for highway purposes				

**II. RECEIPTS FOR ROAD AND STREET PURPOSES**

ITEM	AMOUNT
<b>A. Receipts from Local Sources:</b>	
1. Local Highway-user Taxes	
a. Motor Fuel (from Item I.A.1)	
b. Motor Vehicle (from Item I.B.1)	
<b>c. Total (a + b)</b>	
2. General Fund Appropriations	995,258.55
3. Other Local Imposts (from page 1, Item II.A3.c)	\$ -
4. Miscellaneous Local Receipts (from page 1, Item II.A4.c)	\$ 9,884.22
5. Transfers from Toll Facilities	
6. Proceeds of Sale of Bonds and Notes:	
a. Bonds - Original Issues	
b. Bonds - Refunding Issues	
c. Notes	
<b>d. Total (a + b + c)</b>	\$ -
<b>7. Total (1 through 6)</b>	\$ 1,005,142.77
B. Private Contributions	
C. Receipts from State government (from page 1, Item II.C.4)	\$ 78,739.82
D. Receipts from Federal government (from page 1, Item II.D.3)	\$ -
<b>E. Total receipts (A.7 + B + C + D)</b>	\$ 1,083,882.59

**III. EXPENDITURES FOR ROAD AND STREET PURPOSES**

ITEM	AMOUNT
<b>A. Local highway expenditures:</b>	
1. Capital Outlay (from page 1, Item III.A1.d)	\$ -
2. Maintenance:	63,860.58
3. Road and Street Services:	
a. Snow and Ice Removal	561,272.01
b. Other & Traffic Control Operations	
<b>c. Total (a + b)</b>	\$ 561,272.01
4. General Administration & Miscellaneous	
5. Highway Law Enforcement and Safety	455,750.00
<b>6. Total (1 through 5)</b>	\$ 1,080,882.59
<b>B. Debt Service on Local Obligations:</b>	
1. Bonds:	
a. Interest	
b. Redemption	
<b>c. Total (a + b)</b>	\$ -
2. Notes:	
a. Interest	
b. Redemption	
<b>c. Total (a + b)</b>	\$ -
<b>3. Total (1c + 2c)</b>	\$ -
C. Payments to State for Highways	
D. Payments to Toll Facilities	
<b>E. Total Expenditures (A6 + B3 + C + D)</b>	\$ 1,080,882.59

**IV. LOCAL HIGHWAY DEBT STATUS**

(Show all entries at par)

ITEM	OPENING DEBT	AMOUNT ISSUED	REDEMPTIONS	CLOSING DEBT
A. Bonds (Total)	0	\$ -	\$ -	\$ -
1. Bonds (Refunding Portion)		\$ -		
B. Notes (Total)	0	\$ -	\$ -	\$ -



TOWN OF MINTURN  
P.O. Box 309 (302 Pine Street)  
Minturn, Colorado 81645-0309  
970-827-5645 Fax: 970-827-5545  
treasurer@minturn.org

**FROM THE DESK OF  
JAY BRUNVAND, CLERK/TREASURER**

*MEMORANDUM*

TO: Mayor and Town Council  
FROM: Jay Brunvand, Treasurer/Clerk  
CC:  
DATE: May 20, 2026  
RE: Council Appointment

**Summary:**

Section 4.6 of the Town Charter requires “the remaining Council Members shall choose by majority vote, within thirty (30) days after such a vacancy occurs, a duly qualified person to fill the unexpired term so vacant.”

**Background:**

The by-annual municipal election was canceled in February due to equal candidates and open seats. The candidates were deemed elected as of the original election date of April 7, 2026. Because Eric Gotthelf opted to run for Mayor as the sole candidate, on April 7 his council seat became vacated. At the April 15 Council Meeting the deemed elected candidates assumed their seats and the council directed staff to proceed with solicitations for applications to fill the now vacated seat due to Eric G. moving up to the Mayor’s seat. Staff has proceeded with the advertisement opening and solicitation of applicants.

- 1) The position and qualifications were posted in the Public Posting boxes.
- 2) This same posting was added to the Town Website.
- 3) An advertisement was placed in the Vail Daily for the position. The ad refers interested citizens to the website or the Town Clerk for further information.
- 4) The notice was email blasted several times too.
- 5) The deadline for Letters of Interest are due in the Clerk’s Office by end of business on May 13, 2026.
- 6) Council would then appoint based on the received Letters of Interest on May 20, 2026.
- 7) The appointment would be effective through the April 2028 regular municipal election.

At tonight’s Council Meeting you will consider appointment of the Council Seat. Currently the Council stands at six members in order to appoint a candidate to the vacant seat you will need a majority of the quorum.

Note: Following is a recommended sequence of events for the Mayor to follow in order to appoint the vacant Council seat.

**TOWN OF MINTURN, COLORADO**  
**RESOLUTION NO. 26 – SERIES 2026**

**A RESOLUTION APPOINTING TOWN COUNCIL  
MEMBERS**

**WHEREAS**, The Minturn Town Council has received a resignation from the Town Council and desires to fill the vacancy; and

**WHEREAS**, pursuant to Minturn Town Charter Section 4.6, the remaining Council Members shall choose by majority vote appointments to fill the vacancies.

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO THAT THE FOLLOWING INDIVIDUAL IS HEREBY APPOINTED COUNCIL MEMBER AS INDICATED:**

<b>NAME</b>	<b>TERM</b>
_____	May 20, 2026 – Election Day April 2028

**INTRODUCED, READ, APPROVED, ADOPTED AND RESOLVED this 20<sup>th</sup> day of May, 2026.**

TOWN OF MINTURN

By: \_\_\_\_\_  
Eric Gotthelf, Mayor

ATTEST:

\_\_\_\_\_  
Jay Brunvand, Town Clerk



## APPLICATION FOR COUNCIL OR COMMISSION

---

Attached is information about serving for the Town of Minturn on the Planning Commission, the Town Council (as an appointed position only between elections), or the Historic Preservation Commission.

Each member serving on a commission or board must reside in the Town of Minturn.

If you are interested in serving on a commission or board, please complete the application and return it to Minturn Town Hall, or to the appropriate email address as noted below. Thank you for your interest in serving your community.

- **Planning Commission**

Number of members: 5 voting members, plus one alternate (6 total)  
Length of term: 2 years  
Meeting date & time: 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of each month at 6:30pm  
Residency requirement: Must have resided in the Town of Minturn for at least one year; be 18 years of age and a registered elector in the Town of Minturn  
Submit Application to: Madison Harris, Planning Department  
[Planner1@minturn.org](mailto:Planner1@minturn.org), or in person

- **Town Council (appointments to fill a vacancy only)**

Number of members: 7 members  
Length of term: Until the next election in April of even numbered years  
Meeting date & time: 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month at 5:30pm  
Residency requirement: Must have resided in the Town of Minturn for at least two years; be 18 years of age and a registered elector in the Town of Minturn  
Submit Application to: Jay Brunvand, Town Clerk  
[treasurer@minturn.org](mailto:treasurer@minturn.org), or in person

- **Historic Preservation Commission**

Number of members: 5 members  
Length of term: 3 years  
Meeting date & time: Typically the Third Tuesday of each month at 5:30pm  
Residency requirement: See Minturn Code Sec. 19-2-20  
Submit Application to: Madison Harris, Planning Department  
[Planner1@minturn.org](mailto:Planner1@minturn.org), or in person



APPLICATION FOR COUNCIL OR COMMISSION

Return completed application to:
Town of Minturn
302 Pine St, Minturn CO 81645
(or via email - see previous page)

What Board or Commission are you interested in serving on? Town Council

Name: Scott D Payant

Mailing Address: 301 Boulder St., Unit 1154, Minturn, CO 81645

Residence (Physical Address): 532B Taylor St., Minturn, CO 81645

Phone: 847-530-6218 Email: scott.payant@yahoo.com

Length of Residency in the Town of Minturn: 2-3/4 years Are You Over 18 Years of Age? yes

Are You Currently a Registered Voter in the Town of Minturn? yes

Current Occupation: Retired Employer:

I hereby certify and affirm that all the information contained in this application is true, complete and correct. I understand that false or misleading statements or the omission of important information made on this application or any time during the process may disqualify me from serving for this position. I understand that the Board of Trustees must appoint members to all Boards and Commissions.

Applicant's Signature (handwritten signature)

Date 4/30/2024

(FOR INTERNAL USE ONLY)

Appointed: Yes No

New Appointment Reappointment

Appointment Date: Term expiration:



1.) Tell us briefly about yourself, why you are interested in being appointed and what experience or education would you bring to this Commission or Council?

I spent 40 years in corporate finance in the electric utility industry and two years as a snowcat operator at Vail Mountain. As a 10th Mountain Division Descendant, the mountains called. I have owned property in Vail for over 20 years, but when my wife and I decided to make a permanent move to the Valley, we already knew Minturn was where we wanted to be. I have a passion for getting involved in the communities where we lived.

I have over 50 years of board and officer experience including large nonprofits and homeowners associations. I am currently the Treasurer of our Vail HOA of 54 units that is in the middle of an \$8 million construction project. Board governance is one of my long-suites. My board positions have benefited from my accounting and finance backgrounds, as well as my electric utility/infrastructure background.

2.) Why do you wish to be appointed/reappointed to this Commission or Council?

Community service is important to me in becoming a better citizen of the community, and I figured joining Town Council would be a good place to get involved. I would like to gain a more intimate understanding of the issues facing Minturn and how the constituency would like those issues addressed.

3.) Are you aware of the time commitment and do you have the personal time to devote to this Commission or Council?

Yes, I am aware of the time commitment involved and have the personal time to devote to the Council.

4.) What other Boards have you served on?

Family Tree, Inc. (Denver), Board Member, Executive Council, Treasurer 2016-2025  
W Randall Payant Scholarship Fund, Trustee and Scholarship Committee 2024-present  
Payant Family Foundation, Interim President and Treasurer 2018-present  
Breakaway West Homeowners Association, Board Member and Treasurer 2007-present  
Carole Robertson Center for Learning, Board Member and Treasurer 2007-2013



1.) If appointed, what would you like to accomplish on the Commission or Board while you are involved?

If appointed, my goal is to bring enhanced collaboration between residents, business owners and government officials in addressing issues facing our community. That includes listening and getting a better understanding of the issues that are important to each of those groups, and how they they would like the issues addressed within the constraints of the Town Code and budget.

2.) What do you believe could be a concern or issue facing this Commission or Council?

The biggest issue facing the Council is a reliable, safe and sufficient supply of water for Minturn at reasonable cost.

I think the next biggest concern is growing Minturn economically and responsibly while preserving Minturn's historic and distinctive character in the shadow of major ski resorts that works for the Town's full-time residents and businesses.

3.) What do you think the Town's responsibility is in overseeing and regulating residential and commercial development?

The Town's responsibility is to establish guardrails for residential and commercial development based on the strategic and Community plans that, again, preserves the Town's historic and distinctive character. In establishing those guardrails, the Town must consider the ability for the current and future infrastructure improvements to support future residential and commercial development. Those guardrails should also be established in such a way that they do not become overbearing to development and stifles economic sustainability, but enforceable on a consistent basis.

Thank you for your interest and time commitment in serving your community.



## APPLICATION FOR COUNCIL OR COMMISSION

---

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Each member serving on a commission or board must reside in the Town of Minturn.

If you are interested in serving on a commission or board, please complete the application and return it to Minturn Town Hall, or to the appropriate email address as noted below. Thank you for your interest in serving your community.

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[Planner1@minturn.org](mailto:Planner1@minturn.org), or in person

- **Town Council (appointments to fill a vacancy only)**

Number of members: 7 members  
Length of term: Until the next election in April of even numbered years  
Meeting date & time: 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month at 5:30pm  
Residency requirement: Must have resided in the Town of Minturn for at least two years; be 18 years of age and a registered elector in the Town of Minturn  
Submit Application to: Jay Brunvand, Town Clerk  
[treasurer@minturn.org](mailto:treasurer@minturn.org), or in person

- **Historic Preservation Commission**

Number of members: 5 members  
Length of term: 3 years  
Meeting date & time: Typically the Third Tuesday of each month at 5:30pm  
Residency requirement: See Minturn Code Sec. 19-2-20  
Submit Application to: Madison Harris, Planning Department  
[Planner1@minturn.org](mailto:Planner1@minturn.org), or in person



**APPLICATION FOR COUNCIL OR COMMISSION**

Return completed application to:  
Town of Minturn  
302 Pine St, Minturn CO 81645  
(or via email – see previous page)

What Board or Commission are you interested in serving on? Minturn Town Council

Name: Mackenzie Hanna

Mailing Address: PO Box 381, Minturn, CO 81645

Residence (Physical Address): 1796 Main Street #7, Minturn, CO 81645

Phone: 616.502.8722 Email: mackenzie.hanna@gmail.com

Length of Residency in the Town of Minturn: 19 years Are You Over 18 Years of Age? yes

Are You Currently a Registered Voter in the Town of Minturn? yes

Current Occupation: Territory Manager for CO/NM Employer: POC

I hereby certify and affirm that all the information contained in this application is true, complete and correct. I understand that false or misleading statements or the omission of important information made on this application or any time during the process may disqualify me from serving for this position. I understand that the Board of Trustees must appoint members to all Boards and Commissions.

Mackenzie Hanna  
Applicant's Signature

5.13.2026  
Date

**(FOR INTERNAL USE ONLY)**

Appointed: \_\_\_ Yes \_\_\_ No

\_\_\_ New Appointment \_\_\_ Reappointment

Appointment Date: \_\_\_\_\_ Term expiration: \_\_\_\_\_



1.) Tell us briefly about yourself, why you are interested in being appointed and what experience or education would you bring to this Commission or Council?

I've loved living in Minturn the last 19 years. From my first rental on Pine Street to the Molly G building and down to "South Town", I've been able to enjoy many different aspects of Minturn life. Graduated with a BS from Michigan State University where I was a member of the Big Ten Championship Field Hockey team. Since living here I've held many different jobs (Landscape Designer, Raft Guide, Boot Fitter, Operations Manager at Craniologie and now as Territory Manager for POC) I feel that these roles have transferable skills with budgeting & finance, hospitality, community advocacy, development and team leadership.

2.) Why do you wish to be appointed/reappointed to this Commission or Council?

I would love the opportunity to help shape our community's future, influence local policy and be a voice for our neighbors on issues that matter to them.

3.) Are you aware of the time commitment and do you have the personal time to devote to this Commission or Council?

I understand the level of involvement and look forward to working with a great team.

4.) What other Boards have you served on?

Vail Chamber Business Association between 2019 - 2024.



1.) If appointed, what would you like to accomplish on the Commission or Board while you are involved?

I would love to have an impact on promoting year round economic resilience by supporting local small businesses and balancing tourist foot traffic with the quality of life for permanent locals.

2.) What do you believe could be a concern or issue facing this Commission or Council?

Managing open space and growth opportunities for housing.

3.) What do you think the Town's responsibility is in overseeing and regulating residential and commercial development?

I believe the Town's responsibility is to protect our community's character and the overall public health and safety by managing long term planning, utilizing zoning laws and design guidelines.

Thank you for your interest and time commitment in serving your community.

Applicant's Signature

Date  
mm/dd/yyyy

(For internal use only)

Appointed:

Yes  No

Appointment type:

New Appointment  Reappointment

Appointment Date:  
mm/dd/yyyy

Term expiration:

Town of Minturn logo showing a mountain above the word Minturn and the text Established 1904

**Application for council or commission**

Return completed application to:  
Town of Minturn  
302 Pine St, Minturn CO 81645  
(or via email – see previous page)

What Board or Commission are you interested in serving on?  
MINTURN TOWN COUNCIL

Name:  
HAWKEYE FLAHERTY

Mailing Address:  
PO BOX 876

Residence (Physical Address):  
MINTURN

Phone:  
9703906178

Email:  
HAWKEYE25@OUTLOOK.COM

Length of Residency in Minturn: LIFE

Are You Over 18 Years of Age? (25 for Council)

Yes  No

Are You Currently a Registered Voter in the Town of Minturn?

Yes  No

Current Occupation:  
RETIRED

Employer:  
NA

I hereby certify and affirm that all the information contained in this application is true, complete and correct. I understand that false or misleading statements or the omission of important information made on this application or any time during the process may disqualify me from serving for this position. I understand that the Board of Trustees must appoint members to all Boards and Commissions.

Applicant's Signature  
GORDON "HAWKEYE" FLAHERTY

Date  
08/31/1952

**(For internal use only)**

Appointed:

Yes  No

Appointment type:

New Appointment  Reappointment

Appointment Date:  
mm/dd/yyyy

Term expiration:

1.) Tell us briefly about yourself, why you are interested in being appointed and what experience or education would you bring to this Commission or Council?

I grew up here and am a lifelong resident.  
I have served on council in the past and still interested on the health safety and well being of the citizens of the town.

2.) Why do you wish to be appointed/reappointed to this Commission or Council?

I enjoyed being involved in the town government in the past and would like to get more involved in it now.

3.) Are you aware of the time commitment and do you have the personal time to devote to this Commission or Council?

Yes and have the time to put into the job.

4.) What other Boards have you served on?

I served on the Eagle River Water and Sanitation Board for eight Years.

Town of Minturn logo showing a mountain above the word Minturn and the text Established 1904

Questions

1.) If appointed, what would you like to accomplish on the Commission or Board while you are involved?

Make sure the water plant development is done well, and at a minimum cost to the citizens.

Upgrade the poor conditions of the streets that continue to deteriorate from lack of maintenance.

Ensure the employee's have the funds and tools to efficiently perform their jobs.

2.) What do you believe could be a concern or issue facing this Commission or Council?

The construction of a new water plant.

The upkeep of the town infrastructure in general.

3.) What do you think the Town's responsibility is in overseeing and regulating residential and commercial development?

If the citizens truly want the town to maintain it's unique identity in the valley the current code will not accomplish it.

Changes need to be made so the property owners can decide what they want to do with their property instead of having the town dictate what the Town thinks is best for the owners property.

Thank you for your interest and time commitment in serving your community.



To: Mayor and Town Council  
From: Jay Brunvand, Town Clerk  
Date: May 20, 2026  
Agenda Item: Council Board & Organization Assignments

---

**REQUEST:**

Appoint Council members to certain boards and member representatives for 3<sup>rd</sup> party organizations.

**INTRODUCTION:**

Minturn has made great strides in working collaboratively with surrounding municipalities and organizations for both the benefit of Minturn and the region. These assignments are critical in continuing the town’s relationships and partnerships to further Minturn’s goals.

**ANALYSIS:**

Council members are expected to all be representing Minturn in capacities that are in addition to Council meetings. All Council members will be expected to sign up for a board, organization or 3<sup>rd</sup> party partnerships as needed.

**COMMUNITY INPUT:**

Requested

**BUDGET / STAFF IMPACT:**

Minimal pending specific 3<sup>rd</sup> party funding requests and membership dues

**STRATEGIC PLAN ALIGNMENT:**

**CLEAR, TRANSPARENT AND COMMUNICATIVE LOCAL GOVERNMENT**

**RECOMMENDED ACTION OR PROPOSED MOTION:**

- Discussion and Feedback only

**ATTACHMENTS:**

- Committee Assignments Outline

# Council Representation

## Non-Profit Entities Requiring Directors Appointed by Council

1. **Minturn Education Fund**; Christina Gosselin, President, [christina.gosselin@eagleschools.net](mailto:christina.gosselin@eagleschools.net)  
Representation: at least one but up to two Council members are Directors  
Town Manager is Ex-Officio Director  
Responsibilities: Manage funds and award scholarships  
Time commitment: As needed, generally twice per year  
Appointees: Kate Schifani, Rob Gutierrez (ex officio)
2. **Minturn Fitness Center**  
Representation: Council appoints 3 Directors (do not need to be Council members, but must be members of the community)  
Responsibilities: Manage finances and operations of Fitness Center  
Time Commitment: quarterly  
Appointees: Gusty Kanakis, Lynn Feiger, and Rob Gutierrez

## Representation to other Government Agencies

1. **NWCCOG/QQ; Moira Vander-Meer**  
Responsibilities: COG: oversees budget and operations of NWCCOG  
Appointees: Kate Schifani  
  
QQ; Torie Jarvis [gqwater@nwccog.org](mailto:gqwater@nwccog.org): advises on water legislation issues.  
Appointees: Gusty Kanakis  
Time Commitment: quarterly meetings for COG, differing locations; QQ quarterly
2. **CORE Transit; Tanya Allen [tanya.allen@coretransit.org](mailto:tanya.allen@coretransit.org)**  
Representation: one board member and one alternate, must be a Council representatives  
Responsibilities: Board representative  
Time Commitment: Bi-Monthly now; monthly later this year, meetings in Avon  
Appointees: Spence Neubauer

## Representation to Membership Entities

1. **High Five Media; JK Perry [jk@highfivemedia.org](mailto:jk@highfivemedia.org)**  
Representation: one regular member  
Responsibilities: oversee operations of Channel 5  
Appointees: Gusty Kanakis  
Time Commitment: Quarterly
2. **Colorado Association of Ski Towns**  
Representation: Council member & Staff  
Responsibilities: Coordinate with other mountain towns on similar issues  
Time Commitment: Quarterly  
Appointees: Earle Bidez, Rob Gutierrez
3. **Radio Free Minturn – Council Representation no longer required – See Below**  
Representation: One ex-officio member  
Responsibilities: Connection between RFM Board & Council  
Appointees: Tom Priest

Time Commitment: Quarterly

**It was previously decided that Council did not need to have representation on this board. Deputy Clerk / Communications Dir. Cindy Krieg sits on this board. Unless someone feels otherwise, we can remove this one from the list. Perhaps we leave it as “staff representation vs. Council” (since it is really more of a “communications” piece).**

4. **Climate Action Collaborative; Gina McCrackin [ginam@walkingmountains.org](mailto:ginam@walkingmountains.org)**  
Representation: two regular members, one is board chair  
Responsibilities: Creation and advocacy of climate action policies for Eagle County.  
Time Commitment: Quarterly  
Appointee: Eric Gotthelf, Alternate: Tom Priest

## Roundtable Representations

1. **Eagle County RPI (formerly the Eagle County Community Wildlife Roundtable); CO Outdoor Regional Partnerships Initiative, Samuel Wallace [wallace@peakfacilitation.com](mailto:wallace@peakfacilitation.com)**  
Minturn Representation: Brian Rodine  
Consider a staff member and/or a community member. Anyone is welcome to be a member of this group, so it does not need to be a council member.

## Council Advisory Sub-Committees with 3<sup>rd</sup> Party Organizations

**Overview:** All committees below meet on an as-needed basis. Council in past has appointed two Council members. Time commitments vary. Council may want to consider ad-hoc committees as needed.

### Eagle County Housing & Development Authority Advisory Committee

Contact: Eagle County Housing, Kim Bell Williams [kim.williams@eaglecounty.us](mailto:kim.williams@eaglecounty.us)

Appointee: Kate Schifani, Alternate: Eric Gotthelf

Any other necessary Council committees can be created on an Ad Hoc basis.

### Council Scorecard (Prior to New Council):

Earle Bidez – (Qty 2) Core Transit, CAST  
Eric Gotthelf – (QTY 1) – CAC  
Gusty Kanakis – (QTY 3) – QQ, MFC, High 5  
Kate Schifani – (QTY 1) - Minturn Edu Fund  
Lynn Feiger – (QTY 1) – MFC  
Brian Rodine – (QTY 2) – NWCCOG, Wildfire Roundtable  
Tom Priest – (QTY ?) - CAC Alternate Only?

Rob Gutierrez (QTY 3) – CAST\_MFC\_ Minturn Edu Fund



**Staff Memo To:** Mayor and Town Council

**From:** Rob Gutierrez, Town Manager

**Date:** May 20, 2026

**Subject:** Resolution Authorizing SS4A Grant Application for Main Street Sidewalk Extension Phase II Completion and Phase III Construction

## Summary

The purpose of this agenda item is to request Town Council authorization to submit a grant application to the U.S. Department of Transportation's **Safe Streets and Roads for All (SS4A)** program for the **Minturn Main Street Sidewalk Extension Phase II Completion and Phase III Construction Project**.

The Town completed its SS4A Safety Action Plan in 2025. Completion of the plan makes the Town eligible to apply for SS4A **Implementation Grant** funding for projects that advance the plan's roadway safety recommendations, including pedestrian safety improvements and filling missing sidewalk gaps.

The FY 2026 SS4A application deadline is **May 26, 2026, at 5:00 p.m. EDT**.

## Background

The Town's SS4A Safety Action Plan identified pedestrian and bicycle safety, speeding, sidewalk gaps, and safe access along Main Street/U.S. Highway 24 as important community safety concerns. The plan specifically recommends completing and enhancing the sidewalk network to improve pedestrian safety and multimodal connectivity.

The Town previously advanced the Main Street sidewalk extension project in phases. However, **Phase II was cut short due to cost escalations**, leaving a portion of the planned sidewalk improvements unfinished. In addition, the Town has completed preliminary design and engineering for **Phase III**, which would extend the sidewalk farther south along Main Street/U.S. Highway 24 to the end of the Minturn Boneyard property and past Belden Place.

## Proposed Grant Application

Staff recommends submitting an SS4A Implementation Grant application to fund final design and construction of the remaining Phase II sidewalk improvements and the Phase III sidewalk extension.

Staff are currently working with **Stolfus**, the original design engineer for the sidewalk extension project, to confirm the updated project scope, refine quantities, and prepare updated cost estimates for the grant application. Based on preliminary review, staff anticipate the total project cost could be approximately **\$2.25 million to \$3.1 million**, depending on final scope, design assumptions, construction costs, CDOT requirements, and contingency.



The proposed project may include:

- Final design and engineering;
- CDOT coordination and required approvals;
- Utility, drainage, and right-of-way coordination;
- Construction of the remaining Phase II sidewalk segment;
- Construction of the Phase III sidewalk extension farther south along Main Street/U.S. Highway 24;
- Construction administration, inspection, and related eligible project costs.

This project would close a known sidewalk gap along the Town's primary transportation corridor, improve pedestrian safety, and implement a priority recommendation from the Town's SS4A Safety Action Plan.

## Recommendation

Staff recommends approval of the resolution authorizing the Town Manager to submit an SS4A grant application for the **Minturn Main Street Sidewalk Extension Phase II Completion and Phase III Construction Project** and to take all necessary steps to complete and submit the application.

Sincerely,

Rob Gutierrez

Town Manager

**TOWN OF MINTURN, COLORADO  
RESOLUTION NO. 27 – SERIES 2026**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO, AUTHORIZING THE  
SUBMITTAL OF A SAFE STREETS AND ROADS FOR ALL GRANT APPLICATION FOR FINAL DESIGN AND  
CONSTRUCTION OF THE MINTURN MAIN STREET SIDEWALK EXTENSION PHASE II COMPLETION AND  
PHASE III PROJECT**

**WHEREAS**, the Town of Minturn (“Town”) is a Colorado home rule municipality committed to improving roadway safety, pedestrian access, and multimodal connectivity throughout the community; and

**WHEREAS**, the United States Department of Transportation administers the Safe Streets and Roads for All (“SS4A”) grant program to support local, regional, and tribal initiatives to prevent roadway deaths and serious injuries; and

**WHEREAS**, the Town previously completed a Safe Streets and Roads for All Safety Action Plan, which identified pedestrian and bicycle safety, speeding, sidewalk gaps, and safe access along Main Street/U.S. Highway 24 as important community safety concerns; and

**WHEREAS**, the Safety Action Plan recommends completing and enhancing the sidewalk network, including sidewalk extensions and related pedestrian safety improvements along Main Street/U.S. Highway 24; and

**WHEREAS**, the Town has previously advanced sidewalk extension improvements along Main Street/U.S. Highway 24, including Phase II of the Main Street Sidewalk Extension Project; and

**WHEREAS**, due to funding limitations, a portion of the Phase II sidewalk extension remains unfinished, leaving a continuing sidewalk gap and pedestrian safety need along the Town’s primary transportation corridor; and

**WHEREAS**, the Town has also completed preliminary design and engineering for a future Phase III sidewalk extension along Main Street/U.S. Highway 24; and

**WHEREAS**, the Town desires to submit an SS4A grant application for the Minturn Main Street Sidewalk Extension Phase II Completion and Phase III Project, which may include final design, engineering, permitting, approvals, right-of-way or easement coordination, utility coordination, construction, construction administration, inspection, and related eligible activities necessary to complete the remaining Phase II sidewalk improvements and construct the Phase III sidewalk extension; and

**WHEREAS**, the proposed project is intended to close sidewalk gaps, improve pedestrian safety, enhance access along Main Street/U.S. Highway 24, improve multimodal connectivity, and further implement the recommendations of the Town’s SS4A Safety Action Plan; and

**WHEREAS**, the SS4A grant program generally requires a local match, and the Town Council desires to authorize the Town Manager to identify and commit the required local match, subject to final grant requirements and lawful appropriation of funds; and

**WHEREAS**, the Town Council finds that pursuing SS4A grant funding for final design and construction of the Minturn Main Street Sidewalk Extension Phase II Completion and Phase III Project is in the best interests of the Town and advances the health, safety, and welfare of the community.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO, AS FOLLOWS:**

**Section 1. Authorization to Apply.**

The Town Council hereby authorizes the Town Manager, or the Town Manager’s designee, to submit an application to the United States Department of Transportation Safe Streets and Roads for All grant program for the Minturn Main Street Sidewalk Extension Phase II Completion and Phase III Project.

**Section 2. Project Scope.**

The authorized application may include, but is not limited to, final design, engineering, survey, permitting, environmental review, CDOT coordination, right-of-way or easement coordination, utility coordination, construction, construction administration, inspection, project management, and other eligible activities necessary or appropriate to complete the remaining Phase II sidewalk extension improvements and construct the Phase III sidewalk extension along Main Street/U.S. Highway 24.

**Section 3. Local Match.**

The Town Council authorizes the Town Manager, or the Town Manager’s designee, to identify and commit the required local match for the grant application, subject to final grant award terms, applicable grant requirements, and lawful appropriation of funds by the Town Council.

**Section 4. Execution of Documents.**

The Town Manager, or the Town Manager’s designee, is authorized to execute and submit all documents necessary or appropriate to complete the grant application, accept a grant award if offered, and administer the grant consistent with applicable federal, state, and local requirements.

**Section 5. Grant Administration and Project Coordination.**

The Town Manager, or the Town Manager’s designee, is further authorized to coordinate with the United States Department of Transportation, the Colorado Department of Transportation, project engineers, contractors, and other necessary parties to advance the project, subject to applicable procurement, contracting, budget, and grant requirements.

**Section 6. Effective Date.**

This Resolution shall be effective immediately upon adoption.

**INTRODUCED, READ, APPROVED, ADOPTED, AND RESOLVED this \_\_\_ day of \_\_\_\_\_, 2026.**

**TOWN OF MINTURN, COLORADO**

\_\_\_\_\_  
Eric Gotthelf, Mayor

ATTEST:

\_\_\_\_\_  
Jay Brunvand, Town Clerk



**Staff Memo To:** Mayor and Town Council

**From:** Rob Gutierrez, Town Manager

**Date:** May 20, 2026

**Subject:** CPW Human-Bear Conflict Reduction Grant Application – Downtown Bear-Resistant Waste Consolidation Project

## Background and Revised Proposal

Staff is seeking Town Council authorization to submit a grant application to Colorado Parks and Wildlife's Human-Bear Conflict Reduction Community Grant Program. The proposed project would provide initial funding for a Town-owned bear-resistant waste compactor/enclosure and a limited number of supplemental bear-resistant trash and recycling receptacles.

The project is also directly related to the Town's planned **First, Nelson, and Williams infrastructure improvement project**. The existing trash compactor is located in or near the First Street public right-of-way and will need to be relocated before the Town can advance work associated with water line replacement, utility undergrounding, and related downtown infrastructure improvements. Relocating the compactor is therefore both a wildlife-conflict reduction measure and an enabling step for future public infrastructure work in this area.

## Project Scope and Budget

The proposed grant application would request funding for a **Downtown Bear-Resistant Waste Consolidation Project**, which may include:

- Purchase and installation of a Town-owned bear-resistant trash compactor;
- Construction of a bear-resistant enclosure, gates, access controls, and related site improvements;
- Electrical service, concrete pad, bollards, drainage, and installation costs;
- Up to six additional bear-resistant trash/recycling receptacles for high-conflict areas; and
- Signage, public education, and user instructions.

Staff recommends authorizing an application with a total project budget of up to **\$200,000**, including a grant request of up to **\$150,000** and a local match not to exceed **\$50,000**. The final budget will be refined based on vendor quotes, site constraints, and grant program requirements.

## Staff Recommendation

Staff recommends that Town Council approve the resolution authorizing submittal of the CPW grant application. The grant would provide an opportunity to address bear-related

# Minturn

Town Manager's Office

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trash conflicts while also advancing a necessary early step for the First, Nelson, and Williams infrastructure improvements.

If grant funds are awarded, staff will return to Council as needed with final project agreements, property access arrangements, procurement items, and any required budget amendments before proceeding with installation.

Sincerely,

Rob Gutierrez

**Town Manager**

**TOWN OF MINTURN, COLORADO  
RESOLUTION NO. 28 – SERIES 2026**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO, AUTHORIZING THE SUBMITTAL OF A GRANT APPLICATION TO COLORADO PARKS AND WILDLIFE FOR THE HUMAN-BEAR CONFLICT REDUCTION COMMUNITY GRANT PROGRAM AND AUTHORIZING A LOCAL MATCH FOR THE DOWNTOWN BEAR-RESISTANT WASTE CONSOLIDATION AND RECEPTACLE PROJECT**

**WHEREAS**, the Town of Minturn is a Colorado home rule municipality with authority to provide for the health, safety, and welfare of the community; and

**WHEREAS**, the Town has experienced recurring concerns related to wildlife access to trash and other attractants, particularly involving black bears in and near the downtown business area and other public areas of Town; and

**WHEREAS**, unsecured or inadequately secured trash and recycling can contribute to human-bear conflicts, create public safety concerns, and increase the likelihood of bear habituation; and

**WHEREAS**, the Colorado Parks and Wildlife Human-Bear Conflict Reduction Community Grant Program provides funding to Colorado communities for projects that reduce human-bear conflicts, including projects that reduce the availability of attractants and support durable, cost-effective community solutions; and

**WHEREAS**, the Town desires to submit a grant application for a **Downtown Bear-Resistant Waste Consolidation and Receptacle Project**, which may include the purchase and installation of a Town-owned bear-resistant shared waste compactor and enclosure serving the downtown business area, together with supplemental bear-resistant trash and recycling receptacles for high-conflict public areas; and

**WHEREAS**, the project is intended to reduce wildlife access to trash, improve public safety, support compliance with enforceable trash-management requirements, and provide a replicable model for small mountain communities with constrained downtown areas and redevelopment pressure; and

**WHEREAS**, the 2026 grant program requires a minimum local match of twenty-five percent of the total project budget, which may be provided through cash, in-kind services, donations, or other eligible contributions; and

**WHEREAS**, staff has prepared a preliminary project budget of up to **\$200,000**, including a potential grant request of up to **\$150,000** and a local match of up to **\$50,000**; and

**WHEREAS**, the Town Council finds that submitting the grant application and committing the required local match, subject to final grant award and budget appropriation, is in the best interests of the Town and its residents.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO, AS FOLLOWS:**

**Section 1. Authorization to Submit Grant Application.**

The Town Council hereby authorizes Town staff to submit a grant application to Colorado Parks and Wildlife for the Human-Bear Conflict Reduction Community Grant Program for the Downtown Bear-Resistant Waste Consolidation and Receptacle Project.

**Section 2. Authorization of Local Match.**

The Town Council hereby authorizes a local match in an amount not to exceed **\$50,000**, representing up to twenty-five percent of an estimated total project budget of up to **\$200,000**, subject to final grant award, budget availability, and any required appropriation by the Town Council.

**Section 3. Grant Request.**

The Town Council authorizes staff to request grant funding in an amount of up to \$150,000, or such other amount as may be determined appropriate by the Town Manager based on final project scope, vendor estimates, and grant program requirements, provided that the Town’s local match shall not exceed the amount authorized in Section 2 without further approval of the Town Council.

**Section 4. Authority of Town Manager.**

The Town Manager is authorized to take all actions reasonably necessary to submit the grant application, including finalizing the project scope, budget, match documentation, supporting materials, and certifications required by Colorado Parks and Wildlife.

**Section 5. Private Property Siting.**

If any portion of the project is proposed to be located on private property, the Town’s participation shall be contingent upon the Town securing agreements acceptable to the Town Manager and Town Attorney, which may include a license, easement, access agreement, maintenance agreement, relocation provision, or other agreement necessary to ensure a durable public or community benefit.

**Section 6. No Obligation to Proceed Without Award or Agreement.**

This Resolution authorizes submittal of the grant application and commitment of the local match if awarded. It does not obligate the Town to proceed with construction, installation, purchase, or acceptance of grant funds unless final project terms, grant conditions, property agreements, and budgetary requirements are acceptable to the Town.

**Section 7. Effective Date.**

This Resolution shall be effective immediately upon adoption.

**INTRODUCED, READ, APPROVED, ADOPTED, AND RESOLVED this \_\_\_ day of \_\_\_\_\_, 2026.**

**TOWN OF MINTURN, COLORADO**

\_\_\_\_\_  
Eric Gotthelf, Mayor

ATTEST:

\_\_\_\_\_  
Jay Brunvand, Town Clerk



**Staff Memo To:** Mayor and Town Council

**From:** Rob Gutierrez, Town Manager

**Date:** May 20, 2026

**Subject:** Colorado Circular Communities Impact Grant Application – Downtown Minturn Recycling and Materials Diversion Hub

## Summary

Staff are seeking Town Council authorization to apply for a **Colorado Circular Communities Impact Grant** for the proposed **Downtown Minturn Recycling and Materials Diversion Hub**. The grant supports projects that advance recycling, reuse, materials recovery, source reduction, and other circular economy activities.

The proposed project would create a shared downtown recycling hub intended to improve landfill diversion, support more efficient collection of recyclable materials, and help address existing waste and recycling constraints in the downtown core. The project is also related to the Town's broader planning for future infrastructure improvements in the First Street, Williams Street, and Nelson Street area, where relocation and modernization of existing waste and recycling infrastructure will be necessary.

## Project Description

The proposed project would establish a wildlife-resistant recycling and materials diversion hub serving downtown businesses, residents, and visitors. The hub is anticipated to include a **cardboard compactor, mixed recycling collection infrastructure**, an associated **wildlife-resistant enclosure**, site improvements, electrical service, signage, lighting, and contamination-control measures.

The project would help reduce the amount of cardboard and mixed recyclables entering the landfill, improve collection efficiency, and provide a more organized long-term system for downtown materials management.

## Estimated Project Budget

Staff have prepared a planning-level project budget of approximately **\$350,000**, which may be refined as vendor quotes, site conditions, and final equipment needs are confirmed.

Budget Item	Estimated Cost
Cardboard compactor unit	\$55,000
Compactor receiver/container	\$25,000
Mixed recycling dumpster/container system	\$20,000
Freight, delivery, installation, and startup	\$15,000
Concrete pad, truck apron, drainage, and bollards	\$45,000



<b>Electrical service and controls</b>	\$25,000
<b>Wildlife-resistant enclosure, gates, and screening</b>	\$75,000
<b>Lighting, cameras, access control, and security</b>	\$20,000
<b>Signage, labeling, and business/public education materials</b>	\$8,000
<b>Design, survey, permitting, and site/legal agreements</b>	\$27,000
<b>Contingency</b>	\$35,000
<b>Total Estimated Project Cost</b>	<b>\$350,000</b>

## Grant Match

The Colorado Circular Communities Impact Grant does **not require a local match**, although matching funds or in-kind contributions may strengthen the application. Staff may evaluate potential Town, Downtown Development Authority, private, or in-kind contributions as part of the final application package. Any final expenditure of Town funds would remain subject to appropriation and any additional approvals required by Council.

## Recommendation

Staff recommend that Town Council approve the accompanying resolution authorizing staff to submit a grant application for up to **\$350,000** for the Downtown Minturn Recycling and Materials Diversion Hub Project.

Sincerely,

**Rob Gutierrez**  
Town Manager

**TOWN OF MINTURN, COLORADO  
RESOLUTION NO. 29 – SERIES 2026**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO, AUTHORIZING  
STAFF TO APPLY FOR A COLORADO CIRCULAR COMMUNITIES IMPACT GRANT FOR THE DOWNTOWN  
MINTURN RECYCLING AND MATERIALS DIVERSION HUB PROJECT**

**WHEREAS**, the Town of Minturn has identified a need to improve downtown waste and recycling infrastructure in a manner that supports landfill diversion, efficient collection, wildlife-resistant materials management, and future downtown infrastructure improvements; and

**WHEREAS**, the Town is evaluating improvements in the First Street, Williams Street, and Nelson Street area, including replacement of aging water infrastructure, potential utility undergrounding, and related public infrastructure improvements; and

**WHEREAS**, relocating and improving existing downtown waste and recycling infrastructure is an important step in supporting future infrastructure work and redevelopment opportunities in the downtown core; and

**WHEREAS**, the Colorado Circular Communities Impact Grant provides funding for projects that support Colorado’s circular economy, including recycling, reuse, materials recovery, composting, source reduction, and other waste-diversion activities; and

**WHEREAS**, the Town desires to submit a grant application for the **Downtown Minturn Recycling and Materials Diversion Hub Project**, which is anticipated to include a cardboard compactor, mixed recycling collection infrastructure, a wildlife-resistant enclosure, site improvements, electrical service, signage, access controls, and contamination-control measures; and

**WHEREAS**, the proposed project would improve access to recycling services for downtown businesses, residents, and visitors; reduce landfill disposal of cardboard and mixed recyclables; improve materials collection efficiency; and support a cleaner, safer, and more resilient downtown environment; and

**WHEREAS**, the estimated project budget is approximately **Three Hundred Fifty Thousand Dollars (\$350,000)**, and the Colorado Circular Communities Impact Grant does not require a local match, though matching or in-kind contributions may strengthen the Town’s application.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO, AS FOLLOWS:**

**Section 1. Authorization to Apply.**

The Town Council hereby authorizes Town staff to prepare and submit an application to the Colorado Circular Communities Impact Grant program for the Downtown Minturn Recycling and Materials Diversion Hub Project, in an amount up to \$350,000.

**Section 2. Local Contribution.**

Town staff are authorized to identify and include Town, Downtown Development Authority, private, or in-kind contributions if doing so would strengthen the application, provided that any final expenditure of Town funds remains subject to appropriation and any additional approvals required by law.

**Section 3. Authority to Execute Application Documents.**

The Town Manager, or the Town Manager’s designee, is authorized to execute and submit all documents necessary to apply for the grant, including application materials, budget forms, letters of support, certifications, and related documents.

**Section 4. Grant Acceptance.**

If the grant is awarded, acceptance of the grant and approval of any final grant agreement shall be subject to review and approval by the Town Council, unless otherwise authorized by the Town Council.

**Section 5. Effective Date.**

This Resolution shall be effective immediately upon adoption.

**INTRODUCED, READ, APPROVED, ADOPTED, AND RESOLVED this \_\_\_ day of \_\_\_\_\_, 2026.  
TOWN OF MINTURN, COLORADO**

\_\_\_\_\_  
Eric Gotthelf, Mayor

ATTEST:

\_\_\_\_\_  
Jay Brunvand, Town Clerk



**Staff Memo To:** Mayor and Town Council

**From:** Rob Gutierrez, Town Manager

**Date:** May 20, 2026

**Subject:** Builder's Risk Insurance for Water Treatment Plant Project

## Summary

The Town is preparing to begin construction of the new Water Treatment Plant, with JHL Constructors LLC expected to begin mobilization in June. As part of final project administration, staff identified the need to obtain Builder's Risk Insurance for the project.

Builder's Risk Insurance is a specialized property insurance policy that generally covers physical loss or damage to a construction project while it is under construction. For a major public infrastructure project such as the Water Treatment Plant, this type of coverage helps protect the Town's financial interest in the work, materials, and improvements during construction.

## Background

The construction contract with JHL Constructors LLC did not include a specific cost or budget allocation for Builder's Risk Insurance. JHL has since submitted Change Order No. OCO-0001 to add Builder's Risk Insurance coverage to JHL's scope for an 18-month period.

The quoted amount from JHL is **\$46,132.05**. If approved through JHL, the change order would increase the contract sum from **\$12,547,730.00** to **\$12,593,862.05**. The proposed change order does not modify the contract time.

## Need for Coverage

Builder's Risk Insurance is commonly used on major construction projects to protect against certain risks during construction, which may include covered losses from events such as fire, theft, vandalism, certain weather events, or other physical damage to the work in progress.

Because the Water Treatment Plant is a major capital project and a critical public utility facility, staff believe it is important to have Builder's Risk coverage in place before or at the start of construction. Without this coverage, an uninsured or underinsured loss during construction could create additional cost, delay, or dispute for the project.

## Procurement Options

Staff are currently keeping two options open while final pricing and coverage terms are reviewed:

1. **JHL-obtained policy:** The Town could approve JHL Change Order No. OCO-0001 in the amount of **\$46,132.05**, adding Builder's Risk Insurance to JHL's project scope.



2. **Town-obtained policy:** The Town could procure a separate Builder's Risk Insurance policy directly through an independent insurance provider, broker, or carrier.

Staff are still awaiting additional independent quotes. Maintaining both options allows staff to compare pricing, coverage terms, deductibles, exclusions, and administrative requirements before finalizing the policy.

## Recommendation

Staff recommend that Town Council approve the attached resolution authorizing the Town Manager to obtain Builder's Risk Insurance for the Water Treatment Plant Project either through approval of the JHL change order or through a separate Town-obtained policy.

The resolution authorizes a total amount not to exceed **\$46,132.05**, unless otherwise approved by Council. Staff will finalize the recommended approach after reviewing the pending independent quotes and determining which option provides the best value and coverage structure for the Town.

Sincerely,

Rob Gutierrez  
Town Manager

**TOWN OF MINTURN, COLORADO  
RESOLUTION NO. 30 – SERIES 2026**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO, AUTHORIZING THE TOWN MANAGER TO APPROVE AND EXECUTE DOCUMENTS NECESSARY TO OBTAIN BUILDER’S RISK INSURANCE FOR THE WATER TREATMENT PLANT PROJECT**

**WHEREAS**, the Town of Minturn is proceeding with construction of a new Water Treatment Plant to replace aging treatment infrastructure and improve the resiliency, reliability, and capacity of the Town’s municipal water system; and

**WHEREAS**, the Town has selected JHL Constructors LLC as the contractor for construction of the Water Treatment Plant Project; and

**WHEREAS**, construction mobilization is anticipated to begin in June 2026; and

**WHEREAS**, Builder’s Risk Insurance is customarily obtained for major construction projects to protect against certain risks of physical loss or damage during construction; and

**WHEREAS**, the construction contract documents did not include a specific cost or budget allocation for a Builder’s Risk Insurance policy; and

**WHEREAS**, JHL Constructors LLC has submitted Change Order No. OCO-0001 to add Builder’s Risk Insurance coverage to JHL’s scope for an 18-month period in the amount of **\$46,132.05**, which would increase the contract sum from **\$12,547,730.00** to **\$12,593,862.05**; and

**WHEREAS**, Town staff are also reviewing independent quotes to determine whether it is more cost-effective and appropriate for the Town to procure the policy directly; and

**WHEREAS**, the Town Council desires to authorize the Town Manager to obtain Builder’s Risk Insurance through the most cost-effective and administratively appropriate method, including either approval of the JHL change order or procurement of a separate Town-obtained policy.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO, AS FOLLOWS:**

**Section 1. Authorization.**

The Town Council hereby authorizes the Town Manager to take all actions reasonably necessary to obtain Builder’s Risk Insurance for the Water Treatment Plant Project, including execution of any necessary change order, contract amendment, addendum, insurance application, policy documents, or related agreements.

**Section 2. Authorized Procurement Options.**

The authorization granted in this Resolution includes authority for the Town Manager to:

- a. approve Change Order No. OCO-0001 with JHL Constructors LLC, or a substantially similar contract amendment or addendum, to add Builder’s Risk Insurance coverage to JHL’s construction scope; or
- b. procure and execute a separate Builder’s Risk Insurance policy or related agreement directly through an independent insurance provider, broker, or carrier.

**Section 3. Authorized Amount.**

The total amount authorized for Builder’s Risk Insurance shall not exceed **\$46,132.05** if obtained through JHL Constructors LLC pursuant to Change Order No. OCO-0001. If the Town Manager determines that a separate Town-obtained policy is more cost-effective or otherwise in the Town’s best interest, the Town Manager is authorized to execute such policy or related agreement, provided the total cost does not exceed **\$46,132.05**, unless otherwise approved by the Town Council.

**Section 4. Selection of Policy.**

The Town Manager is authorized to select the Builder’s Risk Insurance option that, in the Town Manager’s judgment and in consultation with the Town Attorney and the Town’s insurance representatives as appropriate, provides appropriate coverage for the Water Treatment Plant Project and is in the best interests of the Town.

**Section 5. No Contract Time Extension.**

Approval of Builder’s Risk Insurance through JHL Constructors LLC shall not modify the contract time unless separately approved by the Town.

**Section 6. Effective Date.**

This Resolution shall be effective immediately upon adoption.

**INTRODUCED, READ, APPROVED, ADOPTED, AND RESOLVED this \_\_\_ day of \_\_\_\_\_, 2026.**

**TOWN OF MINTURN, COLORADO**

\_\_\_\_\_  
Eric Gotthelf, Mayor

ATTEST:

\_\_\_\_\_  
Jay Brunvand, Town Clerk



**Staff Memo To:** Mayor and Town Council

**From:** Rob Gutierrez, Town Manager

**Date:** May 20, 2026

**Subject:** Discussion of Public Works Staffing Changes

## Purpose

Staff is seeking Council feedback and direction on a proposed Public Works staffing change. Specifically, staff recommends establishing a **Public Works Lead** position as a lower-cost, working field leadership role in lieu of filling the currently vacant **Public Works Operations Supervisor** position at this time.

This proposed change is intended to provide additional day-to-day field leadership, operational redundancy, and staff development capacity within the Public Works Department while limiting the Town's long-term financial commitment during a period of budget uncertainty.

## Proposed Change

Staff is seeking Council direction on creating a **Public Works Lead** position in lieu of filling the currently vacant **Public Works Operations Supervisor** position at this time.

The Lead position would function as a working field lead. The employee would continue performing hands-on Public Works duties while also helping coordinate daily assignments, provide field oversight, support safety and quality control, assist with snow and emergency operations, and provide coverage when the Director is unavailable.

The Lead position is intended to be a lower-level leadership role than the Operations Supervisor. It would give the Director flexibility to train and develop an employee into a long-term leadership role while limiting the Town's financial commitment.

Staff does **not** intend to fill both the Public Works Lead and Public Works Operations Supervisor positions at the same time. The intent is to fill the Lead position now and preserve the Operations Supervisor position as a possible future advancement opportunity if departmental needs and budget capacity support that change.

## Fiscal Impact

The 2026 hiring range for the Public Works Lead is **\$75,808 to \$87,179.20**. The 2026 hiring range for the Public Works Operations Supervisor is **\$88,837.50 to \$102,163.13**. Creating and filling the Lead position would therefore provide field leadership at a lower base salary cost than immediately filling the Supervisor position.

## Staff Recommendation

Staff recommends that Council support creation of the Public Works Lead position and authorize staff to fill or promote into that role in lieu of filling the vacant Public Works Operations Supervisor position at this time.

Attachments include the updated Public Works Lead and Public Works Operations Supervisor job descriptions and the current Town salary ranges.



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## Requested Direction

Staff is seeking Council feedback on whether to proceed with the proposed Public Works Lead position and whether Council agrees that the Lead and Operations Supervisor positions should not be filled concurrently without future Council direction.

Sincerely,

Rob Gutierrez  
Town Manager

**2025 Ranges**

Job Title	Hiring Min	Hiring Max	Hourly Max	Hiring Min	Hiring Max	Salary Max
<b>Town Manager</b>	\$ 74.52	\$ 85.70	\$ 111.41	\$ 155,000.00	\$ 178,250.00	\$ 231,725.00
<b>Planning Director (3)</b>	\$ 54.42	\$ 62.58	\$ 81.35	\$ 113,184.00	\$ 130,161.60	\$ 169,210.08
<b>Town Planner</b>						
Assistant	\$ 31.49	\$ 36.21	\$ 47.08	\$ 65,500.00	\$ 75,325.00	\$ 97,922.50
Senior (1)	\$ 37.79	\$ 43.46	\$ 56.49	\$ 78,600.00	\$ 90,390.00	\$ 117,507.00
Principal (1)	\$ 45.35	\$ 52.15	\$ 67.79	\$ 94,320.00	\$ 108,468.00	\$ 141,008.40
<b>Town Clerk/Treasurer</b>	\$ 60.10	\$ 69.11	\$ 89.84	\$ 125,000.00	\$ 143,750.00	\$ 186,875.00
<b>Deputy Clerk (2)</b>	\$ 45.07	\$ 51.83	\$ 67.38	\$ 93,750.00	\$ 107,812.50	\$ 140,156.25
<b>Code Enforcement Officer/Permit Technician</b>						
Dual Role (6)	\$ 30.82	\$ 35.44	\$ 46.07	\$ 64,102.50	\$ 73,717.88	\$ 95,833.24
Code Enforcement Officer (5)	\$ 29.35	\$ 33.75	\$ 43.88	\$ 61,050.00	\$ 70,207.50	\$ 91,269.75
Permit Technician	\$ 26.68	\$ 30.69	\$ 39.89	\$ 55,500.00	\$ 63,825.00	\$ 82,972.50
<b>Public Works Director</b>	\$ 55.29	\$ 63.58	\$ 82.66	\$ 115,000.00	\$ 132,250.00	\$ 171,925.00
<b>Public Works Operations Supervisor (2)</b>	\$ 41.47	\$ 47.69	\$ 61.99	\$ 86,250.00	\$ 99,187.50	\$ 128,943.75
<b>Public Works Lead (4)</b>	\$ 35.38	\$ 40.69	\$ 52.90	\$ 73,600.00	\$ 84,640.00	\$ 110,032.00
<b>Equipment Operator</b>						
One	\$ 28.75	\$ 33.06	\$ 42.98	\$ 59,800.00	\$ 68,770.00	\$ 89,401.00
Two (1)	\$ 34.50	\$ 39.68	\$ 51.58	\$ 71,760.00	\$ 82,524.00	\$ 107,281.20
<b>Maintenance Technician</b>						
One	\$ 24.13	\$ 27.75	\$ 36.07	\$ 50,190.40	\$ 57,718.96	\$ 75,034.65
Two (1)	\$ 28.96	\$ 33.30	\$ 43.29	\$ 60,228.48	\$ 69,262.75	\$ 90,041.58
<b>Seasonal Snow Removal Technician</b>						
Benefited	\$ 28.75	\$ 33.06				
Non-Benefited	\$ 35.00	\$ 40.25				

**2026 Ranges**

COLA	Hiring Min	Hiring Max	Hourly Max	Hiring Min	Hiring Max	Salary Max
3%	\$ 76.75	\$ 88.27	\$ 114.75	\$ 159,650.00	\$ 183,597.50	\$ 238,676.75
3%	\$ 56.05	\$ 64.46	\$ 83.79	\$ 116,579.52	\$ 134,066.45	\$ 174,286.38
3%	\$ 32.44	\$ 37.30	\$ 48.49	\$ 67,465.00	\$ 77,584.75	\$ 100,860.18
3%	\$ 38.92	\$ 44.76	\$ 58.19	\$ 80,958.00	\$ 93,101.70	\$ 121,032.21
3%	\$ 46.71	\$ 53.71	\$ 69.83	\$ 97,149.60	\$ 111,722.04	\$ 145,238.65
3%	\$ 61.90	\$ 71.18	\$ 92.54	\$ 128,750.00	\$ 148,062.50	\$ 192,481.25
3%	\$ 46.42	\$ 53.39	\$ 69.40	\$ 96,562.50	\$ 111,046.88	\$ 144,360.94
3%	\$ 31.74	\$ 36.50	\$ 47.46	\$ 66,025.58	\$ 75,929.41	\$ 98,708.23
3%	\$ 30.23	\$ 34.77	\$ 45.20	\$ 62,881.50	\$ 72,313.73	\$ 94,007.84
3%	\$ 27.48	\$ 31.61	\$ 41.09	\$ 57,165.00	\$ 65,739.75	\$ 85,461.68
3%	\$ 56.95	\$ 65.49	\$ 85.14	\$ 118,450.00	\$ 136,217.50	\$ 177,082.75
3%	\$ 42.71	\$ 49.12	\$ 63.85	\$ 88,837.50	\$ 102,163.13	\$ 132,812.06
3%	\$ 36.45	\$ 41.91	\$ 54.49	\$ 75,808.00	\$ 87,179.20	\$ 113,332.96
3%	\$ 29.61	\$ 34.05	\$ 44.27	\$ 61,594.00	\$ 70,833.10	\$ 92,083.03
3%	\$ 35.54	\$ 40.87	\$ 53.12	\$ 73,912.80	\$ 84,999.72	\$ 110,499.64
3%	\$ 24.85	\$ 28.58	\$ 37.16	\$ 51,696.11	\$ 59,450.53	\$ 77,285.69
3%	\$ 29.82	\$ 34.30	\$ 44.59	\$ 62,035.33	\$ 71,340.63	\$ 92,742.82
3%	\$ 29.61	\$ 34.05				
3%	\$ 36.05	\$ 41.46				

**Notes**

- Salary maximum is always 30% of the hiring maximum.
- Hiring maximum wage is always 15% above hiring minimum.
- (1) Hiring minimum for is 20% above lower tier for tiered positions.
- (2) Hiring minimum for Deputy Clerk and Public Works Supervisor is 75% of supervising position.
- (3) Planning Director starts 20% higher than Principal Planner
- (4) Public Works Lead hiring minimum is 64% of Public Works Director position.
- (5) Code enforcement hiring minimum is 10% higher than Permit Technician position.
- (6) Dual role hiring minimum is 5% higher than Code Enforcement Officer position.

# JOB DESCRIPTION

## TOWN OF MINTURN

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**Position Title:** Public Works Operations Supervisor

**Reports To:** Director of Public Works

**FLSA Status:** Exempt – Full Time

**Supervises:** Public Works Lead, Equipment Operator I/II, Maintenance Worker I/II, and seasonal or temporary Public Works staff

**Pay:**

Hiring Range: \$88,837 to \$102,163 annually

Salary Range: \$88,837 to \$132,333 annually

**General Statement of Duties:**

The Public Works Supervisor is responsible for supervising and coordinating the day-to-day operations of the Town's Public Works Department under the general direction of the Director of Public Works. This position oversees daily field operations and work assignments involving streets, drainage, snow removal, utilities, parks, facilities, fleet, and related public infrastructure.

The Supervisor provides direct supervision to Public Works staff, including the Public Works Lead and assigned crew members, and is responsible for work planning, scheduling, safety oversight, quality control, training support, personnel coordination, and operational problem-solving. The position assists the Director of Public Works with implementation of departmental goals, emergency response, procurement and materials planning, contractor coordination, equipment and fleet oversight, and administration of daily operations.

This position is expected to exercise sound judgment, maintain a high standard of safety and professionalism, and ensure that Public Works services are delivered efficiently, effectively, and in alignment with Town priorities. This position is not the department head and works under the general supervision of the Director of Public Works.

**Supervision:**

Works under the general supervision of the Director of Public Works. Exercises direct supervision over the Public Works Lead and assigned Public Works employees, including Equipment Operators, Maintenance Workers, and seasonal or temporary staff. Responsible for assigning and reviewing work, monitoring productivity and quality, ensuring safe work practices, supporting employee development, and providing input regarding performance, discipline, and training needs.

**Work Environment:**

Work is performed in both office and field settings and requires regular work outdoors in varied weather conditions, including snow, ice, heat, cold, and high-altitude conditions. Work may require early mornings, evenings, weekends, holidays, overtime, and after-hours emergency or on-call response, particularly during snow events and other operational emergencies. The position requires frequent walking, standing, bending, lifting, climbing, driving, and occasional operation of tools and equipment.

## **Essential Duties and Responsibilities**

### **Field Leadership and Crew Coordination**

#### **Operations Supervision and Work Planning**

- Supervises and coordinates the day-to-day operations of Public Works crews engaged in the maintenance, repair, and improvement of streets, alleys, sidewalks, drainage systems, utilities, parks, trails, public buildings, fleet, and other Town infrastructure.
- Develops daily and weekly work plans in coordination with the Director of Public Works and assigns personnel, equipment, and materials to accomplish departmental priorities.
- Oversees and supports the work of the Public Works Lead, ensuring field assignments are effectively communicated and completed.
- Monitors work progress, productivity, safety, quality, and timeliness of crew activities.
- Adjusts daily operations in response to weather, emergencies, staffing constraints, service requests, and changing priorities.

#### **Personnel Oversight and Staff Development**

- Provides direct supervision, guidance, and accountability for assigned staff.
- Assists in training employees in proper work methods, safety practices, equipment operation, and Town procedures.
- Evaluates work performance, provides coaching and corrective direction, and makes recommendations to the Director regarding employee development, discipline, advancement, and training needs.
- Assists with scheduling, time-off coordination, on-call assignments, and snow response staffing.
- Promotes teamwork, professionalism, and effective communication across the department.

#### **Field Operations and Emergency Response**

- Oversees field operations related to street maintenance, snow and ice control, storm response, utility repairs, traffic control, drainage maintenance, signage, parks maintenance, facility upkeep, and related Public Works functions.
- Participates in field response and may perform hands-on work, equipment operation, and emergency support as needed.
- Directs snow and ice control operations and helps ensure timely and effective winter weather response.
- Coordinates after-hours and emergency response activities involving infrastructure failures, storm events, snow events, or other urgent service needs.

#### **Safety, Compliance, and Quality Control**

- Ensures compliance with Town safety policies, OSHA requirements, work zone safety standards, and applicable operating procedures.
- Maintains safe work areas and ensures staff use appropriate personal protective equipment and follow safe operating practices.

- Inspects work in progress and completed work to ensure it meets Town expectations for quality, safety, and efficiency.
- Investigates operational issues, identifies corrective actions, and elevates significant concerns to the Director as appropriate.

### **Equipment, Fleet, and Materials Coordination**

- Oversees the availability, readiness, and proper use of Town vehicles, heavy equipment, tools, and materials used in Public Works operations.
- Coordinates routine servicing, repair scheduling, replacement needs, and operational readiness of fleet and equipment in collaboration with the Director.
- Monitors inventory and use of materials, supplies, and equipment and assists with procurement and replacement recommendations.
- Reviews equipment logs, service records, and operational documentation for completeness and follow-up needs.

### **Administrative and Operational Support**

- Maintains or reviews work logs, activity reports, equipment records, maintenance documentation, and other operational records.
- Assists the Director with departmental planning, budget implementation, cost tracking, contractor coordination, and service delivery improvements.
- Coordinates with contractors, utility representatives, other Town departments, special districts, Eagle County, CDOT, and other agencies as assigned.
- Responds to public concerns and service requests in a professional and timely manner.
- Performs other related duties as assigned in support of Public Works operations.

### **Minimum Qualifications**

#### **Required**

- High school diploma or GED equivalent. Associate's degree or coursework in public works, construction management, utilities, business, or a related field may substitute for a portion of experience.
- Five (5) or more years of progressively responsible experience in public works, municipal infrastructure, utilities, construction, roadway maintenance, equipment operations, or a closely related field.
- At least two (2) years of experience in a lead worker, foreman, crew leader, or supervisory capacity.
- Valid Colorado driver's license with a satisfactory driving record.
- Colorado Class B Commercial Driver's License at time of hire, or ability to obtain within six (6) months of hire.
- Demonstrated ability to supervise and coordinate field crews engaged in streets, snow, drainage, utility, facilities, fleet, or parks-related work.
- Working knowledge of methods, materials, tools, equipment, and safety practices used in municipal public works operations.
- Working knowledge of traffic control procedures, work zone safety, and OSHA-related practices applicable to public works operations.

- Ability to plan, assign, monitor, and evaluate the work of others.
- Ability to prepare and maintain accurate records, logs, and reports.
- Ability to communicate effectively with employees, supervisors, contractors, other agencies, and the public.
- Ability to work outdoors in all weather conditions and respond to after-hours emergencies.

**Preferred**

- Seven (7) or more years of progressively responsible public works or infrastructure maintenance experience.
- Experience supervising multiple functions within a small municipal public works department.
- Colorado Class A CDL.
- Certifications in traffic control, work zone safety, snow and ice control, water distribution, wastewater collection, first aid/CPR, or related public works disciplines.
- Experience with fleet and equipment maintenance coordination.
- Experience with budgeting, purchasing, contractor oversight, or project coordination.
- Experience in municipal operations, utilities, or snow response management.

**Knowledge, Skills, and Abilities**

- Strong knowledge of municipal infrastructure systems, maintenance practices, and day-to-day public works operations.
- Ability to supervise employees while maintaining a practical understanding of field operations.
- Ability to organize work, manage competing priorities, and respond effectively to emergencies and changing conditions.
- Ability to maintain high standards of safety, accountability, and work quality.
- Ability to support the Director in implementing departmental goals and service priorities.
- Strong leadership, communication, and interpersonal skills.
- Ability to work independently and exercise sound judgment within established policies and operational priorities.
- Ability to maintain effective working relationships with employees, other departments, outside agencies, and the public.

# JOB DESCRIPTION TOWN OF MINTURN

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**Position Title:** Public Works Lead

**Reports To:** Director of Public Works

**FLSA Status:** Non-Exempt

**Supervises:** Equipment Operator I/II, Maintenance Worker I/II, and seasonal or temporary Public Works staff

**Pay:**

Hiring Range: \$36.45 to \$41.91 per hour

Salary Range: \$36.45 to \$54.49 per hour

**General Statement of Duties:**

The Public Works Lead performs advanced skilled work in the construction, maintenance, repair, and improvement of the Town's infrastructure and public facilities while serving as the primary day-to-day field lead for Public Works crews. This position is a working lead role that regularly performs hands-on field work alongside crew members and is responsible for assigning, coordinating, monitoring, and inspecting daily work activities involving streets, drainage, utilities, parks, facilities, fleet, and snow operations.

The Public Works Lead assists the Director of Public Works with work planning, crew coordination, equipment and material needs, emergency response, and implementation of departmental priorities. The position is expected to model safe work practices, train staff, maintain quality control, and help ensure timely and efficient completion of assigned work. This position does not serve as the department head and works under the general supervision of the Director of Public Works.

**Supervision:**

Works under the general supervision of the Director of Public Works. Exercises day-to-day lead direction over assigned Public Works employees, including Equipment Operators, Maintenance Workers, and seasonal staff. Provides field training, assigns tasks, monitors work quality, and helps ensure compliance with Town safety procedures and work standards.

**Work Environment:**

Work is performed primarily outdoors in varied weather conditions, including snow, ice, heat, cold, and high-altitude conditions. Work may require early mornings, evenings, weekends, holidays, overtime, and after-hours emergency or on-call response. The position requires frequent standing, walking, bending, lifting, climbing, and operation of vehicles, tools, and heavy equipment.

**Essential Duties and Responsibilities**

**Field Leadership and Crew Coordination**

- Assigns and coordinates daily work activities for Public Works crews based on priorities established by the Director of Public Works.
- Serves as the primary working lead in the field and helps organize staffing, equipment, and materials for assigned work.

- Monitors work in progress to ensure safety, productivity, quality, and timely completion.
- Trains and guides employees in proper work methods, equipment use, and safety practices.
- Provides input to the Director regarding employee performance, training needs, work progress, and operational issues.
- Assists with scheduling and coordination during snow events, emergencies, and special projects.

### **Operations and Maintenance**

- Performs and leads work related to the maintenance, repair, and improvement of streets, alleys, sidewalks, signage, drainage systems, parks, trails, public buildings, water infrastructure, and other Town facilities.
- Participates in and oversees snow and ice control operations, including plowing, sanding, de-icing, hauling, and related storm response.
- Performs roadway and drainage maintenance including grading, patching, compacting, ditch cleaning, culvert repair, and traffic control setup.
- Assists with utility maintenance and repair, including water and sewer line work, valves, hydrants, manholes, leak response, and utility support functions as assigned.
- Supports facility and grounds maintenance activities, including landscaping, painting, carpentry, and minor repairs.

### **Equipment and Safety**

- Operates light and heavy equipment such as dump trucks, loaders, graders, backhoes, snow plows, spreaders, mowers, trailers, and related tools and machinery.
- Ensures routine servicing, cleaning, and minor maintenance of vehicles, tools, and equipment are completed and properly documented.
- Inspects equipment and reports repair, replacement, or maintenance needs to the Director.
- Maintains safe work zones and ensures compliance with Town safety policies, OSHA requirements, and applicable traffic control standards.
- Responds to after-hours emergencies and may be assigned on-call responsibilities.

### **Administrative and Operational Support**

- Maintains work logs, service records, equipment reports, and material usage records.
- Assists the Director with identifying equipment, material, and operational needs.
- Coordinates with the Director on implementation of work plans, maintenance priorities, and field responses to public service requests.
- Communicates professionally with Town staff, residents, contractors, and the public.
- Performs other related duties as assigned in support of Public Works operations.

## **Minimum Qualifications**

### **Required**

- High school diploma or GED equivalent.
- Four (4) or more years of progressively responsible experience in public works, construction, utilities, street maintenance, parks maintenance, equipment operations, or a closely related field; or an equivalent combination of education and experience.
- At least one (1) year of experience serving in a lead worker, senior operator, crew leader, or similar field leadership capacity.
- Valid Colorado driver's license with a satisfactory driving record.
- Colorado Class B Commercial Driver's License at time of hire, or ability to obtain within six (6) months of hire.
- Demonstrated ability to safely operate light and heavy equipment used in street, drainage, utility, snow, and facility maintenance work.
- Working knowledge of methods, materials, tools, and safety practices used in municipal public works operations.
- Working knowledge of work zone traffic control and safe job site practices.
- Ability to read and follow maps, work orders, diagrams, and written and verbal instructions.
- Ability to train and guide the work of others in the field.
- Ability to establish and maintain effective working relationships with coworkers, supervisors, contractors, and the public.
- Ability to perform heavy manual labor and work outdoors for extended periods in all weather conditions.
- Ability to lift and carry moderately heavy and heavy materials, supplies, and equipment.

### **Preferred**

- Five (5) or more years of progressively responsible public works or infrastructure maintenance experience.
- Experience leading small crews in municipal streets, parks, water, drainage, snow removal, or facilities operations.
- Colorado Class A CDL.
- Certifications in traffic control, work zone safety, snow and ice control, water distribution, wastewater collection, first aid/CPR, or related public works fields.
- Experience with fleet or equipment maintenance coordination.
- Experience preparing work logs, service records, or daily operational reports.

### **Knowledge, Skills, and Abilities**

- Strong knowledge of municipal infrastructure maintenance practices and day-to-day Public Works operations.
- Ability to lead by example in a working crew environment.

- Ability to organize and prioritize daily field assignments in coordination with the Director.
- Ability to monitor work quality and ensure adherence to safety requirements.
- Ability to respond effectively to shifting priorities, service requests, weather events, and emergencies.
- Skill in operating equipment and using tools with a high degree of care, precision, and safety.
- Strong communication and interpersonal skills.
- Ability to work independently with limited supervision while maintaining accountability to the Director of Public Works.



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## **FUTURE MEETING AGENDA ITEMS**

Below reflects proposed topics to be scheduled at future Town Council meetings and is informational only. Dates and topics are subject to change.

### **June 3, 2026:**

- Presentation of Community Survey Results (Magellan Strategies)
- Presentation from Blair McGeary with Xcel Energy (45 minutes)
- Presentation from Becky Close, Eagle County Clerk and Recorder presenting on elections

### **June 17, 2026**

- Resolution to Re-Appoint DDA Board Members
- Minturn Housing Strategy Presentation
- Resolution Authorizing Federal Lands Access Program Grant for Cemetery Bridge and Road

### **July 1, 2026**

- Ordinance \_\_ (First Reading) - An Ordinance Adopting the 2024 Model Traffic Code (with Amendments and Updated Court Fines / Fees Schedule) – Legal/Krieg & Brunvand

### **July 15, 2026**

- Ordinance \_\_ (Second Reading) - An Ordinance Adopting the 2024 Model Traffic Code (with Amendments and Updated Court Fines / Fees Schedule) – Legal/Krieg & Brunvand

### **Dates to be Determined / Long Term Scheduling:**

- Joint Meeting with Eagle County Commissioners (Aug/Sept timeframe)
- Flavored Tobacco Ban Discussion (Discussion / Direction)
- Minturn Forward Zoning and Subdivision Code Adoption