

CITY OF FORT LUPTON

Fort Lupton, Colorado



2017 Financial Planning & Six Year Capital Improvement Program

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The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of Fort Lupton, Colorado** for its annual budget for the fiscal year beginning **January 1, 2016**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Fort Lupton
Colorado**

For the Fiscal Year Beginning

January 1, 2016

A handwritten signature in black ink, reading "Jeffrey R. Enow".

Executive Director

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

City of Fort Lupton, Colorado History



A Brief History of Fort Lupton & Its Founder

Written by Dorothy and David Lupton

Fort Lupton had its beginning in late 1836 as a log shelter for its builder, Lancaster Platt Lupton and his Mexican laborers. The site chosen was approximately seven miles south of another fur trading fort called Fort Vasquez. As this period was an active one for fort building and fur trading, Fort Lupton eventually found itself on the southern end of four forts that were built on the South Platte River, north of Denver, in what is now Colorado. They were all situated along the old north-south trade route called the Trappers' Trail. A permanent adobe structure (then referred to as Fort Lancaster) probably was not begun until mid April 1837. Adobe bricks could not be "cured" in very cold weather and approximately 34,000 were needed to build the post! Although there are no contemporary descriptions of the fort, from the ruins it was estimated to be approximately 125 feet by 150 feet with walls fifteen to eighteen feet high, a north west circular tower stood several feet higher than the walls, and "a bastion with portholes was conspicuous at the south-east corner." The fort would have had living quarters for its manager as well as a kitchen, blacksmith area, trading room, a corral and storage rooms. Shortly after Lupton left in 1844, his financial backers, Hiram Rich and Albert G. Wilson closed the post. Research is currently in place to determine more about the day to day activities at this important fur trading post.

This was taken from the www.spvhs.org/fortluptonhistory.html website.

Fort Lupton

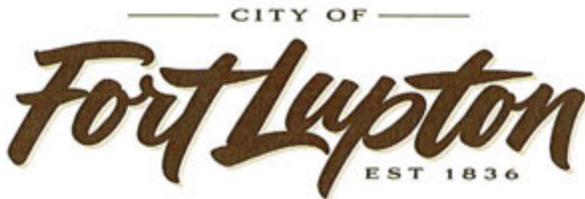
- Close to Interstate Highways
- Large Cities
- Mountains
- International Airport
- Rivers
- UP Railway through the city

***We have it all.
Come Paint Your Future
With Us.***



CITY OF
Fort Lupton
EST. 1856

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Fort Lupton, CO 80621
www.fortlupton.org

Phone: 303.857.6694
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LETTER OF TRANSMITTAL

To: The Honorable Mayor and City Council
From: Leann Perino
Date: October 12, 2016
Subject: **Budget Letter of Transmittal**

The 2017 annual budget is being submitted as balanced. It recognizes that some major policy decisions will have to be made during the work sessions.

The budget message contains a narrative describing certain assumptions and a status report on major goals completed or in-process.

We look forward to working with you during our budget workshop session.

Very truly yours,

Leann Perino
Finance Director

CITY OF FORT LUPTON

GUIDE TO USING THE 2017 FINANCIAL PLAN

The 2017 Financial Plan is a relatively large document and is organized logically according to a budgetary structure established by the City of Fort Lupton. At times, this may prove difficult to review and follow; therefore, this section has been added to assist readers with using this document.

The **Introduction Section** contains important information that helps the reader to better understand the structure and issues facing the City. It includes the **Budget Message** from our Finance Director which discusses major initiatives, concerns and issues considered in developing the budget. This section also includes the **Principal Officials** of the City, the **Organizational Chart**, the **Structure and Budgetary Organization**, the **Synopsis of City Funds**, the **Relationship of Departments to Funds**, the **Legal Requirements**, the **General Budget Process**, the **Budget Calendar** and the **Summary of Accounting Policies**.

The **Revenue/Expenditure Summaries Section** is useful when looking for an overall picture of the City as a whole or for a comparison of each fund. Every fund is appropriated and included. More detailed information on individual funds can be found by delving into the body of the document under the heading of the fund and a general description of each fund can be found in the Introduction Section under Structure and Budgetary Organization. This section also has a **Reserve Analysis** for all funds so you can see if the City's reserves are increasing, decreasing or staying the same. **Revenue Assumptions** itemize the most significant revenue sources included in the budget. They give trend information as well as a comparison to the Consumer Price Index (CPI). These revenues listed should represent at least 75% of the total revenue received by the City for 2017 for all funds.

The **General Fund Section** lists by department in department numerical order the revenues and expenditures for each department for 2015, projected 2016 year-end and the 2017 budget with a summary of all departments in the front of the section. The Budget Unit Summaries included give you a general description of the department, the full-time employee equivalents for the department, the goals of each department for 2017 and a summary of changes of any line item greater than 10% from the previous year.

The **Special Revenue Fund Section** lists by fund and departments within each fund in fund number order the revenues and expenditures for each fund for 2015, projected 2016 year-end and the 2017 budget with a summary of each fund if there is more than one department within the fund. The Budget Unit Summaries included give you a general description of the funds and departments, the full-time employee equivalents for the funds and departments, the goals of each department for 2017 and a summary of changes of any line item greater than 10% from the previous year.

The **Utility Enterprise Fund Section** lists by department in department numerical order the revenues and expenditures for each department for 2015, projected 2016 year-end and the 2017 budget with a summary of all departments in the front of the section. The Budget Unit Summaries included give you a general description of the fund and departments, the full-time employee equivalents for the fund and departments, the goals of each department for 2017 and a summary of changes of any line item greater than 10% from the previous year.

The **Storm Water Drainage Enterprise Fund Section** lists revenues and expenses for 2015, projected 2016 year-end and the 2017 budget. The Budget Unit Summary included gives you a general description of the fund, the full-time employee equivalents for the fund, the goals of the department for 2017 and a summary of changes of any line item greater than 10% from the previous year.

The **Recreation Center Enterprise Fund Section** lists revenues and expenses for 2015, projected 2016 year-end, and the 2017 budget. The Budget Unit Summary included gives you a general description of the fund, the full-time employee equivalents for the fund, the goals of the department for 2017 and a summary of changes of any line item greater than 10% from the previous year.

The **Golf Course Enterprise Fund Section** lists by department in department numerical order the revenues and expenditures for each department for 2015, projected 2016 year-end and the 2017 budget with a summary of all departments in the front of the section. The Budget Unit Summaries included give you a general description of the fund and departments, the goals of each department for 2017 and a summary of changes of any line item greater than 10% from the previous year.

The **Capital Improvement Program Section** gives a general explanation of what the program is and the Summary of Six Year Capital Improvements Program lists by fund and then by department the capital requests for 2016, 2017 and 5 years out with a total for each item or project and for each year. Capital Request Forms from each department are also included in this section so you can see the details of each request.

The **Debt Service Section** explains the City's debt policy, gives graphs of what funds have debt and the dollar amount of total debt for the years to come. This section also gives you a debt service schedule for all debt payments by fund for all of the years to come with a total by year and by fund. Explanations of each debt with a separate debt schedule and a graph showing the payments due for years to come are also included.

The **Personnel & Demographics Section** uses graphs to show how many employees the City has and related information as well as trend information on general government revenues by source, different types of taxes received, expenditures by function and fund balance compared to annual expenditures. Statistical information on the City is also included.

The **Miscellaneous** section at the back of the book contains A **Glossary of Budget Terms** and a **Glossary of Acronyms** to explain to the reader technical terms that are used throughout this book. In addition, it contains the **Resolution** adopted by the City Council approving this budget.

Budget Message

October 12, 2016

Honorable Mayor & City Council Members:

In accordance with Colorado Revised Statutes and the ordinances and policies of the City Council, I am pleased to present the Requested Budget for the 2017 fiscal year and the Proposed Six Year Capital Improvements Program. The budget is intended to serve the community, elected officials, management, and staff as:

1. A plan of financial operations estimating the proposed expenditures for the next fiscal year and the proposed means of financing those expenditures.
2. An operational plan for the use and deployment of manpower, materials, and other resources during the next fiscal year.

OVERVIEW

Fort Lupton's economic forecast continues to be strong. Due to the downturn in the oil and gas industry the sales tax revenue decreased 7% in 2015 and is estimated to decrease 3% in 2016. An increase of 3% in sales tax is projected in 2017. In 2016 there 67 building permits were issued for new construction of residential buildings. This is an increase of 47 residential building permits or 235% when compared to 2015. The community development department is projecting 40 residential building permits will be issued in 2017.

Maintaining adequate fund balances is crucial for the City and the 2017 budget maintains positive reserves. 2017 budget includes capital expenditures of \$6,710,698 in the City's governmental and enterprise funds and \$195,000 in the Library Fund. With the need of major capital acquisition necessary to maintain the City serviceability, it is necessary to pursue alternate payment methods to extend the equity balance as far into the future as possible. It is imperative that we build our reserves in 2017 *where possible and prudent*. However, we also need to address our needs at the same time.

The budget focuses on improving organizational stability, emphasizing short and long-term planning, addressing critical water & utility needs and increasing reserves.

Fort Lupton continues to be staged to launch growth. The key to reaping these benefits, at least in part, centers on providing growth-oriented services such as water and sewer to essential parts of the community; maintaining city streets, infrastructure and utility plants; implementing smart growth opportunities; and ensuring that the Coyote Creek Golf Course operations continue to be self-sufficient.

The proposed budget for 2017 has been developed with the following goals in mind:

- 1. To address the goals and objectives of the City Council.**
- 2. Focus on financial stability by increasing or maintaining reserves where prudent.**
- 3. Address critical infrastructure improvements in the Utility Fund, especially by providing water/sewer access to new development areas.**

Key Strategies include limiting the amount of new programs, balancing revenues with expenditures and rebuilding reserves while at the same time providing the highest level of services to the citizens of Fort Lupton

Although it is very difficult to achieve every goal listed above, the proposed budget reflects considerable effort toward achieving these objectives. The City is committed to addressing the issues and to improve our financial stability by increasing reserves; improving efficiency and effectiveness in city operations, and by emphasizing a strategic long-term planning by balancing a Six Year Capital Improvements Program within realistic projections.

Major Initiatives

Recreation Center:

The \$6.7 million Recreation Center that was adopted by the voters in 2002 was completed in May of 2004 as well as an adjacent 10 acre park site. This has had a significant impact on the quality of life for the entire community. For 2017, we are striving to maintain a balance with revenue collections and expenditure projections. Management has been proactive and is attempting to adjust O & M expenses to correspond with usage and revenues. Usage volume this fall will be critical in meeting the revenue projections for both 2016 & 2017. The voter approved operation mill levy will continue to subsidize the current fee structure and as with last year the 2017 mill levy will include both the debt service and general operation mill levy for the Recreation Center.

Interim Growth Plan:

The City continues to be hopeful that growth will occur and have been working with surrounding entities on boundaries. The City has provided utility service to the South and North to promote growth.

Salary Adjustment:

The City continues the merit based plan put in place in 2012 and had budgeted maximum raises of 4%. There is an 11% premium increases in health insurance in the 2017 budget.

Challenges, Opportunities & Estimates

Revenues:

As indicated previously, the city has experienced decreases in revenues from sales tax due in large part to the downturn of the oil and gas industry in the area. And still face challenges of slow growth in two major areas as follows:

1. Intergovernmental revenues, such as the highway use taxes and other potential state and federal assistance.
2. Water & sewer revenues due to decrease consumption.

While the City is maintaining a conservative approach in our revenue estimates in 2017. We are projecting a 3% increase in sales tax revenue for 2017 and requesting a 2% increase in water and sewer rates.

Personnel Compensation:

During the economic downturn in 2009 the City reduced its eighteen officer, police department by six officers. Positions have been added every year since 2013 to get the department staffing levels back up. With the addition of two officers in the 2017 budget the police department will be at seventeen sworn officers.

In 2015 the public works director's job description was modified to include city engineering. The amount and complexity of projects in 2016 and 2017 requires engineering assistance. Two seasonal engineering intern positions have been added to the 2017 budget. Public works is also adding a seasonal maintenance worker in the 2017 budget.

The City's internal technology department has grown from a part time contract position in 2013 to a full time staff position in 2014. An additional part time staff position was added in 2016. There is a sufficient volume of projects and other work to require the addition of a part time help desk position in the 2017 budget.

The planning and zoning department is adding a part time seasonal position to assist the code enforcement officer. This department is also one that was reduced from two full time code enforcement officers in 2009 to one full time position.

The recreation center is adding a full time customer service representative and a part time fitness assistant. Both of these positions were eliminated in 2009.

The golf course and the building and grounds department have also requested part time positions be added to their staff in 2017.

Storm Drainage Master Plan:

The City increased the storm drainage fee in 2015 for the first time since the funds creation in 2007. The monthly residential rate increased from \$1.90 to \$3.80 and the cap for commercial and industrial users increased from \$41.67 per month to \$83.34. No rate increase has been budgeted in 2017.

Reserves:

Revenues in the General Fund continue to increase. The general fund reserves grew \$531,985 in 2015. General Fund expenditure in 2016 are expected to increase 60% decreasing reserves \$1,149,682. Expenditure in 2017 are expected to decrease 3% with ending reserve of \$1,326,043.

COUNCIL GOALS

During a council retreat, the city council outlined various goals it wished to see implemented during the fiscal year. The achievement of these goals has been an ongoing process and the budget continues to reflect these priorities. This section highlights the status of those requests:

1. Continue to Improve Drainage, Sewer, Water & Streets
Status: The 14th Street project started in 2015 was completed in 2016. Several major projects were added to the 2016 budget for 16th Street, Hoover Avenue, 2nd Street, 3rd Street and 6th Street. The 2017 budget includes \$871,000 in line replacement and extension projects.
2. Economic Development Strategy.
Status: We have increased our planning department to meet the development needs over the next year. The Assistant City Administrator's duties have been modified to concentrate on economic development.
3. Develop Long Range Cash Flow & Debt Analysis.
Status: Although the economic status of the City has improved it is important to maintain the cash investments to enhance revenue.
4. Revenue Enhancements.
Status: Revenues will be evaluated as an on-going process to evaluate what new sources may be available.
5. Develop Sidewalk Replacement Program.
Status: Each year, budget is set aside to address this issue but it will be a long term solution as funds are available.
6. Downtown Development.
Status: An Urban Renewal Authority has been created and started collecting tax increment financing in 2016 to begin redevelopment.
7. Purchase Land for Expansion of Cemetery (west Side).
Status: Given limited resources in this fund, expansion is not feasible at this time. Evaluation will be made for future effort in this area.

REVENUES

Overall, the proposed budget for fiscal year 2017, including all funds, transfers, reserves and financings, totals \$32,651,532, reflecting a decrease of \$2,422,255 in comparison to the 2016 fiscal year projections of \$35,073,787. This reflects a decrease for 2017 in other revenue mostly from contributed capital from infrastructure. Taxes & assessments revenue continues to dominate the City's financial picture, accounting for 36% of total General Fund revenues (net of reserves). Historically, the rate of growth for sales taxes has exceeded the national rate of inflation and the Boulder/Denver CPI primarily due to industrial and residential growth but a strong leveling has occurred since the recession. Overall, our revenue projections remain conservative due to regional economic projections on housing and employment, anticipated state pass through funds.

The individual funds **operating revenues** excluding reserves, transfers and financing proceeds for 2016 are projected as follows:

<u>Fund</u>	<u>2017 Revenue</u>
General Fund	\$ 7,182,800
Contingency Fund	47,618
Cemetery and Perpetual Care	388,519

Conservation Trust Fund	65,100
Street Sales Tax Fund	523,926
Culture, Parks and Recreation Sales Tax Fund	759,166
Water Sales Tax Fund	982,052
Utility Enterprise Fund	4,969,552
Storm Drainage Enterprise Fund	348,760
Recreation Center Enterprise Fund	1,838,078
Golf Enterprise Fund	1,009,690
Library	2,283,136
	\$20,398,397

EXPENDITURES

The proposed budget for fiscal year 2017 for all funds including transfers and reserves totals \$32,651,532, reflecting a decrease of \$2,422,255 in comparison to the 2016 fiscal year projections of \$35,073,787 primarily due to a decrease in reserves. If reserves, transfers, and debt payments and debt financing were backed-out, true operating & capital expenditures in the 2016 proposed budget would total \$23,400,836, an increase of \$1,618,965 primarily due to an increase in capital expenditures and payroll.

RESERVES

Total ending 2017 reserves without the golf course are projected at approximately \$10,182,799. The golf course 2017 ending reserve/fund balance is estimated at (\$2,112,034). The estimated total ending fund reserves without the golf course for 2017 represent an overall decrease of \$4,202,205.

The primary reasons for the decrease are the expenditures for personnel and capital projects particularly in Utility, Recreation Fund & Street Sales Tax Fund & Water Sales Tax Fund. At the current time, the City Reserve Policies, exclusive of various impact fees and contributions are as follows:

1. TABOR requires that the city set aside a cumulative 3% of fiscal year spending across all funds. It does not limit the ability of the government to designate the revenue source or other reserve contingencies, such as debt reserves.
2. Recreation Fund, Utility Enterprise Fund, Storm Drainage Fund and Golf Course Fund – require a 10% fund balance. The Golf Course Fund and Recreation Fund do not currently meet this policy.
3. Pursuant to the legal purposes for which they were created and in compliance with Resolution No. 94-67, each year, before the City may use any impact fees, it must be so stated in the Budget Resolution or Supplemental Resolution as to its intended purpose. The budget resolution does list the uses included in the proposed budget.
4. Please See reserve analysis for further specific details.

DEBT SERVICE

Overall, debt service for 2017 is \$1,726,406 down from \$1,726,461. By state laws we cannot budget more expenditures than we have revenue and beginning fund balance; therefore, all of the golf warrants have been classified as short term liabilities since 2004 in financial statements & budget estimates because of their default status. The City made a tender offer on all outstanding golf warrants in 2015. 61.52% of the shares were tendered. The remaining shares payments will once again be classified as short term in the 2017 financial statements unless some debt relief can be obtained.

CAPITAL IMPROVEMENTS

The proposed budget includes a total of \$6,905,698 in capital equipment and projects, representing projects in public works, public safety, parks and recreation, utility improvements, and capital equipment. Although not all proposed projects could be funded, the key to the Six Year Capital Program remains that the plan is realistically balanced in all years through taxes, general revenues, grants and contributions.

Major initiatives in the 2017 Capital Improvements Plan, include \$1,795,555 in the General Fund for computer equipment, vehicles and infrastructure projects, \$1,185,000 in Street Sales Tax Fund for street infrastructure projects, \$88,000 in Conservation Trust for park improvements, \$469,556 in Water Sales Tax fund for purchase of water & water storage. \$1,840,000 is included in the Utility Fund for the improvements and \$360,000 is included in the Storm Drainage Fund. Capital includes \$30,000 in Recreation Fund, \$250,000 in the Cemetery Fund, \$5,000 in Community, Parks and Recreation Fund, \$687,587 budgeted in the Contingency Fund and \$195,000 in the Library Fund.

ASSESSED VALUATION AND PROPERTY TAX MILLAGE

The 2017 budget proposal includes 17.885 mills generating \$2,178,817 in revenue, for the support of departments in the General Fund such as Public Works, Parks, Building & Planning, Public Safety and administrative operations. The most recent total assessed property valuation for the city is \$121,824,087.

The 2017 budget will also include 4.22 mills for debt service and 4.680 mills for operations and maintenance for the Recreation Center Enterprise Fund as approved by the voters in 2002. The total of these 8.9 mills is expected to bring in \$1,084,234.

The Fort Lupton City Council and its staff should be proud of their accomplishments this past year. We look forward to working with you this next year as we strive to provide the maximum efficiency and service to the citizens of Fort Lupton.

Respectfully submitted,



Leahn Perino
Finance Direct

**CITY OF FORT LUPTON
PRINCIPAL OFFICIALS**

CITY COUNCIL

TOMMY HOLTON

Mayor
At-Large

SHANNON RHODA

Council Member
Ward 1

ZO STIEBER

Treasurer
Ward 2

CHRIS CROSS

Mayor Pro-Tem
Ward 3

DAVID CRESPIN

Council Member
Ward 1

CHRIS CERETTO

Council Member
Ward 2

BOB MCWILLIAMS

Council Member
Ward 3

LEGAL AND COURT

ANDREW AUSMUS

City Attorney

LOUIS A. GRESH

Municipal Court Judge

CITY ADMINISTRATION

CLAUD HANES

City Administrator

AARON HERRERA

Assistant City Administrator

NANETTE FORNOF

City Clerk

KENNETH PONCELOW

Public Safety Director

MICHAEL ROUSEY

Wastewater/Water Plant Operator
OMI

LEANN PERINO

Finance Director

JEANELLE ANDERSEN

Court Coordinator

MONTY SCHUMAN

Recreation Director

LAURA HOWE

Human Resources Director

ROY VESTAL

Public Works Manager

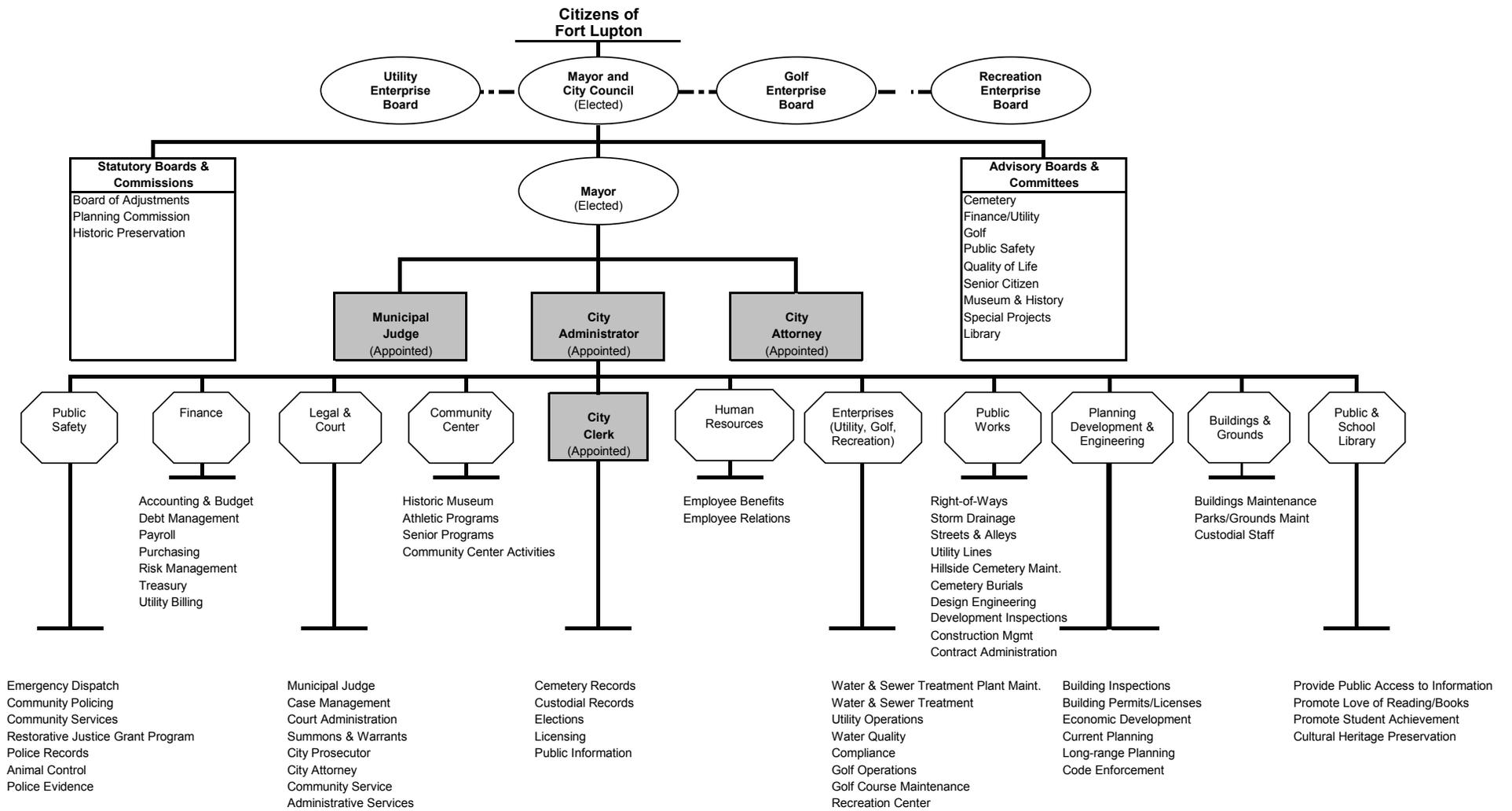
TODD HODGES

City Planner

TYLER TARPLEY

Golf Course Manager

CITY OF FORT LUPTON 2017 ORGANIZATIONAL CHART



By Function

- City Departments.
- Appointed Officials.
- Elected Officials.

CITY OF FORT LUPTON STRUCTURE AND BUDGETARY ORGANIZATION

ORGANIZATION

The City of Fort Lupton was incorporated in 1890 as a statutory city. Under the State of Colorado, the current Council-Mayor form of government consists of a Mayor who is elected at-large, six Council Members, all of whom are elected from wards and a full-time City Administrator who is appointed by the City Council and who works under the general direction of the Mayor.

The City provides a full range of municipal services including police protection, paved streets and sidewalks, a storm drainage system, water and wastewater services, a historic museum, a community center, a recreation center, parks, athletic programs, senior citizen programs, community development, a cemetery, a public & school library and a municipal golf course. The level of services will remain the same in 2017.

BUDGETARY STRUCTURE

All financial transactions of the City are budgeted and recorded in individual funds categorized as either a governmental or a proprietary fund type. A graphical synopsis showing all City funds is provided at the end of this section. All funds except the fund for the Fort Lupton Urban Renewal Authority that are included in the City of Fort Lupton's audited financial statements are appropriated in the budget. The Fort Lupton Urban Renewal Authority Board issues its own separate budget. The basis for budgeting is the same as the basis for accounting used in the audited financial statements for all funds. The funds listed under each category are as follows:

Governmental Fund Types: Governmental funds are used to account for all of the activities of the City and Library other than the ones accounted for in another fund and are budgeted on a cash basis of accounting.

1) **General Fund**

The General Fund is the general operating fund of the City and is used to account for operations traditionally associated with a City which is not required for in another fund. This fund is used to account for the activities of elected officials, general government, the public works shop, streets and public safety. Per GASB regulations, the Contingency Fund, the Street Sales Tax Fund and the Water Sales Tax Fund are now reported as part of the General Fund in the financial statements. For record-keeping purposes, we have kept them separate in the budget.

2) **Special Revenue Funds**

Special Revenue Funds account for revenue from specific taxes or other earmarked revenue sources which, by law, are designated to finance particular functions or activities of government and can include certain intergovernmental revenue in the form of state and federal grant funds. The Special Revenue Funds included in this budget are as follows:

Contingency Fund

This fund was created in 2013 with a transfer of \$500,000 from the General Fund. It will also receive 2% of the General Fund property tax revenues each year going forward. It is being established to provide funds in case of an emergency and can only be spent upon City Council approval. All reserves except TABOR are appropriated each year so the money is available if the City needs it.

Street Sales Tax Fund

This fund was created in November of 1991 to account for the proceeds of a one-half cent sales tax for the design, engineering, construction and major repairs to curbs, gutters, sidewalks, streets and alleys. This ten year tax expired in December of 2001 and again in December of 2011 and was renewed for a ten year period by the electorate until December of 2021.

Public & School Library Fund

This fund was created for the City in January of 2014. The joint Public and School Library was created by an intergovernmental agreement between the City and the Weld Re-8 School District in 1976. The school district originally performed the accounting for the library. The City began accounting for the library's money per a revised intergovernmental agreement in 2014. The library is located in the Fort Lupton High School but can be used by both students and citizens. The library is primarily funded through a contribution of property taxes from the High Plains Library District.

Culture, Parks & Recreation Sales Tax Fund

This Fund was created in November of 1991 to account for the proceeds of a one-half cent sales tax to provide recreation, parks and cultural opportunities and services to the public and for the acquisition or construction of a Community Center. This original ten year tax expired in December of 2001 and was renewed for a twenty year period by the electorate until December of 2021.

Conservation Trust Fund

This Fund accounts for lottery proceeds received from the State for the acquisition, development and maintenance of new conservation sites or for capital improvements or maintenance for recreational purposes on any public site pursuant to Colorado Revised Statutes. Funds are distributed from the State based on a formula approved by voters in November of 1992.

Water Sales Tax Fund

This Fund was created in November of 1991 to account for the proceeds of a one cent sales tax for the acquisition, conveyance and treatment of water by the City in conjunction with its membership in the Northern Colorado Water Conservancy District and the construction of the infrastructure and improvements related thereto. This fifteen year tax expired in December of 2006 and was renewed for a twenty year period by the electorate until December of 2026.

Cemetery and Perpetual Care Fund

The Hillside Cemetery is operated by revenues received from the sale of plots, grave openings/closings and perpetual care. The fund was established in 1985 to accumulate enough interest earnings from perpetual care income held in trust to operate the cemetery to the extent that General Fund assistance would not be necessary. The General Fund is currently having to contribute to keep this fund from going in the negative.

Memorial Trust Fund

The Memorial Trust Fund is operated strictly by donations received for specific projects or programs for the Hillside Cemetery. The Fund was established in 2001 to receive and administer donations and endowments for various cemetery improvements.

Proprietary Fund Types

Proprietary funds are used to account for activities similar to those found in the private sector where the determination of net income is necessary and useful for sound financial administration. The City budgets proprietary type funds using the cash basis of accounting.

1) **Enterprise Funds**

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises in that the costs of providing goods or services to the general public are financed through user charges. Enterprise Funds included in this budget are as follows:

Utility Enterprise Fund

The water and sewer funds were originally created in 1993 to account for the financing and operation of the water system which renders services on a user charge basis to the general public. These funds were consolidated in December of 1998. They include the operations of the distribution systems, the treatment plants, the well system, the sewer lift stations and the water tanks.

Storm Water Drainage Fund

The Storm Water Drainage Fund was created in 2007 to account for the financing and operation of the storm water drainage system which renders services on a user charge basis to the general public. These funds are used for engineering, construction and maintenance of the storm drainage system.

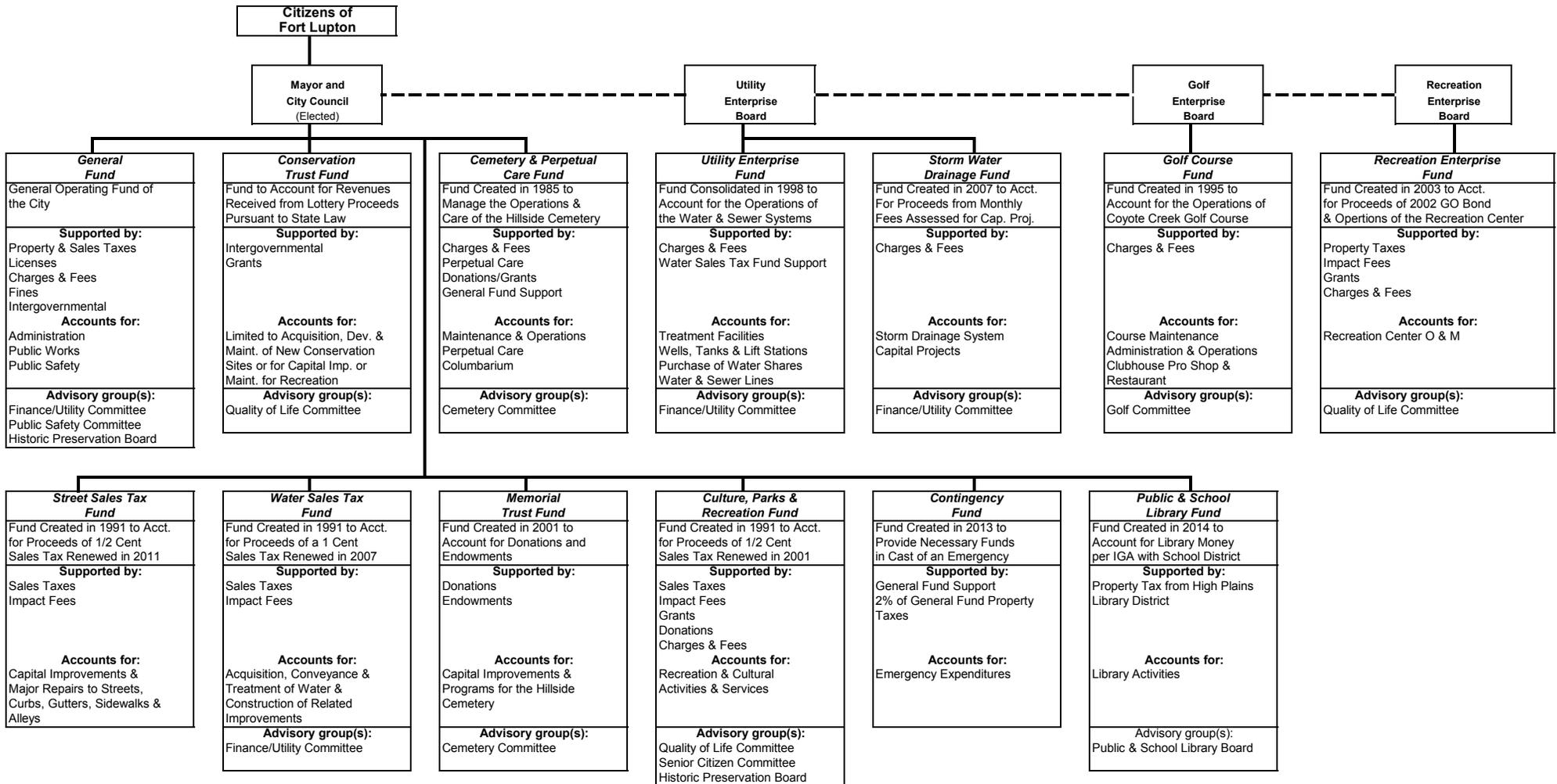
Recreation Enterprise Fund

This Fund was created in 2003 as a special revenue fund to account for the financing and operation of the new recreation center which renders services on a user charge basis to the general public. In 2004, a recreation enterprise fund/board was created to account for this activity. The recreation center was constructed utilizing general obligation bonds approved in 2002. There is both a debt service and an operation mil levy. In May of 2004, the center was opened to the general public.

Golf Enterprise Fund

This Fund was created in 1995 to account for the financing and operation of the new municipal golf course which renders services on a user charge basis to the general public. The course was constructed utilizing revenue anticipation warrants in 1996-1998 and was opened to the general public on May 1, 1999.

**CITY OF FORT LUPTON
SYNOPSIS OF CITY FUNDS**



City of Fort Lupton
Relationship of Departments to Funds

Department	Governmental Funds									Proprietary Funds			
	General Fund	Contingency Fund	Street Sales Tax Fund	Public & School Library Fund	Culture, Parks & Recreation Fund	Conservation Trust Fund	Water Sales Tax Fund	Cemetery Fund	Memorial Fund	Utility Fund	Storm Drainage Fund	Recreation Center Fund	Golf Course Fund
Administrative Services	X												
Legislative	X												
Municipal Court	X												
City Clerk	X												
Human Resources	X												
City Administrator	X												
Finance	X												
City Attorney	X												
Miscellaneous	X	X											
Internal Technology	X												
Emergency Dispatch	X												
Community Policing	X												
Community Services	X												
Restorative Justice Grant Program	X												
Police Records	X												
Public Works Shop	X												
Streets	X		X										
Buildings & Grounds	X				X	X						X	
Building Inspection	X												
Community Development	X												
Engineer	X												
Code Enforcement	X												
Neighborhood Stabilization	X												
Public & School Library				X									
Community Center					X								
Senior Programs					X								
Athletics					X								
Historic Museum					X								
Cemetery								X	X				
Water Lines										X			
Water Wells										X			
Water Treatment										X			
Sewer Lines										X			
Sewer Treatment										X			
Utility Billing										X			
Water Storage										X			
Utility Administration & Debt							X			X			
Storm Drainage											X		
Recreation Center												X	
Golf Course Pro Shop/Restaurant													X
Golf Course Operations/Maintenance													X
Golf Course Administration													X

CITY OF FORT LUPTON LEGAL REQUIREMENTS

BUDGET SUBMISSION

Pursuant to Colorado Revised Statutes Title 29, Article 1, Part 1 “Local Government Budget Law of Colorado”, each local government levying property tax must enact a resolution or ordinance to appropriate funds for the ensuing fiscal year before certifying the mill levy to the county commissioners by December 15th (C.R.S. 39-5-128(1)) of each year. If the budget is not adopted by the deadline, then 90% of the amounts appropriated in the current year for operations and maintenance expenses shall be deemed re-appropriated for the purposes specified in such last appropriation (C.R.S. 29-1-108 (2) and (3)).

The budget officer must submit the proposed budget presenting a complete financial plan by fund and by spending agency within each fund to the governing body by October 15th of each year (C.R.S. 29-1-105).

The governing body must publish “Notice of Budget” upon receiving the proposed budget (C.R.S. 29-1-106(1)). The notice must contain the following:

- Date & Time of the Budget Meeting
- Information about the availability for inspection of the budget
- A statement that electors may file objections to the proposed budget at any time prior to the adoption of the budget (C.R.S. 29-1-106)

A certified copy of the adopted budget must be filed with the Division of Local Government, Department of Local Affairs of the State of Colorado by January 31st of the budget year. (C.R.S. 29-1-113(1)). A certified copy of the budget means that it has a signed statement indicating: “I, <name of person>, certify that the attached is a true and accurate copy of the 2016 budget of the City of Fort Lupton.” If a budget is not filed, the county treasurer may be authorized to withhold the local government’s tax revenues.

The local government budget must set forth the following:

The budget must contain:

- A written budget message that must include:
 - Describe the important features of the budget;
 - Include a statement of the budgetary basis of accounting used in the budget [cash, modified accrual, or encumbrance (C.R.S. 29-1-102(2))]
 - Include a description of the services to be delivered during the budget year (C.R.S. 29-1-103(1)(2)).
- Expenditures and revenues must be described with “...explanatory schedules or statements classifying the expenditures by object and the revenues by source.” (C.R.S. 29-1-103(1)(f)).

- Estimated beginning and ending fund balances must be shown (C.R.S. 29-1-103(1)(c). Fund balances are described as "...the balance of total resources available for subsequent years' budgets..."(C.R.S. 29-1-102(11)).
- Three years' comparable data must be shown in the budget: the prior fiscal year's actual figures; the estimated figures through the end of the current fiscal year; and the budget year's data (C.R.S. 29-1-103(1)(d)).
- No deficit spending. No budget shall provide for expenditures in excess of available revenues and beginning fund balances (C.R.S. 29-1-103(2)).
- Lease-purchase agreement supplemental schedule. The adopted budget must separately set forth the total amount to be expended during the budget year for payment obligations under all lease-purchase agreements for real property and for all other property. It must also show the total maximum payment liability under the agreement, and all optional renewal terms (C.R.S. 29-1-103(3)(d)).

BUDGET AMENDMENTS

Local governments subject to the local government budget law (C.R.S. 29-1-101) must follow statutory procedures to authorize any spending in excess of the "appropriation" of the budget. The appropriation must be made by fund (C.R.S. 29-1-102(10)) within the budget and may be made by spending agency (a department) (C.R.S. 29-1-102(17)) within a fund and the amounts appropriated shall not exceed the expenditures specified in the budget (C.R.S. 29-1-108(2)). The City of Fort Lupton drafts its budget resolution by fund.

Transfer Appropriated Moneys: If the appropriation is by fund, then the moneys may be transferred from one line item to another within the fund without having to do a statutory budgetary amendment. If moneys are to be transferred between appropriated funds, the budget must be amended in the statutory manner because the appropriation of the fund receiving the transfer must be increased.

Supplemental Budget & Appropriation: If the local government receives revenues unanticipated from any other source other than its property tax mill levy, the expenditure of such revenues requires the adoption of a supplemental budget and appropriation to authorize spending the "new" money above the initially appropriated amount.

Revised Appropriation: If revenues are lower than anticipated in the adopted budget, the governing body may adopt a revised (downward) appropriation ordinance or resolution and so reduce spending to less than what was originally budgeted (C.R.S. 29-1-109 (1)(c)).

Budget Contingency: In a situation where the local government has had an unforeseen emergency, the local government may adopt a budget contingency at a public meeting. The facts concerning the emergency should be detailed within the minutes of the public meeting at which the contingency is adopted, and afterward a copy of the resolution/ordinance adopting the contingency should be sent to the Division of Local Affairs.

Steps to Amend the Budget:

1. Publish the Notice of Meeting to Amend the Budget (must contain same type of information as the original Notice of Budget)
2. Conduct a hearing
3. Adopt the budget amendment
4. File a copy of the adopted resolution or ordinance with the Division of Local Government

Timing: Spending in excess of the appropriation is not permitted (C.R.S. 29-1-110). Therefore, the statutory amendment of the budget or contingency must occur before spending in excess of the original appropriation.

LAPSE OF APPROPRIATIONS

All unexpended appropriations expire at the end of the fiscal year. (C.R.S. 29-1-108 (6))

TABOR

Property Tax Revenue:

Article X, Section 20 of the CO Constitution, known as the Taxpayer’s Bill of Rights (TABOR), requires voter approval of all mill levy increases and states that the maximum allowable percentage increase in any district’s property tax revenue is inflation in the prior calendar year plus annual local growth.

Fiscal Year Spending Limitation:

The maximum percentage increase allowed in a district’s fiscal year spending is inflation in the prior calendar year plus annual local growth, adjusted for revenue changes approved by the voters.

The City of Fort Lupton adopted Resolution 2004-026 on August 25, 2004 to approve the submission of two “voter approved revenue change” ballot issues for the coordinated special election on November 2, 2004.

Ballot Issue No. 1:

WITHOUT CREATING ANY NEW TAX OR RAISING ANY CURRENT TAX, shall the City of Fort Lupton Recreation Enterprise, and the Recreation Center within the Enterprise be permitted, to receive, retain and spend for the purpose intended, all grants, and all other gifts and income, whether from public or private sources, in excess of the spending, revenue raising, or enterprise status income limitations, or other limits in Section 20, Article X of the Colorado Constitution (TABOR), for the full year of 2004 and each and every year thereafter?

Ballot Issue No. 2:

WITHOUT CREATING ANY NEW TAX OR RAISING ANY CURRENT TAX, shall the City of Fort Lupton be permitted, to receive, retain and spend all City revenues in excess of the spending, revenue raising, or other limits in Section 20, Article X of the Colorado Constitution (TABOR), for the full year of 2004 and each and every year thereafter?

These ballot issues passed with yes votes on November 2, 2004 thus allowing the City of Fort Lupton to not have to limit our property tax revenue or fiscal year spending in this manner.

Debt Limitation:

TABOR requires voter approval in advance for the creation of multiple fiscal year direct or indirect district debt or other financial obligation except when refinancing existing debt at a lower interest rate, for leases with annual appropriation requirements and when pledging adequate present cash reserves irrevocably to be held for the future debt payments.

5.5% ANNUAL LEVY LAW (C.R.S. 29-1-301)

The 5.5% Annual Levy Law requires that levies be lowered to prevent levying more revenue than a 5.5% increase from the prior year and an additional amount for new construction, annexations/inclusions and other new property. It is possible to increase this limit for capital expenditures by governing board action without an election by publishing a notice of public hearing (C.R.S. 29-1-301(1.2)). If the capital expenditures are for County Road & Bridge purposes, it is possible to secure a waiver from the Division of Local Government of the mandatory municipal share back requirement (C.R.S. 29-1-301(1.2)(b)). If an increase in the oil & gas production is experienced, it is possible to treat this as “new property” under this limit by initiating an application process through the Division of Local Government, which if successful, will allow an additional increase (C.R.S. 29-1-301(1)(b)).

GENERAL BUDGET PROCESS

The City's fiscal year begins on January 1st and ends on December 31st of each year. In March or April, the budget calendar is developed and approved by the City Council. In July, the capital request forms and instructions are sent to department heads and are due back to the Finance Department at the beginning of August. In addition, the Finance Department develops the personnel services budget after the first payroll in July when all of the merit raises have been entered in the payroll software. After the general ledger numbers for July have been finalized, the capital requests have been entered and the personnel services budget numbers have been entered; the Finance Department sends out the operating budget spreadsheets to the department heads for their completion. These are due back to the Finance Department at the beginning of September.

After initial review of all numbers, meetings may be held between the City Administrator, the Finance Director and the department heads to balance the budget if necessary. A list is created of topics for discussion with City Council for items that have been removed from the budget but may still be considered by the City Council during the budget hearing.

In October but prior to October 15th, the requested budget book is created and handed out to the City Council and all department heads for review. A notice of hearing is published in the Fort Lupton Press and a public hearing is held on the proposed budget. At this hearing, all department heads present their requests to the City Council and City Council has a chance to ask questions on the requests. The Finance Department is present to record changes made to the requested budget by the City Council.

After the budget retreat but before the December meeting where the budget is adopted, staff gathers additional information that was requested by City Council and presents it at regular City Council meetings and the City Council makes additional budget decisions based on that data.

After December 10th and prior to December 15th, the budget resolution and the resolution certifying the mill levy to the county are submitted to be approved by City Council and includes a final public hearing. The final budget resolution and the certification of the mill levy must be approved by the City Council by December 15th.

CITY OF FORT LUPTON BUDGET CALANDER

January 1	Beginning of the fiscal year
July 1	Finance Department sends out Capital Request Forms to the department heads to begin filling out
July 3	After the first payroll in July when all employees have received their merit pay increases, the Finance Department begins preparation of the payroll budget for all departments. Each department head gets a copy of their employees' allocations to be sure they are correct for the next year. Finance Department enters data into budget software and spreadsheets for the budget book.
August 1	Capital request forms due back to Finance Department to be entered into budget software and spreadsheets for the budget book. Finance Department works on formatting department budget request spreadsheets.
August 17	Finance Department finishes July month-end & sends out budget operating request spreadsheets to department heads with payroll and capital requests already entered into them.
September 1	Department heads submit budget operating requested to Finance Department
October 7	Proposed budget submitted to City Council (C.R.S. 29-1-105)
August 31	Notice of Budget published in Fort Lupton Press (C.R.S. 29-1-106(1))
October 12, 15	Budget hearing
December 14	Final budget submitted to council
December 14	Council adopts budget (C.R.S. 29-1-108(2) and (3))
December 14	Certification of Mill Levy (C.R.S 39-5-128(1))
By January 31	Certified copy of budget filed with State of CO (C.R.S. 29-1-113(1))

CITY OF FORT LUPTON SUMMARY OF ACCOUNTING POLICIES

Budgetary Accounting Basis

Basis of accounting refers to when revenues and expenditures, or expenses, are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurement made, regardless of the measurement focus applied. For both accounting and budgetary purposes, the following basis is applied.

Governmental funds and proprietary funds utilize the cash basis of accounting for budgeting purposes.

Amendments to the Budget Process

Transfers of appropriations for amounts up to \$500 may be made with the approval of the Program Administrator (Division Manager), Department Head and Finance Director between any account (line-item) within the same program (Resolution No. 98-006).

Transfers of appropriations between \$500 and \$1,500 may be made with the approval of the Program Administrator (Division Manager), Department Head, Finance Director and City Administrator between any account (line-item) within the same program or between programs within the same spending agency (department) (Resolution No. 98-006).

Transfers of appropriations for amounts exceeding \$1,500 and \$3,000 may be made with the approval of the Program Administrator (Division Manager), Department Head, Finance Director, City Administrator and the Mayor between any account (line-item) within the same program or between programs within the same spending agency (department) (Resolution No. 98-006).

Transfers of appropriations for amounts exceeding \$3,000 shall require Council approval through an Action Memorandum (Resolution No. 98-006).

No transfer of appropriations may be made from an account (line-item) that would result in that account (line-item) exceeding its own appropriation nor from any program that would result in that program exceeding its own appropriation (Resolution No. 98-006).

Nothing in this policy shall preclude the Finance Director, with the approval from the City Administrator, to reclassify/rename budgetary accounts (line-items) provided that the City Council is notified of the change (Resolution No. 98-006).

Nothing in this policy shall preclude the Finance Director, with the approval from the City Administrator, to add accounts (line-items) strictly for accounting purposes to more appropriately track expenditure classifications (i.e. Budget may be for Social Security; however, decision is made to break-out “Medicare” for tracking purposes) (Resolution No. 98-006)

Transfers of unencumbered appropriations between departments may be made by Council through a resolution.

Pooled Cash

The City has a single checking account for all cash transactions, with the exceptions of the Library and Golf Funds, with separate accounting into each fund. An overdraft in one fund will not result in returned checks with the single checking account. Any fund that issued checks in excess of its available funds from the checking account is treated as having borrowed cash from other funds.

Capital Assets

The accounting and reporting applied to the fixed assets associated with a fund are determined by its measurement focus as discussed above.

All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Contributed fixed assets, including water rights, fire hydrants, water and sewer lines from sub-dividers and property owners, are recorded at estimated fair market value at the time received.

Acquisitions of capital assets are budgeted as capital outlay expenditures within the funds.

Revenues – Exchange Transactions

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On the modified accrual basis, revenue is recorded when the exchange takes place and in the fiscal year in which the resources are measurable and become available. Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. For the City, the phrase “available for exchange transactions” means expected to be received within 60 days of year-end.

Revenues - Non-exchange Transactions

Non-exchange transactions, in which the City receives value without directly giving equal value in return, include property taxes, specific ownership taxes, grants, and donations. Revenue from taxes, grants and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted, matching requirements, in which the City must provide local resources to be used for a specified purpose, and expenditure requirements, in which the resources are provided to the City on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions also must be available (i.e., collected within 60 days) before it can be recognized.

Expenses/Expenditures

On the modified accrual basis, expenditures generally are recognized in the accounting period in which the related fund liability is incurred and due, if measurable.

Property Taxes

Under Colorado law, all property taxes become due and payable in the year following that in which they are levied. Property taxes are recognized as revenue when received by the County Treasurer. The 2015 fiscal year property tax calendar for Weld County was as follows:

Certification Date	December 15
Tax bills mailed	by January 31
First installment due	February 28
Second installment due	June 15
If paid in full, due	April 30

Fund Equity

Fund equity at the governmental fund financial reporting level is classified as “fund balance.” Fund equity for all other reporting is classified as “net position.”

Fund Balance

Generally, fund balance represents the difference between the current assets and current liabilities. The City reserves those portions of fund balance which are legally segregated for a specific future use or which do not represent available, spendable resources and therefore are not available for appropriation or expenditure. Unreserved fund balance indicates that portion of fund balance that is available for appropriation in future periods.

Designations are management's intent to set aside these resources for specific services.

Net Position

Net Position represents assets plus deferred outflows less liabilities less deferred inflows. Net position invested in capital assets, net of related debt, consists of capital assets, net of accumulated depreciation, and reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets.

Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the City or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. All other net position is reported as unrestricted.

Operating Revenues and Expenses

Operating revenues are those revenues that are generated directly from the primary activity of the enterprise fund. For the City, these revenues are charges for services. Operating expenses are necessary costs incurred to provide the good or services.

Inter-fund Activity

Exchange transactions between funds are reported as revenues in the seller funds and as expenditures/expenses in the purchaser funds. Flows of cash or goods from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds and after non-operating revenues/expenses section in the enterprise fund. Repayments from funds responsible for particular expenditures/expenses to the funds that initially paid for them are not presented on the financial statements. Transfers between governmental and business-type activities on the government-wide statement of activities are reported as general revenues. Transfers between funds reported in the governmental activities column are eliminated.

BUDGET SUMMARY

REVENUE & EXPENDITURE SUMMARY

Description	2015 Actual	2016 Amended Budget	2016 Projected Year End	2017 Requested Budget
REVENUES:				
Taxes and Assessments	6,940,829	6,712,248	7,387,210	7,425,325
Licenses and Permits	168,113	111,980	259,950	133,800
Intergovernmental	3,210,713	5,355,506	5,671,780	4,098,496
Charges for Services	7,925,998	6,375,131	7,133,894	6,715,574
Sales of Merchandise	235,731	255,721	233,314	227,651
Fines and Forfeits	238,806	185,300	192,059	205,250
Interest Income	(158,657)	7,750	14,063	12,700
Private Contributions	20,145	13,100	12,930	10,000
Internal Transfers	569,373	1,038,781	1,038,781	1,179,931
Other	9,536,033	600,590	1,081,635	389,670
Beginning Reserves	(1,391,144)	3,951,938	12,048,171	12,253,135
Total Revenues	27,295,941	24,608,045	35,073,787	32,651,532
EXPENDITURES:				
Personnel	5,644,444	6,290,811	6,271,465	6,687,044
Supplies	569,048	723,100	686,811	744,300
Purchased Services	3,462,797	4,487,886	4,215,167	5,374,131
Fixed Charges	3,720,486	4,299,576	3,764,832	3,689,663
Capital Outlay	1,281,621	8,033,487	6,843,596	6,905,698
Transfers	569,373	1,038,781	1,038,781	1,179,931
Reserves	12,048,171	(265,596)	12,253,135	8,070,765
Gross City Cost	27,295,941	24,608,045	35,073,787	32,651,532

REVENUE & EXPENDITURE SUMMARY

ALL FUNDS

2017 BUDGET SUMMARY

Description	Governmental Type Funds										Proprietary Type Funds			Total
	General Fund	Special Revenue Funds								Enterprise Funds				
		Contingency	Library	Cemetery & Perpetual	Conservation Trust	Street STX	CPR STX	Water STX	Recreation Center	Utility Enterprise	Storm Drainage	Golf Course		
SOURCES OF FUNDS:														
Current Revenues:														
Taxes and Assessments	4,334,870	43,118	-	-	-	490,526	490,526	981,052	1,085,233	-	-	-	7,425,325	
Licenses and Permits	133,800	-	-	-	-	-	-	-	-	-	-	-	133,800	
Intergovernmental	1,754,860	-	2,278,636	-	65,000	-	-	-	-	-	-	-	4,098,496	
Charges for Services	603,100	-	-	58,425	-	32,200	111,800	-	398,675	4,380,775	348,560	782,039	6,715,574	
Sale of Merchandise	-	-	-	-	-	-	-	-	-	-	-	227,651	227,651	
Fines and Forfeits	203,250	-	2,000	-	-	-	-	-	-	-	-	-	205,250	
Interest Income	2,000	4,500	500	-	100	1,200	700	1,000	500	2,000	200	-	12,700	
Private Contributions	6,500	-	2,000	-	-	-	1,500	-	-	-	-	-	10,000	
Other	144,420	-	-	-	-	-	102,250	-	8,000	135,000	-	-	389,670	
Total Current Revenues	7,182,800	47,618	2,283,136	58,425	65,100	523,926	706,776	982,052	1,492,408	4,517,775	348,760	1,009,690	19,218,466	
Other Sources:														
Internal Transfers	-	-	-	330,094	-	-	52,390	-	345,670	451,777	-	-	1,179,931	
Beginning Reserves	2,939,128	641,398	3,433,843	36,350	212,168	781,538	709,471	1,520,581	(316,376)	4,246,881	176,940	(2,131,869)	12,253,135	
Total Other Sources	2,939,128	641,398	3,433,843	366,444	212,168	781,538	761,861	1,520,581	29,294	4,698,658	176,940	(2,131,869)	13,433,066	
Total Sources of Funds	10,121,928	689,016	5,716,979	424,869	277,268	1,305,464	1,468,637	2,502,633	1,521,702	9,216,433	525,700	(1,122,179)	32,651,532	
USES OF FUNDS:														
Current Expenditures:														
Administrative Services	116,748	-	-	-	-	-	-	-	-	-	-	-	116,748	
Legislative	430,888	-	-	-	-	-	-	-	-	-	-	-	430,888	
Legal & Court	282,675	-	-	-	-	-	-	-	-	-	-	-	282,675	
City Clerk	122,436	-	-	-	-	-	-	-	-	-	-	-	122,436	
Human Resources	219,824	-	-	-	-	-	-	-	-	-	-	-	219,824	
City Administrator	250,626	687,587	-	-	-	-	-	719,556	-	-	-	-	1,657,769	
Finance	426,814	-	-	-	-	-	-	-	-	-	-	-	426,814	
Internal Technology	523,168	-	-	-	-	-	-	-	-	-	-	-	523,168	
Public Safety	1,777,460	-	-	-	-	-	-	-	-	-	-	-	1,777,460	
Public Works	1,715,900	-	-	424,869	-	1,271,000	-	-	-	-	-	-	3,411,769	
Buildings & Grounds	890,077	-	-	-	138,000	-	-	-	-	-	-	-	1,028,077	
Planning, Development & Eng	1,176,211	-	-	-	-	-	-	-	-	-	-	-	1,176,211	
Recreation	-	-	-	-	-	-	559,414	-	-	-	-	-	559,414	
Enterprises	-	-	-	-	-	-	-	-	1,436,464	6,563,128	382,432	989,855	9,371,879	
Debt Service	-	-	-	-	-	-	-	-	85,238	380,084	-	-	465,322	
Library	-	-	1,349,808	-	-	-	-	-	-	-	-	-	1,349,808	
Other	480,574	-	-	-	-	-	-	-	-	-	-	-	480,574	
Total Current Expenditures	8,413,401	687,587	1,349,808	424,869	138,000	1,271,000	559,414	719,556	1,521,702	6,943,212	382,432	989,855	23,400,836	
Other Uses:														
Internal Transfers	382,484	-	-	-	-	-	345,670	451,777	-	-	-	-	1,179,931	
Ending Reserves	1,326,043	1,429	4,367,171	0	139,268	34,464	563,553	1,331,300	0	2,273,221	143,268	(2,112,034)	8,070,765	
Total Other Uses	1,708,527	1,429	4,367,171	0	139,268	34,464	909,223	1,783,077	0	2,273,221	143,268	(2,112,034)	9,250,696	
Total Uses of Funds	10,121,928	689,016	5,716,979	424,869	277,268	1,305,464	1,468,637	2,502,633	1,521,702	9,216,433	525,700	(1,122,179)	32,651,532	

SUMMARY OF BUDGET BALANCES

2016 AMENDED BUDGET

FUND	BEGINNING BALANCE	MILL LEVY	SALES TAX	ENDING BALANCE
General Fund	2,629,794	19.2500	2.0%	(127,088)
SPECIAL REVENUE FUNDS				
Contingency	602,092			1,183
Library	1,533,501			3,147,313
Cemetery	39,748			3,596
Conservation Trust	124,555			101,655
Street STX	468,645		0.5%	(463,925)
CPR STX	669,333		0.5%	376,033
Water STX	1,180,554		1.0%	885,461
Memorial	-			-
ENTERPRISE FUNDS				
Recreation Center	(427,444)	9.727		57,139
Utility	1,747,272			661,549
Strom Drainage	79,929			(191,128)
Golf	(4,696,041)			(4,717,384)
TOTAL	3,951,938	28.977	4.0%	(265,596)

2017 REQUESTED BUDGET

ASSESSED VALUATION \$26,297,400

FUND	BEGINNING BALANCE	MILL LEVY	SALES TAX	PROPERTY TAX	SALES TAX	USE TAX	CHARGE FOR SERVICE	OTHER REVENUE	INTERFUND TRANSFERS	AVAILABLE FINANCING	APPROP-RIATIONS	ENDING BALANCE
General Fund	2,939,128	17.6970	2.0%	2,112,767	1,802,103	250,000	603,100	2,414,830	-	10,121,928	8,795,885	1,326,043
SPECIAL REVENUE FUNDS												
Contingency	641,398			43,118				4,500		689,016	687,587	1,429
Library	3,433,843						-	2,283,136	-	5,716,979	1,349,808	4,367,171
Cemetery	36,350						58,425	-	330,094	424,869	424,869	0
Conservation Trust	212,168							65,100		277,268	138,000	139,268
Street STX	781,538		0.5%		450,526	40,000	32,200	1,200		1,305,464	1,271,000	34,464
CPR STX	709,471		0.5%		450,526	40,000	111,800	104,450	52,390	1,468,637	905,084	563,553
Water STX	1,520,581		1.0%		901,052	80,000		1,000		2,502,633	1,171,333	1,331,300
Memorial	3,080							-		3,080	-	3,080
ENTERPRISE FUNDS												
Recreation Center	(316,376)	8.900		1,084,233			398,675	9,500	345,670	1,521,702	1,521,702	0
Utility	4,246,881						4,380,775	137,000	451,777	9,216,433	6,943,212	2,273,221
Storm Drainage	176,940						348,560	200		525,700	382,432	143,268
Golf	(2,131,869)						-	1,009,690		(1,122,179)	989,855	(2,112,034)
TOTAL	12,253,135	26.597	4.0%	3,240,118	3,604,207	410,000	5,933,535	6,030,606	1,179,931	32,651,533	24,580,767	8,070,766

**RESERVES ANALYSIS
BUDGET YEARS 2016-2017**

2016					
Fund	Beginning Reserves 1/1/2016	Revenues	Expenses	Est. Ending Reserves 12/31/2016	Net Change
General Fund	4,088,810	7,902,863	(9,052,545)	2,939,128	(1,149,682)
Contingency Fund	601,959	39,439	-	641,398	39,439
Street Sales Tax Fund	1,554,203	643,085	(1,415,750)	781,538	(772,665)
Library Fund	1,759,049	2,948,846	(1,274,052)	3,433,843	1,674,794
Culture, Parks & Recreation Fund	799,122	850,178	(939,829)	709,471	(89,651)
Conservation Trust Fund	130,138	82,030	-	212,168	82,030
Cemetery & Perpetual Care Fund	30,015	198,587	(192,252)	36,350	6,335
Memorial Trust Fund	3,080	-	-	3,080	-
Water Sales Tax Fund	1,611,372	1,007,413	(1,098,204)	1,520,581	(90,791)
Storm Drainage Fund	373,410	330,662	(527,132)	176,940	(196,470)
Recreation Center Fund	(626,748)	1,760,048	(1,449,676)	(316,376)	310,372
Utility Enterprise Fund	3,870,533	6,301,236	(5,924,888)	4,246,881	376,348
Golf Enterprise Fund	(2,146,774)	961,229	(946,324)	(2,131,869)	14,905
Total	12,048,171	23,025,616	(22,820,652)	12,253,135	204,964
Total w/o Golf Fund				14,385,004	190,059

2017					
Fund	Est. Beginning Reserves 1/1/2017	Revenues	Expenses	Est. Ending Reserves 12/31/2017	Net Change
General Fund	2,939,128	7,182,800	(8,795,885)	1,326,043	(1,613,085)
Contingency Fund	641,398	47,618	(687,587)	1,429	(639,969)
Street Sales Tax Fund	781,538	523,926	(1,271,000)	34,464	(747,074)
Library Fund	3,433,843	2,283,136	(1,349,808)	4,367,171	933,328
Culture, Parks & Recreation Fund	709,471	759,166	(905,084)	563,553	(145,918)
Conservation Trust Fund	212,168	65,100	(138,000)	139,268	(72,900)
Cemetery & Perpetual Care Fund	36,350	388,519	(424,869)	0	(36,350)
Memorial Trust Fund	3,080	-	-	3,080	-
Water Sales Tax Fund	1,520,581	982,052	(1,171,333)	1,331,300	(189,281)
Storm Drainage Fund	176,940	348,760	(382,432)	143,268	(33,672)
Recreation Center Fund	(316,376)	1,838,078	(1,521,702)	0	316,376
Utility Enterprise Fund	4,246,881	4,969,552	(6,943,212)	2,273,221	(1,973,660)
Golf Enterprise Fund	(2,131,869)	1,009,690	(989,855)	(2,112,034)	19,835
Total	12,253,135	20,398,397	(24,580,767)	8,070,765	(4,182,370)
Total w/o Golf Fund				10,182,799	(4,202,205)

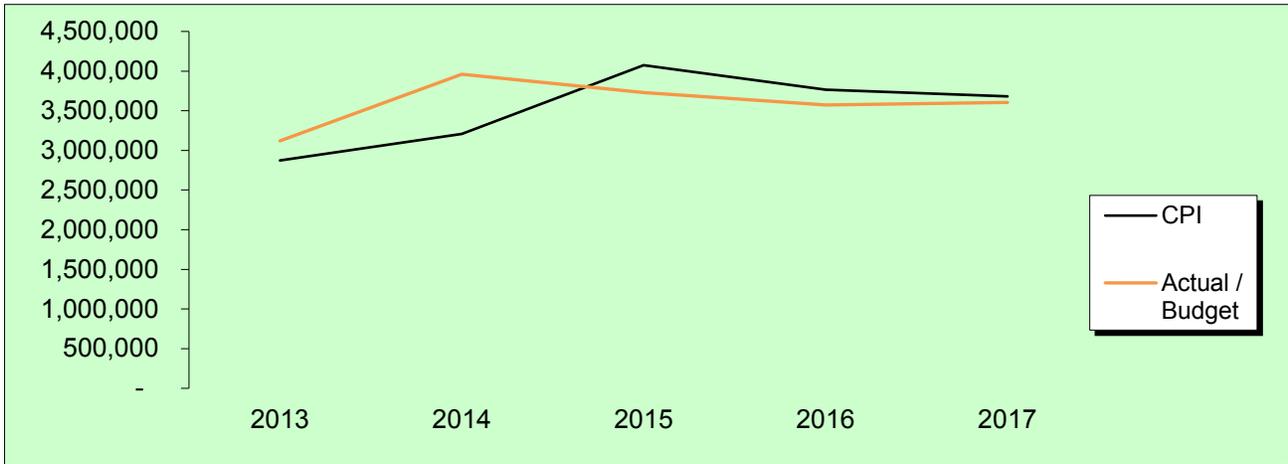
Total Change from 1/1/15 to 12/31/16 w/o Golf Fund (4,012,146)

**CITY OF FORT LUPTON
REVENUE ASSUMPTIONS
BUDGET YEAR 2017**

Sales Taxes:

Sales Tax revenues have provided the City with its most consistent growth revenue in the past ten years providing the foundation that most of the governmental funds are based upon. The growth of the oil and gas industry in the area has increased sales tax in 2013 - 2015. With the down turn in the industry revenues decreased in 2017 and are expected to increase slightly in 2017.

<u>Year</u>	<u>Revenues</u>	<u>\$ Change</u>	<u>% Change</u>
2013	3,119,863		
2014	3,959,982	840,119	26.93%
2015	3,729,005	(230,977)	-5.83%
2016	3,573,654	(155,351)	-4.17%
2017	3,604,207	30,553	0.85%

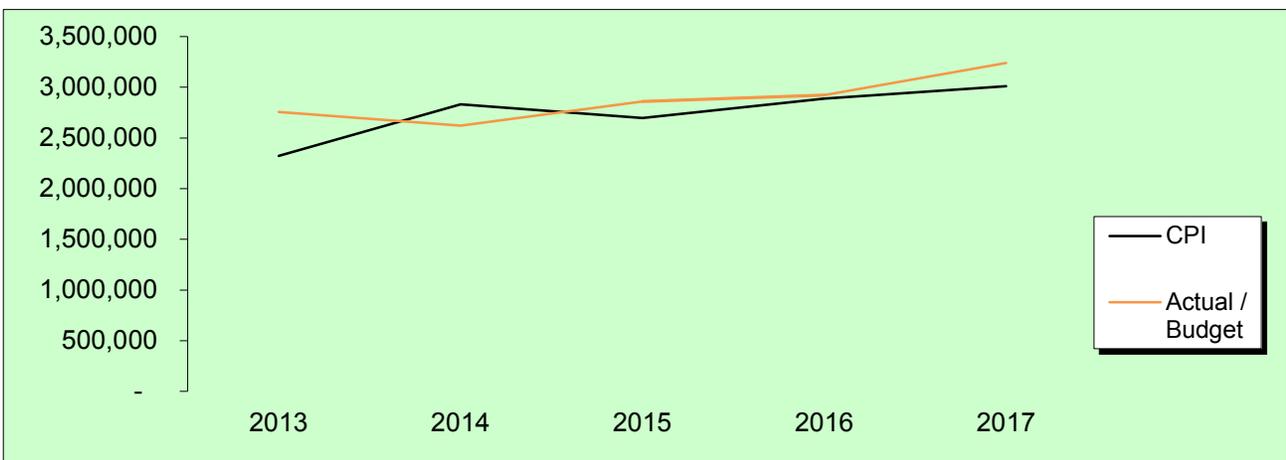


Property Taxes:

This revenue source is expected to increase due to heavy planning activity. There has also been an increase in 2017 valuations due to increased oil & gas production. The proposed mill levy is 17.885 mills for the General Fund of which 2% goes to the Contingency Fund. 8.9 mills is for the Recreation Center Fund. The property tax values are given to us by Weld County which enables us to calculate the mill levy and proposed revenue.

<u>Year</u>	<u>Revenues</u>	<u>\$ Change</u>	<u>% Change</u>
2013	2,754,890		
2014	2,621,433	(133,457)	-4.84%
2015	2,859,653	238,220	9.09%
2016	2,923,205	63,552	2.22%
2017	3,240,118	316,913	10.84%

General Fund	\$ 2,112,767
Contingency Fund	\$ 43,118
Recreation Fund	\$ 1,084,233



**CITY OF FORT LUPTON
REVENUE ASSUMPTIONS
BUDGET YEAR 2017**

Specific Ownership "B" Taxes:

This revenue is derived from the state formulated value of certain motor vehicles, mobile homes, etc. collected by the county as registration fees and distributed based on the City's percentage of total property tax dollars in the county. This revenue source has been relatively sporadic. A trend analysis is used to project this revenue.

<u>Year</u>	<u>Revenues</u>	<u>\$ Change</u>	<u>% Change</u>
2013	184,481		
2014	219,304	34,823	18.88%
2015	190,753	(28,551)	-13.02%
2016	145,000	(45,753)	-23.99%
2017	145,000	-	0.00%

Tobacco Taxes:

This revenue is derived from state collected taxes on cigarettes as paid by the wholesaler and distributed as a formula based on the City's total sales taxes collected divided by the State's total sales tax collected. A trend analysis is used to project this revenue source.

<u>Year</u>	<u>Revenues</u>	<u>\$ Change</u>	<u>% Change</u>
2013	13,947		
2014	16,768	2,821	20.23%
2015	20,518	3,750	22.36%
2016	22,000	1,482	7.22%
2017	20,000	(2,000)	-9.09%

Mineral Severance Taxes:

Each year, the state returns a portion of its severance tax revenues to municipalities and counties based upon the residence of employees connected with oil and gas, metallic minerals, and coal production and development. In 2010 to 2015 the production of oil and natural gas increased in Weld County which sits on the Niobrara formation increasing the residence of employees connected with oil and gas.

A conservative approach to future revenue projections is used in 2017 due to the inconstant nature of this revenue source. This figure is taken from the Colorado Department of Local Affairs web site.

<u>Year</u>	<u>Revenues</u>	<u>\$ Change</u>	<u>% Change</u>
2013	163,038		
2014	313,566	150,528	92.33%
2015	324,519	10,953	3.49%
2016	109,272	(215,247)	-66.33%
2017	180,000	70,728	64.73%

Lottery Proceeds:

This revenue is derived from lottery proceeds earmarked for the State Conservation Trust Fund which is then distributed based on population. Because of the uncertainty of this revenue we continue to budget the same conservative amount as in past years. Trend analysis is used to project this revenue.

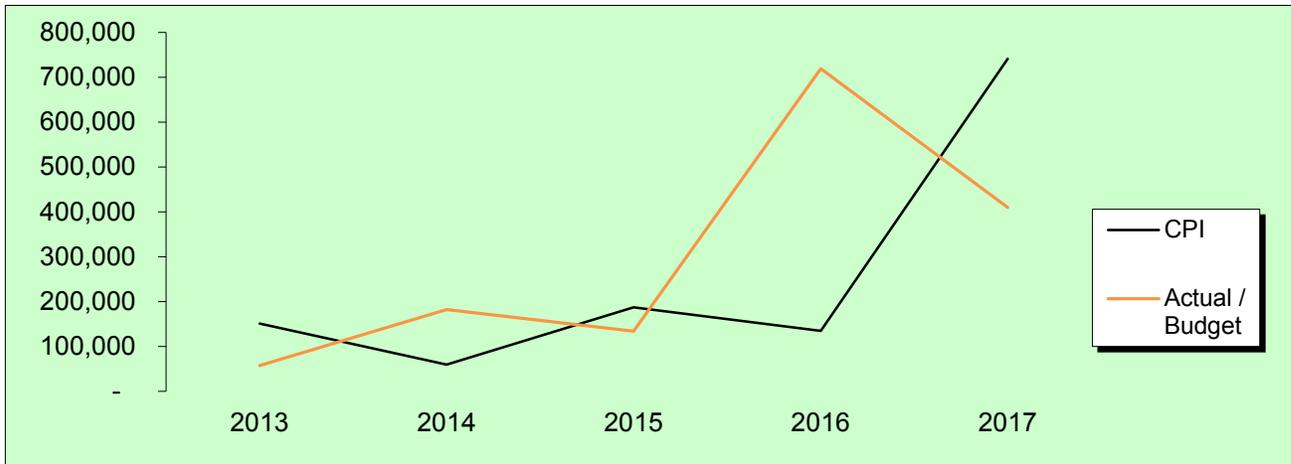
<u>Year</u>	<u>Revenues</u>	<u>\$ Change</u>	<u>% Change</u>
2013	80,926		
2014	73,420	(7,506)	-9.28%
2015	73,616	196	0.27%
2016	81,930	8,314	11.29%
2017	65,000	(16,930)	-20.66%

**CITY OF FORT LUPTON
REVENUE ASSUMPTIONS
BUDGET YEAR 2017**

Building Use Taxes:

These volatile revenues come from construction and development activity. The current market is promising for 2017 but is unpredictable. We are optimistic in our budgeting for 2017. Trend analysis is used to project this revenue source.

<u>Year</u>	<u>Revenues</u>	<u>\$ Change</u>	<u>% Change</u>
2013	57,308		
2014	181,993	124,685	217.57%
2015	133,460	(48,533)	-26.67%
2016	719,351	585,891	439.00%
2017	410,000	(309,351)	-43.00%



Building Permits:

The City collects fees for the issuance of its building permits for commercial, residential and other types of construction. These fees, based upon the Uniform Building Code, are intended to recover the costs involved with direct and indirect expenses incurred by the City in reviewing plans, inspecting work sites, etc. This revenue source is dependent upon new growth; therefore, it is better to be cautious. We use a trend analysis as well as knowledge from planning on what plans are coming up to project this revenue.

<u>Year</u>	<u>Revenues</u>	<u>\$ Change</u>	<u>% Change</u>
2013	84,541		
2014	77,290	(7,251)	-8.58%
2015	123,422	46,132	59.69%
2016	225,000	101,578	82.30%
2017	100,000	(125,000)	-55.56%

Fines and Forfeits:

These revenues consist of Traffic fines, animal fines, prisoner boarding fees, court costs and other municipal code violations. The City continues to enforce the Municipal Code. As a result, these revenues continue to remain strong. We use trend analysis to project this revenue.

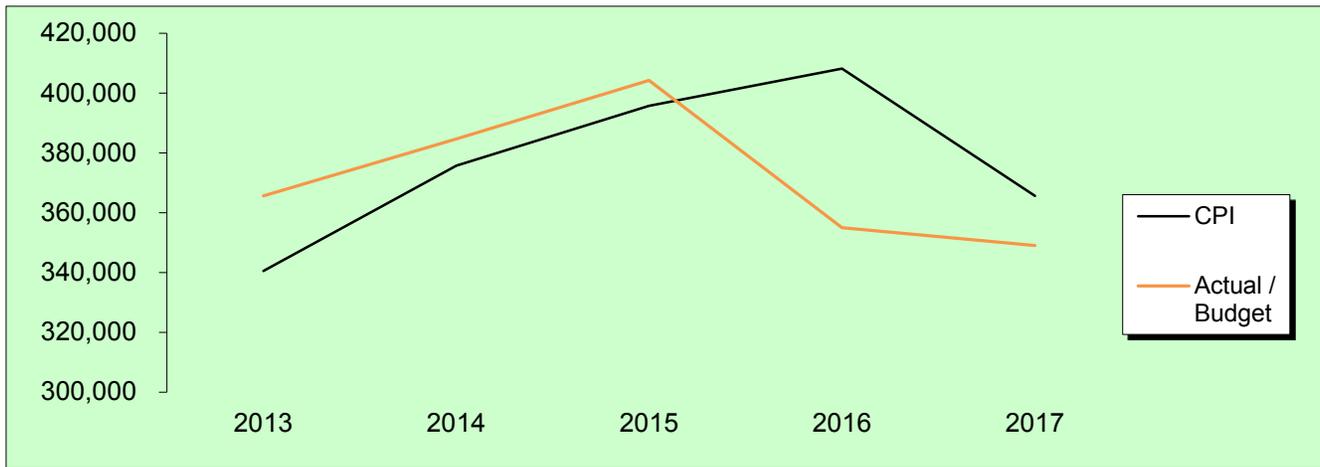
<u>Year</u>	<u>Revenues</u>	<u>\$ Change</u>	<u>% Change</u>
2013	149,564		
2014	125,707	(23,857)	-15.95%
2015	236,559	110,852	88.18%
2016	186,615	(49,944)	-21.11%
2017	199,200	12,585	6.74%

**CITY OF FORT LUPTON
REVENUE ASSUMPTIONS
BUDGET YEAR 2017**

Franchise Fees:

This revenue is derived from public utilities operating within city limits and is based on formulas which are set by contract. Revenues have increased annually due to inflation and increased population. It should also be noted that revenue source is driven by weather and extreme price swings. We mostly use trend analysis on this revenue to project budget figures.

<u>Year</u>	<u>Revenues</u>	<u>\$ Change</u>	<u>% Change</u>
2013	365,620		
2014	384,640	19,020	5.20%
2015	404,192	19,552	5.08%
2016	355,000	(49,192)	-12.17%
2017	349,000	(6,000)	-1.69%



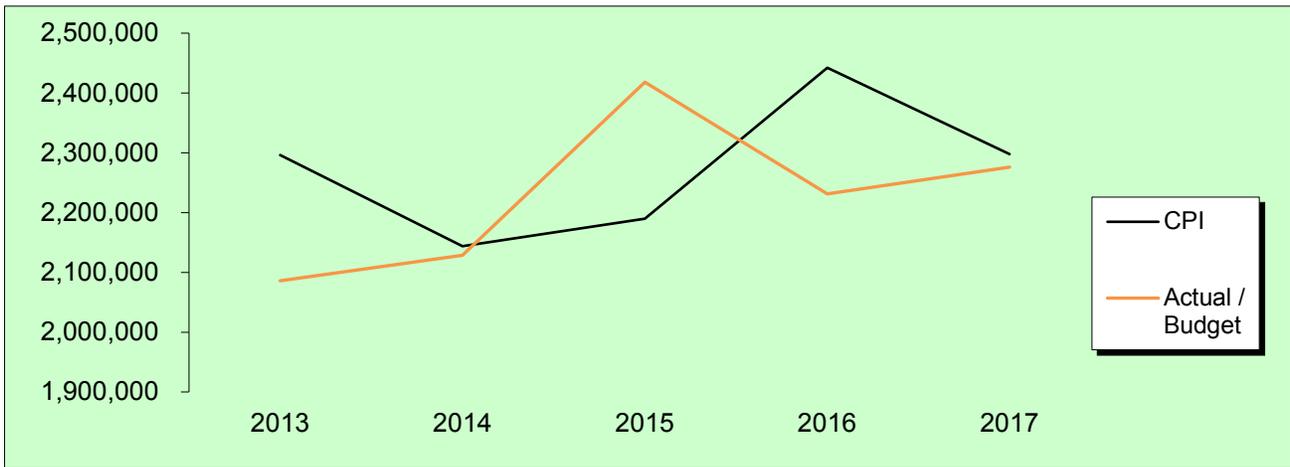
<u>Breakdown:</u>	<u>Gas</u>	<u>Telephone</u>	<u>Cable</u>	<u>Electric</u>
2013	56,039	5,497	48,208	255,876
2014	71,868	5,165	50,249	257,358
2015	76,373	3,761	53,474	270,584
2016	65,000	5,000	45,000	240,000
2017	65,000	4,000	40,000	240,000

**CITY OF FORT LUPTON
REVENUE ASSUMPTIONS
BUDGET YEAR 2017**

Water Sales to Customers:

Water Sales to Customers includes both volume and base charges for residential, commercial, industrial, irrigation, schools and City parks. A 2% water rate increase has been budgeted for 2017. We use trend analysis to project this revenue

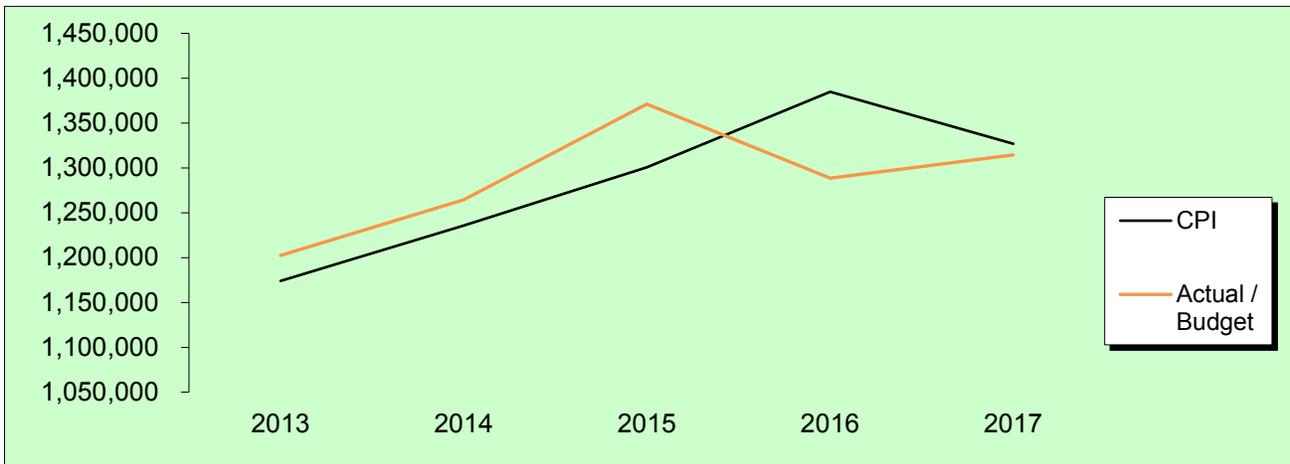
<u>Year</u>	<u>Revenues</u>	<u>\$ Change</u>	<u>% Change</u>
2013	2,085,932		
2014	2,128,573	42,641	2.04%
2015	2,418,049	289,476	13.60%
2016	2,231,286	(186,763)	-7.72%
2017	2,275,912	44,626	2.00%



Sewer Sales to Customers:

Sewer Sales to Customers includes both volume and base charges for residential, commercial, industrial, irrigation, schools and City Parks. A 2% water rate increase has been budgeted for 2017. We use trend analysis to project this revenue

<u>Year</u>	<u>Revenues</u>	<u>\$ Change</u>	<u>% Change</u>
2013	1,202,388		
2014	1,264,371	61,983	5.15%
2015	1,371,145	106,774	8.44%
2016	1,288,511	(82,634)	-6.03%
2017	1,314,281	25,770	2.00%

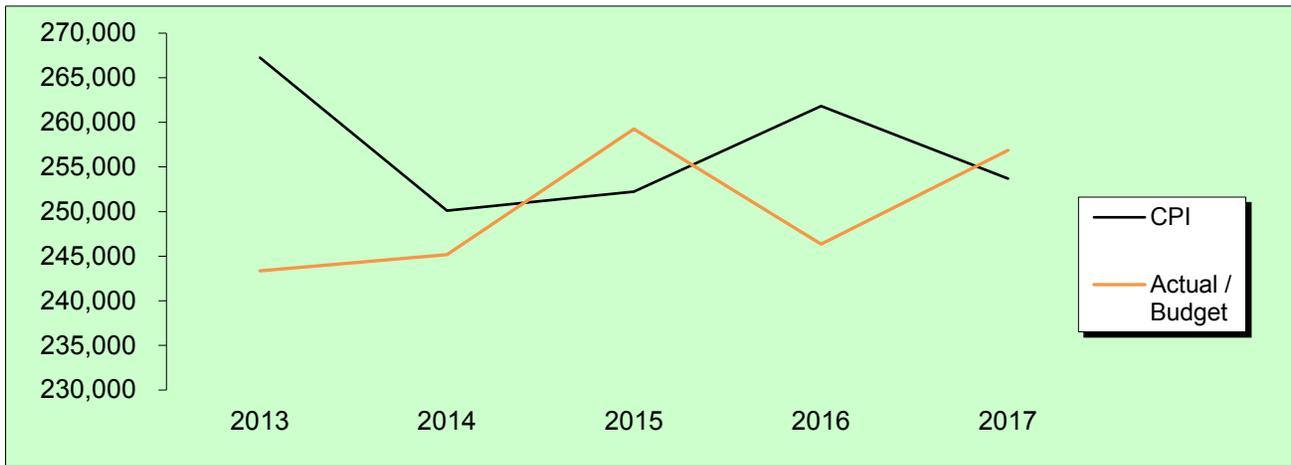


**CITY OF FORT LUPTON
REVENUE ASSUMPTIONS
BUDGET YEAR 2017**

Highway Users Tax:

These funds represents state revenue sharing from motor fuel taxes, gross ton mile tax, motor vehicle licenses and registrations, penalties and misc. fines and is allocated to governmental jurisdictions of the State on a fixed percentage basis. The Colorado Municipal League gives us an estimate on this figure.

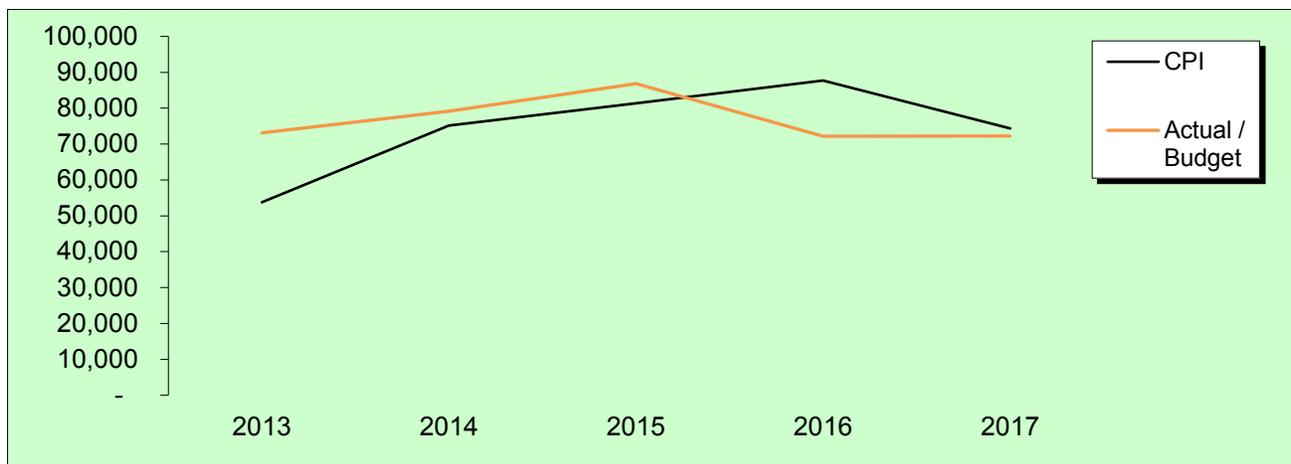
<u>Year</u>	<u>Revenues</u>	<u>\$ Change</u>	<u>% Change</u>
2013	243,359		
2014	245,182	1,823	0.75%
2015	259,256	14,074	5.74%
2016	246,344	(12,912)	-4.98%
2017	256,856	10,512	4.27%



State Road and Bridge Fund:

The State of Colorado requires that counties distribute one-half of the county road and bridge mill levy proceeds it collects to the municipalities in which it was collected based on that municipalities valuation. The growth of this revenue, in part, lies with Weld County because they set the millage rate that it is based upon. We use trend analysis to predict the revenue.

<u>Year</u>	<u>Revenues</u>	<u>\$ Change</u>	<u>% Change</u>
2013	73,091		
2014	79,118	6,027	8.25%
2015	86,843	7,725	9.76%
2016	72,186	(14,657)	-16.88%
2017	72,200	14	0.02%

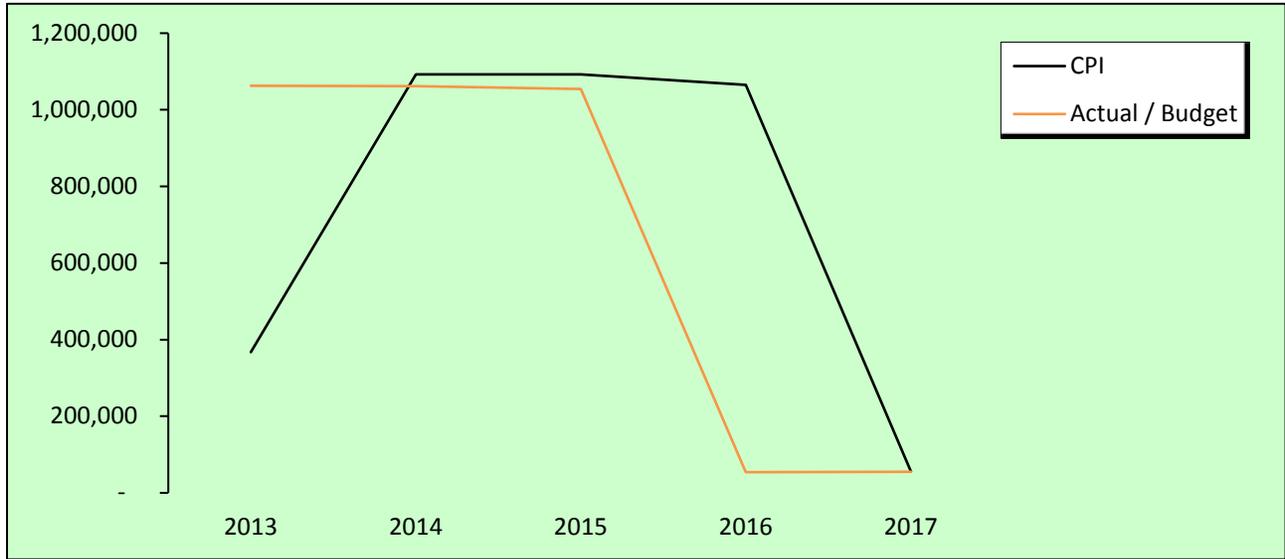


**CITY OF FORT LUPTON
REVENUE ASSUMPTIONS
BUDGET YEAR 2017**

Bulk Water Sales:

This revenue is generated from industries using water for construction, oil and gas production or other uses. We currently charge \$10.50 per 1,000 gallons used. We are using the trend analysis to forecast this revenue as well as knowledge of customers future needs. We know that one significant user of this will discontinue use in 2016.

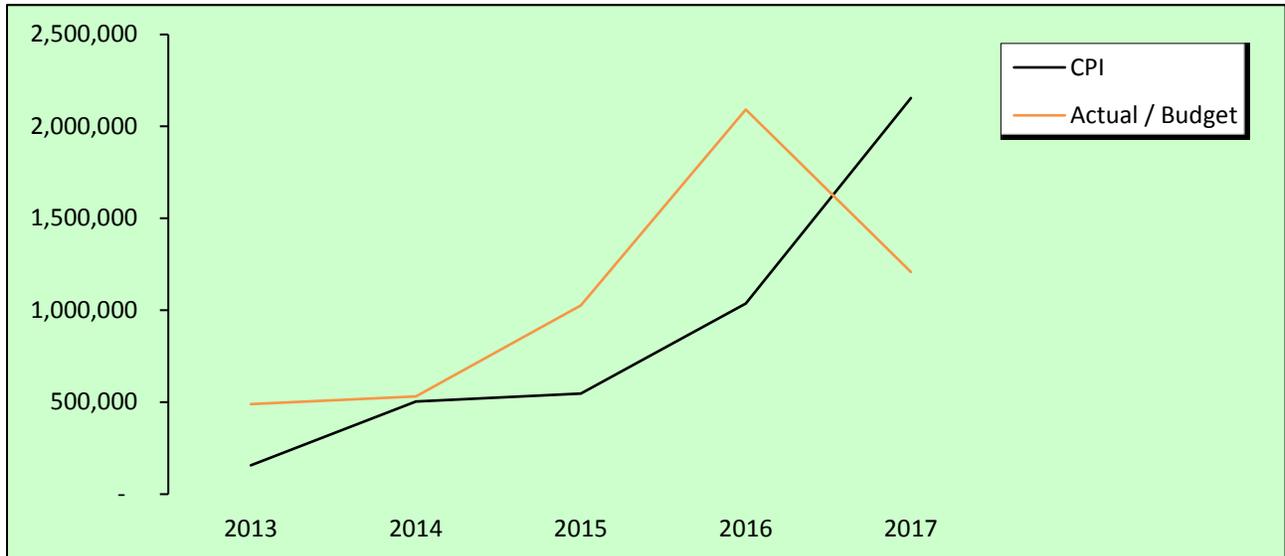
<u>Year</u>	<u>Revenues</u>	<u>\$ Change</u>	<u>% Change</u>
2013	1,062,689		
2014	1,061,834	(855)	-0.08%
2015	1,054,415	(7,419)	-0.70%
2016	54,000	(1,000,415)	-94.88%
2017	55,000	1,000	1.85%



State/Federal Grants:

Grants are applied for on a yearly basis for large projects and require matching funds from the City of 50%. The budget for 2017 is based on grants applied for from the State of Colorado's Department of Local Affairs.

<u>Year</u>	<u>Revenues</u>	<u>\$ Change</u>	<u>% Change</u>
2013	489,877		
2014	532,184	42,307	8.64%
2015	1,025,866	493,682	92.77%
2016	2,092,094	1,066,228	103.93%
2017	1,207,768	(884,326)	-42.27%

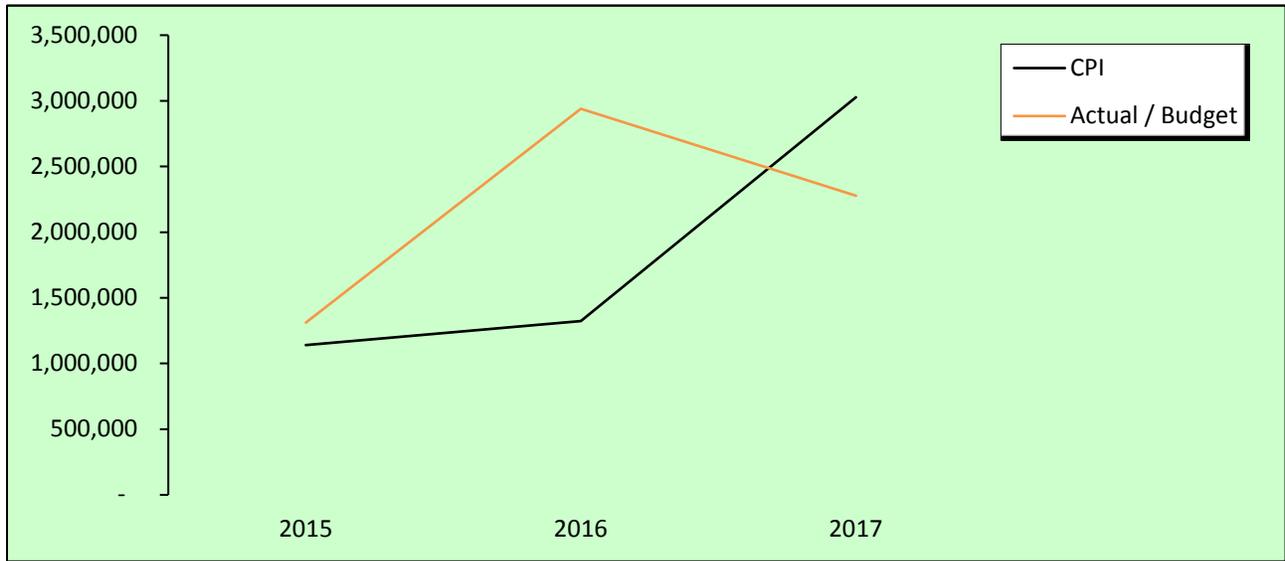


**CITY OF FORT LUPTON
REVENUE ASSUMPTIONS
BUDGET YEAR 2017**

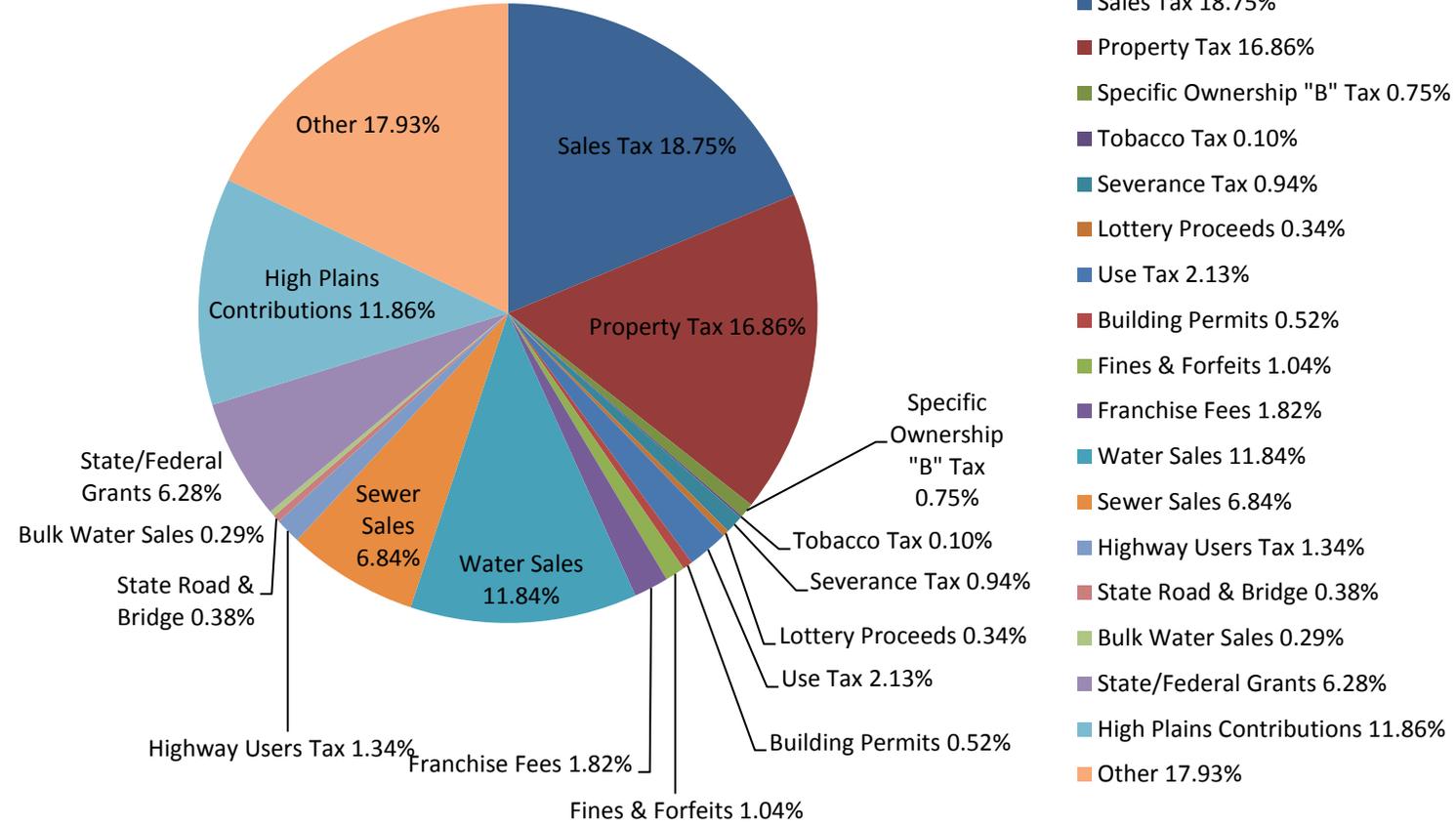
High Plains Library District Contributions:

The amount of contribution from High Plains Library District comes is a percentage of property tax that they receive. They give us the amount for next years budget.

<u>Year</u>	<u>Revenues</u>	<u>\$ Change</u>	<u>% Change</u>
2013			
2014	1,108,587		
2015	1,311,322	202,735	0.00%
2016	2,939,712	1,628,390	124.18%
2017	2,278,636	(661,076)	-22.49%



2017 Projected Revenue



Budget Unit Summary

AGENCY/DEPARTMENT NAME: General Fund

BUDGET TITLE & NUMBER: 10 - Summary

DEPARTMENT DESCRIPTION: Summary of all activities related to the General Fund.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	3,304,084	3,741,475	3,741,967	3,924,759
Supplies	250,125	272,750	231,750	300,000
Purchased Services	1,096,324	1,652,775	1,443,537	1,855,500
Fixed Cost	410,768	541,169	534,132	537,587
Capital Outlay	500,590	3,579,344	2,919,324	1,795,555
Gross City Cost	5,561,891	9,787,513	8,870,710	8,413,401
Internal Transfers Out	107,929	181,835	181,835	382,484
Revenue	(6,201,806)	(7,212,466)	(7,902,863)	(7,182,800)
Net City Cost	(531,986)	2,756,882	1,149,682	1,613,085
Budgeted Positions	45.16	48.65	48.65	48.78

SUMMARY OF CHANGES:

Total revenue has remained basically the same while total expenditures has decreased 12%. The fund balance is projected to decrease 54.8% from the estimated 2016 year-end. This is due to the use of reserves in 2016.

OBJECTIVES:

See individual budget units.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Per Capita Cost (city support)	\$ (68.01)	\$ 146.98	\$ 206.22

Finance Recommendation:

See individual budget units.

Council Action:

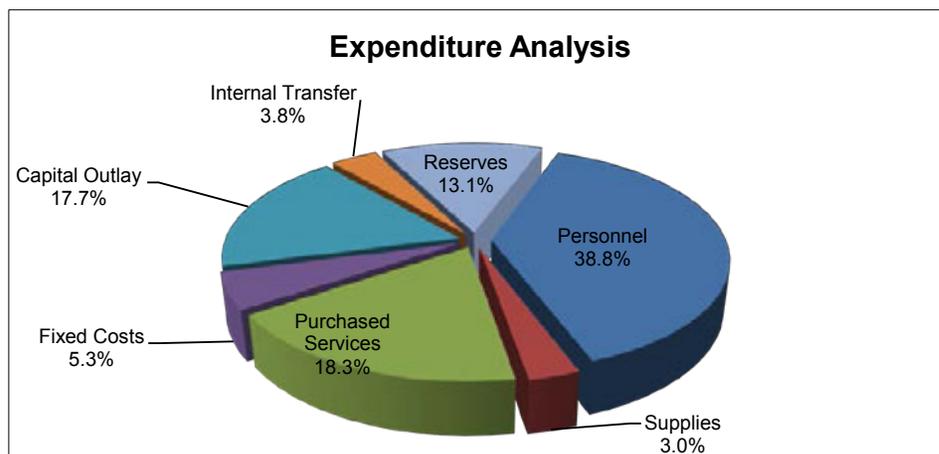
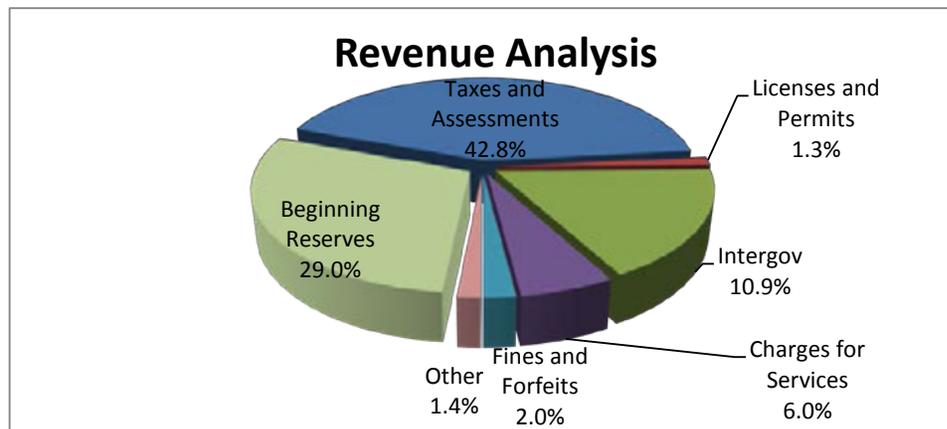
See individual budget units.

SUMMARY

GENERAL FUND

BUDGET SUMMARY

Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
Taxes and Assessments	3,963,027	3,884,635	3,206,333	4,362,940	4,334,870
Licenses and Permits	168,113	111,980	250,506	259,950	133,800
Intergovernmental	822,042	2,405,142	366,984	2,093,367	1,754,860
Charges for Services	537,329	536,109	392,502	806,771	603,100
Fines and Forfeits	236,664	185,300	145,032	190,559	203,250
Interest Income	3,758	1,800	2,778	2,100	2,000
Private Contributions	15,282	9,500	10,082	9,430	6,500
Other	455,591	78,000	169,346	177,746	144,420
Beginning Reserves	3,556,825	2,629,794	4,088,810	4,088,810	2,939,128
Total Revenues	9,758,631	9,842,260	8,632,373	11,991,673	10,121,928
Personnel	3,304,084	3,741,475	2,178,175	3,741,967	3,924,759
Supplies	250,125	272,750	141,309	231,750	300,000
Purchased Services	1,096,324	1,652,775	821,867	1,443,537	1,855,500
Fixed Costs	410,768	541,169	389,666	534,132	537,587
Capital Outlay	500,590	3,579,344	1,213,951	2,919,324	1,795,555
Internal Transfer	107,929	181,835	66,165	181,835	382,484
Reserves	4,088,810	(127,088)	3,821,239	2,939,128	1,326,043
Gross City Cost	9,758,631	9,842,260	8,632,373	11,991,673	10,121,928



REVENUE

GENERAL FUND

REVENUE DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
31100	Real Property Taxes-City	1,813,084	1,903,113	1,879,805	1,903,113	2,112,767
31105	Specific Ownership "B"	190,753	150,000	99,390	145,000	145,000
31110	Motor Vehicle	27,958	25,000	18,345	25,000	25,000
31120	Sales Tax Revenue	1,889,091	1,754,522	982,489	1,813,827	1,850,103
31121	Sales Tax Rebate	(24,588)	(48,000)	(18,676)	(24,000)	(48,000)
31135	Tobacco Products	20,518	16,500	12,831	22,000	20,000
39100	State & Federal Grants	3,500	1,788,000	180,051	1,469,723	1,199,168
31145	Public Service Gas Franchise	76,373	65,000	34,917	65,000	65,000
31150	U.S. West Telephone Tax	3,761	5,000	2,452	5,000	4,000
31155	CATV Permit Fees	53,474	50,000	27,645	45,000	40,000
31160	United Power Electric Franchise	270,584	240,000	156,483	240,000	240,000
31300	Liquor Licenses	2,141	3,000	3,078	3,000	3,000
31305	Professional & Occupational Licenses	25,613	15,000	22,085	20,360	20,000
31306	Solicitors Licenses	200	300	1,891	970	900
31310	Amusement & Dance License	-	-	10	10	-
31315	Sales Tax License	7,775	7,600	8,525	8,450	8,400
31320	Misc License Revenue	50	-	-	-	-
31140	Severance Tax	324,519	140,000	-	109,272	100,000
34050	Right-of-way Permit	7,838	1,500	331	330	-
31605	Realized Gain & Loss On Investments	649	-	-	-	-
31610	Interest Earned	3,109	1,800	2,778	2,100	2,000
31190	Billboard Rental-Flack	20	-	-	-	-
31170	Oil Royalties	48,135	40,000	10,408	15,400	15,000
31175	Mineral Lease Income	91,981	60,000	-	91,494	60,000
39020	Donations Private	5,382	500	4,382	3,730	500
39000	Misc Revenue	20,838	2,000	42,829	30,000	20,000
39001	Misc Revenue - Calendars	2,239	-	122	125	-
31620	Disposal Of Assets	-	-	17,313	17,313	-
31600	Insurance Recoveries	8,605	-	71	71	-
38100	Capital Contributions	173,601	-	54,809	54,809	83,420
36040	General Fund Facility Rentals	325	-	200	200	-
31406	Flex Plan Forfeitures	-	-	1,104	1,104	-
31405	Pension Forfeitures	24,569	-	15,457	15,452	-
	Total General Revenues	5,072,097	6,220,835	3,561,122	6,083,853	5,966,258
39030	Donation-Fireworks Celebration	9,800	9,000	5,700	5,700	6,000
	Total Legislative Revenue	9,800	9,000	5,700	5,700	6,000
32511	Court Reports	22	25	-	-	-
31200	Court Costs & Warrant Fees	16,410	14,000	12,020	16,000	10,000
31205	Stay Of Execution Fee	7,672	7,500	5,248	7,500	6,000
31210	Contempt Charges	280	100	315	315	200
31215	Miscellaneous Court Fees	7,586	4,000	5,480	5,500	4,000
31230	Outstanding Judgments, Warrants & Defaults	1,830	1,500	1,530	1,800	2,000
31225	Victim Compensation Fee	7,150	8,500	6,410	8,500	8,500
31235	Court Diversion Program	7,095	8,500	4,265	6,000	8,500
31250	Boarding Fee	105	200	359	359	50
31260	Court Fines Donated	-	-	3,585	3,585	4,000
	Total Municipal Court Revenue	48,150	44,325	39,212	49,559	43,250
39250	Internal Technology Revenue	24,568	35,000	19,602	35,000	24,000
	Total Internal Technology Revenue	24,568	35,000	19,602	35,000	24,000
32130	Clearance Letter	150	200	135	200	200
32140	Fingerprinting	1,850	1,200	1,616	1,200	2,200
32110	VIN Inspect	800	500	1,230	500	1,000
32160	Other Police Revenue	7,934	5,000	5,153	5,000	8,200
32170	State Police Training Revenue	-	-	25	-	-
32180	Donation - National Night Out	100	-	-	-	-
32120	Traffic Fines	167,721	120,000	92,849	120,000	142,000
31245	Criminal Fines	4,440	5,000	2,395	5,000	-
31237	Criminal Registration Fees	1,775	1,200	1,145	1,200	1,600
32175	State Grants-Public Safety	10,574	65,600	5,034	65,600	8,600

REVENUE

GENERAL FUND

REVENUE DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
32176	State/Federal Grants - Leaf	16,792	10,000	16,938	10,000	29,036
32150	Police Equipment Fee	14,235	12,000	8,585	12,000	13,000
32515	Shooting Range Fees	20	-	-	-	-
39003	Evidence/Property Found Rev	-	-	7,472	7,472	-
	Total Community Police Revenue	226,391	220,700	142,576	228,172	205,836
32200	Animal Licenses	1,044	1,500	898	1,500	1,500
32210	Animal Impound	1,345	1,700	760	1,700	1,700
32220	Animal Boarding	2,190	3,000	1,268	3,000	3,000
	Total Community Service Revenue	4,579	6,200	2,926	6,200	6,200
32177	Restorative Justice Grant	8,059	-	-	-	-
	Total Restorative Justice Revenue	8,059	-	-	-	-
34060	Backyard Chickens/Bees Permits	-	-	330	330	-
33250	Property Clean Up	127	1,000	161	1,000	2,000
32230	Code Enforcement Violations	2,140	4,000	1,990	4,000	5,000
	Total Code Enforcement Revenue	2,267	5,000	2,481	5,330	7,000
34020	Building Permits	123,422	83,080	213,359	225,000	100,000
34040	Building Permit Liens Filing Fee	-	-	-	-	-
34000	Electrical Permits	5,284	12,462	19,697	20,000	10,000
34010	Mechanical Permits	3,523	8,308	13,131	14,000	5,000
34015	Plumbing Permits	5,284	12,462	19,436	20,000	10,000
	Total Building Inspection Revenue	137,512	116,312	265,622	279,000	125,000
31130	Use Taxes	66,730	100,000	244,980	500,000	250,000
34030	Other Construction Permits	30	-	-	-	-
34130	Plan Checking Fees	40,291	54,002	78,391	80,000	50,000
34140	Development Fee-General Fund	58,111	75,000	24,400	25,000	20,000
34145	Development Fee-Streets	-	-	-	75,000	40,000
34155	Development Fee-Parks	-	-	-	200,000	100,000
39120	Historical Grant Income	-	-	250	250	-
	Total Community Development Revenue	165,161	229,002	348,021	880,250	460,000
32500	Records Search	115	50	108	50	200
32510	Reports	733	1,000	616	1,000	1,000
	Total Police Records Revenue	848	1,050	724	1,050	1,200
39251	Public Works Revenue	3,386	-	3,721	3,721	-
	Total Public Works Shop Revenue	3,386	-	3,721	3,721	-
33100	Highway Users Tax	259,256	246,344	145,359	246,344	256,856
33110	State Hwy 52/85 Maintenance	-	6,498	6,498	6,498	9,000
33140	County Road & Bridge Taxes	86,843	72,200	-	72,186	72,200
	Total Streets Revenue	346,099	325,042	151,857	325,028	338,056
39255	Buildings & Grounds Payroll Revenue	152,890	-	-	-	-
	Total Buildings & Grounds Revenue	152,890	-	-	-	-
	Non-Spendable Funds					
31010	Non-Spendable Funds	4,949	-	10,787	-	-
	Unassigned Fund Balances					
39399	Unappropriated Reserves	1,303,184	1,831,418	1,366,340	1,377,126	1,858,499
39390	Res 98-035 Emergency Reserves	618,310	477,530	602,096	602,096	620,950
	Restricted Fund Balances					
39998	TABOR Reserve	195,571	189,781	180,629	180,629	237,086
39302	Evidence/Property Found Reserve	-	-	-	-	7,472
39318	Childrens Fund	12,248	-	6,629	6,629	6,129
	Committed Reserves					
39316	Police Equipment Reserve	28,122	4,452	7,243	7,243	14,243
39330	Victims Comp Reserve	103,113	104,113	110,263	110,263	112,179

REVENUE

GENERAL FUND

REVENUE DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
	Assigned Reserves					
39310	Fireworks Celebration Reserve	7,500	7,500	7,500	7,500	7,500
39314	Boys & Girls Club Reserve	-	-	50,071	50,071	50,071
39405	Subsequent Yrs Bud Exp>Rev	1,268,828	-	1,727,253	1,727,253	-
39315	IT Equipment Reserve	15,000	15,000	20,000	20,000	25,000
	Total Reserves	3,556,825	2,629,794	4,088,810	4,088,810	2,939,128
	Total	9,758,631	9,842,260	8,632,373	11,991,673	10,121,928

BUDGET SUMMARY

Taxes and Assessments	3,963,027	3,884,635	3,206,333	4,362,940	4,334,870
Licenses and Permits	168,113	111,980	250,506	259,950	133,800
Intergovernmental	822,042	2,405,142	366,984	2,093,367	1,754,860
Charges for Services	537,329	536,109	392,502	806,771	603,100
Fines and Forfeits	236,664	185,300	145,032	190,559	203,250
Interest Income	3,758	1,800	2,778	2,100	2,000
Private Contributions	15,282	9,500	10,082	9,430	6,500
Other	455,591	78,000	169,346	177,746	144,420
Beginning Reserves	3,556,825	2,629,794	4,088,810	4,088,810	2,939,128
Total Revenues	9,758,631	9,842,260	8,632,373	11,991,673	10,121,928

FUND EXPENDITURES SUMMARY

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	2,361,224	2,705,360	1,593,106	2,705,358	2,782,746
51103	Salaries & Wages - Bldgs & Grounds	152,890	-	-	-	-
51105	Overtime	46,008	33,736	34,779	33,929	63,050
51275	Police Security	-	1,500	-	1,500	1,500
51110	FICA	86,922	111,213	60,333	111,213	114,907
51115	Medicare	33,218	39,742	22,323	39,742	41,284
51255	Retirement 4%	55,144	65,150	38,068	65,150	67,652
51260	Retirement 9.7%	92,121	91,845	58,491	91,845	96,426
51265	FPPA Disability	22,815	23,928	15,397	23,928	24,507
51240	Vision Insurance	4,313	5,164	3,549	5,185	5,285
51220	Health Insurance	336,259	540,159	248,092	540,159	603,856
51270	Flex Plan 125	1,300	2,000	2,280	2,280	3,000
51230	Dental Insurance	24,437	29,230	20,003	29,230	33,512
51250	Life & AD&D Insurance	4,822	5,858	3,525	5,858	6,053
51120	Workers Compensation Insurance	66,008	66,753	66,736	66,753	60,537
51210	Unemployment Insurance	6,952	8,011	4,495	8,011	8,384
51285	Long Term Disability	6,502	7,626	4,730	7,626	7,860
51290	Employee Assistance Program	3,150	4,200	2,270	4,200	4,200
	Total Personnel	3,304,084	3,741,475	2,178,175	3,741,967	3,924,759
52010	General Supplies	85,051	87,300	31,826	62,604	113,000
52020	Office Supplies	13,015	16,950	7,269	14,264	16,650
52150	Police Equipment	35,113	5,000	8,864	5,000	5,000
52040	RC - Chemicals	3,419	5,000	3,632	5,000	5,000
53310	Uniforms	25,082	24,500	18,461	23,559	26,600
53105	Equipment <\$5000	83,647	134,000	66,933	117,000	133,750
53106	Court Equipment	-	-	2,308	2,308	-
53115	Right-Of-Way Purchase	4,798	-	2,015	2,015	-
	Total Supplies	250,125	272,750	141,309	231,750	300,000
53060	Contractual Services	504,537	572,800	414,726	597,200	586,500
53010	Advertising	2,247	4,000	-	1,000	4,000
53080	Dues & Subscriptions	17,138	20,750	15,435	19,769	23,350
53110	Fees/Permits/Licenses	866	2,850	1,381	2,381	3,050
53030	Bank Charges	347	1,000	821	1,173	1,000
53320	Utilities - Electrical	106,231	95,000	72,180	101,800	104,500
53330	Utilities - Gas	10,327	12,500	6,212	11,900	12,500
53340	Utilities - Water & Sewer	19,977	16,000	14,860	16,300	16,500
53345	Utilities - Trash	-	750	-	750	-
53290	Telephone Exp.	39,596	45,050	29,683	45,120	47,300
53180	Postage	5,508	5,725	3,518	5,781	6,750
52050	Seed, Sodd & Trees	3,905	10,000	1,697	10,000	10,000
52080	Fuel & Oil	59,380	68,800	28,434	61,800	68,100
53100	Engineering Services	1,285	15,000	10,548	15,000	220,000
53120	Legal Fees	75,990	94,200	40,683	94,200	94,200
53020	Auditor Fees	31,350	45,000	45,600	45,000	50,000
53140	Municipal Judge	17,350	19,000	10,500	19,000	19,000
53160	Plans & Studies	31	205,000	-	70,000	130,000
53200	Printing	-	2,750	-	750	2,250
53210	Professional Services	18,922	140,000	3,595	100,000	140,000
53220	Ads & Public Notices	5,152	4,400	3,718	4,100	5,200
53130	Marketing & Promotions	7,862	15,000	1,680	5,000	15,000
53230	Recruitment	1,924	5,000	2,907	5,000	6,000
53190	Backgrounds & Pre-Employment UA	8,488	10,000	5,653	10,000	10,000
53240	Repairs & Maintenance - Equipment	34,574	43,100	26,516	41,600	39,600
53250	Repairs & Maintenance - Building	18,574	26,200	13,095	22,900	7,700
53265	Repairs & Maintenance - Streets	7,291	20,000	5,398	14,000	70,000
53270	Repairs & Maintenance - Vehicle	32,150	36,000	19,120	29,200	37,000
53300	Travel & Meetings	15,515	35,400	10,097	25,070	36,000
53280	Staff Development	32,775	69,500	23,739	52,800	76,000
53285	Safety Training	-	500	-	500	500
53090	Educational Assistance	-	10,000	5,703	10,000	12,000

FUND EXPENDITURES SUMMARY

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
53040	Boarding Prison	1,674	1,500	3,943	3,943	1,500
55245	U R A Expenditures	9,737	-	-	-	-
55389	Childrens Fund Expenditures	5,619	-	426	500	-
	Total Purchased Services	1,096,324	1,652,775	821,867	1,443,537	1,855,500
55010	Appreciation	4,153	7,000	2,225	6,000	7,000
55030	Boards & Commission Expenditures	93	2,200	-	600	2,200
55060	Cash Over & Short	(12)	-	(15)	(15)	-
55090	Clean Up Days	11,344	12,000	9,649	16,000	16,000
55160	County Tax Collection	18,366	20,000	19,200	20,000	20,000
55180	Donations	100	26,839	7,538	26,908	7,500
	4-H	750	750		750	750
	A Woman's Place		3,000	3,000	3,000	3,000
	Annual Banquet	588	1,500	503	750	3,500
	Food Bank	6,000	6,000	6,000	6,000	6,000
	Boys & Girls Club	100,000	150,000	100,000	150,000	150,000
	CH2MHill	1,500	1,500	1,575	1,575	1,700
	Chamber of Commerce	1,000	1,000	2,000	1,000	1,000
	DECA	500	500		500	500
	Have A Heart	800	800		800	800
	Kidz Quiltz	700	700	700	700	700
	Methodist Church	750	800		800	800
	Military Families		1,500		1,500	1,500
	Military Mountaineering		2,500	2,500	2,500	2,500
	Relay For Life	800	800		800	800
	Salvation Army		500		500	500
	Senior Advisory Board	2,000	2,500	2,500	2,500	2,500
	Small Business Development Corp	2,500	2,500	5,000	5,000	5,000
	Vets Helping Vets		1,000	1,000	1,000	1,000
55190	Economic Development	34,948	65,000	26,916	65,000	65,000
55200	Upstate Colorado	5,498	5,498	5,500	5,500	5,500
55210	Elections	3,915	9,500	-	9,500	9,500
55220	Finance Charges	115	550	231	611	500
55230	Fireworks Celebration	10,000	15,000	15,000	15,000	15,000
55235	4th of July Festivities	41,321	37,000	26,500	29,000	32,000
55240	History Pres. Board	250	1,000	437	1,300	1,300
55250	Insect Control	4,895	3,000	6,058	6,058	3,600
55260	Insurance-Cirsa	79,440	68,732	72,954	68,732	75,637
55280	Insurance Claims - CIRSA	8,661	12,000	5,072	6,000	12,000
55281	Insurance Misc	-	2,000	-	2,000	2,000
55290	Juvenile Probation Program	-	5,000	-	5,000	5,000
55165	Juror or Witness Fee	15	100	5	100	100
55167	OJW & Default Clearances	1,440	1,000	-	1,000	1,500
55300	Leases & Rentals	14,467	21,600	10,827	21,500	21,500
55350	Misc Expenditures	2,033	11,000	121	10,000	12,000
55380	Police Programs	2,563	5,000	13,824	5,000	7,500
55410	R.R. Park Lease	2,534	2,600	2,610	2,610	-
55415	School Crossing Guard	9,461	9,700	9,254	9,254	9,700
55450	Trappers Day	12,023	15,000	-	15,000	15,000
55460	Victim Compensation Fee	-	5,000	6,584	6,584	8,000
55375	Shooting Range Expenditures	-	-	5,175	215	-
55385	CRLEP Grant	23,171	-	14,398	-	-
55387	Click-it Grant State	2,088	-	4,826	-	-
	Total Fixed Costs	410,768	541,169	389,666	534,132	537,587
55050	Capital Lease	6,101	18,500	4,202	15,900	16,900
57500	Capital Projects	494,490	3,560,844	1,209,749	2,903,424	1,778,655
	Total Capital Outlay	500,590	3,579,344	1,213,951	2,919,324	1,795,555
	Non-Spendable Funds					
31010	Non-Spendable Funds	10,787	-	-	-	-

FUND EXPENDITURES SUMMARY

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
	Unassigned Fund Balances					
59040	Fund Balance Reserve	1,366,340	(1,028,079)	3,137,528	1,858,499	282,027
59090	Res 98-35 Emergency Reserves	602,096	560,552	332,148	620,950	588,938
	Restricted Fund Balances					
59020	TABOR Reserve	180,629	193,874	136,307	237,086	215,484
59012	Evidence/Property Found Reserve	-	-	7,472	7,472	7,472
59027	Childrens Fund	6,629	-	6,203	6,129	6,129
	Committed Reserves					
59130	Victim Comp Reserve	110,263	107,613	110,089	112,179	112,679
59026	Police Equipment Reserve	7,243	16,452	6,964	14,243	22,243
59028	Court Surcharge Reserve	-	-	1,957	-	3,500
	Assigned Reserves					
59030	Fireworks Reserve	7,500	7,500	7,500	7,500	7,500
59029	Boys & Girls Club Reserve	50,071	-	50,071	50,071	50,071
59045	Subsequent Year Budget Exp > Rev	1,727,253	-	-	-	-
59025	IT Equipment Reserve	20,000	15,000	25,000	25,000	30,000
	Total Reserves	4,088,810	(127,088)	3,821,239	2,939,128	1,326,043
59200	GF Transfers Out	107,929	181,835	66,165	181,835	382,484
	Total Transfers	107,929	181,835	66,165	181,835	382,484
	TOTAL	9,758,631	9,842,260	8,632,373	11,991,673	10,121,928

BUDGET SUMMARY

Personnel	3,304,084	3,741,475	2,178,175	3,741,967	3,924,759
Supplies	250,125	272,750	141,309	231,750	300,000
Purchased Services	1,096,324	1,652,775	821,867	1,443,537	1,855,500
Fixed Costs	410,768	541,169	389,666	534,132	537,587
Capital Outlay	500,590	3,579,344	1,213,951	2,919,324	1,795,555
Transfers	107,929	181,835	66,165	181,835	382,484
Reserves	4,088,810	(127,088)	3,821,239	2,939,128	1,326,043
Gross City Cost	9,758,631	9,842,260	8,632,373	11,991,673	10,121,928

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Administrative Services

BUDGET TITLE & NUMBER: 10-100

DEPARTMENT DESCRIPTION:

The Administrative Services Department provides customer service and cashier services for all departments of the City, maintains the office supply inventory, maintains files in the vault and provides back-up for various departments as necessary.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	91,036	91,125	91,125	96,298
Supplies	5,884	7,000	7,000	7,600
Purchased Services	2,036	6,450	4,950	6,450
Fixed Cost	6,444	4,000	4,016	4,000
Capital Outlay	0	4,000	1,400	2,400
Gross City Cost	105,399	112,575	108,491	116,748
Net City Cost	105,399	112,575	108,491	116,748
Budgeted Positions	2	2	2	2

SUMMARY OF CHANGES:

Capital Lease is the only account that changed by more than 10% from the previous budget year. Total expenditures increased 4% over the previous year's budget.

OBJECTIVES:

To serve as the City's first contact with the public and assist walk-in customers. This position handles and directs the City's customer base to the appropriate department and/or personnel. The customer base also includes interdepartmental relations by providing support and ordering supplies for all departments.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures/Counter Tickets Processed	13,458	13,322	13,218
Per Capita Cost (City Support)	\$ 13.47	\$ 13.87	\$ 14.93

Finance Recommendation:

Approve as requested.

Council Action:

ADMINISTRATIVE SERVICES

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	61,717	64,020	39,285	64,020	67,165
51110	FICA	3,388	3,969	2,195	3,969	4,165
51115	Medicare	792	929	513	929	974
51255	VALIC Retirement	2,469	2,561	1,571	2,561	2,687
51210	Unemployment Insurance	170	193	106	193	203
51220	Health Insurance Expense	20,326	17,263	11,498	17,263	18,747
51230	Dental Insurance Expense	1,577	1,575	1,050	1,575	1,734
51240	Vision Insurance Expense	276	275	183	275	265
51250	Life & AD&D Insurance Exp	140	148	97	148	157
51285	LTD Insurance Exp	182	192	126	192	201
	Total Personnel	91,036	91,125	56,625	91,125	96,298
52010	General Supplies	2,571	3,000	2,101	3,000	3,300
52020	Office Supplies	2,681	3,000	1,830	3,000	3,300
53105	Equipment <\$5000	632	1,000	-	1,000	1,000
	Total Supplies	5,884	7,000	3,931	7,000	7,600
53060	Services	133	2,000	-	1,000	2,000
53080	Dues & Subscriptions	-	150	-	150	150
53180	Postage	274	250	58	250	250
53200	Printing	-	750	-	750	750
53280	Staff Development	179	1,000	-	500	1,000
53290	Telephone Expense	1,436	2,000	1,209	2,000	2,000
53300	Travel & Meetings	14	300	24	300	300
	Total Purchased Services	2,036	6,450	1,291	4,950	6,450
55220	Finance Charges	10	-	31	31	-
55300	Leases & Rentals (Postage Mach.)	6,446	4,000	2,381	4,000	4,000
55060	Cash Over & Short	(12)	-	(15)	(15)	-
	Total Fixed Costs	6,444	4,000	2,397	4,016	4,000
55050	Capital Leases (Konica Minolta)	-	4,000	-	1,400	2,400
	Total Capital Outlay	-	4,000	-	1,400	2,400
	TOTAL	105,399	112,575	64,244	108,491	116,748

BUDGET SUMMARY

Personnel	91,036	91,125	56,625	91,125	96,298
Supplies	5,884	7,000	3,931	7,000	7,600
Purchased Services	2,036	6,450	1,291	4,950	6,450
Fixed Costs	6,444	4,000	2,397	4,016	4,000
Capital Outlay	-	4,000	-	1,400	2,400
Gross City Cost	105,399	112,575	64,244	108,491	116,748

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Legislative

BUDGET TITLE & NUMBER: 10-110

DEPARTMENT DESCRIPTION:

As the elected body of the citizens, the Council is responsible to consider and make decisions on all matters brought before them; provide guidance and direction to City Staff; serve as liaisons for committees and commissions of the City and represent their constituents in all matters relevant to the operation of the City Government.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	50,049	102,679	102,679	99,788
Supplies	4,126	9,100	2,600	8,800
Purchased Services	23,406	47,100	21,250	46,250
Fixed Cost	195,887	291,739	287,133	276,050
Gross City Cost	273,468	450,618	413,662	430,888
Revenue	9,800	9,000	5,700	6,000
Net City Cost	263,668	441,618	407,962	424,888
Budgeted Positions	0.15	0.15	0.15	0.15

SUMMARY OF CHANGES:

The following accounts have changed by more than 10% from the previous budget year: Donations-4th of July Celebration, Salaries & Wages, FICA, Medicare, Health Insurance Expense, Dental Insurance Expense, Vision Insurance Expense, Fuel & Oil, Contractual Services, Postage, Public Notices, Staff Development, Telephone, Travel & Meetings, Clean Up Days, Finance Charges and 4th of July Festivities. Total expenditures decreased by 4%.

OBJECTIVES:

To maintain the infrastructure of the City to the best of our ability within financial constraints of the budget. To plan and direct the affairs of the City according to agreed development programs.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Per Capita Cost (City Support)	\$ 33.71	\$ 52.16	\$ 54.32

Finance Recommendation:

Approve as requested.

Council Action:

LEGISLATIVE**GENERAL FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
39030	Donation - 4th of July Celebration	9,800	9,000	5,700	5,700	6,000
	Total Legislative Revenue	9,800	9,000	5,700	5,700	6,000

REVENUE SUMMARY

Private Contributions	9,800	9,000	5,700	5,700	6,000
Total Revenues	9,800	9,000	5,700	5,700	6,000

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries& Wages	46,528	84,668	31,888	84,668	68,015
51110	FICA	2,852	5,249	1,725	5,249	4,220
51115	Medicare	667	1,226	403	1,226	984
51210	Unemployment Insurance	2	12	0	12	12
51220	Health Insurance Expense	-	10,496	13,308	10,496	24,006
51230	Dental Insurance Expense	-	860	1,337	860	2,208
51240	Vision Insurance Expense	-	168	237	168	343
	Total Personnel	50,049	102,679	48,899	102,679	99,788
52010	General Supplies	1,739	2,000	574	1,000	2,000
52020	Office Supplies	1,113	500	103	500	500
52080	Fuel & Oil	788	2,100	363	600	1,800
53105	Equip <\$5000	487	4,500	-	500	4,500
	Total Supplies	4,126	9,100	1,040	2,600	8,800
53010	Advertising	2,247	4,000	-	1,000	4,000
53060	Services	-	6,500	-	1,000	5,000
53080	Dues & Subscriptions	6,069	6,500	5,181	6,000	6,500
53130	Marketing & Promo	7,862	15,000	1,680	5,000	15,000
53180	Postage	506	600	530	750	750
53220	Ads & Public Notices	3,790	2,000	2,666	2,500	2,500
53280	Staff Development	211	7,000	-	2,000	8,000
53290	Telephone Exp.	1,273	2,500	907	1,500	2,000
53300	Travel & Meetings	1,448	3,000	557	1,500	2,500
	Total Purchased Services	23,406	47,100	11,522	21,250	46,250
55010	Appreciation	3,192	6,000	2,101	5,000	6,000
55030	Boards & Commissions	-	2,000	-	500	2,000
55090	Clean Up Days	11,344	12,000	9,649	16,000	16,000
55180	Donations - Misc	100	20,000	350	20,069	7,500
55180	Donations - Food Bank	6,000	6,000	6,000	6,000	6,000
55180	Donations - Ft Lupton Sr Advisory	2,000	2,500	2,500	2,500	2,500
55180	Donations - Have a Heart	800	800		800	800
55180	Donations - Military Families		1,500		1,500	1,500
55180	Donations - Relay For Life	800	800		800	800
55180	Donations - SBDC	2,500	2,500	5,000	5,000	5,000
55180	Donations - First United Methodist Ch	750	800		800	800
55180	Donations - Ft Lupton Salv Army		500		500	500
55180	Donations - Boys & Girls Club	100,000	150,000	100,000	150,000	150,000
55180	Donations - Carin For Aaron	-	6,839	7,188	6,839	-
55180	Donations - DECA	500	500		500	500
55180	Donations - CH2M Hill Golf Tourn	1,500	1,500	1,575	1,575	1,700
55180	Donations - Ft. Lupton Chamber Golf	1,000	1,000	2,000	1,000	1,000
55180	Donations - Annual Banquet	588	1,500	503	750	3,500
55180	Donations - Kidz Quilts	700	700	700	700	700
55180	Donations - 4H	750	750		750	750
55180	Donations - A Woman's Place		3,000	3,000	3,000	3,000

LEGISLATIVE

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
55180	Donations - Vets Helping Vets		1,000	1,000	1,000	1,000
55180	Donations - Military Mountaineering		2,500	2,500	2,500	2,500
55220	Finance Charges	20	50	-	50	-
55230	Fireworks Celebration	10,000	15,000	15,000	15,000	15,000
55235	4th of July Festivities	41,321	37,000	26,500	29,000	32,000
55450	Trappers Day	12,023	15,000	-	15,000	15,000
	Total Fixed Costs	195,887	291,739	185,565	287,133	276,050
	TOTAL	273,468	450,618	247,026	413,662	430,888

BUDGET SUMMARY

Personnel	50,049	102,679	48,899	102,679	99,788
Supplies	4,126	9,100	1,040	2,600	8,800
Purchased Services	23,406	47,100	11,522	21,250	46,250
Fixed Costs	195,887	291,739	185,565	287,133	276,050
Gross City Cost	273,468	450,618	247,026	413,662	430,888

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Municipal Court

BUDGET TITLE & NUMBER: 10-120

DEPARTMENT DESCRIPTION:

Administer the local level of judicial process in an orderly, timely and efficient manner. To provide for an impartial hearing for the just determination of all municipal ordinance violations, maintain the necessary records and reporting system consistent with state laws and local requirements and to provide appropriate consequences that punishes violators and encourages beneficial changes in behavior.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	133,138	125,361	125,361	132,175
Supplies	2,779	4,000	6,308	4,000
Purchased Services	44,809	52,400	55,016	54,900
Fixed Cost	1,455	11,200	12,684	14,600
Gross City Cost	182,181	192,961	199,369	205,675
Revenue	48,150	44,325	49,559	43,250
Net City Cost	134,030	148,636	149,810	162,425
Budgeted Positions	1.93	1.85	1.85	1.85

SUMMARY OF CHANGES:

The following accounts have changed by more than 10% from the previous year's budget: Court Reports, Court Costs/Warrant Fees, Stay of Execution Fee, Contempt Charges, OJW/Default, Prisoner Boarding Fee, Contractual Services, Postage, OJW/Default Clearances, Leases & Rentals-Equipment, Victim Compensation Fee. Total revenue decreased 2%. Total expenditures increased 7%.

OBJECTIVES:

To upgrade RMS to insure integration with other agencies and to add a Public Defender to meet the requirements for HB 16-1309.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures/Cases Closed	1,556	1,450	1,700
Cost per Case Closed	\$ 117.08	\$ 137.50	\$ 120.99
Cash Receipts Processed	1,930	1,803	1,820
Per Capita Cost (city support)	\$ 17.14	\$ 19.15	\$ 20.77

Finance Recommendation:

Approve as requested.

Council Action:

MUNICIPAL COURT**GENERAL FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
32511	Court Reports	22	25	-	-	-
31200	Court Costs, Warrant Fees	16,410	14,000	12,020	16,000	10,000
31205	Stay Of Execution Fee	7,672	7,500	5,248	7,500	6,000
31210	Contempt Charges	280	100	315	315	200
31230	Outstanding Judgments, Warrants	1,830	1,500	1,530	1,800	2,000
31215	Miscellaneous Court Fees	7,586	4,000	5,480	5,500	4,000
31225	Victim Compensation Fee	7,150	8,500	6,410	8,500	8,500
31235	Court Diversion Program	7,095	8,500	4,265	6,000	8,500
31250	Boarding Fee	105	200	359	359	50
31260	Court Fines Donated	-	-	3,585	3,585	4,000
Total Municipal Court Revenue		48,150	44,325	39,212	49,559	43,250

REVENUE SUMMARY

Charges for Services	22	25	-	-	-
Fines and Forfeits	48,128	44,300	39,212	49,559	43,250
Total Revenues	48,150	44,325	39,212	49,559	43,250

MUNICIPAL COURT

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries& Wages	104,465	100,565	62,011	100,565	105,671
51110	FICA	6,074	6,235	3,698	6,235	6,551
51115	Medicare	1,421	1,458	865	1,458	1,531
51255	VALIC Retirement	4,168	4,022	2,480	4,022	4,226
51210	Unemployment Insurance	305	303	179	303	318
51220	Health Insurance Expense	15,076	11,274	7,507	11,274	12,269
51230	Dental Insurance Expense	921	815	627	815	897
51240	Vision Insurance Expense	164	158	119	158	154
51250	Life & AD&D Insurance Exp	234	230	153	230	241
51285	LTD Insurance Exp	310	301	198	301	317
	Total Personnel	133,138	125,361	77,836	125,361	132,175
52010	General Supplies	917	1,000	732	1,000	1,000
52020	Office Supplies	1,200	1,000	415	1,000	1,000
53105	Equipment <\$5000	662	2,000	-	2,000	2,000
53106	Court Equipment	-	-	2,308	2,308	-
	Total Supplies	2,779	4,000	3,455	6,308	4,000
53030	Bank Charges	102	-	173	173	-
53060	Services	3,575	6,500	2,063	6,500	8,500
53080	Dues & Subscriptions	330	500	434	500	500
53290	Telephone Exp.	1,913	2,000	1,439	2,000	2,000
53180	Postage	520	500	322	500	1,000
53120	Legal Fees	17,400	19,200	10,200	19,200	19,200
53140	Municipal Judge	17,350	19,000	10,500	19,000	19,000
53250	Repairs & Maintenance	-	200	-	200	200
53300	Travel & Meetings	851	1,000	78	1,000	1,000
53280	Staff Development	1,094	2,000	345	2,000	2,000
53040	Boarding Prison	1,674	1,500	3,943	3,943	1,500
	Total Purchased Services	44,809	52,400	29,496	55,016	54,900
55460	Victim Compensation Fee	-	5,000	6,584	6,584	8,000
55165	Juror or Witness Fee	15	100	5	100	100
55167	OJW & Default Clearances	1,440	1,000	-	1,000	1,500
55290	Juvenile Probation Program	-	5,000	-	5,000	5,000
55300	Leases & Rentals	-	100	-	-	-
	Fixed Charges	1,455	11,200	6,589	12,684	14,600
	TOTAL	182,181	192,961	117,376	199,369	205,675

BUDGET SUMMARY

Personnel	133,138	125,361	77,836	125,361	132,175
Supplies	2,779	4,000	3,455	6,308	4,000
Purchased Services	44,809	52,400	29,496	55,016	54,900
Fixed Charges	1,455	11,200	6,589	12,684	14,600
Gross City Cost	182,181	192,961	117,376	199,369	205,675

Budget Unit Summary

AGENCY/DEPARTMENT NAME: City Clerk

BUDGET TITLE & NUMBER: 10-130

DEPARTMENT DESCRIPTION:

Responsible for maintaining the public and permanent records of the City Council and Enterprise Board meetings as well as the adopted ordinances and resolutions; issuing or renewing licenses as provided by City ordinances and state laws including publishing notices and holding hearings of determination; serving as Chief Election Officer when City elections are not concurrent with general elections and maintaining the City Cemetery records and maps.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	81,735	90,014	90,013	94,336
Supplies	344	3,700	1,450	3,200
Purchased Services	3,677	13,400	9,550	15,400
Fixed Cost	3,915	9,500	9,500	9,500
Gross City Cost	89,671	116,614	110,513	122,436
Net City Cost	89,671	116,614	110,513	122,436
Budgeted Positions	1	1	1	1

SUMMARY OF CHANGES:

The following accounts have changed by more than 10% from the previous year's budget: General Supplies, Contractual Services and Printing. Total expenditures increased 5% from last year's budget.

OBJECTIVES:

The City Clerk's Department is scheduled to consider adding additional licenses for Laser Fiche, the document retrieval software. The department will complete the appropriate changes to the Fort Lupton Municipal Code. It will also begin processing the business licenses application currently processed by the Finance Department.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Pages of Minutes Created	123	123	150
Action Memo's Assigned & Maintained	181	160	175
Ordinances Maintained	10	10	10
Resolutions Maintained	60	40	50
Coordination of Burials - Cemetery	59	34	30
Pre-need Grave Space Sales - Cemetery	25	22	20
Renewal/Special Events Licenses	14	13	14
Occupational Licenses Issued	20	8	8
Business Licenses Issued	307	529	550
Per Capita Cost (City Support)	\$ 11.46	\$ 14.13	\$ 15.65

Finance Recommendation:

Approve as requested.

Council Action:

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	65,921	74,062	45,300	74,061	77,394
51110	FICA	4,023	4,591	2,776	4,591	4,798
51115	Medicare	941	1,074	649	1,074	1,122
51210	Unemployment Insurance	201	223	134	223	233
51220	Health Insurance Expense	6,930	5,974	3,977	5,974	6,489
51230	Dental Insurance Expense	622	621	414	621	684
51240	Vision Insurance Expense	114	114	76	114	110
51250	Life & AD&D Insurance Exp	150	171	110	171	178
51255	VALIC Retirement	2,637	2,962	1,812	2,962	3,096
51285	LTD Insurance Exp	197	222	144	222	232
	Total Personnel	81,735	90,014	55,392	90,013	94,336
52010	General Supplies	79	2,000	254	750	1,500
52020	Office Supplies	169	700	-	200	700
53105	Equipment <\$5000	95	1,000	50	500	1,000
	Total Supplies	344	3,700	304	1,450	3,200
53060	Services	1,370	3,500	5,435	5,600	6,000
53080	Dues & Subscriptions	180	1,800	365	500	1,800
53200	Printing	-	2,000	-	-	1,500
53220	Public Notices	7	1,000	-	-	1,000
53280	Staff Development	1,036	2,500	270	1,500	2,500
53290	Telephone Expense	790	1,000	486	750	1,000
53300	Travel & Meetings	294	1,600	796	1,200	1,600
	Total Purchased Services	3,677	13,400	7,352	9,550	15,400
55210	Elections	3,915	9,500	-	9,500	9,500
	Total Fixed Costs	3,915	9,500	-	9,500	9,500
	TOTAL	89,671	116,614	63,049	110,513	122,436

BUDGET SUMMARY

Personnel	81,735	90,014	55,392	90,013	94,336
Supplies	344	3,700	304	1,450	3,200
Purchased Services	3,677	13,400	7,352	9,550	15,400
Fixed Costs	3,915	9,500	-	9,500	9,500
Gross City Cost	89,671	116,614	63,049	110,513	122,436

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Human Resources

BUDGET TITLE & NUMBER: 10-140

DEPARTMENT DESCRIPTION:

Human Resources is responsible for administering and coordinating all phases of personnel management. This office coordinates recruitment efforts including advertising, interviewing, and background checks; develops and administers employee benefits including health, dental, vision, life, and long term disability insurance as well as retirement programs; conducts orientation and training for new employees; and ensures that the City personnel practices comply with federal and state law.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	48,554	157,545	157,545	167,649
Supplies	1,474	1,350	1,918	1,800
Purchased Services	91,668	46,200	46,480	50,375
Gross City Cost	141,696	205,095	205,943	219,824
Net City Cost	141,696	205,095	205,943	219,824
Budgeted Positions	0.75	1.75	1.75	1.75

SUMMARY OF CHANGES:

The following accounts have changed by more than 10% from the previous budget year: Health Insurance Expense, Flex Plan 125 Fee, Office Supplies, Educational Assistance, Equipment < \$5,000, Postage, Recruitment and Telephone. Total expenditures increased 7%.

OBJECTIVES:

To support the City's principles, values, vision and mission by providing employees and applicants with career and personal growth opportunities. To assist departments with recruitment, retention, training, development and administration of benefits.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures/Number of FTE's	88.16	105.74	107.65
Per FTE Cost	\$ 1,607.26	\$ 1,947.64	\$ 2,042.03
Per Capita Cost (City Support)	\$ 18.12	\$ 26.33	\$ 28.10

Finance Recommendation:

Approve as requested.

Council Action:

HUMAN RESOURCES

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	36,717	123,490	74,444	123,490	127,766
51110	FICA	2,148	7,657	3,946	7,657	7,922
51115	Medicare	502	1,791	923	1,791	1,853
51255	VALIC Retirement	1,469	4,939	2,978	4,939	5,111
51210	Unemployment Insurance	108	371	191	371	384
51220	Health Insurance Expense	6,930	16,795	13,483	16,795	21,937
51230	Dental Insurance Expense	415	1,575	1,050	1,575	1,734
51240	Vision Insurance Expense	79	275	183	275	265
51250	Life & AD&D Insurance Exp	81	282	185	282	294
51285	LTD Insurance Exp	106	370	242	370	383
	Total Personnel	48,554	157,545	97,625	157,545	167,649
52010	General Supplies	962	750	1,204	1,204	750
52020	Office Supplies	138	100	214	214	300
53105	Equip <5,000	374	500	420	500	750
	Total Supplies	1,474	1,350	1,838	1,918	1,800
53060	Services	72,350	5,000	4,219	5,000	5,000
53080	Dues & Subscriptions	5,420	6,000	5,310	6,000	6,000
53290	Telephone Expense	1,144	1,000	666	1,000	1,200
53180	Postage	11	100	31	100	75
53230	Recruitment-Advertisements	1,924	5,000	2,907	5,000	6,000
53240	Repairs & Maintenance - Equip	-	100	-	100	100
53300	Travel & Meeting	-	1,000	-	1,000	1,000
53280	Staff Development	1,031	6,000	2,576	6,000	6,000
51270	Flex 125 plan	1,300	2,000	2,280	2,280	3,000
53190	Backgrounds & Pre-Employment UA	8,488	10,000	5,653	10,000	10,000
53090	Educational Assistance	-	10,000	5,703	10,000	12,000
	Total Purchased Services	91,668	46,200	29,344	46,480	50,375
	TOTAL	141,696	205,095	128,808	205,943	219,824

BUDGET SUMMARY

Personnel	48,554	157,545	97,625	157,545	167,649
Supplies	1,474	1,350	1,838	1,918	1,800
Purchased Services	91,668	46,200	29,344	46,480	50,375
Gross City Cost	141,696	205,095	128,808	205,943	219,824

Budget Unit Summary

AGENCY/DEPARTMENT NAME: City Administrator

BUDGET TITLE & NUMBER: 10-150

DEPARTMENT DESCRIPTION:

The City Administrator department is responsible for the proper administration and execution of all affairs of the City including enforcing the laws and ordinances of the City; recruiting and maintaining an effective work force; monitoring the development and submittal of the annual budget; ensuring the budget's administration after adoption; establishing an effective reporting system for the financial records; exercising supervision and control over all departments including consolidation of departments, enhancements to departments, and abolishing department functions or activities; proactively recruiting and strengthening local business and industry to provide job opportunities which will increase the City's tax base; providing engineering, architectural, maintenance, and construction services required by the City; and managing growth in an effective manner.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	202,629	224,793	224,793	237,676
Supplies	1,320	3,150	1,650	2,450
Purchased Services	5,315	10,100	7,750	9,500
Fixed Cost	961	1,000	1,000	1,000
Gross City Cost	210,226	239,043	235,193	250,626
Net City Cost	210,226	239,043	235,193	250,626
Budgeted Positions	1.75	2	2	2

SUMMARY OF CHANGES:

The following accounts have changed by more than 10% from the previous year's budget: Health Insurance Expense, General Supplies, Contractual Services, Equipment < \$5,000 and Postage. Total expenses increased 5% from last year's budget.

OBJECTIVES:

Employee counts have increased and pursuit of retailers to locate to the community is needed to provide the citizenry places to shop without leaving the boundaries of the city. Oil/Gas has been our focus since the boom began, however seeking and securing other employers to diversify the community employment opportunities are needed.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Net Retailers Added(Ceased)	119	138	157
Per Capita Cost (City Support)	\$ 26.88	\$ 30.07	\$ 32.04

Finance Recommendation:

Approve as requested.

Council Action:

CITY ADMINISTRATOR

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	169,733	189,606	117,976	189,606	199,872
51110	FICA	10,179	11,756	7,153	11,756	12,392
51115	Medicare	2,400	2,749	1,673	2,749	2,898
51255	VALIC Retirement	6,789	7,584	4,191	7,584	7,995
51210	Unemployment Insurance	511	570	306	570	601
51220	Health Insurance Expense	11,428	10,496	6,987	10,496	11,748
51230	Dental Insurance Expense	754	860	574	860	948
51240	Vision Insurance Expense	148	168	113	168	164
51250	Life & AD&D Insurance Expense	252	436	194	436	459
51285	LTD Insurance Expense	436	568	324	568	599
	Total Personnel	202,629	224,793	139,490	224,793	237,676
52010	General Supplies	831	1,200	570	800	1,000
52020	Office Supplies	-	150	-	150	150
52080	Fuel & Oil	163	300	63	200	300
53105	Equipment <\$5000	326	1,500	-	500	1,000
	Total Supplies	1,320	3,150	633	1,650	2,450
53060	Services	-	2,000	44	1,000	1,500
53080	Dues & Subscriptions	-	200	95	200	200
53290	Telephone Expense	1,572	2,000	1,173	2,000	2,000
53180	Postage	-	400	5	50	300
53270	Repairs & Maintenance - Vehicles	186	500	307	500	500
53300	Travel & Meetings	2,128	3,500	1,705	3,000	3,500
53280	Staff Development	1,429	1,500	335	1,000	1,500
	Total Purchased Services	5,315	10,100	3,664	7,750	9,500
55010	Appreciation	961	1,000	124	1,000	1,000
	Total Fixed Costs	961	1,000	124	1,000	1,000
	TOTAL	210,226	239,043	143,911	235,193	250,626

BUDGET SUMMARY

Personnel	202,629	224,793	139,490	224,793	237,676
Supplies	1,320	3,150	633	1,650	2,450
Purchased Services	5,315	10,100	3,664	7,750	9,500
Fixed Costs	961	1,000	124	1,000	1,000
Gross City Cost	210,226	239,043	143,911	235,193	250,626

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Finance

BUDGET TITLE & NUMBER: 10-160

DEPARTMENT DESCRIPTION:

The Finance Department oversees annual budget preparation and administration, annual financial statement preparation, the annual audit, monthly financial reconciliation of bank and general ledger accounts and financial reporting, debt financing and administration, accounts receivable billing and administration, payroll preparation and related federal and state reporting, accounts payable and related federal reporting, monthly state sales tax reporting for all City locations, cash management, risk management and bid preparation for the City.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	296,647	301,765	301,765	320,914
Supplies	6,130	13,000	7,700	13,200
Purchased Services	51,656	79,200	72,660	87,200
Fixed Cost	2,202	4,500	3,500	5,500
Gross City Cost	356,635	398,465	385,625	426,814
Net City Cost	356,635	398,465	385,625	426,814
Budgeted Positions	4.1	4.1	4.1	4.1

SUMMARY OF CHANGES:

The following accounts changed by more than 10% from the previous budget year: Health Insurance Expense, Dental Insurance Expense, Auditor Fees, Postage, Public Notices, Staff Development, Travel & Meetings and Misc Expenditures. Total expenditures increased by 7%.

OBJECTIVES:

To convert all cash receipting, purchasing, accounts payable, time keeping, payroll, accounts receivable, general ledger, financial reporting and utility billing software to Tyler Technologies to give our staff quicker access to their data on a real-time basis and to streamline the approval process.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
20% Of Cost For Checks	\$ 20.92	\$ 23.03	\$ 23.99
Accounts Payable Checks Printed	3,410	3,461	3,558
Payroll Checks/Dir Dep Vchr Printed	5,523	5,825	6,335
Accounts Receivable Invoices Printed	349	461	924
Incoming Wires/ACH/Lockbox Entered	6,858	6,329	5,884
PSN Receipts Processed	8,484	9,473	10,649
Rec Deposits Processed	348	349	350
Library Receipts Processed	61	55	57
Golf Course Receipts Processed	304	304	315
Journal Entries Processed	61,743	64,493	65,000
Per Capita Cost (City Support)	\$ 45.59	\$ 49.30	\$ 54.57

Finance Recommendation: **Approve as requested.**

Council Action:

FINANCE ACCOUNTING

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	243,843	251,159	153,726	251,159	263,125
51110	FICA	14,603	15,573	8,951	15,573	16,315
51115	Medicare	3,415	3,642	2,093	3,642	3,816
51255	VALIC Retirement 4.0	9,754	10,047	6,117	10,047	10,526
51210	Unemployment Insurance	729	756	433	756	792
51220	Health Insurance Expense	20,834	17,067	13,807	17,067	22,332
51230	Dental Insurance Expense	1,860	1,857	1,362	1,857	2,255
51240	Vision Insurance Expense	334	333	244	333	358
51250	Life & AD&D Insurance Exp	549	577	355	577	606
51285	LTD Insurance Exp	725	754	495	754	789
	Total Personnel	296,647	301,765	187,583	301,765	320,914
52010	General Supplies	2,354	3,000	1,100	2,500	3,000
52020	Office Supplies	2,087	2,000	2,432	2,200	2,200
53105	Equipment <\$5000	1,689	8,000	220	3,000	8,000
	Total Supplies	6,130	13,000	3,752	7,700	13,200
53060	Services	12,197	20,000	9,383	20,000	20,000
53080	Dues & Subscriptions	445	1,000	355	360	1,000
53030	Bank Charges	245	1,000	648	1,000	1,000
53290	Telephone Expense	1,096	1,600	1,070	1,600	1,600
53180	Postage	1,510	1,400	842	1,600	1,600
53020	Auditor Fees	31,350	45,000	45,600	45,000	50,000
53220	Ads & Public Notices	1,232	1,200	950	1,400	1,500
53240	Repairs & Maintenance - Equip	-	1,500	-	-	1,500
53300	Travel & Meetings	1,832	2,500	393	700	4,000
53280	Staff Development	1,749	4,000	199	1,000	5,000
	Total Purchased Services	51,656	79,200	59,440	72,660	87,200
55220	Finance Charges	31	500	154	500	500
55300	Leases & Rentals	2,172	3,000	675	3,000	3,000
55350	Misc Expenditures	-	1,000	-	-	2,000
	Fixed Charges	2,202	4,500	829	3,500	5,500
	TOTAL	356,635	398,465	251,604	385,625	426,814

BUDGET SUMMARY

Personnel	296,647	301,765	187,583	301,765	320,914
Supplies	6,130	13,000	3,752	7,700	13,200
Purchased Services	51,656	79,200	59,440	72,660	87,200
Fixed Charges	2,202	4,500	829	3,500	5,500
Gross City Cost	356,635	398,465	251,604	385,625	426,814

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Legal Services - Internal

BUDGET TITLE & NUMBER: 10-170

DEPARTMENT DESCRIPTION: Monitor activities of the City to ensure that activities of the City are legal. Be available to the City Council to provide advice and guidance in all affairs of the Council. Monitor the City Code to revise sections where needed and advise Council on issues of concern. Provide services to the Municipal Court as the prosecuting attorney.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Purchased Services	58,590	77,500	77,500	77,000
Gross City Cost	58,590	77,500	77,500	77,000
Net City Cost	58,590	77,500	77,500	77,000
Budgeted Positions	0	0	0	0

SUMMARY OF CHANGES: Travel & Meetings was the only account that changed by more than 10% from the previous budget year. Total expenditures decreased 1%.

OBJECTIVES: To assist City Council and staff with legal concerns.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Per Capita Cost (City Support)	\$ 7.49	\$ 9.91	\$ 9.84

Finance Recommendation: Approve as requested.

Council Action:

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
53060	Contractual Services	-	2,000	-	2,000	2,000
53120	Legal Fees	58,590	75,000	30,483	75,000	75,000
53300	Travel & Meetings	-	500	-	500	-
	Total Purchased Services	58,590	77,500	30,483	77,500	77,000
	TOTAL	58,590	77,500	30,483	77,500	77,000

BUDGET SUMMARY

Purchased Services	58,590	77,500	30,483	77,500	77,000
Gross City Cost	58,590	77,500	30,483	77,500	77,000

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Non-Departmental Revenue and Miscellaneous Expense

BUDGET TITLE & NUMBER: 10-180

DEPARTMENT DESCRIPTION:

The General Fund Miscellaneous Department reports all General Fund revenues for the City as well as General Fund expenditures that cannot be categorized into a specific department.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	69,158	286,953	286,953	280,737
Purchased Services	25,958	70,500	70,500	70,500
Fixed Cost	117,960	122,432	115,986	129,337
Capital Outlay	22,939	120,000	120,000	0
Gross City Cost	236,016	599,885	593,439	480,574
Transfers Out	(107,929)	(181,835)	(181,835)	(382,484)
Revenue	5,072,097	6,220,835	6,091,325	5,966,258
Net City Cost	(4,728,151)	(5,439,115)	(5,316,051)	(5,103,200)
Budgeted Positions	0	0	0	0

SUMMARY OF CHANGES:

The following accounts have changed by more than 10% from the previous budget year: Property Tax Revenue, Professional/Occupational Licenses, Solicitor's Licenses, Sales Tax Licenses, Right-of-Way Permits, Tobacco Products, Severance Tax, Grants-State/Federal, Telephone Franchise Fees, Cable TV Franchise Fees, Oil Royalties, Interest Earned, Misc Revenue, Health Insurance Expense, Capital Projects and Transfers Out. Total revenue not including beginning reserves decreased 9%. Total expenditures not including ending reserves decreased 66%.

OBJECTIVES:

To account for all activities not belonging to a specific department to assure all functions that are necessary to operate the City are attained.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Per Capita Cost (City Support)	\$ (604.47)	\$ (679.63)	\$ (652.42)

Finance Recommendation:

Approve as requested.

Council Action:

MISCELLANEOUS

GENERAL FUND

REVENUE DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
31100	Real Property Taxes-City	1,813,084	1,903,113	1,879,805	1,903,113	2,112,767
31105	Specific Ownership "B"	190,753	150,000	99,390	145,000	145,000
31110	Motor Vehicle	27,958	25,000	18,345	25,000	25,000
31120	Sales Tax Revenue	1,889,091	1,754,522	982,489	1,813,827	1,850,103
31121	Sales Tax Rebate	(24,588)	(48,000)	(18,676)	(24,000)	(48,000)
31135	Tobacco Products	20,518	16,500	12,831	22,000	20,000
31145	Public Service Gas Franchise	76,373	65,000	34,917	65,000	65,000
31150	Centurylink Telephone Tax	3,761	5,000	2,452	5,000	4,000
31155	CATV Permit Fees	53,474	50,000	27,645	45,000	40,000
31160	United Power Electric Franchise	270,584	240,000	156,483	240,000	240,000
36040	Facility Rentals	325	-	200	200	-
31300	Liquor Licenses	2,141	3,000	3,078	3,000	3,000
31305	Professional Licenses	25,613	15,000	22,085	20,360	20,000
31306	Solicitor's License	200	300	1,891	970	900
31310	Amusement & Dance License	-	-	10	10	-
31315	Sales Tax License	7,775	7,600	8,525	8,450	8,400
31320	Misc License Revenue	50	-	-	-	-
39100	State/Federal Grants	3,500	1,788,000	180,051	1,469,723	1,199,168
31140	Severance Tax	324,519	140,000	-	109,272	100,000
34050	Right-of-way Permit	7,838	1,500	331	330	-
31605	Realized Gain/Loss on Investments	649	-	-	-	-
31610	Interest Earned	3,109	1,800	2,778	2,100	2,000
31190	Billboard Rental-Flack	20	-	-	-	-
31170	Oil Royalties	48,135	40,000	10,408	15,400	15,000
39020	Donations Private	5,382	500	4,382	3,730	500
39000	Misc Revenue	20,838	2,000	42,829	30,000	20,000
39001	Misc Revenue - Calendars	2,239	-	122	125	-
39003	Evidence/Found Property Rev	-	-	7,472	7,472	-
31620	Disposal Of Assets	-	-	17,313	17,313	-
31175	Mineral Lease Income	91,981	60,000	-	91,494	60,000
31405	Pension Forfeitures	24,569	-	15,457	15,452	-
31406	Flex Plan Forfeitures	-	-	1,104	1,104	-
31600	Insurance Proceeds	8,605	-	71	71	-
38100	Contributed Capital	173,601	-	54,809	54,809	83,420
	Non-Spendable Funds					
31010	Non-Spendable Funds	4,949	-	-	-	-
	Unassigned Fund Balances					
39390	Res 98-035 Emerg Res	618,310	477,530	602,096	602,096	620,950
39399	Unappropriated Reserves	1,303,184	1,831,418	1,366,340	1,377,126	1,858,499
	Restricted Fund Balances					
39998	Emergency Reserve	195,571	189,781	180,629	180,629	237,086
39302	Evidence/Property Found Res	-	-	-	-	7,472
39318	Children's Fund	12,248	-	6,629	6,629	6,129
	Committed Reserves					
39316	Police Equipment Reserve	28,122	4,452	7,243	7,243	14,243
39330	Victims Comp Reserve	103,113	104,113	110,263	110,263	112,179

MISCELLANEOUS**GENERAL FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
	Assigned Reserves					
39310	Fireworks Celebration Reserve	7,500	7,500	7,500	7,500	7,500
39314	Boys & Girls Club Reserve	-	-	50,071	50,071	50,071
39315	IT Equipment Reserve	15,000	15,000	20,000	20,000	25,000
39405	Subsequent Yr Bud Exp > Rev	1,268,828	-	1,727,253	1,727,253	-
	Total General Revenues	8,628,921	8,850,629	7,646,617	10,180,135	8,905,386

REVENUE SUMMARY

Taxes and Assessments	3,896,297	3,784,635	2,961,353	3,862,940	4,084,870
Licenses and Permits	43,617	27,400	35,919	33,120	32,300
Intergovernmental	440,519	2,004,500	192,881	1,692,489	1,379,168
Charges for Services	452,672	400,000	232,105	370,600	364,000
Interest Income	3,109	1,800	2,778	2,100	2,000
Gain/Loss on Investments	649	-	-	-	-
Private Contributions	5,382	500	4,382	3,730	500
Other	229,852	2,000	139,176	126,346	103,420
Beginning Reserves	3,556,825	2,629,794	4,078,023	4,088,810	2,939,128
Total Revenues	8,628,921	8,850,629	7,646,617	10,180,135	8,905,386

MISCELLANEOUS

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51220	Health Insurance	-	216,000	19,619	216,000	216,000
51290	Employee Assistance Program	3,150	4,200	2,270	4,200	4,200
51120	Worker's Comp	66,008	66,753	66,736	66,753	60,537
	Total Personnel	69,158	286,953	88,625	286,953	280,737
53110	Fees, Permits & Licenses	16	-	-	-	-
53060	Misc Contract Services	18,479	15,000	599	15,000	15,000
53105	Equipment < \$5,000	7,462	15,000	3,002	15,000	15,000
53210	Professional Svcs - Commissions	-	40,000	-	40,000	40,000
53285	Safety Training	-	500	-	500	500
	Total Purchased Services	25,958	70,500	3,601	70,500	70,500
55260	Insurance - CIRSA	79,440	68,732	72,954	68,732	75,637
55160	County Tax Collection	18,366	20,000	19,200	20,000	20,000
55350	Misc Expenditures	2,033	10,000	121	10,000	10,000
55415	Crossing Guards	9,461	9,700	9,254	9,254	9,700
55280	Cirsa Insurance Deductible	8,661	12,000	5,072	6,000	12,000
55281	Insurance Misc	-	2,000	-	2,000	2,000
	Fixed Costs	117,960	122,432	106,601	115,986	129,337
59200	Transfers Out	107,929	181,835	66,165	181,835	382,484
	Total Transfers	107,929	181,835	66,165	181,835	382,484
57500	Capital Project	-	-	-	-	-
57500	16th St. Project	22,939	-	10,515	-	-
57500	New City Hall Architectural	-	120,000	-	120,000	-
	Total Capital Outlay	22,939	120,000	10,515	120,000	-
31010	Non-Spendable Funds	10,787	-	-	-	-
	Unassigned Fund Balances					
59040	To Fund Balance Reserves	1,366,340	(1,028,079)	3,137,528	1,858,499	282,027
	Restricted Fund Balances					
59020	Emergency Reserve	180,629	193,874	136,307	237,086	215,484
59012	Evidence/Property Found Res	-	-	7,472	7,472	7,472
59060	Drug Forfeiture	-	-	-	-	-
59027	Children's Fund	6,629	-	6,203	6,129	6,129
	Committed Reserves					
59026	Police Equipment Reserve	7,243	16,452	6,964	14,243	22,243
59028	Court Surcharge Reserve	-	-	1,957	-	3,500
59130	Victims Comp Reserve	110,263	107,613	110,089	112,179	112,679
	Assigned Reserves					
59030	Fireworks Reserve	7,500	7,500	7,500	7,500	7,500
59029	Boys & Girls Club Reserve	50,071	-	50,071	50,071	50,071
59025	IT Equipment Reserve	20,000	15,000	25,000	25,000	30,000
59045	Subsequent Yr Bud Exp>Rev	1,727,253	-	-	-	-
59090	Res 98-035 Em Res	602,096	560,552	332,148	620,950	588,938
	Total Reserves	4,088,810	(127,088)	3,821,239	2,939,128	1,326,043
		4,432,755	654,632	4,096,747	3,714,402	2,189,101

MISCELLANEOUS**GENERAL FUND****BUDGET DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
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BUDGET SUMMARY

Personnel	69,158	286,953	88,625	286,953	280,737
Purchased Services	25,958	70,500	3,601	70,500	70,500
Fixed Costs	117,960	122,432	106,601	115,986	129,337
Capital Outlay	22,939	120,000	10,515	120,000	-
Transfers	107,929	181,835	66,165	181,835	382,484
Reserves	4,088,810	(127,088)	3,821,239	2,939,128	1,326,043
Gross City Cost	4,432,755	654,632	4,096,747	3,714,402	2,189,101

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Internal Technology

BUDGET TITLE & NUMBER: 10-190

DEPARTMENT DESCRIPTION:

The Internal Technology department provides technology services for all departments of the City including hardware, software, and service contracts related to technology needs for the City of Fort Lupton.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	101,373	115,945	115,966	126,918
Supplies	27,291	47,500	47,250	47,500
Purchased Services	89,530	193,750	150,609	193,750
Fixed Cost	2,388	14,500	14,500	14,500
Capital Outlay	191,273	373,484	373,484	140,500
Gross City Cost	411,855	745,179	701,809	523,168
Revenue	24,568	35,000	35,000	24,000
Net City Cost	387,287	710,179	666,809	499,168
Budgeted Positions	1	1	1	1.38

SUMMARY OF CHANGES:

The following accounts have changed by more than 10% from the previous budget year: IT Revenue, Vision Insurance Expense and Capital Projects. Capital requests include network equipment (\$30,000), mobile device management (\$15,000), network monitoring (\$12,000), off-site backups (\$20,000) and virtual environment (\$49,000). Total revenue decreased 31%. Total expenditures decreased 30%.

OBJECTIVES:

To have our IT infrastructure in a stable state, allowing optimum uptime, allowing staff the availability to the necessary data and allowing for better customer service to the citizens.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Per Capita Cost (City Support)	\$ 49.51	\$ 85.25	\$ 63.82

Finance Recommendation:

Approve as requested.

Council Action:

INTERNAL TECHNOLOGY**GENERAL FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
39250	IT Revenue	24,568	35,000	19,602	35,000	24,000
	Total	24,568	35,000	19,602	35,000	24,000
	TOTAL	24,568	35,000	19,602	35,000	24,000

REVENUE SUMMARY

Other	24,568	35,000	19,602	35,000	24,000
Total Revenues	24,568	35,000	19,602	35,000	24,000

INTERNAL TECHNOLOGY

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	83,719	97,775	58,310	97,775	107,160
51110	FICA	5,000	6,062	3,447	6,062	6,644
51115	Medicare	1,169	1,418	806	1,418	1,554
51255	VALIC Retirement	3,349	3,451	2,117	3,451	3,640
51210	Unemployment Insurance	250	294	167	294	323
51220	Health Insurance Expense	6,930	5,974	3,977	5,974	6,489
51230	Dental Insurance Expense	431	430	287	430	474
51240	Vision Insurance Expense	84	84	105	105	151
51250	Life & AD&D Insurance Expense	192	198	129	198	210
51285	LTD Insurance Expense	250	259	169	259	273
	Total Personnel	101,373	115,945	69,514	115,966	126,918
52010	General Supplies	1,129	2,000	1,043	2,000	2,000
52020	Office Supplies	-	500	17	250	500
53105	Equipment <\$5000	26,162	45,000	47,516	45,000	45,000
	Total Supplies	27,291	47,500	48,576	47,250	47,500
53060	Software Service Agreements	64,369	80,000	64,085	80,000	80,000
53210	Professional Services	17,536	100,000	3,595	60,000	100,000
53280	Staff Development	4,869	10,000	3,104	7,000	10,000
53290	Telephone	851	1,000	836	1,000	1,000
53080	Dues & Subscriptions	554	750	609	609	750
53300	Travel & Meetings	1,352	2,000	122	2,000	2,000
	Total Purchased Services	89,530	193,750	72,352	150,609	193,750
55300	Leases & Rentals - Equipment	2,388	14,500	6,963	14,500	14,500
	Total Fixed Costs	2,388	14,500	6,963	14,500	14,500
55050	Capital Leases	6,101	14,500	4,202	14,500	14,500
57500	Capital Outlay	-	-	-	-	-
57500	Mobile Device Mgmt					15,000
57500	Vmware Upgrade/Migration					49,000
57500	Off-Site Backups					20,000
57500	City CI/Court SuiteView		20,000		20,000	
57500	HR Job Ap/Perf Appr		23,000	15,243	23,000	
57500	Enterprise Wireless		10,000	10,443	10,000	
57500	Patch Management		7,000		7,000	
57500	Laserfish Document Server	15,660				
57500	Re-Wire Rec/Community Cent		20,000	10,081	20,000	
57500	Time Clock	5,793				
57500	SCADA	119,935				
57500	Plotter	10,112				
57500	Network Equipment	12,527	30,000	16,162	30,000	30,000
57500	GIS	21,146				
57500	Tyler Technologies Software		233,015	29,008	233,015	
57500	Network Monitoring					12,000
57500	MDT			11,684		
57500	Financial/Planning Software			64,556		

INTERNAL TECHNOLOGY

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
57500	Hardware for Tyler Technologies		15,969		15,969	
	Total Capital Outlay	191,273	373,484	161,380	373,484	140,500
	TOTAL	411,855	745,179	358,785	701,809	523,168

BUDGET SUMMARY

Personnel	101,373	115,945	69,514	115,966	126,918
Supplies	27,291	47,500	48,576	47,250	47,500
Purchased Services	89,530	193,750	72,352	150,609	193,750
Fixed Costs	2,388	14,500	6,963	14,500	14,500
Capital Outlay	191,273	373,484	161,380	373,484	140,500
Gross City Cost	411,855	745,179	358,785	701,809	523,168

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Police Summary

BUDGET TITLE & NUMBER: Various

DEPARTMENT DESCRIPTION: The Police Division provides law enforcement services 24/7 for the City of Fort Lupton including emergency management.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	1,318,011	1,328,623	1,328,623	1,407,510
Supplies	116,571	86,250	86,250	88,350
Purchased Services	106,784	137,650	138,150	154,100
Fixed Cost	30,767	5,000	5,000	7,500
Capital Outlay	24,537	122,000	122,000	120,000
Gross City Cost	1,596,670	1,679,523	1,680,023	1,777,460
Revenue	239,877	227,950	235,422	213,236
Net City Cost	1,356,793	1,451,573	1,444,601	1,564,224
Budgeted Positions	17.33	17.15	17.15	17.15

SUMMARY OF CHANGES: See individual budget units.

OBJECTIVES: To provide law enforcement services 24/7 for the City of Fort Lupton including emergency management.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Per Capita Cost (City Support)	\$ 173.46	\$ 184.68	\$ 199.98

Finance Recommendation: See individual budget units.

Council Action: See individual budget units.

PUBLIC SAFETY

GENERAL FUND

REVENUE DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
32130	Clearance Letter	150	200	135	200	200
32140	Fingerprinting	1,850	1,200	1,616	1,200	2,200
32110	Vin Inspect	800	500	1,230	500	1,000
32115	Bicycle Licenses	-	-	-	-	-
32160	Other Police Revenue	7,934	5,000	5,153	5,000	8,200
32170	State Police Training Revenue	-	-	25	-	-
32180	Donation - National Night Out	100	-	-	-	-
32120	Traffic Fines	167,721	120,000	92,849	120,000	142,000
31245	Criminal Fines	4,440	5,000	2,395	5,000	-
32175	State Grants-public Safety	10,574	65,600	5,034	65,600	8,600
32176	Federal Grants - Leaf	16,792	10,000	16,938	10,000	29,036
31237	Criminal Registration Fee	1,775	1,200	1,145	1,200	1,600
32150	Police Equipment Fee	14,235	12,000	8,585	12,000	13,000
32515	Shooting Range Fees	20	-	-	-	-
39003	Evidence/Property Found Rev	-	-	7,472	7,472	-
	Total Community Police Revenue	226,391	220,700	142,576	228,172	205,836
32200	Animal Licenses	1,044	1,500	898	1,500	1,500
32210	Animal Impound	1,345	1,700	760	1,700	1,700
32220	Animal Boarding	2,190	3,000	1,268	3,000	3,000
	Total Community Svcs Revenue	4,579	6,200	2,926	6,200	6,200
32177	Restorative Justice Grant	8,059	-	-	-	-
	Total Restorative Justice Revenue	8,059	-	-	-	-
32500	Records Search	115	50	108	50	200
32510	Reports	733	1,000	616	1,000	1,000
	Total Police Records Revenue	848	1,050	724	1,050	1,200
	Total Police Revenue	239,877	227,950	146,225	235,422	213,236

REVENUE SUMMARY

Licenses and Permits	1,044	1,500	898	1,500	1,500
Intergovernmental	35,425	75,600	21,996	75,600	37,636
Charges for Services	15,137	12,650	10,885	12,650	17,500
Fines and Forfeits	188,171	138,200	104,974	138,200	156,600
Private Contributions	100	-	-	-	-
Other	-	-	7,472	7,472	-
Total Revenues	239,877	227,950	146,225	235,422	213,236

PUBLIC SAFETY - SUMMARY

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	975,404	1,012,015	612,010	1,012,015	1,040,091
51105	Overtime	36,567	27,800	28,900	27,800	52,800
51275	Police Security	-	1,500	-	1,500	1,500
51110	FICA	5,078	5,858	3,330	5,858	6,221
51115	Medicare	14,057	15,100	8,992	15,100	15,868
51255	Retirement 4%	3,446	3,708	2,285	3,708	3,941
51260	Retirement 9.7%	92,121	91,845	58,491	91,845	96,426
51265	FPPA Disability	22,815	23,928	15,397	23,928	24,507
51210	Unemployment Insurance	3,004	3,132	1,859	3,132	3,293
51220	Health Insurance Expense	148,565	125,566	86,535	125,566	143,253
51230	Dental Insurance Expense	10,326	10,931	7,445	10,931	12,296
51240	Vision Insurance Expense	1,763	1,875	1,239	1,875	1,801
51250	Life & AD&D Insurance	2,100	2,327	1,454	2,327	2,394
51285	LTD Insurance Expense	2,768	3,038	1,901	3,038	3,119
	Total Personnel	1,318,011	1,328,623	829,839	1,328,623	1,407,510
52010	General Supplies	14,807	12,450	5,603	12,450	12,550
52020	Office Supplies	4,543	4,500	1,512	4,500	4,500
52080	Fuel & Oil	37,080	35,500	18,722	35,500	35,500
52150	Police Equipment	35,113	5,000	8,864	5,000	5,000
53105	Equipment <\$5000	13,070	15,000	6,550	15,000	15,000
53310	Uniforms	11,959	13,800	8,843	13,800	15,800
	Total Supplies	116,571	86,250	50,095	86,250	88,350
53060	Services	31,933	58,000	42,410	58,000	66,000
53080	Dues & Subscriptions	575	1,200	380	1,200	1,200
53110	Fees, Permits & Licenses	-	1,000	-	1,000	1,000
53180	Postage	1,366	1,200	1,072	1,200	1,500
53210	Professional Services	1,386	-	-	-	-
53220	Ads & Public Notices	-	-	15	-	-
53240	Repairs & Maintenance - Equipment	10,479	6,000	4,377	6,000	7,500
53270	Vehicle Repairs & Maintenance	19,342	20,500	15,491	20,500	22,500
53280	Staff Development	16,098	24,000	15,737	24,000	28,000
53290	Telephone Exp.	14,271	18,250	11,935	18,250	18,900
53300	Travel & Meetings	5,714	7,500	3,978	7,500	7,500
55389	Childrens Fund Expenditures	5,619	-	426	500	-
	Total Purchased Services	106,784	137,650	95,820	138,150	154,100
55220	Finance Charge	5	-	32	-	-
55300	Leases & Rentals	2,941	-	808	-	-
55375	Shooting Range Expenditures	-	-	4,960	-	-
55380	Police Programs	2,563	5,000	13,824	5,000	7,500
55385	CRLEP Grant	23,171	-	14,398	-	-
55387	Click-It Grant - State	2,088	-	4,826	-	-
	Total Fixed Costs	30,767	5,000	38,848	5,000	7,500
57500	Capital Outlay	24,537	122,000	59,604	122,000	120,000
	Total Capital Outlay	24,537	122,000	59,604	122,000	120,000
	TOTAL	1,596,670	1,679,523	1,074,206	1,680,023	1,777,460

PUBLIC SAFETY - SUMMARY**GENERAL FUND****BUDGET DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
BUDGET SUMMARY						
	Personnel	1,318,011	1,328,623	829,839	1,328,623	1,407,510
	Supplies	116,571	86,250	50,095	86,250	88,350
	Purchased Services	106,784	137,650	95,820	138,150	154,100
	Fixed Costs	30,767	5,000	38,848	5,000	7,500
	Capital Outlay	24,537	122,000	59,604	122,000	120,000
	Gross City Cost	1,596,670	1,679,523	1,074,206	1,680,023	1,777,460

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Emergency Dispatch

BUDGET TITLE & NUMBER: 10-200

DEPARTMENT DESCRIPTION: Emergency Dispatch provides a 911 answering point and police dispatching through WELDCOM for the City of Fort Lupton.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Purchased Services	6,915	20,500	20,500	20,500
Gross City Cost	6,915	20,500	20,500	20,500
Net City Cost	6,915	20,500	20,500	20,500
Budgeted Positions	0	0	0	0

SUMMARY OF CHANGES: The budget for this department did not change from the previous budget year.

OBJECTIVES: To provide 911 answering and dispatch services through WELDCOM for the City of Fort Lupton.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Calls for Service	11,602	12,369	12,636
Cost per Service	\$ 1	\$ 2	\$ 2
Per Capita Cost (city support)	\$ 0.88	\$ 2.62	\$ 2.62

Finance Recommendation: Approve as requested.

Council Action:

PUBLIC SAFETY - COMMUNICATION SERVICES

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
53060	Services	6,915	20,000	12,932	20,000	20,000
53290	Telephone Exp.	-	500	-	500	500
	Total Purchased Services	6,915	20,500	12,932	20,500	20,500
	TOTAL	6,915	20,500	12,932	20,500	20,500

BUDGET SUMMARY

Purchased Services	6,915	20,500	12,932	20,500	20,500
Gross City Cost	6,915	20,500	12,932	20,500	20,500

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Community Policing

BUDGET TITLE & NUMBER: 10-210

DEPARTMENT DESCRIPTION: Community Policing provides first response to reports of crime, motor vehicle accidents and other emergencies occurring in the City; furnishes police services to the schools and provides crime prevention and public information services to the community.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	1,202,531	1,206,454	1,206,454	1,277,015
Supplies	114,060	82,500	82,500	84,500
Purchased Services	89,094	107,200	107,200	122,000
Fixed Cost	30,767	5,000	5,000	7,500
Capital Outlay	24,537	122,000	122,000	120,000
Gross City Cost	1,460,988	1,523,154	1,523,154	1,611,015
Revenue	226,391	220,700	228,172	205,836
Net City Cost	1,234,597	1,302,454	1,294,982	1,405,179
Budgeted Positions	15	15	15	15

SUMMARY OF CHANGES: The following accounts have changed by more than 10% from the previous budget year: Grants State/Federal - Public Safety, Grants State/Federal - DUI Enforcement, VIN Inspect, Fingerprinting, Other Police Revenue, Criminal Registration Fee, Criminal Fines, Traffic Fines, Overtime, Health Insurance, Dental Insurance, Contractual Services, Postage, Repairs & Maintenance - Equipment, Staff Development, Uniforms and Programs - Police. Total revenue decreased 7% while expenditures increased 6%.

OBJECTIVES: To provide first response to reports of crime, investigation of criminal activity, investigation and emergency response to motor vehicle accidents and other emergencies occurring in the City of Fort Lupton. To provide police services to the schools and to provide crime prevention and public information services to the community.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency/Performance Measures			
Per Capita Cost (City Support)	\$ 157.84	\$ 165.56	\$ 179.64
Traffic Summonses	1,632	1,380	1,564
Criminal Summonses	134	146	112
Parking Summonses	30	25	24
Calls For Service	11,602	12,369	13,754
Crime Prevention Presentations	0	0	15
Cost Per Calls For Service	\$ 126	\$ 123	\$ 117

Finance Recommendation: Approve as requested.

Council Action:

PUBLIC SAFETY - PATROL, COMMUNITY POLICING, & EMERY MGT.**GENERAL FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
32130	Clearance Letter	150	200	135	200	200
32140	Fingerprinting	1,850	1,200	1,616	1,200	2,200
32110	Vin Inspect	800	500	1,230	500	1,000
32160	Other Police Revenue	7,934	5,000	5,153	5,000	8,200
32170	State Police Training Revenue	-	-	25	-	-
32180	Donation - National Night Out	100	-	-	-	-
32120	Traffic Fines	167,721	120,000	92,849	120,000	142,000
31245	Criminal Fines	4,440	5,000	2,395	5,000	-
32175	State Grants-public Safety	10,574	65,600	5,034	65,600	8,600
32176	State/fed Grants - Leaf	16,792	10,000	16,938	10,000	29,036
31237	Criminal Registration Fee	1,775	1,200	1,145	1,200	1,600
32150	Police Equipment Fee	14,235	12,000	8,585	12,000	13,000
32515	Shooting Range Fees	20	-	-	-	-
39003	Evidence/Found Property Rev	-	-	7,472	7,472	-
Total Community Police Revenue		226,391	220,700	142,576	228,172	205,836

REVENUE SUMMARY

Intergovernmental	27,366	75,600	21,996	75,600	37,636
Charges for Services	10,754	6,900	8,134	6,900	11,600
Fines and Forfeits	188,171	138,200	104,974	138,200	156,600
Private Contributions	100	-	-	-	-
Other	-	-	7,472	7,472	-
Total Revenues	226,391	220,700	142,576	228,172	205,836

PUBLIC SAFETY - PATROL, COMMUNITY POLICING, & EMERG. MGT.

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	887,873	920,339	554,874	920,339	942,566
51105	Overtime	36,567	25,000	28,900	25,000	50,000
51275	Police Security	-	1,500	-	1,500	1,500
51115	Medicare	12,869	13,730	8,213	13,730	14,413
51260	VALIC Retirement 9.7	92,121	91,845	58,491	91,845	96,426
51265	FPPA Disability	22,815	23,928	15,397	23,928	24,507
51210	Unemployment Insurance	2,752	2,847	1,698	2,847	2,990
51220	Health Insurance Expense	132,732	111,445	77,131	111,445	127,540
51230	Dental Insurance Expense	8,832	9,310	6,337	9,310	10,512
51240	Vision Insurance Expense	1,545	1,633	1,074	1,633	1,568
51250	Life & AD&D Insurance	1,909	2,115	1,317	2,115	2,167
51285	Long Term Disability	2,516	2,762	1,721	2,762	2,826
	Total Personnel	1,202,531	1,206,454	755,152	1,206,454	1,277,015
52010	General Supplies	14,049	12,000	5,345	12,000	12,000
52020	Office Supplies	3,433	3,500	1,148	3,500	3,500
52080	Fuel & Oil	36,496	35,000	18,425	35,000	35,000
52150	Police Equipment	35,113	5,000	8,864	5,000	5,000
53105	Equipment <\$5000	13,070	14,000	6,400	14,000	14,000
53310	Uniforms	11,899	13,000	8,639	13,000	15,000
	Total Supplies	114,060	82,500	48,820	82,500	84,500
53060	Services	23,435	33,000	28,377	33,000	40,000
53080	Dues & Subscriptions	485	1,000	260	1,000	1,000
53110	Fees, Permits & Licenses	-	1,000	-	1,000	1,000
53180	Postage	1,310	1,200	1,054	1,200	1,500
53220	Ads & Public Notices	-	-	15	-	-
53240	Repairs & Maintenance - Equipment	10,479	6,000	4,377	6,000	7,500
53270	Vehicle Repairs & Maintenance	19,184	20,000	15,395	20,000	22,000
53280	Staff Development	15,678	22,000	15,737	22,000	26,000
53290	Telephone Exp.	13,377	17,000	11,158	17,000	17,000
53300	Travel & Meetings	5,146	6,000	3,827	6,000	6,000
	Total Purchased Services	89,094	107,200	80,199	107,200	122,000
55220	Finance Charge	5	-	32	-	-
55300	Leases & Rentals	2,941	-	808	-	-
55375	Shooting Range Expenditures	-	-	4,960	-	-
55380	Police Programs	2,563	5,000	13,824	5,000	7,500
55385	CRLEP Grant	23,171	-	14,398	-	-
55387	Click-it Grant State	2,088	-	4,826	-	-
	Total Fixed Costs	30,767	5,000	38,848	5,000	7,500
57500	Capital Projects	-	-	-	-	-
57500	Equipment Patrol Cars	24,537	22,000	-	22,000	-
57500	Patrol Cars	-	100,000	51,104	100,000	120,000
57500	Shooting Range	-	-	8,500	-	-
	Total Capital Outlay	24,537	122,000	59,604	122,000	120,000
	TOTAL	1,460,988	1,523,154	982,624	1,523,154	1,611,015

PUBLIC SAFETY - PATROL, COMMUNITY POLICING, & EMERG. MGT.**GENERAL FUND****BUDGET DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
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BUDGET SUMMARY

Personnel	1,202,531	1,206,454	755,152	1,206,454	1,277,015
Supplies	114,060	82,500	48,820	82,500	84,500
Purchased Services	89,094	107,200	80,199	107,200	122,000
Fixed Costs	30,767	5,000	38,848	5,000	7,500
Capital Outlay	24,537	122,000	59,604	122,000	120,000
Gross City Cost	1,460,988	1,523,154	982,624	1,523,154	1,611,015

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Community Services

BUDGET TITLE & NUMBER: 10-220

DEPARTMENT DESCRIPTION:

The Community Service Department organizes community events such as National Night Out and the spaghetti dinner to raise funds for school supplies; fosters a community/Police Department relationship; educates citizens on crime prevention; provides backup for the Code Enforcement Department; registers sex offenders in the community and helps the Chief of Police with projects as needed.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	53,105	56,320	56,320	60,760
Supplies	413	1,300	1,300	1,400
Purchased Services	9,300	4,350	4,850	6,000
Gross City Cost	62,818	61,970	62,470	68,160
Revenue	4,579	6,200	6,200	6,200
Net City Cost	58,239	55,770	56,270	61,960
Budgeted Positions	0.53	0.9	0.9	0.9

SUMMARY OF CHANGES:

The following accounts have changed by more than 10% from the previous budget year: Health Insurance Expense, General Supplies, Contractual Services and Telephone. Total revenue remained the same. Total expenditures increased 10%.

OBJECTIVES:

To organize community events such as National Night Out and the Back-To-School fundraiser. To foster community/Police Department relationships. To educate citizens about crime prevention.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Per Capita Cost (City Support)	\$ 7.45	\$ 7.19	\$ 7.92

Finance Recommendation:

Approve as requested.

Council Action:

PUBLIC SAFETY - COMMUNITY SERVICES**GENERAL FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
32200	Animal Licenses	1,044	1,500	898	1,500	1,500
32210	Animal Impound	1,345	1,700	760	1,700	1,700
32220	Animal Boarding	2,190	3,000	1,268	3,000	3,000
	Total Community Serv Revenue	4,579	6,200	2,926	6,200	6,200

REVENUE SUMMARY

Licenses and Permits	1,044	1,500	898	1,500	1,500
Charges for Services	3,535	4,700	2,028	4,700	4,700
Total Revenues	4,579	6,200	2,926	6,200	6,200

PUBLIC SAFETY - COMMUNITY SERVICES

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	39,803	41,191	26,023	41,191	44,347
51105	Overtime	-	1,800	-	1,800	1,800
51110	FICA	2,237	2,666	1,470	2,666	2,862
51115	Medicare	523	623	344	623	669
51255	VALIC Retirement 4.0	1,537	1,648	1,041	1,648	1,774
51210	Unemployment Insurance	110	130	71	130	140
51220	Health Insurance Expense	8,148	7,380	4,916	7,380	8,217
51230	Dental Insurance Expense	467	559	373	559	616
51240	Vision Insurance Expense	86	103	68	103	99
51250	Life & AD&D Insurance Exp	85	96	62	96	103
51285	LTD Insurance Exp	111	124	81	124	133
	Total Personnel	53,105	56,320	34,448	56,320	60,760
52010	General Supplies	353	200	239	200	300
53310	Uniforms	60	600	204	600	600
53105	Equipment <\$5000	-	500	150	500	500
	Total Supplies	413	1,300	593	1,300	1,400
53060	Services	1,582	1,000	1,100	1,000	2,000
53080	Dues & Subscriptions	-	-	40	-	-
53290	Telephone Exp.	706	350	606	350	1,000
52080	Fuel & Oil	584	500	297	500	500
53270	Repairs & Maint - Vehicle	158	500	96	500	500
53300	Travel & Meetings	231	1,000	151	1,000	1,000
53280	Staff Development	420	1,000	-	1,000	1,000
55389	Childrens Fund Expenditures	5,619	-	426	500	-
	Total Purchased Services	9,300	4,350	2,715	4,850	6,000
	TOTAL	62,818	61,970	37,756	62,470	68,160

BUDGET SUMMARY

Personnel	53,105	56,320	34,448	56,320	60,760
Supplies	413	1,300	593	1,300	1,400
Purchased Services	9,300	4,350	2,715	4,850	6,000
Gross City Cost	62,818	61,970	37,756	62,470	68,160

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Restorative Justice

BUDGET TITLE & NUMBER: 10-230

DEPARTMENT DESCRIPTION: A court service to qualified individuals to reduce the recidivism rate of juvenile offenders.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Purchased Services	1,386	0	0	0
Gross City Cost	1,386	0	0	0
Revenue	8,059	0	0	0
Net City cost	-6,672	0	0	0
Budgeted Positions	0.63	0	0	0

SUMMARY OF CHANGES: There has been no change from last year's budget to this year's. The City is no longer participating in this grant.

OBJECTIVES: This department is no longer active.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures/Cases Referred from Municipal Court	0	0	0
Cost per case referred	\$ -	\$ -	\$ -
Per Capita Cost (city support)	\$ (0.85)	\$ -	\$ -

Finance Recommendation: Approve as requested.

Council Action:

PUBLIC SAFETY - RESTORATIVE JUSTICE

GENERAL FUND

REVENUE DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
32177	Community Court Grant	8,059	-	-	-	-
	Total Police Records Revenue	8,059	-	-	-	-

REVENUE SUMMARY

Intergovernmental	8,059	-	-	-	-
Total Revenues	8,059	-	-	-	-

PUBLIC SAFETY - RESTORATIVE JUSTICE

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
53210	Professional Services	1,386	-	-	-	-
	Total Purchased Services	1,386	-	-	-	-
	TOTAL	1,386	-	-	-	-

BUDGET SUMMARY

Purchased Services	1,386	-	-	-	-
Gross City Cost	1,386	-	-	-	-

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Police Records

BUDGET TITLE & NUMBER: 10-250

DEPARTMENT DESCRIPTION:

The Police Records Department provides information and services to the members of the department, the criminal justice system and the public.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	62,376	65,849	65,849	69,735
Supplies	1,514	1,950	1,950	1,950
Purchased Services	672	6,100	6,100	6,100
Gross City Cost	64,562	73,899	73,899	77,785
Revenue	848	1,050	1,050	1,200
Net City cost	63,714	72,849	72,849	76,585
Budgeted Positions	1.17	1.25	1.25	1.25

SUMMARY OF CHANGES:

The following accounts have been changed by more than 10% from the previous year's budget: Records Search and Health Insurance Expense. Total revenue increased 14%. Total expenditures increased 5%.

OBJECTIVES:

To provide information and maintain records for the Police Department.
To conduct crime analysis and reports for NIBERS.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures/Cases Processed	1,287	1,571	1,365
Cost per case processed	\$ 50.16	\$ 47.04	\$ 56.99
Per Capita Cost (city support)	\$ 8.15	\$ 9.31	\$ 9.79

Finance Recommendation:

Approve as requested.

Council Action:

PUBLIC SAFETY - RECORDS MANAGEMENT

GENERAL FUND

REVENUE DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
32500	Records Search	115	50	108	50	200
32510	Reports	733	1,000	616	1,000	1,000
	Total Police Records Revenue	848	1,050	724	1,050	1,200

REVENUE SUMMARY

Charges for Services	848	1,050	724	1,050	1,200
Total Revenues	848	1,050	724	1,050	1,200

PUBLIC SAFETY - RECORDS MANAGEMENT

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	47,727	50,485	31,113	50,485	53,178
51105	Overtime	-	1,000	-	1,000	1,000
51110	FICA	2,841	3,192	1,860	3,192	3,359
51115	Medicare	664	747	435	747	786
51255	VALIC Retirement 4.0	1,909	2,060	1,244	2,060	2,167
51210	Unemployment Insurance	142	155	90	155	163
51220	Health Insurance Expense	7,685	6,741	4,488	6,741	7,496
51230	Dental Insurance Expense	1,027	1,062	735	1,062	1,168
51240	Vision Insurance Expense	133	139	97	139	134
51250	Life & AD&D Insurance Exp	107	116	76	116	124
51285	LTD Insurance Exp	141	152	100	152	160
	Total Personnel	62,376	65,849	40,239	65,849	69,735
52010	General Supplies	404	250	20	250	250
52020	Office Supplies	1,110	1,000	365	1,000	1,000
53310	Uniforms	-	200	-	200	200
53105	Equipment <\$5000	-	500	-	500	500
	Total Supplies	1,514	1,950	385	1,950	1,950
53060	Services	-	4,000	-	4,000	4,000
53080	Dues & Subscriptions	90	200	80	200	200
53290	Telephone Exp.	189	400	172	400	400
53180	Postage	56	-	18	-	-
53300	Travel & Meetings	338	500	-	500	500
53280	Staff Development	-	1,000	-	1,000	1,000
	Total Purchased Services	672	6,100	270	6,100	6,100
	TOTAL	64,562	73,899	40,893	73,899	77,785

BUDGET SUMMARY

Personnel	62,376	65,849	40,239	65,849	69,735
Supplies	1,514	1,950	385	1,950	1,950
Purchased Services	672	6,100	270	6,100	6,100
Gross City Cost	64,562	73,899	40,893	73,899	77,785

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Public Works Summary

BUDGET TITLE & NUMBER: Various

DEPARTMENT DESCRIPTION: See individual budget units that follow.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	222,793	253,433	253,625	274,550
Supplies	30,883	46,500	14,750	31,000
Purchased Services	155,752	191,000	170,827	246,750
Fixed Cost	5,437	3,000	6,083	3,600
Capital Outlay	100,659	2,217,360	1,923,360	1,160,000
Gross City Cost	515,524	2,711,293	2,368,645	1,715,900
Revenue	523,086	325,042	383,558	421,476
Net City Cost	-7,562	2,386,251	1,985,087	1,294,424
Budgeted Positions	3.50	4.25	4.25	4.25

SUMMARY OF CHANGES: See individual budget units.

OBJECTIVES: See individual budget units.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Per Capita Cost (City Support)	\$ (0.97)	\$ 253.78	\$ 165.49

Finance Recommendation: See individual budget units.

Council Action: See individual budget units.

PUBLIC WORKS - SUMMARY**GENERAL FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
39251	Public Works Revenue	3,386	-	3,721	3,721	-
	Total Shop Revenue	3,386	-	3,721	3,721	-
33100	Highway Users Tax	259,256	246,344	145,359	246,344	256,856
33110	State Hwy 52/85 Maintenance	-	6,498	6,498	6,498	9,000
33140	County Road & Bridge Taxes	86,843	72,200	-	72,186	72,200
38100	Contributed Capital	173,601	-	54,809	54,809	83,420
	Total Streets Revenue	519,699	325,042	206,666	379,837	421,476
	Total Public Works Revenue	523,086	325,042	210,387	383,558	421,476

REVENUE SUMMARY

Intergovernmental	346,099	325,042	151,857	325,028	338,056
Charges for Services	3,386	-	3,721	3,721	-
Other	173,601	-	54,809	54,809	83,420
Total Revenues	523,086	325,042	210,387	383,558	421,476

PUBLIC WORKS - SUMMARY

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	161,194	193,937	116,194	193,936	198,837
51105	Overtime	9,441	5,686	5,879	5,879	10,000
51110	FICA	9,811	12,374	7,048	12,374	12,947
51115	Medicare	2,295	2,894	1,649	2,894	3,028
51255	VALIC Retirement 4.0	6,861	7,983	4,904	7,983	8,354
51210	Unemployment Insurance	490	604	341	604	632
51220	Health Insurance Expense	29,088	25,840	18,974	25,840	35,877
51230	Dental Insurance Expense	2,379	2,614	1,841	2,614	3,310
51240	Vision Insurance Expense	422	466	322	466	504
51250	Life & AD&D Insurance Exp	352	454	278	454	467
51285	LTD Insurance Exp	459	581	362	581	594
	Total Personnel	222,793	253,433	157,792	253,625	274,550
52010	General Supplies	13,491	28,000	2,717	5,000	12,500
52020	Office Supplies	234	1,000	342	750	1,000
53310	Uniforms	8,363	7,500	5,365	5,500	7,500
53105	Equipment <\$5000	8,794	10,000	58	3,500	10,000
	Total Supplies	30,883	46,500	8,482	14,750	31,000
53060	Services	5,355	14,500	8,998	15,300	15,500
53160	Plans & Studies	31	5,000	-	-	-
53110	Fees, Permits & Licenses	803	1,700	981	981	1,900
53320	Utilities - Electrical	81,452	75,000	54,546	81,800	84,500
53330	Utilities - Gas	6,816	8,000	4,294	7,400	8,000
53340	Utilities - Water & Sewer	1,158	1,000	854	1,300	1,500
53345	Utilities - Trash	-	750	-	750	-
53290	Telephone Expense	7,583	4,700	3,833	5,920	6,500
53180	Postage	31	100	156	156	100
52080	Fuel & Oil	14,243	20,000	5,098	15,000	20,000
53240	Repairs & Maintenance - Equipment	17,818	20,000	18,363	20,000	20,000
53250	Repairs & Maintenance - Building	2,961	7,500	1,427	4,200	7,500
53265	Repair & Maint - Streets	7,291	20,000	5,398	14,000	70,000
53270	Repairs & Maintenance - Vehicle	10,136	10,000	350	2,900	8,500
53300	Travel & Meeting	77	750	12	120	750
53280	Staff Development	-	2,000	483	1,000	2,000
	Total Purchased Services	155,752	191,000	104,793	170,827	246,750
55220	Finance Charges	22	-	10	25	-
55300	Leases & Rentals	520	-	-	-	-
55250	Insect Control	4,895	3,000	6,058	6,058	3,600
	Total Fixed Costs	5,437	3,000	6,068	6,083	3,600
57500	Streets	94,410	2,210,360	869,946	1,916,360	1,140,000
57500	Shop	6,249	7,000	-	7,000	20,000
	Total Capital Outlay	100,659	2,217,360	869,946	1,923,360	1,160,000
	Total	515,524	2,711,293	1,147,080	2,368,645	1,715,900

PUBLIC WORKS - SUMMARY**GENERAL FUND****BUDGET DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
BUDGET SUMMARY						
	Personnel	222,793	253,433	157,792	253,625	274,550
	Supplies	30,883	46,500	8,482	14,750	31,000
	Purchased Services	155,752	191,000	104,793	170,827	246,750
	Fixed Costs	5,437	3,000	6,068	6,083	3,600
	Capital Outlay	100,659	2,217,360	869,946	1,923,360	1,160,000
	Gross City Cost	515,524	2,711,293	1,147,080	2,368,645	1,715,900

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Public Works Shop

BUDGET TITLE & NUMBER: 10-300

DEPARTMENT DESCRIPTION: The Public Works Shop is responsible for the maintenance and upkeep of equipment necessary to construct, repair, and maintain the streets, curbs, gutters, sidewalks, water and sewer lines and the cemetery.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	477	0	0	0
Supplies	15,248	21,500	11,750	21,000
Purchased Services	22,714	26,600	24,226	28,850
Fixed Cost	4,917	3,000	6,083	3,600
Capital Outlay	6,249	7,000	7,000	20,000
Gross City Cost	49,605	58,100	49,059	73,450
Revenue	3,386	0	3,721	0
Net City Cost	46,218	58,100	45,338	73,450
Budgeted Positions	0	0	0	0

SUMMARY OF CHANGES: The following accounts changed by more than 10% from the previous budget year: Contractual Services, Telephone, Utilities-Water & Sewer, Utilities-Trash, Insect Control and Capital Projects. Capital requests include a new trailer for \$20,000. Total revenue remained the same while expenditures increased 26%.

OBJECTIVES: To have equipment maintained and to have a high level of safety.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Per Capita Cost (City Support)	\$ 5.91	\$ 5.80	\$ 9.39

Finance Recommendation: Approve as requested.

Council Action:

PUBLIC WORKS - SHOP

GENERAL FUND

REVENUE DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
39251	Public Works Revenue	3,386	-	3,721	3,721	-
	Total Streets Revenue	3,386	-	3,721	3,721	-

REVENUE SUMMARY

Charges for Services	3,386	-	3,721	3,721	-
Total Revenues	3,386	-	3,721	3,721	-

PUBLIC WORKS - SHOP

GENERAL FUND

BUDGET DETAIL

Account Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51110 FICA	51	-	-	-	-
51115 Medicare	12	-	-	-	-
51255 VALIC Retirement 4.0	36	-	36	-	-
51210 Unemployment Insurance	2	-	-	-	-
51220 Health Insurance Expense	344	-	-	-	-
51230 Dental Insurance Expense	27	-	29	-	-
51240 Vision Insurance Expense	5	-	-	-	-
Total Personnel	477	-	65	-	-
52010 General Supplies	5,724	8,000	2,117	3,000	7,500
52020 Office Supplies	234	1,000	342	750	1,000
53310 Uniforms	8,363	7,500	5,365	5,500	7,500
53105 Equipment <\$5000	926	5,000	58	2,500	5,000
Total Supplies	15,248	21,500	7,882	11,750	21,000
53060 Services	3,460	2,500	2,102	3,300	3,500
53110 Fees, Permits & Licenses	-	1,000	-	-	1,000
53320 Utilities - Electrical	3,274	5,000	2,336	3,800	4,500
53330 Utilities - Gas	6,816	8,000	4,294	7,400	8,000
53340 Utilities - Water & Sewer	1,158	1,000	854	1,300	1,500
53345 Utilities - Trash	-	750	-	750	-
53290 Telephone Expense	7,119	4,000	3,790	5,800	6,000
53180 Postage	31	100	156	156	100
53250 Repairs & Maintenance - Building	504	2,500	200	1,200	2,500
53270 Vehicle Repairs & Maintenance	275	1,000	78	400	1,000
53300 Travel & Meeting	77	750	12	120	750
Total Purchased Services	22,714	26,600	13,823	24,226	28,850
55220 Finance Charges	22	-	10	25	-
55250 Insect Control	4,895	3,000	6,058	6,058	3,600
Total Fixed Charges	4,917	3,000	6,068	6,083	3,600
57500 Capital Outlay	-	-	-	-	-
57500 Hotsy Pressure Washer	6,249	-	-	-	-
57500 Con-Ex Storage Containers	-	7,000	-	7,000	-
57500 Trailer	-	-	-	-	20,000
Total Capital Outlay	6,249	7,000	-	7,000	20,000
Total	49,605	58,100	27,837	49,059	73,450

PUBLIC WORKS - SHOP**GENERAL FUND****BUDGET DETAIL**

Account Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
BUDGET SUMMARY					
Personnel	477	-	65	-	-
Supplies	15,248	21,500	7,882	11,750	21,000
Purchased Services	22,714	26,600	13,823	24,226	28,850
Fixed Costs	4,917	3,000	6,068	6,083	3,600
Capital Outlay	6,249	7,000	-	7,000	20,000
Gross City Cost	49,605	58,100	27,837	49,059	73,450

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Public Works Streets

BUDGET TITLE & NUMBER: 10-310

DEPARTMENT DESCRIPTION:

The Street Department manages construction and maintenance of the infrastructure of the City including overlays, pothole repairs, crack sealing, stripping, sign replacement, mowing and deep patching work.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	222,316	253,433	253,625	274,550
Supplies	15,635	25,000	3,000	10,000
Purchased Services	133,038	164,400	146,601	217,900
Fixed Cost	520	0	0	0
Capital Outlay	94,410	2,210,360	1,916,360	1,140,000
Gross City Cost	465,919	2,653,193	2,319,586	1,642,450
Revenue	519,699	325,042	379,837	421,476
Net City Cost	(53,780)	2,328,151	1,939,749	1,220,974
Budgeted Positions	3.5	4.25	4.25	4.25

SUMMARY OF CHANGES:

The following accounts changed by more than 10% from the previous budget year: State Highway 52/85 Maintenance, Contributed Capital, Overtime, Health Insurance, Dental Insurance, General Supplies, Fees/Permits, Licenses, Plans & Studies, Repairs & Maintenance- Streets, Repairs & Maintenance-Vehicles, Telephone, Utilities-Electrical and Capital Projects. Capital requests include 2-Ton Dump Truck with Plow (\$100,000), Front-End Loader (\$220,000), S. Denver Paving Project (\$750,000) and 2 3/4 Ton Pickup Trucks (\$70,000). Total revenue increased 30% while total expenditures decreased 38%.

OBJECTIVES:

To give the citizens of Fort Lupton streets to help them see their tax dollars at work.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures/Miles of Streets Maintained	48.65	50.4	55
Cost Per Mile to Maintain	\$ 9,576.97	\$ 46,023.53	\$ 29,862.73
Per Capita Cost (City Support)	\$ (6.88)	\$ 247.99	\$ 156.09

Finance Recommendation:

Approve as requested.

Council Action:

PUBLIC WORKS - STREETS**GENERAL FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
33100	Highway Users Tax	259,256	246,344	145,359	246,344	256,856
33110	State Hwy 52/85 Maintenance	-	6,498	6,498	6,498	9,000
33140	County Road & Bridge Taxes	86,843	72,200	-	72,186	72,200
38100	Contributed Capital	173,601	-	54,809	54,809	83,420
Total Streets Revenue		519,699	325,042	206,666	379,837	421,476

REVENUE SUMMARY

Intergovernmental	346,099	325,042	151,857	325,028	338,056
Other	173,601	-	54,809	54,809	83,420
Total Revenues	519,699	325,042	206,666	379,837	421,476

PUBLIC WORKS - STREETS

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	161,194	193,937	116,194	193,936	198,837
51105	Overtime	9,441	5,686	5,879	5,879	10,000
51110	FICA	9,760	12,374	7,048	12,374	12,947
51115	Medicare	2,283	2,894	1,649	2,894	3,028
51255	VALIC Retirement 4.0	6,825	7,983	4,868	7,983	8,354
51210	Unemployment Insurance	487	604	341	604	632
51220	Health Insurance Expense	28,745	25,840	18,974	25,840	35,877
51230	Dental Insurance Expense	2,351	2,614	1,812	2,614	3,310
51240	Vision Insurance Expense	417	466	322	466	504
51250	Life & AD&D Insurance Exp	352	454	278	454	467
51285	LTD Insurance Exp	459	581	362	581	594
	Total Personnel	222,316	253,433	157,727	253,625	274,550
52010	General Supplies	7,767	20,000	600	2,000	5,000
53105	Equipment <\$5000	7,868	5,000	-	1,000	5,000
	Total Supplies	15,635	25,000	600	3,000	10,000
53060	Services	1,895	12,000	6,896	12,000	12,000
53110	Fees, Permits & Licenses	803	700	981	981	900
53160	Plans & Studies	31	5,000	-	-	-
53320	Utilities - Electrical	78,177	70,000	52,210	78,000	80,000
52080	Fuel & Oil	14,243	20,000	5,098	15,000	20,000
53240	Repairs & Maintenance - Equipment	17,818	20,000	18,363	20,000	20,000
53250	Repairs & Maintenance - Facility	2,456	5,000	1,226	3,000	5,000
53265	Repair & Maint - Streets	7,291	20,000	5,398	14,000	70,000
53270	Repairs & Maintenance - Vehicle	9,861	9,000	272	2,500	7,500
53280	Staff Development	-	2,000	483	1,000	2,000
53290	Telephone	463	700	43	120	500
	Total Purchased Services	133,038	164,400	90,970	146,601	217,900
55300	Leases & Rentals - Equipment	520	-	-	-	-
	Total Fixed Charges	520	-	-	-	-
57500	Capital Outlay	-	-	-	-	-
57500	1/2 Bucket Truck	9,975				
57500	Front End Loader					220,000
57500	2 Ton Dump Truck w/ Plow		90,000		16,000	100,000
57500	85 & 52 Entrance Beautification		200,000	5,665	30,000	
57500	14th St./Factory Cir.	78,165	434,360	864,281	434,360	
57500	Hwy 85/CR 18 Traffic Signal	6,270				
57500	1/2 Pave 16th St. (85 to RR Tracks)		486,000		486,000	
57500	2 3/4 Ton Pickup Trucks					70,000
57500	1/2 S Denver (CR 12 - CR6.25)					750,000
57500	2016 Street Projects		1,000,000		950,000	
	Total Capital Outlay	94,410	2,210,360	869,946	1,916,360	1,140,000
Total		465,919	2,653,193	1,119,244	2,319,586	1,642,450

PUBLIC WORKS - STREETS**GENERAL FUND****BUDGET DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
Budget Summary						
	Personnel	222,316	253,433	157,727	253,625	274,550
	Supplies	15,635	25,000	600	3,000	10,000
	Purchased Services	133,038	164,400	90,970	146,601	217,900
	Fixed Costs	520	-	-	-	-
	Capital Outlay	94,410	2,210,360	869,946	1,916,360	1,140,000
	Gross City Cost	465,919	2,653,193	1,119,244	2,319,586	1,642,450

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Buildings & Grounds

BUDGET TITLE & NUMBER: 10-330

DEPARTMENT DESCRIPTION:

The Buildings & Grounds Department maintains all buildings and grounds belonging to the City including City Hall, the Recreation Center, the Community Center, the Museum, the Public Works Shop and all City parks.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	422,506	338,873	338,873	355,947
Supplies	75,530	63,000	64,059	63,000
Purchased Services	113,677	121,975	122,200	98,475
Fixed Cost	2,561	2,600	2,615	0
Capital Outlay	161,182	652,500	329,080	372,655
Gross City Cost	775,455	1,178,948	856,827	890,077
Revenue	153,215	0	0	0
Net City Cost	622,241	1,178,948	856,827	890,077
Budgeted Positions	7.65	8.4	8.4	8.4

SUMMARY OF CHANGES:

The following accounts have changed by more than 10% from the previous year's budget: Repairs & Maintenance-Equip., Repairs & Maintenance-Facility, Railroad Park Lease and Capital Projects. Capital requests include art work (\$21,000), Railroad Park South parking (\$15,000), S. Platte River Trail (\$308,420) and Ventrac mower (\$28,235). Total revenue remained the same. Total expenditures decreased 25% from the previous year's budget.

OBJECTIVES:

To have all City parks and buildings in peak condition for the citizenry, visitors, and employees to enjoy.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures:			
Park Acres	88	88	88
Shelter Reservations	76	76	80
Pearson Park Reservations	47	47	47
Soccer Field Reservations	19	19	19
Cost Per Acre To Maintain	\$ 8,812	\$ 9,737	\$ 10,115
Per Capita Cost (City Support)	\$ 79.55	\$ 109.54	\$ 113.79
FTE'S per 1,000 Capita	\$ 0.98	\$ 1.07	\$ 1.07

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Facilities:			
Shelters	8	8	10
Tables	41	41	47
Gazebos	1	1	1
Playgrounds	9	9	9
Irrigation Systems	12	12	12
Skate Parks	1	1	1
Trees Planted	15	15	15
Park Signs	9	11	11
Fencing Replaced (Yards)	0	0	0

Finance Recommendation: **Approve as requested.**

Council Action:

BUILDINGS & GROUNDS**GENERAL FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
39255	Buildings & Grounds Revenue	152,890	-	-	-	-
36040	Facility Rentals	325	-	200	200	-
Total Bldgs & Grounds Revenue		153,215	-	200	200	-

REVENUE SUMMARY

Charges for Services	325	-	200	200	-
Other	152,890	-	-	-	-
Total Revenues	153,215	-	200	200	-

BUILDINGS & GROUNDS

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	210,362	264,873	141,347	264,873	281,010
51103	Salaries & Wages - Bldgs & Grnds	152,890	-	-	-	-
51105	Overtime	-	250	-	250	250
51110	FICA	12,592	16,440	8,450	16,440	17,440
51115	Medicare	2,945	3,846	1,976	3,846	4,079
51255	VALIC Retirement 4.0	6,139	7,925	3,988	7,925	8,210
51210	Unemployment Insurance	625	803	409	803	851
51220	Health Insurance Expense	33,425	39,703	21,124	39,703	39,291
51230	Dental Insurance Expense	2,314	3,370	1,694	3,370	3,136
51240	Vision Insurance Expense	433	609	329	609	590
51250	Life & AD&D Insurance Exp	336	461	244	461	476
51285	LTD Insurance Exp	445	593	316	593	614
	Total Personnel	422,506	338,873	179,875	338,873	355,947
52010	General Supplies	45,207	30,000	14,607	30,000	30,000
52040	Chemicals/Fertilizer	3,419	5,000	3,632	5,000	5,000
53310	Uniforms	4,700	3,000	4,059	4,059	3,000
53105	Equipment <\$5000	22,205	25,000	5,717	25,000	25,000
	Total Supplies	75,530	63,000	28,015	64,059	63,000
53060	Services	24,321	15,000	10,606	15,000	15,000
53110	Fees, Permits & Licenses	25	150	375	375	150
53320	Utilities - Electrical	24,780	20,000	17,634	20,000	20,000
53330	Utilities - Gas	3,511	4,500	1,918	4,500	4,500
53340	Utilities - Water	18,820	15,000	14,006	15,000	15,000
53290	Telephone Expense	3,565	5,500	2,867	5,500	5,500
53180	Postage	-	75	-	75	75
52050	Seed, Sod & Trees	3,905	10,000	1,697	10,000	10,000
52080	Fuel & Oil	6,699	10,000	3,971	10,000	10,000
53240	Repairs & Maintenance - Equip	6,277	15,000	3,777	15,000	10,000
53250	Repairs & Maintenance - Building	15,614	18,500	11,669	18,500	-
53270	Repairs & Maintenance - Vehicles	2,401	4,000	1,706	4,000	4,000
53280	Staff Development	3,516	3,500	260	3,500	3,500
53300	Travel & Meetings	245	750	108	750	750
	Total Purchased Services	113,677	121,975	70,593	122,200	98,475
55220	Finance Charges	27	-	5	5	-
55410	R. R. Park Lease	2,534	2,600	2,610	2,610	-
	Total Fixed Costs	2,561	2,600	2,615	2,615	-
57500	Capital Outlay	-	-	-	-	-
57500	1/2 Bucket Truck	9,975	-	-	-	-
57500	Art Work	-	21,000	-	21,000	21,000
57500	Water Line for 85/52 Landsc	-	8,500	750	8,500	-
57500	4WD Bldgs Truck	-	30,000	-	30,000	-
57500	Dog Park	-	30,000	15,260	30,000	-
57500	Ventrac Mower	-	-	-	-	28,235

BUILDINGS & GROUNDS**GENERAL FUND****BUDGET DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
57500	City Hall Breakroom/Restroom	1,106				
57500	City Hall Roof & Gutter	37,965				
57500	Heritage Park Trail	17,675				
57500	4WD Parks Truck		30,000		30,000	
57500	Railroad N Playground	15,000				
57500	Railroad Park South Parking		15,000		-	15,000
57500	Railroad S VB Courts	9,956	20,000	12,816	20,000	
57500	Standup Mower	6,585				
57500	Koshio Restroom	45,558				
57500	Railroad Park Restroom		52,500		52,500	
57500	Storage Building		25,000		25,000	
57500	South Platte River Trail	17,363	352,000	43,580	43,580	308,420
57500	Vincent Park Turf Upgrade		50,000		50,000	
57500	Zero Turn Mower		10,000	8,900	10,000	
57500	Koshio Restroom Electric		8,500	1,200	8,500	
	Total Capital Outlay	161,182	652,500	82,506	329,080	372,655
	Total	775,455	1,178,948	363,604	856,827	890,077

BUDGET SUMMARY

Personnel	422,506	338,873	179,875	338,873	355,947
Supplies	75,530	63,000	28,015	64,059	63,000
Purchased Services	113,677	121,975	70,593	122,200	98,475
Fixed Costs	2,561	2,600	2,615	2,615	-
Capital Outlay	161,182	652,500	82,506	329,080	372,655
Gross City Cost	775,455	1,178,948	363,604	856,827	890,077

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Building Inspection

BUDGET TITLE & NUMBER: 10-400

DEPARTMENT DESCRIPTION:

The Building Inspector is the enforcement arm to ensure that all structures being built within the City are built according to the specifications in the Municipal Code and the Uniform Building Code to protect the public from improperly completed projects.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Supplies	0	1,000	1,000	1,000
Purchased Services	86,663	152,050	181,150	91,150
Gross City Cost	86,663	153,050	182,150	92,150
Revenue	137,512	116,312	279,000	125,000
Net City Cost	(50,849)	36,738	(96,850)	(32,850)
Budgeted Positions	0	0	0	0

SUMMARY OF CHANGES:

The following accounts changed by more than 10% from the previous budget year: Electrical Permits, Mechanical Permits, Plumbing Permits, Building Permits, Office Supplies, Contractual Services and Telephone. Total revenue increased 7%. Total expenditures decreased 40%.

OBJECTIVES:

To monitor construction activity utilizing a contract service arrangement.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Total Building Permits Issued	285	500	400
Single Family Dwelling	20	85	40
Commercial Building Permits	1	2	4
Contractor Licenses Issued	292	310	300
Building Inspections Performed	327	630	500
Cost per Inspection	\$ 265	\$ 289	\$ 184
Per Capita Cost (city support)	\$ (6.50)	\$ (12.38)	\$ (4.20)

Finance Recommendation:

Approve as requested.

Council Action:

BUILDING INSPECTION**GENERAL FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
34020	Building Permits	123,422	83,080	213,359	225,000	100,000
34000	Electrical Permits	5,284	12,462	19,697	20,000	10,000
34010	Mechanical Permits	3,523	8,308	13,131	14,000	5,000
34015	Plumbing Permits	5,284	12,462	19,436	20,000	10,000
	Total Building Inspection Revenue	137,512	116,312	265,622	279,000	125,000

REVENUE SUMMARY

Licenses and Permits	123,422	83,080	213,359	225,000	100,000
Charges for Services	14,090	33,232	52,263	54,000	25,000
Total Revenues	137,512	116,312	265,622	279,000	125,000

BUILDING INSPECTION**GENERAL FUND****BUDGET DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
52010	General Supplies	0	-	746	1,000	1,000
52020	Office Supplies	-	1,000	-	-	-
	Total Supplies	0	1,000	746	1,000	1,000
53080	Dues & Subscriptions	-	250	-	250	250
53290	Telephone Expense	189	300	366	400	400
53060	Misc Contractual Services	86,474	151,000	170,277	180,000	90,000
53280	Staff Development	-	500	-	500	500
	Total Purchased Services	86,663	152,050	170,642	181,150	91,150
	TOTAL	86,663	153,050	171,389	182,150	92,150

BUDGET SUMMARY

Supplies	0	1,000	746	1,000	1,000
Purchased Services	86,663	152,050	170,642	181,150	91,150
Gross City Cost	86,663	153,050	171,389	182,150	92,150

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Community Development

BUDGET TITLE & NUMBER: 10-410

DEPARTMENT DESCRIPTION:

The Community Development Department ensures that growth is well managed and that the goals and objectives of the community are met.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	221,078	278,831	278,831	273,921
Supplies	8,087	9,000	10,015	49,500
Purchased Services	203,271	408,500	271,600	404,200
Fixed Cost	40,790	71,698	72,115	72,000
Capital Outlay	0	90,000	50,000	0
Gross City Cost	473,226	858,029	682,561	799,621
Revenue	165,161	229,002	880,250	460,000
Net City cost	308,064	629,027	(197,689)	339,621
Budgeted Positions	3	4	4	3.75

SUMMARY OF CHANGES:

The following accounts changed by more than 10% from the previous budget year: Use Tax, Development Fee-General Fund, Development Fee-Parks, General Supplies, Contractual Services, Dues & Subscriptions, Plans & Studies and Capital Projects. Total revenue increased 101% while expenditures decreased 7%.

OBJECTIVES:

To load new procedural guides, comprehensive plan amendments and list of active cases to the City website for a more efficient Community Development webpage.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
FTE's per 1,000/Capita	0.38	0.51	0.48
Per Capita Cost (City Support)	\$ 39.38	\$ (25.27)	\$ 43.42
Annexations Applied For	2	3	5
Annexations Approved/Planning Comm.	2	3	5
Annexations Approved/City Council	2	3	5
Subdivision Applied For	1	3	3
Subdivision Approved/Planning Comm.	1	3	3
Subdivision Approved/City Council	1	3	3
Special Use Pmts Approved Planning	4	2	3
Special Use Pmts Approved Council	4	2	3
Re-Zones Applied For	3	4	6

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Re-Zones Approved/Planning Comm.	3	4	6
Re-Zones Approved/City Council	3	4	6
Site Plans	15	6	8
Site Plans Approved by Planning Comm.	7	2	3
Site Plans Approved by City Council	7	2	3
Variances Approved by BOA	1	2	1
Variances Denied by BOA	0	0	0
Weld County Referrals Received	30	39	30
Oil & Gas Permits	39	37	30

Finance Recommendation: **Approve as requested.**

Council Action:

COMMUNITY DEVELOPMENT**GENERAL FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
31130	Use Taxes	66,730	100,000	244,980	500,000	250,000
34030	Other Construction Permits	30	-	-	-	-
34130	Plan Checking Fees	40,291	54,002	78,391	80,000	50,000
34140	Development Fee-General Fund	58,111	75,000	24,400	25,000	20,000
39120	Historical Grant Income	-	-	250	250	-
34145	Development Fee-Streets	-	-	-	75,000	40,000
34155	Development Fee-Parks	-	-	-	200,000	100,000
	Total Revenue	165,161	229,002	348,021	880,250	460,000

REVENUE SUMMARY

Taxes and Assessments	66,730	100,000	244,980	500,000	250,000
Licenses and Permits	30	-	-	-	-
Intergovernmental	-	-	250	250	-
Charges for Services	98,401	129,002	102,791	380,000	210,000
Total Revenues	165,161	229,002	348,021	880,250	460,000

COMMUNITY DEVELOPMENT

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	164,469	210,944	116,641	210,944	205,483
51110	FICA	8,946	13,078	6,281	13,078	12,740
51115	Medicare	2,092	3,060	1,469	3,060	2,980
51255	VALIC Retirement	6,579	8,438	4,666	8,438	8,220
51210	Unemployment Insurance	447	635	304	635	618
51220	Health Insurance Expense	34,920	37,711	23,318	37,711	38,929
51230	Dental Insurance Expense	2,341	3,292	2,035	3,292	3,362
51240	Vision Insurance Expense	399	555	344	555	498
51250	Life & AD&D Insurance Expense	375	485	288	485	475
51285	LTD Insurance Expense	511	633	377	633	616
	Total Personnel	221,078	278,831	155,722	278,831	273,921
52010	General Supplies	799	1,500	548	1,500	42,000
52020	Office Supplies	850	2,500	403	1,500	2,500
53105	Equipment <\$5000	1,640	5,000	3,400	5,000	5,000
53115	Right-Of-Way Purchase	4,798	-	2,015	2,015	-
	Total Supplies	8,087	9,000	6,366	10,015	49,500
53060	Services	183,001	186,800	95,072	186,800	250,000
53080	Dues & Subscriptions	3,315	2,000	2,661	3,600	4,500
53290	Telephone Expense	3,120	2,500	2,365	2,500	2,500
53180	Postage	1,284	1,000	504	1,000	1,000
53220	Ads & Public Notices	122	200	87	200	200
55245	U R A Expenditures	9,737	-	-	-	-
53160	Plans & Studies	-	200,000	-	70,000	130,000
53240	Repairs & Maintenance - Equipment	-	500	-	500	500
53300	Travel& Meetings	1,313	10,500	2,189	5,000	10,500
53280	Staff Development	1,379	5,000	-	2,000	5,000
	Total Purchased Services	203,271	408,500	102,879	271,600	404,200
55030	Board & Committee Expenses	93	200	-	100	200
55190	Economic Development	34,948	65,000	26,916	65,000	65,000
55200	EDAP Pledge	5,498	5,498	5,500	5,500	5,500
55375	Programs - Historical Grant	-	-	215	215	-
55240	History Pres. Board	250	1,000	437	1,300	1,300
	Total Fixed Costs	40,790	71,698	33,068	72,115	72,000
57500	Capital Outlay	-	90,000	30,000	50,000	-
	Total Capital Outlay	-	90,000	30,000	50,000	-
	TOTAL	473,226	858,029	328,034	682,561	799,621

COMMUNITY DEVELOPMENT**GENERAL FUND****BUDGET DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
BUDGET SUMMARY						
	Personnel	221,078	278,831	155,722	278,831	273,921
	Supplies	8,087	9,000	6,366	10,015	49,500
	Purchased Services	203,271	408,500	102,879	271,600	404,200
	Fixed Costs	40,790	71,698	33,068	72,115	72,000
	Capital Outlay	-	90,000	30,000	50,000	-
	Gross City Cost	473,226	858,029	328,034	682,561	799,621

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Engineer

BUDGET TITLE & NUMBER: 10-420

DEPARTMENT DESCRIPTION:

City Engineer with contracted support as needed to provide construction supervision, development reviews, building permit construction reviews, legal descriptions and plan reviews, advise the City Council and Utility Enterprise Board, provide engineering and surveying documentation to the public, and provide construction project scheduling.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Purchased Services	1,285	15,000	15,000	220,000
Gross City Cost	1,285	15,000	15,000	220,000
Net City Cost	1,285	15,000	15,000	220,000
Budgeted Positions	0	0	0	0

SUMMARY OF CHANGES:

Engineering Service is the only account that changed by more than 10% from the previous year's budget. Total expenditures increased 1,367%.

OBJECTIVES:

To provide "in-house" engineering design on all upcoming projects in the City and to update or provide new master plans and the flood plain ordinance.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Per Capita Cost (City Support)	\$ 0.16	\$ 1.92	\$ 28.13

Finance Recommendation:

Approve as requested.

Council Action:

ENGINEERING**GENERAL FUND****BUDGET DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
53100	Engineering Services	1,285	15,000	10,548	15,000	220,000
	Total Purchased Services	1,285	15,000	10,548	15,000	220,000
	TOTAL	1,285	15,000	10,548	15,000	220,000

BUDGET SUMMARY

Purchased Services	1,285	15,000	10,548	15,000	220,000
Gross City Cost	1,285	15,000	10,548	15,000	220,000

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Code Enforcement

BUDGET TITLE & NUMBER: 10-430

DEPARTMENT DESCRIPTION: Code Enforcement enforces the City's ordinances regarding junk vehicles, accumulated weeds, trash and similar nuisance violations.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	44,078	43,535	43,535	53,340
Supplies	274	1,100	1,100	1,200
Purchased Services	2,980	9,100	9,325	9,900
Gross City Cost	47,331	53,735	53,960	64,440
Revenue	2,267	5,000	5,330	7,000
Net City Cost	45,065	48,735	48,630	57,440
Budgeted Positions	1	1	1	1

SUMMARY OF CHANGES: The following accounts have changed by more than 10% from the previous year's budget: Property Clean Up, Code Violation Fines, Health Insurance Expense, Fuel & Oil, Dues & Subscriptions, Travel & Meetings and Uniforms. Total revenue increased 40%. Total expenditures increased 20%.

OBJECTIVES: To gain compliance of the Municipal Code through education, information and enforcement. Improving the City's overall appearance while respecting the residents' quality of life.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures/Summons Issued	2	900	1,500
12% Cost Per Summons Issued	\$ 2,839.89	\$ 7.19	\$ 5.16
Per Capita Cost (City Support)	\$ 5.76	\$ 6.22	\$ 7.34

Finance Recommendation: Approve as requested.

Council Action:

CODE ENFORCEMENT**GENERAL FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
34060	Backyard Chickens/Bees Permits	-	-	330	330	-
33250	Property Clean-Up	127	1,000	161	1,000	2,000
32230	Code Enforcement Violations	2,140	4,000	1,990	4,000	5,000
	Total Code Enforcement Revenue	2,267	5,000	2,481	5,330	7,000

REVENUE SUMMARY

Licenses and Permits	-	-	330	330	-
Charges for Services	127	1,000	161	1,000	2,000
Fines and Forfeits	2,140	4,000	1,990	4,000	5,000
Total Revenues	2,267	5,000	2,481	5,330	7,000

CODE ENFORCEMENT

GENERAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	37,152	38,246	23,974	38,246	41,157
51110	FICA	2,230	2,371	1,333	2,371	2,552
51115	Medicare	522	555	312	555	597
51255	VALIC Retirement 4.0	1,486	1,530	959	1,530	1,646
51210	Unemployment Insurance	112	115	65	115	124
51220	Health Insurance Expense	1,808	-	3,977	-	6,489
51230	Dental Insurance Expense	498	430	287	430	474
51240	Vision Insurance Expense	96	84	56	84	82
51250	Life & AD&D Insurance Exp	60	89	38	89	96
51285	LTD Insurance Exp	114	115	76	115	123
	Total Personnel	44,078	43,535	31,077	43,535	53,340
52010	General Supplies	164	400	27	400	400
53310	Uniforms	60	200	195	200	300
53105	Equipment <\$5000	50	500	-	500	500
	Total Supplies	274	1,100	222	1,100	1,200
53060	Services	980	5,000	1,535	5,000	5,000
53080	Dues & Subscriptions	250	400	45	400	500
53290	Telephone Exp.	794	700	528	700	700
53110	Fees, Permits, Licenses	22	-	25	25	-
53180	Postage	7	100	-	100	100
52080	Fuel & Oil	407	900	217	500	500
53270	Repairs & Maint - Vehicle	87	1,000	1,267	1,300	1,500
53300	Travel & Meetings	248	500	134	500	600
53280	Staff Development	185	500	430	800	1,000
	Total Purchased Services	2,980	9,100	4,181	9,325	9,900
	TOTAL	47,331	53,735	35,480	53,960	64,440

BUDGET SUMMARY

Personnel	44,078	43,535	31,077	43,535	53,340
Supplies	274	1,100	222	1,100	1,200
Purchased Services	2,980	9,100	4,181	9,325	9,900
Gross City Cost	47,331	53,735	35,480	53,960	64,440

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Contingency Fund

BUDGET TITLE & NUMBER: 15-180

DEPARTMENT DESCRIPTION: The Contingency Fund is to used to account for funds designated for unforeseen emergency circumstances.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Gross City Cost	-	640,348	-	687,587
Revenue	37,337	39,439	39,439	47,618
Net City Cost	(37,337)	600,909	(39,439)	639,969
Budgeted Positions	0	0	0	0

SUMMARY OF CHANGES:

The budgeted amount for Property Tax Revenue increased 11% from 2016 and the Interest Earned increased by 650%. Overall, the projected revenue and expenses of this fund both increased by 7%. The fund balance decreased by 99.78% from 2016. This is due to the fact that the City appropriates all of the available fund balance in case we need to spend the funds.

OBJECTIVES:

To continue building the balance of this fund by adding 2% of the General Fund property tax revenue to it and earning interest on it. The fund balance is fully appropriated to allow for use of the funds if an emergency would happen.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Per Capita Cost (City Support)	(4.77)	(5.04)	81.82

Finance Recommendation: Approve as requested.

Council Action:

SUMMARY

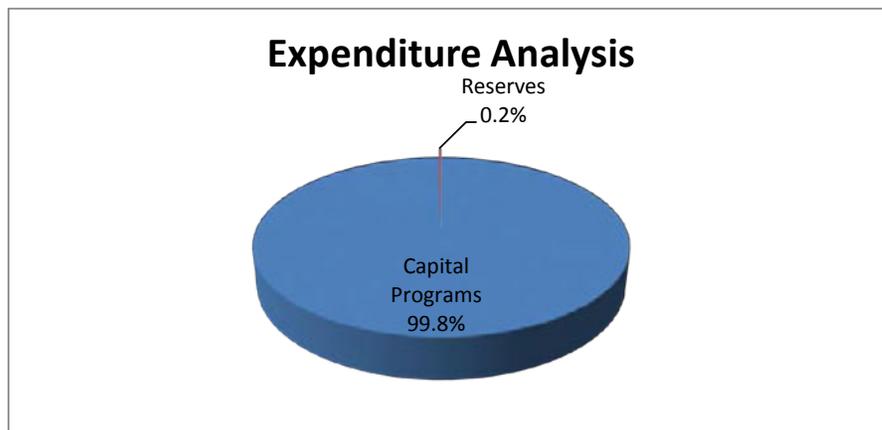
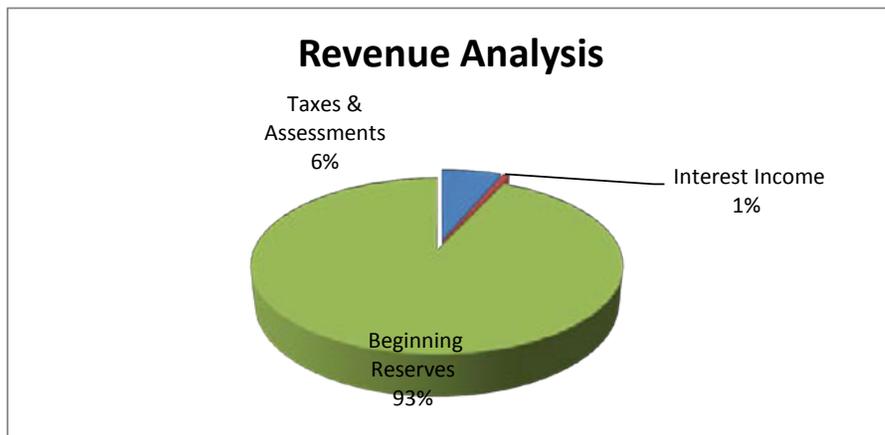
CONTINGENCY FUND

BUDGET SUMMARY

Account Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
REVENUES					
Taxes & Assessments	36,302	38,839	38,364	38,839	43,118
Interest Income	1,035	600	2,304	600	4,500
Beginning Reserves	564,622	602,092	601,959	601,959	641,398
TOTAL REVENUES	601,959	641,531	642,627	641,398	689,016

BUDGET SUMMARY

Capital Programs	-	640,348	-	-	687,587
Reserves	601,959	1,183	642,627	641,398	1,429
TOTAL COSTS	601,959	641,531	642,627	641,398	689,016



FUND REVENUE**CONTINGENCY FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
31610	Interest Earned	1,035	600	2,304	600	4,500
31100	Property Tax	36,302	38,839	38,364	38,839	43,118
39390	Tabor Reserve	1,020	1,124	1,120	1,120	1,183
39399	Restricted Reserves	563,602	600,968	600,839	600,839	640,215
	TOTAL	601,959	641,531	642,627	641,398	689,016

REVENUE SUMMARY

Taxes & Assessments	36,302	38,839	38,364	38,839	43,118
Interest Income	1,035	600	2,304	600	4,500
Beginning Reserves	564,622	602,092	601,959	601,959	641,398
TOTAL REVENUES	601,959	641,531	642,627	641,398	689,016

FUND EXPENDITURES**CONTINGENCY FUND****BUDGET DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
57500	Capital Expenditures	-	640,348	-	-	687,587
59090	Tabor Reserve	1,120	1,183	1,220	1,183	1,429
59040	Restricted Reserves	600,839	-	641,407	640,215	0
	TOTAL	601,959	641,531	642,627	641,398	689,016

BUDGET SUMMARY

Capital Programs	-	640,348	-	-	687,587
Reserves	601,959	1,183	642,627	641,398	1,429
TOTAL COSTS	601,959	641,531	642,627	641,398	689,016

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Street Sales Tax Fund

BUDGET TITLE & NUMBER: 20-310

DEPARTMENT DESCRIPTION:

The Street Sales Tax Fund is to account for the .5% sales tax to create special capital improvement funds for the construction, installation and acquisition of certain properties and improvements limited to street, alley, curbs, sidewalks and storm drainage.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Purchased Services	32,979	85,000	70,000	61,000
Fixed Cost	15,018	25,000	25,000	25,000
Capital Outlay	270,927	1,307,100	1,320,750	1,185,000
Gross City Cost	318,924	1,417,100	1,415,750	1,271,000
Revenue	888,699	484,530	643,085	523,926
Net City Cost	(569,775)	932,570	772,665	747,074
Budgeted Positions	0	0	0	0

SUMMARY OF CHANGES:

Those accounts that changed by more than 10% are: Use Taxes (60%), Interest Earned (71%), and Contractual Services (-80%). Capital Projects requested are Factory Circle (\$190,000), S Denver Ave FDR (\$795,000), Misc Curbs & Gutters (\$50,000) and Library Sidewalk & Trail (\$150,000). Overall the revenue for this fund increased 37% and expenditures decreased by 37%. The fund balance is expected to decrease by 95.59% from 2016. This is due to capital projects being planned in 2017.

OBJECTIVES:

To replace infrastructure and roadways within the City of Fort Lupton.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures/ Lineal Feet Resurfaced	1,815	3,020	18,340
71% of Cost for Resurfacing	\$ 125	\$ 333	\$ 49
Per Capita Cost (City Support)	\$ (72.84)	\$ 98.78	\$ 95.51

Finance Recommendation:

Approve as requested.

Council Action:

SUMMARY

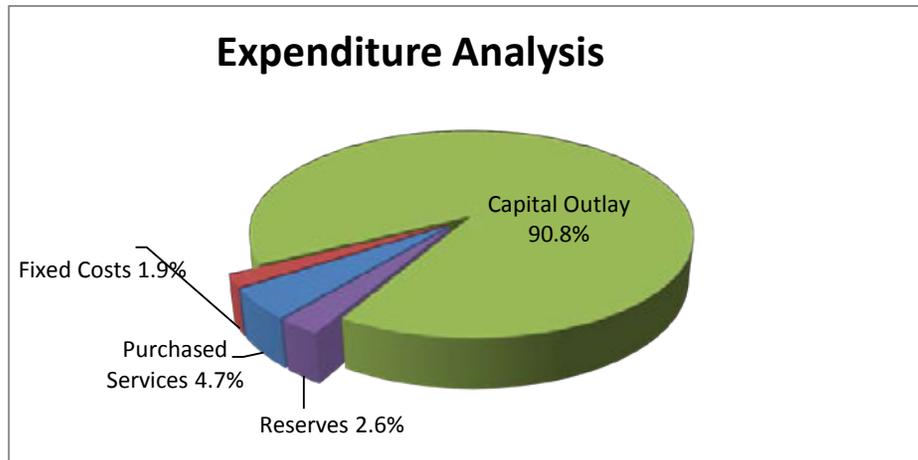
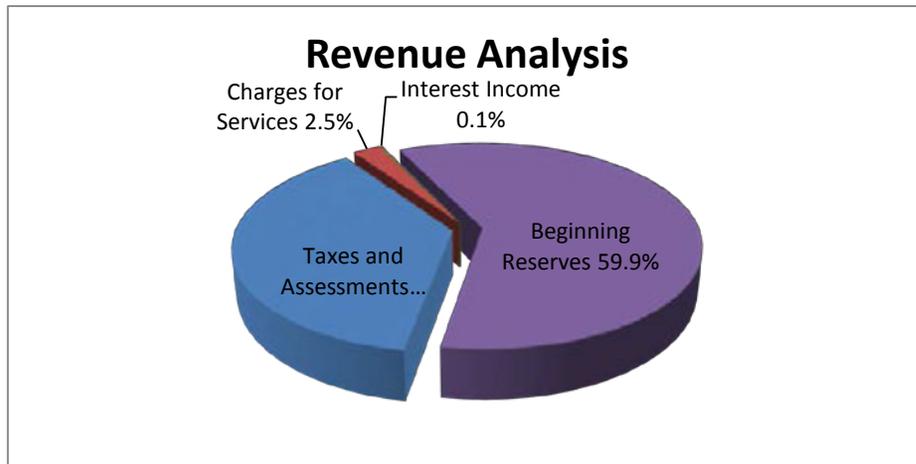
STREETS SALES TAX FUND

BUDGET SUMMARY

Description	2015 Actual	2016 Amended Budget	YTD 8/31/2015	2016 Projected Year End	2017 Requested Budget
REVENUE					
Taxes and Assessments	482,808	451,630	302,198	501,808	490,526
Charges for Services	404,668	32,200	138,777	138,777	32,200
Interest Income	1,223	700	2,305	2,500	1,200
Beginning Reserves	984,428	468,645	1,554,203	1,554,203	781,538
TOTAL REVENUES	1,873,128	953,175	1,997,483	2,197,288	1,305,464

BUDGET SUMMARY

Purchased Services	32,979	85,000	17,412	70,000	61,000
Fixed Costs	15,018	25,000	3,157	25,000	25,000
Capital Outlay	270,927	1,307,100	375,660	1,320,750	1,185,000
Reserves	1,554,203	(463,925)	1,601,254	781,538	34,464
Gross City Cost	1,873,128	953,175	1,997,483	2,197,288	1,305,464



REVENUE**STREETS SALES TAX FUND****BUDGET DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
31120	Sales Tax Revenue	472,273	438,630	245,622	453,457	462,526
31121	Sales Tax Rebate	(6,147)	(12,000)	(4,669)	(6,000)	(12,000)
31130	Use Taxes	16,683	25,000	61,245	54,351	40,000
33150	Street Infrastructure Assessment	404,668	32,200	138,777	138,777	32,200
31610	Interest Earned	1,223	700	2,305	2,500	1,200
	Restricted Fund Balances					
39340	Street Infrastructure Fee Res	126,967	-	531,635	531,635	689,522
39325	Sidewalk Reserve	-	10,000	-	-	-
39399	Unappropriated Reserves	767,929	369,441	935,907	935,907	(2,276)
39390	Tabor Reserve	29,533	14,204	26,661	26,661	19,293
39323	Contingency Reserve	60,000	75,000	60,000	60,000	75,000
	TOTAL	1,873,128	953,175	1,997,483	2,197,288	1,305,464

REVENUE SUMMARY

Taxes and Assessments	482,808	451,630	302,198	501,808	490,526
Charges for Services	404,668	32,200	138,777	138,777	32,200
Interest Income	1,223	700	2,305	2,500	1,200
Beginning Reserves	984,428	468,645	1,554,203	1,554,203	781,538
TOTAL REVENUES	1,873,128	953,175	1,997,483	2,197,288	1,305,464

OPERATIONS

STREETS SALES TAX FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
53060	Contractual Services	5,887	30,000	2,839	15,000	6,000
53150	Patching	27,092	55,000	14,574	55,000	55,000
	Total Purchased Services	32,979	85,000	17,412	70,000	61,000
55255	Snow Removal	15,018	25,000	3,157	25,000	25,000
	Total Fixed Costs	15,018	25,000	3,157	25,000	25,000
57500	Capital Projects	-	-	(0)	-	-
57500	Curbs / Gutters / Sidewalks		10,000		10,000	
57500	Handicap Ramps on Rollie from 3rd to 9th	35,635				
57500	Pave 9th St.	235,292				
57500	Factory Circle					190,000
57500	Half Cost S Denver Ave FDR		101,917	31,143	115,567	795,000
57500	Pave 14th Street		573,183	235,831	573,183	
57500	Coyote Creek Sidewalk Rehab		100,000	46,104	100,000	-
57500	Engineering/Improve 16th St. (85 to RR Tracks)		72,000	62,582	72,000	
57500	Half of Paving 16th St.		450,000		450,000	
57500	Misc Curb/Gutter/Sidewalk		-		-	50,000
57500	Library Sidewalk & Trail					150,000
	Total Capital Outlay	270,927	1,307,100	375,660	1,320,750	1,185,000
	Restricted Fund Balances					
59040	Fund Balance Reserves	935,907	(600,661)	786,295	(2,276)	(71,253)
59020	Emergency Reserve	26,661	14,536	13,298	19,293	15,718
59023	Contingency Reserve	60,000	90,000	75,000	75,000	90,000
59070	Street Infrastructure Fee Reserve	531,635	32,200	726,660	689,522	-
	Total Reserves	1,554,203	(463,925)	1,601,254	781,538	34,464
	TOTAL	1,873,128	953,175	1,997,483	2,197,288	1,305,464

BUDGET SUMMARY

Purchased Services	32,979	85,000	17,412	70,000	61,000
Fixed Costs	15,018	25,000	3,157	25,000	25,000
Capital Outlay	270,927	1,307,100	375,660	1,320,750	1,185,000
Reserves	1,554,203	(463,925)	1,601,254	781,538	34,464
Gross City Cost	1,873,128	953,175	1,997,483	2,197,288	1,305,464

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Public & School Library

BUDGET TITLE & NUMBER: 25-700

DEPARTMENT DESCRIPTION:

To provide friendly, professional staff to help the public with information needs; to provide access to materials from other libraries; to offer audio-visual equipment loans; to provide meeting space; to give library tours; to provide library instruction; to offer internet access; to offer special events & programs; to have story times and to have reading groups.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	537,772	669,846	669,846	721,532
Supplies	124,650	260,000	260,000	228,000
Purchased Services	37,840	107,700	107,700	124,000
Fixed Cost	35,928	71,506	71,506	81,276
Capital Outlay	-	165,000	165,000	195,000
Gross City Cost	736,190	1,274,052	1,274,052	1,349,808
Revenue	1,325,172	2,887,864	2,948,846	2,283,136
Net City Cost	(588,982)	(1,613,812)	(1,674,794)	(933,328)
Budgeted Positions	11.65	12.85	12.85	12.85

SUMMARY OF CHANGES:

The following accounts changed by more than 10%: High Plains Library Contribution (-21%), Workers Compensation (18%), Health Insurance (25%), Dental Insurance (22%), Vision Insurance (15%), EAP (100%), Equipment <\$5,000 (-33%), Repairs & Maint - Facility (150%), Staff Development (50%), Insurance Premiums (123%), Leases & Rentals-Equipment (65%), Capital Projects (18%). Capital project requests include Radio Frequency ID Tags (\$80,000), Security Gates (\$15,000), and New Entrance (\$100,000). Overall, the revenue for this fund increased 29% and the expenses are up 29%. The projected fund balance increased 39% from 2016. Although the contribution for High Plains Library District is down 21% the fund balance is up 39% due to the control of expenditures.

OBJECTIVES:

The mission of the Fort Lupton Public & School Library is to provide all people with access to information for education, enlightenment, and entertainment; to promote the love of reading and an interest in books as sources of information and entertainment; to respond to the dynamics of our changing community; to provide resources that support student achievement; and to aid in the preservation of the area's cultural heritage.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Number of Library Cards	3,168	3,500	3,800
Number of Books Checked Out	40,735	45,000	50,000
Service Pop.	12,408	12,782	12,973
Book Coll.	39,076	42,000	40,000
Audiobooks	2,382	2,160	2,400
DVD's	4,632	4,800	5,100
Periodicals	78	75	70
Cost Per Card	\$ (186)	\$ (479)	\$ (246)
Per Capita Cost (City Support)	\$ (75.30)	\$ (214.11)	\$ (119.32)

Finance Recommendation: **Approve as requested.**

Council Action:

SUMMARY

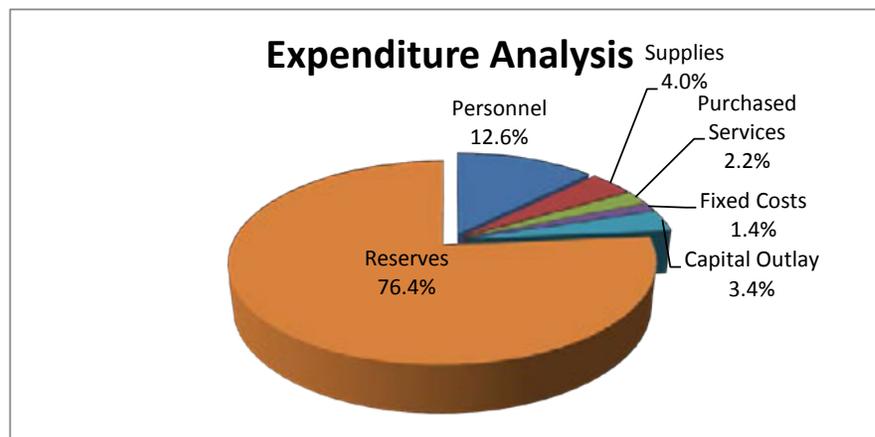
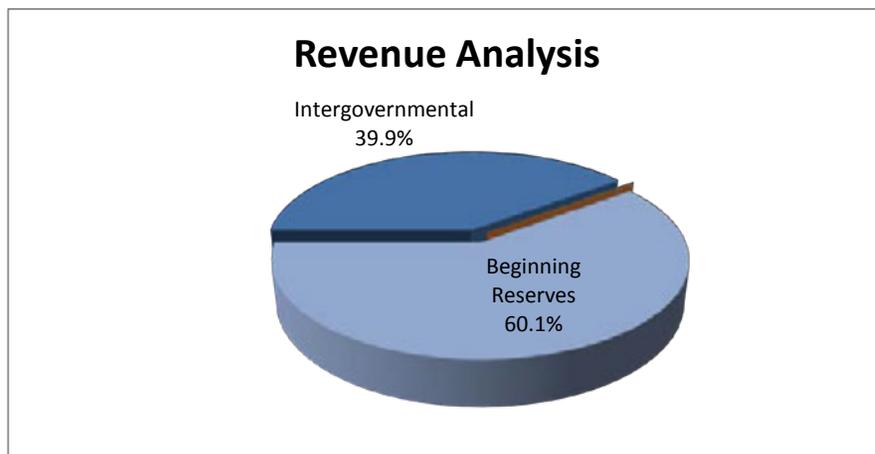
PUBLIC & SCHOOL LIBRARY FUND

BUDGET SUMMARY

Account Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
REVENUES					
Intergovernmental	1,311,322	2,885,364	2,939,712	2,939,712	2,278,636
Charges for Services	1,117	-	223	-	-
Fines and Forfeits	2,142	-	1,318	1,500	2,000
Interest Income	832	500	849	500	500
Private Contributions	4,563	2,000	3,626	2,000	2,000
Other	5,196	-	3,306	5,134	-
Beginning Reserves	1,170,067	1,533,501	1,759,049	1,759,049	3,433,843
TOTAL REVENUES	2,495,239	4,421,365	4,708,083	4,707,895	5,716,979

BUDGET SUMMARY

Personnel	537,772	669,846	407,775	669,846	721,532
Supplies	124,650	260,000	82,720	260,000	228,000
Purchased Services	37,840	107,700	19,909	107,700	124,000
Fixed Costs	35,928	71,506	42,086	71,506	81,276
Capital Outlay	-	165,000	60,135	165,000	195,000
Reserves	1,759,049	3,147,313	4,095,458	3,433,843	4,367,171
Gross City Cost	2,495,239	4,421,365	4,708,083	4,707,895	5,716,979



FUND REVENUE

PUBLIC & SCHOOL LIBRARY FUND

REVENUE DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/16	2016 Projected Year End	2017 Requested Budget
31185	High Plains Contribution	1,311,322	2,885,364	2,939,712	2,939,712	2,278,636
	Intergovernmental	1,311,322	2,885,364	2,939,712	2,939,712	2,278,636
36180	Taxable Sales	1,117	-	223	-	-
	Charge For Services	1,117	-	223	-	-
31610	Interest Earned	832	500	849	500	500
39020	Donations	363	-	44	-	-
39035	Donations - Summer Reading Pr	4,200	2,000	3,582	2,000	2,000
39000	Misc Revenue	5,196	-	3,306	5,134	-
39005	Lost or Damaged Items	2,142	-	1,318	1,500	2,000
	Other Revenue	12,733	2,500	9,099	9,134	4,500
39390	Tabor Reserve	33,625	39,573	39,391	39,391	88,465
39380	Restricted for Donations	113,104	113,104	113,099	113,099	113,099
39399	Unappropriated Reserves	1,023,338	1,380,824	1,606,559	1,606,559	3,232,279
	Reserves	1,170,067	1,533,501	1,759,049	1,759,049	3,433,843
	TOTAL	2,495,239	4,421,365	4,708,083	4,707,895	5,716,979

REVENUE SUMMARY

Intergovernmental	1,311,322	2,885,364	2,939,712	2,939,712	2,278,636
Charges for Services	1,117	-	223	-	-
Fines and Forfeits	2,142	-	1,318	1,500	2,000
Interest Income	832	500	849	500	500
Private Contributions	4,563	2,000	3,626	2,000	2,000
Other	5,196	-	3,306	5,134	-
Beginning Reserves	1,170,067	1,533,501	1,759,049	1,759,049	3,433,843
TOTAL REVENUES	2,495,239	4,421,365	4,708,083	4,707,895	5,716,979

FUND EXPENSES

PUBLIC & SCHOOL LIBRARY FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	423,917	535,967	318,563	535,967	567,900
51110	FICA	25,331	33,228	19,172	33,228	35,211
51115	Medicare	5,924	7,771	4,484	7,771	8,237
51120	Worker's Comp	-	13,432	13,871	13,432	15,793
51210	Unemployment Ins.	1,463	1,614	927	1,614	1,711
51220	Health Insurance	56,850	49,651	33,107	49,651	61,891
51230	Dental Insurance	4,626	4,825	3,182	4,825	5,892
51240	Vision Insurance	788	826	601	826	951
51250	Life & AD&D Ins	1,002	1,143	631	1,143	1,221
51255	VALIC Retirement 4.0	16,462	19,897	12,284	19,897	21,140
51285	Long Term Disability Ins	1,409	1,492	953	1,492	1,585
	Total Personnel	537,772	669,846	407,775	669,846	721,532
52010	Gen Supplies	19,370	30,000	13,475	30,000	30,000
52021	Reference Books	8,176	15,000	1,071	15,000	15,000
52022	Children's Reading Materials	28,551	24,000	20,337	24,000	24,000
52023	Adult's Reading Materials	18,048	30,000	15,305	30,000	30,000
52024	Young Adult Reading Mat	16,240	20,000	5,320	20,000	20,000
52025	Periodicals	4,490	6,000	328	6,000	6,000
52026	Videos	5,083	10,000	4,444	10,000	10,000
52027	Audio Tapes	17,443	18,000	9,620	18,000	18,000
52028	Music CD's	1,933	5,000	959	5,000	5,000
52029	Audio Visual Materials	2,929	4,000	2,463	4,000	4,000
52030	Electronic Media Material	-	1,000	3,561	1,000	1,000
53105	Equip <\$5000	2,387	97,000	5,837	97,000	65,000
	Total Supplies	124,650	260,000	82,720	260,000	228,000
51290	Employee Assistance Prog	400	300	288	300	600
53020	Auditor Fees	16,600	20,000	-	20,000	20,000
53030	Bank Charges	48	100	126	100	100
53060	Services	2,443	15,000	1,403	15,000	15,000
53080	Dues & Subscriptions	2,039	2,000	863	2,000	2,000
53110	Fees/Permits/Licenses	2,097	4,800	543	4,800	4,800
53120	Legal Fees	429	20,000	4,928	20,000	20,000
53180	Postage	369	1,500	263	1,500	1,500
53200	Printing	1,392	2,000	1,165	2,000	2,000
53240	Repairs & Maint - Equip	-	10,000	-	10,000	10,000
53250	Repairs & Maint - Facility	-	10,000	-	10,000	25,000
53280	Staff Development	1,091	2,000	445	2,000	3,000
53290	Telephone Expense	-	1,000	-	1,000	1,000
53300	Travel & Meetings	1,159	3,000	1,146	3,000	3,000
53320	Utilities - Electric	8,356	10,000	7,659	10,000	10,000
53330	Utilities - Gas	1,014	5,000	712	5,000	5,000
53340	Utilities - Water & Sewer	403	1,000	368	1,000	1,000

FUND EXPENSES

PUBLIC & SCHOOL LIBRARY FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
	Total Purchased Services	37,840	107,700	19,909	107,700	124,000
55050	Capital Lease	-	300	-	300	300
55260	Insurance-Cirsa	-	6,706	8,270	6,706	14,976
55280	Insurance Deductible	500	500	-	500	500
55300	Leases & Rentals	2,461	2,000	1,285	2,000	3,300
55350	Misc Expenditures	-	-	102	-	200
55378	Program-Outreach	8,467	20,000	7,432	20,000	20,000
55379	Program-Children	1,137	10,000	2,778	10,000	10,000
55381	Program-Young Adult	6,041	10,000	7,769	10,000	10,000
55382	Program-Adult	8,526	12,000	5,877	12,000	12,000
55384	Program-Summer Reading	8,796	10,000	8,573	10,000	10,000
	Total Fixed Charges	35,928	71,506	42,086	71,506	81,276
59040	To Fund Balance Reserve	1,606,559	2,947,573	3,893,888	3,232,279	4,185,578
59050	Restricted for Donations	113,099	113,104	113,099	113,099	113,099
59090	Tabor Reserve	39,391	86,636	88,471	88,465	68,494
	Total Reserves	1,759,049	3,147,313	4,095,458	3,433,843	4,367,171
57500	Capital Project	-	-	-	-	-
57500	Radio Freq ID Tags				-	80,000
57500	Security Gates		15,000		15,000	15,000
57500	New Entrance		150,000		150,000	100,000
57500	Carpeting			60,135		
	Total Capital Outlay	-	165,000	60,135	165,000	195,000
Total		2,495,239	4,421,365	4,708,083	4,707,895	5,716,979

BUDGET SUMMARY

Personnel	537,772	669,846	407,775	669,846	721,532
Supplies	124,650	260,000	82,720	260,000	228,000
Purchased Services	37,840	107,700	19,909	107,700	124,000
Fixed Costs	35,928	71,506	42,086	71,506	81,276
Capital Outlay	-	165,000	60,135	165,000	195,000
Reserves	1,759,049	3,147,313	4,095,458	3,433,843	4,367,171
Gross City Cost	2,495,239	4,421,365	4,708,083	4,707,895	5,716,979

Budget Unit Summary

AGENCY/DEPARTMENT NAME: CPR Summary

BUDGET TITLE & NUMBER: 30- Summary

DEPARTMENT DESCRIPTION:

The Culture, Parks, and Recreation Fund (commonly called the CPR Fund) was designed to provide cultural programs, parks, and recreational activities to the citizens of Fort Lupton.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	323,098	344,759	344,759	367,598
Supplies	52,051	49,300	49,375	53,450
Purchased Services	88,567	106,825	104,875	110,575
Fixed Cost	19,010	26,246	21,641	22,791
Capital Outlay	36,311	60,000	37,744	5,000
Gross City Cost	519,037	587,130	558,394	559,414
Transfer-out to Recreation Fund	-	(381,435)	(381,435)	(345,670)
Transfer-in from General Fund	52,511	41,835	41,835	52,390
Revenue	656,698	633,430	808,343	706,776
Net City Cost	(190,172)	293,300	89,651	145,918
Budgeted Positions	7.04	6.59	6.59	6.59

SUMMARY OF CHANGES:

The revenue for this fund increased by 9% and expenditures increased by 9%. A transfer out to the Recreation Center Fund was budgeted and a transfer in from the General Fund to cover Museum expenditures was budgeted as usual. The projected fund balance decreased by 20.57%. This is mostly due to the transfer out to the Recreation Center Fund.

OBJECTIVES:

See individual budget units.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Per Capita Cost (City Support)	\$ (24.31)	\$ 11.46	\$ 18.65

Finance Recommendation:

See individual budget units.

Council Action:

See individual budget units.

SUMMARY

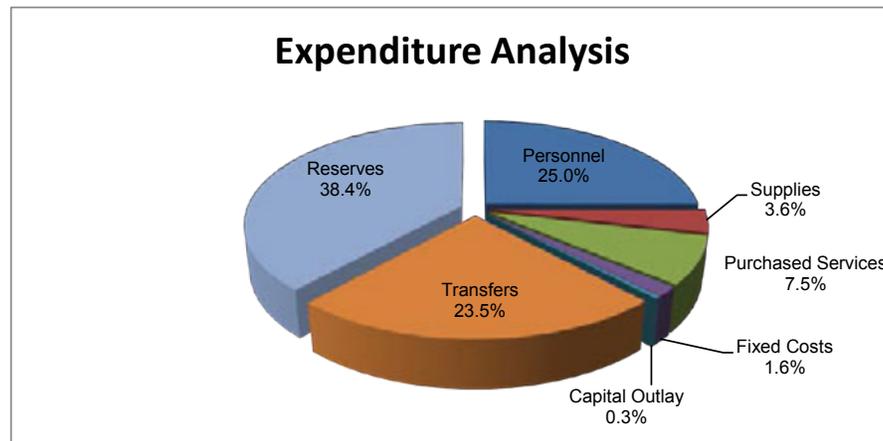
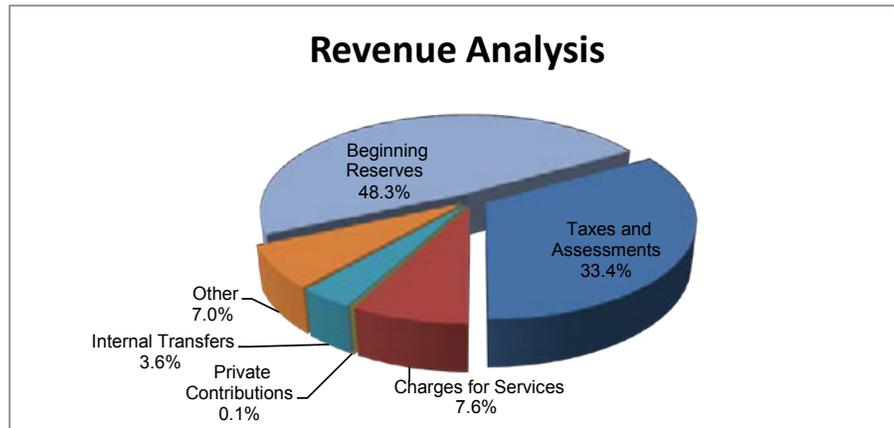
CULTURE, PARKS & RECREATION FUND

BUDGET SUMMARY

Description	2015 Actual	2016 Amended Budget	YTD 8/31/2015	2016 Projected Year End	2017 Requested Budget
REVENUES					
Taxes and Assessments	482,808	451,630	302,198	496,457	490,526
Charges for Services	114,282	117,650	84,871	101,325	111,800
Interest Income	420	300	507	700	700
Private Contributions	300	1,600	581	1,500	1,500
Internal Transfers	52,511	41,835	23,952	41,835	52,390
Other	58,888	62,250	203,111	208,361	102,250
Beginning Reserves	608,950	669,333	799,122	799,122	709,471
TOTAL REVENUES	1,318,159	1,344,598	1,414,343	1,649,300	1,468,637

BUDGET SUMMARY

Personnel	323,098	344,759	213,244	344,759	367,598
Supplies	52,051	49,300	31,784	49,375	53,450
Purchased Services	88,567	106,825	64,999	104,875	110,575
Fixed Costs	19,010	26,246	12,612	21,641	22,791
Capital Outlay	36,311	60,000	37,744	37,744	5,000
Transfers	-	381,435	-	381,435	345,670
Reserves	799,122	376,033	1,053,960	709,471	563,553
Gross City Cost	1,318,159	1,344,598	1,414,343	1,649,300	1,468,637



REVENUE

CULTURE, PARKS & RECREATION FUND

REVENUE DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
31120	Sales Tax Revenue	472,273	438,630	245,622	453,457	462,526
31121	Sales Tax Rebate	(6,147)	(12,000)	(4,669)	(12,000)	(12,000)
31130	Use Tax	16,683	25,000	61,245	55,000	40,000
36010	Enhancement Assessment	53,638	57,000	203,111	203,111	97,000
36040	Facility Rentals	36,924	40,000	18,536	27,000	37,000
36060	Community Center Classes	284	300	-	100	150
31610	Interest Earned	420	300	507	700	700
39000	Misc Revenue	9,449	6,000	16,776	8,500	8,500
36176	Cultural Programs	-	150	-	150	150
39010	SPVHS Land Payment	5,250	5,250	-	5,250	5,250
	Total Community Recreation	588,773	560,630	541,127	741,268	639,276
36015	Senior Programs Fees	6,755	8,000	6,954	8,500	9,000
	Total Senior Program	6,755	8,000	6,954	8,500	9,000
36020	Other Recreation Fees	2,970	3,000	-	2,000	2,000
36030	Concession Revenue	1,074	1,200	248	1,200	1,000
	Total Youth Program	4,044	4,200	248	3,200	3,000
36200	Soccer Fees	8,499	8,000	7,840	10,375	8,000
36205	Baseball Fees	8,147	16,000	7,960	10,500	12,000
36210	Basketball Fees	13,710	5,000	5,629	6,000	6,000
36215	Adult Sports League	950	2,000	1,749	1,500	2,000
36230	Youth Sports Camp	26	-	-	-	-
36220	Youth Softball	18,395	20,000	12,200	16,500	18,000
36225	Volleyball Fees	7,050	7,000	6,980	8,000	7,000
36035	Coaches Program	50	1,000	-	1,000	1,000
39020	Donations Private	300	1,000	360	1,000	1,000
	Total Athletics	57,126	60,000	42,718	54,875	55,000
39021	Donations Private - Museum	-	600	221	500	500
	Total Museum	-	600	221	500	500
	Restricted Reserves					
39390	Tabor Reserve	18,937	16,986	19,701	19,701	24,250
39391	Museum Reserve	12,950	13,170	12,950	12,950	12,950
39399	Unappropriated Reserve	577,063	639,177	766,471	766,471	672,271
	Restricted Reserves	608,950	669,333	799,122	799,122	709,471
39200	Transfer from General Fund	52,511	41,835	23,952	41,835	52,390
	Total Transfers	52,511	41,835	23,952	41,835	52,390
	TOTAL	1,318,159	1,344,598	1,414,343	1,649,300	1,468,637

REVENUE**CULTURE, PARKS & RECREATION FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
REVENUE SUMMARY						
	Taxes and Assessments	482,808	451,630	302,198	496,457	490,526
	Charges for Services	114,282	117,650	84,871	101,325	111,800
	Interest Income	420	300	507	700	700
	Private Contributions	300	1,600	581	1,500	1,500
	Internal Transfers	52,511	41,835	23,952	41,835	52,390
	Other	58,888	62,250	203,111	208,361	102,250
	Beginning Reserves	608,950	669,333	799,122	799,122	709,471
	TOTAL REVENUES	1,318,159	1,344,598	1,414,343	1,649,300	1,468,637

FUND EXPENDITURES SUMMARY

CULTURE, PARKS & RECREATION FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	261,836	272,964	164,375	272,964	284,342
51105	Overtime	19	100	-	100	100
51110	FICA	15,066	16,930	9,552	16,930	17,635
51115	Medicare	3,524	3,957	2,234	3,957	4,126
51255	VALIC Retirement 4.0	8,649	8,968	5,540	8,968	9,335
51240	Vision Insurance	402	465	329	465	528
51220	Health Insurance	29,354	28,030	20,810	28,030	38,340
51230	Dental Insurance	2,052	2,373	1,666	2,373	3,190
51250	Life & AD&D Insurance	481	519	335	519	544
51285	Long Term Disability	634	673	441	673	699
51120	Worker's Comp	332	8,954	7,500	8,954	7,897
51210	Unemployment Ins	749	826	462	826	862
	Total Personnel	323,098	344,759	213,244	344,759	367,598
52010	General Supplies	26,040	22,300	13,802	22,300	22,300
52020	Office Supplies	1,160	1,500	723	1,500	1,500
53310	Uniforms	16,256	14,000	11,888	14,075	14,150
53105	Equipment <\$5000	8,595	11,500	5,371	11,500	15,500
	Total Supplies	52,051	49,300	31,784	49,375	53,450
53060	Services	13,269	13,950	7,744	13,250	13,250
55095	Coaches Program	151	350	103	350	300
53080	Dues & Subscriptions	6,839	4,400	2,072	4,250	4,300
53320	Utilities - Electrical	24,210	23,700	16,179	23,700	23,700
53330	Utilities - Gas	6,091	8,500	3,517	8,500	8,500
53340	Utilities - Water & Sewer	2,373	2,550	1,787	2,550	2,550
53290	Telephone	4,702	4,000	3,308	4,600	4,600
53180	Postage	816	1,350	531	1,150	1,350
52080	Fuel & Oil	931	1,600	458	1,600	1,600
53200	Printing	1,323	2,200	-	2,200	2,200
53240	Repair & Maintenance - Equip	3,417	6,800	2,491	6,300	6,300
53250	Repair & Maintenance - Facility	3,903	5,500	5,320	6,500	7,000
53260	Repairs & Maintenance - Ground	8,090	18,500	14,265	16,500	21,000
53270	Repairs & Maintenance - Vehicle	1,032	1,500	728	1,500	1,500
53300	Travel/Meetings	545	1,100	237	1,100	1,100
53280	Staff Development	682	1,700	275	1,700	1,700
55350	Misc. Expenditures	99	125	-	125	125
55390	Senior Programs	10,095	9,000	5,985	9,000	9,500
	Total Purchased Services	88,567	106,825	64,999	104,875	110,575
55220	Finance Charges	77	70	94	115	115

FUND EXPENDITURES SUMMARY

CULTURE, PARKS & RECREATION FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
53075	Contracted Officials	17,982	20,000	10,571	18,000	19,000
55100	Concession Expenses	120	900	-	800	800
55260	Insurance - CIRSA Premiums	-	1,676	1,676	1,676	1,676
55280	Cirsa Ins. Claims	500	500	-	500	500
55406	Programs - Cultural	330	500	271	500	600
55420	Storm Drainage (WF Lease)	-	2,500	-	-	-
55300	Leases & Rentals	-	100	-	50	100
	Total Fixed Charges	19,010	26,246	12,612	21,641	22,791
57500	Capital Projects	36,311	60,000	37,744	37,744	5,000
	Total Capital Outlay	36,311	60,000	37,744	37,744	5,000
59200	Transfer to Rec Center Fund	-	381,435	-	381,435	345,670
	Total Transfers	-	381,435	-	381,435	345,670
	Restricted Reserves					
59090	Tabor Reserve	19,701	19,003	17,738	24,250	21,203
59041	Museum Reserve	12,950	13,170	12,950	12,950	12,950
59040	Fund Balance Reserve	766,471	343,860	1,023,271	672,271	529,400
	Restricted Reserves	799,122	376,033	1,053,960	709,471	563,553
	TOTAL	1,318,159	1,344,598	1,414,343	1,649,300	1,468,637

BUDGET SUMMARY

Personnel	323,098	344,759	213,244	344,759	367,598
Supplies	52,051	49,300	31,784	49,375	53,450
Purchased Services	88,567	106,825	64,999	104,875	110,575
Fixed Charges	19,010	26,246	12,612	21,641	22,791
Capital Outlay	36,311	60,000	37,744	37,744	5,000
Transfers	-	381,435	-	381,435	345,670
Reserves	799,122	376,033	1,053,960	709,471	563,553
Gross City Cost	1,318,159	1,344,598	1,414,343	1,649,300	1,468,637

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Community Center Operations

BUDGET TITLE & NUMBER: 30-600

DEPARTMENT DESCRIPTION: To provide meeting rooms, programs and classes for all citizens within the community.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	241,909	250,751	250,751	262,580
Supplies	18,252	20,300	20,375	20,375
Purchased Services	55,679	69,975	68,725	72,775
Fixed Cost	638	5,206	2,601	2,651
Capital Outlay	-	60,000	37,744	-
Gross City Cost	316,478	406,232	380,196	358,381
Transfers to Recreation Fund	-	(381,435)	(381,435)	(345,670)
Revenue	592,817	564,830	744,468	642,276
Net City Cost	(276,339)	222,837	17,163	61,775
Budgeted Positions	3.97	3.87	3.87	3.87

SUMMARY OF CHANGES:

Accounts that changed by more than 10% are: Use Taxes (60%), All Other Recreation Fees (-33%), Concession Revenue (-17%), Classes (-50%), Interest Earned (133%), Enhancement Assessment (70%), Misc Revenue (42%), Workers Compensation (-12%), Health Insurance (14%), Dental Insurance (10%), Dues and Subscriptions (-33%), Postage (-40%), CPA R&M Facility/Comm Ctr (40%), Repairs & Maint-Grounds (12%), Concession Expenses (-25%), Finance Charges (150%) and Capital Projects (-100%), A transfer in from the General Fund is budgeted in 2017 to cover the museum expenses. The revenue for this department increased 10% while the expenditures increased 9%.

OBJECTIVES:

To increase the Community Center room rentals by 5%.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
FTE's per 1,000/Capita	\$ 0.51	\$ 0.49	\$ 0.49
Community Center Participants	28,344	28,000	28,000
Meeting Room Rental Permits	321	400	400
Craft Room Permits	164	135	140
Kitchen Permits	0	0	0
Senior Lounge Participants	256	1,700	1,750
Craft Room Participants	3,692	2,500	2,750
Per Capita Cost (city support)	\$ (35.33)	\$ 2.19	\$ 7.90

Finance Recommendation: Approve as requested.

Council Action:

COMMUNITY CENTER OPERATIONS

CULTURE, PARKS & RECREATION FUND

REVENUE DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
31120	Sales Tax Revenue	472,273	438,630	245,622	453,457	462,526
31121	Sales Tax Rebate	(6,147)	(12,000)	(4,669)	(12,000)	(12,000)
31130	Use Tax	16,683	25,000	61,245	55,000	40,000
36010	Enhancement Assessment	53,638	57,000	203,111	203,111	97,000
36040	Facility Rentals	36,924	40,000	18,536	27,000	37,000
36060	Community Center Classes	284	300	-	100	150
31610	Interest Earned	420	300	507	700	700
39000	Misc Revenue	9,449	6,000	16,776	8,500	8,500
39010	SPVHS Land Payment	5,250	5,250	-	5,250	5,250
	Total Community Recreation	588,773	560,480	541,127	741,118	639,126
36176	Cultural Programs	-	150	-	150	150
36020	Other Recreation Fees	2,970	3,000	-	2,000	2,000
36030	Concession Revenue	1,074	1,200	248	1,200	1,000
	Total Programs	4,044	4,350	248	3,350	3,150
	Restricted Reserves					
39390	Tabor Reserve	18,937	16,986	19,701	19,701	24,250
39399	Unappropriated Reserve	577,063	639,177	766,471	766,471	672,271
	Total Reserves	596,000	656,163	786,172	786,172	696,521
	TOTAL	1,188,817	1,220,993	1,327,547	1,530,640	1,338,797

REVENUE SUMMARY

Taxes and Assessments	482,808	451,630	302,198	496,457	490,526
Charges for Services	41,252	44,650	18,783	30,450	40,300
Interest Income	420	300	507	700	700
Other	68,336	68,250	219,887	216,861	110,750
Beginning Reserves	596,000	656,163	786,172	786,172	696,521
TOTAL REVENUES	1,188,817	1,220,993	1,327,547	1,530,640	1,338,797

COMMUNITY CENTER OPERATIONS

CULTURE, PARKS & RECREATION FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	189,526	192,912	118,850	192,912	201,274
51105	Overtime	-	100	-	100	100
51110	FICA	10,782	11,967	6,793	11,967	12,485
51115	Medicare	2,522	2,797	1,589	2,797	2,921
51255	VALIC Retirement 4.0	7,224	7,353	4,522	7,353	7,672
51240	Vision Insurance	380	381	261	381	377
51220	Health Insurance	27,722	22,782	15,947	22,782	26,082
51230	Dental Insurance	1,945	1,943	1,292	1,943	2,140
51250	Life & AD&D Insurance	405	426	274	426	448
51285	Long Term Disability	535	552	361	552	574
51120	Worker's Comp	332	8,954	7,500	8,954	7,897
51210	Unemployment Ins	537	584	328	584	610
	Total Personnel	241,909	250,751	157,716	250,751	262,580
52010	General Supplies	10,938	10,000	5,371	10,000	10,000
52020	Office Supplies	216	300	153	300	300
53310	Uniforms	63	-	-	75	75
53105	Equipment <\$5000	7,034	10,000	3,941	10,000	10,000
	Total Supplies	18,252	20,300	9,464	20,375	20,375
53060	Services	10,913	10,000	6,501	10,000	10,000
53080	Dues & Subscriptions	100	300	-	150	200
53320	Utilities - Electrical	22,995	22,500	15,288	22,500	22,500
53330	Utilities - Gas	2,672	5,000	2,099	5,000	5,000
53340	Utilities - Water & Sewer	1,389	1,300	929	1,300	1,300
53290	Telephone	2,968	2,400	1,806	2,500	2,500
53180	Postage	208	500	72	300	300
52080	Fuel & Oil	84	100	160	100	100
53200	Printing	820	800	-	800	800
53240	Repair & Maintenance - Equip	1,680	5,000	2,259	5,000	5,000
53250	Repair & Maintenance - Facility	2,050	2,500	4,677	3,500	3,500
53260	Repair & Maintenance - Grounds	7,945	17,000	13,703	15,000	19,000
53270	Repair & Maintenance - Vehicle	1,032	1,000	728	1,000	1,000
53300	Travel/Meetings	151	500	-	500	500
53280	Staff Development	574	1,000	275	1,000	1,000
55350	Misc Expenditures	99	75	-	75	75
	Total Purchased Services	55,679	69,975	48,497	68,725	72,775
55220	Finance charges	17	30	75	75	75
55100	Concession Expenditures	120	400	-	300	300
55260	Insurance - CIRSA Premiums	-	1,676	1,676	1,676	1,676
55280	Cirsa Ins. Claims	500	500	-	500	500
55420	Storm Drainage (WF Lease)	-	2,500	-	-	-
55300	Leases & Rentals	-	100	-	50	100
	Total Fixed Costs	638	5,206	1,751	2,601	2,651

COMMUNITY CENTER OPERATIONS**CULTURE, PARKS & RECREATION FUND****BUDGET DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
57500	Capital Projects	-	-	-	-	-
57500	Passenger Van		45,000	30,312	30,312	
57500	Toro Workman Mower		15,000			
57500	John Deere 4x2 Gas			7,432	7,432	
	Total Capital Outlay	-	60,000	37,744	37,744	-
59200	Transfer to Rec Center Fund	-	381,435	-	381,435	345,670
	Total Transfers	-	381,435	-	381,435	345,670
	Restricted Reserves					
59040	Fund Balance Reserve	766,471	343,860	1,023,271	672,271	529,400
59090	Tabor Reserve	19,701	19,003	17,738	24,250	21,203
	Total Reserves	786,172	362,863	1,041,009	696,521	550,603
	TOTAL	1,102,650	1,150,530	1,296,182	1,458,152	1,254,654

BUDGET SUMMARY

Personnel	241,909	250,751	157,716	250,751	262,580
Supplies	18,252	20,300	9,464	20,375	20,375
Purchased Services	55,679	69,975	48,497	68,725	72,775
Fixed Costs	638	5,206	1,751	2,601	2,651
Capital Outlay	-	60,000	37,744	37,744	-
Transfers	-	381,435	-	381,435	345,670
Reserves	786,172	362,863	1,041,009	696,521	550,603
Gross City Cost	1,102,650	1,150,530	1,296,182	1,458,152	1,254,654

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Seniors Program

BUDGET TITLE & NUMBER: 30-605

DEPARTMENT DESCRIPTION:

To provide educational information and assistance, workshops, recreational activities, and social events for the senior citizens of the community.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	41,715	51,172	51,172	60,231
Supplies	674	900	900	900
Purchased Services	12,943	15,000	15,000	15,700
Gross City Cost	55,333	67,072	67,072	76,831
Revenue	6,755	8,000	8,500	9,000
Net City Cost	48,578	59,072	58,572	67,831
Budgeted Positions	1.1	1	1	1

SUMMARY OF CHANGES:

The accounts that changed more than 10% are: Senior Programs (13%), Health Insurance (134%), Dental Insurance (144%), Vision Insurance (80%), Postage (25%). The revenue for this department increased 13% and the expenses increased by 15%.

OBJECTIVES:

Provide additional workshops to assist seniors in coping with aging and to increase the numbers for the senior lunch program and to provide supportive services.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Per Capita Cost (city support)	\$ 6.21	\$ 7.49	\$ 8.67
Number of participants per year:			
Nutrition Lunch	2,200	2,400	2,425
Museum / Special Events	128	150	175
Games	435	450	450
Coffee	528	530	530
Rockie Games	0	11	15
Special In House Events	250	350	360
Breakfast / Lunches / Dinners	60	80	95
Silver Sneakers Visits	7,432	8,000	8,500
Pot Lucks	125	125	125
Health Seminars / Clinics	1	25	50
Paint & WC Classes	0	0	15
Casino Trips	167	159	165

Finance Recommendation:

Approve as requested.

Council Action:

SENIORS**CULTURE, PARKS & RECREATION FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
36015	Senior Programs Fees	6,755	8,000	6,954	8,500	9,000
	TOTAL	6,755	8,000	6,954	8,500	9,000

REVENUE SUMMARY

Charges for Services	6,755	8,000	6,954	8,500	9,000
TOTAL REVENUES	6,755	8,000	6,954	8,500	9,000

SENIORS**BUDGET DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	35,623	40,371	25,441	40,371	41,582
51110	FICA	2,128	2,503	1,524	2,503	2,578
51115	Medicare	498	585	356	585	603
51255	VALIC Retirement	1,425	1,615	1,018	1,615	1,663
51210	Unemployment Insurance	106	122	74	122	125
51220	Health Insurance Expense	1,633	5,248	4,863	5,248	12,258
51230	Dental Insurance Expense	108	430	374	430	1,050
51240	Vision Insurance Expense	21	84	68	84	151
51250	Life & AD&D Insurance Exp	76	93	62	93	96
51285	LTD Insurance Expense	99	121	81	121	125
	Total Personnel	41,715	51,172	33,860	51,172	60,231
52010	General Supplies	95	300	248	300	300
52020	Office Supplies	12	100	74	100	100
53105	Equipment <\$5000	567	500	-	500	500
	Total Supplies	674	900	322	900	900
52080	Fuel & Oil	848	1,500	298	1,500	1,500
53060	Services	-	750	-	750	750
53080	Dues & Subscriptions	85	200	85	200	200
53180	Postage	588	800	442	800	1,000
53200	Printing	403	900	-	900	900
53270	Repairs & Maint - Vehicle	-	500	-	500	500
53290	Telephone	626	600	490	600	600
53300	Travel/Meetings	190	300	156	300	300
53280	Staff Development	108	400	-	400	400
55350	Misc Expenditures	-	50	-	50	50
55390	Senior Programs	10,095	9,000	5,985	9,000	9,500
	Total Purchased Services	12,943	15,000	7,455	15,000	15,700
	TOTAL	55,333	67,072	41,636	67,072	76,831

BUDGET SUMMARY

Personnel	41,715	51,172	33,860	51,172	60,231
Supplies	674	900	322	900	900
Purchased Services	12,943	15,000	7,455	15,000	15,700
Gross City Cost	55,333	67,072	41,636	67,072	76,831

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Athletics

BUDGET TITLE & NUMBER: 30-620

DEPARTMENT DESCRIPTION: The Athletics Department offers a wide range of high quality sports programs to the community for both youth and adults.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	20,738	21,741	21,741	22,612
Supplies	29,637	24,100	24,100	24,100
Purchased Services	8,618	5,650	5,650	5,600
Fixed Cost	17,982	20,500	18,500	19,500
Gross City Cost	76,975	71,991	69,991	71,812
Revenue	57,126	60,000	54,875	55,000
Net City Cost	19,849	11,991	15,116	16,812
Budgeted Positions	1.1	0.85	0.85	0.85

SUMMARY OF CHANGES:

The following accounts changed by more than 10%: Baseball Fees (-25%), Basketball Fees (20%), Adult Sports League (-10%), Coaches Program (-14%). The revenue for this fund decreased by 8% and the expenses are up 40%.

OBJECTIVES:

To increase the overall registrants for our sports leagues by 5%

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
FTE's per 1,000/Capita	0.14	0.11	0.11
Per Capita Cost (city support)	\$ 2.54	\$ 1.93	\$ 2.15
Sports Teams:			
Baseball	20	15	18
Fall Soccer	8	8	8
Spring Soccer	15	16	18
Volleyball	9	10	12
Basketball	16	16	17
Men's Basketball	13	9	10
Adult Volleyball	0	0	0
Adult Softball	21	30	25
Sports Registrants:			
Baseball	250	260	270
Fall Soccer	54	60	70
Spring Soccer	170	180	190
Volleyball	80	80	80
Basketball	160	160	170
Men's Basketball	130	90	100
Adult Volleyball	0	0	0
Adult Softball	252	360	300

Finance Recommendation: Approve as requested.

Council Action:

ATHLETICS**CULTURE, PARKS & RECREATION FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
36200	Soccer Fees	8,499	8,000	7,840	10,375	8,000
36205	Baseball Fees	8,147	16,000	7,960	10,500	12,000
36210	Basketball Fees	13,710	5,000	5,629	6,000	6,000
36215	Youth Softball	950	2,000	1,749	1,500	2,000
36220	Adult Sports League	18,395	20,000	12,200	16,500	18,000
36230	Youth Sports Camps Revenue	26	-	-	-	-
36225	Volleyball Fees	7,050	7,000	6,980	8,000	7,000
36035	Coaches Program	50	1,000	-	1,000	1,000
39020	Donations Private	300	1,000	360	1,000	1,000
TOTAL		57,126	60,000	42,718	54,875	55,000

REVENUE SUMMARY

Charges for Services	56,826	59,000	42,358	53,875	54,000
Private Contributions	300	1,000	360	1,000	1,000
TOTAL REVENUES	57,126	60,000	42,718	54,875	55,000

ATHLETICS

CULTURE, PARKS & RECREATION FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	19,522	20,140	7,327	20,140	20,946
51110	FICA	933	1,249	422	1,249	1,298
51115	Medicare	218	291	99	291	304
51210	Unemployment Insurance	45	61	20	61	64
	Total Personnel	20,738	21,741	7,869	21,741	22,612
52010	General Supplies	13,350	10,000	6,962	10,000	10,000
52020	Office Supplies	94	100	-	100	100
53310	Uniforms	16,193	14,000	11,888	14,000	14,000
	Total Supplies	29,637	24,100	18,849	24,100	24,100
53080	Dues & Subscriptions	6,597	3,800	1,962	3,800	3,800
53200	Printing	100	500	-	500	500
53240	Repairs & Maintenance - Equip	1,567	800	186	800	800
53300	Travel & Meetings	204	200	82	200	200
55095	Coaches Program	151	350	103	350	300
	Total Purchased Services	8,618	5,650	2,333	5,650	5,600
53075	Contracted Officials	17,982	20,000	10,571	18,000	19,000
55100	Concession Expenses	-	500	-	500	500
	Total Fixed Costs	17,982	20,500	10,571	18,500	19,500
	TOTAL	76,975	71,991	39,622	69,991	71,812

BUDGET SUMMARY

Personnel	20,738	21,741	7,869	21,741	22,612
Supplies	29,637	24,100	18,849	24,100	24,100
Purchased Services	8,618	5,650	2,333	5,650	5,600
Fixed Costs	17,982	20,500	10,571	18,500	19,500
Gross City Cost	76,975	71,991	39,622	69,991	71,812

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Culture/Museum

BUDGET TITLE & NUMBER: 30-640

DEPARTMENT DESCRIPTION:

The Museum develops displays of local artifacts from Fort Lupton's historical past and oversees the day-to-day operation of the facility. Special events and displays are offered throughout the year.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	18,735	21,095	21,095	22,175
Supplies	3,489	4,000	4,000	8,075
Purchased Services	11,326	16,200	15,500	16,500
Fixed Costs	390	540	540	640
Capital Outlay	36,311	-	-	5,000
Gross City Cost	70,251	41,835	41,135	52,390
Revenue	52,511	42,435	42,335	52,890
Net City Cost	17,740	(600)	(1,200)	(500)
Budgeted Positions	0.87	0.87	0.87	0.87

SUMMARY OF CHANGES:

The accounts that changed more than 10% are: Donations Private-Museum (-17%), Contractual Services (-22%), Equipment <\$5,000 (400%), Repairs & Maint-Equip (-50%), CPR R&M Facility/Museum (17%), Repairs & Maint-Grounds (33%), Telephone (50%), Programs-Cultural (20%), Capital Projects 100%. Revenue for this department has increased 18% and expenses increased 19%.

OBJECTIVES:

To increase visitation to the museum and to offer a brown bag lunch with a historical presenter every other month for the year.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures/Patron Attendance	1,200	1,300	1,500
Cost Per Patron	\$ 58.54	\$ 31.64	\$ 34.93
Per Capita Cost (City Support)	\$ 2.27	\$ (0.15)	\$ (0.06)
Special Displays	7	7	7

Finance Recommendation:

Approve as requested.

Council Action:

CULTURE/MUSEUM**CULTURE, PARKS & RECREATION FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
39021	Donations Private - Museum	-	600	221	500	500
	Total Donations	-	600	221	500	500
39200	Transfer from General Fund	52,511	41,835	23,952	41,835	52,390
	Total Transfers	52,511	41,835	23,952	41,835	52,390
	Restricted Reserves					
39391	Museum Reserve	12,950	13,170	12,950	12,950	12,950
	Total Reserves	12,950	13,170	12,950	12,950	12,950
	TOTAL	65,462	55,605	37,124	55,285	65,840

REVENUE SUMMARY

Private Contributions	-	600	221	500	500
Internal Transfers	52,511	41,835	23,952	41,835	52,390
Beginning Reserves	12,950	13,170	12,950	12,950	12,950
TOTAL REVENUES	65,462	55,605	37,124	55,285	65,840

MUSEUM

CULTURE, PARKS & RECREATION FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	17,165	19,541	12,757	19,541	20,540
51110	FICA	1,224	1,211	814	1,211	1,274
51115	Medicare	286	284	190	284	298
51210	Unemployment Insurance	60	59	39	59	63
	Total Personnel	18,735	21,095	13,800	21,095	22,175
52010	General Supplies	1,656	2,000	1,222	2,000	2,000
52020	Office Supplies	839	1,000	496	1,000	1,000
53310	Uniforms	-	-	-	-	75
53105	Equipment <\$5000	994	1,000	1,430	1,000	5,000
	Total Supplies	3,489	4,000	3,149	4,000	8,075
53060	Services	2,355	3,200	1,243	2,500	2,500
53080	Dues & Subscriptions	57	100	25	100	100
53320	Utilities - Electrical	1,216	1,200	891	1,200	1,200
53330	Utilities - Gas	3,419	3,500	1,418	3,500	3,500
53340	Utilities - Water & Sewer	984	1,250	858	1,250	1,250
53290	Telephone Exp.	1,107	1,000	1,012	1,500	1,500
53180	Postage	20	50	17	50	50
53240	Repairs & Maintenance - Equip	170	1,000	45	500	500
53250	Repairs & Maintenance - Facility	1,853	3,000	642	3,000	3,500
53260	Repairs & Maintenance - Ground	145	1,500	562	1,500	2,000
53300	Travel & Meetings	-	100	-	100	100
53280	Staff Development	-	300	-	300	300
	Total Purchased Services	11,326	16,200	6,713	15,500	16,500
55220	Finance Charges	60	40	19	40	40
55406	Programs - Cultural	330	500	271	500	600
	Total Fixed Costs	390	540	290	540	640
57500	Capital Projects	-	-	-	-	-
57500	Wheel Chair Lift	36,311	-	-	-	-
57500	Concrete Pathway	-	-	-	-	5,000
	Total Capital Outlay	36,311	-	-	-	5,000
	Restricted Reserves					
59041	Museum Reserve	12,950	13,170	12,950	12,950	12,950
	Total Reserves	12,950	13,170	12,950	12,950	12,950
	TOTAL	83,201	55,005	36,902	54,085	65,340

MUSEUM**CULTURE, PARKS & RECREATION FUND****BUDGET DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
BUDGET SUMMARY						
	Personnel	18,735	21,095	13,800	21,095	22,175
	Supplies	3,489	4,000	3,149	4,000	8,075
	Purchased Services	11,326	16,200	6,713	15,500	16,500
	Fixed Costs	390	540	290	540	640
	Capital Outlay	36,311	-	-	-	5,000
	Reserves	12,950	13,170	12,950	12,950	12,950
	Gross City Cost	83,201	55,005	36,902	54,085	65,340

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Conservation Trust Fund

BUDGET TITLE & NUMBER: 35-650

DEPARTMENT DESCRIPTION:

The City receives funds from the State of Colorado that can be used for parks, recreation and open space. The City utilizes these funds to help defray the costs associated with capital improvements to and maintenance of our parks and recreation center.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Capital Outlay	219,529	88,000	-	88,000
Gross City Cost	220,839	88,000	-	138,000
Revenue	73,764	65,100	82,030	65,100
Net City Cost	147,074	22,900	(82,030)	72,900
Budgeted Positions	0	0	0	0

SUMMARY OF CHANGES:

Capital Projects changed by 100%. The South Platte River Trail match of \$88,000 is the only capital project requested in 2017. Repairs & Maint-Grounds has increased by 10%. Revenue for this fund is expected to increase by 46% and expenditures are expected to increase by 46%. The fund balance is expected to increase 37% from 2016.

OBJECTIVES:

To enhance parks, trails and recreational facilities within Fort Lupton which adds to the quality of life for all residents.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Per Capita Cost (City Support)	\$ 18.80	\$ (10.49)	\$ 9.32
Capital Expenditures	\$ 219,529	\$ -	\$ 88,000

Finance Recommendation:

Approve as requested.

Council Action:

OPERATIONS

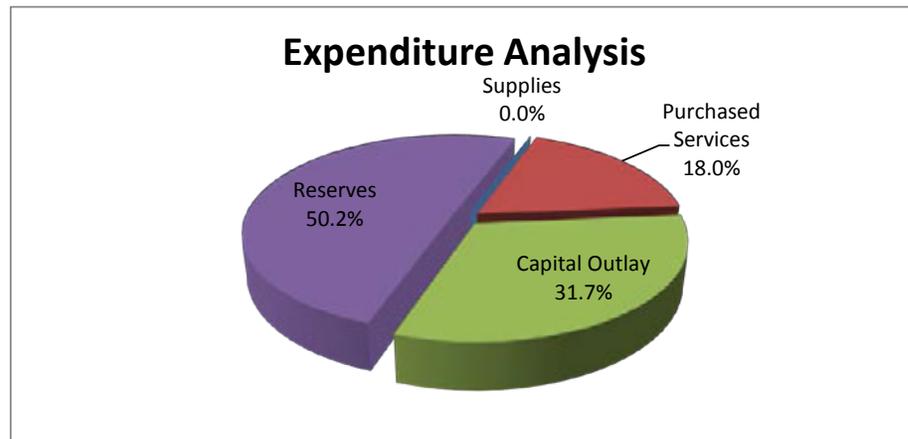
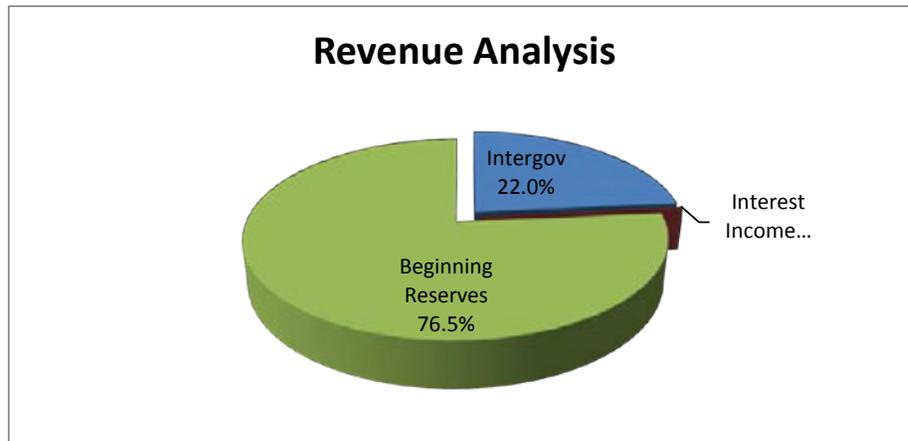
CONSERVATION TRUST FUND

BUDGET SUMMARY

Account Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
REVENUE					
Intergovernmental	73,616	65,000	47,630	81,930	65,000
Interest Income	148	100	58	100	100
Beginning Reserves	277,213	124,555	130,138	130,138	212,168
TOTAL REVENUES	350,977	189,655	177,827	212,168	277,268

BUDGET SUMMARY

Supplies	1,309	-	-	-	-
Purchased Services	-	-	-	-	50,000
Capital Outlay	219,529	88,000	-	-	88,000
Reserves	130,138	101,655	177,827	212,168	139,268
Gross City Cost	350,977	189,655	177,827	212,168	277,268



REVENUE**CONSERVATION TRUST FUND****BUDGET DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
31180	CTF - Lottery Funds	73,616	65,000	47,630	81,930	65,000
	Total Lottery	73,616	65,000	47,630	81,930	65,000
31610	Interest Earned	148	100	58	100	100
	Total Misc Revenue	148	100	58	100	100
	Restricted Reserves					
39390	Tabor Reserve	2,206	1,953	2,213	2,213	2,461
39399	Fund Balance Reserves	275,006	122,602	127,925	127,925	209,707
	Total Reserves	277,213	124,555	130,138	130,138	212,168
	Total	350,977	189,655	177,827	212,168	277,268

REVENUE SUMMARY

Intergovernmental	73,616	65,000	47,630	81,930	65,000
Interest Income	148	100	58	100	100
Beginning Reserves	277,213	124,555	130,138	130,138	212,168
TOTAL REVENUES	350,977	189,655	177,827	212,168	277,268

OPERATIONS

CONSERVATION TRUST FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
53105	Equipment <\$5000	1,309	-	-	-	-
	Total Supplies	1,309	-	-	-	-
53260	Repair & Maintenance	-	-	-	-	50,000
	Total Purchased Services	-	-	-	-	50,000
57500	CAPITAL PROJECTS	-	-	-	-	-
57500	Restroom at Coyote Creek	43,914				
57500	South Platte River Trail		88,000			88,000
57500	Parking Lot at Pearson	175,615				
	Total Capital Outlay	219,529	88,000	-	-	88,000
	Restricted Reserves					
59090	Tabor Reserve	2,213	1,953	1,431	2,461	1,953
59040	Fund Balance Reserves	127,925	99,702	176,396	209,707	137,315
	Total Reserves	130,138	101,655	177,827	212,168	139,268
	Gross City Cost	350,977	189,655	177,827	212,168	277,268

BUDGET SUMMARY

Supplies	1,309	-	-	-	-
Purchased Services	-	-	-	-	50,000
Capital Outlay	219,529	88,000	-	-	88,000
Reserves	130,138	101,655	177,827	212,168	139,268
Gross City Cost	350,977	189,655	177,827	212,168	277,268

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Water Sales Tax Fund

BUDGET TITLE & NUMBER: 70-520

DEPARTMENT DESCRIPTION: To support maintenance and acquisition of water for the citizens of Fort Lupton to assure quality and quantity.

Resources	Actual Last Year	Budgeted Current Year	Proposed Current Year	Recommend Next Year
Purchased Services	121,213	200,000	180,000	200,000
Fixed Cost	14,403	68,000	10,000	50,000
Capital Outlay	229,696	455,843	432,693	469,556
Gross City Cost	365,311	723,843	622,693	719,556
Revenue	967,076	904,261	1,007,413	982,052
Transfers-to Utility Fund	(461,268)	(475,511)	(475,511)	(451,777)
Net City Cost	(140,497)	295,093	90,791	189,281
Budgeted Positions	0	0	0	0

SUMMARY OF CHANGES:

The following accounts have changed more than 10%: Use Taxes (60%), CBT Water Carryover Fees (-47%), NISP Water Project Fees (14%), Capital Projects (-12%). The revenue for this fund has increased by 20% and the expenses are up 20%. Capital projects include Raw Water Storage Set-A-Side (\$25,000) and Windy Gap (\$144,556). The projected fund balance increased 50%.

OBJECTIVES:

To continue working with NISP.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Per Capita Cost (City Support)	\$ (17.96)	\$ 11.61	24.20

Finance Recommendation:

Approve as requested.

Council Action:

SUMMARY

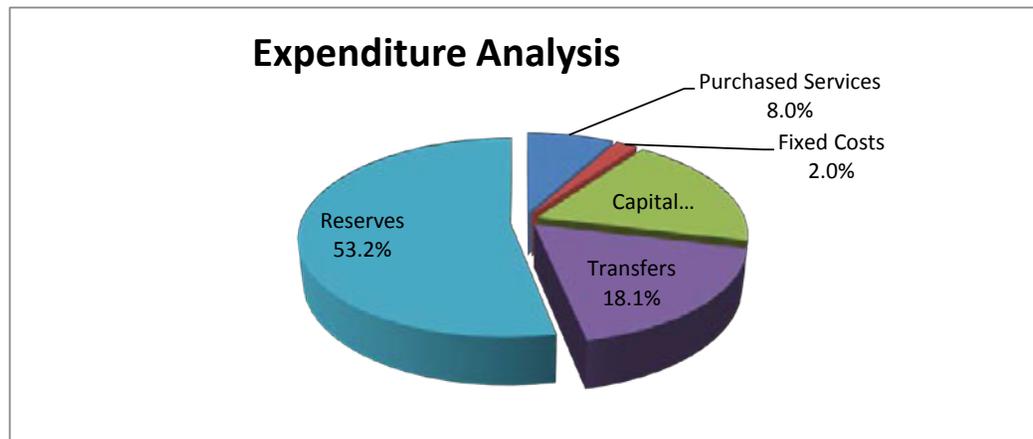
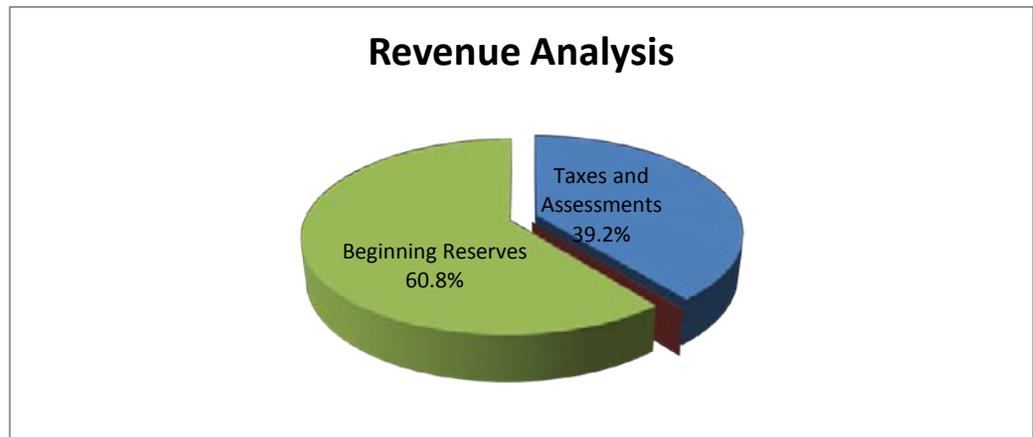
WATER SALES TAX FUND

BUDGET SUMMARY

	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
REVENUES					
Taxes and Assessments	965,616	903,261	604,397	1,004,913	981,052
Interest Income	1,460	1,000	2,508	2,500	1,000
Beginning Reserves	1,470,875	1,180,554	1,611,372	1,611,372	1,520,581
TOTAL REVENUES	2,437,951	2,084,815	2,218,276	2,618,785	2,502,633

BUDGET SUMMARY

Purchased Services	121,213	200,000	43,944	180,000	200,000
Fixed Costs	14,403	68,000	8,221	10,000	50,000
Capital Outlay	229,696	455,843	432,693	432,693	469,556
Transfers	461,268	475,511	410,501	475,511	451,777
Reserves	1,611,372	885,461	1,322,918	1,520,581	1,331,300
Gross City Cost	2,437,951	2,084,815	2,218,276	2,618,785	2,502,633



FUND REVENUE**WATER SALES TAX FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
31120	Sales Tax Revenue	944,545	877,261	491,245	906,913	925,052
31121	Sales Tax Rebate	(12,294)	(24,000)	(9,338)	(12,000)	(24,000)
31130	Use Taxes	33,365	50,000	122,490	110,000	80,000
31610	Interest Earned	1,460	1,000	2,508	2,500	1,000
	Restricted Reserves					
39390	Tabor Reserve	31,094	25,385	29,012	29,012	30,222
39305	Raw Water Storage Reserve	300,000	325,000	-	-	25,000
39399	Unappropriated Reserves	1,139,781	830,169	1,582,360	1,582,360	1,465,359
TOTAL		2,437,951	2,084,815	2,218,276	2,618,785	2,502,633

REVENUE SUMMARY

Taxes and Assessments	965,616	903,261	604,397	1,004,913	981,052
Interest Income	1,460	1,000	2,508	2,500	1,000
Beginning Reserves	1,470,875	1,180,554	1,611,372	1,611,372	1,520,581
TOTAL REVENUES	2,437,951	2,084,815	2,218,276	2,618,785	2,502,633

FUND EXPENDITURES

WATER SALES TAX FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
53120	Legal Fees	70,190	120,000	22,817	120,000	120,000
53160	Plans & Studies	-	20,000	-	-	20,000
53210	Professional Services	51,023	60,000	21,128	60,000	60,000
	Total Purchased Services	121,213	200,000	43,944	180,000	200,000
55070	CBT Carryover	7,625	38,000	8,221	10,000	20,000
55307	Leases & Rentals Water Storage	-	30,000	-	-	30,000
55480	Water Use Augmentation	6,778	-	-	-	-
	Total Fixed Costs	14,403	68,000	8,221	10,000	50,000
55360	NISP	229,696	263,000	264,850	264,850	300,000
57500	Capital Projects	-	-	-	-	-
57500	Raw Water Storage		25,000		-	25,000
57500	Windy Gap		167,843	167,843	167,843	144,556
	Total Capital Outlay	229,696	455,843	432,693	432,693	469,556
	Restricted Reserves					
59040	To Fund Balance Reserve	1,582,360	508,333	1,279,711	1,465,359	1,251,839
59090	Tabor Reserve	29,012	27,128	18,207	30,222	29,462
	Assigned Reserves					
59160	Raw Water Storage Reserve	-	350,000	25,000	25,000	50,000
	Total Reserves	1,611,372	885,461	1,322,918	1,520,581	1,331,300
59200	To Utility Fund	461,268	475,511	410,501	475,511	451,777
	TOTAL	2,437,951	2,084,815	2,218,276	2,618,785	2,502,633

BUDGET SUMMARY

Purchased Services	121,213	200,000	43,944	180,000	200,000
Fixed Costs	14,403	68,000	8,221	10,000	50,000
Capital Outlay	229,696	455,843	432,693	432,693	469,556
Transfers	461,268	475,511	410,501	475,511	451,777
Reserves	1,611,372	885,461	1,322,918	1,520,581	1,331,300
Gross City Cost	2,437,951	2,084,815	2,218,276	2,618,785	2,502,633

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Cemetery Fund

BUDGET TITLE & NUMBER: 80-670

DEPARTMENT DESCRIPTION:

Hillside Cemetery preserves vital records for the cemetery and also maintains the cemetery grounds which includes trees, irrigation and mowing. It is the department's objective to maintain the grounds throughout the year. The annual Memorial Day service is performed at the cemetery with great pride.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	54,483	56,852	56,852	58,469
Supplies	6,516	7,600	6,200	12,350
Purchased Services	77,683	82,250	89,200	104,050
Capital Outlay	24,568	80,000	40,000	250,000
Gross City Cost	163,250	226,702	192,252	424,869
Transfer In from Memorial Fund	55,594	140,000	140,000	330,094
Revenue	81,663	50,550	58,587	58,425
Net City Cost	25,993	36,152	(6,335)	36,350
Budgeted Positions	1	1	1	1

SUMMARY OF CHANGES:

The accounts that have changed more than 10% are: Sale of Cemetery Plots (11%), Perpetual Care (50%), Col Prep Care (75%), Grave Openings/Closings (10%), Open/Close Columbarium (40%), Engraving Columbarium (40%), CEM Foundation Order & Permit (-10%), Interest Earned (-100%), Overtime (100%), Workers Compensation (18%), Dental Insurance (10%), Contractual Services (67%), Equipment <\$5000 (317%), Repairs & Maint-Facility (1500%), Repairs & Maint-Grounds (-25%), Utilities-Electrical (-17%), Capital Projects (213%). Capital projects requested are Drainage Work (\$200,000) and Gateway (\$50,000). The fund revenue increased 84% while expenses increased 84%.

OBJECTIVES:

To continually improve the cemetery appearance to create serenity for grieving families and to provide support to families at a time of need.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Total Grave Sites Maintained	5,545	5,545	5,545
Total Spaces Available	641	582	548
Actual Burials	59	34	30
Cost per Grave Site	\$ 29	\$ 35	\$ 77
Per Capita Cost (city support)	\$ 3.32	\$ (0.81)	\$ 4.65

Finance Recommendation:

Approve as requested.

Council Action:

SUMMARY

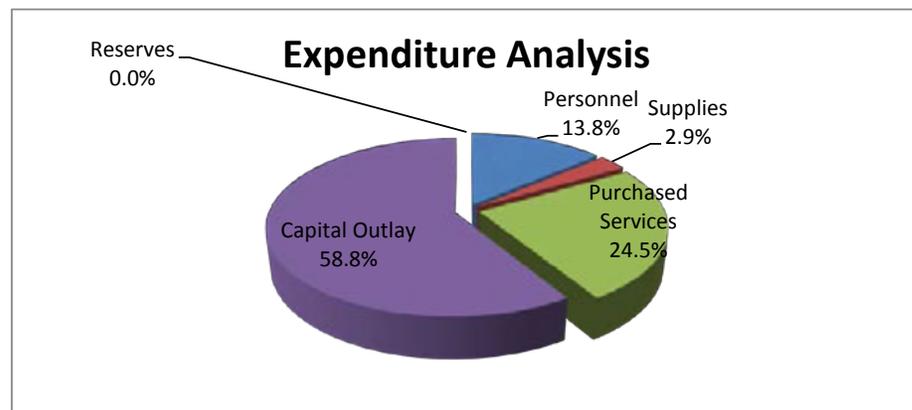
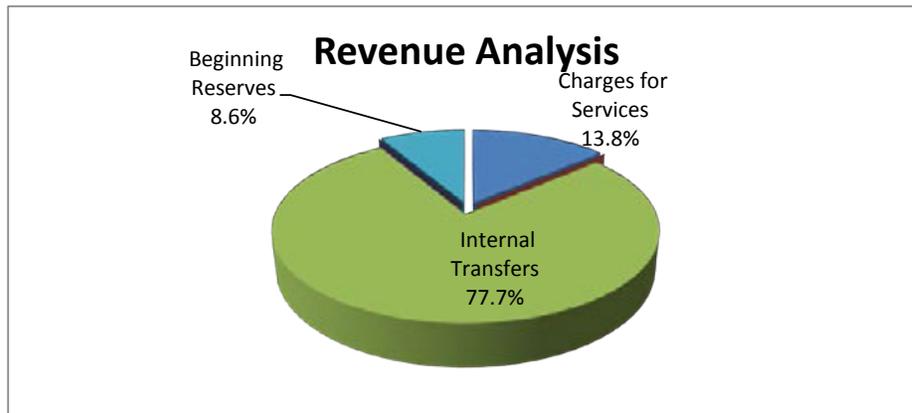
CEMETERY FUND

BUDGET SUMMARY

Account Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
REVENUES					
Charges for Services	81,505	50,450	53,167	58,250	58,425
Interest Income	158	100	337	337	-
Internal Transfers	55,594	140,000	42,214	140,000	330,094
Other	-	-	-	-	-
Beginning Reserves	56,008	39,748	30,015	30,015	36,350
TOTAL REVENUES	193,265	230,298	125,733	228,602	424,869

BUDGET SUMMARY

Personnel	54,483	56,852	31,644	56,852	58,469
Supplies	6,516	7,600	4,184	6,200	12,350
Purchased Services	77,683	82,250	60,493	89,200	104,050
Capital Outlay	24,568	80,000	-	40,000	250,000
Reserves	30,015	3,596	29,411	36,350	0
Gross City Cost	193,265	230,298	125,733	228,602	424,869



FUND REVENUE**CEMETERY FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
36800	Columbarium Sales	6,500	2,600	5,017	6,000	2,600
36810	Sale Of Cemetery Plots	23,700	17,100	17,775	19,000	19,000
36820	Perpetual Care Revenue	11,750	6,650	9,800	6,650	9,975
36830	Col Prep Care	1,900	600	1,050	1,050	1,050
36840	Grave Openings/Closings	31,500	19,000	14,025	19,000	20,900
36850	Cemetery Miscellaneous Revenue	1,055	1,000	2,550	2,550	1,000
36860	Open/Close Columbarium	3,000	750	1,450	1,450	1,050
36870	Engraving Columbarium	-	750	-	750	1,050
36880	Foundation Order & Permit	2,100	2,000	1,500	1,800	1,800
31610	Interest Earned-Perp. Care Inv	158	100	337	337	-
39200	Transfer From General Fund	55,594	140,000	42,214	140,000	330,094
	Restricted Reserves					
39390	Tabor Reserve	1,519	1,568	2,450	2,450	1,758
39380	Perpetual Care Reserve	54,441	38,180	1,548	1,548	8,198
39399	Unappropriated Reserves	49	-	26,018	26,018	26,395
	TOTAL	193,265	230,298	125,733	228,602	424,869

REVENUE SUMMARY

Charges for Services	81,505	50,450	53,167	58,250	58,425
Interest Income	158	100	337	337	-
Internal Transfers	55,594	140,000	42,214	140,000	330,094
Beginning Reserves	56,008	39,748	30,015	30,015	36,350
TOTAL REVENUES	193,265	230,298	125,733	228,602	424,869

FUND EXPENDITURES

CEMETERY FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries& Wages	38,164	44,798	23,860	44,798	45,073
51105	Overtime	1,458	1,000	981	1,000	2,000
51110	FICA	2,286	2,839	1,464	2,839	2,919
51115	Medicare	535	665	342	665	683
51255	VALIC Retirement 4.0	1,227	1,171	757	1,171	1,222
51120	Workers Compensation Insurance	4,776	1,119	1,096	1,119	1,317
51240	Vision Insurance	57	57	38	57	55
51220	Health Insurance	5,411	4,606	2,731	4,606	4,565
51230	Dental Insurance	310	311	206	311	342
51250	Life & AD&D Insurance	64	64	42	64	66
51285	Long Term Disability	84	84	56	84	85
51210	Unemployment Insurance	114	138	71	138	142
	Total Personnel	54,483	56,852	31,644	56,852	58,469
52010	General Supplies	1,357	2,000	487	750	2,000
52020	Office Supplies	-	100	-	100	100
52080	Fuel & Oil	2,734	3,000	1,247	1,900	3,000
52050	Tree Program	-	1,000	-	1,000	1,000
53105	Equipment <\$5000	2,425	1,500	2,450	2,450	6,250
	Total Supplies	6,516	7,600	4,184	6,200	12,350
53060	Services	4,576	3,000	4,306	4,500	5,000
53160	Plans & Studies	-	500	-	500	500
53310	Uniforms	15	400	-	100	400
53320	Utilities	644	1,200	462	750	1,000
53340	Utilities - Water & Sewer	55,418	60,000	42,214	60,000	60,000
53240	Repairs & Maintenance - Equipment	2,730	3,000	1,912	3,000	3,000
53250	Repairs & Maintenance - Facility	12,637	1,500	8,823	13,900	24,000
53260	Repairs & Maintenance - Grounds	1,586	10,000	2,717	3,800	7,500
53300	Travel & Meetings	-	250	-	250	250
53275	Repurchase Cemetery Plot	-	2,000	-	2,000	2,000
53280	Staff Development	77	400	60	400	400
	Total Purchased Services	77,683	82,250	60,493	89,200	104,050
57500	Capital Projects	-	-	-	-	-
57500	Drainage Work		40,000		40,000	200,000
57500	Fence		40,000		-	
57500	Gateway/Entry					50,000
57500	Gator	11,611				
57500	Mower	12,957				
	Total Capital Outlay	24,568	80,000	-	40,000	250,000
	Restricted Reserves					
59040	To Fund Balance Reserve	26,018	-	16,458	26,395	(1,752)
59090	Tabor Reserve	2,450	1,517	1,605	1,758	1,753
59050	Perpetual Care Reserve	1,548	2,079	11,348	8,198	(0)
	Total Reserves	30,015	3,596	29,411	36,350	0
	TOTAL	193,265	230,298	125,733	228,602	424,869

FUND EXPENDITURES**CEMETERY FUND****BUDGET DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
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BUDGET SUMMARY

Personnel	54,483	56,852	31,644	56,852	58,469
Supplies	6,516	7,600	4,184	6,200	12,350
Purchased Services	77,683	82,250	60,493	89,200	104,050
Capital Outlay	24,568	80,000	-	40,000	250,000
Reserves	30,015	3,596	29,411	36,350	0
Gross City Cost	193,265	230,298	125,733	228,602	424,869

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Memorial Fund

BUDGET TITLE & NUMBER: 85-675

DEPARTMENT DESCRIPTION: To administer funds that are donated for the cemetery and to assure the wishes of the donation are carried out

Resources	Actual Last Year	Budgeted Current Year	Projected Next Year	Requested Next Year
Transfers Out To Cemetery Fund	(176)	-	-	-
Revenue	1,001	-	-	-
Net City Cost	(825)	-	-	-
Budgeted Positions	0	0	0	0

SUMMARY OF CHANGES: Total revenue and expenses are at zero for 2017.

OBJECTIVES: To provide directed expenditures when donations are received.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Per Capita Cost (City Support)	(0.11)	-	-

Finance Recommendation: Approve as requested.

Council Action:

SUMMARY

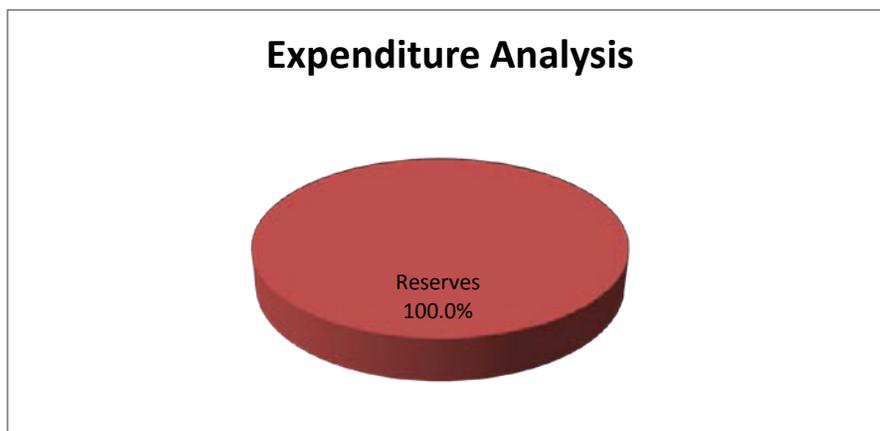
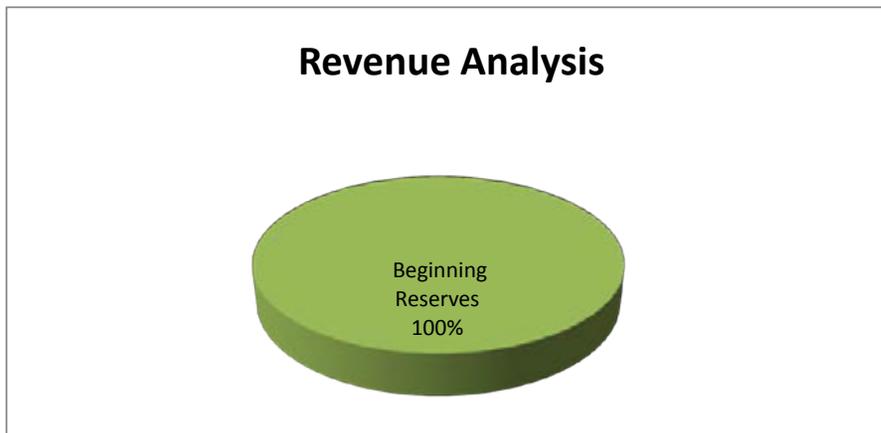
MEMORIAL FUND

BUDGET SUMMARY

Account Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
REVENUES					
Interest Income	1	-	1	-	-
Other	1,000	-	-	-	-
Beginning Reserves	2,255	-	3,080	3,080	3,080
TOTAL REVENUES	3,256	-	3,081	3,080	3,080

BUDGET SUMMARY

Internal Transfers	176	-	-	-	-
Reserves	3,080	-	3,081	3,080	3,080
TOTAL COSTS	3,256	-	3,081	3,080	3,080



FUND REVENUE**MEMORIAL FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
31610	Interest Earned	1	-	1	-	-
39020	Donations Private	1,000	-	-	-	-
39399	Restricted Reserves	2,255	-	3,080	3,080	3,080
	TOTAL	3,256	-	3,081	3,080	3,080

REVENUE SUMMARY

Interest Income	1	-	1	-	-
Other	1,000	-	-	-	-
Beginning Reserves	2,255	-	3,080	3,080	3,080
TOTAL REVENUES	3,256	-	3,081	3,080	3,080

FUND EXPENDITURES

MEMORIAL FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget	2017 Budget Final
59200	Transfer Out	176	-	-	-	-	-
59040	Restricted Reserves	3,080	-	3,081	3,080	3,080	3,080
	TOTAL	3,256	-	3,081	3,080	3,080	3,080

BUDGET SUMMARY

Internal Transfers	176	-	-	-	-	-	-
Reserves	3,080	-	3,081	3,080	3,080	3,080	3,080
TOTAL COSTS	3,256	-	3,081	3,080	3,080	3,080	3,080

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Utility Summary

BUDGET TITLE & NUMBER: 40-Summary

DEPARTMENT DESCRIPTION: Summary of all activities related to the Utility Enterprise Fund.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	450,574	455,592	435,634	481,682
Supplies	19,277	29,800	30,000	41,800
Purchased Services	1,547,301	1,753,872	1,765,123	2,382,301
Fixed Cost	2,278,808	2,893,250	2,333,562	2,197,429
Capital Outlay	-	1,185,336	1,360,569	1,840,000
Gross City Cost	4,295,960	6,317,850	5,924,888	6,943,212
Transfers In From Water Sales Tax Fund	461,268	475,511	475,511	451,777
Revenue	8,455,184	4,756,616	5,825,725	4,517,775
Net City Cost	(4,620,492)	1,085,723	(376,348)	1,973,660
Budgeted Positions	8.15	7.4	7.4	7.4

SUMMARY OF CHANGES:

Total revenue not including beginning reserves decreased 5% from the previous year's budget. Total fund expenses not including ending reserves increased 10% from the previous year's budget. Total fund reserves decreased 46% from projected 2016 year-end. This is mainly due to capital projects planned in 2017.

OBJECTIVES:

See individual budget units.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Per Capita Cost (city support)	\$ (590.70)	\$ (48.11)	\$ 252.32

Finance Recommendation:

See individual budget units.

Council Action:

See individual budget units.

SUMMARY

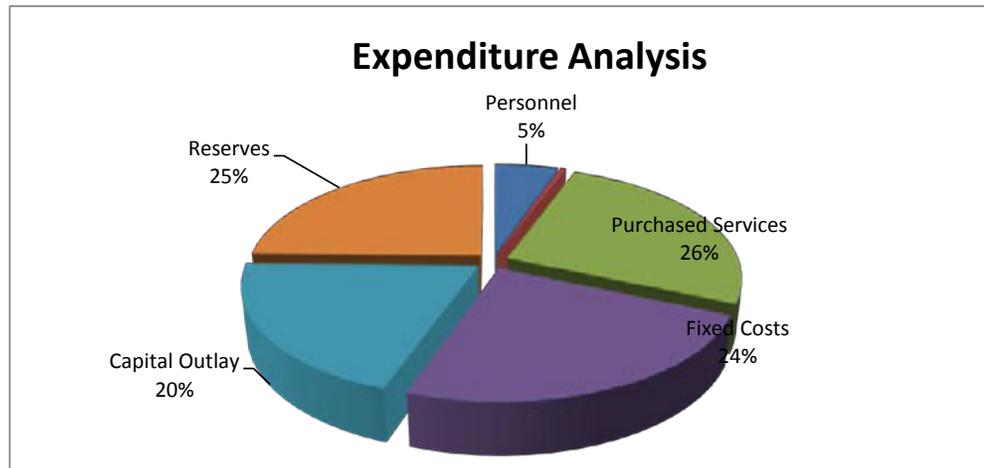
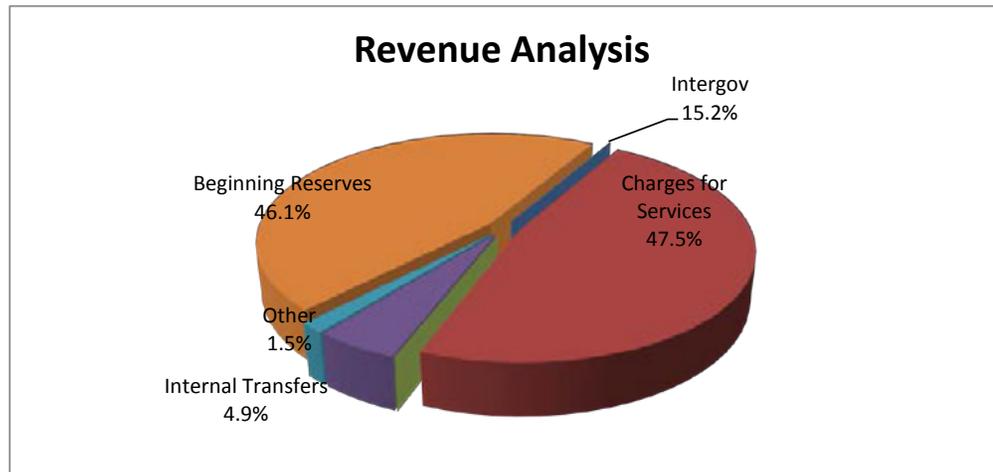
UTILITY FUND

BUDGET SUMMARY

Account Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
REVENUES					
Intergovernmental	1,003,733	-	556,771	556,771	-
Charges for Services	5,415,053	4,349,616	3,568,939	4,591,954	4,380,775
Interest Income	(182,614)	2,000	3,967	4,000	2,000
Internal Transfers	461,268	475,511	410,501	475,511	451,777
Other	2,219,011	405,000	866,710	673,000	135,000
Beginning Reserves	(749,959)	1,747,272	3,870,533	3,870,533	4,246,881
TOTAL REVENUES	8,166,493	6,979,399	9,277,421	10,171,769	9,216,433

EXPENDITURES

Personnel	450,574	455,592	243,453	435,634	481,682
Supplies	19,277	29,800	15,046	30,000	41,800
Purchased Services	1,547,301	1,753,872	1,056,085	1,765,123	2,382,301
Fixed Costs	2,278,808	2,893,250	1,615,262	2,333,562	2,197,429
Capital Outlay	-	1,185,336	326,334	1,360,569	1,840,000
Reserves	3,870,533	661,549	6,021,242	4,246,881	2,273,221
Gross City Cost	8,166,493	6,979,399	9,277,421	10,171,769	9,216,433



REVENUE

UTILITY FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
39100	State/Federal Grants	1,003,733	-	556,771	556,771	-
35200	Bulk Water Sales	1,054,415	54,000	49,424	54,000	55,000
35205	Bulk Sewer User Revenue	-	-	8,400	10,000	10,000
35500	Water Sales to Customers	2,418,049	2,231,286	1,577,811	2,231,286	2,275,912
35510	Water (Turn on & Reading Fees)	12,822	10,000	12,216	13,000	13,000
35520	Water Surcharges	16,102	15,000	12,235	17,000	17,000
35220	Coin Op Sales	11,985	9,000	8,365	9,000	9,000
35230	Sale of Water Meters	36,079	75,942	136,378	106,595	60,942
35255	Pipeline Lease	36,276	24,000	25,253	25,253	26,000
35525	Adjustments to Water Bills	-	-	(141)	(141)	-
35530	Sewer User Revenue	1,371,145	1,288,511	868,385	1,288,511	1,314,281
35270	Water Assessment Fee	73,845	78,573	47,984	74,000	74,000
35275	Capital Improvement Fee	73,844	78,573	47,983	74,000	74,000
35240	Water Tap Fees	137,491	275,491	441,250	378,000	230,000
35400	Sewer Tap Fees	67,845	131,540	237,198	197,665	121,640
35265	Lease Water	44,524	2,700	58,225	58,225	40,000
35250	Hudson -O&M Reimbursement	60,631	75,000	37,973	55,560	60,000
38100	Contributed Capital	1,943,507	-	83,420	-	-
31605	Realized Gain/Loss Invest	(184,974)	-	-	-	-
31610	Interest Earned	2,360	2,000	3,967	4,000	2,000
35260	Payment in Lieu of Water Shares	290,000	400,000	580,000	470,000	130,000
39000	Misc Revenue	8,433	5,000	201,767	203,000	5,000
35410	Infrastructure Impact Assessment	-	-	1,524	-	-
39200	Transfer from Water Sales Tax Fund	461,268	475,511	410,501	475,511	451,777
31620	Sale Of Assets	(22,928)	-	-	-	-
39300	Emergency Reserve	523,073	985,658	429,596	429,596	592,489
39335	Fulton Return Project Reserve	200,000	-	-	-	-
39395	Debt Service Reserve	1,246,447	729,136	548,382	548,382	1,477,468
39360	Water Assessment Reserve	157,587	-	-	-	-
39350	Sewer Plant Investment Fee Reserve	41,535	66,806	109,380	109,380	307,045
39405	Unassigned Sewer Plant Reserve	375,000	375,000	375,000	375,000	375,000
39410	Water Plant Investment Fee Res	23,000	85,741	160,491	160,491	538,491
39355	Capital Repairs Reserve	361,458	437,853	435,302	435,302	509,302
39366	Raw Water Storage Reserve	175,000	200,000	200,000	200,000	225,000
39370	Pay-in-lieu Water Shares Reserve	1,372,540	1,400,340	1,662,540	1,662,540	2,132,540
39365	Filter Replacement Reserve	160,000	200,000	200,000	200,000	200,000
39375	Water & Sewer Line Repl Reserve	1,075,000	-	-	-	-
39376	Water Main Expansion & Oversizing	600,000	600,000	600,000	600,000	750,000
39380	Well Improvement Reserve	80,000	47,077	23,368	23,368	-
39385	Filtration Study Reserve	80,000	90,000	90,000	90,000	100,000
39386	Lift Station Expansion Reserve	500,000	-	-	-	-
39390	Repair/Replace Equipment Reserve	600,000	495,000	529,608	529,608	379,608
39400	New Centrifuge Reserve	50,000	100,000	100,000	100,000	150,000
39399	Unappropriated Reserve	(8,370,599)	(4,065,339)	(1,593,133)	(1,593,133)	(3,490,060)
	Total	8,166,493	6,979,399	9,277,421	10,171,769	9,216,433

REVENUE**UTILITY FUND****BUDGET DETAIL**

Account Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
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REVENUE SUMMARY

Intergovernmental	1,003,733	-	556,771	556,771	-
Charges for Services	5,415,053	4,349,616	3,568,939	4,591,954	4,380,775
Interest Income	(182,614)	2,000	3,967	4,000	2,000
Internal Transfers	461,268	475,511	410,501	475,511	451,777
Other	2,219,011	405,000	866,710	673,000	135,000
Beginning Reserves	(749,959)	1,747,272	3,870,533	3,870,533	4,246,881
TOTAL REVENUES	8,166,493	6,979,399	9,277,421	10,171,769	9,216,433

FUND EXPENDITURES SUMMARY

UTILITY FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	327,807	345,694	177,075	327,866	360,673
51105	Overtime	14,859	11,000	6,790	11,000	16,000
51110	FICA	19,937	22,117	10,701	21,012	23,353
51115	Medicare	4,663	5,174	2,502	4,915	5,464
51255	VALIC Retirement 4.0	13,349	13,606	6,846	12,893	14,407
51240	Vision Insurance	695	707	477	707	763
51220	Health Insurance	50,686	41,554	25,983	41,554	44,341
51230	Dental Insurance	3,866	3,945	2,552	3,945	4,488
51250	Life & AD&D Insurance	681	775	466	775	810
51285	Long Term Disability Insurance	886	983	608	983	1,030
51120	Workers Compensation Insurance	12,113	8,955	8,936	8,955	9,213
51210	Unemployment Insurance	1,032	1,082	518	1,029	1,140
	Total Personnel	450,574	455,592	243,453	435,634	481,682
52010	General Supplies	18,581	17,000	10,616	15,500	18,500
52020	Office Supplies	-	1,000	-	200	500
53310	Uniforms	32	800	90	800	800
53105	Equipment <\$5000	663	11,000	4,340	13,500	22,000
	Total Supplies	19,277	29,800	15,046	30,000	41,800
53060	Services	38,546	39,000	93,271	143,000	49,000
53030	Bank Charges	28,549	25,000	18,267	30,000	30,000
53080	Dues & Subscriptions	2,282	2,500	1,417	2,500	2,500
53110	Fees/Permits/Licenses	11,561	15,500	12,399	15,865	201,400
53320	Utilities - Electrical	249,539	278,000	152,554	260,000	288,000
53290	Telephone	1,704	2,075	1,193	2,205	2,225
53180	Postage	27	300	16	300	350
52080	Fuel & Oil	18,972	23,000	6,617	10,700	14,000
53100	Engineering Services	28,666	50,000	6,591	15,000	80,000
53120	Legal Fees	270	10,000	405	500	15,000
53160	Plans & Studies	16,152	25,500	-	-	10,000
53050	Waste Water Treatment Operations	879,118	897,297	604,864	897,297	763,226
53240	Repairs & Maintenance - Equip	135,522	288,900	150,297	343,406	698,500
53250	Repairs & Maintenance-Facility	132,147	75,000	6,904	39,500	211,500
53270	Repairs & Maintenance-Vehicle	1,876	4,000	238	1,200	4,000
53210	Professional Services	203	11,000	-	-	6,000
53220	Public Notices	-	1,000	-	-	1,000
53300	Travel/Meetings	-	1,400	-	-	1,400
53350	Water Testing	343	400	-	400	500
53280	Staff Development	1,825	4,000	1,052	3,250	3,700
	Total Purchased Services	1,547,301	1,753,872	1,056,085	1,765,123	2,382,301
55260	Insurance - CIRSA	64,909	62,027	62,027	62,027	68,258
55350	Misc Expenditures	0	12,000	230	500	12,000
55170	Depreciation Expense	1,084,720	1,080,796	-	-	-
58025	Bank of Colorado Loan - Principal	-	-	321,784	481,902	498,153
58080	Water Treatment Plant Expansion	-	-	-	115,000	120,000

FUND EXPENDITURES SUMMARY

UTILITY FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
58090	Windy Gap Water - Principal	-	-	-	115,000	115,000
58070	CWCB Water Loan - Principal	-	-	-	110,720	112,934
58125	Bank of CO Loan - Interest	206,314	263,777	175,840	263,777	248,284
58150	USDA Big Water 6M - Interest	96,808	-	-	-	-
58180	Water Treatment Plant Exp - Interest	39,044	33,920	14,087	33,920	27,825
58140	USDA Big Water 5.5M - Interest	58,577	-	-	-	-
58190	Windy Gap Water - Interest	64,593	60,907	19,977	60,907	56,192
58170	CWCB Water Loan - Interest	52,168	49,997	-	49,997	47,783
55160	Weld County Tax Collection Fee	275	2,500	255	300	2,500
55430	SWSP Assessment	148,020	150,000	73,163	73,163	150,000
55470	Water Assessment	107,337	198,884	122,124	122,124	153,500
55280	CIRSA Insurance Claims	317	10,000	-	-	10,000
55307	Leases & Rentals Water Storage	105,406	150,000	86,214	86,214	-
55308	Water Lease	90,649	550,000	575,237	575,237	300,000
55475	Windy Gap Delivery	137,122	190,000	122,774	122,774	190,000
52090	Water Meters/Accessories	22,550	78,442	41,550	60,000	85,000
	Total Fixed Costs	2,278,808	2,893,250	1,615,262	2,333,562	2,197,429
57500	Capital Projects	-	1,185,336	326,334	1,360,569	1,840,000
	Total Capital Outlay	-	1,185,336	326,334	1,360,569	1,840,000
59010	Debt Service Reserve	548,382	1,478,377	638,025	1,477,468	1,471,405
59020	Emergency Reserve	429,596	592,199	325,618	592,489	694,321
59035	New Centrifuge Reserve	100,000	150,000	150,000	150,000	200,000
59080	Sewer Plant Investment Fee Reserve	109,380	48,346	346,578	307,045	428,685
59065	Unassigned Sewer Plant Reserve	375,000	450,000	375,000	375,000	450,000
59095	Water Plant Investment Fee Res	160,491	361,232	601,741	538,491	768,491
59081	Filtration Study	90,000	100,000	100,000	100,000	110,000
59100	Capital Repairs Reserve	435,302	516,426	483,285	509,302	583,302
59110	Filter Replacement Reserve	200,000	240,000	200,000	200,000	240,000
59115	Pay-in-lieu Water Shares Reserve	1,662,540	1,800,340	2,242,540	2,132,540	2,262,540
59120	Repair/Replace Equipment Reserve	529,608	355,000	497,710	379,608	89,608
59140	Water Assessment Reserve	-	650	-	-	-
59145	Raw Water Storage Reserve	200,000	225,000	225,000	225,000	250,000
59150	Water & Sewer Line Replacement Res	-	150,000	-	-	-
59151	Water Main Expansion & Oversizing	600,000	750,000	750,000	750,000	900,000
59155	Well Improvement Reserve	23,368	-	-	-	-
59160	Lift Station Expansion Reserve	-	100,000	-	-	100,000
59040	Fund Balance Reserves	(1,593,133)	(6,656,021)	(914,255)	(3,490,060)	(6,275,130)
	Total Reserves	3,870,533	661,549	6,021,242	4,246,881	2,273,221
	TOTAL	8,166,493	6,979,399	9,277,421	10,171,769	9,216,433

FUND EXPENDITURES SUMMARY**UTILITY FUND****BUDGET DETAIL**

Account Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
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BUDGET SUMMARY

Personnel	450,574	455,592	243,453	435,634	481,682
Supplies	19,277	29,800	15,046	30,000	41,800
Purchased Services	1,547,301	1,753,872	1,056,085	1,765,123	2,382,301
Fixed Costs	2,278,808	2,893,250	1,615,262	2,333,562	2,197,429
Capital Outlay	-	1,185,336	326,334	1,360,569	1,840,000
Reserves	3,870,533	661,549	6,021,242	4,246,881	2,273,221
Gross City Cost	8,166,493	6,979,399	9,277,421	10,171,769	9,216,433

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Utility-Water Line Repair

BUDGET TITLE & NUMBER: 40-500

DEPARTMENT DESCRIPTION: Maintenance of the water line system that serves the City.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	208,565	214,025	214,025	225,990
Supplies	14,129	17,300	17,300	19,300
Purchased Services	44,579	36,000	124,830	131,700
Fixed Cost	279,260	289,342	60,000	85,000
Capital Outlay	-	354,864	464,864	370,000
Gross City Cost	546,533	911,531	881,019	831,990
Net City Cost	546,533	911,531	881,019	831,990
Budgeted Positions	3.75	3.25	3.25	3.25

SUMMARY OF CHANGES:

The following accounts have changed by more than 10% from last year's budget: Overtime, Health Insurance Expense, General Supplies, Fuel & Oil, Contractual Services, Plans & Studies, Postage, Repairs & Maintenance – Equip, Repairs & Maintenance – Fac, Telephone and Depreciation Expense. Capital requests include Line Replacement Set-A-Side (\$100,000), Water Main Extension & Oversizing (\$150,000) and CR 12 Main Extension (\$120,000). Total expenses decreased by 9% from the previous budget year.

OBJECTIVES:

To increase volume for fire flows by upgrading all undersized water lines to a minimum of an 8 inch line which will help with water quality also.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures/Feet of Water Mains	137,280	137,500	137,800
Cost Per Foot To Maintain	\$ 4	\$ 6	\$ 6
Per Capita Cost (City Support)	\$ 69.87	\$ 112.63	\$ 106.37

Finance Recommendation: Approve as requested.

Council Action:

WATER LINES

UTILITY FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	155,168	167,235	92,762	167,235	171,066
51105	Overtime	7,007	5,000	2,879	5,000	8,000
51110	FICA	9,443	10,680	5,587	10,680	11,103
51115	Medicare	2,209	2,499	1,307	2,499	2,598
51255	VALIC Retirement 4.0	6,487	6,558	3,826	6,558	6,832
51250	Life & AD&D Insurance	339	371	222	371	381
51210	Unemployment Insurance	472	522	271	522	542
51220	Health Insurance Expense	24,743	18,544	12,433	18,544	22,667
51230	Dental Insurance Expense	1,909	1,816	1,159	1,816	1,999
51240	Vision Insurance Expense	346	324	210	324	314
51285	LTD Insurance Expense	442	476	290	476	488
	Total Personnel	208,565	214,025	120,947	214,025	225,990
52010	General Supplies	13,765	12,000	8,876	12,000	14,000
53310	Uniforms	32	300	45	300	300
53105	Equipment <\$5000	332	5,000	-	5,000	5,000
	Total Supplies	14,129	17,300	8,921	17,300	19,300
53060	Services	1,140	500	69,046	104,500	5,000
53290	Telephone	581	400	351	530	550
53180	Postage	-	100	-	100	150
52080	Fuel & Oil	13,037	15,000	4,456	7,500	8,000
53160	Plans & Studies	-	5,000	-	-	-
53240	Repairs & Maintenance - Equip	18,974	3,500	3,710	6,000	7,500
53250	Repairs & Maintenance-Facility	8,022	5,000	690	2,500	104,000
53270	Repairs & Maintenance-Vehicle	1,876	4,000	238	1,200	4,000
53280	Staff Development	948	2,500	918	2,500	2,500
	Total Purchased Services	44,579	36,000	79,410	124,830	131,700
55170	Depreciation Expense	256,710	210,900	-	-	-
52090	Water Meters/Accessories	22,550	78,442	41,550	60,000	85,000
	Total Fixed Costs	279,260	289,342	41,550	60,000	85,000
57500	Capital Projects	-	-	-	-	-
57500	Line Replacement Set-A-Side	-	-	-	-	100,000
57500	3rd Street Line Replacement	-	-	-	210,000	-
57500	High Pressure Zone Engineering	-	100,000	-	-	-
57500	CR12/CR29 Line Extension	-	-	-	-	120,000
57500	Water Main Extension & Over sizing	-	-	-	-	150,000
57500	14th St./Factory Cir. Line Ext.	-	244,864	82,879	244,864	-
57500	Clamp	-	10,000	-	10,000	-
	Total Capital Outlay	-	354,864	82,879	464,864	370,000
	TOTAL	546,533	911,531	333,707	881,019	831,990

WATER LINES**UTILITY FUND****BUDGET DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
BUDGET SUMMARY						
	Personnel	208,565	214,025	120,947	214,025	225,990
	Supplies	14,129	17,300	8,921	17,300	19,300
	Purchased Services	44,579	36,000	79,410	124,830	131,700
	Fixed Costs	279,260	289,342	41,550	60,000	85,000
	Capital Outlay	-	354,864	82,879	464,864	370,000
	Gross City Cost	546,533	911,531	333,707	881,019	831,990

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Utility-Water Wells

BUDGET TITLE & NUMBER: 40-510

DEPARTMENT DESCRIPTION: The Water Wells Department within the Utility Fund provides maintenance of the water well system that serves the City.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Purchased Services	74,948	70,146	70,146	383,968
Fixed Cost	81,026	78,907	0	0
Capital Outlay	0	175,000	175,000	360,000
Gross City Cost	155,974	324,053	245,146	743,968
Net City Cost	155,974	324,053	245,146	743,968
Budgeted Positions	0	0	0	0

SUMMARY OF CHANGES: The following accounts have changed by more than 10% from the previous budget year: Contractual Operations/Management, Repairs & Maintenance-Equip, Depreciation Expense and Capital Projects. Capital requests include Well Improvements Set-A-Side (\$10,000) and New Well Off Of Denver Ave. (\$350,000). Total expenses increased 130%.

OBJECTIVES: To make sure that the water supply is uninterrupted.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures/Gallons (Millions) Pumped	273	323	2,388
Per Million Gallons Pumped	\$ 571	\$ 759	\$ 312
Per Capita Cost (City Support)	\$ 19.94	\$ 31.34	\$ 95.11

Finance Recommendation: Approve as requested.

Council Action:

WATER WELLS

UTILITY FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
53320	Utilities	45,107	50,000	28,286	50,000	50,000
53110	Fees/Permits/Licenses	-	-	30	-	-
53050	OMI Operations	17,582	17,946	11,764	17,946	228,968
53240	Repairs/Maintenance	12,259	2,200	5,745	2,200	105,000
	Total Purchased Services	74,948	70,146	45,825	70,146	383,968
55170	Depreciation Expense	81,026	78,907	-	-	-
	Total Fixed Costs	81,026	78,907	-	-	-
57500	Capital Expenditures	-	-	-	-	-
57500	Well 7 - Catholic Church Well		100,000	40,838	100,000	
57500	New Well off of Denver Ave.		75,000		75,000	350,000
57500	Well Improvements Set-A-Side					10,000
	Total Capital Outlay	-	175,000	40,838	175,000	360,000
	TOTAL	155,974	324,053	86,663	245,146	743,968

BUDGET SUMMARY

Purchased Services	74,948	70,146	45,825	70,146	383,968
Fixed Costs	81,026	78,907	-	-	-
Capital Outlay	-	175,000	40,838	175,000	360,000
Gross City Cost	155,974	324,053	86,663	245,146	743,968

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Utility-Water Treatment

BUDGET TITLE & NUMBER: 40-520

DEPARTMENT DESCRIPTION: The Water Treatment Department provides for the maintenance of the water treatment plant including the tanks that serve the City.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Purchased Services	532,525	512,735	525,106	647,368
Fixed Cost	548,164	570,000	73,163	150,000
Capital Outlay	-	200,000	200,000	200,000
Gross City Cost	1,080,689	1,282,735	798,269	997,368
Revenue	1,614,893	904,433	1,089,408	561,942
Net City cost	(534,204)	378,302	(291,139)	435,426
Budgeted Positions	0	0	0	0

SUMMARY OF CHANGES:

The following accounts have changed by more than 10% from last year's budget: Sale of Water Meters, Water Tap Fees, Hudson Water O&M Reimbursement, Payment In Lieu of Water Share, Contractual Operation/Management, Fees/Permits/Licenses, Plans & Studies, Repairs & Maintenance-Equip, Water Testing and Depreciation Expense. Capital requests include Filter Replacement Set-A-Side (\$40,000), VFD Filter Feed Pump 4 (\$50,000), Filtertrak 660 (\$20,000), Gravity Zone Flow Meter (\$50,000), High Pressure Zone Flow Meter (\$25,000) and Roadbase/Landscaping WTP Road (\$15,000). Total revenue decreased 38%. Expenses decreased 22%.

OBJECTIVES:

To assure that the water treatment process is uninterrupted.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures/Gallons (million) Treated Water	447	425	406
Cost per million gallon treated water	\$ 2,418	\$ 1,878	\$ 2,457
Per Capita Cost (city support)	\$ (68.30)	\$ (37.22)	\$ 55.67

Finance Recommendation:

Approve as requested.

Council Action:

WATER TREATMENT PLANT**UTILITY FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
35200	Bulk Water Sales	1,054,415	54,000	49,424	54,000	55,000
35210	Water Rights Fees	-	-	-	-	-
35230	Sale of Water Meters	36,079	75,942	136,378	106,595	60,942
35255	Pipeline Lease	36,276	24,000	25,253	25,253	26,000
35240	Water Tap Fees	137,491	275,491	441,250	378,000	230,000
35250	Hudson Water O&M Reimbursement	60,631	75,000	37,973	55,560	60,000
35260	Payment in Lieu of Water Shares	290,000	400,000	580,000	470,000	130,000
	Revenue Water Plant	1,614,893	904,433	1,270,278	1,089,408	561,942

REVENUE SUMMARY

Charges for Services	1,324,893	504,433	690,278	619,408	431,942
Other	290,000	400,000	580,000	470,000	130,000
Total Revenues	1,614,893	904,433	1,270,278	1,089,408	561,942

WATER TREATMENT PLANT

UTILITY FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
53110	Fees/Permits/Licenses	-	-	865	865	900
53320	Utilities	80,823	100,000	45,704	85,000	100,000
53100	Engineering Services	5,220	20,000	6,591	15,000	20,000
53160	Plans & Studies	8,697	10,000	-	-	-
53050	OMI Operations	281,318	287,135	188,223	287,135	228,968
53240	Repairs/Maintenance	32,000	35,200	93,371	106,706	237,000
53350	Water Testing	343	400	-	400	500
53250	R&M Facility Maintenance	124,125	60,000	-	30,000	60,000
	Total Purchased Services	532,525	512,735	334,754	525,106	647,368
55170	Depreciation Expense	400,145	420,000	-	-	-
55430	SWSP Assessment	148,020	150,000	73,163	73,163	150,000
	Total Fixed Costs	548,164	570,000	73,163	73,163	150,000
57500	Capital Projects	-	-	-	-	-
57500	Non-Potable Water Pump		25,000		25,000	
57500	VFD Filter Feed Pump 4					50,000
57500	Turbidity Meter				70,000	
57500	Raw Water Tank Painting		100,000		30,000	
57500	Filter Replacement Set-A-Side					40,000
57500	Replace 3 VFDs at Tank Farm		60,000		60,000	
57500	Replace 1 75 HP VFD at WTP		15,000		15,000	
57500	Replace FilterTrak 660					20,000
57500	Roadbase/Landscaping					15,000
57500	Gravity Zone Flow Meter					50,000
57500	High Pressure Zone Flow Meter					25,000
	Total Capital Outlay	-	200,000	-	200,000	200,000
	TOTAL	1,080,689	1,282,735	407,917	798,269	997,368

BUDGET SUMMARY

Purchased Services	532,525	512,735	334,754	525,106	647,368
Fixed Costs	548,164	570,000	73,163	73,163	150,000
Capital Outlay	-	200,000	-	200,000	200,000
Gross City Cost	1,080,689	1,282,735	407,917	798,269	997,368

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Utility-Sewer Line Repair

BUDGET TITLE & NUMBER: 40-530

DEPARTMENT DESCRIPTION: Maintenance of the sewer lines that serve the City.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	187,768	192,893	192,893	202,896
Supplies	4,902	9,500	7,000	10,500
Purchased Services	13,147	25,475	18,525	25,175
Fixed Cost	160,132	170,500	500	1,000
Capital Outlay	-	112,417	177,650	590,000
Gross City Cost	365,949	510,785	396,568	829,571
Net City Cost	365,949	510,785	396,568	829,571
Budgeted Positions	3.5	3.25	3.25	3.25

SUMMARY OF CHANGES:

The following accounts have changed by more than 10% from last year's budget: Overtime, Health Insurance Expense, Dental Insurance Expense, Fuel & Oil, Equipment < \$5,000, Plans & Studies, Repairs & Maintenance – Equip, Repairs & Maintenance – Fac, Staff Development, Depreciation Expense and Capital Projects. Capital requests include Line Replacement Set-a-Side (\$50,000), Repair/Replace Equipment Set-A-Side (100,000), Sewer Vac Truck 4 Year Lease/Purchase (\$90,000) and Various Line Replacement Projects (\$350,000). Total expenses increased 62% over last year's budget.

OBJECTIVES:

To upgrade our system and minimize back-ups by having a strong maintenance program to provide citizens peace of mind and assurance that their investment in the City's sewer system is working properly.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures/Feet of Sewer lines	237,600	238,600	238,600
Cost Per Foot to Maintain	\$ 2	\$ 2	\$ 3
Per Capita Cost (city support)	\$ 46.78	\$ 50.70	\$ 106.06

Finance Recommendation: Approve as requested.

Council Action:

SEWER LINES

UTILITY FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	140,620	148,340	85,341	148,340	151,361
51105	Overtime	7,852	6,000	3,911	6,000	8,000
51110	FICA	8,604	9,570	5,206	9,570	9,879
51115	Medicare	2,012	2,238	1,217	2,238	2,311
51255	Retirement	5,581	5,843	3,348	5,843	6,045
51210	Unemployment Insurance	426	469	252	469	483
51220	Health Insurance Expense	20,165	17,634	11,761	17,634	21,674
51230	Dental Insurance Expense	1,590	1,742	1,167	1,742	2,063
51240	Vision Insurance Expense	278	307	206	307	313
51250	Life & AD&D Insurance Exp	278	333	199	333	340
51285	LTD Insurance Expense	363	417	259	417	427
	Total Personnel	187,768	192,893	112,865	192,893	202,896
52010	General Supplies	4,570	4,000	1,650	3,000	4,000
53310	Uniforms	-	500	45	500	500
53105	Equipment <\$5000	332	5,000	-	3,500	6,000
	Total Supplies	4,902	9,500	1,695	7,000	10,500
53290	Telephone	47	75	43	75	75
53300	Travel & Meetings	-	400	-	-	400
53160	Plans & Studies	-	500	-	-	-
52080	Fuel & Oil	5,934	8,000	2,161	3,200	6,000
53240	Repair & Maintenance- Equip	6,289	15,000	3,471	7,500	10,000
53250	Repair & Maintenance - Facility	-	-	6,214	7,000	7,500
53280	Staff Development	877	1,500	133	750	1,200
	Total Purchased Services	13,147	25,475	12,022	18,525	25,175
55170	Depreciation Expense	160,132	169,500	-	-	-
55350	Misc Expenses	-	1,000	230	500	1,000
	Total Fixed Costs	160,132	170,500	230	500	1,000
57500	Capital Projects	-	-	-	-	-
57500	Line Replacement Set-A-Side	-	-	-	-	50,000
57500	Sewer Vac Truck Lease/Purchase	-	90,000	-	90,000	90,000
57500	Actual Line Replacement	-	-	-	-	350,000
57500	Repair/Replace Equip Set-A-Side	-	-	-	-	100,000
57500	14th St./Factory Cir.	-	22,417	87,650	87,650	-
	Total Capital Outlay	-	112,417	87,650	177,650	590,000
	TOTAL	365,949	510,785	214,462	396,568	829,571

BUDGET SUMMARY

Personnel	187,768	192,893	112,865	192,893	202,896
Supplies	4,902	9,500	1,695	7,000	10,500
Purchased Services	13,147	25,475	12,022	18,525	25,175
Fixed Costs	160,132	170,500	230	500	1,000
Capital Outlay	-	112,417	87,650	177,650	590,000
Gross City Cost	365,949	510,785	214,462	396,568	829,571

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Utility-Waste Water Treatment

BUDGET TITLE & NUMBER: 40-540

DEPARTMENT DESCRIPTION: Maintenance of the sewer treatment system, including the lift stations, that serves the City.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Purchased Services	718,859	910,378	895,378	847,968
Fixed Cost	182,075	179,316	-	-
Capital Outlay	-	200,000	200,000	320,000
Gross City Cost	900,934	1,289,694	1,095,378	1,167,968
Revenue	1,438,990	1,420,051	1,496,176	1,445,921
Net City Cost	(538,056)	(130,357)	(400,798)	(277,953)
Budgeted Positions	0	0	0	0

SUMMARY OF CHANGES:

The following accounts have changed by more than 10% from last year's budget: Contractual Operation/Management, Equipment < \$5,000, Fees/Permits/Licenses, Repairs & Maintenance – Equip, Depreciation Expense and Capital Projects. Capital requests include Expansion of Plant Set-a-Side (\$75,000), Replace Centrifuge Back Drive (\$30,000), WWTP Flow Meter (\$75,000), Roadbase Gravel (\$30,000), East Lift Station Level Probe Upgrade (\$50,000) and South Lift Station Landscaping (\$60,000). Total revenue increased 2%. Total expenses decreased 9%.

OBJECTIVES:

Assure that the sewer treatment process is uninterrupted.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures/ Gallons (Million) Sewage Treated	481	471	463
Cost Per Million Gallon Sewage Treated	\$ 1,873	\$ 2,326	\$ 2,523
Per Capita Cost (City Support)	\$ (68.79)	\$ (51.24)	\$ (35.53)

Finance Recommendation:

Approve as requested.

Council Action:

SEWER TREATMENT PLANT**UTILITY FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
35205	Bulk Sewer User Revenue	-	-	8,400	10,000	10,000
35530	Sewer User Revenues	1,371,145	1,288,511	868,385	1,288,511	1,314,281
35400	Sewer Tap Fees	67,845	131,540	237,198	197,665	121,640
	Revenue Sewer	1,438,990	1,420,051	1,113,983	1,496,176	1,445,921

REVENUE SUMMARY

Charges for Services	1,438,990	1,420,051	1,113,983	1,496,176	1,445,921
Total Revenues	1,438,990	1,420,051	1,113,983	1,496,176	1,445,921

WASTE WATER TREATMENT PLANT

UTILITY FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
53105	Equipment < \$5,000	-	-	4,340	5,000	10,000
53110	Fees/Permits/Licenses	11,561	15,000	11,504	15,000	200,000
53320	Utilities	119,129	120,000	76,339	120,000	130,000
53160	Plans & Studies	-	10,000	-	-	10,000
53050	OMI Operations	527,471	538,378	369,585	538,378	228,968
53240	Repairs/Maintenance	60,000	216,000	40,000	216,000	258,000
53250	R&M Facility Maintenance	-	10,000	-	-	10,000
53290	Telephone	698	1,000	467	1,000	1,000
	Total Purchased Services	718,859	910,378	502,235	895,378	847,968
55170	Depreciation Expense	182,075	179,316	-	-	-
	Total Fixed Costs	182,075	179,316	-	-	-
57500	Capital Outlay	-	-	-	-	-
57500	Plant Exp Reserve Set-A-Side					75,000
57500	Centrifuge Backdrive					30,000
57500	Headworks Instrumentation		25,000	21,237	25,000	
57500	Replace 2 Samplers		25,000	10,661	25,000	
57500	Roadbase					30,000
57500	WWTP Flow Meter Replacement					75,000
57500	E Lift Station Level Probe Repl					50,000
57500	WWTP Pre-Design		150,000		150,000	
57500	S Lift Station Landscaping					60,000
	Total Capital Outlay	-	200,000	31,898	200,000	320,000
	TOTAL	900,934	1,289,694	534,132	1,095,378	1,167,968

BUDGET SUMMARY

Purchased Services	718,859	910,378	502,235	895,378	847,968
Fixed Costs	182,075	179,316	-	-	-
Capital Outlay	-	200,000	31,898	200,000	320,000
Gross City Cost	900,934	1,289,694	534,132	1,095,378	1,167,968

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Utility - Utility Billing

BUDGET TITLE & NUMBER: 40-550

DEPARTMENT DESCRIPTION:

The Utility Billing Department handles all matters of utility billing including maintaining the customer accounts database, managing collecting monthly water meter readings, reporting monthly readings to the water engineers for state reporting, generating monthly bills, generating monthly shutoff notices, managing monthly shutoff day, answering customer questions and taking credit/debit card payments over the phone.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	37,540	39,719	39,719	43,583
Supplies	246	3,000	700	2,000
Purchased Services	62,077	64,800	64,100	69,800
Fixed Cost	4,412	2,173	-	-
Gross City Cost	104,275	155,747	150,574	115,383
Revenue	2,651,170	2,425,132	2,476,370	2,502,912
Net City Cost	(2,546,895)	(2,269,385)	(2,325,796)	(2,387,529)
Budgeted Positions	0.9	0.9	0.9	0.9

SUMMARY OF CHANGES:

The following accounts have changed by more than 10% from the previous budget year: Water Surcharges, Salaries & Wages, FICA, Medicare, Unemployment Insurance, Health Insurance Expense, Vision Insurance Expense, Life & AD&D Insurance, Retirement, Long Term Disability, General Supplies, Office Supplies, Bank Charges, Depreciation Expense and Capital Projects. Total revenue increased 3% and total expenditures decreased 26%.

OBJECTIVES:

To try to persuade customers to utilize our on-line payment system; to increase the number of customers utilizing the e-bill option; to decrease the number of shutoff notices sent out and to decrease the number of water shut-offs performed.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures:			
Number of Accounts	2,388	2,480	2,572
Total Bills Mailed	29,483	29,693	29,856
Avg Shut Off Notices Mailed Per Month	521	606	658
Avg Shut-offs Done Per Month	103	110	137
Per Utility Customer Cost	\$ 43.67	\$ 60.72	\$ 44.86
Per Capita Cost (City Support)	\$ (325.61)	\$ (297.34)	\$ (305.23)

Finance Recommendation: Approve as requested.

Council Action:

UTILITY BILLING

UTILITY FUND

REVENUE DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
35500	Water Sales To Customer	2,418,049	2,231,286	1,577,811	2,231,286	2,275,912
35510	Water (Turn On & Reading Fees)	12,822	10,000	12,216	13,000	13,000
35520	Water Surcharges	16,102	15,000	12,235	17,000	17,000
35220	Coin Op Sales	11,985	9,000	8,365	9,000	9,000
35525	Adjustments To Water Accounts	-	-	(141)	(141)	-
35270	Water Augmentation Fee	73,845	78,573	47,984	74,000	74,000
35265	Lease Water	44,524	2,700	58,225	58,225	40,000
35275	Capital Improvement Fee	73,844	78,573	47,983	74,000	74,000
	Revenue Water	2,651,170	2,425,132	1,764,678	2,476,370	2,502,912

REVENUE SUMMARY

Charges for Services	2,606,647	2,422,432	1,706,453	2,418,145	2,462,912
Other	44,524	2,700	58,225	58,225	40,000
Total Revenues	2,651,170	2,425,132	1,764,678	2,476,370	2,502,912

UTILITY BILLING

UTILITY FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	27,957	30,119	16,801	30,119	38,246
51110	FICA	1,638	1,867	1,013	1,867	2,371
51115	Medicare	383	437	237	437	555
51255	VALIC Retirement 3.0	1,118	1,205	385	1,205	1,530
51210	Unemployment Insurance	81	91	49	91	115
51220	Health Insurance Expense	5,779	5,376	1,790	5,376	-
51230	Dental Insurance Expense	367	387	226	387	426
51240	Vision Insurance Expense	72	76	61	76	136
51250	Life & AD&D Insurance Exp	63	71	45	71	89
51285	LTD Insurance Expense	82	90	58	90	115
	Total Personnel	37,540	39,719	20,664	39,719	43,583
52010	General Supplies	246	1,000	91	500	500
52020	Office Supplies	-	1,000	-	200	500
53105	Equipment <\$5000	-	1,000	-	-	1,000
	Total Supplies	246	3,000	91	700	2,000
53060	Services	32,849	33,000	19,498	33,000	33,000
53030	Bank Charges	28,549	25,000	18,267	30,000	30,000
53110	Fees/Permits/Licenses	-	500	-	-	500
53290	Telephone	377	600	332	600	600
53180	Postage	27	200	16	200	200
53240	Repair & Maintenance- Equip	-	1,000	-	-	1,000
55160	Weld County Tax Collection Fee	275	2,500	255	300	2,500
55350	Misc Expenditures	-	1,000	-	-	1,000
53300	Travel/Meetings	-	1,000	-	-	1,000
	Total Purchased Services	62,077	64,800	38,368	64,100	69,800
55170	Depreciation Expense	4,412	2,173	-	-	-
	Total Fixed Costs	4,412	2,173	-	-	-
57500	Capital Outlay	-	-	-	-	-
57500	Tyler Technologies Software	-	46,055	11,069	46,055	-
	Total Capital Outlay	-	46,055	11,069	46,055	-
	TOTAL	104,275	155,747	70,191	150,574	115,383

BUDGET SUMMARY

Personnel	37,540	39,719	20,664	39,719	43,583
Supplies	246	3,000	91	700	2,000
Purchased Services	62,077	64,800	38,368	64,100	69,800
Fixed Costs	4,412	2,173	-	-	-
Capital Outlay	-	46,055	11,069	46,055	-
Gross City Cost	104,275	155,747	70,191	150,574	115,383

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Utility - Water Storage

BUDGET TITLE & NUMBER: 40-560

DEPARTMENT DESCRIPTION:

This department was created to account for the revenues and expenses generated by water storage facilities. The water storage facility currently operated by the City is used to store water for augmentation of the South Platte River.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Purchased Services	87,394	128,338	64,838	145,322
Fixed Cost	196,275	720,000	661,451	300,000
Gross City Cost	283,669	848,338	726,289	445,322
Net City Cost	283,669	848,338	726,289	445,322
Budgeted Positions	0	0	0	0

SUMMARY OF CHANGES:

The following accounts changed by more than 10% from the previous budget year: Contractual Services-OMI, Contractual Services, Engineering Service, Legal Fees, Professional Services, Repairs & Maintenance-Equip, Depreciation Expense, Leases & Rentals Water Storage and Water Lease. Total expenses decreased by 48%.

OBJECTIVES:

Track the revenues and expenses generated by operating a water storage facility.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures:			
Per Capita Cost (City Support)	\$ 36.27	\$ 92.85	\$ 56.93

Finance Recommendation:

Approve as requested.

Council Action:

WATER STORAGE**UTILITY FUND****BUDGET DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
53050	Contractual Services-OMI	52,747	53,838	35,292	53,838	76,322
53060	Contractual Services	248	500	490	500	1,000
53100	Engineering Services	23,446	30,000	-	-	20,000
53120	Legal Fees	270	10,000	405	500	5,000
53210	Professional Services	203	10,000	-	-	5,000
53240	Repairs & Maintenance-Equip.	6,000	16,000	4,000	5,000	30,000
53320	Utilities - Electrical	4,481	8,000	2,225	5,000	8,000
	Total Purchased Services	87,394	128,338	42,411	64,838	145,322
55170	Depreciation Expense	220	20,000	-	-	-
55307	Leases & Rentals Water Storage	105,406	150,000	86,214	86,214	-
55308	Water Lease	90,649	550,000	575,237	575,237	300,000
	Total Fixed Costs	196,275	720,000	661,452	661,451	300,000
	TOTAL	283,669	848,338	703,863	726,289	445,322

BUDGET SUMMARY

Purchased Services	87,394	128,338	42,411	64,838	145,322
Fixed Costs	196,275	720,000	661,452	661,451	300,000
Gross City Cost	283,669	848,338	703,863	726,289	445,322

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Utility - Utility Debt & Misc.

BUDGET TITLE & NUMBER: 40-590, 40-800, 40-810, 40-820

DEPARTMENT DESCRIPTION: Controls the debt portion of the utility function in water purchase, sewer expansion, and development in the Utility Fund.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	16,701	8,955	(11,003)	9,213
Purchased Services	14,047	9,500	7,500	144,500
Fixed Cost	827,189	879,512	1,538,148	1,657,929
Capital Outlay	-	97,000	97,000	-
Gross City Cost	857,937	994,967	1,631,645	1,811,642
Transfers In	461,268	475,511	475,511	451,777
Revenue	2,935,104	7,000	763,771	7,000
Net City Cost	(2,538,435)	512,456	392,363	1,352,865
Budgeted Positions	0	0	0	0

SUMMARY OF CHANGES:

The following accounts have changed by more than 10% from the previous year's budget: Contractual Services, Engineering Service, Legal Fees, Repairs & Maintenance-Equip, Repairs & Maintenance-Facility, Capital Projects, Bank of CO Loan-Princ, 1997 Water Loan-Prin, 2000 Revenue Anticipation Warrant-Prin, Windy Gap-Prin, 2000 Revenue Anticipation Warrant-Int. Total revenue not including beginning reserves decreased 5% from the previous year's budget. Total expenses not including ending reserves increased 82%.

OBJECTIVES:

To oversee the debt payments to ensure that they are paid in a timely manner.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Per Capita Cost (City Support)	\$ (324.53)	\$ 50.16	\$ 172.96

Finance Recommendation:

Approve as requested.

Council Action:

UTILITY DEBT & MISC

UTILITY FUND

REVENUE DETAIL

Account	Description	2014 Actual	2015 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
31610	Interest Earned	2,360	2,000	3,967	4,000	2,000
39200	Transfer from Water Sales Tax Fund	461,268	475,511	410,501	475,511	451,777
35410	Infrastructure Impact Assessment Fee	-	-	1,524	-	-
39100	State/Federal Grants	1,003,733	-	556,771	556,771	-
38100	Contributed Capital	1,943,507	-	83,420	-	-
31620	Disp of Assets	(22,928)	-	-	-	-
39000	Misc Revenue	8,433	5,000	201,767	203,000	5,000
39300	Emergency Reserve	523,073	985,658	429,596	429,596	592,489
39335	Fulton Return Project Reserve	200,000	-	-	-	-
39395	Debt Service Reserve	1,246,447	729,136	548,382	548,382	1,477,468
39360	Water Assessment Reserve	157,587	-	-	-	-
39350	Sewer Plant Investment Fee Reserve	41,535	66,806	109,380	109,380	307,045
39405	Unassigned Sewer Plant Reserve	375,000	375,000	375,000	375,000	375,000
39410	Water Plant Investment Fee Reserve	23,000	85,741	160,491	160,491	538,491
39355	Capital Repairs Reserve	361,458	437,853	435,302	435,302	509,302
39366	Water Storage Reserve	175,000	200,000	200,000	200,000	225,000
39370	Pay-in-lieu Water Shares Reserve	1,372,540	1,400,340	1,662,540	1,662,540	2,132,540
39365	Filter Replacement Reserve	160,000	200,000	200,000	200,000	200,000
39375	Water & Sewer Line Replacement Reserve	1,075,000	-	-	-	-
39376	Water Main Expansion & Oversizing	600,000	600,000	600,000	600,000	750,000
39390	Repair/Replace Equipment Reserve	600,000	495,000	529,608	529,608	379,608
39380	Well Improvement Reserve	80,000	47,077	23,368	23,368	-
39385	Filtration Study Reserve	80,000	90,000	90,000	90,000	100,000
39386	Lift Station Expansion Reserve	500,000	-	-	-	-
39400	New Centrifuge Reserve	50,000	100,000	100,000	100,000	150,000
39399	Unappropriated Reserve	(8,370,599)	(4,065,339)	(1,593,133)	(1,593,133)	(3,490,060)
	Revenue Misc	2,646,413	2,229,783	5,128,482	5,109,815	4,705,658

REVENUE SUMMARY

Intergovernmental	1,003,733	-	556,771	556,771	-
Interest Income	2,360	2,000	3,967	4,000	2,000
Internal Transfers	461,268	475,511	410,501	475,511	451,777
Other	1,929,011	5,000	286,710	203,000	5,000
Beginning Reserves	(749,959)	1,747,272	3,870,533	3,870,533	4,246,881
Total Revenues	2,646,413	2,229,783	5,128,482	5,109,815	4,705,658

UTILITY DEBT & MISC

UTILITY FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	4,062	-	(17,828)	(17,828)	-
51110	FICA	252	-	(1,105)	(1,105)	-
51115	Medicare	59	-	(259)	(259)	-
51255	VALIC Retirement 3.0	162	-	(713)	(713)	-
51120	Workers Compensation Insurance	12,113	8,955	8,936	8,955	9,213
51210	Unemployment Insurance	53	-	(53)	(53)	-
	Total Personnel	16,701	8,955	(11,023)	(11,003)	9,213
53060	Contractual Services	4,309	5,000	4,237	5,000	10,000
53080	Dues & Subscriptions	2,282	2,500	1,417	2,500	2,500
53100	Engineering Services	-	-	-	-	40,000
53120	Legal Fees	-	-	-	-	10,000
53160	Raw Water Plans & Studies	7,455	-	-	-	-
53220	Public Notices	-	1,000	-	-	1,000
53210	Professional Services	-	1,000	-	-	1,000
53240	Repairs & Maintenance - Equipment	-	-	-	-	50,000
53250	R&M Facility Maintenance	-	-	-	-	30,000
53320	Utilities - Electrical	-	-	-	-	-
	Total Purchased Services	14,047	9,500	5,654	7,500	144,500
55260	Insurance - CIRSA	64,909	62,027	62,027	62,027	68,258
58025	Bank of Colorado Loan - Principal	-	-	321,784	481,902	498,153
58070	CWCB Water Loan - Principal	-	-	-	110,720	112,934
58080	Water Treatment Plant Exp - Principal	-	-	-	115,000	120,000
58090	Windy Gap - Principal	-	-	-	115,000	115,000
58125	Bank of Colorado Loan - Interest	206,314	263,777	175,840	263,777	248,284
58140	USDA Big Water 5.5M - Interest	58,577	-	-	-	-
58150	USDA Big Water 6M - Interest	96,808	-	-	-	-
58170	CWCB Water Loan - Interest	52,168	49,997	-	49,997	47,783
58180	Water Treatment Plant Exp - Interest	39,044	33,920	14,087	33,920	27,825
58190	Windy Gap Water - Interest	64,593	60,907	19,977	60,907	56,192
55475	Windy Gap Delivery	137,122	190,000	122,774	122,774	190,000
55470	Water Assessment	107,337	198,884	122,124	122,124	153,500
55280	CIRSA Insurance Claims	317	10,000	-	-	10,000
55350	Miscellaneous Expenditures	0	10,000	-	-	10,000
	Total Fixed Costs	827,189	879,512	838,612	1,538,148	1,657,929
57500	Capital Projects	-	-	-	-	-
57500	4 Fulton Water Shares	-	72,000	72,000	72,000	-
57500	N. Lift Station PLC Upgrade	-	25,000	-	25,000	-
	Total Capital Outlay	-	97,000	72,000	97,000	-
59010	Debt Service Reserve	548,382	1,478,377	638,025	1,477,468	1,471,405
59020	Emergency Reserve	429,596	592,199	325,618	592,489	694,321
59035	New Centrifuge Reserve	100,000	150,000	150,000	150,000	200,000
59080	Sewer Plant Investment Fee Reserve	109,380	48,346	346,578	307,045	428,685
59065	Unassigned Sewer Plant Reserve	375,000	450,000	375,000	375,000	450,000
59095	Water Plant Investment Fee Reserve	160,491	361,232	601,741	538,491	768,491

UTILITY DEBT & MISC

UTILITY FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
59081	Filtration Study	90,000	100,000	100,000	100,000	110,000
59100	Capital Repairs Reserve	435,302	516,426	483,285	509,302	583,302
59110	Filter Replacement Reserve	200,000	240,000	200,000	200,000	240,000
59115	Pay-in-lieu Water Shares Reserve	1,662,540	1,800,340	2,242,540	2,132,540	2,262,540
59120	Repair/Replace Equipment Reserve	529,608	355,000	497,710	379,608	89,608
59140	Water Assessment Reserve	-	650	-	-	-
59145	Raw Water Storage Reserve	200,000	225,000	225,000	225,000	250,000
59150	Water & Sewer Line Reserve	-	150,000	-	-	-
59151	Water Main Expansion & Over sizing	600,000	750,000	750,000	750,000	900,000
59155	Well Improvement Reserve	23,368	-	-	-	-
59160	Lift Station Expansion Reserve	-	100,000	-	-	100,000
59040	Fund Balance Reserves	(1,593,133)	(6,656,021)	(914,255)	(3,490,060)	(6,275,130)
	Total Reserves	3,870,533	661,549	6,021,242	4,246,881	2,273,221
	TOTAL	4,728,470	1,656,516	6,926,485	5,878,526	4,084,863

BUDGET SUMMARY

Personnel	16,701	8,955	(11,023)	(11,003)	9,213
Purchased Services	14,047	9,500	5,654	7,500	144,500
Fixed Costs	827,189	879,512	838,612	1,538,148	1,657,929
Capital Outlay	-	97,000	72,000	97,000	-
Reserves	3,870,533	661,549	6,021,242	4,246,881	2,273,221
Gross City Cost	4,728,470	1,656,516	6,926,485	5,878,526	4,084,863

Budget Unit Summary

AGENCY/DEPARTMENT NAME: STORM WATER DRAINAGE FACILITY FUND

BUDGET TITLE & NUMBER: 45 - 320

DEPARTMENT DESCRIPTION: To maintain the storm drainage system of the City.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	15,520	16,090	16,090	17,932
Supplies	1,372	4,500	1,200	4,500
Purchased Services	3,790	12,000	1,200	-
Fixed Cost	1,106	1,106	1,106	-
Capital Outlay	-	397,536	507,536	360,000
Gross City Cost	21,788	431,232	527,132	382,432
Revenue	237,999	160,175	330,662	348,760
Net City Cost	(216,211)	271,057	196,470	33,672
Budgeted Positions	0.25	0.25	0.25	0.25

SUMMARY OF CHANGES:

Accounts that changed more than 10% from the previous budget year include: Storm Drain Infrastructure, Interest Earned, Engineering Service, Plans & Studies, Repairs & Maintenance-Facility and Depreciation Expense. Total revenue not including beginning reserves increased 118%. Total expenses not including ending reserves decreased 11%. The ending reserves decreased 19.03% from projected 2016 year-end. This is due to capital projects planned in 2017.

OBJECTIVES:

To upgrade the underground piping to avoid flooding and loss to residents.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Efficiency Measure/Feet of Storm Sewer Lines	137,280	137,280	137,280
Cost Per Foot To Maintain	\$ (1.57)	\$ 1.43	0.25
Per Capita Cost (city support)	\$ (27.64)	\$ 25.12	\$ 4.30

Finance Recommendation: Approve as requested.

Council Action:

SUMMARY

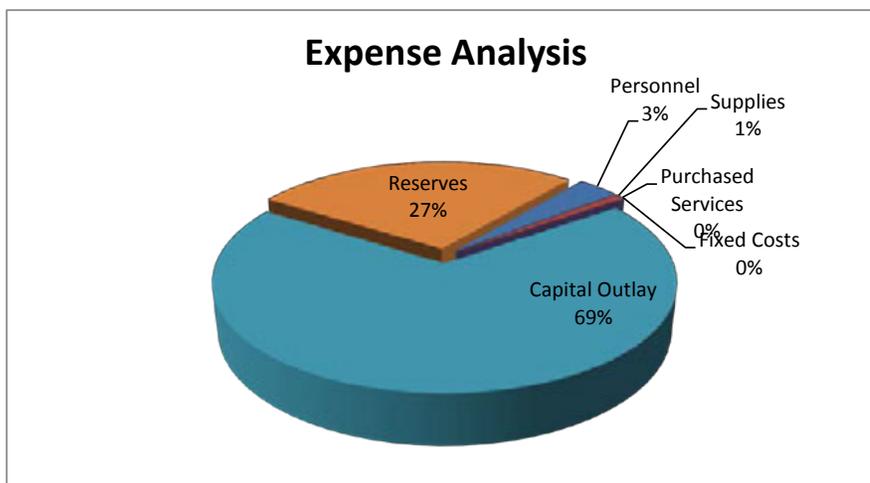
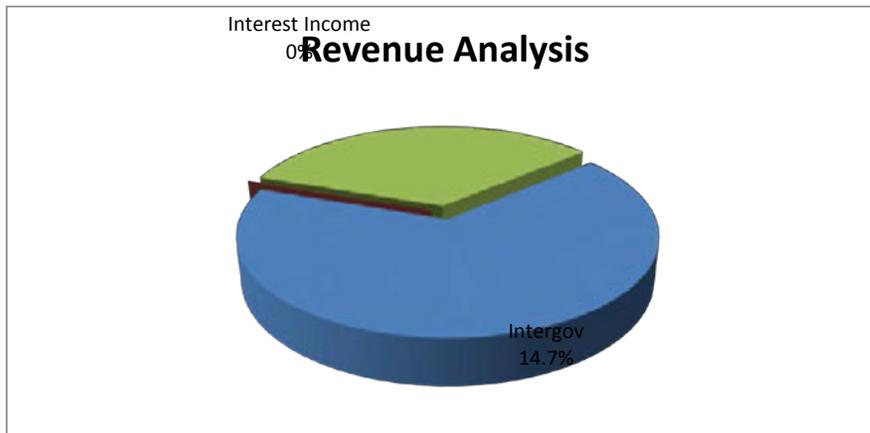
STORM WATER DRAINAGE FACILITY FUND

BUDGET SUMMARY

Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
REVENUE SUMMARY					
Charges for Services	237,721	160,025	291,496	330,512	348,560
Interest Income	278	150	129	150	200
Beginning Reserves	157,199	79,929	373,410	373,410	176,940
TOTAL REVENUES	395,198	240,104	665,035	704,072	525,700

BUDGET SUMMARY

Personnel	15,520	16,090	8,897	16,090	17,932
Supplies	1,372	4,500	629	1,200	4,500
Purchased Services	3,790	12,000	42	1,200	-
Fixed Costs	1,106	1,106	-	1,106	-
Capital Outlay	-	397,536	285,539	507,536	360,000
Reserves	373,410	(191,128)	369,928	176,940	143,268
Gross City Cost	395,198	240,104	665,035	704,072	525,700



REVENUE**STORM WATER DRAINAGE FACILITY FUND****BUDGET DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
35525	Storm Water Write-off	-	-	(4)	-	-
33210	Storm Drain Infrastructure	130,848	34,560	205,047	205,047	214,560
35550	Storm Water Fee	106,873	125,465	86,453	125,465	134,000
31610	Interest Earned	278	150	129	150	200
39399	Unappropriated Reserves	157,199	79,929	373,410	373,410	176,940
	TOTAL	395,198	240,104	665,035	704,072	525,700

REVENUE SUMMARY

Charges for Services	237,721	160,025	291,496	330,512	348,560
Interest Income	278	150	129	150	200
Beginning Reserves	157,199	79,929	373,410	373,410	176,940
TOTAL REVENUES	395,198	240,104	665,035	704,072	525,700

OPERATIONS

STORM WATER DRAINAGE FACILITY FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	11,043	11,098	6,130	11,098	11,571
51105	Overtime	308	1,000	271	1,000	1,000
51110	FICA	617	750	344	750	779
51115	Medicare	144	176	80	176	183
51120	Workers Comp	-	-	274	-	1,317
51210	Unemployment Insurance	33	37	17	37	38
51220	Health Insurance	2,683	2,303	1,365	2,303	2,282
51230	Dental Insurance	155	155	103	155	171
51240	Vision Insurance	28	29	19	29	27
51250	Life & AD&D Insurance	24	25	16	25	27
51255	VALIC Retirement 4.0	454	484	256	484	503
51285	Long Term Disability Insurance	31	33	21	33	34
	Total Personnel	15,520	16,090	8,897	16,090	17,932
52010	General Supplies	1,372	2,500	629	1,200	2,500
53105	Equipment <\$5000	-	2,000	-	-	2,000
	Total Supplies	1,372	4,500	629	1,200	4,500
53160	Plans & Studies	3,728	5,000	-	-	-
53100	Engineering Services	-	5,000	-	-	-
53250	Repairs & Maintenance	62	2,000	42	1,200	-
	Total Purchased Services	3,790	12,000	42	1,200	-
55170	Depreciation Expense	1,106	1,106	-	1,106	-
	Total Fixed Costs	1,106	1,106	-	1,106	-
57500	Capital Projects	-	-	-	-	-
57500	14th St./Factory Cir.	-	397,536	285,539	397,536	-
57500	2016 Street Projects	-	-	-	110,000	-
57500	WCR 41 & 14th St. Outfall	-	-	-	-	360,000
	Total Capital Outlay	-	397,536	285,539	507,536	360,000
59040	Fund Balance Reserves	373,410	(191,128)	369,928	176,940	143,268
	Total Reserves	373,410	(191,128)	369,928	176,940	143,268
	TOTAL	395,198	240,104	665,035	704,072	525,700

BUDGET SUMMARY

Personnel	15,520	16,090	8,897	16,090	17,932
Supplies	1,372	4,500	629	1,200	4,500
Purchased Services	3,790	12,000	42	1,200	-
Fixed Costs	1,106	1,106	-	1,106	-
Capital Outlay	-	397,536	285,539	507,536	360,000
Reserves	373,410	(191,128)	369,928	176,940	143,268
Gross City Cost	395,198	240,104	665,035	704,072	525,700

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Recreation Center - Operations

BUDGET TITLE & NUMBER: 50-610

DEPARTMENT DESCRIPTION: A recreation facility that offers aquatic programs, fitness programs, youth programs, teen programs and open recreational opportunities for all ages in the community.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	588,153	558,582	559,129	615,789
Supplies	82,859	78,250	83,250	84,000
Purchased Services	212,998	228,250	228,900	230,850
Fixed Cost	405,306	382,973	553,397	561,063
Capital Outlay	-	40,000	25,000	30,000
Gross City Cost	1,289,315	1,288,055	1,449,676	1,521,702
Transfers In	-	381,435	381,435	345,670
Revenue	1,389,766	1,391,203	1,378,613	1,492,408
Net City Cost	(100,451)	(484,583)	(310,372)	(316,376)
Budgeted Positions	14.91	15.47	15.47	16.87

SUMMARY OF CHANGES:

Accounts that changed more than 10% from the previous budget year include: Brochure Advertising, Teen Program Fees, Rental – Rec Center, Rental Deposits, Aquatics, Fitness Programs, General Programs, Pre-School Programs, Contract Programs, Silver Sneakers Revenue, Pro Shop Revenue, Donations – Private, Donations – Teen Program, Operating Transfer, Disposal of Assets, Grants – Foundation Grants, Workers Compensation Insurance, Health Insurance Expense, Chemicals, Fertilizer, Fuel & Oil, Dues & Subscriptions, Fees/Permits/Licenses, Printing, Uniforms, Utilities – Water & Sewer, Bad Debts, Concession Expenses, Depreciation Expense, Finance Charges, Capital Projects, Recreation Center Bond-Prin and Recreation Center Bond-Int. Capital requests include shower re-tiling (\$15,000) and a new play feature in the pool (\$15,000). Total revenue not including beginning reserves increased 4% from the previous budget year. Total expenses not including ending reserves increased 18%. The Recreation Center fund balance increased over 100% since projected 2016 year-end. This is mainly due to an internal transfer from the CPR Fund.

OBJECTIVES:

To increase online registration by 10% and to increase overall membership by 5%.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Membership Usage	34,732	40,000	42,000
Daily Drop-In Usage	21,910	27,250	28,500
Cost Per Usage	\$ (2)	\$ (5)	\$ (4)
Per Capita Cost (City Support)	\$ (12.84)	\$ (39.68)	\$ (40.45)

Finance Recommendation: Approve as requested.

Council Action:

SUMMARY

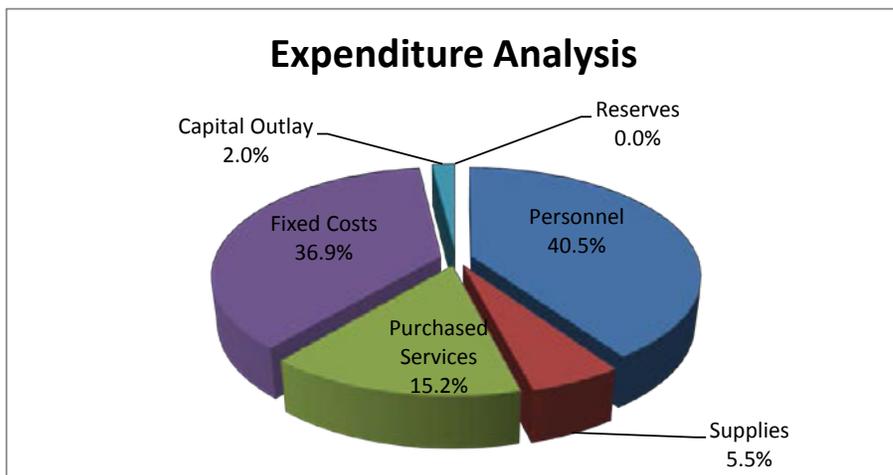
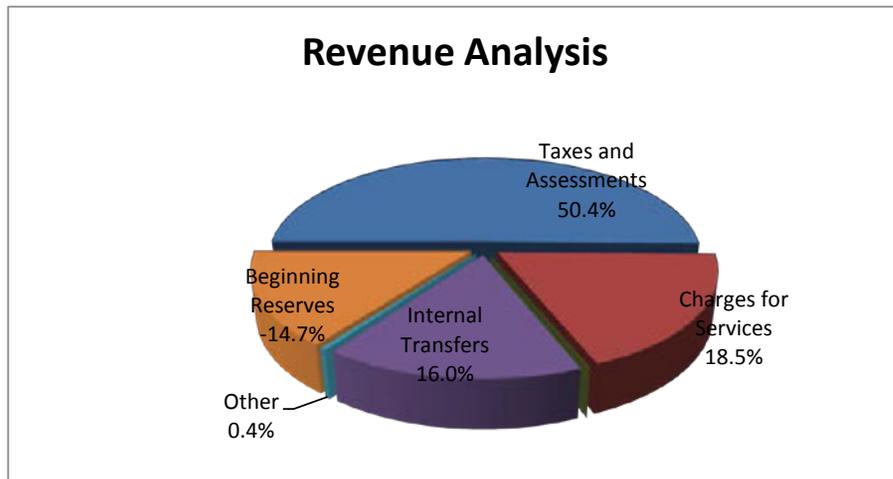
RECREATION CENTER FUND

BUDGET SUMMARY

Account Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
REVENUES					
Taxes and Assessments	1,010,267	982,253	969,335	982,253	1,085,233
Charges for Services	353,003	393,650	271,340	388,167	398,675
Interest Income	14,555	500	576	576	500
Internal Transfers	-	381,435	-	381,435	345,670
Other	11,940	14,800	7,313	7,617	8,000
Beginning Reserves	(727,199)	(427,444)	(626,748)	(626,748)	(316,376)
TOTAL REVENUES	662,568	1,345,194	621,817	1,133,300	1,521,702

BUDGET SUMMARY

Personnel	588,153	558,582	385,109	559,129	615,789
Supplies	82,859	78,250	69,598	83,250	84,000
Purchased Services	212,998	228,250	133,788	228,900	230,850
Fixed Costs	405,306	382,973	85,109	553,397	561,063
Capital Outlay	-	40,000	-	25,000	30,000
Reserves	(626,748)	57,139	(51,787)	(316,376)	0
Gross City Cost	662,568	1,345,194	621,817	1,133,300	1,521,702



FUND REVENUE

RECREATION CENTER FUND

REVENUE DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
31100	Real Property Taxes-City	1,010,267	981,253	969,335	981,253	1,084,233
39110	Other Grant Income	-	1,000	-	1,000	1,000
	Taxes & Government Funds	1,010,267	982,253	969,335	982,253	1,085,233
36105	Teen Program Fees	14,320	10,000	1,955	4,000	5,000
36110	Consignment Ticket Sales	-	-	294	294	-
36115	Admissions - Daily	82,781	103,000	65,343	103,000	106,000
36125	Punch Pass	3,309	4,100	2,402	4,100	4,100
36130	3 Month Pass	33,845	37,000	26,093	37,000	37,000
36135	Annual Pass	33,596	34,000	23,026	34,000	37,500
36122	Monthly Pass	57,151	63,000	45,703	63,000	63,000
36145	Rental Center	385	200	475	475	500
36150	Rental Deposits	2,986	4,000	450	1,000	-
36155	Aquatics	23,231	32,000	22,232	25,000	25,000
36160	Fitness Programs	8,623	10,000	12,036	18,000	18,000
36165	General Programs	370	600	150	400	400
36170	Day Camp Program	30,577	34,000	25,465	31,000	34,000
36171	Pre-School Program	11,447	11,000	8,265	12,000	12,500
36175	Contract Programs	8,888	9,000	3,931	6,500	6,825
36180	Pro-Shop Revenue	6,833	6,200	5,811	8,500	8,500
36180	Silver Sneakers	21,724	21,500	16,823	23,500	25,000
36185	Special Events	1,923	2,500	1,750	2,500	2,600
36190	Vending	5,937	7,000	4,872	7,000	7,000
36100	Brochure Advertising	3,369	1,800	4,148	4,148	3,000
36235	Winter Fest	1,521	2,500	-	2,500	2,500
36195	Baby Sitting	188	250	116	250	250
	Charge For Services	353,003	393,650	271,340	388,167	398,675
31610	Interest Earned	14,555	500	576	576	500
31620	Disp of Assets	1,790	1,000	1,550	1,550	1,500
39020	Citywide Donations	6,303	4,300	5,402	5,402	5,000
39040	Donations - Teen Program	865	9,000	165	165	-
39130	Foundation Grant	-	-	-	-	1,000
31600	Insurance Recoveries	2,866	-	-	-	-
39000	Misc Revenue	117	500	196	500	500
	Other Revenue	26,496	15,300	7,890	8,193	8,500
39200	Transfer From CPR Sales Tax Fund	-	381,435	-	381,435	345,670
	Transfers	-	381,435	-	381,435	345,670
39390	Tabor Reserve	25,465	42,180	38,582	38,582	41,358
39315	Equipment Reserve	10,000	10,000	10,000	10,000	10,000
39399	Unappropriated Reserves	(762,664)	(479,624)	(675,329)	(675,329)	(367,734)
	Reserves	(727,199)	(427,444)	(626,748)	(626,748)	(316,376)
	TOTAL	662,568	1,345,194	621,817	1,133,300	1,521,702

FUND REVENUE**RECREATION CENTER FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
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REVENUE SUMMARY

	Taxes and Assessments	1,010,267	982,253	969,335	982,253	1,085,233
	Charges for Services	353,003	393,650	271,340	388,167	398,675
	Interest Income	14,555	500	576	576	500
	Internal Transfers	-	381,435	-	381,435	345,670
	Other	11,940	14,800	7,313	7,617	8,000
	Beginning Reserves	(727,199)	(427,444)	(626,748)	(626,748)	(316,376)
	TOTAL REVENUES	662,568	1,345,194	621,817	1,133,300	1,521,702

FUND EXPENSES

RECREATION CENTER FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	460,195	457,232	311,090	457,232	499,953
51105	Overtime	480	-	324	374	-
51110	FICA	27,219	28,347	18,583	28,347	30,997
51115	Medicare	6,366	6,630	4,346	6,630	7,250
51255	VALIC Retirement 4.0	9,092	9,294	4,960	9,294	9,682
51240	Vision Insurance	524	532	376	532	544
51220	Health Insurance	43,369	34,287	24,553	34,287	40,367
51230	Dental Insurance	2,820	2,853	2,182	2,853	3,142
51250	Life & AD&D Ins	508	541	362	541	565
51285	Long Term Disability Ins	659	698	471	698	724
51120	Worker's Comp	35,524	16,790	16,963	16,963	21,057
51210	Unemployment Ins.	1,398	1,378	899	1,378	1,508
	Total Personnel	588,153	558,582	385,109	559,129	615,789
52010	Gen Supplies	18,218	16,500	11,039	16,500	18,000
52020	Office Supplies	2,431	3,000	2,424	3,000	3,000
55150	Pro Shop	1,430	1,500	1,125	1,500	1,500
52030	Janitorial	13,207	13,000	9,550	13,000	13,000
52040	Chemicals	19,276	15,000	16,900	20,000	20,000
53310	Uniforms	1,261	1,250	1,151	1,250	1,500
53105	Equip <\$5000	27,037	28,000	27,408	28,000	27,000
	Total Supplies	82,859	78,250	69,598	83,250	84,000
53060	Services	31,035	30,000	19,012	30,000	30,000
53080	Dues & Subscriptions	557	500	631	700	700
53110	Fees, Permits & Licenses	50	400	25	400	100
53030	Bank Charges	14,940	13,000	11,431	13,000	13,000
53320	Utilities - Electric	67,863	68,000	44,507	68,000	68,000
53330	Utilities - Gas	26,588	30,000	10,502	30,000	30,000
53340	Water & Sewer	18,348	16,000	12,454	16,000	18,000
53290	Telephone Expense	4,537	5,500	3,230	5,500	5,500
53180	Postage	1,191	1,000	462	1,000	1,000
52080	Fuel & Oil	691	1,000	270	700	700
53200	Printing	6,706	5,000	1,919	5,750	6,000
53130	Marketing & Promo	1,274	2,000	1,495	2,000	2,000
53240	Repairs & Maint - Equip	17,252	20,000	9,171	20,000	20,000
53250	Repairs & Maint - Facility	16,339	30,000	15,578	30,000	30,000
53300	Travel & Meetings	1,128	600	183	600	600
53120	Legal Fees	-	250	-	250	250
53280	Staff Development	4,498	5,000	2,916	5,000	5,000
	Total Purchased Services	212,998	228,250	133,788	228,900	230,850
55260	Insurance-Cirsa	22,806	23,470	23,470	23,470	24,000
55170	Depreciation Exp	234,978	231,435	-	-	-

FUND EXPENSES

RECREATION CENTER FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
55160	County Tax Collection	10,482	12,000	9,704	12,000	12,000
58010	Admin. Fees	200	-	-	-	-
55020	Bad Debts	14,946	500	897	1,000	1,000
55220	Finance Charges	43	30	98	98	75
58100	Bonds Rec Center Principal	-	-	-	400,000	415,000
58200	Bonds Rec Center In	103,713	95,238	39,552	95,238	85,238
55395	Program-Day Camp	2,314	2,500	1,720	2,500	2,750
55396	Program-preschool	671	1,000	397	1,000	1,000
55400	Teen Program	4,987	6,000	3,695	5,000	6,000
55408	Programs - Winter Fest	1,344	2,800	14	2,800	3,000
55100	Concessions Exp	8,327	5,500	5,521	8,500	8,500
55350	Misc Expenditures	20	-	-	-	-
55300	Leases & Rentals	3,223	1,000	750	1,000	1,000
55060	Cash Over / Short	(2,748)	-	(709)	(709)	-
55280	Cirsa Ins. Claims	-	1,500	-	1,500	1,500
	Total Fixed Charges	405,306	382,973	85,109	553,397	561,063
59040	To Fund Balance Reserve	(675,329)	5,403	(99,244)	(367,734)	(54,772)
59025	Equipment Reserves	10,000	10,000	10,000	10,000	10,000
59090	Tabor Reserve	38,582	41,736	37,457	41,358	44,772
	Total Reserves	(626,748)	57,139	(51,787)	(316,376)	0
57500	Capital Project	-	-	-	-	-
57500	Shower Re-tiling					15,000
57500	Play Feature in Pool					15,000
57500	Child Care Area Playground				25,000	
57500	Waterslide Stairwell		40,000			
	Total Capital Outlay	-	40,000	-	25,000	30,000
Total		662,568	1,345,194	621,817	1,133,300	1,521,702

BUDGET SUMMARY

Personnel	588,153	558,582	385,109	559,129	615,789
Supplies	82,859	78,250	69,598	83,250	84,000
Purchased Services	212,998	228,250	133,788	228,900	230,850
Fixed Costs	405,306	382,973	85,109	553,397	561,063
Capital Outlay	-	40,000	-	25,000	30,000
Reserves	(626,748)	57,139	(51,787)	(316,376)	0
Gross City Cost	662,568	1,345,194	621,817	1,133,300	1,521,702

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Golf Fund - Summary

BUDGET TITLE & NUMBER: 60-Summary

DEPARTMENT DESCRIPTION: Summary of all the costs for the Golf Enterprise Fund

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	370,759	447,615	447,188	499,283
Supplies	30,890	20,900	25,036	20,200
Purchased Services	244,104	259,214	224,632	255,855
Fixed Cost	540,139	290,326	214,488	214,517
Capital Outlay	-	34,980	34,980	-
Gross City Cost	1,185,892	1,053,035	946,324	989,855
Revenue	7,801,547	1,031,692	961,229	1,009,690
Net City Cost	(6,615,655)	21,343	(14,905)	(19,835)
Budgeted Positions	0	13.53	13.53	13.91

SUMMARY OF CHANGES:

Total revenue excluding beginning reserves decreased from the previous budget year 2%. Total expenses excluding ending reserves decreased 6%. Total fund balance increased .93% since the projected 2016 year-end.

OBJECTIVES:

See individual budget units.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Per Capita Cost (city support)	\$ (845.78)	\$ (1.91)	\$ (2.54)

Finance Recommendation:

See individual budget units.

Council Action:

See individual budget units.

SUMMARY

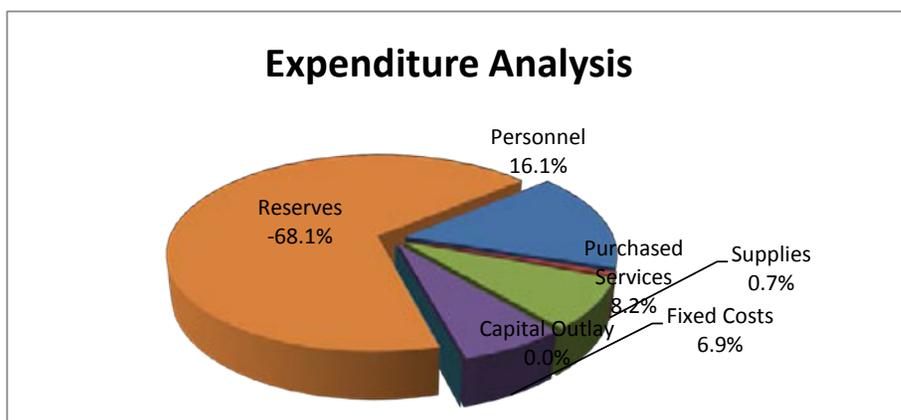
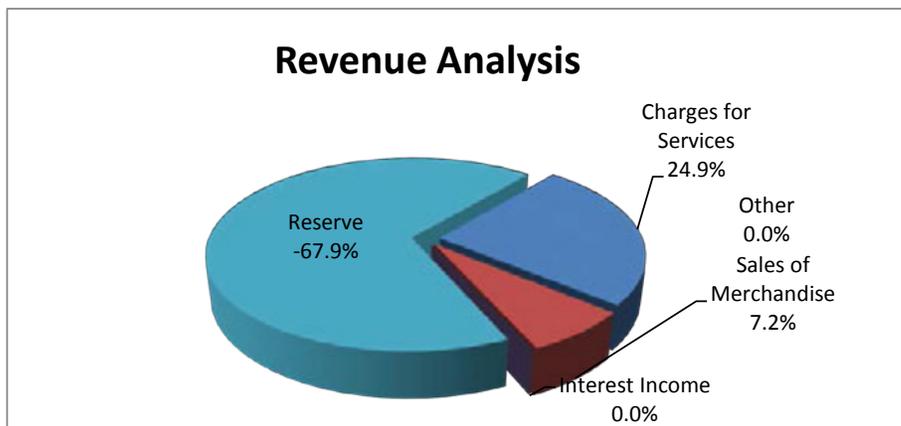
GOLF ENTERPRISE FUND

BUDGET SUMMARY

Account Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
REVENUE					
Charges for Services	781,321	735,431	549,633	718,138	782,039
Sales of Merchandise	235,731	255,721	189,765	233,314	227,651
Other	6,784,406	40,540	9,430	9,777	-
Interest Income	89	-	66	-	-
Reserve	(8,762,429)	(4,696,041)	(2,146,774)	(2,146,774)	(2,131,869)
TOTAL REVENUE	(960,882)	(3,664,349)	(1,397,879)	(1,185,545)	(1,122,179)

BUDGET SUMMARY

Personnel	370,759	447,615	259,308	447,188	499,283
Supplies	30,890	20,900	22,476	25,036	20,200
Purchased Services	244,104	259,214	147,309	224,632	255,855
Fixed Costs	540,139	290,326	160,545	214,488	214,517
Capital Outlay	-	34,980	-	34,980	-
Reserves	(2,146,774)	(4,717,384)	(1,987,516)	(2,131,869)	(2,112,034)
Gross City Cost	(960,882)	(3,664,349)	(1,397,879)	(1,185,545)	(1,122,179)



FUND REVENUE SUMMARY

GOLF ENTERPRISE FUND

REVENUE DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
36960	Golf Club Rental	40	-	10	10	-
36900	Sales - Pro Shop	57,281	45,999	47,658	57,567	49,386
36905	Sales - Food	37,011	34,076	34,946	42,797	37,709
36910	Sales - Alcoholic Beverage	106,901	133,491	83,525	102,867	105,882
36915	Prepackaged Food & Beverage	34,497	42,155	23,626	30,073	34,674
	Total Pro Shop	235,731	255,721	189,765	233,314	227,651
36950	Green Fees	546,510	500,000	369,761	493,033	533,314
36955	Cart Rentals	206,421	206,176	165,301	210,634	218,674
36965	Range Fees	27,060	29,255	20,151	25,840	30,051
36970	Tournament Sales	(55)	-	12,510	4,996	-
36980	Lessons	1,385	-	4,245	3,945	-
36985	Handicap Fees - Men's	-	-	(22,310)	(20,310)	-
36995	Youth/Junior Program Revenue	-	-	(25)	-	-
31610	Interest Earned	89	-	66	-	-
31121	Sales Tax Service Fee	554	540	356	540	-
39000	Misc Revenue	116,050	-	8,897	8,897	-
36050	Room Rental	4,789	-	177	340	-
	Total Course Operations	902,803	735,971	559,129	727,915	782,039
31606	Gain on Extenguishment of Debt	6,663,013	-	-	-	-
36010	Enhancement Assessment	-	40,000	-	-	-
	Total Administration	6,663,013	40,000	-	-	-
39390	Res 98-035 Emergency Reserve	123,184	108,941	-	-	94,632
39399	Unappropriated Reserves	(8,885,613)	(4,804,982)	(2,146,774)	(2,146,774)	(2,226,501)
	Total Reserves	(8,762,429)	(4,696,041)	(2,146,774)	(2,146,774)	(2,131,869)
	Total Revenue	(960,882)	(3,664,349)	(1,397,879)	(1,185,545)	(1,122,179)

REVENUE SUMMARY

Charges for Services	781,321	735,431	549,633	718,138	782,039
Sales of Merchandise	235,731	255,721	189,765	233,314	227,651
Other	6,784,406	40,540	9,430	9,777	-
Interest Income	89	-	66	-	-
Reserve	(8,762,429)	(4,696,041)	(2,146,774)	(2,146,774)	(2,131,869)
Total Revenue	(960,882)	(3,664,349)	(1,397,879)	(1,185,545)	(1,122,179)

FUND EXPENDITURES SUMMARY

GOLF ENTERPRISE FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	302,367	358,900	202,125	358,900	388,220
51105	Overtime	917	-	624	-	-
51110	FICA	19,471	22,252	12,881	21,919	24,070
51115	Medicare	4,554	5,205	3,012	5,127	5,630
51120	Worker's Comp	-	13,432	13,728	13,432	14,477
51210	Unemployment Insurance	942	1,093	623	1,077	1,168
51220	Health Insurance	31,495	33,991	19,495	33,991	49,619
51230	Dental Insurance	2,102	2,865	1,612	2,865	3,996
51240	Vision Insurance	407	523	303	523	630
51250	Life & AD&D Insurance	414	474	171	474	585
51255	Retirement	7,511	8,260	4,506	8,260	10,129
51285	Long Term Disability Insurance	580	620	227	620	759
	Total Personnel	370,759	447,615	259,308	447,188	499,283
52010	General Supplies	21,360	16,500	10,066	13,836	15,700
53310	Uniforms	1,164	4,400	1,089	1,400	1,500
53105	Equipment <\$5000	8,365	-	11,321	9,800	3,000
	Total Supplies	30,890	20,900	22,476	25,036	20,200
51290	Employee Assistance Program	548	600	482	482	420
53080	Dues & Subscriptions	979	1,250	200	200	200
53110	Fees / Permits / License	3,869	3,600	600	600	1,600
53320	Utilities - Electrical	47,184	45,200	29,030	44,398	51,000
53340	Utilities - Water & Sewer	43,258	26,600	11,675	22,000	30,800
53345	Utilities - Trash	1,442	1,644	914	1,606	1,700
53290	Telephone Expense	5,956	6,600	3,870	6,185	6,600
53180	Postage	888	360	(208)	-	575
52080	Fuel & Oil	23,747	32,000	8,767	24,000	28,000
52070	Irrigation Supplies	9,342	13,000	9,506	13,000	13,000
52060	Sand / Soil	2,805	5,000	2,572	4,409	5,000
52050	Seed / Sod / Trees	2,380	4,000	3,247	4,000	4,000
52040	Chemical & Fertilizer	26,804	33,000	23,154	35,609	35,000
53125	Laundry Services	-	1,200	-	-	-
53120	Legal Fees	-	5,000	-	-	5,000
53302	Trustee Fees	12,500	3,000	-	-	-
53060	Misc Contract Services	2,620	26,300	18,791	25,543	26,000
53130	Marketing & Promotions	8,544	3,500	508	500	1,000
53050	Management Fees	1,680	-	-	-	-
53230	Recruitment	35	-	35	-	-
53270	Repair & Maint - Vehicle	-	360	187	93	360
53250	Repair & Maintenance	16,024	9,000	5,873	6,300	8,200
53260	Repair & Maint - Building & Grounds	7,601	13,000	9,192	7,908	10,000
53245	Repair & Maint - Cart Pat	4,577	4,000	897	4,000	4,200
53240	Repair & Maint - Equipment	20,480	21,000	17,851	23,799	23,200
53300	Travel/Meetings	35	-	-	-	-
53280	Staff Development	805	-	165	-	-
	Total Purchased Services	244,104	259,214	147,309	224,632	255,855

FUND EXPENDITURES SUMMARY

GOLF ENTERPRISE FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
53335	GC Security	1,346	1,260	960	1,392	1,450
55260	Insurance-CIRSA	15,789	5,029	5,029	5,029	5,534
55170	Depreciation Expense	90,009	75,032	-	-	-
53030	Bank Charge	23,555	15,000	12,702	18,132	20,000
55220	Credit Card Charges	61	250	47	50	250
58145	General Fund Loan - Interest	-	1,279	-	-	-
58210	Interest 1996A1	12,322	-	-	-	-
58220	Interest 1996B	28,558	-	-	-	-
58230	Interest 1996A	54,038	-	-	-	-
55120	GC Food	26,035	21,669	17,954	20,000	17,346
55130	GC Bar	36,817	35,601	27,718	34,000	36,000
55140	GC Pro Shop	34,231	28,454	29,797	36,000	32,101
55150	Prepackaged Food & Beverage	15,476	20,867	11,422	14,000	15,950
55300	Leases & Rentals	46,980	37,999	31,609	37,999	38,000
55305	Cart Leases	155,728	47,886	23,943	47,886	47,886
55060	Cash Over / Short	(805)	-	(635)	-	-
	Total Fixed Costs	540,139	290,326	160,545	214,488	214,517
57500	Capital Outlay	-	34,980	-	34,980	-
	Total Capital Outlay	-	34,980	-	34,980	-
59090	Res 98-035 Emergency Reserve	-	101,806	58,964	94,632	98,986
59040	To Fund Balance Reserve	(2,146,774)	(4,819,190)	(2,046,480)	(2,226,501)	(2,211,019)
	Total Reserves	(2,146,774)	(4,717,384)	(1,987,516)	(2,131,869)	(2,112,034)
	Gross City Cost	(960,882)	(3,664,349)	(1,397,879)	(1,185,545)	(1,122,179)

BUDGET SUMMARY

Personnel	370,759	447,615	259,308	447,188	499,283
Supplies	30,890	20,900	22,476	25,036	20,200
Purchased Services	244,104	259,214	147,309	224,632	255,855
Fixed Costs	540,139	290,326	160,545	214,488	214,517
Capital Outlay	-	34,980	-	34,980	-
Reserves	(2,146,774)	(4,717,384)	(1,987,516)	(2,131,869)	(2,112,034)
Gross City Cost	(960,882)	(3,664,349)	(1,397,879)	(1,185,545)	(1,122,179)

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Golf - Pro Shop/Restaurant

BUDGET TITLE & NUMBER: 60-680

DEPARTMENT DESCRIPTION:

Both the pro shop and restaurant are located in the golf course club house. The pro shop is where customers come to pay to play golf and get any golfing supplies that they might need. The restaurant is to provide golfers and community members a place to get something to eat, relax, and socialize with other customers or community members. The City took over management of the Golf Course in 2015.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Personnel Services	185,702	235,596	235,596	271,299
Supplies	23,843	13,000	15,665	15,000
Purchased Services	79,831	89,654	78,931	89,375
Fixed Costs	278,097	155,317	152,908	150,283
Gross City Cost	567,473	528,547	518,080	525,957
Revenue	357,213	256,261	243,091	227,651
Net City cost	210,260	272,286	274,989	298,306
Budgeted Positions	0	7.3	7.3	7.68

SUMMARY OF CHANGES:

The following accounts have changed by more than 10% from the previous budget year: Sales Tax Service Fee, Sales - Food, Sales - Alcoholic Beverages, Prepackaged Food & Beverage, Salaries & Wages, FICA, Medicare, Health Insurance, Dental Insurance, Vision Insurance, Life & AD&D Insurance, Retirement, Long Term Disability Insurance, Bank Charges, Dues & Subscriptions, Equipment < \$5,000, Fees/Permits/Licenses, Laundry, Marketing & Promotion, Postage, Uniforms, Utilities - Security, Cost of Goods - Food, Cost of Goods - Pro Shop, Cost of Goods - Prepackaged and Capital Projects. Total revenue decreased 11% while total expenses has remained about the same.

OBJECTIVES:

To increase emphasis on customer service with the goal of creating more repeat customers. In addition, to improve training to provide a higher level customer service experience at the golf course. Finally, to promote tournament sales to outside organizations in order to drive revenues during off peak times.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures/Rounds Played	26,133	23,500	26,503
Cost Per Round Played	\$ 8.05	\$ 11.70	\$ 11.26
Per Capita Cost (City Support)	\$ 26.88	\$ 35.16	\$ 38.14

Finance Recommendation:

Approve as requested.

Council Action:

PRO SHOP/RESTAURANT

GOLF ENTERPRISE FUND

REVENUE DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
36960	Golf Club Rental	40	-	10	10	-
36900	Sales - Pro Shop	57,281	45,999	47,658	57,567	49,386
36905	Sales - Food	37,011	34,076	34,946	42,797	37,709
36910	Sales - Alcoholic Beverage	106,901	133,491	83,525	102,867	105,882
36915	Prepackaged Food & Beverage	34,497	42,155	23,626	30,073	34,674
	Total Pro Shop	235,731	255,721	189,765	233,314	227,651
31610	Interest Earned	89	-	66	-	-
39000	Misc Revenue	116,050	-	8,897	8,897	-
31121	Sales Tax Service Fee	554	540	356	540	-
36050	Room Rental	4,789	-	177	340	-
	Total Course Operations	121,482	540	9,496	9,777	-
	Total Revenue	357,213	256,261	199,261	243,091	227,651

REVENUE SUMMARY

Charges for Services	40	-	10	10	-
Sales of Merchandise	235,691	255,721	189,755	233,304	227,651
Other	121,393	540	9,430	9,777	-
Interest Income	89	-	66	-	-
Total Revenue	357,213	256,261	199,261	243,091	227,651

PRO SHOP/RESTAURANT

GOLF ENTERPRISE FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	153,868	184,653	108,053	184,653	207,205
51105	Overtime	799	-	284	-	-
51110	FICA	10,428	11,450	7,298	11,450	12,847
51115	Medicare	2,439	2,679	1,707	2,679	3,005
51120	Worker's Comp	-	13,432	13,728	13,432	14,477
51210	Unemployment Insurance	505	564	353	564	623
51220	Health Insurance	12,805	16,795	7,034	16,795	24,621
51230	Dental Insurance	790	1,384	538	1,384	1,998
51240	Vision Insurance	155	241	106	241	315
51250	Life & AD&D Insurance	227	223	76	223	315
51255	Retirement	3,382	3,884	2,063	3,884	5,482
51285	Long Term Disability Insurance	305	291	99	291	411
	Total Personnel	185,702	235,596	141,339	235,596	271,299
52010	General Supplies	15,641	11,000	7,303	9,665	11,000
53310	Uniforms	964	2,000	928	1,000	1,000
53105	Equipment <\$5000	7,238	-	6,521	5,000	3,000
	Total Supplies	23,843	13,000	14,752	15,665	15,000
53030	Bank Charges	23,536	15,000	12,702	18,132	20,000
53050	Miscellaneous Expense	1,680	-	-	-	-
53060	Misc Contract Services	2,620	25,700	18,791	25,543	26,000
53080	Dues & Subscriptions	979	1,050	200	200	200
53110	Fees / Permits / License	3,869	3,500	600	600	600
53320	Utilities - Electrical	13,722	18,200	7,101	14,000	19,000
53340	Utilities - Water & Sewer	1,912	2,600	759	2,000	2,800
53345	Utilities - Trash	954	1,044	604	1,056	1,100
52080	Fuel & Oil	-	-	-	-	-
53290	Telephone Expense	5,410	6,000	3,531	5,600	6,000
53180	Postage	563	360	(208)	-	575
53125	Laundry Services	-	1,200	-	-	-
53020	Auditor Fees	-	-	-	-	-
53130	Marketing & Promotions	8,544	3,500	508	500	1,000
52040	Chemical & Fertilizer	-	-	-	-	-
53230	Recruitment	-	-	-	-	-
53250	Repair & Maintenance	11,365	4,500	4,801	4,300	4,700
53260	Repair & Maint - Building & Grounds	-	-	-	-	-
53240	Repair & Maint - Equipment	2,577	3,000	2,463	3,000	3,200
53245	GC Repair & Maint - Cart	1,887	4,000	897	4,000	4,200
53300	Travel/Meetings	35	-	-	-	-
53280	Staff Development	180	-	165	-	-
	Total Purchased Services	79,831	89,654	52,914	78,931	89,375
53335	GC Security	961	840	640	972	1,000
55120	GC Food	26,035	21,669	17,954	20,000	17,346
55130	GC Bar	36,817	35,601	27,718	34,000	36,000

PRO SHOP/RESTAURANT

GOLF ENTERPRISE FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
55140	GC Pro Shop	34,231	28,454	29,797	36,000	32,101
55150	Prepackaged Food & Beverage	15,476	20,867	11,422	14,000	15,950
55170	Depreciation Expense	1,291	-	-	-	-
55220	Finance Charges	61	-	47	50	-
55300	Leases Rentals	8,301	-	-	-	-
55305	Cart Leases	155,728	47,886	23,943	47,886	47,886
55060	Cash Over / Short	(805)	-	(635)	-	-
	Total Fixed Costs	278,097	155,317	110,885	152,908	150,283
57500	Capital Outlay	-	-	-	-	-
57500	Pavillion Upgrade	-	34,980	-	34,980	-
	Total Capital Outlay	-	34,980	-	34,980	-
	Gross City Cost	567,473	528,547	319,889	518,080	525,957

BUDGET SUMMARY

Personnel	185,702	235,596	141,339	235,596	271,299
Supplies	23,843	13,000	14,752	15,665	15,000
Purchased Services	79,831	89,654	52,914	78,931	89,375
Fixed Costs	278,097	155,317	110,885	152,908	150,283
Capital Outlay	-	34,980	-	34,980	-
Gross City Cost	567,473	528,547	319,889	518,080	525,957

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Golf - Operations

BUDGET TITLE & NUMBER: 60-685

DEPARTMENT DESCRIPTION: To maintain the clubhouse and grounds of the golf course.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year	Final Next Year
Personnel Services	179,040	212,019	212,019	227,984	227,984
Supplies	6,934	6,900	9,371	5,200	5,200
Purchased Services	174,436	175,060	163,351	180,060	180,060
Fixed Costs	37,932	38,419	38,419	38,450	38,450
Gross City Cost	398,342	432,398	423,160	451,694	451,694
Revenue	781,321	735,431	718,138	782,039	782,039
Net City cost	(382,979)	(303,033)	(294,978)	(330,345)	(330,345)
Budgeted Positions	0	6.23	6.23	6.23	6.23

SUMMARY OF CHANGES:

The following accounts have changed by more than 10% from the previous budget year: Health Insurance Expense, Dental Insurance Expense, Vision Insurance Expense, Fuel & Oil, Repairs & Maintenance-Equip., Repairs & Maintenance-Facility, Repairs & Maintenance-Grounds, Uniforms, Utilities-Electrical and Utilities-Water & Sewer. Total revenue increased 6%. Total expenses increased 4%.

OBJECTIVES:

To improve efficiency of the irrigation system and increase the overall playability of the golf course.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures/Round Played	26,133	23,500	26,503
Cost per Rounds Played	\$ (14.65)	\$ (12.55)	\$ (12.46)
Per Capita Cost (city support)	\$ (48.96)	\$ (37.71)	\$ (42.23)

Finance Recommendation: Approve as requested.

Council Action:

GOLF COURSE**GOLF ENTERPRISE FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
36950	Green Fees	546,510	500,000	369,761	493,033	533,314
36955	Cart Rentals	206,421	206,176	165,301	210,634	218,674
36965	Range Fees	27,060	29,255	20,151	25,840	30,051
36970	Tournament Sales	(55)	-	12,510	4,996	-
36980	Golf Lessons	1,385	-	4,245	3,945	-
36985	Handicap Fees-Men's	-	-	(22,310)	(20,310)	-
36995	Youth/Junior Programs	-	-	(25)	-	-
	Total Course Operations	781,321	735,431	549,633	718,138	782,039

REVENUE SUMMARY

Charges for Services	781,321	735,431	549,633	718,138	782,039
Total Revenue	781,321	735,431	549,633	718,138	782,039

GOLF COURSE OPERATIONS

GOLF ENTERPRISE FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	143,123	174,247	99,447	174,247	181,015
51105	Overtime	118	-	340	-	-
51110	FICA	8,710	10,802	5,916	10,802	11,223
51115	Medicare	2,037	2,526	1,384	2,526	2,625
51210	Unemployment Insurance	421	529	286	529	545
51220	Health Insurance	18,691	17,196	12,460	17,196	24,998
51230	Dental Insurance	1,312	1,481	1,075	1,481	1,998
51240	Vision Insurance	252	282	197	282	315
51250	Life & AD&D Insurance	186	251	95	251	270
51255	Retirement	3,914	4,376	2,659	4,376	4,647
51285	Long Term Disability Insurance	276	329	128	329	348
	Total Personnel	179,040	212,019	123,987	212,019	227,984
52010	General Supplies	5,607	4,500	2,763	4,171	4,700
53310	Uniforms	200	2,400	161	400	500
53105	Equipment <\$5000	1,127	-	4,800	4,800	-
	Total Supplies	6,934	6,900	7,724	9,371	5,200
53320	Utilities - Electrical	33,463	27,000	21,929	30,398	32,000
53340	Utilities - Water & Sewer	41,346	24,000	10,916	20,000	28,000
53345	Utilities - Trash	488	600	310	550	600
53290	Telephone Expense	547	600	339	585	600
52080	Fuel & Oil	23,747	32,000	8,767	24,000	28,000
52070	Irrigation Supplies	9,342	13,000	9,506	13,000	13,000
52060	Sand / Soil	2,805	5,000	2,572	4,409	5,000
52050	Seed / Sod / Trees	2,380	4,000	3,247	4,000	4,000
52040	Chemical & Fertilizer	26,804	33,000	23,154	35,609	35,000
53230	Recruitment	35	-	35	-	-
53270	Repair & Maint - Vehicle	-	360	187	93	360
53260	Repair & Maint - Building & Grounds	7,601	13,000	9,192	7,908	10,000
53245	Repair & Maint - Cart	2,690	-	-	-	-
53240	Repair & Maint - Equipment	17,904	18,000	15,388	20,799	20,000
53250	Repair & Maint - Facilities	4,660	4,500	1,072	2,000	3,500
53280	Staff Development	625	-	-	-	-
	Total Purchased Services	174,436	175,060	106,615	163,351	180,060
53335	GC Security	385	420	320	420	450
55300	Leases Rentals	37,547	37,999	30,186	37,999	38,000
	Total Fixed Costs	37,932	38,419	30,506	38,419	38,450
	Gross City Cost	398,342	432,398	268,831	423,160	451,694

GOLF COURSE OPERATIONS**GOLF ENTERPRISE FUND****BUDGET DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
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BUDGET SUMMARY

Personnel		179,040	212,019	123,987	212,019	227,984
Supplies		6,934	6,900	7,724	9,371	5,200
Purchased Services		174,436	175,060	106,615	163,351	180,060
Fixed Costs		37,932	38,419	30,506	38,419	38,450
Gross City Cost		398,342	432,398	268,831	423,160	451,694

Budget Unit Summary

AGENCY/DEPARTMENT NAME: Golf - Non Operations

BUDGET TITLE & NUMBER: 60-690

DEPARTMENT DESCRIPTION: Oversight of the golf course to ensure good overall financial health.

Resources	Actual Last Year	Budgeted Current Year	Projected Current Year	Requested Next Year
Supplies	113	1,000	-	-
Purchased Services	13,373	9,500	482	6,420
Fixed Cost	200,574	81,590	5,029	5,784
Gross City Cost	214,059	92,090	5,511	12,204
Net City Cost	(6,448,954)	52,090	5,511	12,204
Budgeted Positions	0	0	0	0

SUMMARY OF CHANGES:

The following accounts have changed by more than 10% from the previous budget year: Enhancement Fees, Employee Assistance Program, General Supplies, Contractual Services, Dues & Subscriptions, Fees/Permits/Licenses, Trustee Fees, Depreciation Expense and General Fund Loan-Int. Total revenue not including beginning reserves decreased 100%. Total expenses not including ending reserves decreased 87%.

OBJECTIVES:

To manage the golf course so that maximum profit may be obtained to pay off the bond holders.

PERFORMANCE MEASURES

	2015 Actual	2016 Estimated	2017 Projected
Efficiency Measures			
Per Capita Cost (city support)	\$ (824.46)	\$ 0.70	\$ 1.56

Finance Recommendation: Approve as requested.

Council Action:

ADMINISTRATIVE**GOLF ENTERPRISE FUND****REVENUE DETAIL**

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
31606	Gain on Extinguishment of Debt	6,663,013	-	-	-	-
36010	Enhancement Assessment	-	40,000	-	-	-
39390	Res 98-035 Emergency Reserve	123,184	108,941	-	-	94,632
39399	Unappropriated Reserves	(8,885,613)	(4,804,982)	(2,146,774)	(2,146,774)	(2,226,501)
	Total Course Operations	(2,099,416)	(4,656,041)	(2,146,774)	(2,146,774)	(2,131,869)

REVENUE SUMMARY

Other	6,663,013	40,000	-	-	-
Beginning Reserves	(8,762,429)	(4,696,041)	(2,146,774)	(2,146,774)	(2,131,869)
Total Revenue	(2,099,416)	(4,656,041)	(2,146,774)	(2,146,774)	(2,131,869)

ADMINISTRATIVE

GOLF ENTERPRISE FUND

BUDGET DETAIL

Account	Description	2015 Actual	2016 Amended Budget	YTD 8/31/2016	2016 Projected Year End	2017 Requested Budget
51100	Salaries & Wages	5,375	-	(5,375)	-	-
51110	FICA	333	-	(333)	(333)	-
51115	Medicare	78	-	(78)	(78)	-
51210	Unemployment Insurance	16	-	(16)	(16)	-
51255	Retirement	215	-	(215)	-	-
	Total Personnel	6,018	-	(6,018)	(427)	-
52010	General Supplies	113	1,000	-	-	-
	Total Supplies	113	1,000	-	-	-
51290	Employee Assistance Program	548	600	482	482	420
53060	Contractual Services	-	600	-	-	-
53080	Dues & Subscriptions	-	200	-	-	-
53110	Fees/permits/licenses	-	100	-	-	1,000
53120	Legal Fees	-	5,000	-	-	5,000
53180	Postage	325	-	-	-	-
53302	Trustee Fees	12,500	3,000	-	-	-
	TOTAL PURCHASED SERVICES	13,373	9,500	482	482	6,420
55260	Insurance-CIRSA	15,789	5,029	5,029	5,029	5,534
55220	Finance Charges	-	250	-	-	250
55170	Depreciation Expense	88,718	75,032	-	-	-
53030	Bank Charge	18	-	-	-	-
55300	Lease & Rental	1,131	-	1,423	-	-
58145	General Fund Loan - Interest	-	1,279	-	-	-
58210	Interest 1996A1	12,322	-	-	-	-
58220	Interest 1996B	28,558	-	-	-	-
58230	Interest 1996A	54,038	-	-	-	-
	Total Fixed Costs	200,574	81,590	6,452	5,029	5,784
59090	Res 98-035 Emergency Reserve	-	101,806	58,964	94,632	98,986
59040	To Fund Balance Reserve	(2,146,774)	(4,819,190)	(2,046,480)	(2,226,501)	(2,211,019)
	Total Reserves	(2,146,774)	(4,717,384)	(1,987,516)	(2,131,869)	(2,112,034)
	Gross City Cost	(1,926,697)	(4,625,294)	(1,986,599)	(2,126,785)	(2,099,830)

GET SUMMARY

Personnel	6,018	-	(6,018)	(427)	-
Supplies	113	1,000	-	-	-
Purchased Services	13,373	9,500	482	482	6,420
Fixed Costs	200,574	81,590	6,452	5,029	5,784
Reserves	(2,146,774)	(4,717,384)	(1,987,516)	(2,131,869)	(2,112,034)
Gross City Cost	(1,926,697)	(4,625,294)	(1,986,599)	(2,126,785)	(2,099,830)

CAPITAL IMPROVEMENT PROGRAM

This section of the budget illustrates the six-year plan for capital improvements. It includes all capital projects regardless of the fund that the costs for the project are budgeted in.

DEVELOPMENT OF THE SIX-YEAR CAPITAL IMPROVEMENTS PROGRAM

Although relatively simple in theory, the development of a six-year capital program is often complex in practice for several reasons. First, many of the benefits of a capital project or expenditure are often of an intangible nature and are not readily quantifiable. Second, their value is common or social, involving the whole municipality. Finally, their value is not easily ascertainable in monetary terms. The factor of common value and the lack of quantifiable benefits are the very reasons many such projects or activities are assumed by the public sector.

The City of Fort Lupton's Six Year Capital Improvements Program consists of a comprehensive listing of carefully selected and coordinated capital improvements, which have been identified as necessary to accomplish the City's long-range goals and policies, balanced against realistic revenue projections. The development of the six-year plan is an annual process that includes identification of needed projects through public solicitation and council and staff input, development of appropriate financing mechanisms, recommendations from the City Administrator and staff, and evaluation and final approval from Council.

IMPACT ON THE OPERATING BUDGET

During the development of the six-year plan, an evaluation of how capital expenditure decisions will affect annual operations and the City's operating budget must be considered. Such an evaluation for annual, recurrent expenditures for planned improvements and equipment is generally not that difficult, as the appropriations for such recurrent expenditures generally represent a relatively consistent proportion or percentage of the City's annual operating budget and is financed on a "pay as you go" basis out of annual operating funds.

However, the impact of large, non-recurrent capital expenditures on the City's annual operating budget is more difficult, as such expenditures generally require additional funding over and above the fiscal capacity of the City's annual operating budget. Therefore, careful scrutiny of such non-recurrent expenditures is critical to the financial health and stability of the City for the following reasons:

1. Due to their relatively larger cost and longer life, capital expenditures for long-range public improvements may have to be financed on a "pay as you use" basis through the issuance of long-term debt that coincides with the projected life of the improvement.
2. Such capital expenditures, therefore, may require a consistent application of effort and funds over a span of years.
3. The political and economic impacts of investments in long-range capital improvements extend far into the future.
4. Decisions to invest in long-range capital improvements are often irreversible, except at considerable financial and managerial costs to the City.

5. Such capital investment decisions may significantly alter or influence the City's ability to grow and prosper.

As a result of these considerations, the City has analyzed the projects included in this six-year plan and determined that the impact on the City's operating budget is minimal for most projects. In developing the individual proposals, each project was evaluated to determine its financial impact on the City's operating budget. Obviously, if the City built a new facility, there would be a corresponding increase in utilities, janitorial services, repairs and maintenance, etc., although they may be offset by other savings if it were a replacement facility.

2017-2022 SIX YEAR CAPITAL IMPROVEMENTS PROGRAM

The Six Year Capital Improvements Program for 2017 through 2022 represents projects in Internal Technology, Police, Public Works Shop, Streets, Buildings & Grounds, Planning, Engineering, Contingency Fund, Street Sales Tax, Fort Lupton Public & School Library, Community Center, Museum, Water Sales Tax Fund, Cemetery Fund, Water Lines, Water Wells, Water Treatment Plant, Sewer Lines, Waste Water Treatment Plant, Storm Drainage Fund and Recreation Center Fund. Although not all proposed projects could be funded, the key to the Six Year Program lies in the fact that the plan is realistically balanced in all years through anticipated tax income, general operating revenues, impact fees, grants and contributions.

CITY OF FORT LUPTON
SUMMARY OF SIX YEAR
CAPITAL IMPROVEMENTS PROGRAM

Department/ Description	Current 2016	Six Year Program						Future	TOTAL
		2017	2018	2019	2020	2021	2022		
GENERAL FUND (10)									
MISCELLANEOUS DEPARTMENT (180):									
City Hall Architectural	120,000								120,000
	120,000	-	-	-	-	-	-	-	120,000
IT DEPARTMENT (190):									
Network Equipment	30,000	30,000	30,000	30,000					120,000
SuiteView Video/Audio (Nanette/Jeanelle)	20,000								20,000
HR Job Applicant/Perf Review Web Ap	23,000								23,000
Enterprise Wireless System	10,000								10,000
Patch Management	7,000								7,000
Re-Wire Rec & Community Centers	20,000								20,000
Tyler Technologies Software	233,015								233,015
Mobile Device Management		15,000							15,000
Network Monitoring		12,000							12,000
Off-Site Backups		20,000	12,000	12,000					44,000
Virtual Environment		49,000							49,000
DR Site (offsite)			25,000	25,000					50,000
Tyler Technologies Hardware	15,969								15,969
	358,984	126,000	67,000	67,000	-	-	-	-	618,984
COMMUNITY POLICING (210):									
Police Cars & Equipment	122,000	120,000	60,000	60,000	60,000	60,000	60,000		542,000
	122,000	120,000	60,000	60,000	60,000	60,000	60,000	-	542,000

CITY OF FORT LUPTON
SUMMARY OF SIX YEAR
CAPITAL IMPROVEMENTS PROGRAM

Department/ Description	Current 2016	Six Year Program						Future	TOTAL
		2017	2018	2019	2020	2021	2022		
<i>PUBLIC WORKS SHOP (300):</i>									
Con-Ex Storage Containers	7,000								7,000
Trailer		20,000							20,000
	7,000	20,000	-	-	-	-	-	-	27,000
<i>PUBLIC WORKS STREETS (310):</i>									
2-Ton Dump Truck w/ Plow	90,000	100,000							190,000
Hwy 85 & 52 Beautification	200,000								200,000
Half Cost of 16th St. Paving	486,000								486,000
14th St./Factory Cir.	434,360								434,360
Front End Loader		220,000							220,000
S Denver - CR12 to CR6.25 (1/2)		750,000							750,000
Thermo Plastic Striping (in 53265)		50,000							50,000
Replace Street Sweeper			250,000						250,000
2 3/4 Ton Pickup Trucks		70,000							70,000
2016 Street Projects	1,000,000								1,000,000
	2,210,360	1,190,000	250,000	-	-	-	-	-	3,650,360
<i>BUILDINGS & GROUNDS (330):</i>									
Art Work	21,000	21,000							42,000
Water Line for 85/52 Landscaping	8,500								8,500
4WD Buildings Truck	30,000								30,000
Dog Park	30,000								30,000
3/4 Ton 4WD Grounds Truck	30,000								30,000
Railroad Park S Parking	15,000	15,000							30,000
Railroad Park Restroom	52,500								52,500
Storage Bldg	25,000								25,000

**CITY OF FORT LUPTON
SUMMARY OF SIX YEAR
CAPITAL IMPROVEMENTS PROGRAM**

Department/ Description	Current 2016	Six Year Program						Future	TOTAL
		2017	2018	2019	2020	2021	2022		
S Platte River Trail	352,000	308,420							660,420
Vincent Park Turf Upgrade	50,000								50,000
Zero Turn Mower	10,000								10,000
Koshio Restroom Electrical	8,500								8,500
Railroad Park Volleyball Court	20,000								20,000
Ventrac Mower		28,235							28,235
Water line from east of 52 to Pearson Park			500,000						500,000
	652,500	372,655	500,000	-	-	-	-	-	1,525,155
<i>PLANNING DEPARTMENT (410):</i>									
Comprehensive Plan Revisions (in 53160)		130,000							130,000
Update Development Code (in 53060)		50,000							50,000
Planimetric GIS Data Collection (in 52010)		40,000							40,000
Aerial Photography	90,000								90,000
	90,000	220,000	-	-	-	-	-	-	310,000
<i>ENGINEERING DEPARTMENT (420):</i>									
Consulting Support (in 53100)	-	100,000	100,000	100,000	100,000	100,000	100,000		600,000
Survey Support (in 53100)	-	120,000	120,000	120,000	120,000	120,000	120,000		720,000
	-	220,000	220,000	220,000	220,000	220,000	220,000	-	1,320,000
TOTAL GENERAL FUND	3,560,844	2,268,655	1,097,000	347,000	280,000	280,000	280,000	-	8,113,499

**CITY OF FORT LUPTON
SUMMARY OF SIX YEAR
CAPITAL IMPROVEMENTS PROGRAM**

Department/ Description	Current 2016	Six Year Program						Future	TOTAL
		2017	2018	2019	2020	2021	2022		
SPECIAL REVENUE FUNDS:									
CONTINGENCY FUND (15)									
Possible Capital Expenditures	640,348	687,587							1,327,935
TOTAL CONTINGENCY FUND	640,348	687,587	-	-	-	-	-	-	1,327,935
STREET SALES TAX FUND (20)									
Curb/Gutters/Sidewalks (set-a-side)	10,000		10,000	10,000	10,000	10,000	10,000	10,000	70,000
Engineering for 16th St. (85 to RR Tracks)	36,000								36,000
Pave 16th St. from 85 to RR Tracks (1/2)	486,000								486,000
Misc Curb/Gutter/Sidewalk Projects	100,000	50,000							150,000
Engineering 5th & Hoover (6th-9th)	60,000								60,000
15th St. & Factory Cir.	573,183								573,183
Paving Factory Circle		190,000							190,000
Library Sidewalk & Trail		150,000							150,000
S Denver Avenue FDR - Half Cost -Grant	41,917	795,000							836,917
Main Street			200,000						200,000
Kahil Reconstruction				300,000					300,000
Broadway Ave/5th St.				300,000					300,000
9th Street Improvements					600,000				600,000
College Ave.						600,000			600,000
TOTAL STREET SALES TAX FUND	1,307,100	1,185,000	210,000	610,000	610,000	610,000	10,000	10,000	4,552,100

**CITY OF FORT LUPTON
SUMMARY OF SIX YEAR
CAPITAL IMPROVEMENTS PROGRAM**

Department/ Description	Current 2016	Six Year Program						Future	TOTAL
		2017	2018	2019	2020	2021	2022		
FORT LUPTON PUBLIC & SCHOOL LIBRARY FUND (25)									
New Entrance	150,000	100,000							250,000
Security Gates	15,000	15,000							30,000
Makerspace Equipment(in 53105)		5,000							5,000
Portable Computers (in 53105)		10,000							10,000
Furniture (in 53105)		50,000							50,000
Paint Interior of Library (in 53250)		25,000							25,000
Radio Frequency ID Project		80,000							80,000
TOTAL LIBRARY FUND	165,000	285,000	-	-	-	-	-	-	450,000
CULTURE, PARKS & RECREATION FUND (30)									
COMMUNITY CENTER (600):									
Van	45,000								45,000
Toro Workman Mower	15,000								15,000
Replacement Tables & Chairs (in 53105)		7,500							7,500
Infield Material Pearson Pk (in 53260)		18,000							18,000
Parking Lot Work			20,000						20,000
Passenger Van				35,000					35,000
	60,000	25,500	20,000	35,000	-	-	-	-	140,500
MUSEUM (640):									
Stamped Concrete Walkway		5,000							5,000
Picnic Area (in 53105)		5,000							5,000
Interior Painting			5,000						5,000
Refinish Floor						7,000			7,000
	-	10,000	5,000	-	-	7,000	-	-	22,000

**CITY OF FORT LUPTON
SUMMARY OF SIX YEAR
CAPITAL IMPROVEMENTS PROGRAM**

Department/ Description	Current 2016	Six Year Program						Future	TOTAL
		2017	2018	2019	2020	2021	2022		
TOTAL CPR FUND	60,000	35,500	25,000	35,000	-	7,000	-	-	162,500
CONSERVATION TRUST FUND (35)									
South Platte River Trail	88,000	88,000							176,000
Tree Pruning		50,000							50,000
TOTAL CONSERVATION TRUST FUND	88,000	138,000	-	-	-	-	-	-	226,000
WATER SALES TAX FUND (70)									
Raw Water Storage (Toward Reserve)	25,000	25,000	25,000	25,000	25,000	25,000	25,000		175,000
Windy Gap	167,843	144,556	4,475,360						4,787,759
NISP (in 55360)	263,000	300,000							563,000
TOTAL WATER SALES TAX FUND	455,843	469,556	4,500,360	25,000	25,000	25,000	25,000	-	5,525,759
CEMETERY AND PERPETUAL CARE FUND (80)									
Drainage Work	40,000	200,000							240,000
Fence	40,000								40,000
Cemetery Entry/Gateway		50,000							50,000
Head Stone Restoration (In 53250)		10,000							10,000
TOTAL CEMETERY FUND	80,000	260,000	-	-	-	-	-	-	340,000

**CITY OF FORT LUPTON
SUMMARY OF SIX YEAR
CAPITAL IMPROVEMENTS PROGRAM**

Department/ Description	Current 2016	Six Year Program						Future	TOTAL
		2017	2018	2019	2020	2021	2022		
ENTERPRISE FUNDS:									
UTILITY FUND (40)									
WATER LINES (500):									
Line Replacement (Set-a-Side)	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000	700,000
Water Main Ext & Oversizing (Set-a-Side)	-	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,050,000
High Pressure Zone Engineering	100,000								100,000
Clamp	10,000								10,000
14th St./Factory Cir	244,864								244,864
CR12 Main Extension		120,000							120,000
Ice Pigging & Valve Exercise (in 53250)		100,000							100,000
Elevated Storage Tank						1,500,000			1,500,000
Backhoe						200,000			200,000
	354,864	470,000	250,000	250,000	250,000	1,950,000	250,000	250,000	4,024,864
WATER WELLS (510):									
Well Improvements (Set-a-Side)	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000	70,000
Catholic Church Well 7 Recommission	100,000								100,000
Well 6 Engineering	75,000								75,000
New Well off of Denver Ave.		350,000							350,000
Well 5 Inspection (in 53240)		50,000							50,000
Well 3 Inspection			25,000						25,000
Well 4 Inspection				25,000					25,000
Well 13 Inspection					25,000				25,000
	175,000	410,000	35,000	35,000	35,000	10,000	10,000	10,000	720,000

CITY OF FORT LUPTON
SUMMARY OF SIX YEAR
CAPITAL IMPROVEMENTS PROGRAM

Department/ Description	Current 2016	Six Year Program						Future	TOTAL
		2017	2018	2019	2020	2021	2022		
WATER TREATMENT PLANT (520):									
Filter Replacement (Set-a-Side)	-	40,000	40,000	40,000	40,000	40,000	40,000	40,000	280,000
Raw Water Tank Painting	100,000		100,000						200,000
Non-Potable Water Pump	25,000								25,000
Replace 3 100 hp VFDs at Tank Farm	60,000								60,000
Replace 1 75 HP VFD at WTP	15,000								15,000
Evoqua Annual Filter Evaluation (in 53240)		50,000							50,000
VFD Filter Feed Pump 4		50,000							50,000
Replace Filtertrack 660		20,000							20,000
Gravity Zone Flow Meter		50,000							50,000
High Pressure Zone Flow Meter		25,000							25,000
Roadbase/Landscaping WTP Road		15,000							15,000
2 Year Tank Inspection (in 53240)		65,000							65,000
3MG Tank Painting				200,000					200,000
	200,000	315,000	140,000	240,000	40,000	40,000	40,000	40,000	1,055,000
SEWER LINES (530):									
Line Replacement (Set-a-Side)	-	50,000	50,000	50,000	50,000	50,000	50,000	50,000	350,000
Repair/Replace Equipment (Set-a-Side)	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000	700,000
Sewer Vac Truck 4 Yr Lease/Purchase	90,000	90,000	90,000	123,025					393,025
14th St./Factory Cir	22,417								22,417
Actual Various Line Replacement		350,000							350,000
	112,417	590,000	240,000	273,025	150,000	150,000	150,000	150,000	1,815,442

**CITY OF FORT LUPTON
SUMMARY OF SIX YEAR
CAPITAL IMPROVEMENTS PROGRAM**

Department/ Description	Current 2016	Six Year Program						Future	TOTAL
		2017	2018	2019	2020	2021	2022		
WASTEWATER TREATMENT PLANT (540):									
Expansion of Plant (Toward Reserve)	-	75,000	75,000	75,000	75,000	75,000	75,000	75,000	525,000
WWTP Pre-Design	150,000								150,000
Headworks Instrumentation	25,000								25,000
Replace 2 Samplers	25,000								25,000
Replace Centrifuge Back Drive		30,000							30,000
Wastewater Plant Permitting (in 53110)		200,000							200,000
WWTP Flow Meter		75,000							75,000
Roadbase Gravel		30,000							30,000
Centrifuge Repair (in 53240)		100,000							100,000
E Lift Station Level Probe Upgrade		50,000							50,000
S Lift Station Landscaping		60,000							60,000
Centrifuge Feed Pump Replacement			50,000						50,000
N Lift Station Pump 1 Replacement			25,000						25,000
N Lift Station Pump 2 Replacement				25,000					25,000
	200,000	620,000	150,000	100,000	75,000	75,000	75,000	75,000	1,370,000
UTILITY BILLING (550):									
Tyler Technologies Software	46,055								46,055
	46,055	-	-	-	-	-	-	-	46,055
ADMINISTRATION (590):									
N Lift Station PLC Upgrade	25,000								25,000
3 Fulton Ditch Shares	72,000								72,000
	97,000	-	-	-	-	-	-	-	97,000
TOTAL UTILITY FUND	1,185,336	2,405,000	815,000	898,025	550,000	2,225,000	525,000	525,000	9,128,361

CITY OF FORT LUPTON
SUMMARY OF SIX YEAR
CAPITAL IMPROVEMENTS PROGRAM

Department/ Description	Current 2016	Six Year Program						Future	TOTAL
		2017	2018	2019	2020	2021	2022		
STORM DRAINAGE FUND (45)									
14th St./Factory Cir.	397,536								397,536
CR31 & 14th St Outfall		360,000							360,000
TOTAL STORM DRAINAGE FUND	397,536	360,000	-	-	-	-	-	-	757,536
RECREATION CENTER FUND (50)									
Water Slide Stairwell & Landing	40,000								40,000
Fitness Equipment Repl (in 53105)		23,000	25,000	25,000	25,000	25,000	25,000	28,000	176,000
Teen & Child Care Rooms Carpet (in 53250)		5,000							5,000
Shower Re-tiling		15,000							15,000
Play Feature in Pool		15,000							15,000
Sky Light Repair			15,000						15,000
Gym Floor Refinish			25,000						25,000
Astro Bright Surface Renovation				70,000					70,000
Locker Replacements					8,000				8,000
TOTAL RECREATION CENTER FUND	40,000	58,000	65,000	95,000	33,000	25,000	25,000	28,000	369,000
GOLF COURSE FUND (60)									
PRO SHOP/RESTAURANT (680):									
Pavillion Upgrade	34,980								34,980
TOTAL GOLF COURSE FUND	34,980	-	-	-	-	-	-	-	34,980
TOTAL CAPITAL PROJECTS	8,014,987	8,152,298	6,712,360	2,010,025	1,498,000	3,172,000	865,000	563,000	30,987,670

**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / IT	Travis Aksamitowski

Capital Project:	Network Equipment		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase	X		This would be for an additional new core switch (what runs the network). If this goes down, we are completely down as well as switches, UPS and backup storage.
Replacement Equipment			
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Currently we have one core switch with no failover so if the switch goes down, the entire infrastructure goes down. This will also allow the purchase of UPS to keep them running in power outages and backup storage. As we have grown, so has our need and space on the servers; therefore we need to be able to backup the proper amount of data in case of restore needs and the purchase of switches.

Estimated Cost of the Project: \$30,000

Other Information			
Project Priority:	Yes	No	If Yes give brief explanation
Urgent	X		This equipment is the core of the network keeping everything running and allows for redundant sources to keep the system up.
Necessary			
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Jan-17	Est. Completion Date: Dec-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / IT	Travis Aksamitowski

Capital Project:	Mobile Device Management		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase	X		Will allow the City to push policy to mobile devices and if a mobile device is lost/stolen, it will wipe out the mobile device.
Replacement Equipment			
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Will require a system that will communicate with Active Directory 2012 r2 for the group policy. This will have the capability of pushing out password policy and wiping out a mobile device if lost/stolen. Many staff use their own personal devices to connect to the network for email. When a staff member leaves, unless we get their phone and remove the account(s) information, we are not able to do to much about it at this time. This would allow us to let the staff connect with their own personal mobile device allowing the City to wipe the mobile device if lost, stolen, terminated, etc.

Estimated Cost of the Project: \$15,000

Other Information			
Project Priority:	Yes	No	If Yes give brief explanation
Urgent	X		Currently there is not a mobile device management system in place and this is a security issue.
Necessary			
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Jan-17	Est. Completion Date: Dec-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / IT	Travis Aksamitowski

Capital Project:	Network Monitoring		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase	X		Monitoring of the network allows IT to know if something went down or if there is an issue on the network.
Replacement Equipment			
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

This project would include getting a new server that is setup to monitor all other core network devices such as servers, switches, UPS units, allowing IT to be notified when something is wrong either by an email or text message. Will also inform IT if the server room is getting too warm.

Estimated Cost of the Project: \$12,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent	X		With the new server room being built into a more secure room but less square footage it will be crucial to know about room temperature. It will also provide the ability for the IT department to monitor the network for forms of security issues and potential hard drive failures on servers.
Necessary			
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Jan-17	Est. Completion Date: Dec-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / IT	Travis Aksamitowski

Capital Project:	Off-Site Backups		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase	X		Currently all backups are local to City Hall and if something were to happen to the building, we would not be able to get our data back in an easy timely manner.
Replacement Equipment			
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

This would be the first stage of two, maybe three of getting a Disaster Recovery site in place in the event of a disaster. The offsite backup would be with a consulting company that hosts backups with many customers and would have a setup fee and an ongoing annual fee. This would be based off the amount of critical data that would need to be backed up. As this project progresses, we would get a server environment setup to what we have now or at the time of kicking off the DR site. In the event that something happens, we would be able to make a modification in the network and we start getting our data from the Disaster Recovery site. The site would be tested once a month to verify all is working as expected.

Estimated Cost of the Project: \$20,000

Other Information			
Project Priority:	Yes	No	If Yes give brief explanation
Urgent	X		DR sites are critical to eliminate downtime and for all companies.
Necessary			
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Jan-17	Est. Completion Date: Dec-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / IT	Travis Aksamitowski

Capital Project:	Virtual Environment		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase	X		Our entire virtual environment is outdated and needs to be moved to a new infrastructure of VMWare.
Replacement Equipment			
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

VMWare is a system that allows us to run up to 32 servers in two or three physical servers, cutting the cost of physical hardware and energy. It can act as a test lab for future systems and software and allows for failover if one server goes down. We currently are running three physical servers. One manages the two other physical servers while the other two physical servers currently handle the work load of 9 other servers such as file server, print server, domain controllers, email server, laser fiche, Read Meter (water readings) and Citrix. This project would include the purchase of two physical servers, setup and migration from the old virtual environment to the new and provide a more robust network and we would have failover capabilities with minimum down time.

Estimated Cost of the Project: \$49,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent	X		Our current virtual environment's physical servers are no longer under warranty and have reached EOL (end of life).
Necessary			
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$162,000.00	Average physical server is \$9,000 without failover. 9 virtual servers with failover would cost an estimated amount of \$18K per server to have the same setup.
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date:	Jan-17	Est. Completion Date:	Dec-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / Community Policing	Ken Poncelow

Capital Project:	Two Patrol Cars		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase	X		One patrol vehicle is to replace a vehicle in the fleet and one is to add to the fleet to facilitate the new officer hires.
Replacement Equipment	X		
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Purchase of two new police vehicles.

Estimated Cost of the Project: \$120,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent	X		Our current fleet has vehicles that are starting to exceed mileage limits. Maintenance costs are beginning to become prohibitive. If the city council approves the hiring of new officers in 2017, they will need a patrol vehicle to drive.
Necessary			
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$120,000.00	Approximated cost for two fully equipped patrol vehicles.

TIMETABLE:	Est. Start Date: Jan-17	Est. Completion Date: Mar-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / Public Works Shop	Roy Vestal

Capital Project:	20' Trailer		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Utility trailer
Replacement Equipment	X		
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Replace equipment trailer. 20' long, 12,000 to 14,000 weight capacity.

Estimated Cost of the Project: \$20,000

Other Information			
Project Priority:	Yes	No	If Yes give brief explanation
Urgent			The existing trailer cannot handle adequate weight and is beginning to fall apart.
Necessary			
Desirable	X		

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date:	Jan-17	Est. Completion Date:	Feb-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / Streets	Roy Vestal

Capital Project:	2 Ton Dump Truck w/ Plow		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			The city owns 2 tandem dump trucks that are used for plowing and loading. Both tandems are older models and become maintenance problems (1995 and 2000). This smaller unit will provide greater flexibility when working in alleys and tight spots.
Replacement Equipment	X		
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

CMAQ funding is being approved for the City \$130,891 that includes 2 3/4 ton pick-up trucks and the 2 ton vehicle as bi-fueled CNG.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			The older tandem is not in good condition.
Necessary	X		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	~\$5,000 /year	Maintenance costs, down time, fuel savings and replacement parts.
Anticipated Additional Operating Costs:		

TIMETABLE:	Est. Start Date: <input type="text" value="Jul-17"/>	Est. Completion Date: <input type="text" value="Sep-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / Streets	Roy Vestal

Capital Project:	Front End Loader Replacement		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			The city owns 2 front end loaders. The one requiring replacement is a 1985 model.
Replacement Equipment	X		
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description
Replace the 1985 Trojan 1500 (VIN T191554) with a CAT 930 equivalent machine.

Estimated Cost of the Project: \$220,000

Other Information			
Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Replacement parts for repairs to the existing Trojan machine are no longer readily available and more expensive than modern parts. It is becoming difficult to keep it operating.
Necessary	X		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$5,000.00	Maintenance costs, down time, fuel savings and replacement parts.
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Jan-17	Est. Completion Date: Mar-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / Streets	Roy Vestal

Capital Project:	Half Cost S. Denver Ave. FDR		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Full depth reclamation of S. Denver Avenue from approximately CR 12 to CR 6.25. Resurface and widen section to include 4' shoulders.
Replacement Equipment			
Building Improvements			
Land Improvements	X		
Equipment Less than \$5,000.			

Complete Project Description

DOLA grant application made for the full depth reclamation of S. Denver Ave. from CR 12 to CR 6.25 (approximately 3 miles). If awarded the grant will cover 50% of construction costs (\$750,000 applied for). Project will not move forward without DOLA grant. The grant revenue is budgeted in the General Fund. The other half of the expense of this project is budgeted in the Street Sales Tax Fund.

Estimated Cost of the Project: \$750,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			S. Denver Ave. surface is deteriorating with large cracks forming and the edges unraveling. The existing roadway section is the original 2 lanes with no shoulders.
Necessary	X		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$2,000.00	and increasing for maintenance costs.
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Apr-17	Est. Completion Date: Jul-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / Streets	Roy Vestal

Capital Project:	Thermoplastic Striping School Crosswalks		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Striping of crosswalks is needed to correct deficiencies of the existing stripes.
Replacement Equipment			
Building Improvements			
Land Improvements	X		
Equipment Less than \$5,000.			

Complete Project Description

Previously installed striping has deteriorated and is peeling up prematurely due to inadequate pavement preparation. Project will include grinding off existing stripes and replacing with thermoplastic striping material.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent	X		Street crossing safety at public schools.
Necessary			
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$5,000.00	per year savings in personnel and material costs to repaint stripes.
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: <input type="text" value="Jul-17"/>	Est. Completion Date: <input type="text" value="Aug-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund/Streets	Roy Vestal

Capital Project:	2 3/4 Ton Pickup Trucks		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Replacement for 1999 and 2003 trucks currently in use by Public Works. The replacement trucks will be reassigned to Parks.
Replacement Equipment	x		
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

CMAQ funding is being approved for the City at \$130,891 that includes 2 3/4 ton pick-up trucks and the 2 ton vehicle as bi-fueled CNG.

Estimated Cost of the Project: \$70,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Parks needs 2 vehicles to replace older vehicles in their fleet. The CMAQ program is a great opportunity to have 83% of the cost covered for PW vehicles.
Necessary	X		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	~\$5,000 /year	Maintenance costs, down time, fuel savings and replacement parts.
Anticipated Additional Operating Costs:		

TIMETABLE:	Est. Start Date:	Jul-17	Est. Completion Date:	Sep-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / Bldgs& Grounds	Nanette Fornof / Stacy Robinson

Capital Project:	Acquisitions of Art Work		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase	x		The purpose of this request is to provide a way to fund the acquisition and maintenance of art work by the City and to establish guidelines for the selection and display of art work.
Replacement Equipment			
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

The funding source for this project is to allocate 1% of actual annual construction cost. If the program was in place for 2015, the monies allocated from the projects would be approximately \$20,610. As for future years, estimated revenues would be \$20,000. The monies collected would be used for the purchase of art work in parks, open space and other City-owned property. Staff is also asking that the development requirements include art work to be part of the development. A new committee would be formed and the committee would work on art work policy or guidelines. The types of art work would include structures, monuments, murals, paintings, fountains, banners, carvings and stained glass.

Estimated Cost of the Project: \$21,000

Other Information			
Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Help beautify the City of Fort Lupton
Necessary			
Desirable	x		

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$21,000.00	N/A

TIMETABLE:	Est. Start Date: Jan-17	Est. Completion Date: Dec-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / Bldgs& Grounds	Stacy Robinson

Capital Project:	Parking Improvements at Railroad Park South		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			This CIP request is for parking improvements at Railroad Park South.
Replacement Equipment			
Building Improvements			
Land Improvements	x		
Equipment Less than \$5,000.			

Complete Project Description

This project will provide off- street parking for the new volleyball and horseshoe pit area at Railroad Park South at the intersection of 4th and Pacific.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Allows citizens to park their vehicles off the street
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: <input type="text" value="Apr-17"/>	Est. Completion Date: <input type="text" value="Jun-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / Buildings & Grounds	Aaron Herrera

Capital Project:	South Platte River Trail		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			This CIP form is for the \$308,420 for CDOT's TAP grant award.
Replacement Equipment			
Building Improvements			
Land Improvements	X		
Equipment Less than \$5,000.			

Complete Project Description

The City was awarded a TAP grant in 2015 to construct a trail along the South Platte River. The total cost of the project is \$440,000, of which the City is committed to a \$88,000 match. The match is \$70,000 for the TAP grant and \$18,000 from a grant that was reallocated for the Branding Iron sidewalk project (CDOT grant#STE M465-009). The anticipated grant revenue is \$352,000. Some of that has been spent in 2016. This is for the remainder of the project.

Estimated Cost of the Project: \$308,420

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent	X		We must allocate these grant funds.
Necessary			
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Jan-17	Est. Completion Date: Dec-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / Bldgs& Grounds	Stacy Robinson

Capital Project:	Ventrac Mower		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase	x		This equipment would be more effective on snow removal than the unit we are using now.
Replacement Equipment			
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

This is a Ventrac multi-use unit (has multiple equipment heads: mower, broom, snow blower and a heated cab). It will make snow removal easier and faster. It also will help with sweeping after larger construction projects and adds another mower to our fleet.

Estimated Cost of the Project: \$28,235

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			This project is necessary, not urgent.
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Jan-17	Est. Completion Date: Dec-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / Planning	Todd Hodges

Capital Project:	Comprehensive Plan Revisions		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase	x		Price will include updates to the City's comprehensive plan
Replacement Equipment			
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

This project will provide the City with a new, updated comprehensive plan along with updates to the City's transportation plan and the parks, trails and open space plan. Revisions to both the City's commercial and industrial design standards and residential design standards will also be part of the project. The City was able to realize a cost savings by wrapping the various plans and design standards revisions into one project. In 2016, \$200,000 was budgeted for this project. However, based on estimates by the City's vendor, \$70,000 will be invoiced in in 2016, leaving \$130,000 left in 2017.

Estimated Cost of the Project: \$130,000

Other Information			
Project Priority:	Yes	No	If Yes give brief explanation
Urgent	x		The City's long-term plans are out-of-date and need to be updated. In 2016, approximately \$70,000 of the originally budgeted project amount of \$200,000 will be invoiced, leaving \$130,000 needed in the budget for 2017.
Necessary			
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Jan-17	Est. Completion Date: Sep-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / Planning	Todd Hodges

Capital Project:	Updates to the City's Development Code Chapters		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Updates to the existing City Municipal Code, primarily Chapter 16.
Replacement Equipment	x		
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

This project would include a detailed study of the City's current development and zoning code (primarily Chapter 16) and subsequently provide recommendations for changes to update and modernize the City's code. As part of the 2016 Budget, the City is completing a project to update to the City's Comprehensive Plan. When adopted, any changes to the Comprehensive Plan will necessitate updates to the City's development code. We will be seeking potential grant funding to help offset the cost of this project.

Estimated Cost of the Project:

Other Information			
Project Priority:	Yes	No	If Yes give brief explanation
Urgent			It is vital that updates to the City's Comprehensive Plan be reflected in the City's Municipal Code.
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: <input type="text" value="Apr-17"/>	Est. Completion Date: <input type="text" value="Dec-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / Planning	Jake Freier/Todd Hodges

Capital Project:	Planimetric GIS Data Creation		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase	x		New planimetric GIS data for the City and the surrounding area
Replacement Equipment			
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Planimetric mapping involves the capture of geographic features in the built environment. Using our new aerial photography as a base, features such as building outlines, edges of pavement, sidewalks, driveways and parking areas will be mapped for use in the City's GIS and CAD systems. The planimetric data will benefit several City departments and can be used, for example, to determine pervious and impervious surface areas, calculate areas of asphalt for paving projects, quickly inventory sidewalks and provide for advanced cartographic capabilities. In 2016, the budgeted amount for the aerial photography project was \$90,000 but only \$50,000 was spent, leaving \$40,000 available to fund the planimetric data collection in 2017. The Denver Regional Council of Governments (DRCOG), our partner and project manager for the aerial photography project, has offered this add-on service to participating entities in 2017.

Estimated Cost of the Project: \$40,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			This project will greatly improve the City's base GIS data and support many City operations.
Necessary			
Desirable	x		

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Jan-17	Est. Completion Date: Dec-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / Engineering	Roy Vestal

Capital Project:	Consulting Support		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Miscellaneous consulting support as needed
Replacement Equipment			
Building Improvements			
Land Improvements	X		
Equipment Less than \$5,000.			

Complete Project Description
Engineering support for construction inspection, materials testing and CAD support.

Estimated Cost of the Project:

Other Information			
Project Priority:	Yes	No	If Yes give brief explanation
Urgent			
Necessary			
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: <input type="text" value="Jan-17"/>	Est. Completion Date: <input type="text" value="Dec-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / Engineering	Roy Vestal

Capital Project:	Survey Support		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Miscellaneous project support as needed
Replacement Equipment			
Building Improvements			
Land Improvements	X		
Equipment Less than \$5,000.			

Complete Project Description
Engineering support for construction inspection, materials testing and CAD support

Estimated Cost of the Project:

Other Information			
Project Priority:	Yes	No	If Yes give brief explanation
Urgent			
Necessary			
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: <input type="text" value="Jan-17"/>	Est. Completion Date: <input type="text" value="Dec-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Street Sales Tax Fund	Roy Vestal

Capital Project:	Curb, Gutter & Sidewalks		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Failing concrete work throughout the town.
Replacement Equipment			
Building Improvements			
Land Improvements	X		
Equipment Less than \$5,000.			

Complete Project Description

Yearly need to replace our old concrete sidewalks, curb & gutter throughout town.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Old concrete broken and settling. Multiple complaints registered from citizens.
Necessary	X		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$10,000.00	Savings in roadway repairs due to moisture getting under pavement through broken concrete.
Anticipated Additional Operating Costs:	\$0.00	NA

TIMETABLE:	Est. Start Date: <input type="text" value="Apr-17"/>	Est. Completion Date: <input type="text" value="Oct-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Street Sales Tax Fund	Roy Vestal

Capital Project:	Paving Factory Circle		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Asphalt surface for Factory Circle and Factory Drive
Replacement Equipment			
Building Improvements			
Land Improvements	X		
Equipment Less than \$5,000.			

Complete Project Description

The 14th Street DOLA project was unable to include the paving required on Factory Circle and Factory Drive. All drainage improvements have been made and the streets are currently graded and dirt surface.

Estimated Cost of the Project: \$190,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent	X		Dust from traffic in this development is causing numerous complaints to city hall and frustrated business owners. Providing the paving will preserve the improvements already made. Delay in paving will degrade the roadway grading currently in place and jeopardize the drainage improvements in place.
Necessary			
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$15,000.00	Applications of dust palliative to control dust from the roadway.
Anticipated Additional Operating Costs:	\$0.00	NA

TIMETABLE:	Est. Start Date:	Apr-17	Est. Completion Date:	Jul-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Street Sales Tax Fund	Roy Vestal

Capital Project:	Library Sidewalk and Trail		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			City share of library property improvements for parking rehabilitation.
Replacement Equipment			
Building Improvements			
Land Improvements	X		
Equipment Less than \$5,000.			

Complete Project Description

City staff working with library project to provide curb and gutter.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Missing curb and gutter and sidewalks around library building.
Necessary			
Desirable	X		

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	NA
Anticipated Additional Operating Costs:	\$0.00	NA

TIMETABLE:	Est. Start Date: <input type="text" value="Jan-17"/>	Est. Completion Date: <input type="text" value="Dec-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Street Sales Tax Fund	Roy Vestal

Capital Project:	S. Denver Ave. Full Depth Reclamation (1/2 to be paid from General Fund for grant)		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Full depth reclamation of S Denver Avenue from approximately CR 12 to CR 6.25. Resurface and widen section to include 4' shoulders.
Replacement Equipment			
Building Improvements			
Land Improvements	X		
Equipment Less than \$5,000.			

Complete Project Description

DOLA grant application made for the full depth reclamation of S. Denver Ave from CR 12 to CR 6.25 (approximately 3 miles). If awarded the grant will cover 50% of construction costs (\$750,000 applied for). Project will not move forward without DOLA grant. The grant revenue is budgeted in the General Fund. The other half of the expense of this project is budgeted in the Street Sales Tax Fund.

Estimated Cost of the Project: \$795,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			S. Denver Ave surface is deteriorating with large cracks forming and the edges unraveling. The existing roadway section is the original 2 lanes with no shoulders.
Necessary	X		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$2,000.00	and increasing for Maintenance costs.
Anticipated Additional Operating Costs:	\$0.00	NA

TIMETABLE:	Est. Start Date: Apr-17	Est. Completion Date: Jul-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Library Fund	Sarah Frank

Capital Project:	Entrance Remodel		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Changing the location of the entrance.
Replacement Equipment			
Building Improvements	x		
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Construction to change the location of the entrance to the library.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent	x		Changing the location of the entrance was recommended when the district had a safety survey done a few years ago.
Necessary			
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	NA
Anticipated Additional Operating Costs:	\$0.00	NA

TIMETABLE:	Est. Start Date:	Jan-17	Est. Completion Date:	Jun-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Library Fund	Sarah Frank

Capital Project:	Security gates for the library entrance		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Security gates for the library entrance
Replacement Equipment	x		
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Current gates are not working and will not work with RFID tags. Security gates need to be replaced if we move to RFID tagging. New gates would also give us more accurate data for patron numbers.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Security gates deter theft.
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$1,000.00	Deter theft
Anticipated Additional Operating Costs:	\$0.00	NA

TIMETABLE:	Est. Start Date:	Jan-17	Est. Completion Date:	Nov-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Library Fund	Sarah Frank

Capital Project:	Makerspace equipment		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase	x		Maker space equipment could include a 3D printer, CAD software, button making machine and other creative space items.
Replacement Equipment			
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Maker space equipment could include a 3D printer, CAD software, button making machine and other creative space items.

Estimated Cost of the Project: \$5,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Maker spaces have become common in libraries both as a creative outlet for all ages and to support public classes in the latest technologies.
Necessary			
Desirable	x		

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	NA
Anticipated Additional Operating Costs:	\$15,000.00	It the maker space includes a 3D printer, then a staff person would need to oversee it's use because parts of the printer and the molten plastic can be extremely hot. The filament costs about \$25 a roll.

TIMETABLE:	Est. Start Date: Sep-17	Est. Completion Date: Dec-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Library Fund	Sarah Frank

Capital Project:	Portable Computers		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase	x		Laptops and tablets
Replacement Equipment			
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Laptops and tablets that can be using for programs in the conference room. These can also be used for library tech classes when the desktop computers are full.

Estimated Cost of the Project: \$10,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			We currently have 6 laptops but regularly have programs where more are needed. We also have some programs like robotics where a tablet would work better than a laptop.
Necessary			
Desirable	x		

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	NA
Anticipated Additional Operating Costs:	\$0.00	NA

TIMETABLE:	Est. Start Date: Jan-17	Est. Completion Date: Jun-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Library Fund	Sarah Frank

Capital Project:	Furniture		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Replace chairs, circulation desk, book stacks and other furniture around the library.
Replacement Equipment	x		
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Replace chairs, circulation desk, book stacks and other furniture around the library.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Replacing the chairs is desirable because the current ones are worn and uncomfortable. The circulation desk may be need to be replaced and moved when the entrance to the library is moved. With the entrance, more other areas may be changed in location and function which may make other furniture replacement necessary.
Necessary			
Desirable	x		

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	NA
Anticipated Additional Operating Costs:	\$0.00	NA

TIMETABLE:	Est. Start Date: <input type="text" value="Jan-17"/>	Est. Completion Date: <input type="text" value="Dec-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Library Fund	Sarah Frank

Capital Project:	Painting the interior of the entire library.		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Painting the interior of the entire library
Replacement Equipment			
Building Improvements	x		
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Painting the interior of the entire library.

Estimated Cost of the Project: \$25,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			The interior of the library has not been painted in almost 18 years. It makes sense to paint it when we move the areas within the library around. The current paint is dirty and in some areas peeling.
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	NA
Anticipated Additional Operating Costs:	\$0.00	NA

TIMETABLE:	Est. Start Date: May-17	Est. Completion Date: Aug-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Library Fund	Sarah Frank

Capital Project:	Radio Frequency ID Project		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase	x		Radio Frequency ID Project
Replacement Equipment			
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

RFID tags would replace the barcodes on all of our books and other circulation items. RFID tags allow patrons to self checkout items and are also used as a security feature. RFID tagged items in connection with security gates, would raise the alarm if someone takes an item out of the building without first checking it out. The project would include putting RFID tags on all items and installing self checkout stations.

Estimated Cost of the Project: \$80,000

Other Information			
Project Priority:	Yes	No	If Yes give brief explanation
Urgent			This project would reduce theft, provide better inventory control, save employee time and is necessary because barcodes will become more difficult to purchase.
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$38,000.00	This project, once setup, will save approximately 40 hrs of employee time weekly because patrons will be able to self checkout. In addition it could save \$1000 a year with the reduction of missing items.
Anticipated Additional Operating Costs:	\$0.00	NA

TIMETABLE:	Est. Start Date: Jan-16	Est. Completion Date: Nov-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
CPR Fund / Community Center	Monty Schuman

Capital Project:	Replace tables and chairs		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Replacement of tables and chairs that we do each year.
Replacement Equipment	x		
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

We replace about 1/4 of the tables and chairs each year in the large multi-purpose room. This will allow us to continue to replace them as we have in the past.

Estimated Cost of the Project: \$7,500

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			A continual process updating our inventory of tables and chairs.
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	NA
Anticipated Additional Operating Costs:	\$0.00	NA

TIMETABLE:	Est. Start Date: May-17	Est. Completion Date: Jun-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
CPR Fund / Community Center	Monty Schuman

Capital Project:	Infield material and grading of Pearson Park yellow and blue fields		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			To add infield material and grade the yellow and blue infields at Pearson Park to prevent water puddling.
Replacement Equipment			
Building Improvements			
Land Improvements	X		
Equipment Less than \$5,000.			

Complete Project Description

We have over the past two seasons been able to improve green and red fields at Pearson Park and they are in good shape. Yellow and Blue fields need to be upgraded as they have some major low spots that cause puddling to the point of numerous cancellations. These two fields have not had any major infield material added to them in over four years and this will catch them up.

Estimated Cost of the Project: \$18,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			This will improve the playing surface on both fields and make them safer.
Necessary	X		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$2,000.00	This should save a considerable amount of man hours from having to push water off of fields and the amount of time needed to reschedule cancelled games.
Anticipated Additional Operating Costs:	\$0.00	NA

TIMETABLE:	Est. Start Date: Mar-17	Est. Completion Date: Apr-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
CPR Fund / Museum	Monty Schuman

Capital Project:	To install a stamped concrete walkway between sidewalk and landscaping wall around museum		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			To install a stamped concrete walkway between sidewalk and landscaping wall around museum
Replacement Equipment			
Building Improvements			
Land Improvements	x		
Equipment Less than \$5,000.			

Complete Project Description

To install a stamped brick concrete walkway between sidewalk and landscaping wall around museum that will eliminate the crush refined area. This will greatly improve the look of the area and eliminate the issue of the crush refines seeping out onto the sidewalk making them slippery and also will help with weed control in the area.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			To improve the site and landscaping at the museum located on our busiest street.
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	NA
Anticipated Additional Operating Costs:	\$0.00	NA

TIMETABLE:	Est. Start Date:	Feb-17	Est. Completion Date:	Mar-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
CPR Fund / Museum	Monty Schuman

Capital Project:	Tables, Chairs, and Canopys for Picnic area		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			This is to purchase 3 sets of tables and chairs with canopies for a sitting picnic area at the Muesum located in the area where the old ramp was located.
Replacement Equipment			
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.	x		

Complete Project Description

This is to purchase a 3 sets of tables and chairs with canopies for a sitting picnic area at the Muesum located in the area where the old ramp was located.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			To improve the site and landscaping at the museum located on our busiest street.
Necessary			
Desirable	x		

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: <input type="text" value="Feb-17"/>	Est. Completion Date: <input type="text" value="Mar-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department: 35-650-Conservation Trust	Contact Person: Stacy Robinson
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Capital Project:	South Platte River Trail Match		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			This CIP form is for the \$88,000 match the City is committed to as a part of CDOT's TAP grant award.
Replacement Equipment			
Building Improvements			
Land Improvements	x		
Equipment Less than \$5,000.			

Complete Project Description

The City was awarded a TAP grant in 2015 to construct a trail along the South Platte River. The total cost of the project is \$440,000, of which the City is committed to a \$88,000 match. The match is \$70,000 for the TAP grant and \$18,000 from a grant that was reallocated for the Branding Iron sidewalk project (CDOT grant#STE M465-009). The anticipated grant revenue is \$352,000.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent	x		We must allocate these matching funds as part of our commitment for the grants.
Necessary			
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Jan-17	Est. Completion Date: Dec-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Conservation Trust Fund	Stacy Robinson

Capital Project:	Tree Pruning		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Reduce hazards in trees for public safety.
Replacement Equipment			
Building Improvements			
Land Improvements	x		
Equipment Less than \$5,000.			

Complete Project Description

This would be a contracted pruning service for our park trees that have hazard and may fall and hurt a citizen.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent	x		
Necessary			
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: <input type="text" value="Mar-17"/>	Est. Completion Date: <input type="text" value="Apr-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Cemetery Fund	Roy Vestal

Capital Project:	Cemetery Drainage		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Ground water and surface drainage issues affecting many grave sites.
Replacement Equipment			
Building Improvements			
Land Improvements	X		
Equipment Less than \$5,000.			

Complete Project Description

Construction of underdrain surface drainage outfall to provide positive drainage for the east side of the cemetery.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Aesthetically necessary / Families of residents here would probably say it is urgently needed.
Necessary			
Desirable	X		

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: <input type="text" value="Apr-17"/>	Est. Completion Date: <input type="text" value="Jun-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Cemetery Fund	Roy Vestal

Capital Project:	Cemetery Entry/Gateway		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Improvements to the entry way to give a distinctive gateway into the cemetery.
Replacement Equipment			
Building Improvements			
Land Improvements	X		
Equipment Less than \$5,000.			

Complete Project Description

Design and construction of entry way feature columns to give an impressive look to the cemetery property.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			
Necessary			
Desirable	X		

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	NA
Anticipated Additional Operating Costs:	\$0.00	NA

TIMETABLE:	Est. Start Date: <input type="text" value="Jun-17"/>	Est. Completion Date: <input type="text" value="Jul-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Cemetery Fund	Roy Vestal

Capital Project:	Head Stone Restoration		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Restoration of broken and uneven head stones in the older section of the cemetery.
Replacement Equipment			
Building Improvements			
Land Improvements	X		
Equipment Less than \$5,000.			

Complete Project Description

This the third phase of the restoration project and should include all remaining damaged old head stones in the cemetery.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			
Necessary			
Desirable	X		

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	NA
Anticipated Additional Operating Costs:	\$0.00	NA

TIMETABLE:	Est. Start Date: <input type="text" value="Jul-17"/>	Est. Completion Date: <input type="text" value="Aug-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Utility Fund / Water Lines	Roy Vestal

Capital Project:	CR12 Main Extension (Cemetery Service Re-location)		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Extend 12" water main in CR12 from CR 29 to the cemetery center walk.
Replacement Equipment			
Building Improvements			
Land Improvements	X		
Equipment Less than \$5,000.			

Complete Project Description

Relocation of the existing water service to the cemetery is required in accordance with an agreement with Anadarko. Anadarko has agreed to share cost of this project equivalent to the cost of running the 4" service line from its existing location along CR29 to the eastern boundary of the cemetery. Anadarko's share contribution is \$83,420.00.

Estimated Cost of the Project: \$120,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent	X		Anadarko agreement requires beginning of relocation by December 2016. Irrigation requirements at the cemetery will be needed by beginning of May.
Necessary			
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Mar-17	Est. Completion Date: Apr-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Utility Fund / Water Lines	Roy Vestal

Capital Project:	Ice Pigging and Valve Exercise		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Ice pigging of water mains and completion of valve exercising.
Replacement Equipment			
Building Improvements			
Land Improvements	X		
Equipment Less than \$5,000.			

Complete Project Description

Additional areas of town experience the black specs in water service. Ice pigging will scour the mains to remove mineral encrustation and improve water quality delivered to homes.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Completion of the GIS valve locations and exercising of the remaining portions of the water system will complete accuracy of our mapping. Older portions of the system will benefit from the ice pigging operation.
Necessary	X		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: <input type="text" value="Jun-17"/>	Est. Completion Date: <input type="text" value="Jul-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Utility Fund / Wells	Mike Rousey

Capital Project:	New Well		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase	x		New well to be built off of Denver Ave.
Replacement Equipment			
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Develop well on Denver Ave.

Estimated Cost of the Project: \$350,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			This well would replace Well 1.
Necessary			
Desirable	x		

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Mar-17	Est. Completion Date: Aug-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Utility Fund / Wells	Mike Rousey

Capital Project:	Well 5 Inspection		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase	x		Pull well. Do TV inspection and repair items on pump as necessary.
Replacement Equipment			
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Pull well. Do TV inspection and repair items on pump as necessary.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Pull pump and repair if necessary.
Necessary			
Desirable	x		

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date:	Mar-17	Est. Completion Date:	Aug-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Utility Fund / Water Treatment Plant	Mike Rousey

Capital Project:	Evoqua Annual Filter Evaluation/Filter Replacement/Pinning Project		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			
Replacement Equipment	X		
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

The filters are now 3 years old. Each year we will likely have to replace individual modules at a cost of \$750 - \$1,000 per module. In addition, it is recommended that Evoqua be brought in to certify the operation of the units and conduct an inspection of the individual filter modules and the system.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Provide inspection and repairs for filters as they age.
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: <input type="text" value="Jan-17"/>	Est. Completion Date: <input type="text" value="Mar-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Utility Fund / Water Treatment Plant	Mike Rousey

Capital Project:	Filter Feed Pump 4 VFD Replacement		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Replace final VFD for water plant filter feed pumps
Replacement Equipment	x		
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Replace final VFD for water plant filter feed pumps

Estimated Cost of the Project: \$50,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Old unit that only operates in hand
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Jan-17	Est. Completion Date: Dec-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Utility Fund /Water Treatment Plant	Mike Rousey

Capital Project:	Replace Filtertrack 660		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase	x		Replace current Filtertrack 660
Replacement Equipment	x		
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Replace current Filtertrack 660

Estimated Cost of the Project: \$20,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Required to maintain compliance with Clean Water Act
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Jan-17	Est. Completion Date: Feb-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Utility Fund / Water Treatment Plant	Mike Rousey

Capital Project:	Gravity Zone Flow Meter		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase	x		Currently we have no flow measurement from the water tanks to the system. This makes determining water loss difficult. Addition of a flow meter will be able to allow us better determine water loss in the system
Replacement Equipment			
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Purchase a meter, dig a pit/vault, provide SCADA programming and electrical to meter

Estimated Cost of the Project: \$50,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Better understand how much flow is going to the low and high pressure zones and where potential water loss is located
Necessary			
Desirable	x		

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Jun-17	Est. Completion Date: Aug-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Utility Fund / Water Treatment Plant	Mike Rousey

Capital Project:	High Pressure Zone Flow Meter		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase	x		Currently we have no flow measurement from the water tanks to the system. This makes determining water loss difficult. Addition of a flow meter will be able to allow us better determine water loss in the system
Replacement Equipment			
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Purchase a meter, re-pipe as necessary, provide SCADA programming and electrical to meter

Estimated Cost of the Project: \$25,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Better understand how much flow is going to the low and high pressure zones and where potential water loss is located
Necessary			
Desirable	x		

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Jun-17	Est. Completion Date: Aug-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Utility Fund / Water Treatment Plant	Mike Rousey

Capital Project:	Road base/Landscaping Water Plant Road		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Road around the water plant needs to be re-rocked due to heavy rain and runoff. Trucks are having a problem getting around as ground is soggy in a number of spots
Replacement Equipment			
Building Improvements			
Land Improvements	x		
Equipment Less than \$5,000.			

Complete Project Description

Road around the water plant needs to be re-rocked due to heavy rain and runoff. Trucks are having a problem getting around as ground is soggy in a number of spots

Estimated Cost of the Project: \$15,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Rock is needed to stabilize the drive around the water plant
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Jan-17	Est. Completion Date: Mar-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Utility Fund / Water Treatment Plant	Mike Rousey

Capital Project:	2 Year Tank Inspection & Maintenance		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			
Replacement Equipment			
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Hire divers to inspect and clean any debris that has accumulated in the bottom of the water tanks.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Required by CDPHE to complete inspections at least once every 5 years. Raw water tank requires cleaning at least every 2 years.
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: <input type="text" value="Jun-17"/>	Est. Completion Date: <input type="text" value="Jun-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Utility Fund / Sewer Lines	Roy Vestal

Capital Project:	Vactor Truck Lease/Purchase		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase		X	Continuing payments for Vactor truck ordered and received in 2016
Replacement Equipment			
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Lease agreement with Bank of Colorado 90/90/90/buyout	2016/17/18/2019
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Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			
Necessary			
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: <input type="text" value="Oct-17"/>	Est. Completion Date: <input type="text"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Utility Fund / Sewer Lines	Roy Vestal

Capital Project:	Line Replacement TBD		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Replacement of existing sanitary sewer line.
Replacement Equipment			
Building Improvements			
Land Improvements	X		
Equipment Less than \$5,000.			

Complete Project Description

Numerous locations within the city are provided sanitary sewer service without dated clay pipe materials. An analysis of trouble spots will be undertaken by the City Engineer to determine critically deficient service locations.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent	X		Clay pipe materials allow tree roots to block flow and are more prone to be broken causing infiltration.
Necessary			
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$20,000.00	per year in claims against the city for backed up service lines.
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: <input type="text" value="Jun-17"/>	Est. Completion Date: <input type="text" value="Aug-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Utility Fund / Wastewater Plant	Mike Rousey

Capital Project:	Replace Centrifuge Back Drive		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Budgeted in case of failure of current back drive unit.
Replacement Equipment	x		
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Budgeted in case of failure of current back drive unit
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Estimated Cost of the Project: \$30,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Required for operation of the plant.
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Jan-17	Est. Completion Date: Dec-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Utility Fund / Wastewater Plant	Mike Rousey

Capital Project:	Wastewater Plant Permitting		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			
Replacement Equipment	x		
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Current permit expires at the end of 2017. New permit application, mixing zone study and potentially an anti-degradation study will be necessary.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Required to maintain NPDES permit
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: <input type="text" value="Jan-17"/>	Est. Completion Date: <input type="text" value="Sep-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Utility Fund / Wastewater Plant	Mike Rousey

Capital Project:	Waste Water Plant Flowmeter		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Flow meter needs to be relocated due to the changes in the river. During periods of high flow the meter is overtopped and becomes inaccurate
Replacement Equipment	x		
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Purchase a flow meter, dig and place a vault, run electrical to flow meter and put meter into SCADA system

Estimated Cost of the Project: \$75,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Road is getting rutted and is especially sloppy during the rainy season
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Jan-17	Est. Completion Date: Dec-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Utility Fund / Wastewater Plant	Mike Rousey

Capital Project:	Road base Gravel		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Gravel around plant road has been washed away due to truck traffic and heavy rains.
Replacement Equipment	x		
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Re-rock around the plant drive area

Estimated Cost of the Project: \$30,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Road is getting rutted and is especially sloppy during the rainy season
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Jan-17	Est. Completion Date: Dec-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Utility Fund / Wastewater Plant	Mike Rousey

Capital Project:	Centrifuge Repair		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Budgeted in case of failure of centrifuge
Replacement Equipment	x		
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

Budgeted in case of failure of centrifuge

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			Required for operation of the plant
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: <input type="text" value="Jan-17"/>	Est. Completion Date: <input type="text" value="Dec-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Utility Fund / Wastewater Plant	Mike Rousey

Capital Project:	East Lift Station Level Probe Upgrade		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase	x		Replace old floats in both manholes/wet wells at the station with probes that will measure the level on a consistent basis. The old floats have a tendency to be overcome with grease and the pumps don't turn on. In addition, there is no warning on this situation since the floats don't move up, they won't trigger an alarm.
Replacement Equipment	x		
Building Improvements		x	
Land Improvements		x	
Equipment Less than \$5,000.		x	

Complete Project Description

Replace old floats in both manholes/wet wells at the station with probes that will measure the level on a consistent basis. The old floats have a tendency to be overcome with grease and the pumps don't turn on. In addition, there is no warning on this situation due to the fact that if the floats don't move up, they won't trigger an alarm.

Estimated Cost of the Project:

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: <input type="text" value="Jan-17"/>	Est. Completion Date: <input type="text" value="Dec-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Utility Fund / Wastewater Plant	Mike Rousey

Capital Project:	South Lift Station Landscaping		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase		x	Re-landscape south lift station grounds.
Replacement Equipment		x	
Building Improvements		x	
Land Improvements	x		
Equipment Less than \$5,000.		x	

Complete Project Description

After completion of the south lift station, the station was hydro seeded. The hydro seeding failed due to the heavy rainfalls. The site doesn't look good and needs to be re-landscaped. We will want to include better erosion control on the slope. We will likely want to put a landscape fabric under the decorative rock to prevent weeds from growing through. We might want to do something more than just rock it since it is very visible from 85 depending on pricing for the rock at that time..

Estimated Cost of the Project:

Other Information			
Project Priority:	Yes	No	If Yes give brief explanation
Urgent			
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: <input type="text" value="Jun-17"/>	Est. Completion Date: <input type="text" value="Aug-17"/>
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Storm Drainage Fund	Roy Vestal

Capital Project:	WCR 31/14th Street Outfall		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Provide a drainage outfall that crosses WCR 31 and traverses along 14th Street alignment to the west.
Replacement Equipment			
Building Improvements			
Land Improvements	X		
Equipment Less than \$5,000.			

Complete Project Description

There is not defined drainage outfall across WCR 31 at the current Tri-state generator facility. WCR floods on a regular basis as the drainage facilities along the east side of WCR 31 have no place to outfall. City staff is currently in discussion with Tri-state personnel to cooperate in constructing an outfall. Tri-state will participate in some of the costs (to be determined).

Estimated Cost of the Project: \$360,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent	X		Tri-State experiences multiple times a year with WCR 31 submerged and flooded. Their detention facility was in danger of overtopping during 2016 rainy season.
Necessary			
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Aug-17	Est. Completion Date: Oct-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Recreation Fund / Rec Center	Monty Schuman

Capital Project:	Replace Fitness Equipment		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			This will replace fitness equipment that has been planned for according to the replacement schedule.
Replacement Equipment	x		
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

There is one arc trainer, one treadmill, one stair climber and one automatic motion trainer scheduled to be replaced.

Estimated Cost of the Project: \$23,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			This follows the replacement plan.
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	Obviously we need to keep up-to-date with our fitness area or we run the risk of losing members to the center.
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Feb-17	Est. Completion Date: Mar-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Recreation Fund / Rec Center	Monty Schuman

Capital Project:	Carpet Replacement for Teen & Child Care Room		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			This will replace the last of the original carpet in the building from when it was built in 2004.
Replacement Equipment			
Building Improvements	x		
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

This will replace the carpet in the teen room and the child care room with carpet tiles. These areas are the last areas to be replaced. They are showing a considerable amount of wear.

Estimated Cost of the Project: \$5,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			This is needed to keep the building up and refresh the area.
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Feb-17	Est. Completion Date: Mar-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Recreation Fund / Rec Center	Monty Schuman

Capital Project:	Shower Re-tiling in Men's and Women's Locker Rooms		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			This will replace the tile in the shower areas of the men's and women's shower stalls.
Replacement Equipment			
Building Improvements	x		
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

By replacing the shower tile in the men's and women's shower area, it will greatly improve the appearance of these areas. These areas are in need of improvement and need to be updated.

Estimated Cost of the Project: \$15,000

Other Information

Project Priority:	Yes	No	If Yes give brief explanation
Urgent			The area is in need of updating and a face lift.
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Feb-17	Est. Completion Date: Apr-17
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**CITY OF FORT LUPTON
CAPITAL IMPROVEMENTS PROGRAM
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Recreation Fund / Rec Center	Monty Schuman

Capital Project:	Replacement of Water Play Feature in Pool Area		
Complete Applicable to Project:	Yes	No	If Yes, give brief explanation
New Equipment Purchase			Replace the water fountains in the zero depth area.
Replacement Equipment	x		
Building Improvements			
Land Improvements			
Equipment Less than \$5,000.			

Complete Project Description

This will replace the water fountain area with a new feature. The existing fountain is beginning to break down. We have had to fix it and re-weld it the last two times we have done our shut down week. It is getting to the point that it needs to be replaced as it is becoming a safety concern.

Estimated Cost of the Project: \$15,000

Other Information			
Project Priority:	Yes	No	If Yes give brief explanation
Urgent			
Necessary	x		
Desirable			

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$0.00	N/A
Anticipated Additional Operating Costs:	\$0.00	N/A

TIMETABLE:	Est. Start Date: Feb-17	Est. Completion Date: Mar-17
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DEBT SERVICE

OVERVIEW

This section of the budget reflects existing long-term debt for all funds. By necessity, the actual debt service payments are budgeted in the appropriate fund; however this section is intended to give the reader a broad overview of the City's maturity requirements and a physical description of each debt instrument, why it was issued, and its maturity. The City of Fort Lupton does not have any legal debt limits to meet.

For the most part, the City has chosen a "pay as you go" approach in acquiring capital equipment and constructing capital projects. Recently however, the City began to experience tighter fiscal constraints that will be heightened over the next several years due to higher debt service payments and new program initiatives. As a result, the City may utilize either other revenue or local improvement district bonds for certain street and drainage improvements over the next few years.

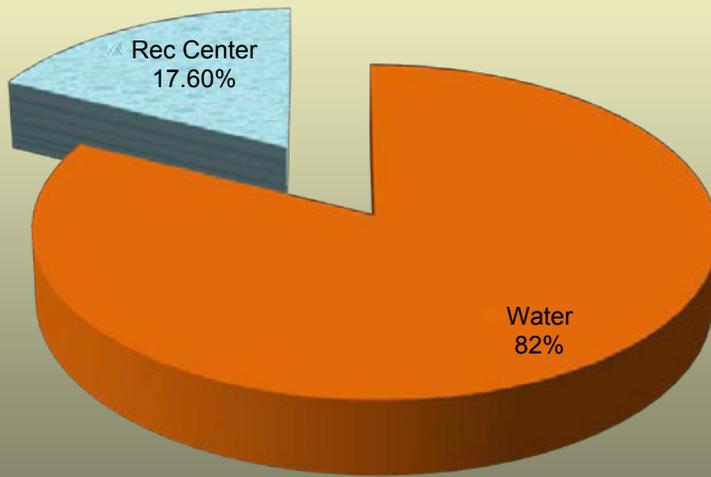
DEBT POLICY

The City adheres to the following policies regarding debt service:

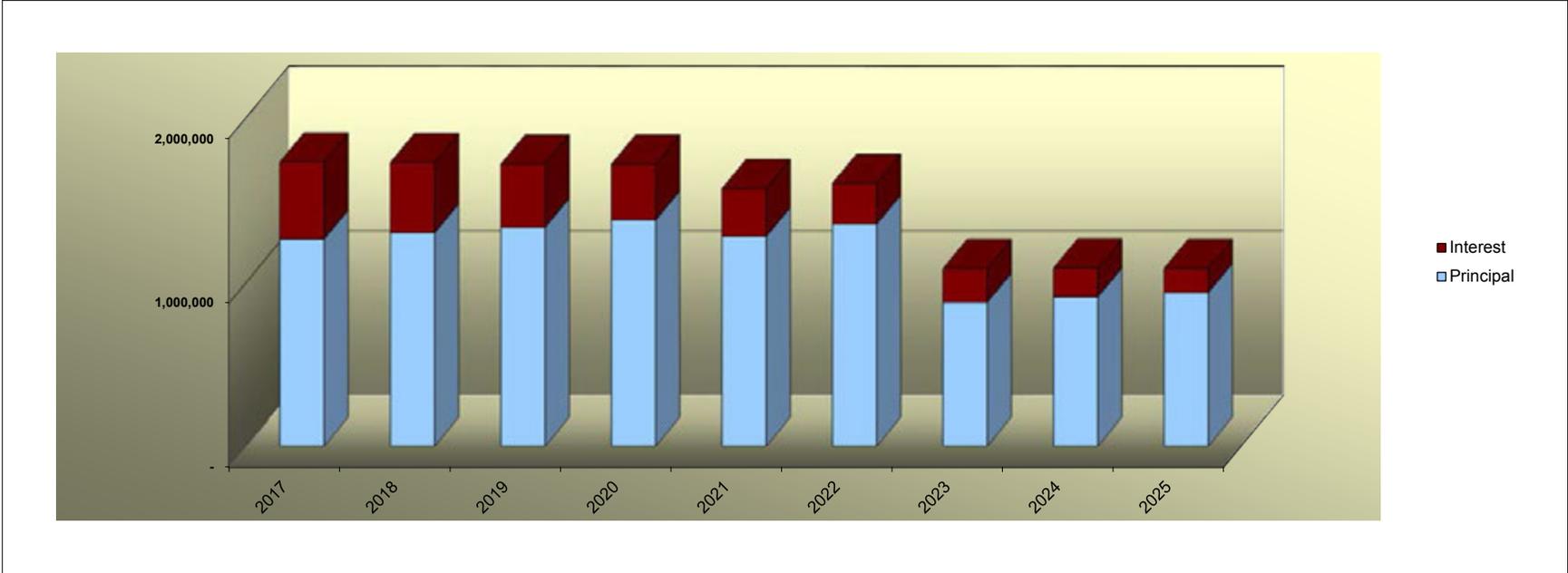
- Confine long-term borrowing to a time period not to exceed the useful life of the equipment or project
- Fully disclose information in financial reports and official statements
- Restrict current activities to a point where all bond covenants will be met
- Debt service will not exceed 15% of the operating expenditures for the enterprise funds
- No capital expenditure for \$100,000 or less will be financed

CITY OF FORT LUPTON
SCHEDULE OF DEBT SERVICE - ALL FUNDS
OUTSTANDING PRINCIPAL

Debt Service Schedule - All Funds



CITY OF FORT LUPTON
Combined Debt Schedule
10 Year Amortization Schedule



DEBT SERVICE SCHEDULE

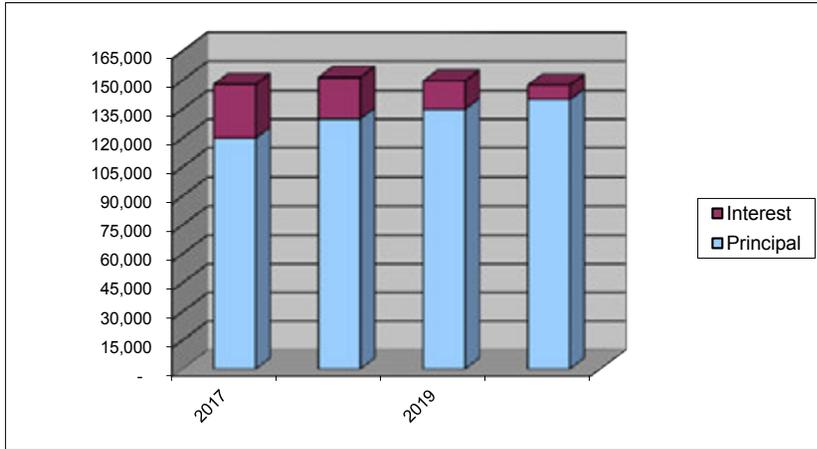
COMBINED FUNDS

Year	Utility Fund			Utility - Water System			Recreation Center Fund			All Funds		
	Principal	Interest	Total Payments	Principal	Interest	Total Payments	Principal	Interest	Total Payments	Principal		Total Payments
										Principal	Interest	
2017	842,559	383,610	1,226,168	842,559	383,610	1,226,168	415,000	85,238	500,238	1,257,559	468,848	1,726,406
2018	875,745	354,290	1,230,035	875,745	354,290	1,230,035	420,000	73,825	493,825	1,295,745	428,115	1,723,860
2019	904,490	323,406	1,227,896	904,490	323,406	1,227,896	425,000	61,225	486,225	1,329,490	384,631	1,714,121
2020	938,810	291,462	1,230,272	938,810	291,462	1,230,272	435,000	48,475	483,475	1,373,810	339,937	1,713,747
2021	823,723	258,223	1,081,946	823,723	258,223	1,081,946	450,000	33,250	483,250	1,273,723	291,473	1,565,196
2022	849,248	231,398	1,080,646	849,248	231,398	1,080,646	500,000	17,500	517,500	1,349,248	248,898	1,598,146
2023	875,403	203,718	1,079,121	875,403	203,718	1,079,121				875,403	203,718	1,079,121
2024	907,208	174,974	1,082,182	907,208	174,974	1,082,182				907,208	174,974	1,082,182
2025	934,685	145,099	1,079,783	934,685	145,099	1,079,783				934,685	145,099	1,079,783
2026	792,852	114,299	907,151	792,852	114,299	907,151				792,852	114,299	907,151
2027	816,734	90,418	907,152	816,734	90,418	907,152				816,734	90,418	907,152
2028	841,351	65,800	907,151	841,351	65,800	907,151				841,351	65,800	907,151
2029	866,726	40,425	907,151	866,726	40,425	907,151				866,726	40,425	907,151
2030	383,612	19,050	402,662	383,612	19,050	402,662				383,612	19,050	402,662
2031	146,092	14,624	160,716	146,092	14,624	160,716				146,092	14,624	160,716
2032	149,013	11,703	160,716	149,013	11,703	160,716				149,013	11,703	160,716
2033	151,993	8,722	160,715	151,993	8,722	160,715				151,993	8,722	160,715
2034	155,033	5,682	160,715	155,033	5,682	160,715				155,033	5,682	160,715
2035	129,087	2,582	131,669	129,087	2,582	131,669				129,087	2,582	131,669
TOTAL	12,384,362	2,739,485	15,123,846	12,384,362	2,739,485	15,123,846	2,645,000	319,513	2,964,513	15,029,362	3,058,998	18,088,359

2000 Revenue Anticipation Warrants (4.35%-5.3%) - 204-56112-628/204-56212-628 (Payments due 6-1/12-1)

December 1, 2000 – Water Fund Revenue Anticipation Warrants – Series 2000.

\$1,850,000, Water Fund Revenue Anticipation Warrants to construct an expansion to the City Water Treatment Plant (WTP). Principal payments due in increasing amounts from \$60,000 in 2001 to \$140,000 in 2020 and interest rates varying from 4.35% in 2001 to 5.3% in 2020. The warrants are a special revenue obligation of the City payable from the net operating income of the water system. The annual debt service schedule is as follows:

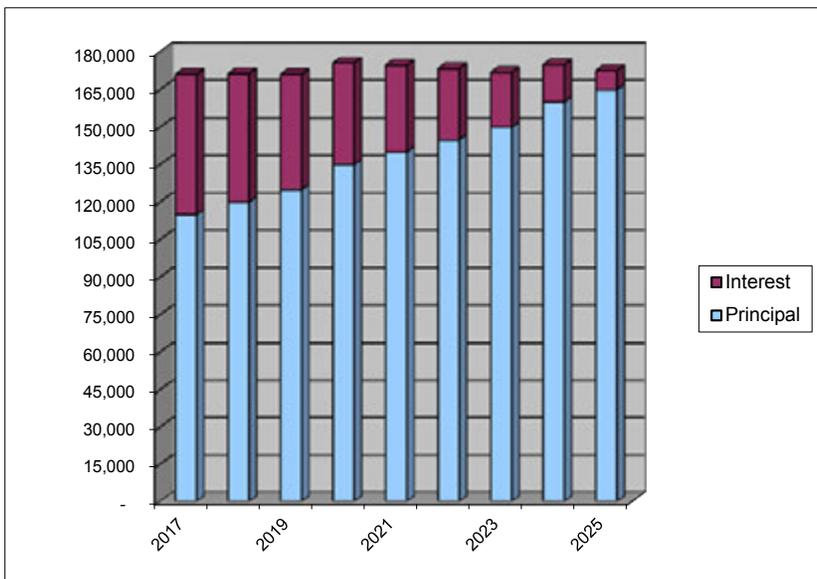


Year	Principal	Interest	Total Payments
2017	120,000	27,825	147,825
2018	130,000	21,465	151,465
2019	135,000	14,575	149,575
2020	140,000	7,420	147,420
Total	525,000	71,285	596,285

2005 Water Revenue Bond Project (3.0%-4.375%) - 204-56115-628/204-56215-628 (Payments due 5-1/11-1)

April 1, 2005 - Colorado Water Resources & Power Development Authority Loan

\$2,300,000.00 Loan to purchase 3 Units of Windy Gap Water. Principal payments due in increasing amounts from \$80,000 in 2005 to \$165,000 in 2025 and interest rates varying from 4.07% in 2005 to 4.62% in 2025. The loan is a special revenue obligation of the City payable from water rates, fees, and other charges from the use and operation of the system and from other funds of the system legally available after payment of operations and maintenance expenses of the system. This debt is serviced from the water system in the Utility Fund. The annual debt service schedule is as follows:



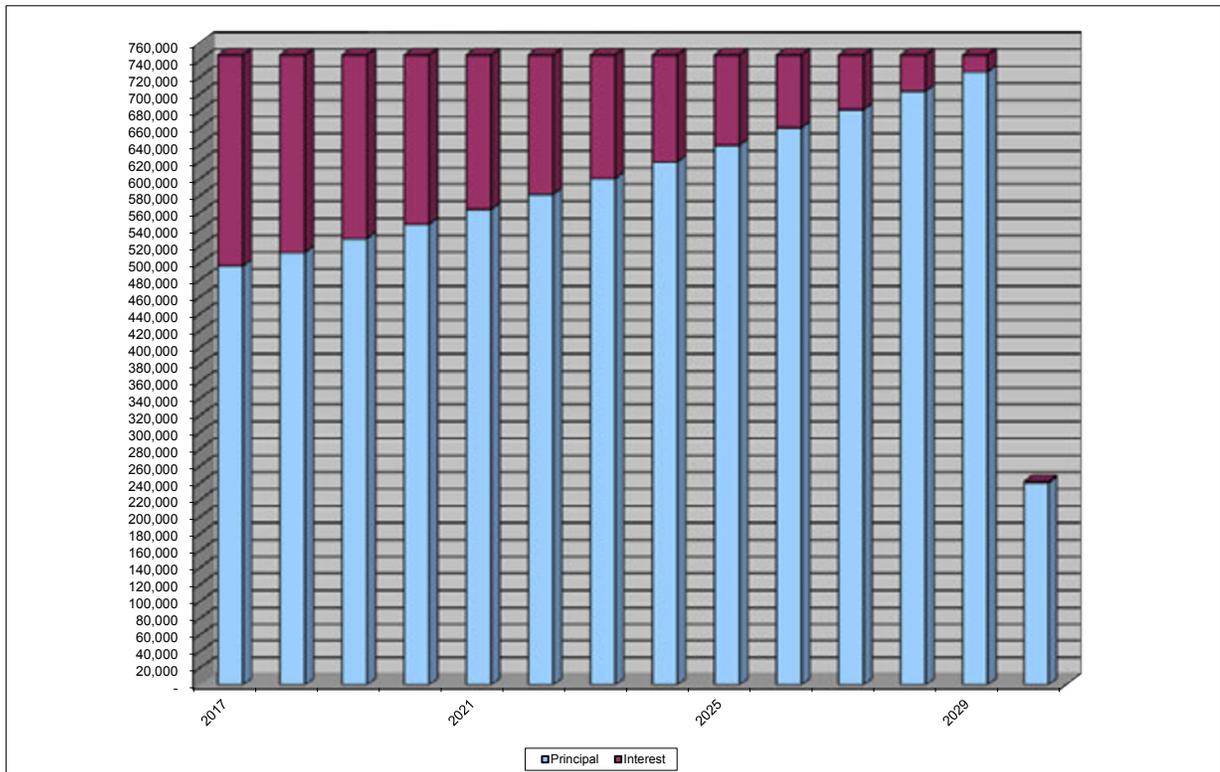
Year	Principal	Interest	Total Payments
2017	115,000	56,191	171,191
2018	120,000	51,419	171,419
2019	125,000	46,169	171,169
2020	135,000	40,700	175,700
2021	140,000	34,794	174,794
2022	145,000	28,494	173,494
2023	150,000	21,969	171,969
2024	160,000	15,031	175,031
2025	165,000	7,631	172,631
Total	1,255,000	302,398	1,557,398

2015 Water Loan (Bank of Colorado 3.125% - 5.125%) - Loan #1310006090 (Payments Due 1st of Each Month):

April 7, 2015 – Bank of Colorado Loan #1310006090

\$8,902,555.91 loan, owned by the Bank of Colorado for the refinance of Water Revenue Bond, Series 1995 issued August 28, 1995 and Water Revenue Bond, Series 1996 issued October 29, 1996 ("Outstanding Bonds"). The interest rate is a fixed rate of 3.125% until April 7, 2020. It will then be a variable rate equal to the Federal Home Loan Bank of Topeka Advance Rate as quoted on the FHLB of Topeka web page plus 1.65 % per annum to be changed every 5 years but will not be less than 3.125% or greater than 5.125% and may not be changed by more than 1% above the existing rate. Principal and interest payments begin May 1, 2015 and are paid on the 1st day of each month thereafter until April 1, 2030. The loan is a revenue obligation of the City payable from water system net revenues and is serviced in the Utilities Fund. The annual debt service has not been given to us but an estimate of what it might be is as follows:

Year	Principal	Interest	Total Payments	Year	Principal	Interest	Total Payments
2017	496,840	249,596	746,436	2019	529,298	217,138	746,436
2018	512,812	233,624	746,436	2020	546,314	200,122	746,436
				2021	563,877	182,559	746,436
				2022	582,005	164,431	746,436
				2023	600,715	145,721	746,436
				2024	620,027	126,409	746,436
				2025	639,960	106,476	746,436
				2026	660,533	85,903	746,436
				2027	681,768	64,668	746,436
				2028	703,686	42,750	746,436
				2029	726,308	20,128	746,436
				2030	240,385	1,561	241,946
				8,104,526	1,841,088	9,945,614	



DEBT SERVICE SCHEDULE

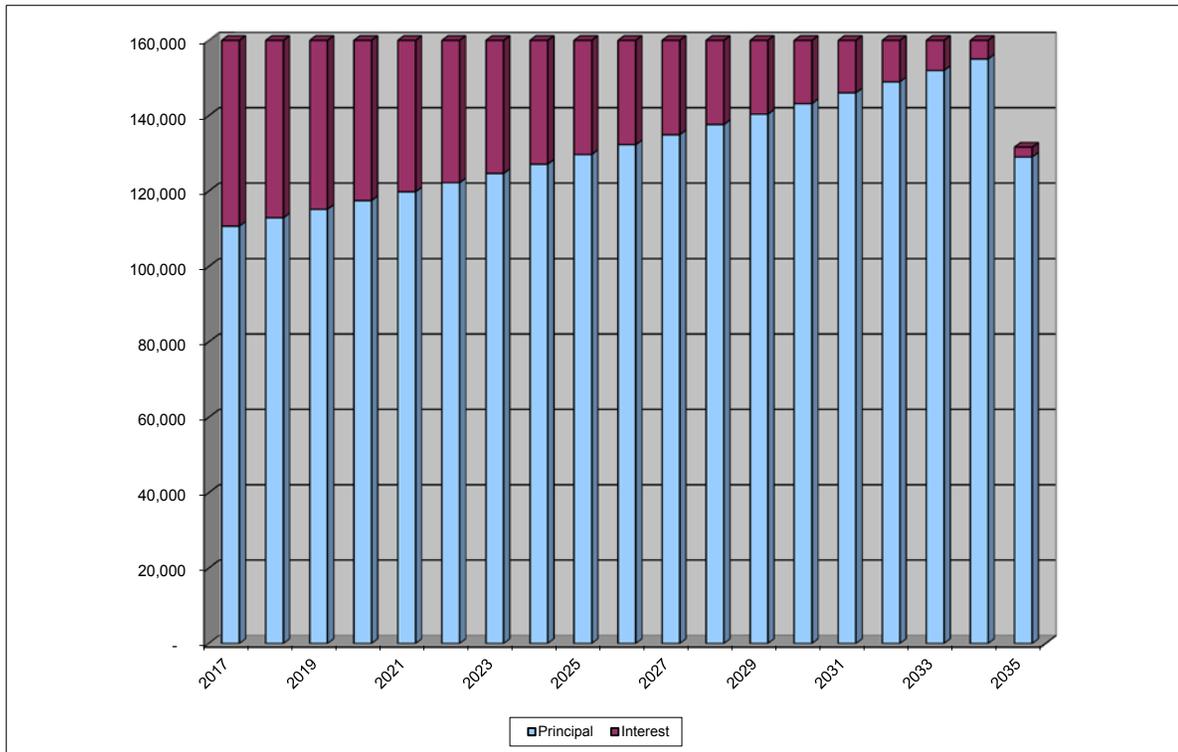
UTILITY FUND

1997 Water Loan (CWCB 2.0%) - 204-56117-628/204-56217-628 (Payments due 1-1):

January 1, 1997 - Colorado Conservation Loan

\$4,396,456 Construction Loan from the State of Colorado through the Colorado Water Conservation Board representing the City's share of Carter Lake Pipeline Project. The forty year loan requires annual payments of \$160,716 beginning January 1, 1997, with interest provided at 2.0%. This debt is serviced from the water system in the Utilities Fund. The annual debt is as follows:

Year	Principal	Interest	Payments	Year	Principal	Interest	Payments
2017	110,719	49,997	160,716	2026	132,319	28,396	160,715
2018	112,933	47,782	160,715	2027	134,966	25,750	160,716
2019	115,192	45,524	160,716	2028	137,665	23,051	160,716
2020	117,496	43,220	160,716	2029	140,418	20,297	160,715
2021	119,846	40,870	160,716	2030	143,227	17,489	160,716
2022	122,243	38,473	160,716	2031	146,092	14,623	160,715
2023	124,688	36,028	160,716	2032	149,013	11,703	160,716
2024	127,181	33,534	160,715	2033	151,993	8,722	160,715
2025	129,725	30,991	160,716	2034	155,033	5,682	160,715
				2035	129,087	2,582	131,669
				2,499,836	524,714	3,024,550	

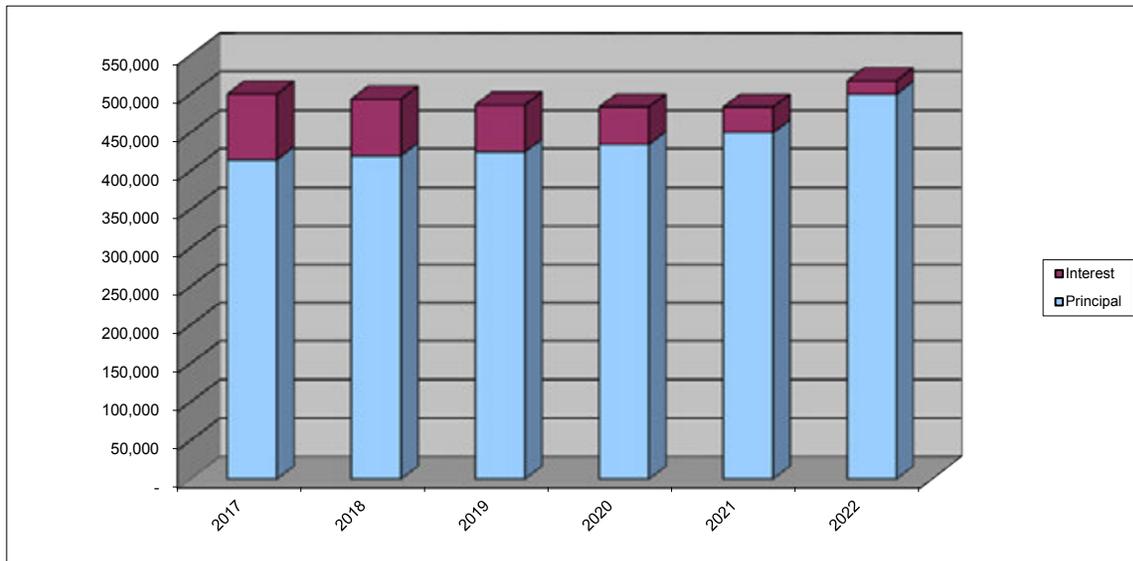


2011 General Obligation Refunding Bonds (2.00%-3.50%) (Payments due 6-1/12-1):

October 19, 2011 – General Obligation Refunding Warrants – Series 2011

\$4,930,000, General Obligation Warrants to construct a new Recreation Center (RC). Principal payments due in increasing amounts from \$370,000 in 2011 to \$500,000 in 2022 and interest rates varying from 2.00% to 3.50%. The bonds were re-financed in 2011 and a new amortization schedule was issued which lowered the debt service by \$218,476.98. The warrants are a general obligation of the City payable from the general operating income of the City. The voters of the City approved a property tax mil levy increase sufficient to retire the warrants. The annual debt service schedule is as follows:

Year	Principal	Interest	Total Payments
2017	415,000	85,238	500,238
2018	420,000	73,825	493,825
2019	425,000	61,225	486,225
2020	435,000	48,475	483,475
2021	450,000	33,250	483,250
2022	500,000	17,500	517,500
	2,645,000	319,513	2,964,513



At the recommendation of our auditors, we have classified all of these warrants as short term liabilities in our General Purpose Financial Statements due to the default status of the warrants. This is in accordance with GAAP.

1996A Revenue Anticipation Warrants (6.5%-9.75%) - 231-56128-631/204-56228-631:

June 21, 1996 – Golf Course Revenue Anticipation Warrants – 1996A Senior Series.

\$4,600,000, Golf Course Revenue Anticipation Warrants to construct an 18-hole, municipal golf course. The interest rate varies from 6.5% to 8.5%. The warrants are a special revenue obligation of the City payable from the net operating income of the Golf Course facilities and certain enhancement assessments imposed by the City on new industrial, commercial and residential construction and development projects within the City. This debt is serviced from the Golf Course Fund. A tender offer was made in 2015 and \$3,115,000 of principal on A bonds were accepted. \$1,385,000 is the remaining principal balance of A bonds.

1996A1 Revenue Anticipation Warrants (6.5%-9.75%) - 231-56128-631/204-56228-631:

June 21, 1996 – Golf Course Revenue Anticipation Warrants – 1996A1.

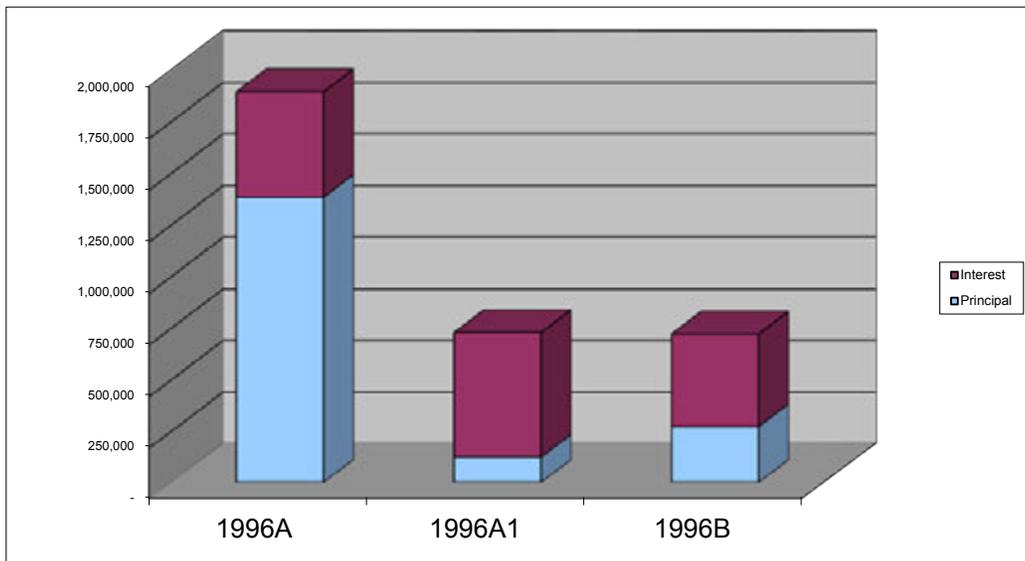
\$1,000,000, Golf Course Revenue Anticipation Warrants to construct an 18-hole, municipal golf course. The interest rate varies from 5.0% to 12.75%. The warrants are a special revenue obligation of the City payable from the net operating income of the Golf Course facilities and certain enhancement assessments imposed by the City on new industrial, commercial and residential construction and development projects within the City. This debt is serviced from the Golf Course Fund. A tender offer was made in 2015 and \$875,000 of principal on A1 bonds were accepted. \$125,000 is the remaining principal balance of A1 bonds.

1996B Revenue Anticipation Warrants (6.5%-9.75%) - 231-56128-631/204-56228-631:

June 21, 1996 – Golf Course Revenue Anticipation Warrants – 1996B Subordinate Series.

\$300,000, Golf Course Revenue Anticipation Warrants to construct an 18-hole, municipal golf course. The interest rate is provided at 9.75%. The warrants are a special revenue obligation of the City payable from the net operating income of the Golf Course facilities and certain enhancement assessments imposed by the City on new industrial, commercial and residential construction and development projects within the City. This debt is serviced from the Golf Course Fund. A tender offer was made in 2015 and \$25,000 of principal on B bonds were accepted. \$275,000 is the remaining principal balance of the B bonds.

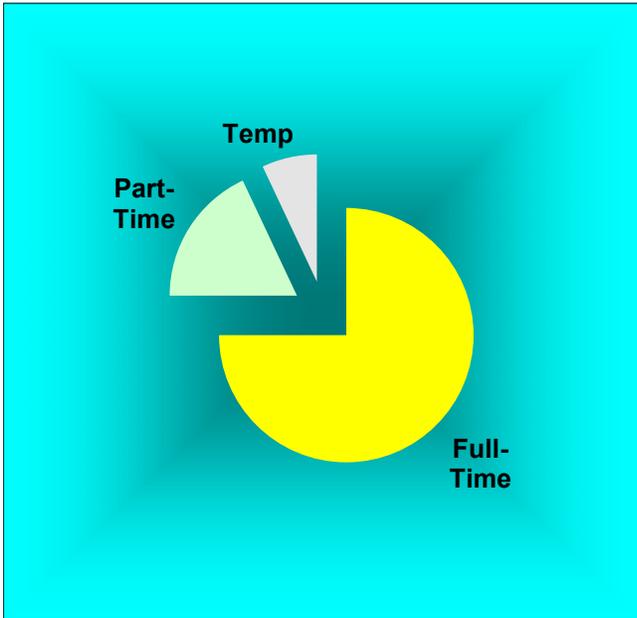
	Unpaid		
	Principal	Matured Interest	Total
1996A	1,385,000	510,390	1,895,390
1996A1	125,000	604,598	729,598
1996B	275,000	448,039	723,039
	1,785,000	1,563,027	3,348,027



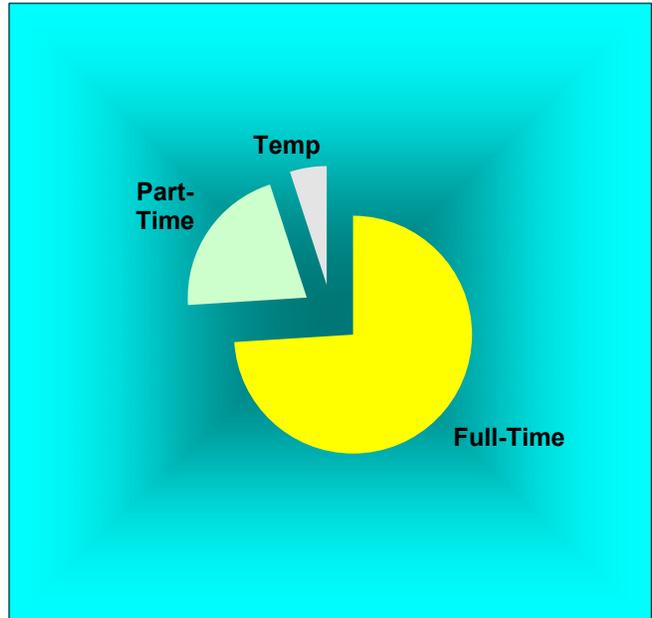
CITY OF FORT LUPTON EMPLOYEE SUMMARY

BY EMPLOYMENT STATUS

2015 BUDGET - 105.74

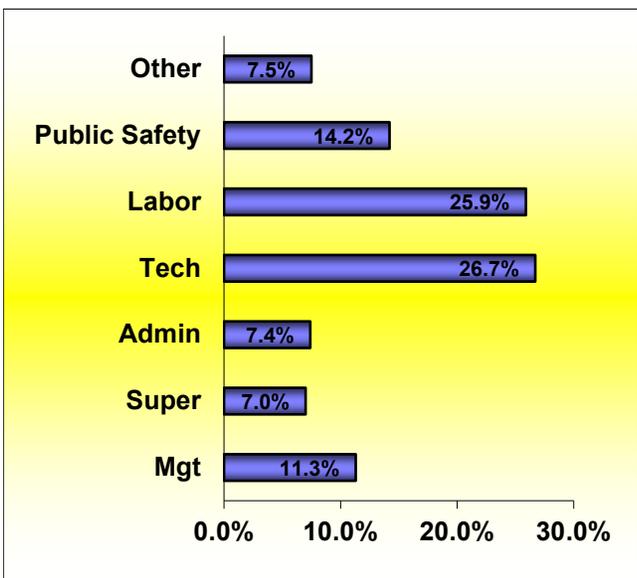


2016 BUDGET - 113.67

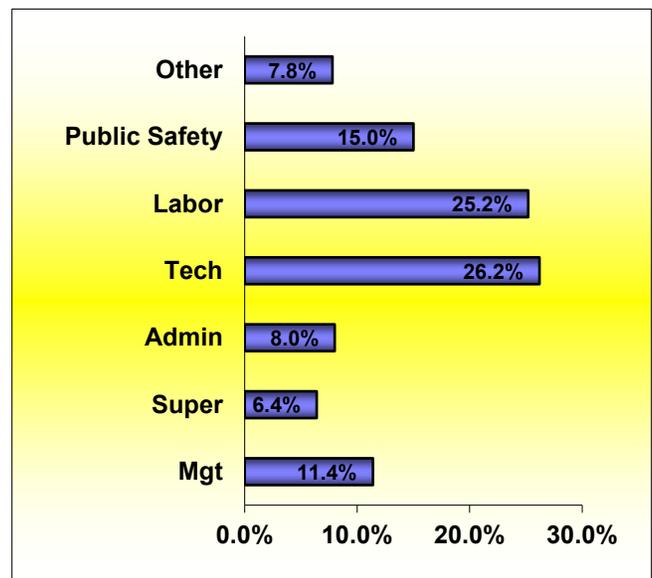


BY CLASSIFICATION

2015 BUDGET - 105.74



2016 BUDGET - 113.67



**CITY OF FORT LUPTON
ALL FUNDS
2017 PERSONNEL DETAIL**

Position	2015 Budget	2016 Budget	2017 Budget	Position Changes
TOTAL PERSONNEL BY FUND:				
General Fund	45.16	48.65	52.23	3.58
Cemetery & Perpetual Care Fund	1.00	1.00	1.00	-
Fort Lupton Public & School Library	11.65	12.85	12.85	-
Culture, Parks & Recreation Fund	7.04	6.59	6.87	0.28
Recreation Center	14.91	15.47	18.66	3.19
Utility Enterprise Fund	8.15	7.40	7.90	0.50
Storm Drainage Fund	0.25	0.25	0.25	-
Golf Course Enterprise Fund	-	13.53	13.91	0.38
Total	<u>88.16</u>	<u>105.74</u>	<u>113.67</u>	<u>7.93</u>

TOTAL PERSONNEL BY DEPARTMENT:

Administrative Services	2.00	2.00	2.00	-
Legislative	0.15	0.15	0.15	-
Court	1.93	1.85	1.85	-
City Clerk	1.00	1.00	1.00	-
Human Resources	0.75	1.75	1.75	-
City Administrator	1.75	2.00	2.00	-
Finance	4.10	4.10	4.10	-
Internal Technology	1.00	1.00	1.38	0.38 a
Community Policing	15.00	15.00	17.00	2.00 f
Community Service Officer	0.53	0.90	0.90	-
Restorative Justice	0.63	-	-	-
Police Records	1.17	1.25	1.75	0.50 k
Streets	3.50	4.25	4.25	-
Buildings & Grounds	7.65	8.40	8.54	0.14 l
Community Development	3.00	4.00	3.75	(0.25) b
Engineering	-	-	0.50	0.50 g
Code Enforcement	1.00	1.00	1.31	0.31 e
Fort Lupton Public & School Library	11.65	12.85	12.85	-
Community Center	3.97	3.87	4.15	0.28 l
Senior Programs	1.10	1.00	1.00	-
Athletics	1.10	0.85	0.85	-
Museum	0.87	0.87	0.87	-
Cemetery	1.00	1.00	1.00	-
Water Lines	3.75	3.25	3.50	0.25 h
Sewer Lines	3.50	3.25	3.50	0.25 h
Utility Billing	0.90	0.90	0.90	-
Storm Sewer	0.25	0.25	0.25	-
Recreation Center	14.91	15.47	18.66	3.19 c, i, j, l
Golf Course Pro Shop & Restaurant	-	7.30	7.68	0.38 d
Golf Course Maintenance	-	6.23	6.23	-
Total	<u>88.16</u>	<u>105.74</u>	<u>113.67</u>	<u>7.93</u>

TOTAL PERSONNEL BY EMPLOYMENT STATUS:

Full-Time	69.15	79.35	84.48	5.13
Part-Time	14.76	18.98	23.70	4.72
Seasonal	4.25	7.41	5.49	(1.92)
Total	<u>88.16</u>	<u>105.74</u>	<u>113.67</u>	<u>7.93</u>

a) Added Help Desk position

b) 1 Planning Technician works 30 hours per week

c) Rec Center increased part-time by 1.4 FTE

d) Moved a seasonal Assistant Golf Professional to full-time

e) added seasonal Zoning Compliance Assistant

f) added 2 Police Officers

g) added 2 seasonal Engineering Assistant Interns at .25 ea.

h) added .5 Public Works Seasonal Laborer split between Water Lines & Sewer Lines

i) added 1 FT Fitness Assistant & decreased PT Personal Trainer by .1642 & PT Certified Instructor by .3317

j) added 1 FT Customer Service Rep

k) added .5 part-time Records Technician (approved but figures not incl. in budget)

l) added .7 FTE for part-time Building Maintenance Worker split between B&G, Rec & CPR

red = approved & in budget

black = not approved or in budget

blue = approved but not in budget due to timing

**CITY OF FORT LUPTON
ALL FUNDS
2017 PERSONNEL DETAIL**

Position	2015 Budget	2016 Budget	2017 Budget	Position Changes
TOTAL PERSONNEL BY POSITION				
Accountant	1.00	1.00	1.00	-
Accountant II	1.00	1.00	1.00	-
A/P Clerk	1.00	1.00	1.00	-
Administrative Assistant	3.00	3.00	3.00	-
Aquatic Coordinator	1.00	1.00	1.00	-
Aquatic Leader	0.60	0.93	0.70	(0.23)
Assistant City Administrator	1.00	1.00	1.00	-
Assistant Golf Course Superintendent	-	1.00	1.00	-
Assistant Golf Professional	-	0.68	1.00	0.32
Bartender	-	1.90	1.90	-
Building Maintenance Worker	0.70	0.70	1.40	0.70
Buildings & Grounds Manager	-	1.00	1.00	-
Buildings Supervisor	1.00	1.00	1.00	-
Camera Operator	0.15	0.15	0.15	-
Cart Attendant	-	1.05	1.15	0.10
Certified Instructors	0.36	0.47	0.41	(0.06)
City Administrator	1.00	1.00	1.00	-
City Clerk	1.00	1.00	1.00	-
Code Enforcement Officer	1.00	1.00	1.00	-
Community Service Officer	1.26	1.00	1.00	-
Cook	-	0.50	0.50	-
Court Coordinator	1.00	1.00	1.00	-
Custodian	3.00	3.00	3.00	-
Customer Service Representative	1.53	1.78	3.13	1.35
Day Lifeguard	0.27	1.18	0.95	(0.23)
Engineering Assistant Intern	-	-	0.50	0.50
Field Maintenance Worker	0.75	0.50	0.50	-
Finance Director	1.00	1.00	1.00	-
Fitness Assistant	-	-	1.00	1.00
Fitness Program Coordinator	1.00	1.00	1.00	-
GIS Specialist	1.00	1.00	1.00	-
Golf Course Food & Bev Mgr	-	1.00	1.00	-
Golf Course General Manager	-	1.00	1.00	-
Golf Course Superintendent	-	1.00	1.00	-
Golf Course Maintenance Worker	-	3.15	3.15	-
Golf Course Mechanic	-	1.00	1.00	-
Grounds Maintenance Worker	2.00	2.00	3.00	1.00
Grounds Supervisor	1.00	1.00	1.00	-
Head Life Guard	1.19	0.30	0.73	0.43
Help Desk	-	-	0.38	0.38
HR Coordinator	0.75	0.75	0.75	-
Human Resources Director	-	1.00	1.00	-
IT Manager	-	-	1.00	1.00
IT Technician	1.00	1.00	-	(1.00)
Library Director	1.00	1.00	1.00	-
Library Lead Secretary	1.00	1.00	1.00	-
Library Student	2.25	2.25	2.25	-
Library Technician	6.40	7.60	7.60	-
Life Guard	3.22	3.04	3.60	0.56
Museum Aid	0.35	0.35	0.35	-
Museum Supervisor	0.52	0.52	0.52	-
Non-Certified Instructors	0.07	0.06	0.12	0.06
Parks & Rec Director	1.00	1.00	1.00	-
Personal Trainers	0.17	0.19	0.02	(0.17)
Planner I	1.00	1.00	1.00	-
Planning Technician	1.00	2.00	1.75	(0.25)
Police Chief	1.00	1.00	1.00	-
Police Officers	11.00	11.00	11.00	-
Police Officer/PT Investigators	-	-	2.00	2.00
Police Sergeants	3.00	3.00	3.00	-
Private Instructors	0.12	0.13	0.11	(0.02)
Pro Shop Attendant	-	1.25	1.21	(0.04)
Program Aids	0.30	0.39	0.51	0.12
Program Leaders	0.70	0.61	0.96	0.35
Program Supervisors	0.59	0.52	0.40	(0.12)
Public Services Librarian	1.00	1.00	1.00	-
Public Works Director/City Engineer	-	-	1.00	1.00
Public Works Lead Worker	-	-	1.00	1.00
Public Works Maint Worker	6.00	6.00	7.00	1.00
Public Works Manager	1.00	1.00	-	(1.00)
Public Works Operations Manager	-	-	1.00	1.00
Public Works Supervisor	1.00	1.00	-	(1.00)
Rec Attendant I	0.26	0.44	0.37	(0.07)
Rec Attendant II	0.24	0.07	0.07	-
Rec Attendant III	0.01	0.01	0.01	-
Receptionist	1.00	1.00	1.00	-
Records Technician	1.00	1.00	1.50	0.50
Recreation Assistant	0.20	-	-	-
Recreation Manager	1.00	1.00	1.00	-
Score Keeper	-	0.01	-	(0.01)
Semi-Private Swim Instructor	0.01	0.01	0.02	0.01
Senior PW Maintenance Worker	3.00	3.00	1.00	(2.00)
Senior Grounds Maintenance Worker	1.00	1.00	-	(1.00)
Senior Programs Assistant	1.00	1.00	1.00	-
-	-	-	-	-
Sports Supervisor	0.35	0.35	0.35	-
Swim Instructor	-	0.01	0.01	-
Water Safety Instructors	0.34	0.39	0.33	(0.06)
Seasonal Grounds Workers	2.50	2.50	2.50	-
Seasonal PW Workers	1.00	1.00	1.50	0.50
Utility Billing Clerk	1.00	1.00	1.00	-
Zoning Compliance Assistant	-	-	0.31	0.31
Total	327 88.16	105.74	113.67	7.93

**CITY OF FORT LUPTON
NEW, ADDITIONAL AND PROMOTIONAL HEADCOUNT REQUEST
BUDGET REQUEST 2017**

Fund/Department: POLICE DEPARTMENT	Contact Person: KENNETH E. PONCELOW
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Proposed position(s) to add:	TWO FULL TIME POLICE OFFICER POSITIONS
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<i>Complete Applicable to Project:</i>	Yes	No	Additional information, if appropriate
Other employees doing this job/work?	X		
Previously part-time?		X	
Position(s) result in revenues?		X	

Additional information	Response
What facts now require this additional position(s) or new position(s)?	SEE ATTACHED
Why can't this need be absorbed with the current workforce?	AS YOU CAN SEE FROM THE ATTACHMENT, WE HAVE EXPERIENCED A DRAMATIC INCREASE IN THE QUANTITY AND SEVERITY OF CRIMINAL ACTIVITY FROM 2014 THROUGH PRESENT. THIS TREND APPEARS TO BE CONTINUING INTO THE FORESEEABLE FUTURE.
What other solutions did you consider or attempt to fill this need?	NONE, WE HAVE AUTOMATED OUR PROCESSES WHERE EVER POSSIBLE.
If the fill of this position(s) is delayed or not approved, describe any anticipated public, health or safety issues.	THE CITY OF FORT LUPTON WAS RATED AS THE 2ND SAFEST CITY IN COLORADO IN 2014, THE 3RD SAFEST CITY IN 2015, AND THEN JUMPED TO THE 23RD SAFEST CITY IN 2016. FAILURE TO FILL THESE POSITIONS WILL CONTINUE THIS TREND AND WILL IMPACT THE PUBLIC HEALTH AND SAFETY OF OUR RESIDENTS.
If the fill of this position(s) is delayed or not approved, describe impacts on morale, costs, productivity or municipal services.	FAILURE TO FILL THESE POSITIONS WILL IMPACT THE AMOUNT OF TRAFFIC ENFORCEMENT, BUSINESS SECURITY, COMMUNITY POLICING, AND OTHER PROACTIVE LAW ENFORCEMENT ACTIVITIES THAT THE POLICE DEPARTMENT CAN PROVIDE. THIS IS ALREADY OCCURRING. THESE ACTIVITIES ARE WHAT DROVE DOWN OUR CRIME RATE PREVIOUSLY.

Attach a copy of the proposed job description and salary benchmarking information prepared by Human Resources. Please also attach any other pertinent information regarding this proposed change.

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$12,500.00	Additional revenues generated through traffic enforcement for two officers.
Anticipated Additional Operating Costs:	\$146,000.00	Cost with benefits for two full time officers.

*Finance will calculate payroll and benefits costs and include them in the final proposal.

TIMETABLE:	Est. Start Date(s):	1-Jan-17
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This recommendation is based on three different methods of calculating the number of police officers needed to adequately handle the safety and security issues for the citizens and visitors of Fort Lupton.

The first method is based on the IACP "Per Capita" model. This model uses a formula that multiplies the number of residents by a national average for municipalities having a population of between 2500 and 9999 residents. The model multiplies this average (2.2) times the number of thousands of population. ($2.2 \times 7.8 = 17.16$) This would indicate the number of non-administrative officers needed. The current staffing level is 14. This is 3 officers short of the calculated number based on this model.

The second model is coverage based and would insure safety and call coverage for all 24 hours of each day. This would allow at least 2 officers on duty at all times (24/7), 2 investigators, 1 relief/SRO, and 3 sergeants. As shown below, the 16 needed this is 2 officers short of the existing staffing.

Day Shift	2
Late Day/Inv	2
Early Swing	2
Swing	2
Nights	4
Relief/SRO	1
Team Sgts	2
Admin Sgt	1
Total	16

The third model is workload based and uses the statistical data shown on below. Based on the data, two things become evident. There is an increasing number of custody type enforcement actions and a stress on uncommitted activities that is negatively affecting follow up and non-case enforcement actions. This is demonstrated by number changes from 2014 to 2016:

- A consistent increase in Case Reports. (62% or 545 cases)
- A consistent increase in cases closed by arrest. (400% or 355)
- A consistent increase in cases closed by summons. (200% or 181)
- A consistent increase in DUI arrests. (200% or 62)

The stress to the agency is seen in several ways. First, because the number of cases and enforcement actions has increased significantly, less time is available for those activities that aren't driven by calls for service (uncommitted time), i.e., community policing activities, traffic enforcement, business checks, and school activities. The call for service number and traffic summons have decreased. There appears to be a direct correlation between the increases in complex cases handled by the Late Day/Investigator positions. Traditionally, uncommitted time should be between 40-50% of an officer's daily activities.

The recommendation for 2 additional officers is based on the increases shown above.

Year	CFS	CR	Arr	Sum	DUI	TA	TS
2014	8314	889	113	191	58	161	902
2015	11601	1287	375	334	93	191	1518
2016 (Jan-Jun)	5690	717	234	186	60	99	656
2016 (Est / Projected)	11381	1434	468	372	120	198	1312

CFS Call For Service
 CR Case Report
 Arr Cases Closed by Arrest
 Sum Case Closed by Summons to Appear
 DUI Driving Under Influence
 TA Traffic Accident
 TS Traffic Summons

**CITY OF FORT LUPTON
NEW, ADDITIONAL AND PROMOTIONAL HEADCOUNT REQUEST
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Bldgs/ Grounds	Stacy Robinson

Proposed position(s) to add:	Part-Time Building Maintenance
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<i>Complete Applicable to Project:</i>	Yes	No	Additional information, if appropriate
Other employees doing this job/work?	x		Mark Brown (Supervisor) & George Thome (Part Time 28 hrs per week). This leaves Mark short-handed during the week.
Previously part-time?			
Position(s) result in revenues?			

Additional information	Response
What facts now require this additional position(s) or new position(s)?	With the addition to our staff and the age of our buildings, more maintenance is required to keep up with demand.
Why can't this need be absorbed with the current workforce?	We tried over the last couple of months to no avail. The demand has out-grown the response time.
What other solutions did you consider or attempt to fill this need?	We considered out-sourcing some of the work but budget wont allow.
If the fill of this position(s) is delayed or not approved, describe any anticipated public, health or safety issues.	Preventive maintenance will be delayed which may affect the standard of our facilities.
If the fill of this position(s) is delayed or not approved, describe impacts on morale, costs, productivity or municipal services.	Will have the affect of increasing overtime to stay up on maintenance needs and over-worked employees.

Attach a copy of the proposed job description and salary benchmarking information prepared by Human Resources. Please also attach any other pertinent information regarding this proposed change.

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	150 per week	Saving in overtime
Anticipated Additional Operating Costs:	14 to 15 per hr	26 hrs a week
*Finance will calculate payroll and benefits costs and include them in the final proposal.		

TIMETABLE:	Est. Start Date(s):	<u>1/1/2017</u>	<u>12-31-2017</u>
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**CITY OF FORT LUPTON
NEW, ADDITIONAL AND PROMOTIONAL HEADCOUNT REQUEST
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / Engineering	Roy Vestal

Proposed position(s) to add:	2 Seasonal Engineering Assistant Interns
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<i>Complete Applicable to Project:</i>	Yes	No	Additional information, if appropriate
Other employees doing this job/work?		X	Additional summer assistance for engineering data collection and design work.
Previously part-time?		X	
Position(s) result in revenues?		X	

Additional information	Response
What facts now require this additional position(s) or new position(s)?	Additional help for data collection using the city's GPS data collection. Initially intended to locate and catalogue existing water meters. Could use additional support for AutoCAD design help and project observation monitoring.
Why can't this need be absorbed with the current workforce?	I do not have the time .
What other solutions did you consider or attempt to fill this need?	Use of PW staff, but we are already short-handed this summer.
If the fill of this position(s) is delayed or not approved, describe any anticipated public, health or safety issues.	Delayed project development and implementation of GIS asset management system.
If the fill of this position(s) is delayed or not approved, describe impacts on morale, costs, productivity or municipal services.	The PW Director will continue to be overwhelmed and the mayor frustrated due to lack of progress.

Attach a copy of the proposed job description and salary benchmarking information prepared by Human Resources. Please also attach any other pertinent information regarding this proposed change.

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:	\$100,000.00	Potential water meter additional payments if we can identify bad meters and replace.
Anticipated Additional Operating Costs:		
*Finance will calculate payroll and benefits costs and include them in the final proposal.		

TIMETABLE:	Est. Start Date(s):	May 2017	Aug 2017
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**CITY OF FORT LUPTON
NEW, ADDITIONAL AND PROMOTIONAL HEADCOUNT REQUEST
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
General Fund / Code Enforcement	Todd Hodges

Proposed position(s) to add:	Seasonal Zoning Compliance Assistant
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<i>Complete Applicable to Project:</i>	Yes	No	Additional information, if appropriate
Other employees doing this job/work?	X		Seasonal position to assist Code Enforcement during the seasonal increase in code violations. This position is proposed to be filled for the months of April through September. The position would be for 25 hours/week.
Previously part-time?		x	
Position(s) result in revenues?	x		

Additional information	Response
What facts now require this additional position(s) or new position(s)?	To assist the current Zoning Code Enforcement and to expedite the violation procedure.
Why can't this need be absorbed with the current workforce?	Currently all personnel are occupied with their positions due to an increase in planning land use cases and building permits. Compliance issues have risen with the growth and expansion of the City. See attached building permit break down for 2013 - 2016 and the zoning violations breakdown with numbers from 2014 - 2016.
What other solutions did you consider or attempt to fill this need?	Overtime, new part-time or new full-time position.
If the fill of this position(s) is delayed or not approved, describe any anticipated public, health or safety issues.	Code Enforcement falls behind on catching code violations, following up on violations and closing of violations due to the high volume of compliance issues.
If the fill of this position(s) is delayed or not approved, describe impacts on morale, costs, productivity or municipal services.	Morale will be negatively affected due to the lack of ability to efficiently process the large volume of compliance issues during the months of April through August.

Attach a copy of the proposed job description and salary benchmarking information prepared by Human Resources. Please also attach any other pertinent information regarding this proposed change.

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:		Expedited violation processing for fines and/or compliance. Additional processing could result in additional revenues from fines.
Anticipated Additional Operating Costs:		This is a seasonal position so the cost of the additional coverage
*Finance will calculate payroll and benefits costs and include them in the final proposal.		

TIMETABLE:	Est. Start Date(s):	1-Apr-17	August 31, 2017
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SEASONAL ZONING COMPLIANCE ASSISTANT

POSITION REQUEST JUSTIFICATION

This request is for a seasonal employee for the months April through September that will assist in the paperwork and follow up on active violations. Zoning compliance is currently overwhelmed with the increase in the number of zoning violations within the Fort Lupton city limits. The increase can be mainly attributed to two major factors:

1. The City has been experiencing major growth in both new commercial projects and residential development.

Attached is a breakdown of building permits from 2013-2016. This year to date (early August) there has been a 31% increase in the number of building permits from all of 2015 and a 54% increase from all of 2014. The additional development of commercial and residential sites adds to the number of total violations and increases the time it takes to monitor these properties.

2. The annexation of large farmland holdings requires significant monitoring and follow-up concerning weeds and prairie dog populations.

As we continue to annex large parcels of land, the number of active violations has increased as well as the time required to monitor the properties and follow up on violations. The most prevalent type of zoning violation is weeds. The attached breakdown for 2016 YTD shows the number of violations by type and a total number of violations back to 2011. To date (early August) the number of violations has increased 25% from all of 2015 and 136% from all of 2014.

This position will allow the Zoning Compliance Officer more time in the field to monitor properties within the city limits as well as the ability to process zoning violations in a more efficient and proactive manner. The continued growth of the City and an increase in zoning violations merits the approval for the position requested.

2016 Use Classifications	# of Permits	Valuation	Total Fees
New Single Family Dwelling	67	\$13,159,631.00	\$1,887,697.02
Remodel	8	\$139,870.00	\$4,646.40
Demolition	3	\$0.00	\$150.00
New Commercial Building	5	\$1,109,251.00	\$75,892.25
Commercial Remodel	10	\$1,499,641	\$34,624.77
Miscellaneous	240	\$6,042,832.00	\$277,700.05
2016 Year to Date Totals	333	\$21,951,225.00	\$2,280,710.49

Number of Inspections 2016 YTD	430
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2015 Use Classifications	# of Permits	Valuation	Total Fees
New Single Family Dwelling	20	\$4,117,786.00	\$510,114.12
Remodel	16	\$268,475.00	\$9,833.35
Demolition	3	\$60,705.40	\$150.00
New Commercial Building	4	\$19,180,000.00	\$259,462.79
Commercial Remodel	3	\$924,246.00	\$59,540.04
Miscellaneous	239	\$5,262,106.43	\$341,938.73
2015 Totals	285	\$29,813,318.83	\$1,181,039.03

Number of Inspections 2015	327
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2014 Use Classifications	# of Permits	Valuation	Total Fees
New Single Family Dwelling	4	\$707,969.00	\$71,113.10
Remodel	12	\$215,735.86	\$6,281.72
Demolition	7	\$63,000.00	\$350.00
New Commercial Building	2	\$341,979.00	\$17,354.04
Commercial Remodel	12	\$898,094.00	\$24,147.45
Miscellaneous	214	\$5,793,735.48	\$410,755.38
2014 Totals	251	\$8,020,513.34	\$530,001.69

Number of Inspections 2014	279
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2013 Use Classifications	# of Permits	Valuation	Total Fees
New Single Family Dwelling	6	\$1,073,460.00	\$110,980.70
Remodel	15	\$583,735.93	\$9,049.42
Demolition	5	\$66,980.00	\$764.00
New Commercial Building	8	\$5,013,417.00	\$271,879.84
Commercial Remodel	7	\$2,517,900.00	\$76,143.60
Miscellaneous	209	\$897,592.10	\$77,049.00
2013 Totals	250	\$10,153,085.03	\$545,866.56

Number of Inspections 2013	415
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BREAK DOWN VIOLATIONS 2016

SNOW	TRASH	PARKING	DEAD TREES	WEEDS	DERELICT	MISC.		
55	5	4				5		JANUARY
2	6	2	1		9	18		FEBRUARY
	9	3			11	13		MARCH
	10		4	1	40	7		APRIL
	10		2	18	23	14		MAY
	14	10	37	40	12	21		JUNE
	17	10	36	70	29	19		JULY
	26		29	45	21	16		AUGUST
57	97	29	109	174	145	113		724

2015 2014 2013 2012 2011

578 307 386 365 308

**CITY OF FORT LUPTON
NEW, ADDITIONAL AND PROMOTIONAL HEADCOUNT REQUEST
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Utility Fund / Water & Sewer Lines	Roy Vestal

Proposed position(s) to add:	Seasonal Maintenance Worker
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Complete Applicable to Project:	Yes	No	Additional information, if appropriate
Other employees doing this job/work?	X		Additional seasonal worker requested to help cover summer vacations and time off of regular employees.
Previously part-time?		X	
Position(s) result in revenues?		X	

Additional information	Response
What facts now require this additional position(s) or new position(s)?	In the summer of 2016, PW has experienced a decrease in available work force of 3 and 4 staff at a time for extended periods. This is partly due to Peter being called to duty in Guard unit, vacations planned and sick leave.
Why can't this need be absorbed with the current workforce?	PW was short-handed and unable to meet all maintenance/project responsibilities in a timely manner.
What other solutions did you consider or attempt to fill this need?	
If the fill of this position(s) is delayed or not approved, describe any anticipated public, health or safety issues.	Delayed projects and maintenance of sewers, water lines and streets.
If the fill of this position(s) is delayed or not approved, describe impacts on morale, costs, productivity or municipal services.	Municipal services response will be delayed instead of promptly being attended to.

Attach a copy of the proposed job description and salary benchmarking information prepared by Human Resources. Please also attach any other pertinent information regarding this proposed change.

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:		
Anticipated Additional Operating Costs:		
*Finance will calculate payroll and benefits costs and include them in the final proposal.		

TIMETABLE:	Est. Start Date(s):	<u>Apr-17</u>	<u>Oct-17</u>
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**CITY OF FORT LUPTON
NEW, ADDITIONAL AND PROMOTIONAL HEADCOUNT REQUEST
BUDGET REQUEST 2017**

Fund/Department:	Contact Person:
Recreation Fund	Monty Schuman

Proposed position(s) to add:	Customer Service Representative
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Complete Applicable to Project:	Yes	No	Additional information, if appropriate
Other employees doing this job/work?	x		Currently the Administrative Assistant Position has been covering this area since 2008. This has strained the department. The adding of a customer service representative would allow our administrative assistant to return to their original job. There is 95.5 hours needed each week to cover the front counter and we currently have only 56 hours covered by the customer service positions. The department does not have adequate personnel to back up the front counter.
Previously part-time?			
Position(s) result in revenues?			

Additional information	Response
What facts now require this additional position(s) or new position(s)?	see attachment :
Why can't this need be absorbed with the current workforce?	This position had been absorbed for the past number of years. It is making it very difficult to allow us to move forward.
What other solutions did you consider or attempt to fill this need?	
If the fill of this position(s) is delayed or not approved, describe any anticipated public, health or safety issues.	We feel this change would better serve the community by allowing us to better serve the customers of the center.
If the fill of this position(s) is delayed or not approved, describe impacts on morale, costs, productivity or municipal services.	The morale would be negatively impacted by not filling this position. Currently fulltime managers/coordinators work weekends now and some work evenings on a regular basis. With changes to the exempt- non exempt laws it potentially will make scheduling even more difficult.

Attach a copy of the proposed job description and salary benchmarking information prepared by Human Resources. Please also attach any other pertinent information regarding this proposed change.

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:		
Anticipated Additional Operating Costs: <small>*Finance will calculate payroll and benefits costs and include them in the final proposal.</small>		The cost in salary for this position would be around \$21,528 plus benefits

TIMETABLE:	Est. Start Date(s):	Jan 1 2017
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August 15, 2016

To: Laura Howe, HR

From: Monty Schuman, Recreation Director

Re: Position updates and changes

During the restructure in 2008 we lost a fulltime sports coordinator, assistant aquatic manager, and a customer service representative. Coordinators and managers took on extra duties to help cover these losses. Our administrative assistant had to take over a large portion of the customer service duties, which has limited her ability to do her job. This administrative assistant would help all of the coordinators and managers within the department.

The first change would be to ask for approval of a fulltime customer service position. This would allow our current Administrative Assistant to do her original job. The cost in salary for this added position would be around \$21,528 yearly, based on an hourly rate of \$10.35 plus benefits. The Center currently operates from 5am until 9pm Monday through Thursday, 5am until 8pm Fridays, 8am until 5pm on Saturdays, and noon until 5pm on Sundays. To cover the front desk it requires 96.5 hours and that is to have only one person at the counter. These hours do not include any after hour's parties. We currently have one fulltime Customer Service Rep (40) hours and a couple of part-time positions that help for the weekends (16 hours). This leaves a balance of 41.5 hours that need covered by our administrative assistant. This leaves her with no time to perform any of her other duties. The administrative assistant would act as a backup and be available to help during busy times. This would help alleviate the stress that occurs up front for lunch breaks and when employees are missing from work because of vacations or illness. We feel this change would better aid the community by allowing us to better serve the customers of the center. Anyone that has been to the center in the evenings can attest that one person at the counter is frequently not enough. As the center has become busier and busier, citizens have steadily had to wait during peak times. Trying to have people at the front doing other tasks has become more difficult. Constant interruptions make doing any projects extremely difficult. Increases in youth sports enrollments, adult sports leagues and special events have steadily increased the work load at the front counter. The increase in these enrollments began shortly after 2009 and have continued to go upward.

**CITY OF FORT LUPTON
NEW, ADDITIONAL AND PROMOTIONAL HEADCOUNT REQUEST
BUDGET REQUEST 2017**

Fund/Department: Recreation	Contact Person: Monty Schuman
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Proposed position(s) to add:	Fitness Assistant to report to the Fitness/Youth Sports Coordinator
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<i>Complete Applicable to Project:</i>	Yes	No	Additional information, if appropriate
Other employees doing this job/work?		x	We currently have a part-time fitness instructor that is estimated to make \$27,500 for the year and by making this position fulltime with a salary starting at \$17.50 per hour or \$36,400.00 yearly, the difference would be approx. \$9,000.00 without benefits.
Previously part-time?	x		
Position(s) result in revenues?	x		

Additional information	Response
What facts now require this additional position(s) or new position(s)?	See attachment.
Why can't this need be absorbed with the current workforce?	We currently do not have a person in this position.
What other solutions did you consider or attempt to fill this need?	We currently have a part-time person doing some of these duties and would like to insure a more stable position.
If the fill of this position(s) is delayed or not approved, describe any anticipated public, health or safety issues.	
If the fill of this position(s) is delayed or not approved, describe impacts on morale, costs, productivity or municipal services.	This is a very critical position for the department and we feel strongly that it would have a major impact on revenues. The fitness areas should see a ten to fifteen percent increase. It should help in retaining staff.

Attach a copy of the proposed job description and salary benchmarking information prepared by Human Resources. Please also attach any other pertinent information regarding this proposed change.

Impact on Operating Budget:	Dollar Amount	Brief Explanation:
Anticipated Additional Operating Savings/Revenues:		
Anticipated Additional Operating Costs: <small>*Finance will calculate payroll and benefits costs and include them in the final proposal.</small>	Approx. \$9,000	An additional 9,000 plus benefits would be needed.

TIMETABLE:	Est. Start Date(s):	Jan 1 2017
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August 15, 2016

To: Laura Howe, HR

From: Monty Schuman, Recreation Director

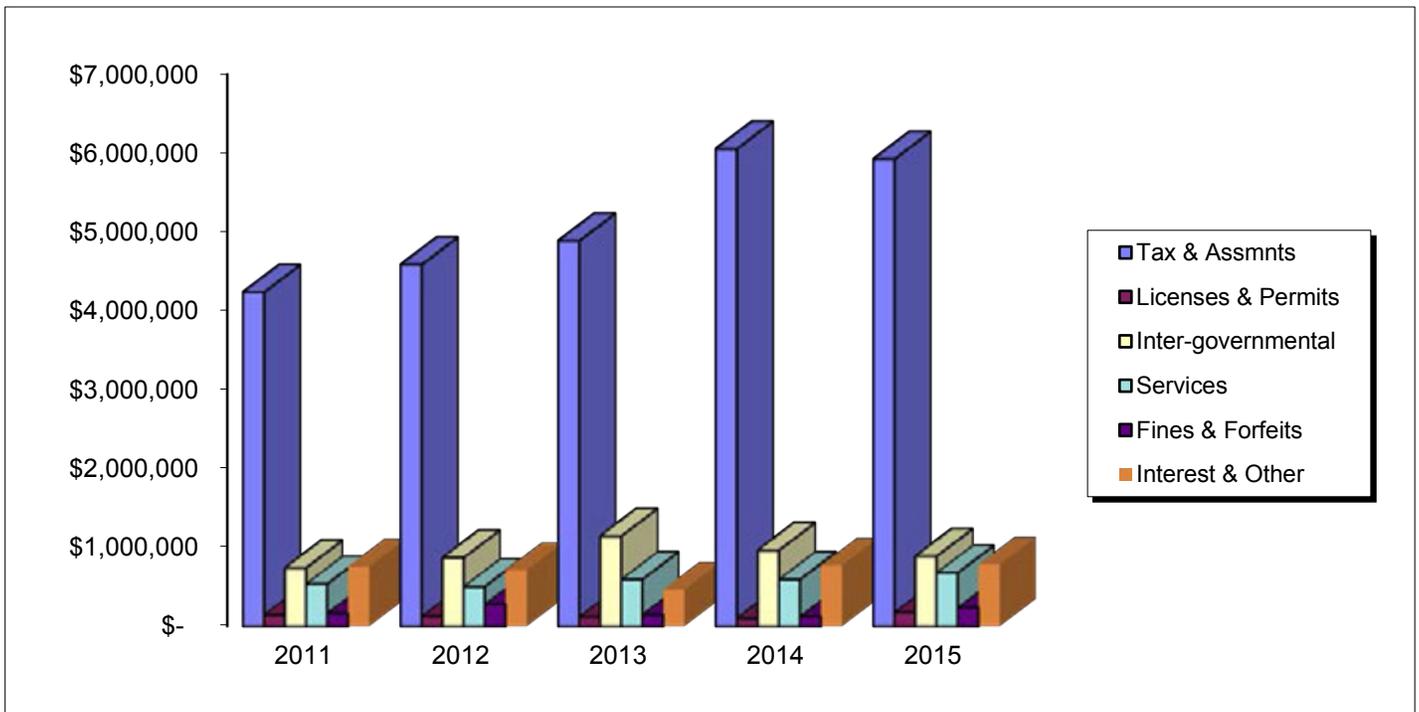
Re: Position updates and changes

The second position request is to create a fitness assistant position. We currently have a part-time position that is estimated to make \$27,500 for the year and by making this position fulltime with a salary around \$17.50 per hour or \$36,400.00 yearly the difference would be approx. \$9,000.00 without benefits. This assistant position would be able to help with fitness programming and running of classes. They would be able to promote and market the fitness program. This position would help monitor and instruct the Silver Sneaker program as well as the new Silver and Fit Program. These programs continue to grow with revenues exceeding \$2100 monthly. This would be a very critical position for the department. We feel strongly that it would have a major impact on revenues and help with retention of staff. Having a fulltime fitness assistant that is able to instruct, train, promote, coach, and provide personal contact with our members and guest are critical to the success of the fitness program. By making this position fulltime we feel there will be a much stronger commitment and buy in by the employee. Community outreach by this position will also help bring in new clients and members. We expect to see a ten (10) to fifteen (15) percent increase in fitness programming. This should see a corresponding increase in users. We know that the fitness classes and personal training experience is driven heavily by the instructor. The class is not as important as who teaches it. We have first-hand knowledge and experience in this. As an example our Yoga class was maxing out with students and when the instructor left most of her class went with her. She recently returned and the class has once again seen increases in enrollment. We feel that by having a fulltime fitness assistant position with benefits will help in retaining and recruiting those special instructors. This would help alleviate the burden that our current fitness/youth sports coordinator has had put on him when he took over the entire youth sports program. The current fitness/youth sports coordinator is having to spend much of his time on youth sports, enrollment in youth sports has increased each year for the past 6 years. As this program continues to expand it does not allow time for the fitness/youth sports coordinator to develop the fitness program as we would like.

**CITY OF FORT LUPTON
GENERAL GOVERNMENTAL REVENUES BY SOURCE
LAST FIVE YEARS
(UNAUDITED)**

Year	Taxes and Assmnts	Licenses and Permits	Intergovernmental	Charges for Services	Fines and Forfeits	Interest and Other	Total
2011	\$ 4,239,950	\$ 151,975	\$ 747,953	\$ 543,975	\$ 171,826	\$ 765,327	\$ 6,621,006
Total %	64.04%	2.30%	11.30%	8.22%	2.60%	11.56%	100.00%
2012	\$ 4,589,158	\$ 131,636	\$ 877,978	\$ 510,629	\$ 285,163	\$ 722,654	\$ 7,117,218
Total %	64.48%	1.85%	12.34%	7.17%	4.01%	10.15%	100.00%
2013	\$ 4,892,341	\$ 126,146	\$ 1,151,973	\$ 601,898	\$ 155,089	\$ 472,612	\$ 7,400,059
Total %	66.11%	1.70%	15.57%	8.13%	2.10%	6.39%	100.00%
2014	\$ 6,059,815	\$ 111,044	\$ 971,940	\$ 600,935	\$ 131,096	\$ 779,758	\$ 8,654,588
Total %	70.02%	1.28%	11.23%	6.94%	1.51%	9.01%	100.00%
2015	\$ 5,930,563	\$ 182,204	\$ 895,658	\$ 684,204	\$ 241,974	\$ 792,602	\$ 8,727,205
Total %	67.95%	2.09%	10.26%	7.84%	2.77%	9.08%	100.00%

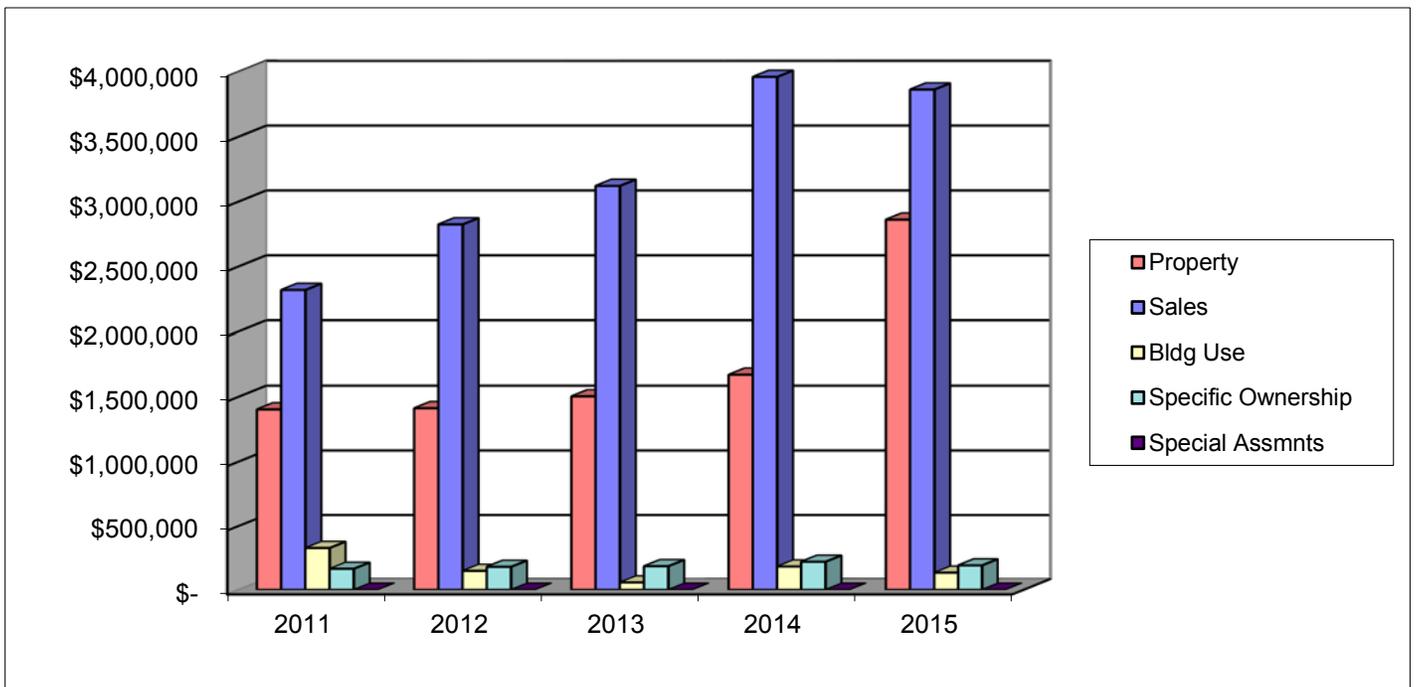
Includes the General Fund and Special Revenue Funds.



CITY OF FORT LUPTON
GENERAL GOVERNMENT TAX AND ASSESSMENT REVENUES BY SOURCE
LAST FIVE YEARS
(UNAUDITED)

Year	Property Taxes	Sales Taxes	Bldg Use Taxes	Specific Ownership Taxes	Special Assmnts	Total
2011	\$ 1,401,364	\$ 2,317,300	\$ 326,942	\$ 164,243	\$ -	\$ 4,209,849
Total %	33.29%	55.04%	7.77%	3.90%	0.00%	100.00%
2012	\$ 1,410,597	\$ 2,822,829	\$ 147,825	\$ 179,581	\$ -	\$ 4,560,832
Total %	30.93%	61.89%	3.24%	3.94%	0.00%	100.00%
2013	\$ 1,501,966	\$ 3,119,863	\$ 57,308	\$ 184,481	\$ -	\$ 4,863,618
Total %	30.88%	64.15%	1.18%	3.79%	0.00%	100.00%
2014	\$ 1,668,804	\$ 3,959,982	\$ 181,993	\$ 219,304	\$ -	\$ 6,030,083
Total %	27.67%	65.67%	3.02%	3.64%	0.00%	100.00%
2015	\$ 2,859,653	\$ 3,862,467	\$ 133,460	\$ 190,753	\$ -	\$ 7,046,333
Total %	40.58%	54.82%	1.89%	2.71%	0.00%	100.00%

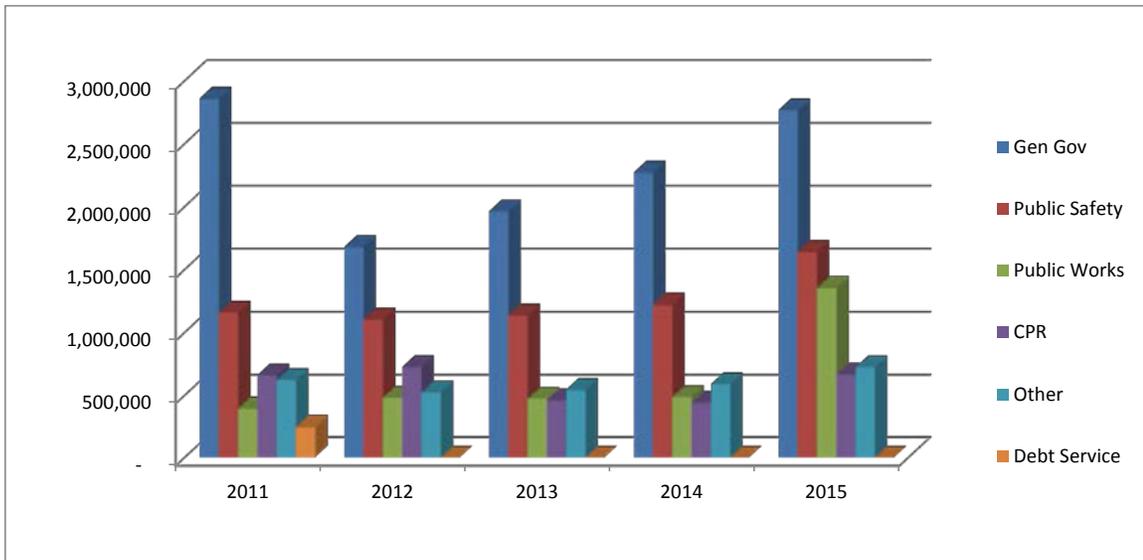
Includes the General Fund and Special Revenue Funds.



**CITY OF FORT LUPTON
GENERAL GOVERNMENTAL EXPENDITURES BY FUNCTION
LAST FIVE YEARS
(UNAUDITED)**

Year	General Government	Public Safety	Public Works	Culture, Parks & Recreation	Other	Debt Service	Total
2011	\$ 2,857,970	\$ 1,157,474	\$ 396,787	\$ 659,897	\$ 623,182	\$ 268,886	\$ 5,964,196
Total %	47.92%	19.41%	6.65%	11.06%	10.45%	4.51%	100.00%
2012	\$ 1,678,331	\$ 1,103,279	\$ 482,720	\$ 723,720	\$ 525,532	-	\$ 4,513,582
Total %	37.18%	24.44%	10.69%	16.03%	11.64%	0.00%	100.00%
2013	\$ 1,961,113	\$ 1,136,985	\$ 472,512	\$ 462,009	\$ 544,822	-	\$ 4,577,441
Total %	42.84%	24.84%	10.32%	10.09%	11.90%	0.00%	100.00%
2014	\$ 2,270,095	\$ 1,221,589	\$ 488,460	\$ 439,996	\$ 588,768	-	\$ 5,008,908
Total %	45.32%	24.39%	9.75%	8.78%	11.75%	0.00%	100.00%
2015	\$ 2,765,380	\$ 1,642,454	\$ 1,354,525	\$ 666,666	\$ 723,047	-	\$ 7,152,072
Total %	38.67%	22.96%	18.94%	9.32%	10.11%	0.00%	100.00%

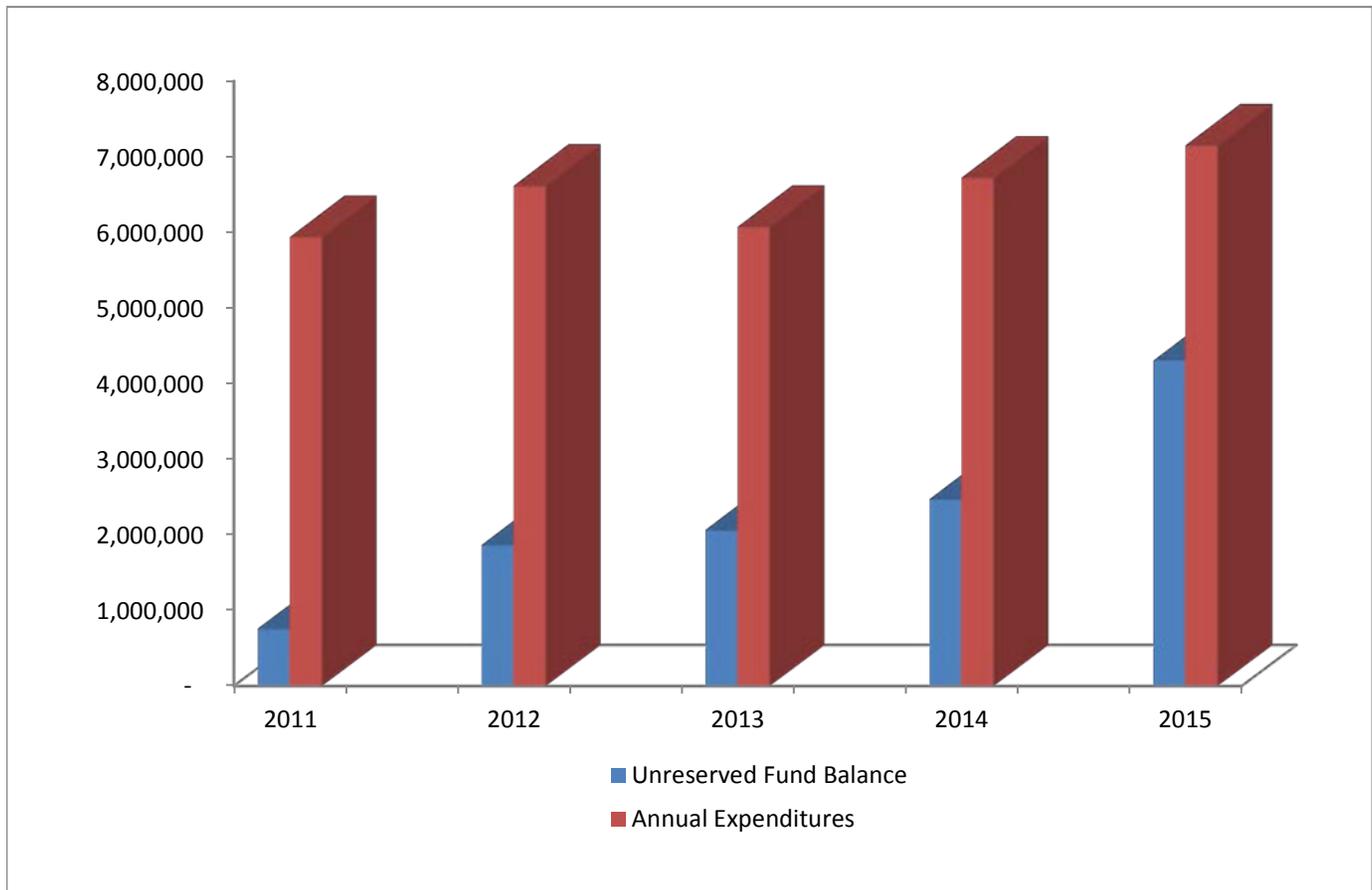
Includes the General Fund and Special Revenue Funds.



**CITY OF FORT LUPTON
GENERAL GOVERNMENTAL FUND BALANCE COMPARED TO
ANNUAL EXPENDITURES LAST FIVE YEARS
(UNAUDITED)**

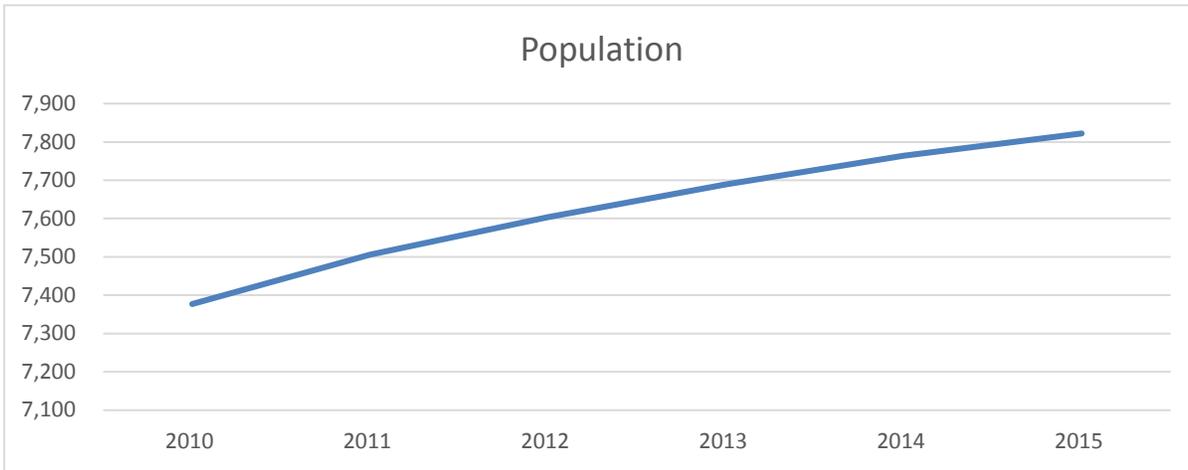
Year	(1) Unreserved Fund Balance	(1) Annual Expenditures	Balance as % of Expenditures
2011	770,737	5,942,680	12.97%
2012	1,882,003	6,619,521	28.43%
2013	2,081,212	6,077,599	34.24%
2014	2,485,096	6,726,041	36.95%
2015	4,313,384	7,152,072	60.31%

(1) Includes General Fund and Special Revenue Funds.

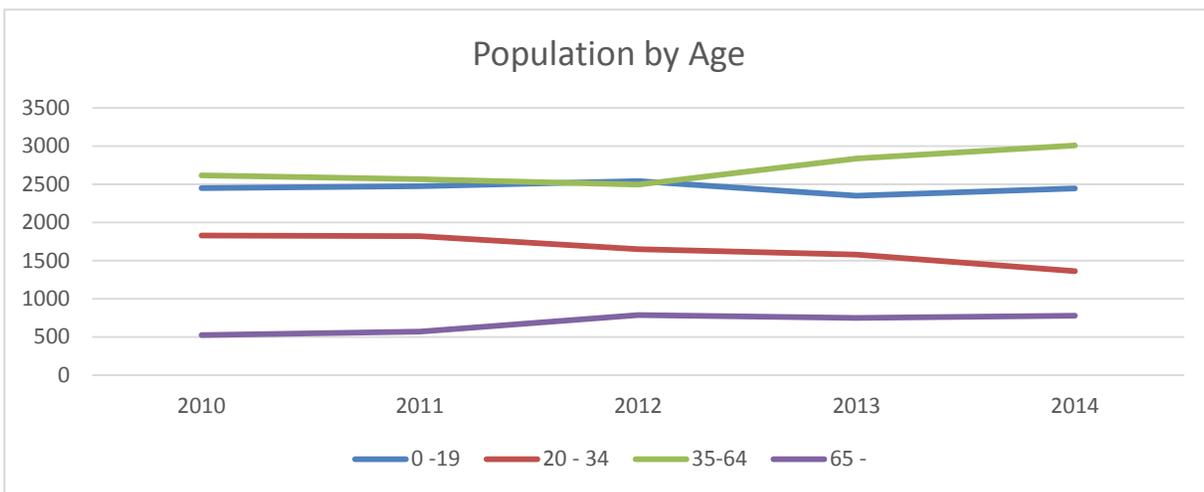
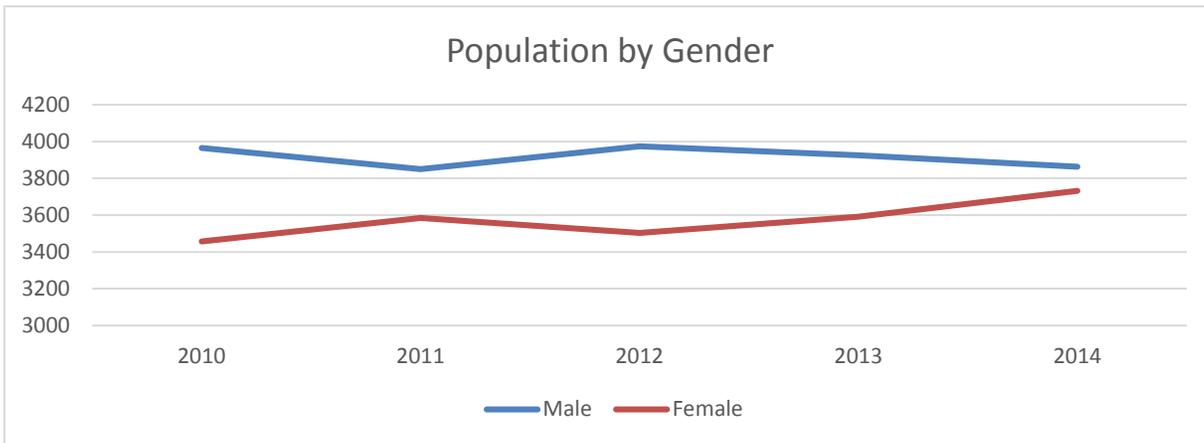


City of Fort Lupton Demographic Statistics

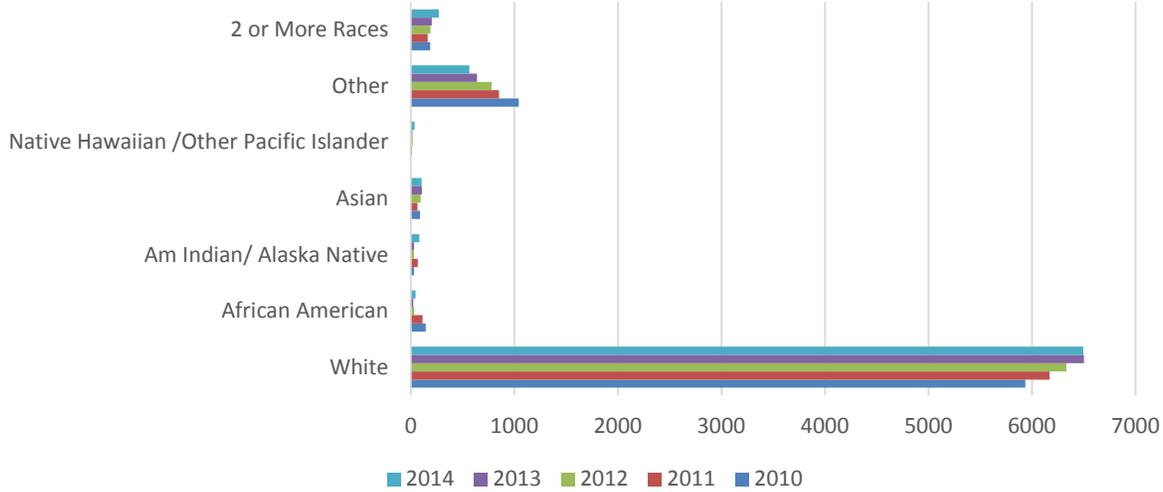
Population 10-Year History (from American Fact Finder):



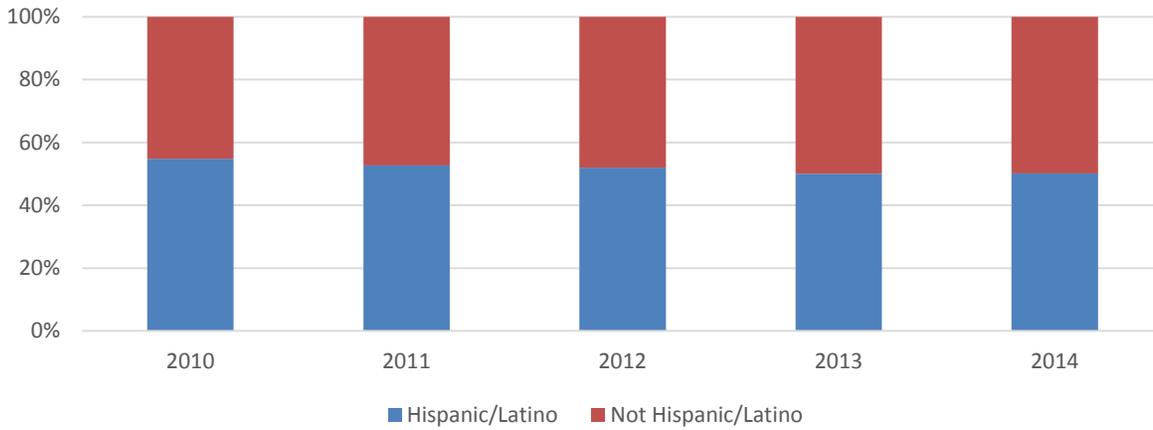
Composition of Population (from American Fact Finder):



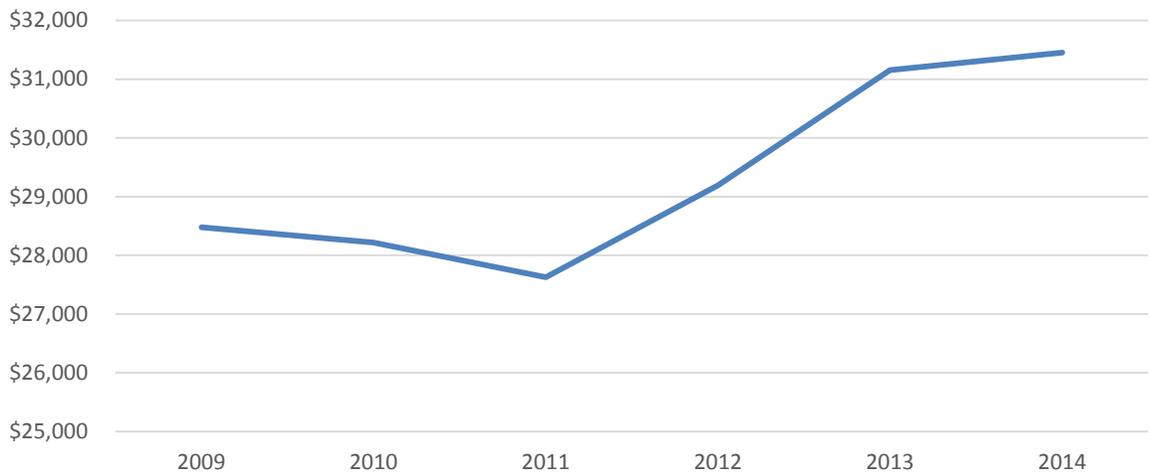
Population by Race



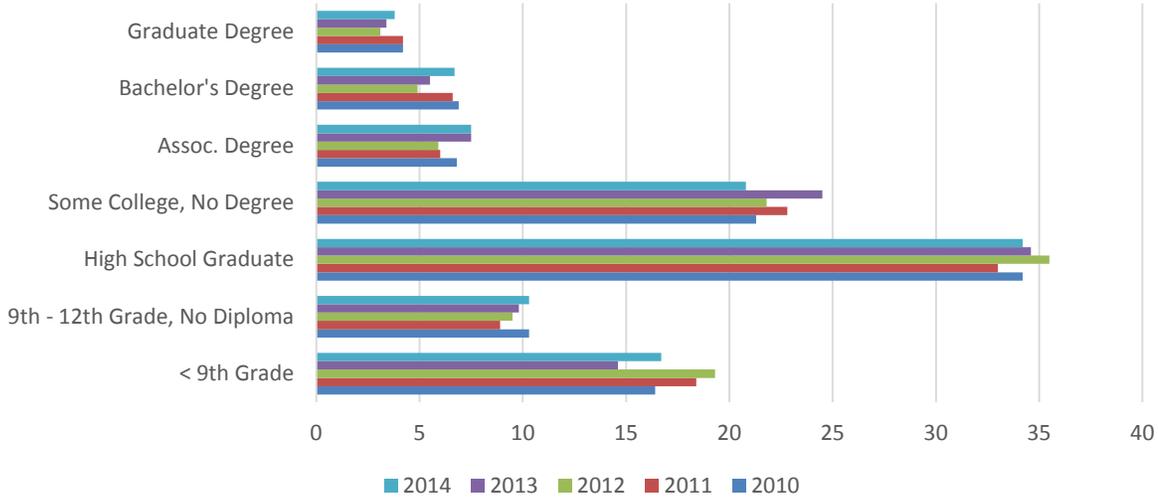
Hispanic/Latino % of Population



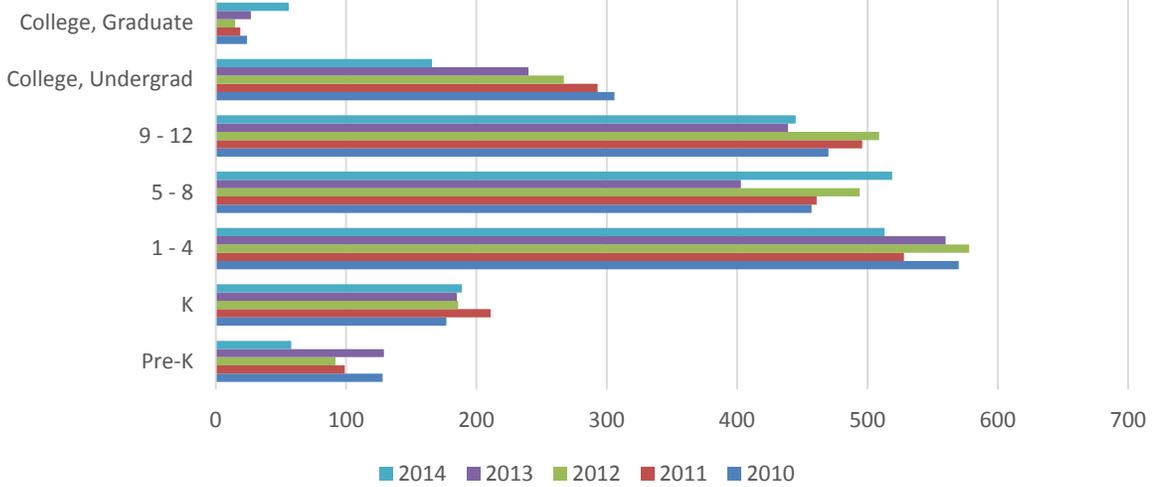
Median Earnings per Worker 16 Years or Older



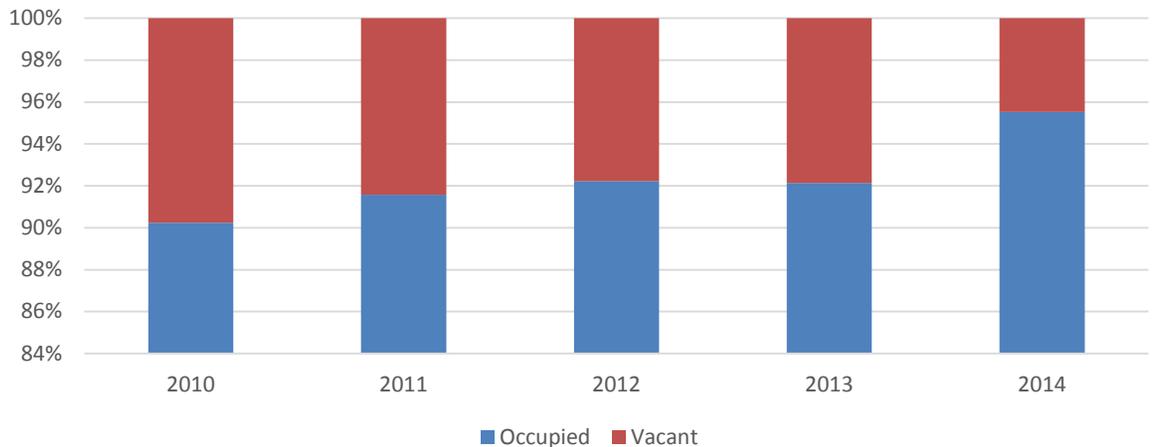
% of Educational Attainment for Those 25 & Older

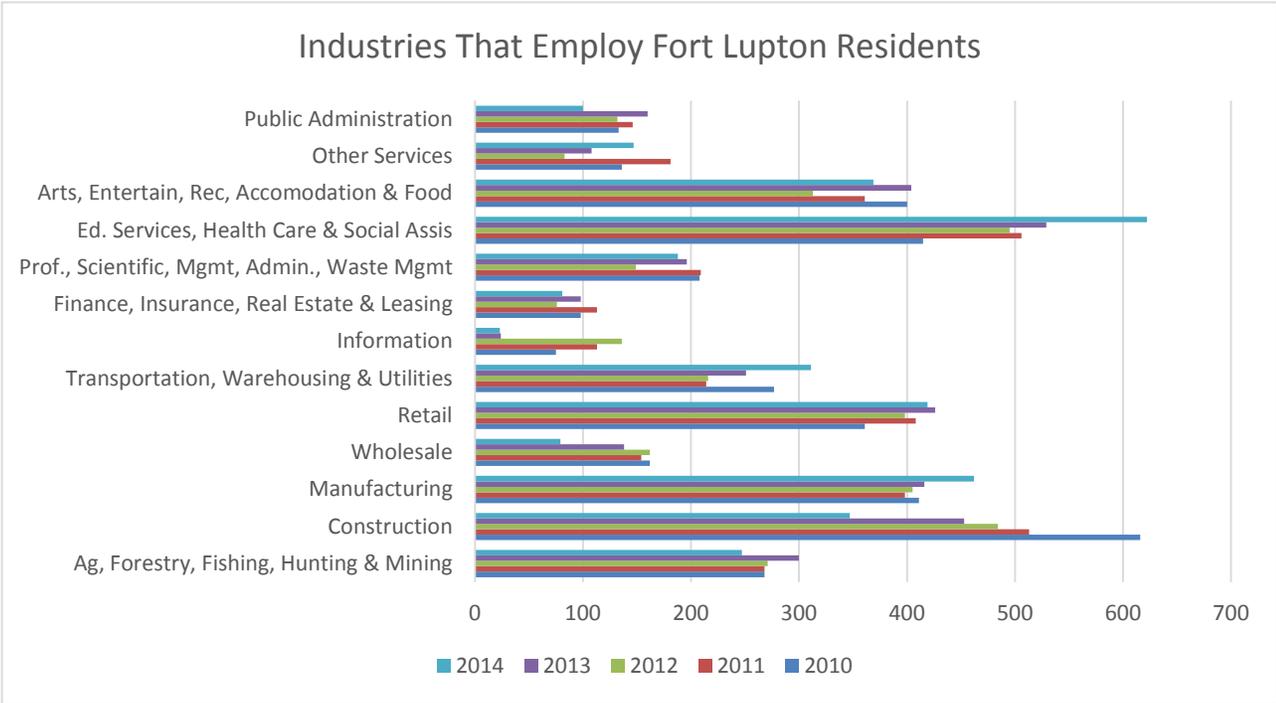
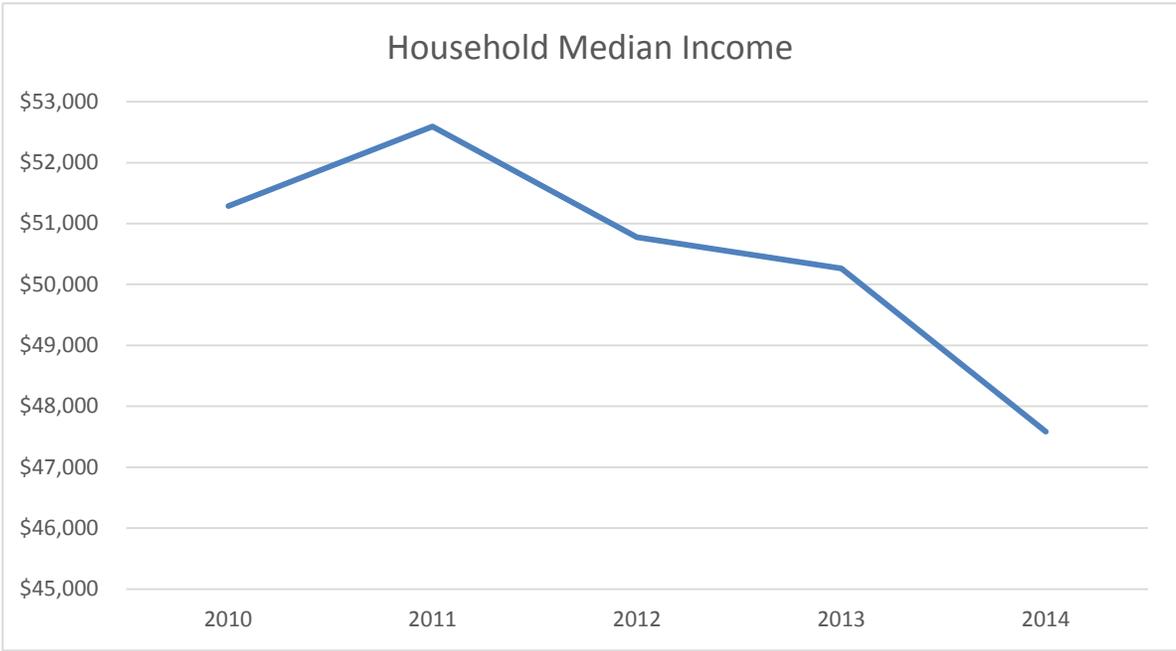


School Enrollment



Housing Occupancy





**CITY OF FORT LUPTON
CONSTRUCTION ACTIVITY
LAST FIVE YEARS
(UNAUDITED)**

Year	(1) Commerical Construction		(1) Residential Construction		(1) Alterations	
	Number of Permits	Value	Number of Permits	Value	Number of Permits	Value
2011	4	\$ 32,767,222	2	\$ 220,990	19	\$ 486,690
2012	7	\$ 5,881,389	1	\$ 175,000	21	\$ 547,725
2013	8	\$ 5,013,425	6	\$ 1,073,460	21	\$ 3,101,658
2014	3	\$ 341,979	4	\$ 707,969	24	\$ 1,113,830
2015	3	\$ 17,180,000	20	\$ 4,117,786	16	\$ 268,475

(1) City of Fort Lupton, Building Division; Census Reports.

**CITY OF FORT LUPTON
MISCELLANEOUS STATISTICS
DECEMBER 31, 2014
(UNAUDITED)**

Date of Incorporation	1890
Form of Government	Council-Mayor Statutory City

Area (sq. miles)	10.32
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Elected Officials	7
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School District:

Weld County School District Re-8

www.weld8.org

Fire Protection:

Fort Lupton Fire Protection District

www.fortluptonfire.org

Municipal Water and Sewer:

Plants owned by the City but operated by OMI

www.omiinc.com

Utilities:

Gas:

Xcel Energy

www.xcelenergy.com

1 (800) 895-4999

Electric:

United Power

www.unitedpower.com

(303) 637-1300

Healthcare:

Salud Family Health Center

1115 Second Street

Fort Lupton, CO 80621

(303) 857-2771

www.saludclinic.org

Advanced Urgent Care & Occupational Medicine

112 S. Denver Ave.

Fort Lupton, CO 80621

(303) 659-9700

<http://advurgent.com>

Children's Hospital Colorado North Campus

469 West State Highway 7

Broomfield, CO 80023

(720) 777-1340

Platte Valley Medical Center
1600 Prairie Center Pkwy
Brighton, CO 80601
(303) 498-1600

Major Industries:

Manufacturing; Wholesale Trade; Retail Trade; Transportation & Warehousing; Accomodation & Food Service; Health Care & Social Assistance; Professional, Scientific & Technical Services

Unemployment Rate from Bureau of Labor Statistics:

Greeley, CO Metropolitan Statistical Area	3.70%
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Sales Tax Rates as of December 31:

State of Colorado	2.9%
Weld County	0.0%
City of Fort Lupton	4.0%

Top Sales Tax Payers in the City for 2015:

Safeway Store #1045
United Power
Contractors Equipment Center LLC

GLOSSARY OF BUDGET TERMS

ACCRUAL BASIS: The basis of accounting under which revenues are recorded when earned and measurable and expenditures are recorded as soon as they result in liabilities for benefits received.

APPROPRIATIONS: An authorization granted by the legislative body (e.g. City Council) to make expenditures and to incur obligations for specific purposes.

ASSESSED VALUATION: A value that is established for real or personal property for use as a basis for levying taxes.

ASSETS: Property owned by the government which has monetary value.

AUDIT: The examination of documents, records, reports, systems of internal control, accounting and financial procedures, and other evidence for the purpose of ascertaining fair presentation of financial statements, determining propriety, legality and accuracy of transactions.

BALANCED BUDGET: The budget for each fund must contain revenues and a beginning fund balance that are equal to or greater than the expenditures for the fund thus ending with a zero or positive balance.

BOND: A written promise, generally under seal, to pay a specified sum of money, called the face value or principal amount, at a fixed time in the future, called the date of maturity, and carrying usury or interest at a fixed rate, usually payable periodically.

BUDGET: A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.

BUDGET MESSAGE: The opening section of the budget which provides the legislative body with a general summary and description of the most important aspects of the budget, changes from the current and previous fiscal years, and the views and recommendations of the management.

CAPITAL EXPENDITURE: An expenditure or expense for a capital asset which includes land, land improvements, buildings, building improvements, vehicles, machinery, equipment, infrastructure, and other tangible or intangible assets that have a useful life of more than 3 years and costs more or is worth more than \$5,000.

CAPITAL IMPROVEMENTS PROGRAM: A plan for capital expenditures to be incurred each year over a fixed period of years to meet the capital needs of the government.

CAPITAL OUTLAY: Expenditures which result in the acquisition of or addition to fixed assets. Generally consists of machinery and equipment, furniture and fixtures, etc. costing more than \$5,000 each and lasting more than three years.

CAPITAL PROJECT: Expenditures which result in the construction of or major improvements to the government's buildings, parks and infrastructure. Generally consists of projects costing more than \$5,000 and lasting more than three years.

CASH BASIS: The basis of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

CHART OF ACCOUNTS: The classification system used by a government to organize the accounting for various funds.

DEBT: An obligation resulting from the borrowing of money or from the purchase of goods and services.

DEBT LIMIT: The maximum amount of gross or net debt which is legally permitted.

DEBT SERVICE: Cash outlays in the form of debt principal payments, periodic interest payments and related services charges for debt incurred in prior periods.

DEFICIT: Primarily the excess of expenditures over revenues during a fiscal year; or, in the case of proprietary and fiduciary type funds, the excess of expenses over income.

DEPARTMENT: The highest organizational unit in the City in which a specific activity is carried out. A department may consist of several programs.

DEPRECIATION: The expiration in the service life of an asset generally attributable to wear and tear through use, lapse of time or obsolescence. Depreciation is generally not budgeted; however, it is accounted for on the financial statements.

DIRECT DEBT: The debt which a governmental unit has incurred in its own name or assumed through the annexation of territory or consolidation with another governmental unit.

ENCUMBRANCE: The commitment of appropriated funds to purchase an item or service and which is set aside for the future expenditure.

ENTERPRISE FUND: A fund established to finance and account for the acquisition, operation, and maintenance of governmental facilities and services which are entirely or predominantly self-supporting by user charges. Examples include utility services, airports, and transit systems.

EXPENDITURES: Where the accounts are kept on the accrual basis or modified accrual basis, this term designates the cost of goods delivered or services rendered, whether paid or unpaid, including expenses, provision for debt retirement not reported as a liability in the fund form which it is retired, and capital outlays. This expression is generally used for governmental type funds such as the general fund, special revenue funds, capital project funds, and debt service funds.

EXPENSES: Charges incurred, whether paid or unpaid, for operation, maintenance, and interest, and other charges which are presumed to benefit the current fiscal period. This expression is generally used for proprietary type funds such as enterprises, trust and agencies.

FISCAL PERIOD: Any period (generally twelve months) at the end of which a governmental unit determines its financial position and the results of its operations. The City of Fort Lupton's' fiscal period is January 1 to December 31.

FULL FAITH AND CREDIT: A pledge of the general taxing power for the payment of debt obligations.

FUND: A self-balancing accounting entity segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations (e.g. General Fund, Wastewater Fund, etc.)

FUND BALANCE: Resources remaining from prior years which are available to be budgeted in the current year. This expression is generally used for governmental type funds.

GENERAL FIXED ASSETS: Those fixed assets of a governmental unit which are not accounted for in a specific Enterprise, Trust, or Agency Fund.

GENERAL FUND: A fund used to account for all transactions of a governmental unit which are not accounted for in another fund.

GENERAL LONG-TERM DEBT: Long-term debt legally payable from general revenues and backed by the full faith and credit of the government.

GENERAL OBLIGATION BONDS: Bonds for whose payments the full faith and credit of the issuing body are pledged.

GOVERNMENTAL ACCOUNTING: The composite activity of analyzing, recording, summarizing, reporting, and interpreting the financial transactions of governmental units and agencies.

GRANT: A contribution by one governmental unit to another.

INTERFUND TRANSFERS: Amounts transferred, within the government, from one fund to another.

INTERNAL CONTROLS: A plan of organization under which employee's duties are so arranged and records and procedures so designed as to make it possible to protect and exercise effective accounting control over assets, liabilities, revenues and expenditures.

MODIFIED ACCRUAL BASIS: A system under which some accruals, usually costs, are recorded but others, usually revenues, are not. Generally used for certain governmental type funds.

OPERATING BUDGET: A budget which applies to all other outlays other than capital projects.

ORDINANCE: A formal legislative enactment by the governing body of a municipality and carrying the force of law.

PERFORMANCE INDICATORS: Statistical measures of the service level provided to the community and/or other governmental units. For example, the response time to an emergency would be a significant performance indicator for a public safety organization.

PERSONNEL SUMMARY: A list containing the titles and numbers of positions authorized to be filled by a particular organizational unit.

PROGRAM: A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the government is responsible.

PROPRIETARY FUND TYPES: A classification used to denote those types of funds that account for organizations and activities that are similar to those often found in the private sector (e.g. enterprises, internal services, trusts and agencies).

REFUNDING BONDS: Bonds issued solely to retire bonds already outstanding.

RESERVE: An account which records a portion of the fund balance which must be segregated for some specific use and which is, therefore, not available for further appropriation or expenditure.

RESOLUTION: A special or temporary order of a legislative body requiring less legal formality than an ordinance or statute.

RETAINED EARNINGS: The cumulative earnings of an operation that generally have been invested in property, plant and equipment or current assets.

REVENUE: Designates additions to assets which do not increase any liability, do not represent the recovery of an expenditure, do not represent the cancellation of certain liabilities, and do not represent contributions of a fund in proprietary type funds.

REVENUE BONDS: Bonds whose principal and interest are payable exclusively from earnings of a public enterprise.

SURPLUS: The excess of the assets of a fund over its liabilities or its resources over its disbursements.

TAXES: Compulsory charges levied by a government for the purpose of financing services performed for the common good.

TAXPAYER'S BILL OF RIGHTS (T.A.B.O.R): An amendment to the constitution of Colorado enacted in 1992 that limits the powers of governments in Colorado to levy taxes and incur debt. It also sets forth revenue limits for non-enterprise systems.

UNAPPROPRIATED RESERVES: The portion of the Fund Balance that is not designated, reserved or otherwise set aside for any specific purpose and is, therefore, available for appropriation for any general purpose.

GLOSSARY OF ACRONYMS

CGH: Colorado Greenhouse. City of Fort Lupton water and sewer users.

CML: Colorado Municipal League. An organization that provides information and services for Municipal governments in the State of Colorado.

CPI Index: Consumer Price Index. A statistical measure of a weighted average of prices of a specified set of goods and services purchased by wage earners in urban areas.

CPR / CPR Fund: Culture, Parks & Recreation Fund.

CTF: Conservation Trust Fund

GASB: Governmental Accounting Standards Board

GFOA: Government Finance Officers Association

IGA: Intergovernmental Agreements. An agreement between units of local government

SID: Special Improvement District. An organization committed to increasing business activity in a specific area.

STX: Sales Tax

Thermo: Thermo Co-Generation. City of Fort Lupton water and sewer user.