

CITY OF GLENWOOD SPRINGS



2016 BUDGET

**CITY OF GLENWOOD SPRINGS
2016 BUDGET
TABLE OF CONTENTS**

| SECTION | PAGE |
|--|---------|
| Table of Contents | i |
| Council, Financial Advisory Board, and Staff Listing | ii |
| City Manager's Budget Message | 1-3 |
| Supplemental Information | 4-8 |
| Summary of All Funds | 9-10 |
| GENERAL FUND: | 11-44 |
| Summary of Revenues, Expenditures and Fund Balance | 12-14 |
| General Government | 15-29 |
| Public Safety | 30-31 |
| Community Development | 32-35 |
| Public Works | 36-39 |
| Parks and Recreation | 40-44 |
| INTERNAL SERVICE FUND: | 45-50 |
| Fleet Service Fund | 45-50 |
| SPECIAL REVENUE FUNDS: | 51-64 |
| Tourism Promotion Fund | 52-53 |
| Victim's Assistance and Law Enforcement (V.A.L.E.) Fund | 54-55 |
| Conservation Trust Fund | 56-57 |
| Street Tax Fund | 58-59 |
| Bus Tax Fund | 60-61 |
| Fire and EMS Fund | 62-64 |
| CAPITAL PROJECTS FUNDS: | 65-74 |
| Capital Projects Fund | 66-70 |
| Acquisition and Improvements Fund | 71-72 |
| Fire Department Equipment Replacement Fund | 73-74 |
| ENTERPRISE FUNDS: | 75-102 |
| Water and Sewer System | 76-85 |
| Electric System | 86-94 |
| Airport | 95-97 |
| Landfill | 98-102 |
| TRUST FUNDS: | 103-105 |
| Cemetery Reserve Fund | 103-105 |
| COMPONENT UNITS: | 106-111 |
| General Improvement District #1980 | 107-108 |
| Downtown Development Authority | 109-111 |
| ORDINANCE AND RESOLUTION: | 112-116 |
| Ordinance No. 32 Series of 2015 Appropriating 2016 Funds | 113-115 |
| Resolution 2015-38 Approving 2016 Budget | 116 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

The 2016 budget provides information to citizens of Glenwood Springs Springs about the programs and resource requirements of their city. It contains the City Manager's Budget Message, summaries and schedules of the City's operating and capital budgets.

CITY COUNCIL

MAYOR

Michael Gamba

MAYOR PRO TEM

Todd Leahy

COUNCILMAN

Steve Davis

COUNCILMAN

Stephen Bershenyi

COUNCILMAN

Leo McKinney

COUNCILMAN

Matthew Steckler

COUNCILMAN

Kathryn Trauger

FINANCIAL ADVISORY BOARD

Scott Grosscup

Ted Edmonds

Jim Ingraham

Terri Miller

Chris Treese

Jerry Pradier

Cindy Svatos

Kathryn Trauger - Council Representative

CITY STAFF

CITY MANAGER

Jeff Hecksel

CITY ATTORNEY

Karl Hanlon

COMMUNITY DEVELOPMENT DIRECTOR

Andrew McGregor

HUMAN RESOURCE DIRECTOR

Susan Kirk

PARKS & RECREATION DIRECTOR

Tom Barnes

PUBLIC WORKS DIRECTOR

Robin Millyard

FINANCE DIRECTOR

Charles Kelty

CITY CLERK

Catherine Mythen Fletcher

FIRE CHIEF

Gary Tillotson

IS DIRECTOR

Bob Farmer

POLICE CHIEF

Terry Wilson

2016 Budget Message

I am pleased to submit the 2016 Budget. The budget for fiscal year 2016 is submitted in accordance with the “Local Government Budget Law” of the State of Colorado and the Glenwood Springs Charter.

Given the expenses listed below, the 2016 budget is not a status quo budget. The 2016 budget reflects an expenditure of reserves that will allow the City to take advantage of the opportunities associated with construction of the new Grand Avenue Bridge. In addition, the proposed budget seeks to address some of the issues facing the City.

The 2016 Budget is the second year of the City’s two year budget cycle. Given this, most of the staff work for the 2016 budget was done in 2014; however, the budget was updated to reflect the Council’s goals and priorities. Below is a table showing most of the appropriations relating to Council’s goals.

Update Development Code

- \$150,000 – Community Development – Professional Services

Reauthorization of Expiring Taxes

- \$17,000 – Administration – Professional Services - Survey

Confluence Redevelopment

- \$300,000 – Capital Projects – Demolition, Property Transactions
- \$192,900 – Water /Wastewater – Demolition
- 8th Street Connection - (see below)
- \$200,000 – Capital Projects Fund – Shoreline restoration

Grand Avenue Bridge

- \$1,000,000 – Street Tax Fund - Payment to CDOT for Bridge Improvements (2nd of 3 payments of \$1 million)
- \$125,000 – Acquisition & Improvements - Transportation Mitigation
- \$700,000 – Street Tax Fund- West Glenwood Trail
- \$550,000 – Street Tax Fund - 14th Street Pedestrian Bridge
- \$75,000 – Community Development - North Landing public space design

8th Street Connection

- \$3,000,000 – Street Tax Fund

Recreational In-channel Diversion Water Right – RICD

- \$300,000 – Acquisitions and Improvements Fund

6th Street Area Plan

- \$75,000 Community Development – Professional Services

Adoption and Initial Implementation of the Long Range Transportation System Plan

- \$1,750,000 Street Tax Fund – South Midland Improvements
- \$154,000 Street Tax Fund – Wayfinding, Bike to Work days, Street Striping.
- Items already mentioned above (8th Street, West Glenwood Trail, etc).

In reviewing the overall budget, there are items that affect multiple funds throughout the document. One of those items is rate increase for utilities. The City raised utility rates last year, and the impact of those increases can be seen throughout the budget on the expense side for departments paying for utilities. The impact can also be seen in the Water, Wastewater and Electric utilities on the revenue side. With the rate increases approved last year for water and wastewater, the City was able to reduce the transfer from Capital Projects by \$160,000. No rate increases were budgeted in the utilities, but rate studies will be done in 2016, and if needed, rate increases will be proposed. Of note in the Electric fund is an appropriation for construction of a new building (\$5,000,000). This was proposed in past years, but was delayed due to escalating wholesale power costs. Also, in the Landfill fund, money is appropriated for cell expansion (\$500,000).

Another expense that affects multiple funds is charges for maintenance and repair of vehicles. In recent years the City discounted shop rates because of the recession, and because of the large reserve in the fund. For 2016 these two conditions no longer exist, and as a result, the shop rate has returned to the normal level (\$72.00 per hour).

Wage and benefit increases were budgeted in two places for 2016. As in past years wage increases have not been finalized, and will be considered by Council during 2016. In the General Fund these expenses show in the non-department cost center. The other large cost driver for personnel expenses is health insurance. These expenses are shown in each cost center having personnel services. Unlike past years, these costs have been budgeted due to plan years changing. The overall cost increase to the City is estimated at about 8.25% or \$175,000 across all funds. In future years, staff will be able to review wage and benefit increase sooner in the year than December.

Staffing additions for 2016 include 5 positions. These include three in the Police Department, one in the Fire Department and one in the City Manager's office. The three positions in the Police Department help get the staffing level back to pre-recession levels, and will help deal with the vagrancy issues facing the community. .

The position in the Fire department is approved based on increased call volume as well as the increased occurrence of simultaneous calls for service. In 2013 the Department had 315 concurrent calls, and in 2014, there were 234 concurrent calls. To keep pace with calls for service, the City and District will need to add 3 more positions beyond what is proposed for 2016. This will effectively add one position per

shift for 24/7 coverage. Currently, the City does not have full time staff to provide two full engine companies. This is the minimum needed to respond to a working fire.

Finally, within the City Manager's office is the proposed addition of an assistant city manager. This position has been discussed in the past with Council but has not been added due to lack of funding. With the high profile projects occurring within the next few years, it is necessary to add assistance to allow the new City Manager to better address the needs of the Council and community. The position will remain vacant pending the arrival of a new City Manager in 2016. At this time, funds have not been appropriated for recruitment and selection of a new City Manager. Based on the most recent discussions, staff would recommend \$45,000 be appropriated for an executive search firm and travel expenses associated with bringing candidates to Glenwood Springs.

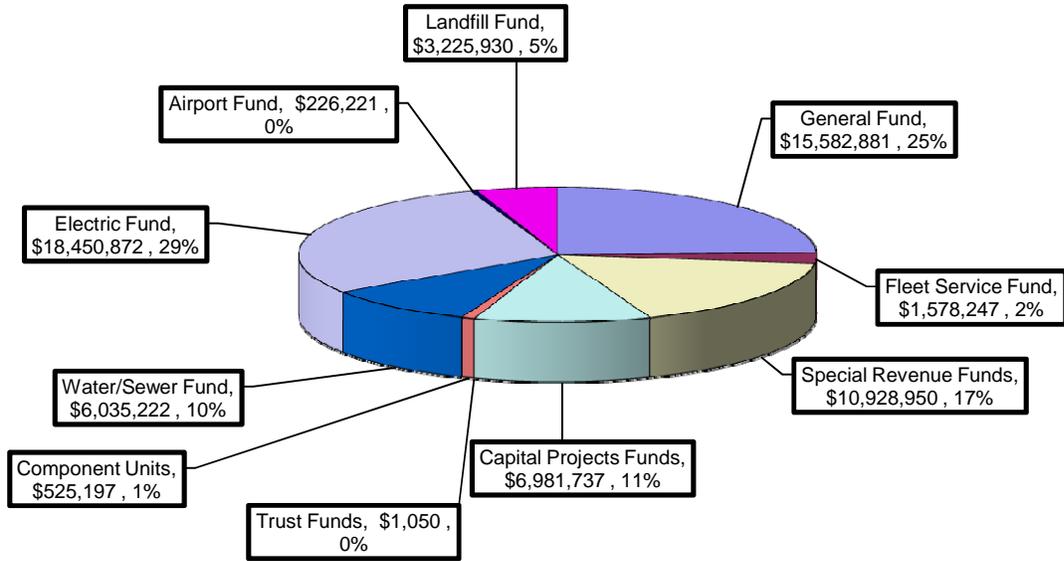
Two other items not included in the budget are elevators, and additional funding for a 4th of July event. It is possible that a portion of the funding for bridge mitigation could be used for a 4th of July event in 2016. The 2016 budget does not include any funding for operation and maintenance of the new elevators on 7th Street. At this time, it is not clear when the new elevators will be operational. It may be necessary to adopt a supplemental appropriation sometime next year to accommodate this expense. Also, the elevator in City Hall may need to be replaced next year. It is also possible it will last a year or two longer. If needed, the expense is estimated in the \$200,000 to \$300,000 range.

Staff believes the 2016 budget reflects the concerns and priorities of the City Council and of the Community.

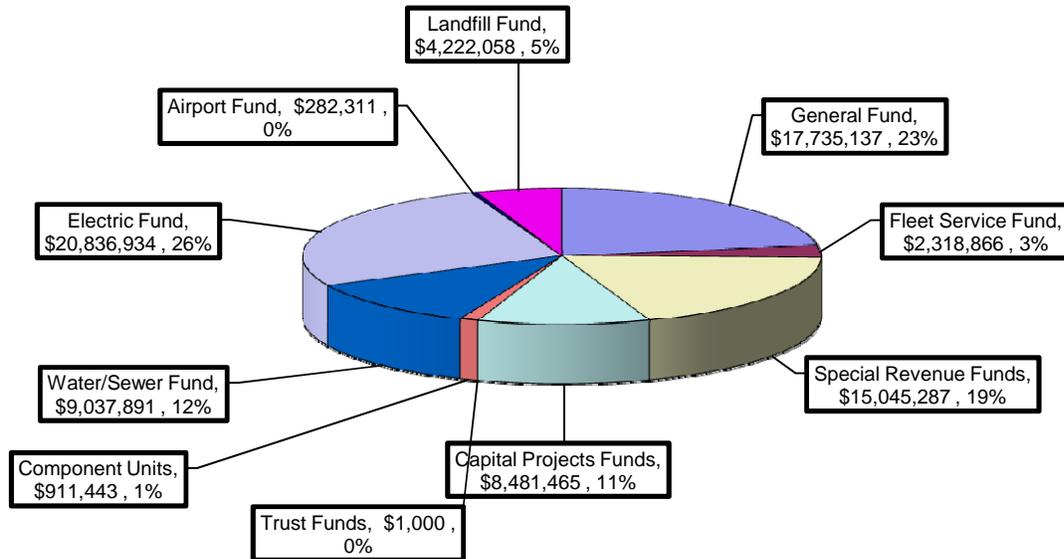
Jeff Hecksel
City Manager

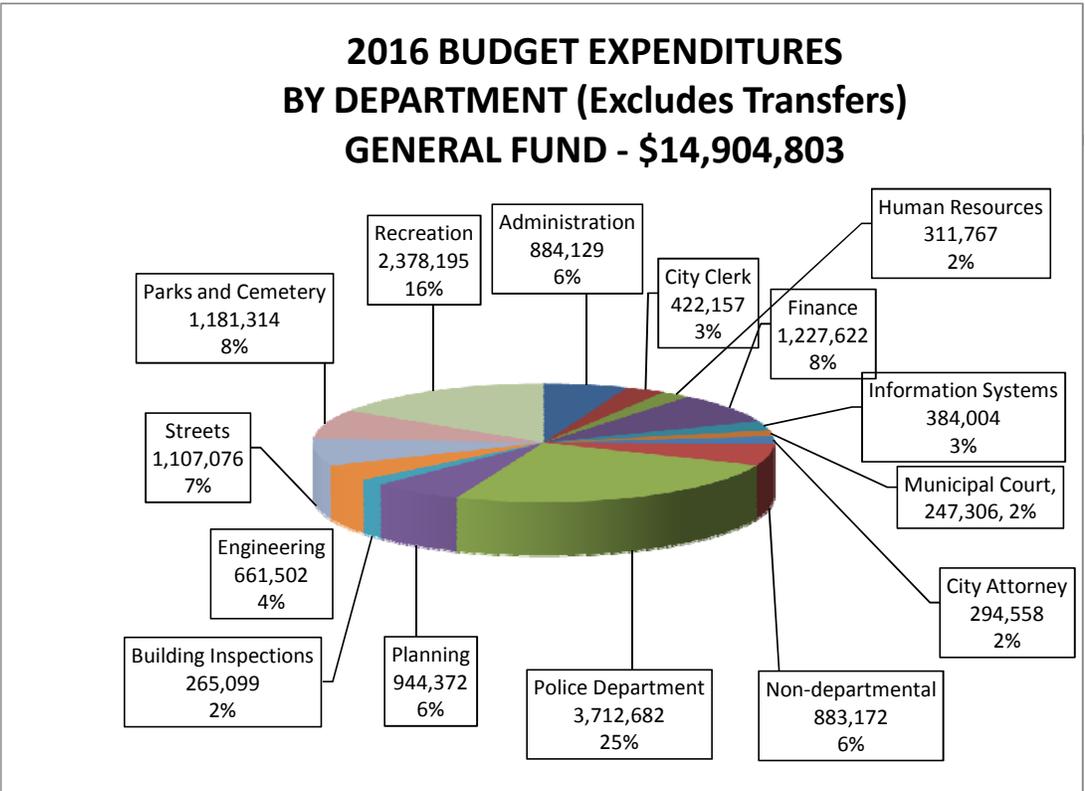
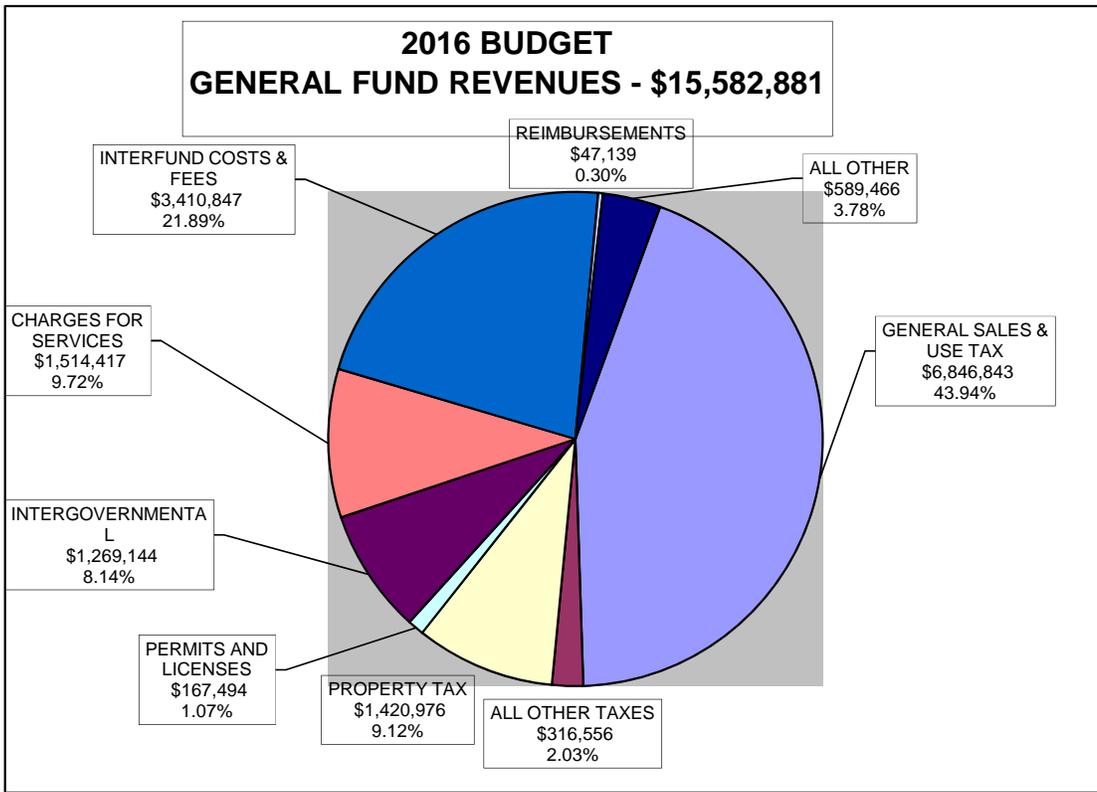
SUPPLEMENTAL INFORMATION

**2016 BUDGET REVENUES
ALL FUNDS - \$63,536,307**

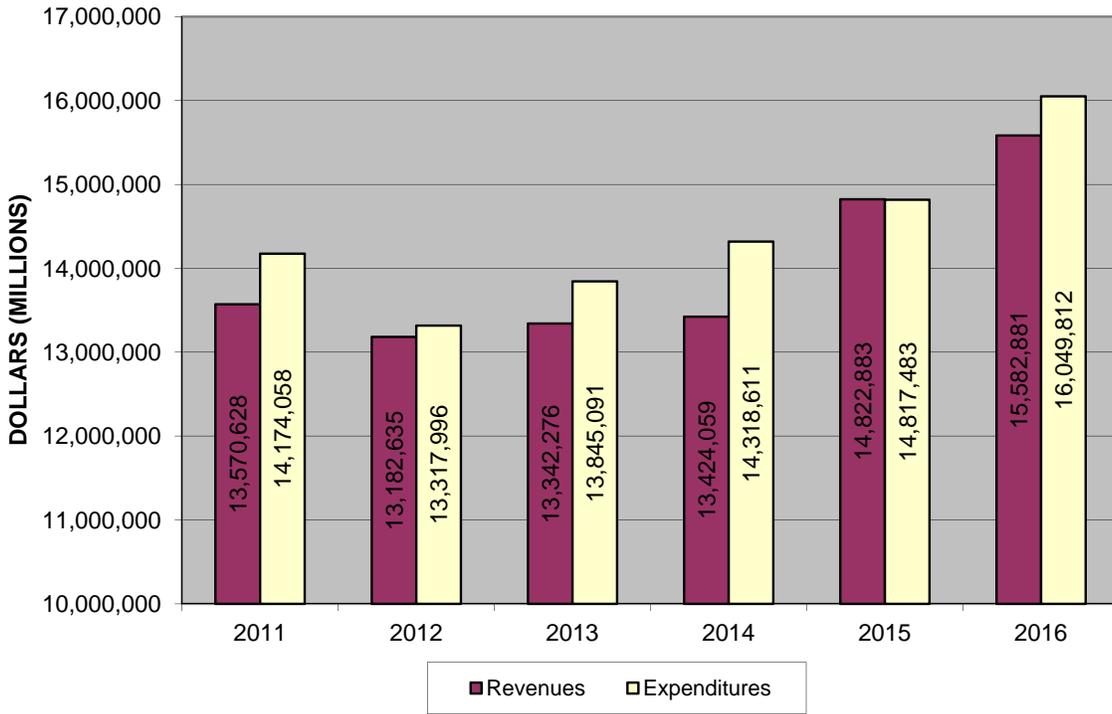


**2016 BUDGET EXPENDITURES
ALL FUNDS - \$78,872,392**

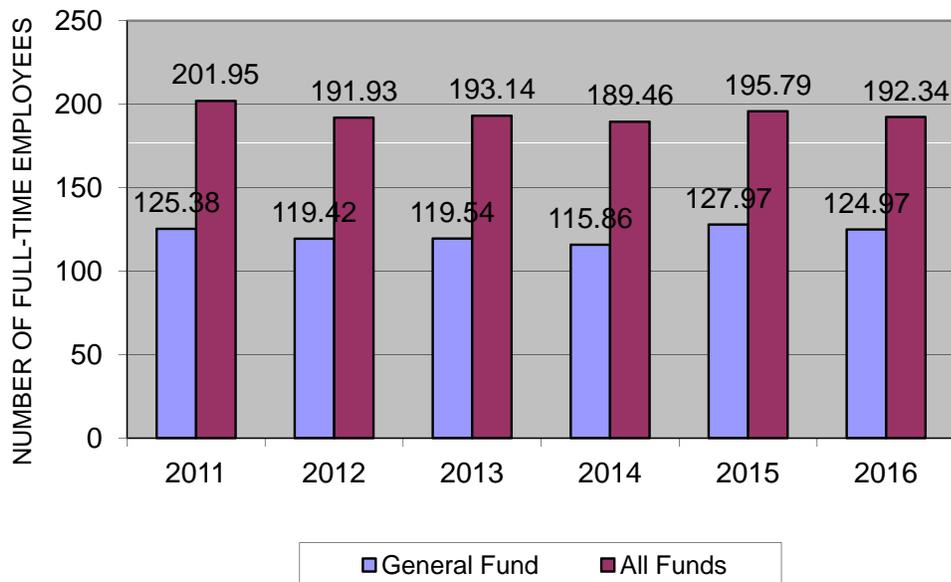




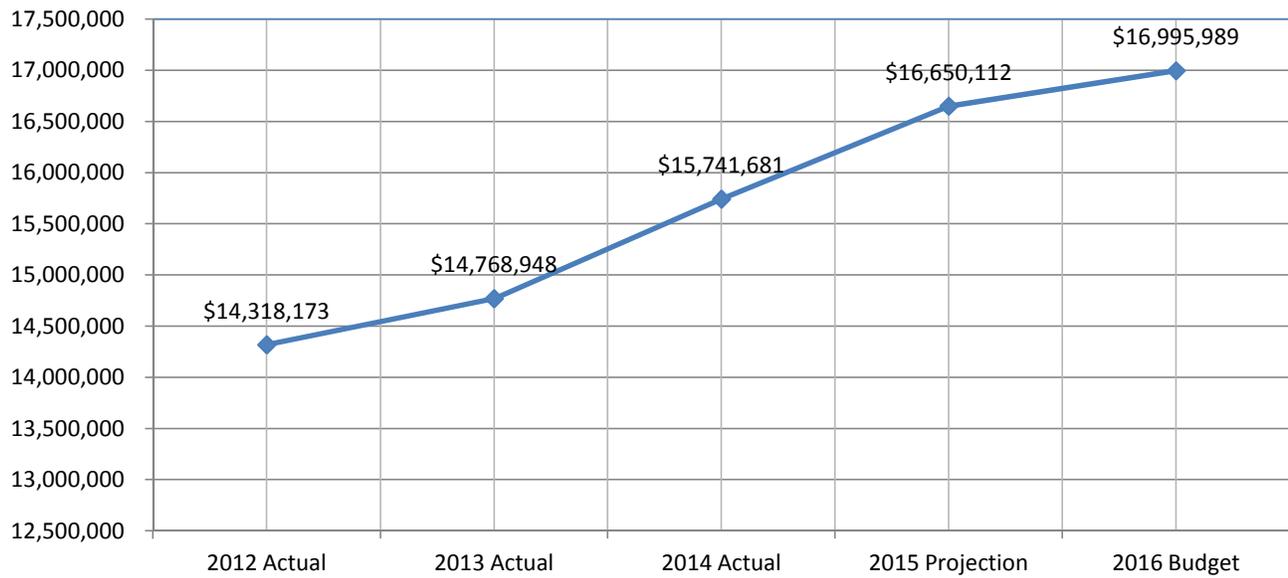
COMPARISON OF GENERAL FUND REVENUES AND EXPENDITURES/TRANSFERS



FULL-TIME EQUIVALENT PERSONNEL



Sales and Use Tax Trend 2012-2016



SUMMARY OF ALL FUNDS

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of All Funds

| SUMMARY OF ALL FUNDS | REVENUES | OPERATING EXPENDITURES | Excess Revenues Over (Under) Operating Expenditures (Excludes Principal and Interest Debt Pymts) | Transfers In | Transfers Out | Excess Revenues Over (Under) Expenditures and Transfers | Principal Debt Payments (P&I) | Capital Purchases | Total Budget Expenditure Appropriation |
|--|-------------------|-------------------------------|---|---------------------|----------------------|--|--|--------------------------|---|
| GOVERNMENT FUND TYPES | | | | | | | | | |
| GOVERNMENTAL FUND TYPES | | | | | | | | | |
| General Fund | 15,582,881 | 14,648,851 | 934,030 | 1,685,325 | (2,830,334) | (210,979) | (255,952) | | 17,735,137 |
| Internal Service Funds | | | | | | | | | |
| Fleet Service Fund | 1,578,247 | 1,355,650 | 222,597 | 764,145 | 0 | 986,742 | | (963,216) | 2,318,866 |
| Special Revenue Funds | | | | | | | | | |
| Tourism Promotion Fund | 933,997 | 963,565 | (29,568) | 0 | 0 | (29,568) | | | 963,565 |
| V.A.L.E. Fund | 38,000 | 56,500 | (18,500) | 0 | 0 | (18,500) | | | 56,500 |
| Conservation Trust Fund | 95,779 | 102,500 | (6,721) | 0 | 0 | (6,721) | | | 102,500 |
| Street Tax Fund | 7,522,508 | 250,382 | 7,272,126 | 0 | (6,757) | 7,265,369 | | (8,755,026) | 9,012,165 |
| Bus Tax Fund | 1,319,167 | 1,250,612 | 68,555 | 0 | (2,702) | 65,853 | | | 1,253,314 |
| Fire & EMS Fund | 1,019,499 | 3,657,243 | (2,637,745) | 2,625,680 | 0 | (12,065) | | | 3,657,243 |
| Total Special Revenue Funds | 10,928,950 | 6,280,802 | 4,648,147 | 2,625,680 | (9,459) | 7,264,368 | 0 | (8,755,026) | 15,045,287 |
| Capital Projects Funds | | | | | | | | | |
| Capital Projects Fund | 2,290,741 | 0 | 2,290,741 | 0 | (1,172,038) | 1,118,703 | | (1,451,797) | 2,623,835 |
| Acquisition & Improvement Fund | 4,605,880 | 571,754 | 4,034,126 | 0 | (1,668,839) | 2,365,287 | (1,774,037) | (1,432,000) | 5,446,630 |
| Fire Emergency Services Equipment Replacement Fund | 85,116 | 0 | 85,116 | 184,384 | 0 | 269,500 | | (411,000) | 411,000 |
| Total Capital Projects Funds | 6,981,737 | 571,754 | 6,409,983 | 184,384 | (2,840,877) | 3,753,490 | (1,774,037) | (3,294,797) | 8,481,465 |
| PROPRIETARY FUND TYPES | | | | | | | | | |
| PROPRIETARY FUND TYPES | | | | | | | | | |
| Enterprise Funds | | | | | | | | | |
| Utility Enterprise Funds | | | | | | | | | |
| Water & Sewer System | 6,035,222 | 5,631,997 | 403,225 | 640,000 | (48,499) | 994,726 | (1,974,495) | (1,382,900) | 9,037,891 |
| Electric System | 18,450,872 | 14,252,504 | 4,198,368 | 0 | (184,430) | 4,013,938 | 0 | (6,400,000) | 20,836,934 |
| Airport Enterprise Fund | 226,221 | 282,311 | (56,090) | 0 | 0 | (56,090) | 0 | 0 | 282,311 |
| Landfill Enterprise Fund | 3,225,930 | 3,641,123 | (415,193) | 0 | (5,935) | (421,128) | 0 | (575,000) | 4,222,058 |
| Total Enterprise Funds | 27,938,245 | 23,807,935 | 4,130,310 | 640,000 | (238,864) | 4,531,446 | (1,974,495) | (8,357,900) | 34,379,194 |
| FIDUCIARY FUND TYPES | | | | | | | | | |
| FIDUCIARY FUND TYPES | | | | | | | | | |
| Trust Funds | | | | | | | | | |
| Cemetery Reserve Fund | 1,050 | 1,000 | 50 | 0 | 0 | 50 | | | 1,000 |
| Total Trust Funds | 1,050 | 1,000 | 50 | 0 | 0 | 50 | 0 | 0 | 1,000 |
| COMPONENT UNITS | | | | | | | | | |
| COMPONENT UNITS | | | | | | | | | |
| General Improvement District - 1980 | 39,841 | 39,841 | 0 | 0 | 0 | 0 | | | 39,841 |
| Downtown Development Authority | 485,356 | 224,490 | 260,866 | 50,000 | (30,000) | 280,866 | (236,612) | (380,500) | 871,602 |
| Total Component Units | 525,197 | 264,331 | 260,866 | 50,000 | (30,000) | 280,866 | (236,612) | (380,500) | 911,443 |
| TOTAL OF ALL FUND TYPES | | | | | | | | | |
| TOTAL ALL FUND TYPES | 63,536,307 | 46,930,323 | 16,605,984 | 5,949,534 | (5,949,534) | 16,605,984 | (4,241,096) | (21,751,439) | 78,872,392 |

GENERAL FUND

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

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of General Fund Revenues, Expenditures and Fund Balance

| GENERAL FUND | 2014 Actual | 2015 Budget | 2016 Budget | | |
|--|------------------|------------------|-----------------------|----------------------|---------------------|
| | | | Department Request | Manager Recommend | Council Approved |
| REVENUES | | | | | |
| REVENUES | | | | | |
| Taxes | | | | | |
| Property Taxes - General | 842,564 | 853,212 | 980,709 | 980,709 | 980,709 |
| Property Taxes - Fire Bonds | 254,091 | 255,835 | 255,883 | 255,883 | 255,883 |
| Property Taxes - Fire Capital Improvement | 183,999 | 184,872 | 184,384 | 184,384 | 184,384 |
| Specific Ownership | 79,752 | 50,000 | 80,390 | 80,390 | 80,390 |
| Special Assessment | 35,590 | 34,000 | 36,477 | 36,477 | 36,477 |
| General Sales Tax | 6,265,601 | 6,194,500 | 6,710,459 | 6,710,459 | 6,710,459 |
| Use Tax | 116,234 | 121,623 | 136,384 | 136,384 | 136,384 |
| Audit Revenue | 92,405 | 10,135 | 16,413 | 16,413 | 16,413 |
| Franchise Tax | 185,638 | 175,800 | 183,276 | 183,276 | 183,276 |
| Total Taxes | 8,055,874 | 7,879,977 | 8,584,375 | 8,584,375 | 8,584,375 |
| Permits and Licenses | | | | | |
| Contractors Licenses | 20,622 | 20,000 | 20,000 | 20,000 | 20,000 |
| Liquor Licenses | 57,025 | 35,000 | 60,294 | 60,294 | 60,294 |
| Sales Tax Licenses | 28,997 | 80,000 | 30,000 | 30,000 | 30,000 |
| Dog Licenses | 190 | 250 | 200 | 200 | 200 |
| Building Permits | 48,363 | 55,000 | 55,000 | 55,000 | 55,000 |
| Vendor Permits | 2,570 | 2,000 | 2,000 | 2,000 | 2,000 |
| Total Permits and Licenses | 157,767 | 192,250 | 167,494 | 167,494 | 167,494 |
| Intergovernmental | | | | | |
| Cigarette Tax | 69,809 | 65,000 | 72,099 | 72,099 | 72,099 |
| County Road and Bridge | 273,932 | 278,000 | 305,344 | 305,344 | 305,344 |
| County Sales Tax | 228,257 | 150,000 | 248,465 | 248,465 | 248,465 |
| Highway Use Tax | 284,874 | 282,000 | 274,999 | 274,999 | 274,999 |
| Severance Tax | 309,290 | 267,054 | 263,342 | 263,342 | 263,342 |
| Grants LEAF Grant - State | 2,815 | 0 | 0 | 0 | 0 |
| Other Grants | 8,743 | 0 | 9,118 | 9,118 | 9,118 |
| Grants - Federal HIDTA | 86,277 | 216,777 | 95,777 | 95,777 | 95,777 |
| Total Intergovernmental | 1,263,997 | 1,258,831 | 1,269,144 | 1,269,144 | 1,269,144 |
| Charges for Services | | | | | |
| Plan Check and Record Fees | 83,981 | 70,000 | 70,000 | 70,000 | 70,000 |
| Planning Fees | 6,786 | 20,000 | 20,000 | 20,000 | 20,000 |
| Cemetery Fees | 8,313 | 8,000 | 8,000 | 8,000 | 8,000 |
| Police Fines | 112,583 | 150,000 | 140,354 | 140,354 | 140,354 |
| DUI Reimbursement | 364 | 0 | 0 | 0 | 0 |
| Impoundment Fees | 6,228 | 3,100 | 4,620 | 4,620 | 4,620 |
| Vehicle Inspection Fees | 415 | 0 | 674 | 674 | 674 |
| Court Fees | 41,267 | 25,000 | 57,163 | 57,163 | 57,163 |
| Parking Fees and Fines | 48,162 | 41,000 | 39,606 | 39,606 | 39,606 |
| Recreation Fees | 0 | 0 | 0 | 0 | 0 |
| Community Center Fees | 1,248,687 | 1,133,000 | 1,125,000 | 1,125,000 | 1,125,000 |
| Park User Fees | 52,307 | 48,000 | 49,000 | 49,000 | 49,000 |
| Affordable Housing and Airport Road Fees | 0 | 0 | 0 | 0 | 0 |
| Total Charges for Services | 1,609,093 | 1,498,100 | 1,514,417 | 1,514,417 | 1,514,417 |
| Other Revenue | | | | | |
| Allocated Organizational Costs - Electric | 319,074 | 400,305 | 408,053 | 408,053 | 408,053 |
| Allocated Organizational Costs - Water/Sewer | 159,606 | 164,076 | 164,076 | 164,076 | 164,076 |
| Interfund Franchise Fees - Electric | 319,074 | 400,305 | 408,053 | 408,053 | 408,053 |
| Interfund Franchise Fees - Water/Sewer | 159,606 | 164,076 | 164,076 | 164,076 | 164,076 |
| Interfund Cost of Service Allocation | 2,022,768 | 2,268,122 | 2,266,589 | 2,266,589 | 2,266,589 |
| Interest | 13,675 | 14,500 | 15,000 | 15,000 | 15,000 |
| Recreation Donations | 1,090 | 0 | 0 | 0 | 0 |
| Youth Activity Contributions | 2,348 | 0 | 0 | 0 | 0 |
| Donations/Contributions | 0 | 100 | 0 | 0 | 0 |
| Miscellaneous | 24,961 | 20,000 | 30,712 | 30,712 | 30,712 |
| Police Confiscated Assets | 13,237 | 0 | 0 | 0 | 0 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of General Fund Revenues, Expenditures and Fund Balance

| GENERAL FUND | 2014 Actual | 2015 Budget | 2016 Budget | | |
|--|--------------------|--------------------|-----------------------|----------------------|---------------------|
| | | | Department Request | Manager Recommend | Council Approved |
| Mineral Lease | 704,120 | 469,347 | 486,639 | 486,639 | 486,639 |
| Other Leases | 59,329 | 34,000 | 47,115 | 47,115 | 47,115 |
| Reimbursement from Other Entities | 32,891 | 48,894 | 47,139 | 47,139 | 47,139 |
| Insurance Reimbursement | 3,025 | 0 | 0 | 0 | 0 |
| Sales of Assets | 9,327 | 10,000 | 10,000 | 10,000 | 10,000 |
| Total Other Revenue | 3,844,131 | 3,993,725 | 4,047,452 | 4,047,452 | 4,047,452 |
| | | | | | |
| Total General Fund Revenue | 14,930,862 | 14,822,883 | 15,582,881 | 15,582,881 | 15,582,881 |
| EXPENDITURES | | | | | |
| EXPENDITURES | | | | | |
| General Government | | | | | |
| Administration | 541,077 | 574,198 | 728,851 | 884,129 | 884,129 |
| Human Resources | 253,974 | 291,939 | 301,203 | 311,767 | 311,767 |
| City Clerk/Elections | 409,120 | 415,508 | 410,157 | 422,157 | 422,157 |
| Finance/Purchasing | 1,321,064 | 1,281,544 | 1,306,540 | 1,306,540 | 1,227,622 |
| Information Systems | 252,858 | 390,789 | 384,004 | 384,004 | 384,004 |
| Judicial | 216,854 | 242,595 | 247,154 | 247,154 | 247,154 |
| Legal | 291,773 | 377,744 | 294,558 | 294,558 | 294,558 |
| Non-departmental Expenses | 170,827 | 846,560 | 869,912 | 883,172 | 883,172 |
| Total General Government | 3,457,547 | 4,420,877 | 4,542,379 | 4,733,481 | 4,654,563 |
| Public Safety | | | | | |
| Police Department | 3,273,559 | 3,338,571 | 3,442,167 | 3,627,330 | 3,712,682 |
| Total Public Safety | 3,273,559 | 3,338,571 | 3,442,167 | 3,627,330 | 3,712,682 |
| Community Development | | | | | |
| Community Development Administration/Planning | 382,214 | 547,097 | 577,372 | 802,372 | 944,372 |
| Building Inspection | 215,028 | 251,134 | 265,099 | 265,099 | 265,099 |
| Total Community Development | 597,242 | 798,231 | 842,471 | 1,067,471 | 1,209,471 |
| Public Works | | | | | |
| Engineering/Administration | 445,307 | 598,341 | 662,502 | 661,502 | 661,502 |
| Administration, Streets and Alleys | 1,034,554 | 1,054,654 | 1,103,497 | 1,107,076 | 1,107,076 |
| Total Public Works | 1,479,861 | 1,652,995 | 1,765,999 | 1,768,578 | 1,768,578 |
| Parks and Recreation | | | | | |
| Parks and Cemetery Maintenance | 975,113 | 1,064,731 | 1,181,314 | 1,181,314 | 1,181,314 |
| Recreation Programs and Community Center | 2,191,875 | 2,284,358 | 2,356,823 | 2,378,195 | 2,378,195 |
| Total Parks and Recreation | 3,166,988 | 3,349,089 | 3,538,137 | 3,559,509 | 3,559,509 |
| Total General Fund Expenditures | 11,975,197 | 13,559,763 | 14,131,153 | 14,756,369 | 14,904,803 |
| EXCESS REVENUES OVER (UNDER) EXPENDITURES | | | | | |
| Excess Revenues Over (Under) Expenditures | 2,955,665 | 1,263,120 | 1,451,728 | 826,512 | 678,078 |
| TRANSFERS | | | | | |
| Transfers In | | | | | |
| DDA Fund - Non GAAP loan repayment | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 |
| Acquisition & Improvement Fund for EHOP funding | 80,000 | 0 | 80,000 | 80,000 | 80,000 |
| Acquisition & Improvement Fund for CC | 0 | 1,296,091 | 1,575,325 | 1,575,325 | 1,575,325 |
| Transfers (Out) | | | | | |
| To Fleet Service Fund | 0 | 0 | 0 | 0 | 0 |
| To Department of Emergency Services | (186,508) | (184,872) | (184,384) | (184,384) | (184,384) |
| To Fire and EMS Fund | (2,048,203) | (2,378,668) | (2,625,680) | (2,625,680) | (2,625,680) |
| To DDA for Annual Settlement | (20,270) | (20,270) | (20,270) | (20,270) | (20,270) |
| Total Transfers in and (out) | (2,144,981) | (1,257,719) | (1,145,009) | (1,145,009) | (1,145,009) |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of General Fund Revenues, Expenditures and Fund Balance

| GENERAL FUND | 2014 Actual | 2015 Budget | 2016 Budget | | |
|--|------------------|------------------|-----------------------|----------------------|---------------------|
| | | | Department Request | Manager Recommend | Council Approved |
| Excess Revenues Over (Under) Expenditures and Transfers | 810,684 | 5,401 | 306,719 | (318,497) | (466,931) |
| FUND BALANCE | | | | | |
| Fund Balance - Beginning | 4,451,560 | 5,262,244 | 5,267,645 | 5,267,645 | 5,267,645 |
| Fund Balance - Ending | 5,262,244 | 5,267,645 | 5,574,364 | 4,949,148 | 4,800,714 |
| Less: Non-Spendable | (589,265) | (589,265) | (569,270) | (569,270) | (569,270) |
| Less: Restricted | (777,279) | (705,940) | (705,940) | (705,940) | (705,940) |
| Less: Committed | (204,615) | (205,669) | (205,669) | (205,669) | (205,669) |
| Less: Unassigned Contingency Reserve | (1,355,976) | (1,355,976) | (1,413,115) | (1,475,637) | (1,490,480) |
| Fund Balance - Unreserved | 2,335,109 | 2,410,795 | 2,680,400 | 1,992,600 | 1,829,400 |

LEGISLATIVE & EXECUTIVE

Mission Statement:

Legislative and Executive contains the City Council and City Manager functions. Through these functions the Council and City Manager seek to provide responsive and responsible governance by developing, adopting and implementing public policy consistent with community needs, and in accordance with Federal and State requirements.

Services Provided:

City Council Support: This includes time spent attending meetings, preparing and reviewing items for the Council packet, and responding to Council inquires.

Policy Development and Implementation: This includes communicating with departments to help develop policy alternatives for Council consideration, and coordinating implementation of policy directives from the Council.

Public Information: This includes time spent responding to and initiating communication with public groups, and individuals to educate, and inform the public about City policy or to solicit public input. This also includes time spent working to facilitate conflict resolution between groups in the community.

Department Oversight: This includes working with various department heads to assist with department issues, or on issues crossing departmental lines. This includes reviewing and administering budgets and internal policies, procedures and practices to ensure the City is operating as efficiently and as effectively as possible.

Intergovernmental Relations: This includes time spent with other local governments, as well as State and Federal agencies and legislators to advocate for the interests of Glenwood Springs. This includes efforts to form partnerships to resolve local and regional issues.

Governance: This includes time spent at meetings and in the community listening to citizens, developing policy and adopting City policy.

Program / Budget Highlights:

The City's contribution of \$45,000 for Garfield Clean Energy is budgeted in different funds with \$9,000 budgeted in the General Fund.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|---|------------------|------------------------|------------------------|-------------------------------|------------------------------|-----------------------------|
| GENERAL GOVERNMENT | ADMINISTRATION | JEFF HECKSEL | 01.112 | GENERAL | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 366,324 | 354,389 | 516,535 | 671,813 | 671,813 |
| Current Expenses | | 174,753 | 219,809 | 212,316 | 212,316 | 212,316 |
| Capital Outlay | | 0 | 0 | 0 | 0 | 0 |
| Total | | 541,077 | 574,198 | 728,851 | 884,129 | 884,129 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| City Manager | 1 | 1 | 1 | 1 | 1101 | |
| Assistant City Manager | 0 | 1 | 1 | 1 | | |
| Museum Director | 1 | 1 | 1 | 1 | 1105 | 49 |
| Executive Director - Arts | 1 | 1 | 1 | 1 | 1107 | 49 |
| Administrative Coordinator | 0 | 1 | 1 | 1 | 2208 | 49 |
| Mayor | 1 | 1 | 1 | 1 | 102 | |
| Council Members | 6 | 6 | 6 | 6 | 102 | |
| Total Personnel | 10 | 12 | 12 | 12 | | |
| 6110 Full-Time Salaries | | | | | | 286,005 |
| 6120 Overtime | | | | | | 0 |
| 6130 Part-Time | | | | | | 0 |
| 6210 Retirement Contribution | | | | | | 19,224 |
| 6240 FICA | | | | | | 14,318 |
| 6250 Worker's Compensation | | | | | | 601 |
| 6260 Health and Life Insurance | | | | | | 45,366 |
| 6270 Unemployment Insurance | | | | | | 810 |
| Total Personal Services | | | | | | 366,324 |
| | | | | | | 354,389 |
| | | | | | | 516,535 |
| | | | | | | 671,813 |
| | | | | | | 671,813 |
| CURRENT EXPENSES | | | | | | |
| 7190 Other Professional Services | | | | | | 19,665 |
| 7220 Telephone | | | | | | 15,814 |
| 7280 Advertising, Publication | | | | | | 19 |
| 7310 Electricity | | | | | | 60,189 |
| 7320 Gas | | | | | | 5,541 |
| 7330 Water | | | | | | 6,507 |
| 7350 Trash Pickup | | | | | | 1,516 |
| 7410 Travel and Subsistence | | | | | | 186 |
| 7420 Business Conferences | | | | | | 1,277 |
| 7430 Training | | | | | | 0 |
| 7440 Lease Payments | | | | | | 0 |
| 7540 Maintenance and Repair - Machinery/Equipment | | | | | | 248 |
| 7810 Subscriptions and Memberships | | | | | | 25,240 |
| 7857 Channel 12, Valley T.V. | | | | | | 30,000 |
| 8060 Office Supplies | | | | | | 189 |
| 8080 Gas, Oil, Lubricants | | | | | | 473 |
| 8090 Other Operating Expense | | | | | | 7,889 |
| Total Current Expenses | | | | | | 174,753 |
| | | | | | | 219,809 |
| | | | | | | 212,316 |
| | | | | | | 212,316 |
| | | | | | | 212,316 |
| CAPITAL OUTLAY | | | | | | |
| 9530 Other Equipment | | | | | | 0 |
| Total Capital Outlay | | | | | | 0 |
| | | | | | | 0 |
| | | | | | | 0 |
| | | | | | | 0 |
| | | | | | | 0 |

CITY CLERK

Mission Statement:

The City Clerk's office strives to support local governance by accurately recording and efficiently managing the records of the City Council and permanent documents of the City, by efficiently processing liquor and marijuana licenses, and by administering programs to keep the public involved and informed.

Services Provided:

Clerk to City Council: Attend meetings, prepare and repository for Council packet for all departments and website. Manage legal publications. Conduct all municipal elections, whether coordinated, polling place, or mail ballot.

Risk Manager: Initiate and monitor Airport, Landfill and City owned property/casualty insurance policies. Coordinate annual property audit. Monitor all City inventory. As property casualty loss control manager, track employee accidents and record safety training for all departments. Coordinate annual safety audit.

Licensing Administrator: Administrative authority to review and approve minor special events, manager registrations, modifications of premise, and liquor license renewals. Prepare and disseminate packet for meeting and process new and transfer liquor license applications. This includes Local Authority for medical marijuana and retail marijuana businesses.

Boards & Commissions: Administration: Conduct solicitation and update board member lists for all City board members. This includes coordinating communication between applicants and the City.

Records Management: Custodian of permanent official records for all departments; authorizing agent for records management; monitor off-site storage of all City records. Provide venue for posting all records of Laser Fiche for ease of access by all departments. Prepare, record and distribute possessory documents for cemetery. Distribute and record annexation petitions, plats, and publishing notices.

Municipal Code Maintenance: Publish and record ordinances and preserve proof of publications. Update the on-line Code.

Public Information: This includes preparation and publication of the monthly calendar as well as coordinating communication with the public for agenda items.

Program / Budget Highlights:

Funds are including for a municipal election in 2016.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|--|------------------|---------------------------|------------------------|-------------------------------|------------------------------|-----------------------------|
| GENERAL GOVERNMENT | CITY CLERK | CATHERINE MYTHEN FLETCHER | 01.114 | GENERAL | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 163,801 | 162,066 | 153,536 | 153,536 | 153,536 |
| Current Expenses | | 245,319 | 253,442 | 256,621 | 268,621 | 268,621 |
| Capital Outlay | | 0 | 0 | 0 | 0 | 0 |
| Total | | 409,120 | 415,508 | 410,157 | 422,157 | 422,157 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| City Clerk | 1 | 1 | 1 | 1 | 1103 | 63 |
| Deputy City Clerk | 1 | 1 | 1 | 1 | 5104 | 42 |
| Total Personnel | 2 | 2 | 2 | 2 | | |
| 6110 Full-Time Salaries | | | | | | |
| 6120 Overtime | | | | | | |
| 6130 Part-Time | | | | | | |
| 6210 Retirement Contribution | | | | | | |
| 6240 FICA | | | | | | |
| 6250 Worker's Compensation | | | | | | |
| 6260 Health and Life Insurance | | | | | | |
| 6270 Unemployment Insurance | | | | | | |
| Total Personal Services | | | | | | |
| | | 128,590 | 114,881 | 118,549 | 118,549 | 118,549 |
| | | 2,064 | 0 | 0 | 0 | 0 |
| | | 0 | 0 | 0 | 0 | 0 |
| | | 7,805 | 8,042 | 8,298 | 8,298 | 8,298 |
| | | 9,480 | 8,788 | 9,069 | 9,069 | 9,069 |
| | | 305 | 310 | 320 | 320 | 320 |
| | | 15,186 | 29,700 | 16,944 | 16,944 | 16,944 |
| | | 371 | 345 | 356 | 356 | 356 |
| Total Personal Services | | 163,801 | 162,066 | 153,536 | 153,536 | 153,536 |
| CURRENT EXPENSES | | | | | | |
| 7190 Professional Services | | 13,472 | 10,800 | 15,000 | 20,000 | 20,000 |
| 7280 Advertising, Publication | | 11,290 | 3,700 | 7,000 | 14,000 | 14,000 |
| 7410 Travel and Subsistence | | 170 | 1,545 | 1,545 | 1,545 | 1,545 |
| 7420 Business Conferences | | 0 | 1,700 | 1,700 | 1,700 | 1,700 |
| 7430 Training | | 465 | 1,500 | 1,500 | 1,500 | 1,500 |
| 7530 Maintenance - Office Equipment | | 1,190 | 6,850 | 6,850 | 6,850 | 6,850 |
| 7610 Liability and Casualty Insurance | | 130,165 | 138,655 | 141,365 | 141,365 | 141,365 |
| 7620 Property Insurance | | 46,771 | 40,609 | 36,886 | 36,886 | 36,886 |
| 7640 Other Insurance | | 15,826 | 11,588 | 12,430 | 12,430 | 12,430 |
| 7650 Deductibles Paid | | 8,483 | 12,000 | 12,000 | 12,000 | 12,000 |
| 7740 Equipment Lease | | 0 | 495 | 0 | 0 | 0 |
| 7810 Subscriptions and Memberships | | 435 | 0 | 545 | 545 | 545 |
| 7910 Reimbursable Expenditures | | 2,167 | 0 | 0 | 0 | 0 |
| 8060 Office Supplies | | 1,323 | 2,500 | 2,500 | 2,500 | 2,500 |
| 8063 Election Expense | | 7,259 | 10,000 | 5,900 | 5,900 | 5,900 |
| 8071 Microfilming | | 4,684 | 6,000 | 5,900 | 5,900 | 5,900 |
| 8090 Other Operating Expense | | 1,535 | 5,000 | 5,000 | 5,000 | 5,000 |
| 8091 Recording Fees | | 84 | 500 | 500 | 500 | 500 |
| Total Current Expenses | | 245,319 | 253,442 | 256,621 | 268,621 | 268,621 |
| CAPITAL OUTLAY | | | | | | |
| 9520 Council Chambers Computers and Equipment Upgrades | | 0 | 0 | 0 | 0 | 0 |
| Total Capital Outlay | | 0 | 0 | 0 | 0 | 0 |

HUMAN RESOURCES DEPARTMENT

Mission Statement:

The Human Resources Department serves the City of Glenwood Springs by focusing efforts on our most valuable asset – our City's employees. Human Resources achieves this through recruitment, hiring, and retention of a diverse, qualified workforce. We provide HR direction, technical assistance, training, and equal employment opportunity. The Human Resources Department strives to maintain friendly, honest, and transparent programs while being responsive to all our employee's needs.

Services Provided to all Departments:

- **Recruiting** – find the right people for our jobs in the City.
- **Retention and Succession Planning** – plan the future growth of our top performing employees.
- **Onboarding** – support our new employees to find their footing after they are hired.
- **Employee Relations** – help employees cope with their day-to-day duties to the best of their ability by embracing an open door policy... and listening.
- **Benefits Administration** – provide timely and knowledgeable processing of benefits to ensure confidentiality, cost effectiveness, and accuracy in our administration of these plans.
- **Wellness** – manage outcomes-driven programs to address the health concerns of our employees, and recognize/reward employees for taking responsibility for their own well being.
- **Manager Relations** – educate managers on how to communicate with their employees in a constructive, caring and professional manner.
- **Performance Review Cycles** – help managers and employees to communicate about job descriptions and the needs of the City in their respective positions, with the use of performance review tools.
- **Compensation and Salary Plan Development** – provide the knowledge and tools to remain competitive in our respective positions; to retain and attract excellent employees; to become an employer of choice within our community.
- **Personnel Records Administration** – ensure the confidentiality and retention schedules of our personnel records.
- **Risk Management** – support and commit to keep our workforce on the job, and enforce policies that support the safety of our employees.
- **Property/Liability Management** – working with both employees and CIRSA to control costs by managing claims from both the City and employees.
- **Workers Compensation** – provide accurate administration of policy, track trends to keep costs down, and keep employees on the job are the functions of HR with regard to Workers Compensation.
- **Employee Benefits** - understand what motivates employees to choose to work for the City, while keeping benefits affordable for our employees and their families.
- **Training** – offer training to all Departments with regard to employment law and civil treatment

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|---|------------------|------------------------|------------------------|-------------------------------|------------------------------|-----------------------------|
| GENERAL GOVERNMENT | HUMAN RESOURCES | SUSAN KURK | 01.115 | GENERAL | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 219,922 | 234,924 | 247,813 | 258,377 | 258,377 |
| Current Expenses | | 34,052 | 57,015 | 53,390 | 53,390 | 53,390 |
| Capital Outlay | | 0 | 0 | 0 | 0 | 0 |
| Total | | 253,974 | 291,939 | 301,203 | 311,767 | 311,767 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| HR Director | 1 | 1 | 1 | 1 | 1601 | 70 |
| HR Generalist | 1 | 1 | 0 | 0 | 1605 | 42 |
| Admin. Assistant I (HR) | 1 | 1 | 1 | 1 | 2203 | 37 |
| HR Analyst | 0 | 0 | 1 | 1 | | |
| Total Personnel | 3 | 3 | 3 | 3 | | |
| 6110 Full-Time Salaries | | | | | | |
| 6120 Overtime | | | | | | |
| 6130 Part-Time | | | | | | |
| 6210 Retirement Contribution | | | | | | |
| 6240 FICA | | | | | | |
| 6250 Worker's Compensation | | | | | | |
| 6260 Health and Life Insurance | | | | | | |
| 6270 Unemployment Insurance | | | | | | |
| Total Personal Services | | | | | | |
| | | 165,780 | 173,496 | 179,666 | 188,968 | 188,968 |
| | | 0 | 0 | 0 | 0 | 0 |
| | | 0 | 0 | 0 | 0 | 0 |
| | | 10,412 | 12,145 | 12,577 | 13,228 | 13,228 |
| | | 12,053 | 13,272 | 13,744 | 14,456 | 14,456 |
| | | 425 | 468 | 485 | 356 | 356 |
| | | 30,779 | 35,023 | 40,802 | 40,802 | 40,802 |
| | | 473 | 520 | 539 | 567 | 567 |
| Total Personal Services | | 219,922 | 234,924 | 247,813 | 258,377 | 258,377 |
| CURRENT EXPENSES | | | | | | |
| 7190 Other Professional Services | | 25,332 | 34,875 | 29,875 | 29,875 | 29,875 |
| 7230 Printing and Binding | | 1,196 | 2,170 | 2,470 | 2,470 | 2,470 |
| 7280 Advertising, Publication | | 208 | 300 | 300 | 300 | 300 |
| 7410 Travel and Subsistence | | 1,276 | 2,550 | 2,550 | 2,550 | 2,550 |
| 7420 Business Conferences | | 231 | 1,535 | 1,535 | 1,535 | 1,535 |
| 7430 Training | | 0 | 0 | 0 | 0 | 0 |
| 7540 Maintenance and Repair - Machinery/Equipment | | 1,190 | 1,800 | 1,800 | 1,800 | 1,800 |
| 7740 Equipment Lease | | 0 | 0 | 0 | 0 | 0 |
| 7810 Subscriptions and Memberships | | 185 | 1,730 | 1,730 | 1,730 | 1,730 |
| 8060 Office Supplies | | 1,652 | 3,000 | 3,000 | 3,000 | 3,000 |
| 8090 Other Operating Expense | | 852 | 1,205 | 1,780 | 1,780 | 1,780 |
| 8091 Citywide Training | | 789 | 5,000 | 5,500 | 5,500 | 5,500 |
| 8092 Substance Testing | | 0 | 0 | 0 | 0 | 0 |
| 8094 Wellness Program | | 1,141 | 2,850 | 2,850 | 2,850 | 2,850 |
| Total Current Expenses | | 34,052 | 57,015 | 53,390 | 53,390 | 53,390 |
| CAPITAL OUTLAY | | | | | | |
| 9520 Office Equipment | | 0 | 0 | 0 | 0 | 0 |
| Total Capital Outlay | | 0 | 0 | 0 | 0 | 0 |

FINANCE DEPARTMENT

Mission Statement:

Manage fiscal responsibility of public funds in compliance with the municipal code in a fair and equitable manner for the citizenry of Glenwood Springs.

Services Provided:

Payroll: Process a bi-weekly payroll for all city employees including allocation of earnings for health benefits and retirement plans.

Utility Billing: Perform the monthly billing service for the City's Enterprise Funds including water and sewer, electric and landfill. This service includes billing for consumption and services provided through the collection of accounts billed whether on time or through the delinquent due process procedures.

Tax Administration: Issue sales tax and business licenses to vendors. Monitor the collection of taxes by type and follow-up on delinquent filers.

Accounts Payable: This includes processing vendor invoices and ensuring proper authorization and account coding. This service strives to take advantage of available discounts and see that vendors are paid timely.

Accounts Receivable: This service involves follow-up to billings to make sure billed services are paid to the City on a timely basis. Delinquent accounts are handled under due process procedures and may be turned over to collection agencies for final resolve.

Records Management: This service ensures that assets are safeguarded and handled in an efficient and proper manner. This includes investments, reconciliations, report filings, budget monitoring, purchasing compliance, and debt service administration.

Purchasing: This service sees that the City utilizes its revenue sources in an efficient and cost effective manner in the procurement of goods and services. This service also manages the disposition of surplus property for the best return possible.

Building Maintenance: Maintain a proactive role in keeping City Hall clean and presentable to the public as well as the employees working there. Maintenance includes daily janitorial duties as well as annual inspections and service of equipment.

Program / Budget Highlights:

- Utilize the expertise of the current purchasing agent for complete contract administration. This involves monitoring contracts from start to finish for compliance according to terms.
- Provide nine hours per work day availability to citizens to conduct business at City Hall.
- Provide professional and timely customer service.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|--|------------------|------------------------|------------------------|-------------------------------|------------------------------|-----------------------------|
| GENERAL GOVERNMENT | FINANCE | CHARLES KELTY | 01.116 | GENERAL | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 857,844 | 800,385 | 827,600 | 827,600 | 748,682 |
| Current Expenses | | 463,220 | 480,159 | 477,940 | 477,940 | 477,940 |
| Capital Outlay | | 0 | 1,000 | 1,000 | 1,000 | 1,000 |
| Total | | 1,321,064 | 1,281,544 | 1,306,540 | 1,306,540 | 1,227,622 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| Finance Director | 1 | 1 | 1 | 1 | 1201 | 72 |
| Assistant Finance Director | 1 | 1 | 1 | 1 | 1202 | 61 |
| Sales Tax Coordinator | 1 | 1 | 1 | 0 | 1204 | 46 |
| Senior Accounting Tech. | 4 | 4 | 4 | 4 | 1205 | 42 |
| Purchasing Agent | 1 | 1 | 1 | 1 | 1208 | 57 |
| Janitorial Staff | 1 | 1 | 1 | 1 | 4128 | 33 |
| Janitorial Staff Sup. | 1 | 1 | 1 | 1 | 4121 | 40 |
| Total Personnel | 10 | 10 | 10 | 9 | | |
| 6110 Full-Time Salaries | | | | | | 108,918 |
| 6120 Overtime | | | | | | 97,850 |
| 6130 Part-Time | | | | | | 97,850 |
| 6210 Retirement Contribution | | | | | | 81,043 |
| 6240 FICA | | | | | | 56,687 |
| 6250 Worker's Compensation | | | | | | 56,687 |
| 6260 Health and Life Insurance | | | | | | 184,096 |
| 6270 Unemployment Insurance | | | | | | 184,096 |
| Total Personal Services | | | | | | 748,682 |
| CURRENT EXPENSES | | | | | | |
| 7020 Bond Interest | | | | | | 650,602 |
| 7030 Debt Service Fees | | | | | | 491,958 |
| 7040 Bond Principal | | | | | | 493,866 |
| 7143 Treasurer's Fees | | | | | | 493,866 |
| 7160 Auditing/Accounting | | | | | | 437,179 |
| 7190 Other Professional Services | | | | | | 311 |
| 7210 Postage | | | | | | 500 |
| 7230 Printing and Binding | | | | | | 73,685 |
| 7260 Copying | | | | | | 75,186 |
| 7410 Travel and Subsistence | | | | | | 39,630 |
| 7430 Training | | | | | | 39,869 |
| 7530 Maintenance and Repair - Office Equipment | | | | | | 39,869 |
| 7740 Equipment Lease | | | | | | 35,901 |
| 7810 Subscriptions and Memberships | | | | | | 39,571 |
| 8060 Office Supplies | | | | | | 43,571 |
| 8090 Other Operating Expense | | | | | | 39,234 |
| Building Maintenance Operations: | | | | | | |
| 7510 Janitorial | | | | | | 4,580 |
| 7520 Maintenance and Repair - Building | | | | | | 4,580 |
| Total Current Expenses | | | | | | 154,653 |
| CAPITAL OUTLAY | | | | | | |
| 9520 Office Equipment | | | | | | 1,539 |
| Total Capital Outlay | | | | | | 1,000 |

INFORMATION SYSTEMS

Mission Statement:

The City of Glenwood Springs Information Systems department provides technical oversight and resources ensuring the integrity and availability of the technology required to operate the municipality.

Services Provided:

Application Support and Maintenance

Application support and maintenance for 130+ applications including a variety of databases required for day-to-day municipal operations. Implied services include license tracking, software support, contract maintenance, end-user training and software procurement.

Server Management

Provide support for 60 virtual servers and 10 physical servers. Ensures maximum availability of data by monitoring and responding to server related issues. Supports both Linux and Windows server operating systems. Maintain and review backup systems and policies to ensure recoverability of data.

Network Services

Network support for 22 locations includes management of integrated voice and data networks with the objective of maintaining high network availability. Associated duties include periodic replacement of switching and routing equipment and related asset management.

Phone System

Operate and maintain the City's VoIP based phone system. The system supports 170+ phones and provides fax capabilities to several departments. Other duties include periodic updates of the VoIP database and major software updates to the VoIP system.

Equipment Procurement and Maintenance

Primary duties include all phases of asset management for 470+ devices from procurement to recycling.

Mobile Device Management

Supports mobile devices used by Public Safety and Public works departments.

Program / Budget Highlights:

The 2016 budget will allow the Information Systems department to continue to operate as a technical resource for all City departments. Provides continue support for 470+ devices. Budget initiatives, if approved, include expanded wireless coverage at City Hall and all three Fire Stations.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|--|---------------------|------------------------|------------------------|-------------------------------|------------------------------|-----------------------------|
| GENERAL GOVERNMENT | INFORMATION SYSTEMS | BOB FARMER | 01.117 | GENERAL | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 156,469 | 219,811 | 226,586 | 226,586 | 226,586 |
| Current Expenses | | 96,389 | 170,978 | 157,418 | 157,418 | 157,418 |
| Capital Outlay | | 0 | 0 | 0 | 0 | 0 |
| Total | | 252,858 | 390,789 | 384,004 | 384,004 | 384,004 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| IS Director | 0.5 | 0.5 | 0.5 | 0.5 | 1701 | 70 |
| System Administrator | 1 | 1 | 1 | 1 | 1703 | 49 |
| Assistant Computer Tech | 1 | 1 | 1 | 1 | 1702 | 37 |
| Total Personnel | 2.5 | 2.5 | 2.5 | 2.5 | | |
| 6110 Full-Time Salaries | | | | | | 107,735 |
| 6120 Overtime | | | | | | 0 |
| 6130 Part-Time | | | | | | 8,382 |
| 6210 Retirement Contribution | | | | | | 7,542 |
| 6240 FICA | | | | | | 8,450 |
| 6250 Worker's Compensation | | | | | | 262 |
| 6260 Health and Life Insurance | | | | | | 23,767 |
| 6270 Unemployment Insurance | | | | | | 331 |
| Total Personal Services | | | | | | 156,469 |
| CURRENT EXPENSES | | | | | | |
| 7120 Internet Fees | | | | | | 17,400 |
| 7190 Other Professional Services | | | | | | 19,454 |
| 7200 Software Modifications | | | | | | 36,962 |
| 7410 Travel and Subsistence | | | | | | 0 |
| 7430 Training | | | | | | 1,131 |
| 7530 Maintenance and Repair - Office Equipment | | | | | | 2,270 |
| 8061 Data Processing Supplies | | | | | | 0 |
| 8062 Computer Supplies | | | | | | 8,948 |
| 8064 Printer Supplies | | | | | | 9,283 |
| 8090 Other Operating Expense | | | | | | 941 |
| Total Current Expenses | | | | | | 96,389 |
| CAPITAL OUTLAY | | | | | | |
| 9520 Computer Equipment | | | | | | 0 |
| Total Capital Outlay | | | | | | 0 |

MUNICIPAL COURT

Mission Statement:

To administer justice fairly, efficiently, effectively and to provide excellent customer service.

Services Provided:

Juvenile Municipal Code Violations: This includes tracking citations and conducting hearings related to Municipal Code violations as well as State laws relating to Juveniles. Juveniles are generally under age 18.

Adult Municipal Code Violations: This includes tracking citations and conducting hearings held for non-juvenile cases relating to Municipal Code violations as well as criminal cases related to vandalism, criminal trespass, disorderly conduct, assault, illegal possession of a controlled substance, illegal possession or consumption of alcohol (under the age of 21,) theft (<\$2,000), etc.

Traffic Court Violations: This includes hearings and criminal citations written to enforce the State's Uniform Traffic Code.

Parking Violations: We enter parking tickets into our court software for tracking purposes and accept payment of parking fines. We also send out reminders, late notices and conduct hearings for individuals contesting their citation(s).

Youth Zone: This program assists the court in evaluation and sentencing recommendations for juvenile offenders. The court together with Youth Zone, work to educate juveniles through classes, counseling and useful public service in an effort to reduce recidivism.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|--|------------------|------------------------|------------------------|-------------------------------|------------------------------|-----------------------------|
| GENERAL GOVERNMENT | MUNICIPAL COURT | VICTOR M. ZERBI | 01.118 | GENERAL | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 173,499 | 181,400 | 189,504 | 189,504 | 189,504 |
| Current Expenses | | 40,740 | 57,650 | 57,650 | 57,650 | 57,650 |
| Capital Outlay | | 2,615 | 3,545 | 0 | 0 | 0 |
| Total | | 216,854 | 242,595 | 247,154 | 247,154 | 247,154 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| Court Administrator | 1 | 1 | 1 | 1 | 2201 | 49 |
| Court Clerk | 1 | 1 | 1 | 1 | 2204 | 39 |
| Municipal Court Judge | 0.3 | 0.3 | 0.3 | 0.3 | 304 | N/A |
| Total Personnel | 2.3 | 2.3 | 2.3 | 2.3 | | |
| 6110 Full-Time Salaries | | | 88,471 | 89,744 | 92,776 | 92,776 |
| 6120 Overtime | | | 409 | 400 | 400 | 400 |
| 6130 Part-Time | | | 45,000 | 45,000 | 45,000 | 45,000 |
| 6210 Retirement Contribution | | | 3,715 | 6,282 | 6,494 | 6,494 |
| 6240 FICA | | | 9,694 | 10,339 | 10,570 | 10,570 |
| 6250 Worker's Compensation | | | 293 | 365 | 221 | 221 |
| 6260 Health and Life Insurance | | | 25,542 | 28,865 | 33,628 | 33,628 |
| 6270 Unemployment Insurance | | | 375 | 405 | 415 | 415 |
| Total Personal Services | | | 173,499 | 181,400 | 189,504 | 189,504 |
| CURRENT EXPENSES | | | | | | |
| 7140 Legal Services | | | 2,305 | 2,000 | 2,000 | 2,000 |
| 7150 Credit Card Fees | | | 1,950 | 2,050 | 2,050 | 2,050 |
| 7170 Court Reporters | | | 102 | 300 | 300 | 300 |
| 7190 Professional Services | | | 14,188 | 15,000 | 15,000 | 15,000 |
| 7193 Post-Sentence Jail Fees | | | 0 | 1,000 | 1,000 | 1,000 |
| 7220 Telephone | | | 0 | 0 | 0 | 0 |
| 7230 Printing and Binding | | | 0 | 1,000 | 1,000 | 1,000 |
| 7410 Travel and Subsistence | | | 476 | 1,500 | 1,500 | 1,500 |
| 7430 Training | | | 120 | 1,500 | 1,500 | 1,500 |
| 7450 Tuition Reimbursement | | | 0 | 100 | 100 | 100 |
| 7530 Maintenance and Repair - Office Equipment | | | 475 | 600 | 600 | 600 |
| 7550 Miscellaneous Maintenance and Repair | | | 0 | 2,000 | 2,000 | 2,000 |
| 7810 Subscriptions and Memberships | | | 80 | 300 | 300 | 300 |
| 7850 Court Services (formerly GYS) | | | 16,750 | 25,000 | 25,000 | 25,000 |
| 8020 Educational Supplies | | | 181 | 100 | 100 | 100 |
| 8060 Office Supplies | | | 3,553 | 4,000 | 4,000 | 4,000 |
| 8090 Other Operating Expense | | | 560 | 1,200 | 1,200 | 1,200 |
| Total Current Expenses | | | 40,740 | 57,650 | 57,650 | 57,650 |
| CAPITAL OUTLAY | | | | | | |
| 9520 Office Equipment | | | 2,615 | 3,545 | 0 | 0 |
| Total Capital Outlay | | | 2,615 | 3,545 | 0 | 0 |

CITY ATTORNEY

Mission Statement:

The City Attorney's Office seeks to provide the highest quality and cost effective legal representation to the City of Glenwood Springs.

Services Provided:

Litigation: Prosecute and defend all litigation involving the City. Supervise and manage outside counsel, as necessary.

Legislation: Research and draft all proposed ordinances and resolutions of the City Council. Work with Council, Staff and the public on the formation of new or revised legislation affecting the City.

General Legal Counsel: Providing legal advice to Council, boards and commissions and Staff on any matter affecting the City. This includes: attending all Council meetings and other quasi-judicial boards or commission meetings and other board or commission meetings as requested or needed; reviewing and preparing City contracts and other documentation; and, analyzing emerging legal principles to determine their effects on the City.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|--|------------------|------------------------|------------------------|-------------------------------|------------------------------|-----------------------------|
| GENERAL GOVERNMENT | LEGAL | JEFF HECKSEL | 01.119 | GENERAL | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 228,190 | 223,269 | 0 | 0 | 0 |
| Current Expenses | | 63,583 | 154,475 | 294,558 | 294,558 | 294,558 |
| Capital Outlay | | 0 | 0 | 0 | 0 | 0 |
| Total | | 291,773 | 377,744 | 294,558 | 294,558 | 294,558 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| City Attorney | 1 | 0 | 0 | 0 | 1501 | 78 |
| Legal Assistant IV | 1 | 0 | 0 | 0 | 2208 | 49 |
| Total Personnel | 2 | 0 | 0 | 0 | | |
| 6110 Full-Time Salaries | | | | | | 180,610 |
| 6120 Overtime | | | | | | 173,694 |
| 6130 Part-Time | | | | | | 0 |
| 6210 Retirement Contribution | | | | | | 0 |
| 6240 FICA | | | | | | 0 |
| 6250 Worker's Compensation | | | | | | 0 |
| 6260 Health and Life Insurance | | | | | | 0 |
| 6270 Unemployment Insurance | | | | | | 0 |
| Total Personal Services | | | | | | 228,190 |
| | | | | | | 223,269 |
| | | | | | | 0 |
| | | | | | | 0 |
| | | | | | | 0 |
| CURRENT EXPENSES | | | | | | |
| 7140 Legal Services | | | | | | 57,669 |
| 7150 Recording Fees | | | | | | 137,500 |
| 7210 Postage/Shipping | | | | | | 294,558 |
| 7220 Cell Phone | | | | | | 0 |
| 7230 Printing and Binding | | | | | | 0 |
| 7410 Travel and Subsistence | | | | | | 0 |
| 7430 Training | | | | | | 0 |
| 7530 Maintenance and Repair - Office Equipment | | | | | | 0 |
| 7740 Lease Payment | | | | | | 0 |
| 7810 Library | | | | | | 0 |
| 7811 Dues and Subscriptions | | | | | | 0 |
| 7840 Filing Fees | | | | | | 0 |
| 7850 Useful Public Service | | | | | | 0 |
| 8060 Office Supplies | | | | | | 0 |
| 8090 Other Operating Expense | | | | | | 0 |
| Total Current Expenses | | | | | | 63,583 |
| | | | | | | 154,475 |
| | | | | | | 294,558 |
| | | | | | | 294,558 |
| | | | | | | 294,558 |
| CAPITAL OUTLAY | | | | | | |
| 9520 Office Equipment | | | | | | 0 |
| Total Capital Outlay | | | | | | 0 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|---|---------------------------|--------------------|--------------------|---------------------------|--------------------------|-------------------------|
| GENERAL GOVERNMENT | NON-DEPARTMENTAL EXPENSES | JEFF HECKSEL | 01.120 | GENERAL | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 0 | 0 | 0 | 0 | 0 |
| Current Expenses | | 170,827 | 846,560 | 869,912 | 883,172 | 883,172 |
| Capital Outlay | | 0 | 0 | 0 | 0 | 0 |
| Total | | 170,827 | 846,560 | 869,912 | 883,172 | 883,172 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Total Personnel | 0 | 0 | 0 | 0 | | |
| 6110 Full-Time Salaries | | 0 | 0 | 0 | 0 | 0 |
| 6120 Overtime | | 0 | 0 | 0 | 0 | 0 |
| 6130 Part-Time | | 0 | 0 | 0 | 0 | 0 |
| 6210 Retirement Contribution | | 0 | 0 | 0 | 0 | 0 |
| 6240 FICA | | 0 | 0 | 0 | 0 | 0 |
| 6250 Worker's Compensation | | 0 | 0 | 0 | 0 | 0 |
| 6260 Health and Life Insurance | | 0 | 0 | 0 | 0 | 0 |
| 6270 Unemployment Insurance | | 0 | 0 | 0 | 0 | 0 |
| Total Personal Services | | 0 | 0 | 0 | 0 | 0 |
| CURRENT EXPENSES | | | | | | |
| 7140 Legal Services | | 0 | 0 | 0 | 0 | 0 |
| 7141 Annexation Costs | | 20,559 | 0 | 0 | 0 | 0 |
| 7142 Taxes and Fees Rebates | | 1,431 | 1,500 | 1,500 | 1,500 | 1,500 |
| 7144 Sales & Use Tax Refunds | | 1,981 | 5,000 | 5,000 | 5,000 | 5,000 |
| 7143 Bad Debt Write-off | | 0 | 0 | 0 | 0 | 0 |
| 7145 Sales Tax TIF to DDA | | 116,266 | 128,858 | 153,347 | 153,347 | 153,347 |
| 7160 Economic Incentive Rebate | | 30,590 | 31,202 | 30,065 | 30,065 | 30,065 |
| 7200 Discretionary Appropriation Pool | | 0 | 600,000 | 600,000 | 600,000 | 600,000 |
| TBD City Van Pool expense (Van Maintenance) | | 0 | 0 | 0 | 13,260 | 13,260 |
| Non-GAAP-Contribution to EHOP | | | 80,000 | 80,000 | 80,000 | 80,000 |
| Total Current Expenses | | 170,827 | 846,560 | 869,912 | 883,172 | 883,172 |
| CAPITAL OUTLAY | | | | | | |
| | | | | | | |
| Total Capital Outlay | | 0 | 0 | 0 | 0 | 0 |

POLICE DEPARTMENT

Mission Statement:

To protect the personal safety and property of those that live in and visit the City of Glenwood Springs, enforce the laws of the City and State, help maintain a high standard of living in our community and provide all of our services in a fair and professional manner.

Services Provided:

Uniformed Patrol: Response to calls, traffic enforcement, assist those with various problems, enforce Municipal Ordinances and State laws.

Support Functions: Detectives for investigation of crimes, administrative support through records management and administration of clerical and command functions, receiving calls and dispatching, assisting walk-in citizens, parking enforcement, Code enforcement of non-criminal issues.

Outreach and Special Programs: School Resource Officers, Drug Enforcement Task Force, Critical Incident Response, Youth Programs, Crime Prevention and community safety through bank personnel training, driver training through Alive at 25 Program, business safety planning assistance, liquor and marijuana licensing inspections.

Program / Budget Highlights:

This budget request is heavy on Budget Initiative Worksheets requesting additional personnel, which reflects my concern for both the safety of our Officers and our ability to provide service in a timely and proactive manner. Although what many deem “crime” stats have not gone up significantly, many of the “lesser” concerns that we respond to have continued to grow. Being subject to the whims of the judicial system means that the process of responding to, documenting, investigating and prosecuting crimes has grown more complex and resource-demanding. What most don’t see is the increase in calls about suspicious activity, graffiti, intoxicated or mentally impaired individuals, minor accidents, and other calls that require our assistance but don’t generate a “crime” statistic. We as a Department still respond to many calls that other agencies refer to on-line reporting or self submitted counter reports. We value the interaction with people as a tool to help address their issues, not just providing an outlet to document them.

Our community is vibrant, active and very busy, far beyond what the census population count would lead one to believe. Our staff is consistent in being busy, and when short staffed due to vacancies, sick leave, vacations or training, our ability to provide proactive patrol is severely hampered. Our general deterrent of high visibility is far less than we think it should be.

Over the past several years of financial difficulty we have pinched pretty hard in areas of our budget. Along with the need for additional personnel we now face some equipment issues that are reaching critical mass. Those are addressed in budget initiatives as well by requesting substantial funding for safety and communication equipment.

As it has been for well over a decade, our fate is tied to technology. Our ability to investigate crimes is heavily dependent on our technical ability and the tools needed to interact with the “tech” world. We are trying to make sound decisions on where to invest in tech and when to sit back and observe. We recognize the reliance we have on the limited resources available from our IS Department and thank them for all they do to keep us as current and functional as possible. I foresee that relationship and our need for their resources only growing in this budget cycle.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|--|-----------|------------------|------------------|-----------------------|----------------------|---------------------|
| PUBLIC SAFETY | POLICE | TERRY WILSON | 01.131 | GENERAL | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 2,925,142 | 2,884,964 | 2,982,490 | 3,164,153 | 3,247,505 |
| Current Expenses | | 348,392 | 453,607 | 459,677 | 463,177 | 465,177 |
| Capital Outlay | | 25 | 0 | 0 | 0 | 0 |
| Total | | 3,273,559 | 3,338,571 | 3,442,167 | 3,627,330 | 3,712,682 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| Chief of Police | 1 | 1 | 1 | 1 | 2101 | 73 |
| Police Lieutenant | 2 | 2 | 2 | 2 | 2104 | 67 |
| Patrol Sergeant | 4 | 4 | 4 | 4 | 2106 | 60 |
| Detective Sergeant | 1 | 1 | 1 | 1 | 2108 | 60 |
| Police Officer II | 6 | 4 | 3 | 3 | 2112 | 52 |
| Police Officer I | 5 | 7 | 6 | 7 | 2113 | 50 |
| Code Enforcement Officer | 1 | 1 | 2 | 2 | 2116 | 45 |
| Parking Enforcement Off. | 1 | 1 | 1 | 1 | 2118 | 35 |
| Police Officer III | 5 | 5 | 8 | 8 | 2115 | 56 |
| Police Admin. Assist. II | 1 | 1 | 1 | 1 | 5114 | 48 |
| Sr. Police Records Tech. | 3 | 1 | 2 | 2 | 5116 | 42 |
| Police Records Clerk | 0 | 2 | 1 | 1 | 5206 | 35 |
| Police Cadet - Trainee | 0 | 1 | 1 | 1 | 2114 | 42 |
| Total Personnel | 30 | 31 | 33 | 34 | | |
| 6110 Full-Time Salaries | | | | | | 1,980,339 |
| 6120 Overtime | | | | | | 110,698 |
| 6121 Leaf Grant - DUI OT | | | | | | 0 |
| 6130 Part-Time | | | | | | 11,498 |
| 6210 Retirement Contribution | | | | | | 133,395 |
| 6220 Police/Fire Retirement | | | | | | 155,537 |
| 6240 FICA | | | | | | 27,456 |
| 6250 Worker's Compensation | | | | | | 68,904 |
| 6260 FPPA Disability | | | | | | Fund 91 |
| 6260 Health and Life Insurance | | | | | | 431,396 |
| 6270 Unemployment Insurance | | | | | | 5,919 |
| Total Personal Services | | | | | | 2,925,142 |
| | | | | | | 2,884,964 |
| | | | | | | 2,982,490 |
| | | | | | | 3,164,153 |
| | | | | | | 3,247,505 |
| CURRENT EXPENSES | | | | | | |
| 7190 Other Professional Services | | | | | | 25,258 |
| 7220 Telephone | | | | | | 1,527 |
| 7230 Printing and Binding | | | | | | 2,932 |
| 7410 Travel and Subsistence | | | | | | 19,986 |
| 7430 Training | | | | | | 20,428 |
| 7530 Maintenance and Repair - Office Equipment | | | | | | 300 |
| 7540 Maintenance and Repair - Vehicles | | | | | | 28,382 |
| 7550 Maintenance and Repair - Miscellaneous | | | | | | 952 |
| 7740 Lease Payments | | | | | | 5,229 |
| 7810 Subscriptions and Memberships | | | | | | 1,540 |
| 8030 Chemical and Laboratory | | | | | | 5,125 |
| 8040 Uniforms | | | | | | 17,046 |
| 8060 Office Supplies | | | | | | 2,974 |
| 8080 Gas, Oil, Lubricants | | | | | | 61,790 |
| 8090 Other Operating Expense | | | | | | 8,348 |
| 8135 Youth Activities | | | | | | 3,415 |
| 8145 Communication | | | | | | 15,827 |
| 8210 Crime Prevention | | | | | | 0 |
| 8220 Investigations | | | | | | 7,086 |
| 8310 Animal Control | | | | | | 13,520 |
| 8460 Confiscated Funds Expenditures | | | | | | 0 |
| 8470 HIDTA Grant Operations | | | | | | 81,082 |
| 8480 Trident Grant Operations | | | | | | 10,000 |
| 8490 Firearms Program | | | | | | 15,645 |
| Total Current Expenses | | | | | | 348,392 |
| | | | | | | 453,607 |
| | | | | | | 459,677 |
| | | | | | | 463,177 |
| | | | | | | 465,177 |
| CAPITAL OUTLAY | | | | | | |
| 9460 Confiscated Funds Equipment | | | | | | 25 |
| Total Capital Outlay | | | | | | 25 |
| | | | | | | 0 |
| | | | | | | 0 |
| | | | | | | 0 |

COMMUNITY DEVELOPMENT DEPARTMENT - PLANNING

Mission Statement:

The Planning department serves the citizens by protecting Glenwood's iconic natural environment while promoting a high quality contextually sensitive built environment. With an eye to the past, we help facilitate a vision of the future and assist in guiding the community's transformation towards the future.

Services Provided:

Planning Initiatives: The Planning Department is responsible for organizing, facilitating and implementing various planning efforts. Current efforts include update of the Confluence Plan, and assisting in the update of the Long Range Transportation Plan. Anticipated projects in 2015/16 include 6th Street Corridor planning, West Glenwood Hwy. 6 area planning and South Glenwood area plan.

Review land Use Applications: This function involves the review and processing of various types of land use applications. Planning staff's involvement often spans multiple years from conceptual discussions through the public hearing processes to monitoring the construction and completion of projects.

Zoning Enforcement: The Planning staff, in cooperation with the police Department and Building Departments, does enforcement action to maintain compliance with GSMC 070 and other applicable portions of the Municipal Code.

Public Information: Planning staff spends considerable time responding to a variety of public inquiries from residents, current and prospective land owners, realtors, builders and design professionals inquiring about various nuances of zoning, property rights, and entitlements. Inquiries are both in person and remotely (phone/e-mail). These inquiries often involve significant amounts of research.

Administer Various City Programs: The Community Development Department and Planning specifically, is responsible for administering various City programs. The CDD has historically been responsible for planning, design and construction of the City's rivertrail system. The department oversees the administration and implementation of the City's inclusionary housing program. Our staff is also responsible for the implementation of various historic preservation programs and projects. The CDD also administers the Outdoor Seating lease program.

Staff City Commissions: The Community Development Department staffs a variety of City Council appointed commissions. Work includes research, organization, meeting minutes, agenda development, work products and special projects/events dictated by the various commissions. The department is responsible for staffing the River Commission, the Historic Preservation Commission and the planning and Zoning Commission.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|--|-----------------------------|--------------------|--------------------|---------------------------|--------------------------|-------------------------|
| COMMUNITY DEVELOPMENT | ADMINISTRATION AND PLANNING | ANDREW MCGREGOR | 01.141 | GENERAL | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 348,942 | 441,497 | 462,022 | 462,022 | 462,022 |
| Current Expenses | | 33,272 | 105,600 | 115,350 | 340,350 | 482,350 |
| Capital Outlay | | 0 | 0 | 0 | 0 | 0 |
| Total | | 382,214 | 547,097 | 577,372 | 802,372 | 944,372 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| Community Dev. Director | 1 | 1 | 1 | 1 | 1301 | 72 |
| Admin Assistant I - CD | 0.5 | 0.5 | 0.5 | 0.5 | 5108 | 37 |
| Planner II | 2 | 2 | 2 | 2 | 1305 | 55 |
| Senior Planner | 1 | 1 | 1 | 1 | 1303 | 60 |
| Total Personnel | 4.5 | 4.5 | 4.5 | 4.5 | | |
| 6110 Full-Time Salaries | | | | | | 108,568 |
| 6120 Overtime | | | | | | 18,854 |
| 6130 Part-Time | | | | | | 132,549 |
| 6210 Retirement Contribution | | | | | | 74,117 |
| 6240 FICA | | | | | | 108,568 |
| 6250 Worker's Compensation | | | | | | 19,231 |
| 6260 Health and Life Insurance | | | | | | 19,231 |
| 6270 Unemployment Insurance | | | | | | 139,336 |
| Total Personal Services | | | | | | 462,022 |
| CURRENT EXPENSES | | | | | | |
| 6272 Temporary Services | | | | | | 3,000 |
| 7150 Credit Card Fees | | | | | | 3,000 |
| 7190 Other Professional Services | | | | | | 3,000 |
| 7230 Printing and Binding | | | | | | 3,000 |
| 7280 Advertising and Publications | | | | | | 3,500 |
| 7410 Travel and Subsistence | | | | | | 3,500 |
| 7420 Business Conferences | | | | | | 3,500 |
| 7430 Training | | | | | | 3,500 |
| 7530 Maintenance and Repair - Office Equipment | | | | | | 2,000 |
| 7810 Subscriptions and Memberships | | | | | | 5,000 |
| 8020 Educational Supplies | | | | | | 3,500 |
| 8060 Office Supplies | | | | | | 600 |
| 8090 Other Operating Expense | | | | | | 4,750 |
| 8200 Historic Preservation Commission | | | | | | 4,750 |
| 8310 CHS Grant | | | | | | 9,000 |
| 8400 Affordable Housing | | | | | | 2,500 |
| Total Current Expenses | | | | | | 115,350 |
| CAPITAL OUTLAY | | | | | | |
| 9520 Other Machinery and Equipment | | | | | | 0 |
| Total Capital Outlay | | | | | | 0 |

COMMUNITY DEVELOPMENT DEPARTMENT - BUILDING

Mission Statement:

To assure that buildings in Glenwood Springs are constructed to the applicable standards while maintaining property values and assuring the public's health, safety and welfare.

Services Provided:

Building Permitting: This function involves both the plan reviewer and the permit technician in the data entry, issuance and record keeping process in the administration of the building permit program. This function also includes the determination and collection of applicable fees associated with the permitting process. Also includes the maintenance of annual records.

Plan Review: This function involves the review of building plans to determine compliance with various building, zoning and fire regulations.

Building/Zoning Inspection: This area primarily consists of conducting progressive building inspections in an ongoing basis during the construction of residential, commercial and institutional projects. Also, periodic inspections of zoning issues, including signs, occurs.

Public information: This includes time involved in responding to informational inquiries regarding technical matters pertaining to building codes.

Staff Commissions: The Building Department staffs the Building Board of Appeals which assists in code development and amendment, and considers appeals/code interpretation.

Program / Budget Highlights:

Proposed budget reflects maintenance of the status quo.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|--|---------------------|------------------------|------------------------|-------------------------------|------------------------------|-----------------------------|
| COMMUNITY DEVELOPMENT | BUILDING INSPECTION | ANDREW MCGREGOR | 01.145 | GENERAL | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 210,065 | 219,684 | 233,449 | 233,449 | 233,449 |
| Current Expenses | | 4,963 | 31,450 | 31,650 | 31,650 | 31,650 |
| Capital Outlay | | 0 | 0 | 0 | 0 | 0 |
| Total | | 215,028 | 251,134 | 265,099 | 265,099 | 265,099 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| Building Official | 1 | 1 | 1 | 1 | 1306 | 61 |
| Building Inspector I | 0 | 0 | 0 | 0 | 1311 | 48 |
| Building Inspector II | 1 | 1 | 1 | 1 | 1312 | 49 |
| Admin Assistant I - CD | 0.5 | 0.5 | 0.5 | 0.5 | 5108 | 37 |
| Total Personnel | 2.5 | 2.5 | 2.5 | 2.5 | | |
| 6110 Full-Time Salaries | | | 148,251 | 150,326 | 155,734 | 155,734 |
| 6120 Overtime | | | 215 | 200 | 200 | 200 |
| 6130 Part-Time | | | 0 | 0 | 0 | 0 |
| 6210 Retirement Contribution | | | 8,049 | 10,537 | 10,915 | 10,915 |
| 6240 FICA | | | 10,522 | 11,515 | 11,929 | 11,929 |
| 6250 Worker's Compensation | | | 618 | 712 | 681 | 681 |
| 6260 Health and Life Insurance | | | 41,997 | 45,942 | 53,522 | 53,522 |
| 6270 Unemployment Insurance | | | 413 | 452 | 468 | 468 |
| Total Personal Services | | | 210,065 | 219,684 | 233,449 | 233,449 |
| CURRENT EXPENSES | | | | | | |
| 7130 Consultant Fees | | | 0 | 5,000 | 5,000 | 5,000 |
| 7230 Printing and Binding | | | 0 | 500 | 500 | 500 |
| 7410 Travel and Subsistence | | | 530 | 2,300 | 2,500 | 2,500 |
| 7430 Training | | | 688 | 2,000 | 2,000 | 2,000 |
| 7450 Tuition Reimbursement | | | 0 | 500 | 500 | 500 |
| 7540 Maintenance and Repair - Vehicles | | | 597 | 5,000 | 5,000 | 5,000 |
| 7810 Subscriptions and Memberships | | | 379 | 1,000 | 1,000 | 1,000 |
| 8020 Educational Supplies | | | 1,142 | 6,650 | 6,650 | 6,650 |
| 8060 Office Supplies | | | 172 | 1,500 | 1,500 | 1,500 |
| 8080 Gas, Oil, Lubricants | | | 955 | 2,000 | 2,000 | 2,000 |
| 8090 Other Operating Expense | | | 500 | 5,000 | 5,000 | 5,000 |
| Total Current Expenses | | | 4,963 | 31,450 | 31,650 | 31,650 |
| CAPITAL OUTLAY | | | | | | |
| 9520 Other Machinery and Equipment | | | 0 | 0 | 0 | 0 |
| Total Capital Outlay | | | 0 | 0 | 0 | 0 |

PUBLIC WORKS – ENGINEERING AND ADMINISTRATION

Mission Statement:

The primary mission of the Engineering Division is to plan, develop, budget and implement projects to maintain and improve the City's utility, street, pedestrian and bridge infrastructure.

Services Provided:

- **Public Improvements:** The Engineering Division performs design, contract administration and construction and consultant management for public improvements including water, sanitary sewer, storm sewer, bridges, streets, City buildings and pedestrian and bicycle facilities.
- **Transportation Planning:** The Engineering Division also develops and maintains the City's Long Range Transportation Plan and other plans which include new facilities and improvements for vehicular, pedestrian and bicycle modes of travel. We work to reduce congestion on SH 82 by implementing the City's Access Control Plan and the Corridor Optimization Plan.
- **Funding and Grant Acquisition:** The Engineering Division applies for and manages grants for funding of capital projects through sources such as the Garfield County Federal Mineral Lease district, the Colorado Municipal League, DOLA and through active participation in the Intermountain Transportation Planning Region.
- **CDOT and State Coordination of Large Projects on SH82 and I-70**
- **GIS Mapping and Surveying:** The Engineering Division is working to complete the City's utility maps for water, sanitary sewer, electric and broadband utilities. We also update utility and street mapping with as built information and prepare easements and legal descriptions for a range of different purposes.
- **Development Review and Revision to the Engineering Standards**
- **Right of Way Management:** The Division administers right of way permits and performs inspections to ensure compliance with the municipal code.
- **Flood Plain and Geologic Hazards Management**

Program / Budget Highlights:

- **Design and construction of three new capital projects:** Red Mountain Drive and West 10th Street (roadway, drainage and waterline reconstruction), Phase 1 reconstruction of south Midland Avenue (drainage and roadway) and construction of approximately 4775 linear feet of new bicycle and pedestrian path between West Meadows Drive and the River Park at Exit 114 to complete a critical pedestrian path link for the City.
- **South Bridge:** Design of all project elements to 30%. Acquisition of right of way for the project. Continued search and application for additional funding for the project.
- **27th Street Bridge:** Development and execution of an IGA with the State for 1.737 million dollars in grant funding for design, environmental clearances and right of way for the bridge reconstruction. Begin design and environmental process for the bridge.
- **Completion and adoption of the City's updated Long Range Transportation Plan and the Downtown Circulation Study**
- **Continued coordination with the State for the planning and construction of the Grand Avenue Bridge**
- **Continued development of the 8th Street Connection project.**
- **Completion of the GIS water, sewer and property boundaries layers**

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|---|------------------------------|--------------------|--------------------|---------------------------|--------------------------|-------------------------|
| PUBLIC WORKS | ENGINEERING & ADMINISTRATION | ROBIN MILLIYARD | 01.144 | GENERAL | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 412,163 | 532,966 | 558,502 | 558,502 | 558,502 |
| Current Expenses | | 33,144 | 65,375 | 104,000 | 103,000 | 103,000 |
| Capital Outlay | | 0 | 0 | 0 | 0 | 0 |
| Total | | 445,307 | 598,341 | 662,502 | 661,502 | 661,502 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| City Engineer | 1 | 1 | 1 | 1 | 1401 | 70 |
| Assistant City Engineer | 2 | 2 | 2 | 2 | 1404 | 61 |
| Transportation Manager | 1 | 1 | 1 | 1 | 1405 | 55 |
| Admin Asst. II - Eng. | 1 | 1 | 1 | 1 | 5118 | 45 |
| Asst. Dir. PW | 0.35 | 0.35 | 0.35 | 0.35 | 3104 | 70 |
| Total Personnel | 5.35 | 5.35 | 5.35 | 5.35 | | |
| 6110 Full-Time Salaries | | | | | | 70 |
| 6120 Overtime | | | | | | 61 |
| 6130 Part-Time | | | | | | 55 |
| 6210 Retirement Contribution | | | | | | 45 |
| 6240 FICA | | | | | | 70 |
| 6250 Worker's Compensation | | | | | | 45 |
| 6260 Health and Life Insurance | | | | | | 45 |
| 6270 Unemployment Insurance | | | | | | 45 |
| Total Personal Services | | | | | | 412,163 |
| CURRENT EXPENSES | | | | | | |
| 7110 Architectural and Engineering Services | | | | | | 70 |
| 7190 Other Professional Services | | | | | | 61 |
| 7200 Software | | | | | | 55 |
| 7220 Telephone | | | | | | 45 |
| 7280 Advertising and Publications | | | | | | 45 |
| 7410 Travel and Subsistence | | | | | | 70 |
| 7430 Training | | | | | | 4,600 |
| 7540 Maintenance and Repairs - Vehicles | | | | | | 4,000 |
| 7550 Pool Van Expenses | | | | | | 0 |
| 8060 Office Supplies | | | | | | 1,500 |
| 8070 Photo and Duplicating Supplies | | | | | | 5,000 |
| 8080 Gas, Oil, Lubricants | | | | | | 800 |
| 8090 Other Operating Expense | | | | | | 500 |
| 8120 Small Tools and Equipment | | | | | | 300 |
| Total Current Expenses | | | | | | 33,144 |
| CAPITAL OUTLAY | | | | | | |
| 9520 Other Machinery and Equipment | | | | | | 0 |
| Large format plotter-replacement | | | | | | 0 |
| GPS Survey controler-upgrade | | | | | | 0 |
| Total Capital Outlay | | | | | | 0 |

PUBLIC WORKS – STREETS DEPARTMENT

Mission.

The Streets Department is a division of the City's Public Works Department. The division seeks to accomplish its responsibilities for all maintenance activities associated with the public right-of-ways in a cost effective manner.

Services Provided:

. Streets Maintenance – This activity includes pothole repairs, crack sealing, and repairs to sunken roadway areas, and is done on a regular basis. When necessary, quick temporary repairs are used to make the roadway safe for residents. Permanent repairs replace these as soon as weather and work schedules permit.

. Snow Removal – The department performs snow plowing and removal efforts as well as ice control and removal. Deployment of anti-icing agents such as magnesium chloride or ice slicer is managed by the department. All snow removal efforts on State Highways are coordinated with CDOT.

. Drainage Maintenance - The bulk of this work involves cleaning and maintaining the existing storm water drainage system. There are 265 storm inlets and associated culverts currently on the system that are checked and / or cleaned annually and inspected after each significant event. In addition, the roadside ditches and surface water channels must be cleared of vegetation and accumulated debris.

. Street Cleaning – The department utilizes a combination of flushing and sweeping the streets in the spring to remove typical winter accumulation of dirt and debris which is followed by a schedule for street sweeping for the remainder of the year. There are occasional events that require additional effort, such as mudslides and rock fall.

Traffic Control – Approximately 800 street signs, i.e.: street name, directional, informational, and traffic control, are maintained by the division. Additionally, pedestrian crosswalks are marked and maintained. Traffic control necessary for work performed by city crews or utilities, emergency or disaster events, and special events is set up and maintained by the division.

Excavation and Hauling – The division performs a variety of excavations within public right-of-ways and on other city owned lands. A variety of material is moved for City departments and the Spring Cleanup event.

Support – The Streets Division provides support for various divisions within the City in an effort to promote efficient operations.

Program / Budget Highlights:

The 2016 budget requests purchase of equipment to improve sign and striping functions. In an effort to better improve productivity, methodologies and policies are being developed to track and repair Street assets. These efforts are being focused on Crosswalks, Signs replacement and visibility per MUTCD and City Code and street striping. The Streets Division is trying to improve better track problem areas and response times, improve efficiency, improve maintenance, and promote a better travel environment for the citizens of Glenwood Springs. In addition to maintenance improvements we are also updating and our pavement management program. The current program the City has is outdated technologically and needs to be reevaluated. We are in the process of reviewing the current resources and updating the database for this system to make informed decision on priorities and budgeting for roadway projects.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|--------------------------------------|--------------------|------------------------|------------------------|-------------------------------|------------------------------|-----------------------------|
| PUBLIC WORKS | STREETS AND ALLEYS | ROBIN MILLIYARD | 01.153 | GENERAL | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 614,405 | 600,396 | 633,510 | 637,089 | 637,089 |
| Current Expenses | | 420,149 | 454,258 | 469,987 | 469,987 | 469,987 |
| Capital Outlay | | 0 | 0 | 0 | 0 | 0 |
| Total | | 1,034,554 | 1,054,654 | 1,103,497 | 1,107,076 | 1,107,076 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| Streets Superintendent | 1 | 1 | 1 | 1 | 3401 | 61 |
| Equip. Operator II - PW | 2 | 2 | 3 | 3 | 3403 | 44 |
| Sign/Traffic/Haz-Mat Coord | 0 | 0 | 0 | 0 | 3405 | 40 |
| Equip. Operator I - PW | 1 | 1 | 0 | 0 | 3411 | 40 |
| Maint Worker I / St. Sweep | 2 | 3 | 3 | 3 | 3409 | 40 |
| Asst. Dir. PW | 0.19 | 0.19 | 0.19 | 0.19 | 3104 | 71 |
| Maint Worker II / St. Sweep | 2 | 1 | 1 | 1 | 3407 | 44 |
| Total Personnel | | 8.19 | 8.19 | 8.19 | 8.19 | |
| 6110 Full-Time Salaries | | 433,886 | 413,273 | 424,405 | 427,360 | 427,360 |
| 6120 Overtime | | 7,492 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6130 Part-Time | | 0 | 0 | 0 | 0 | 0 |
| 6210 Retirement Contribution | | 25,670 | 29,279 | 30,058 | 30,265 | 30,265 |
| 6240 FICA | | 32,488 | 31,998 | 32,849 | 33,076 | 33,076 |
| 6250 Worker's Compensation | | 19,819 | 17,915 | 21,457 | 21,638 | 21,638 |
| 6260 Health and Life Insurance | | 93,776 | 101,676 | 118,453 | 118,453 | 118,453 |
| 6270 Unemployment Insurance | | 1,274 | 1,255 | 1,288 | 1,297 | 1,297 |
| Total Personal Services | | 614,405 | 600,396 | 633,510 | 637,089 | 637,089 |
| CURRENT EXPENSES | | | | | | |
| 7220 Telephone | | 3,162 | 800 | 800 | 800 | 800 |
| 7230 Printing and Binding | | 144 | 300 | 300 | 300 | 300 |
| 7280 Advertising and Publications | | 955 | 2,600 | 2,600 | 2,600 | 2,600 |
| 7310 Electricity | | 150,678 | 154,100 | 169,510 | 169,510 | 169,510 |
| 7320 Gas | | 3,666 | 5,000 | 5,250 | 5,250 | 5,250 |
| 7330 Water | | 1,153 | 2,300 | 2,369 | 2,369 | 2,369 |
| 7410 Travel and Subsistence | | 0 | 1,000 | 1,000 | 1,000 | 1,000 |
| 7430 Training | | 335 | 1,250 | 1,250 | 1,250 | 1,250 |
| 7520 Maintenance - Building | | 3,516 | 5,000 | 5,000 | 5,000 | 5,000 |
| 7530 Maintenance - Office Equipment | | 226 | 150 | 150 | 150 | 150 |
| 7540 Maintenance - Vehicles | | 92,028 | 110,000 | 110,000 | 110,000 | 110,000 |
| 7740 Equipment Rental - Snow Removal | | 34,966 | 25,358 | 25,358 | 25,358 | 25,358 |
| 7810 Subscriptions and Memberships | | 0 | 0 | 0 | 0 | 0 |
| 7830 Landfill Expense | | 40,213 | 40,000 | 40,000 | 40,000 | 40,000 |
| 8020 Educational Supplies | | 0 | 100 | 100 | 100 | 100 |
| 8040 Uniforms | | 3,325 | 2,800 | 2,800 | 2,800 | 2,800 |
| 8060 Office Supplies | | 352 | 600 | 600 | 600 | 600 |
| 8080 Gas, Oil, Lubricants | | 66,120 | 65,000 | 65,000 | 65,000 | 65,000 |
| 8090 Other Operating Equipment | | 8,295 | 13,000 | 13,000 | 13,000 | 13,000 |
| 8120 Small Tools and Equipment | | 1,357 | 1,500 | 1,500 | 1,500 | 1,500 |
| 8130 Material to Maintain Buildings | | 0 | 400 | 400 | 400 | 400 |
| 8160 Other Materials | | 2,152 | 4,500 | 4,500 | 4,500 | 4,500 |
| 8170 Signs | | 7,506 | 18,000 | 18,000 | 18,000 | 18,000 |
| 8190 Flood Control/Hazardous Waste | | 0 | 500 | 500 | 500 | 500 |
| Total Current Expenses | | 420,149 | 454,258 | 469,987 | 469,987 | 469,987 |
| CAPITAL OUTLAY | | | | | | |
| 9520 Office Equipment | | 0 | 0 | 0 | 0 | 0 |
| 9530 Other Machinery and Equipment | | 0 | 0 | 0 | 0 | 0 |
| Total Capital Outlay | | 0 | 0 | 0 | 0 | 0 |

PARKS AND CEMETERY DEPARTMENT

Mission Statement:

The mission of the Parks Department is to provide and administer park services, programs, and facilities that enhance the quality of life through the best and most efficient use of physical, financial, and human resources.

The goals of the mission and department include:

- Maintain and develop park and open space areas to meet the present and future demands of city residents and visitors;
- Ensure sufficient passive and active parkland to meet the leisure needs of present and future populations;
- Maintain park areas and facilities that are clean, safe and aesthetically pleasing.

VISION STATEMENT: The Glenwood Springs Parks Department strives to be a visionary organization—one that becomes a benchmark for other organizations, one that impresses its patrons the first time and every time they use the facilities.

Services Provided:

PARKS: The department maintains grounds and facilities for a clean and safe environment. Staff keeps bathrooms, sidewalks, playgrounds, courts, ball fields, and parking areas safe and free of litter. Sports fields are prepared for youth and adult sports. Turf, trees and improvements in all parks and city owned property, including public right-of-way, are maintained by the department. All snow removal on trails, pedestrian bridges, park sidewalks and parking lots, including the Community Center.

TRAILS: All trails in the city are maintained by the Parks. Trail maintenance includes snow removal, weeding and maintaining green space within the trail corridor. Walking, biking, roller blading, skateboarding and pet walking are prevalent on the paved trail system. Hiking, biking and pet walking are prevalent on the soft trails. The pet exercise area is located adjacent to the Glenwood Trail (aka Rio Grande Trail) behind Safeway.

CEMETERY: The Parks department is responsible for gravesite preparation and grounds maintenance for Linwood and Rosebud cemeteries. The Parks Superintendent maintains current information on plot availability and burial site records.

SPECIAL PROJECTS: The parks staff installs and maintains flowerpots and flowerbeds in the downtown area for seasonal color and maintains the trees, turf medians, and roundabouts. The Parks Superintendent manages the City funded downtown trash removal program, the West Nile prevention program, and the weed abatement program for South Canyon.

Program / Budget Highlights:

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|--|--------------------|------------------------|------------------------|-------------------------------|------------------------------|-----------------------------|
| PARKS AND RECREATION | PARKS AND CEMETERY | TOM BARNES | 01.154 | GENERAL | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 647,790 | 688,881 | 783,414 | 783,414 | 783,414 |
| Current Expenses | | 327,323 | 375,850 | 397,900 | 397,900 | 397,900 |
| Capital Outlay | | 0 | 0 | 0 | 0 | 0 |
| Total | | 975,113 | 1,064,731 | 1,181,314 | 1,181,314 | 1,181,314 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| Parks/Cemetery Superint. | 1 | 1 | 1 | 1 | 4103 | 58 |
| Maint. Worker II - Parks | 4 | 4 | 4 | 4 | 4112 | 43 |
| Maint. Worker I - Parks | 2 | 2 | 2 | 2 | 4111 | 42 |
| Maint. Worker III - Parks | 0 | 0 | 0 | 0 | 4113 | 44 |
| Crew Lead | 1 | 1 | 1 | 1 | 4130 | 48 |
| PT Seasonal Maint. Wrkr I | 5 | 5 | 5 | 5 | 0098 | 42 |
| Total Personnel | 13 | 13 | 13 | 13 | | |
| 6110 Full-Time Salaries | | | 375,460 | 384,163 | 391,759 | 391,759 |
| 6120 Overtime | | | 2,274 | 2,000 | 2,000 | 2,000 |
| 6130 Part-Time | | | 96,477 | 102,000 | 164,614 | 164,614 |
| 6210 Retirement Contribution | | | 22,100 | 27,031 | 27,563 | 27,563 |
| 6240 FICA | | | 34,736 | 37,344 | 42,716 | 42,716 |
| 6250 Worker's Compensation | | | 29,454 | 32,902 | 34,284 | 34,284 |
| 6260 Health and Life Insurance | | | 85,927 | 101,977 | 118,803 | 118,803 |
| 6270 Unemployment Insurance | | | 1,362 | 1,464 | 1,675 | 1,675 |
| Total Personal Services | | | 647,790 | 688,881 | 783,414 | 783,414 |
| CURRENT EXPENSES | | | | | | |
| 7190 Professional Services - Spraying Contract | | | 42,357 | 63,000 | 70,000 | 70,000 |
| 7220 Telephone | | | 2,396 | 3,600 | 3,700 | 3,700 |
| 7310 Electricity | | | 13,444 | 15,000 | 16,000 | 16,000 |
| 7320 Gas | | | 3,770 | 7,000 | 7,300 | 7,300 |
| 7330 Water | | | 92,401 | 102,000 | 106,000 | 106,000 |
| 7350 Trash Pickup | | | 4,941 | 6,000 | 6,200 | 6,200 |
| 7410 Travel and Subsistence | | | 567 | 700 | 700 | 700 |
| 7430 Training | | | 1,596 | 2,500 | 4,000 | 4,000 |
| 7540 Maintenance and Repair - Vehicles | | | 43,846 | 55,000 | 57,000 | 57,000 |
| 7560 Maintenance - Trails | | | 6,402 | 8,000 | 8,300 | 8,300 |
| 7710 Land Rent/Lease | | | 610 | 650 | 650 | 650 |
| 7740 Equipment Rental | | | 15,703 | 14,000 | 14,700 | 14,700 |
| 7810 Subscriptions and Memberships | | | 67 | 300 | 300 | 300 |
| 7830 Landfill Expense | | | 1,876 | 1,000 | 1,100 | 1,100 |
| 8010 Agricultural and Horticultural Supplies | | | 13,042 | 14,000 | 15,000 | 15,000 |
| 8040 Uniforms | | | 3,343 | 3,700 | 3,800 | 3,800 |
| 8060 Office Supplies | | | 262 | 400 | 400 | 400 |
| 8080 Gas, Oil Lubricants | | | 26,504 | 29,000 | 30,450 | 30,450 |
| 8090 Other Operating Expense | | | 30,852 | 29,000 | 29,800 | 29,800 |
| 8120 Small Tools and Equipment | | | 5,743 | 3,000 | 3,000 | 3,000 |
| 8130 Material to Maintain Buildings | | | 16,226 | 18,000 | 18,500 | 18,500 |
| 8600 Repurchase Cemetery Lots | | | 1,375 | 0 | 1,000 | 1,000 |
| Total Current Expenses | | | 327,323 | 375,850 | 397,900 | 397,900 |
| CAPITAL OUTLAY | | | | | | |
| 9530 Equipment | | | 0 | 0 | 0 | 0 |
| Total Capital Outlay | | | 0 | 0 | 0 | 0 |

PARKS & RECREATION DEPARTMENT

Mission Statement:

The Glenwood Springs Parks and Recreation Department strives to improve the quality of life for the residents and guests of our city by providing and maintaining a variety of recreation programs, facilities, parks and open spaces that respond to the needs of the community and promote social, economic and environmental prosperity.

Additional information on the mission statement can be found in the GreenPlay Comprehensive Master Plan of 2006.

Vision Statement: The Glenwood Springs Parks and Recreation Department strives to be a visionary organization—one that becomes a benchmark for other organizations, one that impresses its customers the first time and every time with customer service, and one that empowers its employees so they embrace responsibility, ownership, and accountability...

We Take Fun...Seriously! (adopted by staff, 2011)

Services Provided:

- Community Center
- Aquatic Center
- Ice Rink
- Room Rentals
- Sports Programs
- Community Recreation
- Parks
- Trails
- Cemeteries
- Forestry
- Special Projects
- Special Events.

Program / Budget Highlights:

The addition of the ice rink support facility in 2014 will provide modern, energy efficient locker rooms and restrooms to the facility, which is entering the 14th season of use. The WhiteWater Activity Area is gaining national and international attention as a premiere water feature for a variety of water sports. As professionals, the city now has 5 members of the department who have achieved the national CPRP (Certified Park and Recreation Professional) status, and on a statewide basis receive recognition for programs and facility management.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|--------------------------------|---------------------|------------------------|------------------------|-------------------------------|------------------------------|-----------------------------|
| PARKS AND RECREATION | RECREATION PROGRAMS | TOM BARNES | 01.113 | GENERAL | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 1,584,614 | 1,599,833 | 1,643,763 | 1,652,135 | 1,652,135 |
| Current Expenses | | 607,261 | 684,525 | 713,060 | 726,060 | 726,060 |
| Capital Outlay | | 0 | 0 | 0 | 0 | 0 |
| Total | | 2,191,875 | 2,284,358 | 2,356,823 | 2,378,195 | 2,378,195 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| Parks and Recreation Dir. | 1 | 1 | 1 | 1 | 4101 | 71 |
| Community Rec Coord. | 1 | 1 | 1 | 1 | 4105 | 50 |
| Office Coordinator | 1 | 1 | 1 | 1 | 4119 | 45 |
| Athletics/Fitness Coord. | 1 | 1 | 1 | 1 | 4117 | 50 |
| Ice Rink/Programs Coord. | 1 | 1 | 1 | 1 | 4116 | 50 |
| Facility Coordinator | 1 | 1 | 1 | 1 | 5108 | 46 |
| Building Maint. Foreman | 1 | 1 | 1 | 1 | 4109 | 53 |
| Aquatics Coordinator | 1 | 1 | 1 | 1 | 4120 | 54 |
| CSRII | 2 | 2 | 2 | 2 | 4125 | 37 |
| Janitorial Staff | 2 | 2 | 2 | 2 | 4129 | 33 |
| Building Supervisor | 1 | 1 | 1 | 1 | 4127 | 40 |
| Total Personnel | 13 | 13 | 13 | 13 | | |
| 6110 Full-Time Salaries | | | | | 634,199 | 653,743 |
| 6120 Overtime | | | | | 2,256 | 1,000 |
| 6130 Part-Time | | | | | 645,442 | 623,731 |
| 6210 Retirement Contribution | | | | | 40,931 | 45,832 |
| 6240 FICA | | | | | 96,385 | 97,803 |
| 6250 Worker's Compensation | | | | | 48,934 | 54,011 |
| 6260 Health and Life Insurance | | | | | 112,973 | 119,878 |
| 6270 Unemployment Insurance | | | | | 3,494 | 3,835 |
| Total Personal Services | | | | | 1,584,614 | 1,599,833 |
| | | | | | 1,643,763 | 1,652,135 |
| | | | | | 1,652,135 | 1,652,135 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | | BUDGET CODE | FUND | |
|---------------------------------|-------------------------------------|-----------------|----------------|-----------------------|----------------------|---------------------|
| PARKS AND RECREATION | RECREATION PROGRAMS | TOM BARNES | | 01.113 | GENERAL | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| CURRENT EXPENSES | | | | | | |
| Operating Expenses | | | | | | |
| 7190 | Professional Services | 6,616 | 6,000 | 6,260 | 19,260 | 19,260 |
| 7221 | Postage | 452 | 2,000 | 2,000 | 2,000 | 2,000 |
| 7220 | Telephone | 6,163 | 7,500 | 7,800 | 7,800 | 7,800 |
| 7230 | Printing and Binding | 2,385 | 4,000 | 4,000 | 4,000 | 4,000 |
| 7280 | Advertising | 7,325 | 10,000 | 11,000 | 11,000 | 11,000 |
| 7310 | Electrical | 122,656 | 137,000 | 144,000 | 144,000 | 144,000 |
| 7320 | Natural Gas | 72,473 | 95,000 | 100,000 | 100,000 | 100,000 |
| 7330 | Water and Sewer | 31,398 | 27,000 | 29,000 | 29,000 | 29,000 |
| 7350 | Disposal Costs | 2,996 | 4,000 | 4,000 | 4,000 | 4,000 |
| 7410 | Travel and Subsistence | 2,022 | 2,000 | 2,000 | 2,000 | 2,000 |
| 7430 | Training | 3,886 | 8,000 | 9,500 | 9,500 | 9,500 |
| 7520 | Maintenance - Building | 96,738 | 103,000 | 108,000 | 108,000 | 108,000 |
| 7530 | Maintenance - Ice Rink | 42,276 | 43,200 | 45,300 | 45,300 | 45,300 |
| 7540 | Maintenance and Repair - Vehicles | 9,131 | 14,000 | 14,000 | 14,000 | 14,000 |
| 7740 | Equipment Rent/Lease | 5,670 | 5,500 | 5,500 | 5,500 | 5,500 |
| 7750 | Security | 830 | 2,000 | 2,000 | 2,000 | 2,000 |
| 7810 | Subscriptions and Memberships | 3,238 | 3,100 | 3,100 | 3,100 | 3,100 |
| 7840 | Bank Services | 29,810 | 33,125 | 34,800 | 34,800 | 34,800 |
| 7960 | Sale and Rental Items | 16,503 | 17,000 | 17,000 | 17,000 | 17,000 |
| 7964 | Food Items | 634 | 1,000 | 1,000 | 1,000 | 1,000 |
| 8040 | Uniforms | 2,574 | 2,000 | 2,000 | 2,000 | 2,000 |
| 8060 | Office Supplies | 7,938 | 5,300 | 5,500 | 5,500 | 5,500 |
| 8061 | Background checks/Ads/Drug Test | 20,621 | 10,000 | 10,000 | 10,000 | 10,000 |
| 8063 | Recreation Program Supplies | 12,675 | 20,000 | 21,500 | 21,500 | 21,500 |
| 8064 | Fitness/Enrichment programs | 5,069 | 8,000 | 8,000 | 8,000 | 8,000 |
| 8067 | Community Rooms | 4,734 | 7,000 | 7,300 | 7,300 | 7,300 |
| 8068 | Subcontractor Programs | 17,970 | 16,000 | 16,000 | 16,000 | 16,000 |
| 8080 | Gas, Oil Lubricants | 3,794 | 4,000 | 4,200 | 4,200 | 4,200 |
| 8090 | Other Operating Expense | 5,924 | 7,000 | 7,000 | 7,000 | 7,000 |
| 8263 | Pool Maintenance Equipment & Supply | 38,207 | 35,000 | 35,200 | 35,200 | 35,200 |
| Total Operating Expenses | | 582,708 | 638,725 | 666,960 | 679,960 | 679,960 |
| Youth Programs | | | | | | |
| 8103 | Kid Kamp - Summer | 10,310 | 21,000 | 21,000 | 21,000 | 21,000 |
| 8109 | Scholarships | 438 | 2,000 | 2,000 | 2,000 | 2,000 |
| Sports | | | | | | |
| 8200 | Adult Leagues | 3,220 | 7,800 | 7,800 | 7,800 | 7,800 |
| 8210 | Youth Leagues | 5,372 | 9,000 | 9,300 | 9,300 | 9,300 |
| 8240 | Tennis | 502 | 2,000 | 2,000 | 2,000 | 2,000 |
| Adults and Seniors | | | | | | |
| 8310 | Senior Programming | 0 | 500 | 500 | 500 | 500 |
| 8320 | Special Events | 4,711 | 3,500 | 3,500 | 3,500 | 3,500 |
| Total Current Expenses | | 607,261 | 684,525 | 713,060 | 726,060 | 726,060 |
| CAPITAL OUTLAY | | | | | | |
| 9530 | Equipment | 0 | 0 | 0 | 0 | 0 |
| Total Capital Outlay | | 0 | 0 | 0 | 0 | 0 |

INTERNAL SERVICE FUND

Internal Service funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the government and to other governmental units, on a cost reimbursement basis.

Fleet Service Fund - This fund is used to account for vehicles and equipment maintained by City fleet service employees.

PUBLIC WORKS - FLEET MAINTENANCE DEPARTMENT

Mission Statement:

The Fleet Maintenance Department is a division of the City's Public Works Department. The department seeks to accomplish its responsibilities related to maintenance activities associated with the public's vehicle and equipment fleet in a cost-effective and efficient manner.

Services Provided:

Preventative Maintenance: The primary focus of the department is to perform routine and preventative maintenance on all City vehicles and equipment to allow the City to complete its mission in providing service to our citizens.

Mechanical Repairs: Provides mechanical expertise in performing all types of mechanical repairs, unscheduled maintenance, electrical diagnosis and repair for all City vehicles and equipment.

Welding and Fabrication: Maintenance welding and numerous modifications and/or additions are required by other departments to assist in the discharge of their duties. The department also ensures that alterations to vehicles or equipment are made in a manner that will not interfere with or compromise the safe operation of the unit.

Parts and Tools Warehousing: The department must maintain an inventory of parts routinely needed to provide timely maintenance and repair of City vehicles. The department maintains the proper diagnostic tools and equipment to provide cost-effective service.

Technical Support: The department prepares specifications for the purchase of new vehicles/equipment for the City. It furnishes technical information for specialty equipment. Identify and correct vehicle and operator error problems causing excess maintenance requirements. It also directs the disposal of surplus vehicles and equipment.

Record Maintenance: Maintain accurate records of fleet maintenance costs on each vehicle to help determine and recommend replacement schedules. Provide support to the various departments regarding the probable costs of replacement vehicles. This information helps to extend vehicle/equipment life and lower operating costs.

External Services: The department coordinates outside service needs such as body shop repairs, glass replacement, and various other items.

Program / Budget Highlights:

The Fleet Maintenance Division will continue to work on fleet consolidation, and vehicle/equipment replacement program for all of the City departments. The Fleet Division is also working on updating the employee job descriptions to include Automotive Service Excellence (ASE) and Emergency Vehicle Technician (EVT) certifications which will help the division to continue to expand on training and education of the employees. In 2015 we purchased and are currently using a fleet management software (Manager Plus) to track our vehicle repairs, parts usage, and also vehicle replacement data. We have been working to reduce our parts and oil inventory to fit our current fleet needs and to reduce overhead costs. The service and routine maintenance schedules for the City have been updated to limit down time of our vehicles/equipment, and also reduce maintenance costs. The 2016 Fleet Vehicle Replacement schedule has been revised to include updates and changes for each City department that is due for a vehicle or equipment replacements. We have also implemented a fuel usage policy to improve our fuel tracking and inventory.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Revenues, Expenditures and Fund Balance

| FLEET SERVICE FUND | 2014 Actual | 2015 Budget | 2016 Budget | | |
|--|--------------------|--------------------|-----------------------|----------------------|---------------------|
| | | | Department Request | Manager Recommend | Council Approved |
| REVENUES | | | | | |
| SERVICE CHARGES | | | | | |
| General Government | 721 | 1,000 | 1,624 | 3,248 | 3,248 |
| Public Safety | 151,493 | 117,000 | 269,511 | 539,022 | 539,022 |
| Public Transportation | 11,050 | 10,400 | 16,946 | 33,892 | 33,892 |
| Community and Economic Development | 1,524 | 700 | 1,136 | 2,272 | 2,272 |
| Public Works | 170,066 | 120,000 | 194,645 | 389,290 | 389,290 |
| Culture and Recreation | 73,075 | 53,000 | 101,822 | 203,644 | 203,644 |
| Water/Sewer Enterprise Fund | 94,388 | 60,000 | 97,247 | 194,494 | 194,494 |
| Electric Enterprise Fund | 43,903 | 29,000 | 47,003 | 94,006 | 94,006 |
| Airport Enterprise Fund | 414 | 400 | 1,605 | 3,210 | 3,210 |
| Landfill Enterprise Fund | 7,618 | 8,000 | 12,966 | 25,932 | 25,932 |
| EQUIPMENT REPLACEMENT CHARGES | | | | | |
| General Government | 0 | 13,771 | 7,490 | 7,490 | 7,490 |
| Public Safety | 0 | 77,243 | 170,810 | 170,810 | 170,810 |
| Public Transportation | 0 | 0 | 0 | 0 | 0 |
| Community and Economic Development | 0 | 0 | 0 | 0 | 0 |
| Public Works | 0 | 131,488 | 230,749 | 230,749 | 230,749 |
| Culture and Recreation | 0 | 27,828 | 116,232 | 116,232 | 116,232 |
| Water/Sewer Enterprise Fund | 0 | 0 | 48,499 | 48,499 | 48,499 |
| Electric Enterprise Fund | 0 | 178,123 | 184,430 | 184,430 | 184,430 |
| Airport Enterprise Fund | 0 | 0 | 0 | 0 | 0 |
| Landfill Enterprise Fund | 0 | 5,935 | 5,935 | 5,935 | 5,935 |
| OTHER REVENUES | | | | | |
| Interest | 47,306 | 48,307 | 46,585 | 46,585 | 46,585 |
| Sale of Assets | 41,146 | 38,000 | 40,152 | 40,152 | 40,152 |
| Miscellaneous Income | 5,973 | 5,000 | 2,500 | 2,500 | 2,500 |
| Contributed Capital | 0 | 0 | 0 | 0 | 0 |
| Total Revenues | 648,677 | 925,195 | 1,597,887 | 2,342,392 | 2,342,392 |
| EXPENDITURES | | | | | |
| Fleet Maintenance Operations | 1,297,445 | 1,387,124 | 1,355,650 | 1,355,650 | 1,355,650 |
| Equipment Needs | | 830,192 | 963,166 | 963,216 | 963,216 |
| Total Expenditures | 1,297,445 | 2,217,316 | 2,318,816 | 2,318,866 | 2,318,866 |
| EXCESS REVENUES OVER (UNDER) EXPENDITURES | | | | | |
| Excess Revenues Over (Under) Expenditures | (648,768) | (1,292,121) | (720,929) | 23,526 | 23,526 |
| TRANSFERS | | | | | |
| From Capital Projects Fund - seed money | 0 | 0 | 0 | 0 | 0 |
| Transfer to Other funds - A&I (MOC) | (780,125) | 0 | 0 | 0 | 0 |
| From Other Funds | 0 | 0 | 0 | 0 | 0 |
| Excess Revenues Over (Under) Expenditures & Transfers | (1,428,893) | (1,292,121) | (720,929) | 23,526 | 23,526 |
| Fund Balance - Beginning | 5,361,937 | 3,933,044 | 2,640,923 | 2,640,923 | 2,640,923 |
| Fund Balance - Ending | 3,933,044 | 2,640,923 | 1,919,994 | 2,664,449 | 2,664,449 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|---|-------------------|--------------------|--------------------|---------------------------|--------------------------|-------------------------|
| INTERNAL SERVICE | FLEET MAINTENANCE | ROBIN MILLYARD | 64.110 | GENERAL | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 322,332 | 386,418 | 371,305 | 371,305 | 371,305 |
| Current Expenses | | 973,212 | 952,606 | 955,245 | 955,245 | 955,245 |
| Capital Outlay | | 1,901 | 48,100 | 29,100 | 29,100 | 29,100 |
| Total | | 1,297,445 | 1,387,124 | 1,355,650 | 1,355,650 | 1,355,650 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| Fleet Maint. Superintendent | 1 | 1 | 1 | 1 | 3501 | 60 |
| Repair Tech I (Maint-Welder IV) | 1 | 0 | 1 | 1 | 3504 | 53 |
| Maint. Tech II (Maint-Welder III) | 1 | 2 | 1 | 1 | 3505 | 50 |
| Maint. Tech I (Maint-Welder I) | 0 | 0 | 0 | 0 | 3506 | 44 |
| Mechanic/Welder (Maint-Welder II) | 1 | 1 | 1 | 1 | 3508 | 45 |
| Asst. Dir. PW | 0.22 | 0.22 | 0.22 | 0.22 | 3104 | 71 |
| Total Personnel | 4.22 | 4.22 | 4.22 | 4.22 | | |
| 6110 Full-Time Salaries | | | | | | |
| 6120 Overtime | | | | | | |
| 6130 Part-Time | | | | | | |
| 6210 Retirement Contribution | | | | | | |
| 6240 FICA | | | | | | |
| 6250 Worker's Compensation | | | | | | |
| 6260 Health and Life Insurance | | | | | | |
| 6270 Unemployment Insurance | | | | | | |
| Total Personal Services | | | | | | |
| | | 225,010 | 263,384 | 243,773 | 243,773 | 243,773 |
| | | 695 | 0 | 0 | 0 | 0 |
| | | 0 | 0 | 0 | 0 | 0 |
| | | 16,599 | 18,437 | 17,064 | 17,064 | 17,064 |
| | | 19,991 | 20,149 | 18,649 | 18,649 | 18,649 |
| | | 6,569 | 7,216 | 5,396 | 5,396 | 5,396 |
| | | 52,684 | 76,442 | 85,692 | 85,692 | 85,692 |
| | | 784 | 790 | 731 | 731 | 731 |
| Total Personal Services | | 322,332 | 386,418 | 371,305 | 371,305 | 371,305 |
| CURRENT EXPENSES | | | | | | |
| 7190 Other Professional Services | | 11,350 | 11,000 | 11,000 | 11,000 | 11,000 |
| 7220 Telephone | | 885 | 1,469 | 1,498 | 1,498 | 1,498 |
| 7310 Electricity | | 5,391 | 10,030 | 11,033 | 11,033 | 11,033 |
| 7320 Gas | | 3,666 | 6,300 | 6,615 | 6,615 | 6,615 |
| 7330 Water | | 495 | 690 | 711 | 711 | 711 |
| 7350 Disposal Costs | | 1,069 | 2,244 | 2,289 | 2,289 | 2,289 |
| 7410 Travel and Subsistence | | 133 | 5,500 | 5,500 | 5,500 | 5,500 |
| 7430 Training | | 889 | 5,000 | 5,000 | 5,000 | 5,000 |
| 7520 Maintenance & Repair - Building | | 30,174 | 10,000 | 10,000 | 10,000 | 10,000 |
| 7540 Maintenance and Repair - Machinery and Equipment | | 6,735 | 5,000 | 5,000 | 5,000 | 5,000 |
| 7570 Depreciation | | 420,152 | 438,234 | 438,234 | 438,234 | 438,234 |
| 7572 Loss on Asset Disposal | | 0 | 0 | 0 | 0 | 0 |
| 7610 Liability Insurance | | 3,548 | 2,841 | 2,841 | 2,841 | 2,841 |
| 7620 Property Insurance | | 5,577 | 3,294 | 3,294 | 3,294 | 3,294 |
| 7650 Deductibles Paid | | 1,000 | 0 | 0 | 0 | 0 |
| 7810 Subscriptions and Memberships | | 2,479 | 1,500 | 1,500 | 1,500 | 1,500 |
| 7900 Interfund Cost of Service | | 47,660 | 43,054 | 44,280 | 44,280 | 44,280 |
| 8020 Educational Supplies | | 0 | 750 | 750 | 750 | 750 |
| 8040 Uniforms | | 5,703 | 6,700 | 6,700 | 6,700 | 6,700 |
| 8060 Office Supplies | | 1,396 | 1,200 | 1,200 | 1,200 | 1,200 |
| 8080 Gas, Oil, Lubricants | | 1,759 | 2,750 | 272,750 | 272,750 | 272,750 |
| 8090 Other Operating Supplies | | 7,126 | 3,450 | 3,450 | 3,450 | 3,450 |
| 8120 Small Tools and Equipment | | 6,658 | 1,100 | 1,100 | 1,100 | 1,100 |
| 8140 Material - Vehicle Maintenance | | 0 | 500 | 500 | 500 | 500 |
| 8160 Other Materials and Supplies | | 148,362 | 120,000 | 120,000 | 120,000 | 120,000 |
| 8170 Gas, Oil, Lubricants | | 261,005 | 270,000 | 0 | 0 | 0 |
| Total Current Expenses | | 973,212 | 952,606 | 955,245 | 955,245 | 955,245 |
| CAPITAL OUTLAY | | | | | | |
| 9530 Equipment | | | | | | |
| Shop Tools | | 1,901 | 8,800 | 8,800 | 8,800 | 8,800 |
| Air Conditioning Equip | | 0 | 7,700 | 7,700 | 7,700 | 7,700 |
| Truck diagnostic equipment | | 0 | 6,000 | 6,000 | 6,000 | 6,000 |
| Transmission flush/refill equipment | | 0 | 6,600 | 6,600 | 6,600 | 6,600 |
| Fleet Management computer equipment and software | | 0 | 19,000 | 0 | 0 | 0 |
| Total Capital Outlay | | 1,901 | 48,100 | 29,100 | 29,100 | 29,100 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Revenues, Expenditures and Equipment

| FLEET SERVICE EQUIPMENT ACQUISITION NEEDS | 2015 Budget | Request | Approved | Five-Year Projection | | | | |
|--|----------------|----------------|----------------|----------------------|------------------|------------------|------------------|------------------|
| | | 2016 | | 2017 Estimate | 2018 Estimate | 2019 Estimate | 2020 Estimate | 2021 Estimate |
| Total Equipment | 830,192 | 963,166 | 963,216 | 1,087,517 | 1,817,000 | 832,900 | 1,030,000 | 2,209,980 |
| EQUIPMENT NEEDS | | | | | | | | |
| Unit #2: Engineering down valley van - CH | 25,000 | | 0 | | | | | |
| Unit #81: Bldg. Insp. Small SUV/Hybrid Elect. | 30,000 | | 0 | | | | | |
| Unit #16: Streets large tandem dump w/plow | 200,920 | | 0 | | | | | |
| Unit #151: Parks small 4x4 tractor w/blade | 40,000 | | 0 | | | | | |
| Unit #30: Water Admin. 3/4 T 4x4 X-cab w/plow | 35,000 | | 0 | | | | | |
| Unit 67 1997 Ford F-350 Dually 4x4 Utility | 45,000 | | 0 | | | | | |
| Unit 705 2009 Chevy Colorado (Police) | | 35,000 | 35,000 | | | | | |
| Unit 153 2001 John Deere 4400 Tractor w/Plow (Parks) | | 33,000 | 33,000 | | | | | |
| Unit 25 2004 Ford F-350SD 4x4 Dually Utility (Water) | | 70,000 | 70,000 | | | | | |
| Unit 801 2006 GMC ¾ ton ext. cab P/U (Electric) | | 27,000 | 27,000 | | | | | |
| Unit 68 1996 Ford Cargo 7000 Elgin (Streets) | | 215,000 | 215,000 | | | | | |
| Unit 964 2002 Ford F-350 SD Crew Cab 4x4 Pickup (Fire) | | 60,000 | 60,000 | | | | | |
| Unit 817 1996 Chev. Kodiak Tandem Crane Truck (Electric) | | 235,640 | 235,640 | | | | | |
| Unit 735 2009 Chevy Impala (Police) | | 45,500 | 45,500 | | | | | |
| Unit 737 Police 4X4 SUV K9 Unit | 55,000 | | 0 | | | | | |
| Unit 740 2010 Chevrolet Tahoe (Police) | | 46,000 | 46,000 | | | | | |
| Unit 65 2002 Zamboni Ice Resurfacers (Recreation) | | 95,000 | 95,000 | | | | | |
| Unit #127: Backhoe with concreter breaker | 120,000 | | 0 | 120,000 | | | | |
| Unit #129: Streets 35 CZTS mini-excavator | 50,000 | | 0 | 50,000 | | | | |
| Unit 819 2008 Ford F550 Bucket Truck | | | 0 | 113,400 | | | | |
| Unit 748 2011 Chevrolet Tahoe | | | 0 | 50,105 | | | | |
| Unit 751 2013 Ford Explorer | | | 0 | 52,782 | | | | |
| Unit 703 2012 Ford Taurus SEL | | | 0 | 40,376 | | | | |
| Unit 739 2013 Ford Taurus interceptor | | | 0 | 50,400 | | | | |
| Unit 603 2001 Ford F-350 Super Duty Ambulance | | | 0 | 45,000 | | | | |
| Unit 85 1998 Haulin 4700 Message Display Trailer | | | 0 | 29,950 | | | | |
| Unit 36 2009 Ford E250 Van | | | 0 | 30,000 | | | | |
| Unit 41 2008 Ford F-250 w/util body & plow | | | 0 | 37,800 | | | | |
| Unit 42 2008 Ford F-250 w/util body & plow | | | 0 | 37,800 | | | | |
| Unit 115 2005 Bobcat Toolcat 5600 Work Machine | | | 0 | 73,000 | | | | |
| Unit Loftness 72" Flail Mower attachment | | | 0 | 8,800 | | | | |
| Unit 116 1999 (2002) Cushman 4W Classic Turf Trk. | | | 0 | 50,000 | | | | |
| Unit 18 2007 Ford Econoline Van E-350 | | | 0 | 29,400 | | | | |
| Unit 220 1996 Grimmer Schmidt 185 DRDA Comp. | | | 0 | 28,000 | | | | |
| Unit 4 2008 Ford F-350 SD truck w/utility body | | | 0 | 39,200 | | | | |
| Unit 808 2010 Dodge Ram 2500 3/4T 4x4 w/utility | | | 0 | 33,200 | | | | |
| Unit 818 2009 Dodge 2500 Util. | | | 0 | 30,000 | | | | |
| Unit 823 2007 JD 35D Mini-Excavator | | | 0 | 36,928 | | | | |
| Unit 752 2012 Ford Taurus SEL | | | 0 | 40,376 | | | | |
| Unit 69 2004 Chev. ¾ Ton 4x4 Ext. Cab Pickup | | | 0 | 35,000 | | | | |
| Unit 172 1997 John Deere F-932 Mower with 72" deck | | | 0 | 26,000 | | | | |
| Unit 700 2014 Ford Explorer | | | 0 | | 50,000 | | | |
| Unit 736 2014 Ford Explorer | | | 0 | | 50,000 | | | |
| Unit 750 2014 Ford Interceptor | | | 0 | | 50,000 | | | |
| Unit 778 2014 Ford Interceptor | | | 0 | | 50,000 | | | |
| Unit 58 2006 Chevy 1ton Dually 4x4 utility PU | | | 0 | | 38,000 | | | |
| Unit 60 2002 Elgin Geo-Vac Sweeper | | | 0 | | 235,000 | | | |
| Unit 125 2008 JD Loader 544J | | | 0 | | 208,000 | | | |
| Unit 29A 2008 Ford F-250 4X4 | | | 0 | | 30,000 | | | |
| Unit 44 2009 Chevy Colorado | | | 0 | | 24,000 | | | |
| Unit 56A 2008 Ford F-250 4X4 | | | 0 | | 30,000 | | | |
| Unit 64A 2008 Ford F-250 4X4 | | | 0 | | 35,000 | | | |
| Unit 181 2006 John Deere 777 Z-Trak Mower | | | 0 | | 15,000 | | | |
| Unit 183 1600 Turbo mower | | | 0 | | 60,000 | | | |
| Unit 19 2005 Dodge ¾ ton 4x4 Quad Cab Pickup | | | 0 | | 27,000 | | | |
| Unit 75 2008 Ford F-250 4X4 | | | 0 | | 28,000 | | | |
| Unit 126 2003 Case 590SM Backhoe | | | 0 | | 112,000 | | | |
| Unit 816 2008 Ford F-250 | | | 0 | | 43,000 | | | |
| Unit 820 2002 Chev. ¾ ton 4x4 Utility w/Plow | | | 0 | | 59,000 | | | |
| Unit 955 1991 Pierce Aerial Ladder Truck Referbed 2004 | | | 0 | | 700,000 | | | |
| Unit 95 2009 Ford Escape Hybrid | | | 0 | | | 44,800 | | |
| Unit 8 2009 Dodge Ram 2500 PU w/plow (Streets) | 86,032 | 79,976 | 79,976 | | | 32,000 | | |
| Unit 128 2009 Bobcat S160 Skidsteer (Streets) | 5,325 | 4,000 | 4,000 | | | 29,500 | | |
| Unit 28 2009 Dodge Dakota (Parks) | 1,039 | 400 | 400 | | | 18,000 | | |
| Unit 34 2009 Dodge Dakota | | 0 | 0 | | | 18,000 | | |
| Unit 91 2009 Dodge 2500 w/util&plow | | | 0 | | | 35,000 | | |
| Unit 45 2009 Chevy Colorado 4x4 PU | | | 0 | | | 23,000 | | |
| Unit 10 2009 Dodge 2500 quad cab/plow | | | 0 | | | 35,000 | | |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Revenues, Expenditures and Equipment

| FLEET SERVICE EQUIPMENT ACQUISITION NEEDS | 2015 Budget | Request | Approved | Five-Year Projection | | | | |
|---|----------------|----------------|----------------|----------------------|------------------|------------------|------------------|------------------|
| | | 2016 | | 2017 Estimate | 2018 Estimate | 2019 Estimate | 2020 Estimate | 2021 Estimate |
| Total Equipment | 830,192 | 963,166 | 963,216 | 1,087,517 | 1,817,000 | 832,900 | 1,030,000 | 2,209,980 |
| EQUIPMENT NEEDS | | | | | | | | |
| Unit 35 2009 Chevy Express Cargo Van | | | 0 | | | 28,000 | | |
| Unit 118 2009 Bobcat Skidsteer | 135,000 | | 0 | | | 30,800 | | |
| Unit 93 2005 International 7500 Manure Spreader (W/W) | | 14,870 | 14,870 | | | 158,000 | | |
| Unit 803 2009 Chevy Colorado (Electric) | 1,726 | 1,630 | 1,680 | | | 22,000 | | |
| Unit 809 2004 Ford F-250SD 4x4 Utility (Electric) | 150 | 150 | 150 | | | 38,400 | | |
| Unit 821 2009 Bobcat Skidsteer | | | 0 | | | 30,800 | | |
| Unit 813 1999 Chev. C-7500 Dump Truck | | | 0 | | | 92,000 | | |
| Unit 21 2004 Chev. ½ ton 4x4 Ext. Cab Pickup | | | 0 | | | 46,000 | | |
| Unit 70 1995 Chev. Kodiak Dump Truck | | | 0 | | | 60,000 | | |
| Unit 958 2002 Ford Ranger 4x4 Pickup | | | 0 | | | 40,000 | | |
| Unit 749 2012 Ford Expedition | | | 0 | | | 51,600 | | |
| Unit 57A 2009 IH Flatbed 4x4 | | | 0 | | | | 210,000 | |
| Unit 163 2004 John Deere 717A Mower with 48" deck | | | 0 | | | | 8,800 | |
| Unit 806 2010 Bobcat Mini Excavator E35-M | | | 0 | | | | 53,200 | |
| Unit 406 2011 Ford F250 4x4 supercab PU | | | 0 | | | | 48,000 | |
| Unit 99 2005 Chev. Colorado 4x4 Ext. Cab Pickup | | | 0 | | | | 36,000 | |
| Unit 22 2001 Freightliner FLD112SD Dump Truck | | | 0 | | | | 155,000 | |
| Unit 24 2001 Freightliner FLD112SD Dump Truck | | | 0 | | | | 155,000 | |
| Unit 122 2000 Case 621C Loader | | | 0 | | | | 139,000 | |
| Unit 31 2000 Chev 1T 4X4 utility | | | 0 | | | | 45,000 | |
| Unit 124 2000 Case 580SL Backhoe Series 2 | | | 0 | | | | 180,000 | |
| Unit 123 2011 JD 544K Wheel Loader | | | 0 | | | | | 205,000 |
| Unit 47 2012 Ford F250 w/plow | | | 0 | | | | | 32,000 |
| Unit 51 2012 Ford F250 w/plow | | | 0 | | | | | 32,000 |
| Unit 117 2001 John Deere 310 SG Backhoe | | | 0 | | | | | 114,480 |
| Unit 26 2010 Ford Escape Hybrid 4x4 SUV | | | 0 | | | | | 35,000 |
| Unit 49 2010 Ford E350 XLT Econoline 15 psg Van | | | 0 | | | | | 35,500 |
| Unit 150 1996 Cat CB-214-C Asphalt Roller | | | 0 | | | | | 75,000 |
| Unit 948 2002 Pierce Engine (job #12896-01) | | | 0 | | | | | 500,000 |
| Unit 952 2002 Pierce Engine (job #12896-02) | | | 0 | | | | | 500,000 |
| Unit 954 2002 Pierce Engine (job #12896-03) | | | 0 | | | | | 500,000 |
| Unit 59 2001 Freightliner FLD112SD Dump Truck | | | 0 | | | | | 181,000 |

| | | |
|------------------|---------|---------|
| Summary: | 963,166 | 963,216 |
| Police | 126,500 | 126,500 |
| Parks | 33,400 | 33,400 |
| Water/Wastewater | 84,870 | 84,870 |
| Electric | 264,420 | 264,470 |
| Recreation | 95,000 | 95,000 |
| Streets | 298,976 | 298,976 |
| Fire | 60,000 | 60,000 |
| | 963,166 | 963,216 |

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditures for particular purposes.

Tourism Fund - accounts for funds received from a two and one-half percent rent tax on accommodations. Expenditures are restricted to tourism promotion purposes.

Victim's Assistance and Law Enforcement (V.A.L.E.) Fund - accounts for funds received from a 37% surcharge for violation of all municipal ordinances and violations of the Model Traffic Code. These funds are restricted for use primarily in the areas of victim's and witnesses services and reimbursements and for the purchase of Police Department equipment, training programs and additional personnel.

Conservation Trust Fund - accounts for funds received and restricted as to use in the acquisition, development and maintenance of new conservation sites pursuant to Colorado Revised Statutes.

Street Tax Fund - accounts for revenues received from a one-half (1/2)% sales tax levied for transportation related projects and programs.

Bus Tax Fund - accounts for revenues received from a two tenths (2/10)% sales tax levied for operation of the in City bus service.

Fire & Ambulance Fund - accounts for fire and ambulance services performed for the City and Rural Fire District.

TOURISM PROMOTION FUND

Mission Statement:

To promote regional activities, attractions and events to increase tourism spending in Glenwood Springs.

Services Provided:

Tourism Marketing in Glenwood Springs, Colorado, utilizes funding from the 2.5% Accommodations Tax. The City of Glenwood Springs manages this fund and guides its direction through a City appointed commission (Tourism Promotion Advisory Board) and through City Council funding appropriation. The Glenwood Springs Chamber Resort Association (GSCRA) serves as the vendor for the tourism promotion contract and is responsible for tourism budget management, with input from the City of Glenwood Springs. Lisa Langer is the current Vice President of Tourism Marketing for GSCRA.

Program / Budget Highlights:

The 2016 budget projects a 10% increase in accommodations tax revenues to support an expanded marketing plan.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Revenues, Expenditures and Fund Balance

| TOURISM PROMOTION FUND | 2014 Actual | 2015 Budget | 2016 Budget | | |
|--|----------------|----------------|-----------------------|----------------------|---------------------|
| | | | Department Request | Manager Recommend | Council Approved |
| REVENUES | | | | | |
| REVENUES | | | | | |
| Accommodations Tax | 870,902 | 850,000 | 932,736 | 932,736 | 932,736 |
| Interest Income | 1,103 | 600 | 1,261 | 1,261 | 1,261 |
| Miscellaneous Income | 993 | 0 | 0 | 0 | 0 |
| Total Revenues | 872,998 | 850,600 | 933,997 | 933,997 | 933,997 |
| EXPENDITURES | | | | | |
| EXPENDITURES | | | | | |
| 7190 Salary - Marketing Director | 75,000 | 75,000 | 77,250 | 77,250 | 77,250 |
| 7192 IT and Design Director | 0 | 0 | 0 | 0 | 0 |
| 7193 Marketing Assistant | 7,387 | 55,000 | 56,650 | 56,650 | 56,650 |
| 7194 Payroll Tax & Benefits | 16,250 | 28,600 | 29,458 | 29,458 | 29,458 |
| 7196 Visitor Services | 75,947 | 100,000 | 100,000 | 100,000 | 100,000 |
| 7220 Public Relations | 38,999 | 36,000 | 40,000 | 40,000 | 40,000 |
| 7230 Printing/Distribution (Brochures, etc.) | 31,736 | 36,300 | 36,400 | 36,400 | 36,400 |
| 7280 Print Advertising | 112,814 | 327,200 | 429,000 | 429,000 | 429,000 |
| 7281 T.V./Radio | 58,732 | 0 | 0 | 0 | 0 |
| 7282 Ad Production Expense | 17,799 | 0 | 18,920 | 18,920 | 18,920 |
| 7283 Internet Listings & Links | 134,169 | 5,000 | 2,500 | 2,500 | 2,500 |
| 7284 VIP Central/Online Reservations | 10,933 | 0 | 0 | 0 | 0 |
| 7285 Direct Mail and Fulfillment | 12,951 | 15,000 | 14,000 | 14,000 | 14,000 |
| 7286 Trade Shows | 4,134 | 4,000 | 6,500 | 6,500 | 6,500 |
| 7287 Association Memberships | 2,260 | 0 | 7,000 | 7,000 | 7,000 |
| 7288 Transit Billboard | 15,750 | 23,000 | 0 | 0 | 0 |
| 7289 Miscellaneous Expense | 16,594 | 3,800 | 1,850 | 1,850 | 1,850 |
| 7290 Building Costs & Equipment | 3,000 | 0 | 0 | 0 | 0 |
| 7291 Travel | 11,306 | 13,342 | 17,050 | 17,050 | 17,050 |
| 7292 Special Events & Marketing | 54,652 | 39,145 | 30,000 | 30,000 | 30,000 |
| 7415 Research and Tracking | 0 | 2,810 | 0 | 0 | 0 |
| 7420 Bookkeeping Services | 9,000 | 9,000 | 9,000 | 9,000 | 9,000 |
| 7900 Interfund Cost of Service | 7,553 | 12,032 | 12,032 | 12,032 | 12,032 |
| 8200 Consultants | 20,764 | 8,000 | 6,000 | 6,000 | 6,000 |
| 8400 Community Promotion | 53,196 | 63,750 | 69,955 | 69,955 | 69,955 |
| 9530 Equipment | 5,000 | 0 | 0 | 0 | 0 |
| Contingency | 0 | 0 | 0 | 0 | 0 |
| Total Expenditures | 795,926 | 856,979 | 963,565 | 963,565 | 963,565 |
| EXCESS REVENUES OVER (UNDER) EXPENDITURES | | | | | |
| Excess Revenues Over (Under) Expenditures | 77,072 | (6,379) | (29,568) | (29,568) | (29,568) |
| FUND BALANCE | | | | | |
| Fund Balance - Beginning | 498,078 | 575,150 | 568,771 | 568,771 | 568,771 |
| Fund Balance - Ending | 575,150 | 568,771 | 539,203 | 539,203 | 539,203 |
| Less: Restricted - Tabor Reserve | (26,190) | (22,196) | (22,196) | (22,196) | (22,196) |
| Less: Committed - Resolution #2012-28 | (130,950) | (130,950) | (127,590) | (127,590) | (127,590) |
| Fund Balance - Unreserved | 418,010 | 415,625 | 389,417 | 389,417 | 389,417 |

VICTIM'S ASSISTANCE AND LAW ENFORCEMENT

Mission Statement:

To provide financial relief for victims of Municipal and unsolved crimes and provide financial support for training and equipment for the City of Glenwood Springs Police Department.

Services Provided:

Reimbursement for financial damages related to Municipal crimes: theft, vandalism, and assault, as well as unsolved crimes that would otherwise be filed with a higher court such as hit and run accidents. Provide financial assistance to the Glenwood Springs Police Department for special projects, training and equipment not otherwise supported in the City budget.

Program / Budget Highlights:

Victims Assistance and Law Enforcement funds are generated by a surcharge attached to Municipal fines levied in criminal, traffic and parking violations. These funds are accounted for and accrued by the City Finance Department. A citizen board reviews applications for funds and discusses each application with the advisory assistance of the Chief of Police and a City Council representative. Decisions for reimbursement are bound by maximum amounts established in City Code. The same review and approval process is used for requests from the Police Department for funding of equipment, training or special projects. By Code, the Police Department is limited to 50% of the funds for their purposes, assuring available funds for victims.

The City VALE program helps to reimburse in cases that are unsolved or there is little chance for court ordered restitution being provided in a timely manner. It also fills the gap of crimes and situations that are not covered by the Judicial District VALE program. The City VALE program has also provided considerable funds in the form of grants to entities whose mission is directly related to victim services. Examples of these entities include: Advocate Safehouse Project, Sex Assault Nurse Examiners, Youth Zone, and Riverbridge Regional Child Advocacy Center.

CONSERVATION TRUST FUND

Mission Statement:

Provide parks and recreation improvements through funding provided by the Colorado Lottery specific to these areas.

Services Provided:

Funding dedicated to parks and recreation projects and facilities through funding by the Colorado Lottery. Improvements include playgrounds, facilities, equipment, planning, and other projects/programs related to recreation and/or parks.

Program / Budget Highlights:

Income Estimate of \$95,779

| | | |
|---------------|-----------------------------------|----------|
| Expenditures: | Park Improvements and Equipment: | \$25,000 |
| | Parks and Recreation Master Plan: | \$60,000 |
| | WhiteWater Activity Area: | \$ 5,000 |
| | Unallocated: | \$12,500 |

STREET TAX FUND

Mission Statement:

To maintain the City's vehicular and pedestrian transportation facilities and to plan, design and construct new transportation infrastructure for both vehicles and pedestrians.

Services Provided:

The Street Tax Fund was established by voter initiative effective January 1, 1996; whereby a 0.25% sales and use tax rate was imposed. The tax rate was increased, again by voter approval, to 0.50% effective January 1, 2006 for twenty one years, expiring December 31, 2026 unless it is extended at that time by voter approval.

Program / Budget Highlights:

The Street Tax Fund includes the following budgeted services and programs for 2016:

- Pedestrian & bicycle path improvements
- Annual traffic signal maintenance
- Routine street maintenance including striping, crack seal, patching
- 8th Street connection engineering and design
- South Bridge engineering and environmental process.
- South Midland improvements for drainage
- 27th Street Bridge maintenance
- Resurfacing after water and sewer line reconstruction projects
- Long Range transportation plan update
- Grand Avenue Bridge
- Blake Avenue extension

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Revenues, Expenditures and Fund Balance

| STREET TAX FUND | 2014 Actual | 2015 Budget | 2016 Budget | | |
|--|------------------|------------------|-----------------------|----------------------|---------------------|
| | | | Department Request | Manager Recommend | Council Approved |
| REVENUES | | | | | |
| REVENUES | | | | | |
| Sales Tax | 2,088,508 | 2,064,808 | 2,236,792 | 2,236,792 | 2,236,792 |
| Use Tax | 38,744 | 40,540 | 44,595 | 44,595 | 44,595 |
| Interest Income | 8,708 | 5,000 | 10,000 | 10,000 | 10,000 |
| Traffic Impact Fees | 4,789 | 2,500 | 2,500 | 2,500 | 2,500 |
| Cost Reimbursement | 20,814 | 0 | 3,000 | 3,000 | 3,000 |
| Miscellaneous Income | 0 | 0 | 0 | 0 | 0 |
| Bond Proceeds | 0 | 0 | 0 | 3,000,000 | 3,000,000 |
| Grants | 333,484 | 1,250,000 | 2,220,621 | 2,220,621 | 2,220,621 |
| Audit Revenue | 30,801 | 3,378 | 5,000 | 5,000 | 5,000 |
| Total Revenues | 2,525,848 | 3,366,226 | 4,522,508 | 7,522,508 | 7,522,508 |
| EXPENDITURES | | | | | |
| Sales Tax TIF to DDA | 38,755 | 42,952 | 51,115 | 51,115 | 51,115 |
| Audit Fees | 1,419 | 2,703 | 2,500 | 2,500 | 2,500 |
| Economic Incentive Rebate | 10,857 | 10,401 | 20,043 | 20,043 | 20,043 |
| TDM Services | 1,693 | 30,000 | 5,000 | 5,000 | 5,000 |
| Traffic Claming/Efficiencies | 0 | 0 | 0 | 0 | 0 |
| Interfund Cost of Service | 99,673 | 171,724 | 171,724 | 171,724 | 171,724 |
| Other Expenditures | 483 | 1,689 | 0 | 0 | 0 |
| Street Projects: | | | | | |
| Street Maintenance | 94,045 | 20,000 | 164,500 | 164,500 | 164,500 |
| Ped. & Bicycle Path Improv. (W. Midland Multiuse Path) | 0 | 7,500 | 700,000 | 700,000 | 700,000 |
| 13.300.3593 | | | | | |
| Maintenance - Traffic Signals | 3,630 | 76,000 | 7,500 | 7,500 | 7,500 |
| 8th Street Connection | 62,685 | 400,000 | 5,800,000 | 3,000,000 | 3,000,000 |
| Street Striping | 56,899 | 62,000 | 89,000 | 89,000 | 89,000 |
| Bridge, R.F. River S. Glenwood | 89,246 | 500,000 | 600,000 | 600,000 | 600,000 |
| Crack seal/patching | 0 | 80,000 | 82,000 | 82,000 | 82,000 |
| South Midland Improvements | 8,877 | 350,000 | 1,750,000 | 1,750,000 | 1,750,000 |
| Safe Routes to Schools Improvements | 334,713 | 0 | 0 | 0 | 0 |
| 27th Street Bridge design | 325 | 450,000 | 582,026 | 582,026 | 582,026 |
| 29th & Sopris | 1,025,202 | 50,000 | 0 | 0 | 0 |
| Vista Drive | 872,824 | 50,000 | 60,000 | 60,000 | 60,000 |
| W. 10th & Red Mountain Drive Design | 5,076 | 60,000 | 60,000 | 60,000 | 60,000 |
| Long Range Transportation Plan Update | 66,589 | 120,000 | 0 | 0 | 0 |
| Blake Avenue Extension | 0 | 100,000 | 100,000 | 100,000 | 100,000 |
| Grand Avenue Bridge | 0 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 |
| Grand Ave Pedestrian Bridget at 14th St. | 0 | 0 | 550,000 | 550,000 | 550,000 |
| Alley Reconstruction Project | 0 | 0 | 125,000 | 0 | 0 |
| Sidewalk or ADA ramp replacement | 0 | 0 | 10,000 | 10,000 | 10,000 |
| Total Expenditures | 2,772,991 | 3,584,969 | 11,930,408 | 9,005,408 | 9,005,408 |
| EXCESS REVENUES OVER (UNDER) EXPENDITURES | | | | | |
| Excess Revenues Over (Under) Expenditures | (247,143) | (218,743) | (7,407,900) | (1,482,900) | (1,482,900) |
| TRANSFERS | | | | | |
| Transfer from Capital Projects Fund | 0 | 0 | 0 | 0 | 0 |
| Transfer to DDA Fund for Annual Settlement | (6,757) | (6,757) | (6,757) | (6,757) | (6,757) |
| Total Transfers In and Out | (6,757) | (6,757) | (6,757) | (6,757) | (6,757) |
| EXCESS REVENUES OVER (UNDER) EXPENDITURES AND TRANSFERS | | | | | |
| Excess Revenues Over (Under) Expenditures and Transfers | (253,900) | (225,500) | (7,414,657) | (1,489,657) | (1,489,657) |
| FUND BALANCE | | | | | |
| Fund Balance - Beginning | 2,559,074 | 2,305,174 | 2,079,674 | 2,079,674 | 2,079,674 |
| Fund Balance - Ending | 2,305,174 | 2,079,674 | (5,334,983) | 590,017 | 590,017 |
| Less: Restricted - Tabor Reserve | (65,771) | (63,487) | (69,057) | (159,057) | (159,057) |
| Less: Committed - Various | (149,933) | (145,374) | (145,374) | (145,374) | (145,374) |
| Fund Balance - Unreserved | 2,089,470 | 1,870,813 | (5,549,414) | 285,586 | 285,586 |

PUBLIC WORKS – TRANSPORTATION DIVISION - BUS TAX FUND

Mission Statement:

The mission of the Transportation Division is to provide safe, equitable, and accessible transportation facilities and services for all people of Glenwood Springs; to promote the cost-effective, safe, and efficient movement of people, goods and information in a manner that stimulates our community's economic vitality and enhances our natural environment and quality of life; and, to provide support to the City Council, City Advisory Boards, City Manager, City Engineer, and all City Departments.

Services Provided:

Transportation Management: The division administers and oversees the Bus Tax Fund, and provides recommendations regarding activities associated with this Fund. The division manages the local fixed-route Ride Glenwood Springs public transit system, along with public parking, traffic safety, signage and signalization.

Transportation Planning: The division aims to reduce and eliminate traffic congestion within the City, and works to improve circulation within Glenwood Springs by implementing elements of the City Long Range Transportation Plan and SH-82 Corridor Optimization Plan. We plan for future bicycle, pedestrian, transit and roadway infrastructure improvements within the City and the surrounding region as directed by City Council and outlined in City plans. The division participates in local and regional planning efforts, including implementing the 2015 City Long Range Transportation Plan recommendations, partnering with all neighboring public transportation agencies and the Colorado Department of Transportation to assist with implementing the Intermountain Transportation Planning Region Long Range Plan and the Colorado Statewide Transportation Plan.

Meeting Management Support: The division provides administrative support to the City Transportation Commission and City Council as needed, in addition to any and all other City departments. This involves meeting coordination, including development of meeting minutes and agendas, research that promotes the Transportation Commission's mission, special event coordination, and other tasks as identified by Commissioners or City leadership.

Program / Budget Highlights:

Going forward, the Transportation Division is focused on implementing the 2015 City Long Range Transportation Plan. This transportation master plan outlines and recommends safe and effective multimodal transportation access for all people within Glenwood Springs; efficient connections between multiple modes of transportation including public transit (bus and rail), bicycles, pedestrians, and vehicles; and the necessary transportation infrastructure to support the economic viability of Glenwood Springs, while preserving the unique historic character of the community and natural environment.

The division will conduct public input, awareness and demonstration events in 2016, to include: Strawberry Days, Ride-To-Work Day/Month, Local Trails Day, Downtown Farmer's Market, and Transit Rider Appreciation Day (Spring & Fall). Additionally, partnering with local entities in various other public events that promote public usage of alternative transportation methods to discourage congestion will be promoted by the Transportation Division in 2016.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Revenues, Expenditures and Fund Balance

| BUS TAX FUND | 2014 Actual | 2015 Budget | 2016 Budget | | |
|--|------------------|------------------|-----------------------|----------------------|---------------------|
| | | | Department Request | Manager Recommend | Council Approved |
| REVENUES | | | | | |
| REVENUES | | | | | |
| Sales Tax | 835,341 | 825,863 | 894,650 | 894,650 | 894,650 |
| Use Tax | 15,497 | 16,215 | 17,837 | 17,837 | 17,837 |
| Audit Revenue | 12,320 | 1,351 | 1,500 | 1,500 | 1,500 |
| Interest Income | 622 | 400 | 960 | 960 | 960 |
| Bus Fares | 117,015 | 117,206 | 119,550 | 119,550 | 119,550 |
| Advertising Fees | 8,144 | 6,500 | 6,500 | 6,500 | 6,500 |
| Sale of Assets | 14,850 | 0 | 0 | 0 | 0 |
| Miscellaneous Income | 6,237 | 0 | 0 | 0 | 0 |
| Grants | 239,001 | 239,000 | 246,170 | 278,170 | 278,170 |
| Total Revenues | 1,249,027 | 1,206,535 | 1,287,167 | 1,319,167 | 1,319,167 |
| EXPENDITURES | | | | | |
| EXPENDITURES | | | | | |
| Fixed Labor Costs | 318,796 | 322,468 | 335,366 | 335,366 | 335,366 |
| Direct Labor Costs | 322,374 | 343,870 | 357,625 | 357,625 | 357,625 |
| Sales & Use Tax Refund | 264 | 0 | 0 | 0 | 0 |
| Sales Tax TIF to DDA | 15,501 | 17,180 | 20,445 | 20,445 | 20,445 |
| TDM Program | 600 | 5,000 | 5,000 | 5,000 | 5,000 |
| Audit Fees | 567 | 1,081 | 1,100 | 1,100 | 1,100 |
| Other Professional Services | 0 | 5,170 | 4,500 | 4,500 | 4,500 |
| Economic Incentive Rebate | 4,078 | 4,160 | 4,009 | 4,009 | 4,009 |
| Interfund Cost of Service | 101,929 | 113,799 | 113,799 | 113,799 | 113,799 |
| Property Insurance | 6,268 | 6,393 | 6,713 | 6,713 | 6,713 |
| Transit Operations Plan | 0 | 0 | 0 | 40,000 | 40,000 |
| South Route Contract | 0 | 0 | 0 | 0 | 0 |
| City Van Pool expense (Van Maintenance) | 252 | 13,000 | 13,000 | 0 | 0 |
| Direct Mileage Costs | 196,361 | 205,558 | 213,780 | 213,780 | 213,780 |
| Allocated Training | 42,957 | 43,152 | 44,878 | 44,878 | 44,878 |
| Other Operating Expense | 10,502 | 11,857 | 12,112 | 12,112 | 12,112 |
| Allocated Capital | 54,914 | 57,486 | 59,785 | 59,785 | 59,785 |
| Machinery & Equipment | 0 | 0 | 0 | 0 | 0 |
| Employee Bus Passes | 62 | 1,500 | 1,500 | 1,500 | 1,500 |
| Para-Transit Service | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 |
| Wrap for One Bus | 0 | 0 | 0 | 0 | 0 |
| Total Expenditures | 1,105,425 | 1,181,674 | 1,223,612 | 1,250,612 | 1,250,612 |
| EXCESS REVENUES OVER (UNDER) EXPENDITURES | | | | | |
| Excess Revenues Over (Under) Expenditures | 143,602 | 24,861 | 63,555 | 68,555 | 68,555 |
| TRANSFERS | | | | | |
| TRANSFERS | | | | | |
| Transfer to DDA Fund for Annual Settlement | (2,702) | (2,702) | (2,702) | (2,702) | (2,702) |
| Excess Revenues Over (Under) Expenditures and Transfers | 140,900 | 22,159 | 60,853 | 65,853 | 65,853 |
| FUND BALANCE | | | | | |
| Fund Balance - Beginning | 294,261 | 435,161 | 457,320 | 457,320 | 457,320 |
| Fund Balance - Ending | 435,161 | 457,320 | 518,173 | 523,173 | 523,173 |
| Less: Non-Spendable - Prepaid RFTA passes | (2,333) | (2,061) | (2,061) | (2,061) | (2,061) |
| Less: Restricted - Tabor Reserve | (29,855) | (23,933) | (31,230) | (31,230) | (31,230) |
| Fund Balance - Unreserved | 402,973 | 431,326 | 484,882 | 489,882 | 489,882 |

GLENWOOD SPRINGS FIRE DEPARTMENT

Mission Statement:

“The Glenwood Springs Fire Department provides service through dedication, professionalism and excellence”.

Services Provided:

The Fire Department is a dedicated team of twenty-four full time, twenty-five part time and volunteer members providing services to an estimated 24,000 full time residents and countless visitors in our seventy-two (72) square mile response area. The team provides a wide array of both emergent and non-emergent services to our community and guests through coordination by three divisions. They are the administration division, the fire prevention and public education division and the fire suppression and emergency medical operations division.

Administration:

The administration division includes the fire chief and administrative assistant. This division provides department oversight for all divisions and functions and is responsible for policy and procedure development and compliance. The chief provides supervision through the fire officers in the stations for efficient and effective delivery of our services to the public. The chief also represents the department and the city on the Garfield County Combined Emergency Communications Board, Garfield County Public Safety Council, Garfield County Local Emergency Planning Council and the All Hazards Response Team Board. His involvement in these groups helps to ensure better coordination and training of fire, law enforcement and other resources throughout the region.

Fire Prevention and Public Education:

The fire marshal, under supervision of the chief, reviews and approves all commercial and residential building plans for fire code compliance and oversees the fire prevention division. With support from the operational officers and firefighters as well as a part time fire inspector, the prevention division provides fire code inspections and fire safety education to all commercial building owners. The prevention division also provides public education programs in our school systems and wildfire risk management in our community.

Operations:

The operations division, under the leadership of the six officers and chief, provide first response to all calls for service within our response area from our three stations. These highly trained and dedicated men and women staff the stations 24/7 and respond to all types of fire, EMS, rescue and hazardous situation incidents. Fire responses include explosions, structure, wild land, and motor vehicle fires as well as fire alarms and smoke reports. Emergency medical calls continue to be over sixty percent of our nearly 1600 calls per year and include advanced life support response to heart attack, stroke, difficulty breathing and a host of other medical problems as well as traumatic injury. Rescue assignments include river, trail, elevator entrapment and motor vehicle accidents. Hazardous situation incidents include hazardous materials spills or leaks, odor investigations and bomb scares. Operations personnel are faced with multiple calls at the same time on approximately twenty percent of our total incident count, stretching our available personnel very thin, and occasionally requiring mutual aid assistance from our neighbors.

Program / Budget Highlights:

The department will continue to work on collaborative efforts with other fire departments in the county to do more joint training, enhance automatic and mutual aid agreements and pursue opportunities to pool resources for improved effectiveness and efficiency. We are currently organizing jointly taught and attended classes with Colorado River Fire District and are discussing the formal organization of more county wide training classes.

After a successful first season, we look forward to continuing to work with the state, the county sheriff and all fire districts in the county to jointly staff and operate a seasonal wildfire response engine for all of Garfield County and our neighboring counties.

As all of the fire departments in our region struggle with the balance between adequate staffing and conservative budgets, we are consistently discussing ways to streamline our mutual aid agreements to rapidly provide additional resources when needed.

We will also continue to seek funding options for land owners who wish to do wild fire mitigation work on their properties and neighborhoods.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Revenues, Expenditures and Fund Balance

| FIRE AND EMS FUND | 2014 Actual | 2015 Budget | 2016 Budget | | |
|--|--------------------|--------------------|-----------------------|----------------------|---------------------|
| | | | Department Request | Manager Recommend | Council Approved |
| REVENUES | | | | | |
| REVENUES | | | | | |
| SERVICE CHARGES | | | | | |
| Glenwood Springs Rural Fire Protection District | 565,867 | 525,945 | 632,264 | 632,264 | 632,264 |
| OTHER INCOME | | | | | |
| Interest | 6 | 5 | 5 | 5 | 5 |
| Miscellaneous Income | 2523 | 0 | 1,500 | 1,500 | 1,500 |
| Grants | 0 | 0 | 37,143 | 37,143 | 37,143 |
| Ambulance Fees (Net of Medicare/Medicaid Adjustments) | 592,589 | 450,000 | 328,487 | 328,487 | 328,487 |
| Reimbursement - Others | 0 | 0 | 0 | 0 | - |
| Fire Permit Fees | 10,825 | 10,000 | 10,000 | 10,000 | 10,000 |
| Bad Debt Recovery | 8,088 | 9,000 | 10,000 | 10,000 | 10,000 |
| Donations | 203 | 100 | 100 | 100 | 100 |
| Total Revenues | 1,180,101 | 995,050 | 1,019,499 | 1,019,499 | 1,019,499 |
| EXPENDITURES | | | | | |
| EXPENDITURES | | | | | |
| Fire and EMS Operational Costs | 3,233,208 | 3,343,925 | 3,657,243 | 3,657,243 | 3,657,243 |
| Total Expenditures | 3,233,208 | 3,343,925 | 3,657,243 | 3,657,243 | 3,657,243 |
| EXCESS REVENUES OVER (UNDER) EXPENDITURES | | | | | |
| Excess Revenues Over (Under) Expenditures | (2,053,107) | (2,348,876) | (2,637,745) | (2,637,745) | (2,637,745) |
| TRANSFERS | | | | | |
| TRANSFERS | | | | | |
| From City of Glenwood Springs General Fund per IGA | | | | | |
| Amount from five year 2 mills for Fire & EMS Operations | 368,389 | 368,638 | 426,117 | 426,117 | 426,117 |
| Balance from General Fund revenues | 1,679,814 | 2,010,030 | 2,199,563 | 2,199,563 | 2,199,563 |
| Excess Revenues Over (Under) Expenditures & Transfers | (4,904) | 29,792 | (12,065) | (12,065) | (12,065) |
| FUND BALANCE | | | | | |
| Fund Balance - Beginning | 0 | 0 | 29,792 | 29,792 | 29,794 |
| Fund Balance - Ending | (4,904) | 29,792 | 17,728 | 17,728 | 17,729 |
| Less: Restricted - Tabor and Grant Proceeds | (43,110) | (29,851) | (30,585) | (31,739) | (31,739) |
| Less: Assigned - Future Years | | 0 | 0 | | |
| Less: Unassigned - Negative Residual | 48,014 | 59 | 12,857 | 14,011 | 14,010 |
| Fund Balance - Unreserved | 0 | 0 | 0 | 0 | 0 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|---|--------------|------------------|------------------|-----------------------|----------------------|---------------------|
| SPECIAL REVENUE | FIRE & EMS | GARY TILLOTSON | 43.133 | GENERAL | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 2,449,338 | 2,501,984 | 2,732,374 | 2,732,374 | 2,732,374 |
| Current Expenses | | 783,870 | 816,441 | 894,869 | 894,869 | 894,869 |
| Capital Outlay | | 0 | 25,500 | 30,000 | 30,000 | 30,000 |
| Total | | 3,233,208 | 3,343,925 | 3,657,243 | 3,657,243 | 3,657,243 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| Fire Chief | 1 | 1 | 1.00 | 1.00 | 2302 | 73 |
| Fire Battalion Chief | 3 | 3 | 3.00 | 3.00 | 2304 | 64 |
| Fire Lieutenant | 3 | 3 | 3.00 | 3.00 | 2305 | 53 |
| Fire Marshal | 1 | 1 | 1.00 | 1.00 | 2318 | 59 |
| Firefighter II/Engineer | 7 | 7 | 7.00 | 7.00 | 2306 | 49 |
| Firefighter II/EMT-P | 7 | 7 | 7.00 | 7.00 | 2309 | 51 |
| Firefighter II/EMT-B | 1 | 1 | 1.00 | 1.00 | 2314 | 42 |
| PT Reserve Firefighters | 6.34 | 6.34 | 6.34 | 6.34 | 99 | 99 |
| Admin Assistant I - Fire | 1 | 1 | 1.00 | 1.00 | 5110 | 37 |
| Firefighter/EMT | 1 | 1 | 1.00 | 1.00 | | |
| Total Personnel | 30.34 | 31.34 | 31.34 | 31.34 | | |
| 6110 Total Base Salaries | | | | | | 1,496,940 |
| 6120 Overtime | | | | | | 104,275 |
| 6130 Part-Time | | | | | | 1,419,630 |
| 6190 Director's Fees | | | | | | 124,800 |
| 6210 Retirement Contribution | | | | | | 254,040 |
| 6220 Police/Fire Retirement | | | | | | 189,417 |
| 6240 FICA | | | | | | 254,040 |
| 6250 Worker's Compensation | | | | | | 0 |
| 6260 FPPA Disability | | | | | | 0 |
| 6260 Health and Life Insurance | | | | | | 0 |
| 6270 Unemployment Insurance | | | | | | 0 |
| Total Personal Services | | | | | | 2,449,338 |
| | | | | | | 2,501,984 |
| | | | | | | 2,732,374 |
| | | | | | | 2,732,374 |
| | | | | | | 2,732,374 |
| CURRENT EXPENSES | | | | | | |
| 6280 Other Pensions - Volunteer Fire | | | | | | 24,888 |
| 7060 Bad Debts | | | | | | 24,749 |
| 7190 Other Professional Services | | | | | | 254,517 |
| 7195 Collection Expense | | | | | | 200,000 |
| 7220 Telephone | | | | | | 12,334 |
| 7310 Electric | | | | | | 28,000 |
| 7320 Gas | | | | | | 15,205 |
| 7330 Water | | | | | | 25,000 |
| 7410 Travel and Subsistence | | | | | | 25,000 |
| 7430 Training | | | | | | 25,000 |
| 7520 Maintenance and Repair - Building | | | | | | 9,983 |
| 7540 Maintenance and Repair - Vehicles | | | | | | 14,000 |
| 7550 Maintenance and Repair - Equipment | | | | | | 15,290 |
| 7910 Liability and Casualty Insurance | | | | | | 18,000 |
| 7620 Property Insurance | | | | | | 17,893 |
| 7810 Subscriptions and Memberships | | | | | | 21,000 |
| 7900 Interfund Cost of Service | | | | | | 3,000 |
| 8020 Educational Supplies | | | | | | 2,677 |
| 8030 Chemicals | | | | | | 5,371 |
| 8040 Uniforms | | | | | | 13,500 |
| 8045 Personal Protective Equipment | | | | | | 13,500 |
| 8050 Medical Supplies | | | | | | 13,500 |
| 8060 Office Supplies | | | | | | 24,000 |
| 8070 Donation Expenditures | | | | | | 24,000 |
| 8080 Gas, Oil, Lubricants | | | | | | 24,000 |
| 8090 Other Operating Expense | | | | | | 24,000 |
| 8120 Small Tools and Equipment | | | | | | 24,000 |
| 8140 Communications Equipment/Repair | | | | | | 24,000 |
| 8160 Miscellaneous Maintenance Supplies | | | | | | 24,000 |
| 8470 Grant Costs | | | | | | 41,458 |
| Total Current Expenses | | | | | | 12,228 |
| | | | | | | 13,000 |
| | | | | | | 13,750 |
| | | | | | | 13,750 |
| | | | | | | 13,750 |
| CAPITAL OUTLAY | | | | | | |
| 9530 Equipment | | | | | | 24,571 |
| Six mobile computer terminals | | | | | | 5,424 |
| Total Capital Outlay | | | | | | 3,619 |
| | | | | | | 4,250 |
| | | | | | | 4,250 |
| | | | | | | 4,250 |
| | | | | | | 4,250 |

CAPITAL PROJECTS FUNDS

Capital projects funds are used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds and trust funds.

Capital Projects Fund - accounts for revenues received from a one-half (1/2)% sales tax and used for major infrastructure type projects and special work activity team projects.

Acquisition and Improvement Fund - accounts for revenues received from a one (1)% sales tax and special assessments levied for capital improvement purposes.

Emergency Services Equipment Replacement Fund - accounts for revenues received on a pro-rated bases from the Glenwood Springs Rural Fire Protection District and transfers from the General Fund for the purchase of emergency equipment.

CAPITAL PROJECTS FUND

Mission Statement:

To provide dedicated resources for the acquisition of building, equipment, land and the improvement and construction of public works, including all costs and expenses incidental thereto.

Services Provided:

The Capital Projects Fund was established via Ordinance #15, Series 1973 for the purposes identified in the Mission Statement above. On November 2, 1975 the citizens of Glenwood Springs voted to dedicate a "one half cent" (.5%) sales and use tax for the purpose of providing a revenue source to accomplish the fund mission. This tax is restricted for use within the Capital Projects Fund. This fund supports the Special Activities Work Team (SWAT) for the city as well as pay for capital needs. This dedicated tax is perpetual and the rate has not changed since enacted.

Program / Budget Highlights:

For 2016 the primary uses of fund revenues will be for General Fund computer enhancements, police tasers, confluence demolition, restoration and shorelines at two Rivers and Veltus Park, conceptual design for two bridges. Wayfinding project, and bear resistant trash cans. In addition to the customary funding of the Special Work Activities Team and funding for equipment replacement in the Fleet Service Fund, this fund is contributing \$640,000 to the Water and Sewer Enterprise Fund to help defray the increase in user fees to citizens now that the new wastewater treatment plant is in operation.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Revenues, Expenditures and Equipment

| CAPITAL PROJECTS FUND | 2015 Budget | Request | Approved | Five-Year Projection | | | | |
|--|------------------|------------------|------------------|----------------------|------------------|------------------|------------------|------------------|
| | | 2016 | | 2017 Estimate | 2018 Estimate | 2019 Estimate | 2020 Estimate | 2021 Estimate |
| REVENUES | | | | | | | | |
| REVENUES | | | | | | | | |
| Sales Tax | 2,064,808 | 2,236,792 | 2,236,792 | 2,281,528 | 2,327,159 | 2,373,702 | 2,421,176 | 2,469,600 |
| Use Tax | 40,540 | 44,594 | 44,594 | 20,500 | 21,500 | 22,500 | 23,500 | 24,500 |
| Interest Income | 5,000 | 5,000 | 5,000 | 3,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| Miscellaneous | 0 | 301 | 301 | | | | | |
| Audit Revenue | 3,378 | 4,054 | 4,054 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| Park Land Fees | 0 | 0 | 0 | | | | | |
| Grants | | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Revenues | 2,113,726 | 2,290,741 | 2,290,741 | 2,310,028 | 2,358,659 | 2,406,202 | 2,454,676 | 2,504,100 |
| EXPENDITURES | | | | | | | | |
| EXPENDITURES | | | | | | | | |
| Sewer Projects | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Equipment Needs | 326,915 | 981,869 | 922,010 | 0 | 0 | 0 | 0 | 0 |
| Special Work Activities Team | 385,934 | 451,435 | 451,435 | 398,793 | 406,769 | 410,837 | 414,945 | 419,095 |
| Interfund Cost of Service | 70,352 | 70,352 | 70,352 | 71,056 | 71,766 | 72,484 | 73,209 | 73,941 |
| Maintenance | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Centennial Park repairs | 0 | 0 | 0 | | | | | |
| Bicycle Parking Infrastructure | 0 | 8,000 | 8,000 | | | | | |
| Total Expenditures | 783,201 | 1,511,656 | 1,451,797 | 469,849 | 478,535 | 483,321 | 488,154 | 493,036 |
| EXCESS REVENUES OVER (UNDER) EXPENDITURES | | | | | | | | |
| Excess Revenues Over (Under) Expenditures | 1,330,525 | 779,085 | 838,944 | 1,840,179 | 1,880,124 | 1,922,881 | 1,966,522 | 2,011,064 |
| TRANSFERS | | | | | | | | |
| Transfers In (Out): | | | | | | | | |
| Water / Sewer Fund | (800,000) | (640,000) | (640,000) | (640,000) | (640,000) | (640,000) | (640,000) | (640,000) |
| Fleet Service Fund | (250,330) | (525,281) | (525,281) | 0 | 0 | 0 | 0 | 0 |
| DDA Fund for Annual Settlement | (6,757) | (6,757) | (6,757) | | | 0 | 0 | 0 |
| Excess Revenues Over (Under) Expenditures & Transfers | 273,438 | (392,953) | (333,094) | 1,200,179 | 1,240,124 | 1,282,881 | 1,326,522 | 1,371,064 |
| FUND BALANCE | | | | | | | | |
| Fund Balance - Beginning | 4,055,954 | 4,329,392 | 4,329,392 | 3,996,298 | 5,196,477 | 6,436,601 | 7,719,483 | 9,046,005 |
| Fund Balance - Ending | 4,329,392 | 3,936,439 | 3,996,298 | 5,196,477 | 6,436,601 | 7,719,483 | 9,046,005 | 10,417,069 |
| Less: Restricted - Tabor Reserve | (48,940) | (68,722) | (68,722) | (69,301) | (70,760) | (72,186) | (73,640) | (75,123) |
| Less: Committed - Various | (366,027) | (425,200) | (425,200) | (425,200) | (425,200) | (425,200) | (425,200) | (425,200) |
| Fund Balance - Unreserved | 3,914,425 | 3,442,517 | 3,502,376 | 4,701,976 | 5,940,641 | 7,222,097 | 8,547,165 | 9,916,746 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Revenues, Expenditures and Equipment

| CAPITAL PROJECTS FUND | 2015 Budget | Request | Approved | Five-Year Projection | | | | |
|---|----------------|----------------|------------------|----------------------|---------------|------------------|------------------|----------|
| | | 2016 | 2017 Estimate | 2018 Estimate | 2019 Estimate | 2020 Estimate | 2021 Estimate | |
| SEWER PROJECTS | | | | | | | | |
| Sewer Projects: | | | | | | | | |
| WWTP Relocation | | | | | | | | |
| Total Sewer Projects | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| EQUIPMENT NEEDS | | | | | | | | |
| Equipment Needs: 31.183._____ | | | | | | | | |
| 9510 Parks - Irrigation system upgrades | - | 20,000 | 20,000 | | | | | |
| 9510 Parks - Bear Restant trash cans | | 17,000 | 17,000 | | | | | |
| 9530 Council Chambers computers and equipment | | | 0 | | | | | |
| Lova Trail | | | 0 | | | | | |
| 9512 Veltus Park Restroom | | | 0 | | | | | |
| 9514 Whitewater Park/RICD | | | 0 | | | | | |
| 9518 City Hall Carpet replace | 41,065 | 59,859 | 0 | | | | | |
| 9518 Community Center Roof Replacement | 155,000 | | 0 | | | | | |
| 9518 BA-Community Center Roof Replacem | - | | 0 | | | | | |
| 9516 Police Equipment (Tasers) | 31,000 | 0 | 0 | 0 | | | | |
| 9516 Police Equipment (Fingerprint Scanners) | - | 45,360 | 45,360 | | | | | |
| 9520 IS-new workstation for streets | 2,500 | 400 | 400 | | | | | |
| 9520 IS-29 replaced/7 upgrade workstations | 36,100 | 34,800 | 34,800 | | | | | |
| 9520 IS-4 mobile computer terminals | 16,000 | | 0 | | | | | |
| 9520 IS-Replace 35 Cisco VOIP phones | 12,250 | | 0 | | | | | |
| 9520 IS-Cisco 4500X Fiber Distrib. Switch | 19,500 | | 0 | | | | | |
| 9520 IS-Wireless Deployment in City Hall | 13,500 | | 0 | | | | | |
| 9520 IS Equipment Switches | - | 10,500 | 10,500 | 10,500 | | | | |
| 9520 IS-UPS Battery Backup | | 3,500 | 3,500 | | | | | |
| 9520 IS-VolP Phone Replacement | - | 12,250 | 12,250 | | | | | |
| TBD City Clerk - Council Microphones | - | 7,000 | 7,000 | | | | | |
| TBD PW-SWAT ADA ramp and sidewalk repair | | 10,000 | 10,000 | | | | | |
| P&R - Restoration to shorelines at Two | | 200,000 | 200,000 | | | | | |
| TBD Rivers and Veltus Park | | | | | | | | |
| New set of traffice counters | | 1,000 | 1,000 | | | | | |
| GPS Data Collector | | 10,000 | 10,000 | 10,000 | | | | |
| Way Finding Project | | 65,000 | 65,000 | | | | | |
| Bicycle Parking Infrastructure | | 8,000 | 8,000 | | | | | |
| Confluence Demolition | | 300,000 | 300,000 | | | | | |
| GPON Equipment | | 43,300 | 43,300 | | | | | |
| ELA software license and software agreements | | 13,900 | 13,900 | | | | | |
| Conceptual Design (2 Bridges) | | 120,000 | 120,000 | | | | | |
| Total Equipment Needs | 326,915 | 981,869 | 922,010 | 20,500 | 0 | 0 | 0 | 0 |

PUBLIC WORKS - SPECIAL WORK ACTIVITIES TEAM (SWAT) DEPARTMENT

Mission Statement:

SWAT is the reconstruction and rehabilitation division of the Department of Public Works. We seek to perform the duties of SWAT in a safe and efficient manner enhancing the safety and aesthetics of City's urban environment. SWAT will strive to perform these duties to make the City a safe environment for our patrons, residents, and employee.

Services Provided:

Sidewalk, Curb & Gutter: Provides expertise in performing all types of repair, and replacement throughout the City. SWAT provides the City the ability to respond to deficiencies requiring a timely correction.

Framing and Fabrication: The department provides repair, alteration, and various improvements to existing structures and facilities throughout the City, for all departments. Fabrication of special needs type of office cabinetry and furnishing.

Supplemental Improvements: Allows the City to complete its mission in providing improved service and enhanced improvements to our citizens. On occasion, improvements within, or adjacent to, scheduled Capital Improvements Projects are desirable, but outside the scope of the project, or exceed the project's budget. SWAT is often able to fill those voids.

Assistance and Support: The department provides assistance to various other Public Works Departments on an as-needed and availability basis. Examples include snow removal, and coverage of temporary personnel deficiencies.

Construction Assistance:

The department works in conjunction with other City departments to fulfill overall City goals. Examples include installation of light bases for street lights, basic engineering investigations and survey leveling

Program / Budget Highlights:

There are no major purchases proposed for SWAT for fiscal year 2016. To better improve management of time and productivity, we will start tracking the man hours for SWAT utilizing the system used by the Streets and Electric funds. We have also started a project list to track SWAT projects and manage and track time for which projects SWAT participates. SWAT provides a valuable support service for the City in repairing and maintaining multiple facilities throughout the City.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|---|--------------------------|--------------------|--------------------|---------------------------|--------------------------|-------------------------|
| MISCELLANEOUS CAPITAL PROJECTS | SPECIAL WORKS ACTIVITIES | ROBIN MILLIYARD | 31.390 | CAPITAL PROJECTS | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 287,378 | 245,758 | 243,102 | 243,102 | 243,102 |
| Current Expenses | | 99,150 | 140,176 | 208,333 | 208,333 | 208,333 |
| Capital Outlay | | 0 | 0 | 0 | 0 | 0 |
| Total | | 386,528 | 385,934 | 451,435 | 451,435 | 451,435 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| SWAT Superintendent | 1 | 1 | 1 | 1 | 3601 | 55 |
| SWAT Maint. Specialist | 1 | 1 | 1 | 1 | 3604 | 44 |
| SWAT Maint. Worker | 1 | 1 | 1 | 1 | 3606 | 41 |
| Asst. Dir. PW. | 0.19 | 0.19 | 0.19 | 0.19 | 3104 | 71 |
| Total Personnel | 3.19 | 3.19 | 3.19 | 3.19 | | |
| 6110 Full-Time Salaries | | | 224,081 | 177,632 | 170,882 | 170,882 |
| 6120 Overtime | | | 136 | 0 | 0 | 0 |
| 6130 Part-Time | | | 0 | 0 | 0 | 0 |
| 6210 Retirement Contribution | | | 11,942 | 12,434 | 11,962 | 11,962 |
| 6240 FICA | | | 13,634 | 13,589 | 13,072 | 13,072 |
| 6250 Worker's Compensation | | | 7,930 | 8,438 | 8,031 | 8,031 |
| 6260 Health and Life Insurance | | | 29,121 | 33,132 | 38,642 | 38,642 |
| 6270 Unemployment Insurance | | | 534 | 533 | 513 | 513 |
| Total Personal Services | | | 287,378 | 245,758 | 243,102 | 243,102 |
| CURRENT EXPENSES | | | | | | |
| 7144 Sales & Use Tax Refund | | | 660 | 0 | 0 | 0 |
| 7145 Sales Tax TIF to DDA | | | 38,755 | 42,952 | 46,394 | 46,394 |
| 7150 Audit Fees | | | 1,419 | 2,703 | 2,703 | 2,703 |
| 7160 Economic Incentive Rebate | | | 10,197 | 10,401 | 10,609 | 10,609 |
| 7190 Other Professional Services | | | 0 | 1,689 | 50,000 | 50,000 |
| 7220 Telephone | | | 891 | 1,484 | 1,455 | 1,455 |
| 7320 Gas | | | 9,052 | 10,100 | 15,000 | 15,000 |
| 7410 Travel and Subsistence | | | 0 | 1,000 | 1,050 | 1,050 |
| 7430 Training | | | 423 | 2,797 | 2,100 | 2,100 |
| 7540 Maintenance of Machinery and Equipment | | | 7,379 | 7,000 | 6,500 | 6,500 |
| 7550 Misc Maintenance | | | 2,220 | 3,500 | 3,800 | 3,800 |
| 7610 Liability Insurance | | | 2,677 | 3,300 | 3,300 | 3,300 |
| 7740 Equipment Rental | | | 0 | 500 | 500 | 500 |
| 8040 Uniforms | | | 700 | 1,050 | 1,200 | 1,200 |
| 8080 Gas, Oil, Lubricants | | | 3,708 | 6,000 | 7,718 | 7,718 |
| 8090 Other Operating Expense | | | 5,951 | 3,500 | 3,500 | 3,500 |
| 8110 Tires and Tubes | | | 0 | 1,000 | 700 | 700 |
| 8120 Small Tools and Equipment | | | 562 | 1,200 | 2,000 | 2,000 |
| 9310 Material Costs | | | 14,556 | 40,000 | 49,804 | 49,804 |
| Total Current Expenses | | | 99,150 | 140,176 | 208,333 | 208,333 |
| CAPITAL OUTLAY | | | | | | |
| 9530 Other Machinery/Equipment | | | 0 | 0 | 0 | 0 |
| Total Capital Outlay | | | 0 | 0 | 0 | 0 |

ACQUISITION AND IMPROVEMENTS FUND

Mission Statement:

To provide a dedicated sales and use tax revenue source in order to defray the cost of acquisition, construction, installation and improvements to capital improvements and equipment.

Services Provided:

The first sales and use tax in the amount of three quarters of one cent or .75% was passed by voter approval in 1983. This tax was replaced, again by voter approval, with a one cent or 1% tax which began in 1992. In November of 1998 the citizens voted to extend the tax beginning in 1999 for twenty years expiring December 31, 2018. The voter approved purpose of the extension and use of the tax proceeds was for replacing the City's raw water delivery system, constructing a community center, relocating and reconstructing the City's maintenance and operations facilities, constructing a municipal complex and refinancing outstanding bonds issued in 1992. Additional requirement in the 1992 tax extension included allocation of funds for a river trail system, funding for the Frontier Historical Museum and the Glenwood Springs Art Center .

Program / Budget Highlights:

HVAC building maintenance contract: \$10,000

River Trail System: \$50,000

Discretionary Grant Programs: \$152,102

Community Center Improvements: \$130,000

MOC Repairs: \$800,000

Public Art: \$10,000

Debris Flow Mitigation: \$17,000

Grand Avenue Bridge Mitigation: \$125,000

Continued funding for the Whitewater Park RICD: \$300,000

Subsidize Community Center operational costs incurred through the General Fund

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Revenues, Expenditures and Equipment

| ACQUISITION AND IMPROVEMENT FUND | 2015 Budget | Request | Approved | Five-Year Projection | | | | |
|--|------------------|------------------|------------------|----------------------|------------------|--------------------|--------------------|--------------------|
| | | 2016 | | 2017 Estimate | 2018 Estimate | 2019 Estimate | 2020 Estimate | 2021 Estimate |
| REVENUES | | | | | | | | |
| Sales Tax | 4,129,616 | 4,473,584 | 4,473,584 | 4,563,056 | 4,654,317 | 0 | 0 | 0 |
| Use Tax | 81,082 | 89,188 | 89,188 | 90,188 | 91,188 | 0 | 0 | 0 |
| Interest Income | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 20,000 | 10,000 | 5,000 |
| Grants | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Audit Revenue | 6,757 | 8,108 | 8,108 | 8,000 | 13,500 | 0 | 0 | 0 |
| Total Revenues | 4,252,455 | 4,605,880 | 4,605,880 | 4,696,244 | 4,794,005 | 20,000 | 10,000 | 5,000 |
| EXPENDITURES | | | | | | | | |
| River Trail System | 50,000 | 50,000 | 50,000 | 96,000 | 500,000 | 500,000 | 500,000 | 500,000 |
| Frontier Historical Museum | 147 | 0 | 0 | 6,673 | 6,673 | 6,673 | 6,673 | 6,673 |
| Arts Center Subsidy | 0 | 0 | 0 | 2,831 | 2,831 | 2,831 | 2,831 | 2,831 |
| Discretionary Programs | 140,407 | 152,102 | 152,102 | 155,144 | 158,247 | 0 | 0 | 0 |
| Tree Replacement Projects | 10,000 | 0 | 0 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Sales Tax TIF to DDA | 85,904 | 92,788 | 92,788 | 93,716 | 94,653 | 0 | 0 | 0 |
| Economic Incentive Rebate | 20,801 | 21,217 | 21,217 | 100,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| Interfund Cost of Service | 305,647 | 305,647 | 305,647 | 311,760 | 317,995 | 324,355 | 330,842 | 337,459 |
| Community Center Improvements | 139,000 | 130,000 | 130,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 |
| Arbitrage Compliance | 6,305 | 0 | 0 | 900 | 900 | 900 | 900 | 900 |
| MOC Repairs | 0 | 800,000 | 800,000 | | | | | |
| Other Professional Services | 3,378 | 0 | 0 | | | | | |
| Public Art | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Debris Flow Mitigation WRAP | 17,000 | 17,000 | 17,000 | 17,000 | 17,000 | 17,000 | 17,000 | 17,000 |
| CC Ice Rink Locker Room/Restroom | 0 | 0 | 0 | | | | | |
| Whitewater area parking lot paving | 65,000 | 0 | 0 | | | | | |
| WhiteWater Park RICD | 300,000 | 300,000 | 300,000 | | | | | |
| Grand Avenue Bridge Mitigation | 0 | 125,000 | 125,000 | | | | | |
| Debt Service: | | | | | | | | |
| 2010 Refunding Revenue Bonds | 1,425,438 | 1,419,388 | 1,419,388 | 1,427,638 | 2,608,188 | 0 | 0 | 0 |
| 1999 Small Water Bonds | 363,823 | 354,649 | 354,649 | 357,474 | 178,420 | 0 | 0 | 0 |
| Total Expenditures | 2,942,850 | 3,777,791 | 3,777,791 | 2,714,136 | 4,079,907 | 1,046,759 | 1,053,246 | 1,059,863 |
| EXCESS REVENUES OVER (UNDER) EXPENDITURES | | | | | | | | |
| Excess Revenues Over (Under) Expenditures | 1,309,605 | 828,089 | 828,089 | 1,982,108 | 714,098 | (1,026,759) | (1,043,246) | (1,054,863) |
| TRANSFERS | | | | | | | | |
| Transfers In - (Out) | | | | | | | | |
| From Capital Projects | | | | | | | | |
| From Other Funds | | | | | | | | |
| From Electric | | | | | | | | |
| To General Fund for EHOP funding | 0 | (80,000) | (80,000) | (80,000) | (80,000) | (80,000) | (80,000) | (80,000) |
| To General Fund for CC operations | (1,296,091) | (1,575,325) | (1,575,325) | (1,575,325) | (484,715) | 0 | 0 | 0 |
| To DDA Fund for Annual Settlement | (13,514) | (13,514) | (13,514) | 0 | 0 | 0 | 0 | 0 |
| To DDA Fund for 7th St. Construction - I | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Excess Revenues Over (Under) Expenditures & Transfers | 0 | (840,750) | (840,750) | 326,783 | 149,383 | (1,106,759) | (1,123,246) | (1,134,863) |
| FUND BALANCE | | | | | | | | |
| Fund Balance - Beginning | 4,474,957 | 4,474,957 | 4,474,957 | 3,634,207 | 3,960,990 | 4,110,373 | 3,003,614 | 1,880,368 |
| Fund Balance - Ending | 4,474,957 | 3,634,207 | 3,634,207 | 3,960,990 | 4,110,373 | 3,003,614 | 1,880,368 | 745,505 |
| Less: Restricted - Tabor Reserve | (73,450) | (138,176) | (138,176) | (140,887) | (143,820) | (600) | (300) | (150) |
| Less: Restricted - Bond Reserve | (1,182,500) | (1,182,500) | (1,182,500) | (1,182,500) | (1,182,500) | 0 | 0 | 0 |
| Less: Assigned - Theater | (721,684) | (721,684) | (721,684) | (721,684) | (721,684) | (721,684) | (721,684) | (721,684) |
| Fund Balance - Unreserved | 2,497,323 | 1,591,847 | 1,591,847 | 1,915,919 | 2,062,369 | 2,281,330 | 1,158,384 | 23,671 |

FIRE DEPARTMENT EQUIPMENT REPLACEMENT FUND

Mission Statement:

The City entered into an Intergovernmental Agreement for fire protection and EMS services with the Glenwood Spring Rural Fire Protection District. Paragraph 6(A) of the IGA states that the parties shall pay a proportional share of fire protection and EMS costs incurred by the City's Fire and EMS fund according to the following formula:

B=Fire and EMS Budget DTB=District Gross Assessed Value DCS=District Calls for Service
R=Fire and EMS Revenues TB=Total Assessed Value City & District TCS=Total Calls for Service
CA=Cost of Service to Allocate (B-R=CA)

Services Provided:

Average Total calls for service from 2012-2014 were 1,557, allocated as follows:

| | |
|-----------------|---------------|
| City Calls: | 1,201 (77.1%) |
| District Calls: | 356 (22.9%) |

Program / Budget Highlights:

| | |
|-----------------------------|------------|
| 2016 Equipment Replacement: | |
| Fire Engine Replacement | \$ 245,000 |
| Command Vehicle | \$ 45,000 |
| Trail Rescue | \$ 45,000 |
| Lighting/misc upgrades | \$ 10,000 |
| Extrication Equipment | \$ 30,000 |
| Power Load/power cots | \$ 36,000 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Expenditures and Rural Fire District's Share of Costs

The City has entered into an Intergovernmental Agreement for Fire Protection and EMS Services with the Glenwood Springs Rural Fire Protection District. Paragraph 6(A) of this agreement states that the parties shall pay a proportional share of fire protection and EMS costs incurred by the City's Fire & EMS Fund according to the following formula:

| | | |
|---|---|---|
| B = Fire & EMS budget | DTB = District Gross Assessed Value | DCS = District calls for service |
| R = Fire & EMS related revenues | TB = Total Assessed Value City and District | TCS = Total calls for service City and District |
| CA = Cost of service to allocate (B-R=CA) | | |

The District's share will be equal to: $(.5 \times CA) \times (DTB / TB) + (.5 \times CA) \times (DCS / TCS)$

| FIRE DEPARTMENT EQUIPMENT REPLACEMENT FUND | 2015 Budget | Request | Approved | Five-Year Projection | | | | |
|--|------------------|------------------|------------------|----------------------|------------------|------------------|------------------|------------------|
| | | 2016 | | 2017 Estimate | 2018 Estimate | 2019 Estimate | 2020 Estimate | 2021 Estimate |
| District's Valuation | 64,102,980 | 75,820,100 | 75,820,100 | 77,336,502 | 78,883,232 | 80,460,897 | 82,070,115 | 83,711,517 |
| Total Valuation | 247,901,330 | 288,878,720 | 288,878,720 | 294,656,294 | 300,549,420 | 306,560,408 | 312,691,616 | 318,945,449 |
| % District's Share of Costs | 25.858% | 26.246% | 26.246% | 26.25% | 26.25% | 26.25% | 26.25% | 26.25% |
| District's Calls for Service (DCS) | 356 | 356 | 356 | 356 | 356 | 356 | 356 | 356 |
| Total Calls for Service (TCS) | 1,531 | 1,557 | 1,557 | 1,531 | 1,531 | 1,531 | 1,531 | 1,531 |
| % District's Share of Calls for Service | 23.253% | 22.860% | 22.860% | 23.253% | 23.253% | 23.253% | 23.253% | 23.253% |
| Operating Costs | | | | | | | | |
| Fire & EMS Fund Operational Costs | 3,343,925 | 3,657,243 | 3,657,243 | 2,889,828 | 2,889,828 | 2,889,828 | 2,889,828 | 2,889,828 |
| Less: Fire & EMS Fund Revenues | (469,105) | (387,235) | (387,235) | (520,000) | (520,000) | (520,000) | (520,000) | (520,000) |
| Net Operating Costs | 2,874,820 | 3,270,008 | 3,270,008 | 2,369,828 | 2,369,828 | 2,369,828 | 2,369,828 | 2,369,828 |
| District's Share Operations | 705,927 | 802,885 | 802,885 | 586,568 | 586,568 | 586,568 | 586,568 | 586,568 |
| Less: Credit to save budget violation | (179,982) | (170,621) | (170,621) | | | | | |
| Net District Share of Operations | 525,945 | 632,264 | 632,264 | | | | | |
| REVENUES | | | | | | | | |
| Revenue | | | | | | | | |
| Capital Improvement Mill Levy Proceeds | | | | | | | | |
| City of Glenwood Springs | 184,872 | 184,384 | 184,384 | 188,072 | 188,072 | 188,072 | 188,072 | 188,072 |
| Glenwood Springs Rural Fire District | 65,086 | 65,616 | 65,616 | 61,648 | 61,648 | 61,648 | 61,648 | 61,648 |
| Grant Revenues | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Insurance Reimbursement | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Interest | 2,000 | 4,500 | 4,500 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 |
| Impact Fees | 10,000 | 15,000 | 15,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 |
| Sale of Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Revenues | 261,958 | 269,500 | 269,500 | 255,220 | 255,220 | 255,220 | 255,220 | 255,220 |
| EXPENDITURES | | | | | | | | |
| Expenditures | | | | | | | | |
| Fire Engine Replacement | 100,000 | 245,000 | 245,000 | | 350,000 | | | 100,000 |
| Ambulance Replacement | | | 0 | | | 100,000 | | |
| Carryforward to 2015 | | | 0 | | | | | |
| Brush Engine | | | 0 | 120,000 | | | | |
| Aerial Truck | | | 0 | 1,200,000 | | | | |
| Command Vehicle | | 45,000 | 45,000 | | | | 50,000 | |
| Trail Rescue | | 45,000 | 45,000 | | | | | |
| Utility/Staff Vehicle | 45,000 | | 0 | 45,000 | | 45,000 | | |
| Lighting/misc upgrades | | 10,000 | 10,000 | | 10,000 | | 10,000 | |
| SCBA Equipment | | | 0 | | | | 150,000 | |
| Power Load/power Cots | 36,000 | 36,000 | 36,000 | | | | | |
| Extrication Equipment replacement | 30,000 | 30,000 | 30,000 | 30,000 | | | | |
| | | | 0 | | | | | |
| Total Expenditures | 211,000 | 411,000 | 411,000 | 1,395,000 | 360,000 | 145,000 | 210,000 | 100,000 |
| EXCESS REVENUES OVER (UNDER) EXPENDITURES | | | | | | | | |
| Excess Revenues Over (Under) Expenditures | 50,958 | (141,500) | (141,500) | (1,139,780) | (104,780) | 110,220 | 45,220 | 155,220 |
| FUND BALANCE | | | | | | | | |
| Fund Balance - Beginning | 1,475,054 | 1,526,012 | 1,526,012 | 1,384,512 | 244,732 | 139,952 | 250,172 | 295,392 |
| Fund Balance - Ending | 1,526,012 | 1,384,512 | 1,384,512 | 244,732 | 139,952 | 250,172 | 295,392 | 450,612 |
| Less: Restricted - Tabor Reserve | (7,434) | (8,085) | (8,085) | (7,657) | (7,657) | (7,657) | (7,657) | (7,657) |
| Fund Balance - Unreserved | 1,518,578 | 1,376,427 | 1,376,427 | 237,075 | 132,295 | 242,515 | 287,735 | 442,955 |

ENTERPRISE FUNDS

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises - where the intent of the government's council is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or where the government's council has decided that periodic determination of net income is appropriate for accountability purposes.

Water and Sewer Fund - accounts for activities of the fund that supplies water and sewer services to the citizens of the City. City water is provided on a metered basis. The City accounts for system improvement fees as a revenue source.

Electric Utility Fund - accounts for activities related to the purchase and delivery of power to electric utility customers.

Airport Operations Fund - accounts for activities related to user charges and maintenance expenses for the airport.

Landfill Fund - accounts for activities and operations related to providing a solid waste disposal site for household, commercial and construction waste. Disposal fees are based on volume and/or weight.

PUBLIC WORKS – WATER AND WASTEWATER DEPARTMENTS

Mission Statement:

The Water/Wastewater department is a branch of the City's Public Works department. The department seeks to carry out its responsibilities for the production and distribution of potable and raw water, as well as the collection and treatment of wastewater in a cost effective manner.

Services Provided:

Administration: This service oversees and ensures that all departmental operations and activities comply with all applicable laws, rules, regulations and orders in a productive environment.

Water Treatment: Provides safe drinking water of the highest quality possible. Maintains raw water flows to the Red Mountain water treatment facility in sufficient quantities to meet system demands. Performs operations and maintenance functions for the treatment facility, booster stations, pump stations, vaults and storage tanks. Performs routine laboratory testing and reporting per the Colorado Department of Public Health and Environment (CDPH&E) guidelines and requirements.

Water Transmission and Distribution: Provides for the uninterrupted water service to all of our customers, as much as possible. Performs maintenance and repair of system piping and appurtenances on approximately 62 miles of pipe, provides system control, leak detection, line locations, pressure checks, meter calibrations, meter repairs and replacements. Performs cross connection control inspections. Installs taps for new services and oversees new installations and extensions.

Wastewater Treatment: Provides for the continuous operation of the treatment facility and all lift stations to meet all CDPH&E parameters to prevent the degradation of the receiving waters. Performs routine laboratory testing and reporting per CDPH&E guidelines and requirements.

Wastewater Collection and Transmission: Provides for the uninterrupted flow of wastewater service for all of our customers, as much as possible. Performs maintenance and repair of system piping and appurtenances on approximately 35 miles of pipe, provides system control, line locations, service dyeing, jetting and cleaning of mains. Performs televising and root control on system mains. Installs taps for new services and oversees new installations and extensions.

Program / Budget Highlights:

Continue to plan diligently for the future needs of the department to provide the highest level of service to our customers.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Revenues, Expenditures and Retained Earnings Balance - Utility Enterprise Fund

| WATER AND SEWER SYSTEM | 2014 Actual | 2015 Budget | 2016 Budget | | |
|--|-------------------|-------------------|-----------------------|----------------------|---------------------|
| | | | Department Request | Manager Recommend | Council Approved |
| REVENUES | | | | | |
| OPERATING REVENUE | | | | | |
| Water User Fees | 2,348,450 | 2,581,700 | 2,659,977 | 2,659,977 | 2,659,977 |
| Sewer User Fees | 2,839,641 | 2,887,500 | 3,219,488 | 3,219,488 | 3,219,488 |
| Water Tap Fees | 0 | 1,000 | 500 | 500 | 500 |
| Sewer Tap Fees | 0 | 1,000 | 500 | 500 | 500 |
| Meter Sales | 10,165 | 10,000 | 4,262 | 4,262 | 4,262 |
| Service Connect Fees | 3,415 | 3,000 | 3,601 | 3,601 | 3,601 |
| Water System Improvement Fees | 104,289 | 30,000 | 58,920 | 58,920 | 58,920 |
| Sewer System Improvement Fees | 76,233 | 10,000 | 48,735 | 48,735 | 48,735 |
| Interest Income | 25,560 | 28,000 | 33,928 | 33,928 | 33,928 |
| Other Income | 9,405 | 4,000 | 5,311 | 5,311 | 5,311 |
| Grants | 176,415 | 0 | 0 | 0 | 0 |
| Total Operating Revenues | 5,593,573 | 5,556,200 | 6,035,222 | 6,035,222 | 6,035,222 |
| EXPENSES | | | | | |
| OPERATING EXPENSES | | | | | |
| Administration | 700,331 | 770,848 | 767,392 | 767,392 | 769,892 |
| Water Treatment - Operation | 579,217 | 610,089 | 617,105 | 617,105 | 617,105 |
| Water Transmission and Distribution | 540,314 | 524,207 | 553,371 | 553,371 | 553,371 |
| Wastewater Treatment - Operation | 756,902 | 821,778 | 903,664 | 903,664 | 903,664 |
| Wastewater Collection and Transmission | 338,298 | 329,171 | 345,553 | 345,553 | 345,553 |
| Customer Accounts | 158,799 | 185,428 | 185,428 | 185,428 | 185,428 |
| Depreciation | 1,745,929 | 1,928,832 | 1,928,832 | 1,928,832 | 1,928,832 |
| Interfund Franchise Fees | 159,606 | 164,076 | 164,076 | 164,076 | 164,076 |
| Nonreciprocal Interfund Activity | 159,606 | 164,076 | 164,076 | 164,076 | 164,076 |
| Bond Interest | 824,517 | 809,655 | 784,982 | 784,982 | 784,982 |
| Total Operating Expenses | 5,963,519 | 6,308,160 | 6,414,479 | 6,414,479 | 6,416,979 |
| OPERATING INCOME (LOSS) | | | | | |
| Operating Income (Loss) | (369,946) | (751,960) | (379,257) | (379,257) | (381,757) |
| OTHER ADDITIONS (DEDUCTIONS) | | | | | |
| Other Additions (Deductions) | | | | | |
| Transfer In - From Capital Projects Fund | 800,000 | 800,000 | 640,000 | 640,000 | 640,000 |
| Transfer Out - to Fleet Service Fund | 0 | 0 | (48,499) | (48,499) | (48,499) |
| Transfer Out - to Capital Projects Fund for debt service | 0 | 0 | 0 | 0 | 0 |
| Transfer Out - to Capital Projects Fund for WWTF Costs | 293,788 | 0 | 0 | 0 | 0 |
| Increase (Decrease) in Retained Earnings | 723,842 | 48,040 | 212,244 | 212,244 | 209,744 |
| RETAINED EARNINGS | | | | | |
| Retained Earnings (Deficit) - Beginning | 32,226,429 | 32,950,271 | 32,998,311 | 32,998,311 | 32,998,311 |
| Retained Earnings (Deficit) - Ending | 32,950,271 | 32,998,311 | 33,210,555 | 33,210,555 | 33,208,055 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|--|------------------|------------------------|------------------------|-------------------------------|------------------------------|-----------------------------|
| WATER AND SEWER SYSTEM | ADMINISTRATION | ROBIN MILLIYARD | 21.211 | UTILITY ENTERPRISE FUND | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 235,864 | 233,107 | 230,661 | 230,661 | 230,661 |
| Current Expenses | | 464,467 | 537,741 | 536,731 | 536,731 | 539,231 |
| Total | | 700,331 | 770,848 | 767,392 | 767,392 | 769,892 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| Public Works Director | 0.5 | 0.5 | 0.5 | 0.5 | 3101 | 73 |
| Water/Wastewater Super. | 1 | 1 | 1 | 1 | 3301 | 63 |
| GIS Administrator | 0.67 | 0.67 | 0.67 | 0.67 | 1407 | 58 |
| Total Personnel | 2.17 | 2.17 | 2.17 | 2.17 | | |
| 6110 Full-Time Salaries | | | 186,053 | 180,188 | 175,035 | 175,035 |
| 6120 Overtime | | | 0 | 0 | 0 | 0 |
| 6130 Part-Time | | | 0 | 0 | 0 | 0 |
| 6210 Retirement Contribution | | | 12,728 | 12,613 | 12,252 | 12,252 |
| 6240 FICA | | | 13,428 | 13,784 | 13,390 | 13,390 |
| 6250 Worker's Compensation | | | 3,154 | 3,463 | 3,226 | 3,226 |
| 6260 Health and Life Insurance | | | 19,974 | 22,518 | 26,233 | 26,233 |
| 6270 Unemployment Insurance | | | 527 | 541 | 525 | 525 |
| Total Personal Services | | | 235,864 | 233,107 | 230,661 | 230,661 |
| CURRENT EXPENSES | | | | | | |
| 7030 Debt Service Fees | | | 0 | 150 | 0 | 0 |
| 7150 Credit Card Fees | | | 12,201 | 12,000 | 12,000 | 12,000 |
| 7190 Other Professional Services | | | 33,461 | 18,813 | 14,200 | 14,200 |
| 7220 Telephone | | | 308 | 320 | 360 | 360 |
| 7230 Printing and Binding | | | 0 | 250 | 250 | 250 |
| 7280 Advertising and Publications | | | 0 | 1,200 | 900 | 900 |
| 7410 Travel and Subsistence | | | 43 | 400 | 450 | 450 |
| 7430 Training | | | 755 | 500 | 550 | 550 |
| 7540 Maintenance and Repair - vehicles | | | 909 | 1,500 | 3,000 | 3,000 |
| 7572 Loss on Asset Disposal | | | 0 | 3,000 | 0 | 0 |
| 7610 Liability Insurance | | | 13,867 | 16,394 | 17,214 | 17,214 |
| 7620 Property Insurance | | | 50,147 | 83,855 | 88,048 | 88,048 |
| 7650 Deductibles Paid | | | 0 | 1,500 | 1,500 | 1,500 |
| 7660 Safety Program | | | 0 | 1,000 | 1,000 | 1,000 |
| 7810 Subscriptions and Memberships | | | 450 | 850 | 900 | 900 |
| 7820 Water Assessments | | | 34,971 | 35,000 | 35,000 | 37,500 |
| 7900 Interfund Cost of Service | | | 297,133 | 344,359 | 344,359 | 344,359 |
| 8020 Educational Supplies | | | 0 | 100 | 100 | 100 |
| 8040 Uniforms | | | 350 | 350 | 350 | 350 |
| 8060 Office Supplies | | | 98 | 300 | 300 | 300 |
| 8080 Gas, Oil, Lubricants | | | 6,312 | 5,000 | 5,250 | 5,250 |
| 8090 Other Operating Expense | | | 13,462 | 10,900 | 11,000 | 11,000 |
| Total Current Expenses | | | 464,467 | 537,741 | 536,731 | 539,231 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Revenues, Expenditures and Improvement Fee Balances

| WATER AND SEWER EQUIPMENT ACQUISITION NEEDS | 2015 Budget | Request | Approved | Five-Year Projection | | | | |
|--|----------------|------------------|------------------|----------------------|------------------|------------------|------------------|------------------|
| | | 2016 | | 2017 Estimate | 2018 Estimate | 2019 Estimate | 2020 Estimate | 2021 Estimate |
| EXPENDITURES SUMMARY | | | | | | | | |
| Operating Cash | | | | | | | | |
| EXPENDITURES SUMMARY | | | | | | | | |
| Equipment | 52,500 | 90,000 | 90,000 | 48,000 | 44,000 | 15,500 | 20,000 | 28,000 |
| Capital Improv. - Sewer Restricted Cash | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Capital Improv. - Water Restricted Cash | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Water Improvement Projects | 490,000 | 715,000 | 715,000 | 2,685,000 | 760,000 | 420,000 | 1,140,000 | 315,000 |
| Sewer Improvement Projects | 450,000 | 577,900 | 577,900 | 465,000 | 123,000 | 2,020,000 | 95,000 | 280,500 |
| TOTAL EXPENDITURES | 992,500 | 1,382,900 | 1,382,900 | 3,198,000 | 927,000 | 2,455,500 | 1,255,000 | 623,500 |
| EQUIPMENT NEEDS | | | | | | | | |
| EQUIPMENT NEEDS | | | | | | | | |
| Security Fencing - Glenwood Highlands | | 15,000 | 15,000 | | | | | |
| Replace Water Plant PLC's | 10,000 | | 0 | | | | | |
| Leak Detector | | | 0 | 40,000 | | | | |
| Replace Water Plant Actuators | | 40,000 | 40,000 | | | | | |
| Grizzly Creek Flow Monitoring Equipment | | | 0 | | | | | 20,000 |
| No Name Flow Monitoring Equipment | | | 0 | | | | 20,000 | |
| Security Fencing - Cardiff Tank | 25,000 | | 0 | | | | | |
| Water Service Pumps/Motors (410) | | 35,000 | 35,000 | | | | | |
| Line Locator | | | 0 | | 9,000 | | | |
| Meter Test Bench | | | 0 | | 35,000 | | | |
| Tapping Machine (440) | | | 0 | | | 7,500 | | |
| 2100 N Turbidimeter (410) | 5,000 | | 0 | | | | | |
| Security Fencing - 18000 Lift Station | 5,000 | | 0 | | | | | |
| Manhole Monitoring and Alarm System | 7,500 | | 0 | 8,000 | | 8,000 | | 8,000 |
| TOTAL EQUIPMENT NEEDS | 52,500 | 90,000 | 90,000 | 48,000 | 44,000 | 15,500 | 20,000 | 28,000 |
| CAPITAL IMPROVEMENTS | | | | | | | | |
| CAPITAL IMPROVEMENTS | | | | | | | | |
| TOTAL CAPITAL IMPROVEMENTS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Revenues, Expenditures and Improvement Fee Balances

| WATER AND SEWER EQUIPMENT ACQUISITION NEEDS (CONTINUED) | 2015 Budget | Request | Approved | Five-Year Projection | | | | |
|--|----------------|----------------|----------------|----------------------|------------------|------------------|------------------|------------------|
| | | 2016 | | 2017 Estimate | 2018 Estimate | 2019 Estimate | 2020 Estimate | 2021 Estimate |
| WATER IMPROVEMENT PROJECTS | | | | | | | | |
| Water Improvement Projects | | | | | | Fund 91 | | |
| Subsequent Year Project Designs | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| System Water Modeling | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| Vista Drive | | | | | | | | |
| Ptarmigan Drive | | | | 0 | | | | |
| Red Mtn - W. 10th to Midland at Yampah | | 300,000 | 300,000 | | | | | |
| 29th St. - Grand to Sopris | | | | | | | | |
| Storage Tank - Cardiff Glen | | | | 500,000 | | | | |
| Cedar Crest, Donegan to Tanager | | | | 300,000 | | | | |
| Ptarmigan Drive | | | | | 300,000 | | | |
| Cardinal Ln, Cedar Crest to Ptarmigan | | | | | | 210,000 | | |
| Tanager - Cedar Crest to Ptarmigan | 450,000 | | | | | | | |
| West of Juniper | | | | 110,000 | | | | |
| W. 10th Midland to Red Mtn. Dr. | | 125,000 | 125,000 | 125,000 | | | | |
| Red Mtn - W. 10th to Midland at Yampah | | | | 300,000 | | | | |
| 9th Place | | | | 150,000 | | | | |
| Riverview - W. 10th to W. 13th | | | | | | | 300,000 | |
| Red Mtn W. 11th to Riverview | | | | | | | 210,000 | |
| W 12th St, Riverview to Walz | | | | | | 170,000 | | |
| Meadowlark/Oriole | | | | | | 250,000 | | |
| Scada System - RMWTP | | | | 60,000 | | | | |
| 33rd St. - S. Grand to Blake Ct. | | | | | | 170,000 | | |
| Blake Ave. - 27th to 32nd | | | | | | | 590,000 | |
| Tank Cleaning | | | | 250,000 | | | | 275,000 |
| Canyon Tanks Painting | | 250,000 | 250,000 | | | | | |
| Juniper | | | | 150,000 | | | | |
| Storage Tank - Glenwood Highlands | | | | 250,000 | | | | |
| Minter - 8th to 11th | | | | 450,000 | | | | |
| Total Water Improvements | 490,000 | 715,000 | 715,000 | 2,685,000 | 760,000 | 420,000 | 1,140,000 | 315,000 |
| SEWER IMPROVEMENT PROJECTS | | | | | | | | |
| Sewer Improvement Projects | | | | | | | | |
| Subsequent Year Project Designs | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| Lincoln Ave - 8th - South to mid block | | | | 200,000 | | | | |
| 22nd St. - Grand to east end | | 250,000 | 250,000 | | | | | |
| Land Aquisition - Biosolids App. | | | | 0 | | 2,000,000 | | |
| Additional Wetwell 11000 Lift Station | | | | 0 | 50,000 | | | |
| 10th St - Midland to Red Mtn. | | 50,000 | 50,000 | 50,000 | | | | |
| Red Mtn. - 10th to Yampa School | | 65,000 | 65,000 | 65,000 | | | | |
| #14000 Lift Station | 250,000 | | | 0 | | | | |
| Hyland Park Area - MH #L-2 to L-4-2 | | | | 0 | | 65,000 | | |
| 19th St - Grand to Blake | 180,000 | | | 0 | | | | |
| Safeway Line - MH #H-4 to H-1 | | | | 80,000 | | | | |
| Alley: Cooper-Blake, 11th -10th (B57to B55) | | | | 0 | 18,000 | | | |
| Alley: Blake-Bennett, 12th-11th (B88 to B86) | | | | 0 | 20,000 | | | |
| Upsize Davis/Overlin Houses | | | | 0 | | | 75,000 | |
| Glenwood Park Interceptor - MH I23 to I26 | | | | | | | | 72,000 |
| Glenwood Park Interceptor - MH D1E to D1D | | | | | | | | 8,500 |
| Glenwood Park Interceptor - MH I23 to I19 | | | | | | | | 100,000 |
| Glenwood Park Interceptor - MH I16 to I11 | | | | | | | | 80,000 |
| Demolition - Old Wastewater Building | | 192,900 | 192,900 | | | | | |
| Total Sewer Improvements | 450,000 | 577,900 | 577,900 | 465,000 | 123,000 | 2,020,000 | 95,000 | 280,500 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | | |
|---|------------------|------------------------|------------------------|-------------------------------|------------------------------|-----------------------------|----------------|
| WATER AND SEWER SYSTEM | WATER TREATMENT | ROBIN MILLIYARD | 21.410 | UTILITY ENTERPRISE FUND | | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | | |
| | | | | Department Request | Manager Recommend | Council Approved | |
| Personal Services | | 310,352 | 295,129 | 311,335 | 311,335 | 311,335 | |
| Current Expenses | | 268,865 | 314,960 | 305,770 | 305,770 | 305,770 | |
| Total | | 579,217 | 610,089 | 617,105 | 617,105 | 617,105 | |
| PERSONAL SERVICES | | | | | | | |
| Personnel Schedule | | | | | | | |
| Position Title | Employees | | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade | |
| W/WW Asst. Superint. | 1 | 1 | 1 | 1 | 3302 | 56 | |
| W/WW Treatment Op. II (A) | 2 | 2 | 2 | 2 | 3308 | 50 | |
| W/WW Treatment Op. II (C) | 0 | 0 | 0 | 0 | 3322 | 45 | |
| W/WW Treatment Op. (D) | 1 | 1 | 1 | 1 | 3326 | 44 | |
| W/WW Treatment Op. (B) | 0 | 0 | 0 | 0 | 3328 | 48 | |
| Total Personnel | | 4 | 4 | 4 | 4 | | |
| 6110 Full-Time Salaries | | | 238,117 | 219,612 | 229,311 | 229,311 | 229,311 |
| 6120 Overtime | | | 2,815 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6130 Part-Time | | | 0 | 0 | 0 | 0 | 0 |
| 6210 Retirement Contribution | | | 14,782 | 15,723 | 16,402 | 16,402 | 16,402 |
| 6240 FICA | | | 18,182 | 17,183 | 17,925 | 17,925 | 17,925 |
| 6250 Worker's Compensation | | | 7,941 | 8,513 | 8,880 | 8,880 | 8,880 |
| 6260 Health and Life Insurance | | | 27,802 | 28,424 | 33,114 | 33,114 | 33,114 |
| 6270 Unemployment Insurance | | | 713 | 674 | 703 | 703 | 703 |
| Total Personal Services | | | 310,352 | 295,129 | 311,335 | 311,335 | 311,335 |
| CURRENT EXPENSES | | | | | | | |
| 7190 Other Professional Services | | | 14,976 | 18,000 | 18,000 | 18,000 | 18,000 |
| 7191 Grizzly Creek Expense | | | 0 | 1,000 | 1,000 | 1,000 | 1,000 |
| 7210 Postage | | | 615 | 710 | 710 | 710 | 710 |
| 7220 Telephone | | | 10,946 | 10,000 | 10,000 | 10,000 | 10,000 |
| 7310 Electricity | | | 64,871 | 70,600 | 77,660 | 77,660 | 77,660 |
| 7320 Gas, Oil, Lubricants | | | 19,861 | 23,100 | 24,000 | 24,000 | 24,000 |
| 7330 Water/Sewer | | | 17,225 | 21,850 | 22,500 | 22,500 | 22,500 |
| 7350 Trash | | | 478 | 600 | 650 | 650 | 650 |
| 7410 Travel and Subsistence | | | 97 | 1,100 | 1,100 | 1,100 | 1,100 |
| 7430 Training | | | 2,491 | 1,450 | 1,450 | 1,450 | 1,450 |
| 7520 Maintenance and Repair - Building and Tanks | | | 10,845 | 13,000 | 13,000 | 13,000 | 13,000 |
| 7540 Maintenance and Repair - Machinery and Equipment | | | 31,363 | 45,000 | 28,000 | 28,000 | 28,000 |
| 7660 Safety Program | | | 0 | 6,000 | 5,000 | 5,000 | 5,000 |
| 7740 Equipment Rental | | | 224 | 750 | 750 | 750 | 750 |
| 8030 Chemicals | | | 70,693 | 82,000 | 82,000 | 82,000 | 82,000 |
| 8031 Lab Supplies | | | 4,991 | 4,200 | 4,200 | 4,200 | 4,200 |
| 8040 Uniforms | | | 1,560 | 1,400 | 1,400 | 1,400 | 1,400 |
| 8060 Office Supplies | | | 570 | 1,000 | 1,000 | 1,000 | 1,000 |
| 8080 Gas, Oil, Lubricants | | | 6,451 | 7,200 | 7,400 | 7,400 | 7,400 |
| 8090 Other Operating Expense | | | 10,043 | 5,200 | 5,200 | 5,200 | 5,200 |
| 8120 Small Tools and Equipment | | | 565 | 800 | 750 | 750 | 750 |
| Total Current Expenses | | | 268,865 | 314,960 | 305,770 | 305,770 | 305,770 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|---|-------------------------------------|--------------------|--------------------|---------------------------|--------------------------|-------------------------|
| WATER AND SEWER SYSTEM | WATER TRANSMISSION AND DISTRIBUTION | ROBIN MILLIYARD | 21.420 | UTILITY ENTERPRISE FUND | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 189,039 | 221,269 | 234,279 | 234,279 | 234,279 |
| Current Expenses | | 351,275 | 302,938 | 319,092 | 319,092 | 319,092 |
| Total | | 540,314 | 524,207 | 553,371 | 553,371 | 553,371 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| W/WW Utility Maint Coor II | 1 | 1 | 1 | 1 | 3310 | 47 |
| W/WW Utility Worker | 0 | 2 | 2 | 2 | 3331 | 35 |
| W/WW Utility Worker II | 1 | 0 | 0 | 0 | 3324 | 42 |
| W/WW Utility Worker I | 2 | 1 | 1 | 1 | 3332 | 36 |
| Total Personnel | 4 | 4 | 4 | 4 | | |
| 6110 Full-Time Salaries | | | 130,272 | 146,616 | 152,176 | 152,176 |
| 6120 Overtime | | | 3,647 | 6,000 | 6,000 | 6,000 |
| 6130 Part-Time | | | 0 | 0 | 0 | 0 |
| 6210 Retirement Contribution | | | 4,538 | 10,683 | 11,072 | 11,072 |
| 6240 FICA | | | 9,942 | 11,675 | 12,100 | 12,100 |
| 6250 Worker's Compensation | | | 5,348 | 5,784 | 5,995 | 5,995 |
| 6260 Health and Life Insurance | | | 34,902 | 40,053 | 46,461 | 46,461 |
| 6270 Unemployment Insurance | | | 390 | 458 | 475 | 475 |
| Total Personal Services | | | 189,039 | 221,269 | 234,279 | 234,279 |
| CURRENT EXPENSES | | | | | | |
| 7190 Other Professional Services | | | 4,627 | 5,550 | 5,650 | 5,650 |
| 7220 Telephone | | | 1,829 | 1,500 | 1,500 | 1,500 |
| 7350 Trash | | | 704 | 2,500 | 2,600 | 2,600 |
| 7410 Travel and Subsistence | | | 257 | 1,200 | 1,200 | 1,200 |
| 7430 Training | | | 905 | 1,500 | 1,500 | 1,500 |
| 7540 Maintenance and Repair - Machinery and Equipment | | | 152,820 | 21,100 | 38,100 | 38,100 |
| 7550 Maintenance and Repair - Fire Hydrants | | | 5,009 | 3,500 | 3,500 | 3,500 |
| 7651 Damage Claims | | | 0 | 3,000 | 3,000 | 3,000 |
| 7660 Safety Program | | | 0 | 5,000 | 3,000 | 3,000 |
| 7740 Equipment Rental | | | 1,290 | 2,500 | 2,500 | 2,500 |
| 7903 Interfund - Force Construction | | | 23,292 | 19,788 | 23,292 | 23,292 |
| 8040 Uniforms | | | 1,240 | 1,400 | 1,400 | 1,400 |
| 8060 Office Supplies | | | 201 | 600 | 600 | 600 |
| 8080 Gas, Oil, Lubricants | | | 10,434 | 12,500 | 13,000 | 13,000 |
| 8090 Other Operating Expense | | | 9,270 | 1,500 | 1,500 | 1,500 |
| 8120 Small Tools and Equipment | | | 1,765 | 3,800 | 750 | 750 |
| 8130 Material - System Maintenance | | | 36,824 | 40,000 | 40,000 | 40,000 |
| 9120 Fire Hydrant Replacement | | | 4,320 | 20,000 | 20,000 | 20,000 |
| 9130 Leak Detection | | | 5,772 | 6,000 | 6,000 | 6,000 |
| 9140 System Water Modeling | | | 0 | 0 | 0 | 0 |
| 9620 Water Meters | | | 90,716 | 150,000 | 150,000 | 150,000 |
| Total Current Expenses | | | 351,275 | 302,938 | 319,092 | 319,092 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|---|----------------------|--------------------|--------------------|---------------------------|--------------------------|-------------------------|
| WATER AND SEWER SYSTEM | WASTEWATER TREATMENT | ROBIN MILLIYARD | 21.430 | UTILITY ENTERPRISE FUND | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 308,999 | 289,623 | 296,174 | 296,174 | 296,174 |
| Current Expenses | | 447,903 | 532,155 | 607,490 | 607,490 | 607,490 |
| Total | | 756,902 | 821,778 | 903,664 | 903,664 | 903,664 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| W/WW Treatment Op II (A) | 1 | 1 | 1 | 1 | 3308 | 50 |
| W/WW Treatment Op I (C) | 1 | 2 | 2 | 2 | 3322 | 45 |
| W/WW Treatment Op I (D) | 0 | 0 | 0 | 0 | 3326 | 44 |
| W/WW Treatment Op II (B) | 2 | 1 | 1 | 1 | 3328 | 48 |
| Total Personnel | 4 | 4 | 4 | 4 | | |
| 6110 Full-Time Salaries | | | 224,275 | 205,552 | 205,895 | 205,895 |
| 6120 Overtime | | | 7,640 | 8,500 | 8,500 | 8,500 |
| 6130 Part-Time | | | 0 | 0 | 0 | 0 |
| 6210 Retirement Contribution | | | 16,010 | 14,984 | 15,008 | 15,008 |
| 6240 FICA | | | 17,055 | 16,375 | 16,401 | 16,401 |
| 6250 Worker's Compensation | | | 5,624 | 6,315 | 6,325 | 6,325 |
| 6260 Health and Life Insurance | | | 37,726 | 37,255 | 43,402 | 43,402 |
| 6270 Unemployment Insurance | | | 669 | 642 | 643 | 643 |
| Total Personal Services | | | 308,999 | 289,623 | 296,174 | 296,174 |
| CURRENT EXPENSES | | | | | | |
| 7190 Other Professional Services | | | 8,986 | 8,735 | 9,100 | 9,100 |
| 7220 Telephone | | | 11,983 | 12,120 | 12,700 | 12,700 |
| 7310 Electricity | | | 150,059 | 182,900 | 201,190 | 201,190 |
| 7320 Gas | | | 67,345 | 85,000 | 89,250 | 89,250 |
| 7340 Water | | | 11,145 | 14,490 | 14,900 | 14,900 |
| 7350 Trash | | | 2,945 | 3,000 | 3,150 | 3,150 |
| 7410 Travel and Subsistence | | | 209 | 600 | 600 | 600 |
| 7430 Training | | | 2,656 | 3,100 | 3,100 | 3,100 |
| 7520 Maintenance and Repair - Buildings | | | 43,557 | 36,900 | 38,700 | 38,700 |
| 7540 Maintenance and Repair - Machinery and Equipment | | | 56,408 | 75,700 | 114,400 | 114,400 |
| 7740 Equipment Lease | | | 0 | 4,560 | 4,500 | 4,500 |
| 7660 Safety Program | | | 0 | 5,000 | 5,000 | 5,000 |
| 8030 Chemicals | | | 30,912 | 35,000 | 36,750 | 36,750 |
| 8031 Lab Supplies | | | 33,372 | 39,300 | 47,400 | 47,400 |
| 8040 Uniforms | | | 1,400 | 1,400 | 1,400 | 1,400 |
| 8060 Office Supplies | | | 508 | 2,000 | 2,000 | 2,000 |
| 8080 Gas, Oil, Lubricants | | | 14,329 | 20,000 | 21,000 | 21,000 |
| 8090 Other Operating Expense | | | 11,762 | 1,600 | 1,600 | 1,600 |
| 8120 Small Tools and Equipment | | | 327 | 750 | 750 | 750 |
| 7840 Demolition of old WWTF | | | 0 | 0 | 0 | 0 |
| Total Current Expenses | | | 447,903 | 532,155 | 607,490 | 607,490 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|---|--|--------------------|--------------------|---------------------------|--------------------------|-------------------------|
| WATER AND SEWER SYSTEM | WASTEWATER COLLECTION AND TRANSMISSION | ROBIN MILLIYARD | 21.440 | UTILITY ENTERPRISE FUND | | |
| SUMMARY | | 2014 Actual | 2015 Budget | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 257,615 | 246,071 | 255,528 | 255,528 | 255,528 |
| Current Expenses | | 80,683 | 83,100 | 90,025 | 90,025 | 90,025 |
| Total | | 338,298 | 329,171 | 345,553 | 345,553 | 345,553 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| W/WW Util. Maint. Coor III | 1 | 1 | 1 | 1 | 3306 | 50 |
| W/WW Utility Worker IV | 1 | 2 | 2 | 2 | 3311 | 47 |
| W/WW Utility Worker III | 0 | 0 | 0 | 0 | 3313 | 45 |
| W/WW Utility Worker II | 1 | 0 | 0 | 0 | 3324 | 42 |
| Total Personnel | 3 | 3 | 3 | 3 | | |
| 6110 Full-Time Salaries | | | 184,439 | 169,467 | 171,631 | 171,631 |
| 6120 Overtime | | | 2,222 | 3,750 | 3,750 | 3,750 |
| 6130 Part-Time | | | 0 | 0 | 0 | 0 |
| 6210 Retirement Contribution | | | 12,363 | 12,125 | 12,277 | 12,277 |
| 6240 FICA | | | 13,436 | 13,251 | 13,417 | 13,417 |
| 6250 Worker's Compensation | | | 4,581 | 5,110 | 5,174 | 5,174 |
| 6260 Health and Life Insurance | | | 40,047 | 41,848 | 48,753 | 48,753 |
| 6270 Unemployment Insurance | | | 527 | 520 | 526 | 526 |
| Total Personal Services | | | 257,615 | 246,071 | 255,528 | 255,528 |
| CURRENT EXPENSES | | | | | | |
| 7190 Other Professional Services | | | 17,166 | 4,400 | 4,400 | 4,400 |
| 7220 Telephone | | | 1,106 | 800 | 825 | 825 |
| 7340 Water - Jetting | | | 6,947 | 9,200 | 9,500 | 9,500 |
| 7350 Trash | | | 0 | 800 | 850 | 850 |
| 7410 Travel and Subsistence | | | 43 | 400 | 400 | 400 |
| 7430 Training | | | 249 | 800 | 800 | 800 |
| 7540 Maintenance and Repair - Machinery and Equipment | | | 18,978 | 15,000 | 24,300 | 24,300 |
| 7651 Sewer Drainage Claims | | | 0 | 1,000 | 1,000 | 1,000 |
| 7740 Equipment Rental | | | 410 | 5,000 | 4,000 | 4,000 |
| 7660 Safety Program | | | | 1,800 | 1,800 | 1,800 |
| 7903 Interfund - Force Construction | | | 0 | 300 | 300 | 300 |
| 8040 Uniforms | | | 1,050 | 1,050 | 1,050 | 1,050 |
| 8060 Office Supplies | | | 101 | 350 | 350 | 350 |
| 8080 Gas, Oil, Lubricants | | | 19,994 | 12,500 | 12,750 | 12,750 |
| 8090 Other Operating Expense | | | 4,725 | 2,200 | 2,200 | 2,200 |
| 8120 Small Tools and Equipment | | | 108 | 2,500 | 500 | 500 |
| 8130 Materials - System and Maintenance | | | 4,457 | 11,000 | 11,000 | 11,000 |
| 7572 Loss on Asset Disposal | | | 0 | 2,000 | 2,000 | 2,000 |
| 8460 Backflow Grant Program | | | 750 | 7,000 | 7,000 | 7,000 |
| 9110 Root Control | | | 4,599 | 5,000 | 5,000 | 5,000 |
| Total Current Expenses | | | 80,683 | 83,100 | 90,025 | 90,025 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|---|--|------------------------|------------------------|-------------------------------|------------------------------|-----------------------------|
| WATER AND SEWER SYSTEM | CUSTOMER ACCOUNTS | ROBIN MILLYARD | 21.140/241/243 | UTILITY ENTERPRISE FUND | | |
| SUMMARY | | 2014 Actual | 2015 Budget | Department Request | Manager Recommend | Council Approved |
| CURRENT EXPENSES | | | | | | |
| Current Expenses: | | | | | | |
| Meter Reading | | | | | | |
| 7197 | Contract Meter Reading | 12,452 | 9,000 | 9,000 | 9,000 | 9,000 |
| 8090 | Other Operating Expense | 0 | 100 | 100 | 100 | 100 |
| Customer Records and Collections | | | | | | |
| 7901 | Interfund Billing Expense | 146,136 | 155,628 | 155,628 | 155,628 | 155,628 |
| 7195 | Collection Expense | 0 | 200 | 200 | 200 | 200 |
| 7060 | Uncollectible Accounts | 211 | 20,000 | 20,000 | 20,000 | 20,000 |
| 8090 | Other Operating Expense (Park East Stipend) | 0 | 500 | 500 | 500 | 500 |
| Total Current Expenses | | 158,799 | 185,428 | 185,428 | 185,428 | 185,428 |
| CURRENT EXPENSES | | | | | | |
| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
| WATER AND SEWER SYSTEM | OTHER DEDUCTIONS | ROBIN MILLYARD | 21.250/260/270 | UTILITY ENTERPRISE FUND | | |
| SUMMARY | | 2014 Actual | 2015 Budget | Department Request | Manager Recommend | Council Approved |
| CURRENT EXPENSES | | | | | | |
| Current Expenses: | | | | | | |
| 7570 | Depreciation - Water System | 648,125 | 795,360 | 795,360 | 795,360 | 795,360 |
| 8090 | Depreciation - Wastewater System | 1,097,804 | 1,133,472 | 1,133,472 | 1,133,472 | 1,133,472 |
| Total Depreciation | | 1,745,929 | 1,928,832 | 1,928,832 | 1,928,832 | 1,928,832 |
| | | | | | | |
| 7500 | Interfund Franchise Fee - Water System | 74,021 | 77,451 | 77,451 | 77,451 | 77,451 |
| 7500 | Interfund Franchise Fee - Wastewater System | 85,585 | 86,625 | 86,625 | 86,625 | 86,625 |
| Total Interfund Franchise Fees | | 159,606 | 164,076 | 164,076 | 164,076 | 164,076 |
| | | | | | | |
| 7502 | Allocated Organizational Costs - Water System | 74,021 | 77,451 | 77,451 | 77,451 | 77,451 |
| 7502 | Allocated Organizational Costs - Wastewater System | 85,585 | 86,625 | 86,625 | 86,625 | 86,625 |
| Total Allocated Organizational Costs | | 159,606 | 164,076 | 164,076 | 164,076 | 164,076 |
| | | | | | | |
| 7020 | Interest on Long Term Debt | 824,517 | 809,655 | 784,982 | 784,982 | 784,982 |
| Total Interest | | 824,517 | 809,655 | 784,982 | 784,982 | 784,982 |
| | | | | | | |
| 7580 | Amortization - Bond Issuance Costs | 0 | 0 | 0 | 0 | 0 |
| Total Amortization | | 0 | 0 | 0 | 0 | 0 |

PUBLIC WORKS- ELECTRIC SYSTEM

Mission Statement:

The electric department seeks to carry out its responsibilities for the supply and distribution of electricity and the provisioning of high speed broadband in a cost-effective manner.

Services Provided:

Administration: This service oversees and ensures that all department operations and activities comply with applicable codes, rules, and regulations in a productive environment.

Substation maintenance: The department operates and maintains three substations, electricity supplied by Western Area Power Administration (WAPA) and the Municipal Energy Agency of Nebraska (MEAN) is delivered to the three substations over lines operated by Xcel Energy.

Distribution System: The department provides for or oversees and manages the installation and maintenance of existing and new overhead and underground lines.

Street Lighting: The department provides for the operation and maintenance of the City's street lighting system.

Metering: The department provides all electric meter maintenance and installation. The meter department oversees our Supervisory Control and Data Acquisitions (SCADA) allowing us to monitor the operations and performance of the electric system including load profiles, alarms for abnormal condition and substation security.

Customer Services: Services include connects and disconnect, payment notices and shut offs, line locating, voltage and usage profiles and community service events.

CBN: The electric department works with the CBN to provide connectivity to new customers as well as aid in the maintenance of the fiber network.

Program / Budget Highlights:

The electric department will continue on capital projects which involve overhead to underground conversions and overall system improvement. Projects to improve system load capacity on the south end of town as well as projects in conjunction with other city departments infrastructure upgrades. The electric department will also begin its evaluation of AMI (Advanced Meter Infrastructure).

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Revenues, Expenditures and Retained Earnings Balance - Utility Enterprise Fund

| ELECTRIC SYSTEM | 2014 Actual | 2015 Budget | 2016 Budget | | |
|---|--------------------|--------------------|-----------------------|----------------------|---------------------|
| | | | Department Request | Manager Recommend | Council Approved |
| REVENUES | | | | | |
| REVENUES | | | | | |
| Electric Revenues: | | | | | |
| Commercial | 8,193,479 | 8,821,568 | 9,517,629 | 9,517,629 | 9,517,629 |
| Residential | 3,510,626 | 3,953,932 | 3,836,101 | 3,836,101 | 3,836,101 |
| Municipal | 114,923 | 124,824 | 131,962 | 131,962 | 131,962 |
| Security Lighting | 11,843 | 13,164 | 13,283 | 13,283 | 13,283 |
| Broadband Revenue | 447,636 | 430,000 | 467,423 | 467,423 | 467,423 |
| Total Electric Revenues | 12,278,507 | 13,343,488 | 13,966,398 | 13,966,398 | 13,966,398 |
| Other Revenues | | | | | |
| Interest Income | 12,711 | 13,500 | 17,642 | 17,642 | 17,642 |
| Vendors Fee | 6,339 | 5,726 | 9,344 | 9,344 | 9,344 |
| Joint Pole Use | 2,832 | 2,832 | 0 | 0 | 0 |
| Sale of Assets | 9,028 | 0 | 10,000 | 10,000 | 10,000 |
| Service Connect Fees | 15,390 | 0 | 12,084 | 12,084 | 12,084 |
| Other Lease Revenue | 200 | 0 | 200 | 200 | 200 |
| Bad Debt Recovery | 1,900 | 0 | 1,954 | 1,954 | 1,954 |
| Developer Contributions | 19,701 | 400,000 | 400,000 | 400,000 | 400,000 |
| Other Income | 21,880 | 35,000 | 33,250 | 33,250 | 33,250 |
| Bond Proceeds | 0 | 0 | 4,000,000 | 4,000,000 | 4,000,000 |
| Grants | 4,960 | 0 | 0 | 0 | 0 |
| Total Operating Revenues | 12,373,448 | 13,800,546 | 18,450,872 | 18,450,872 | 18,450,872 |
| EXPENSES | | | | | |
| EXPENSES | | | | | |
| General and Administrative | 830,424 | 908,012 | 1,076,196 | 1,076,196 | 1,076,196 |
| Maintenance - Distribution | 826,375 | 891,633 | 914,603 | 914,603 | 914,603 |
| Community Broadband Network | 493,976 | 649,858 | 563,315 | 597,999 | 597,999 |
| Customer Accounts | 341,448 | 359,093 | 361,299 | 361,299 | 361,299 |
| Interest | 160 | 200 | 200 | 200 | 200 |
| Nonreciprocal Interfund Activity | 319,074 | 400,305 | 397,468 | 397,468 | 397,468 |
| Interfund Franchise Fee | 319,074 | 400,305 | 397,468 | 397,468 | 397,468 |
| Depreciation | 900,026 | 1,050,448 | 1,082,786 | 1,082,786 | 1,082,786 |
| Amortization | 0 | 0 | 0 | 0 | 0 |
| Purchases Power | 9,150,017 | 10,365,507 | 9,424,485 | 9,424,485 | 9,424,485 |
| Total Operating Expenses | 13,180,573 | 15,025,361 | 14,217,820 | 14,252,504 | 14,252,504 |
| EXPENSES | | | | | |
| Operating Income (Loss) | (807,125) | (1,224,815) | 4,233,053 | 4,198,369 | 4,198,368 |
| OTHER ADDITIONS (DEDUCTIONS) | | | | | |
| Other Additions (Deductions) | | | | | |
| Transfers (Out) | (992,831) | (178,123) | (184,430) | (184,430) | (184,430) |
| Increase (Decrease) in Retained Earnings | (1,799,956) | (1,402,938) | 4,048,623 | 4,013,939 | 4,013,938 |
| RETAINED EARNINGS | | | | | |
| Retained Earnings (Deficit) - Beginning | 26,726,413 | 24,926,457 | 23,523,519 | 23,523,519 | 23,523,519 |
| Retained Earnings (Deficit) - Ending | 24,926,457 | 23,523,519 | 27,572,141 | 27,537,457 | 27,537,457 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|---|----------------------------|--------------------|--------------------|---------------------------|--------------------------|-------------------------|
| ELECTRIC SYSTEM | GENERAL AND ADMINISTRATION | ROBIN MILLIYARD | 24.220 | UTILITY ENTERPRISE FUND | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 173,921 | 171,433 | 175,377 | 175,377 | 175,377 |
| Current Expenses | | 656,503 | 736,579 | 900,819 | 900,819 | 900,819 |
| Total | | 830,424 | 908,012 | 1,076,196 | 1,076,196 | 1,076,196 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| Public Works Director | 0.5 | 0.5 | 0.5 | 0.5 | 3101 | 73 |
| Elec Dept. Admin Asst. II | 1 | 1 | 1 | 1 | 5106 | 45 |
| Admin Asst II (PW) | 0.00 | 0 | 0 | 0 | 5119 | 45 |
| GIS Administrator | 0.33 | 0.33 | 0.33 | 0.33 | 1407 | 58 |
| Asst. Dir. Public Works | 0.00 | 0 | 0 | 0 | 3104 | 71 |
| Total Personnel | 1.83 | 1.83 | 1.83 | 1.83 | | |
| 6110 Full-Time Salaries | | | 135,626 | 131,538 | 132,107 | 132,107 |
| 6120 Overtime | | | 0 | 0 | 0 | 0 |
| 6130 Part-Time | | | 0 | 0 | 0 | 0 |
| 6210 Retirement Contribution | | | 9,403 | 9,208 | 9,247 | 9,247 |
| 6240 FICA | | | 9,855 | 10,063 | 10,106 | 10,106 |
| 6250 Worker's Compensation | | | 279 | 289 | 291 | 291 |
| 6260 Health and Life Insurance | | | 18,372 | 19,940 | 23,230 | 23,230 |
| 6270 Unemployment Insurance | | | 386 | 395 | 396 | 396 |
| Total Personal Services | | | 173,921 | 171,433 | 175,377 | 175,377 |
| CURRENT EXPENSES | | | | | | |
| 7030 Debt Service Fees | | | 0 | 150 | 153 | 153 |
| 7110 Architectural and Engineering | | | 0 | 2,000 | 2,040 | 2,040 |
| 7140 Legal and Other Professional Services | | | 14,602 | 7,307 | 5,100 | 5,100 |
| 7150 Credit Card Fees | | | 25,926 | 25,000 | 25,500 | 25,500 |
| 7190 Professional Services Contract - micro hydro & geotherma | | | 10,000 | 0 | 153,000 | 153,000 |
| 7194 Regulatory Expenses | | | 5,356 | 6,500 | 6,630 | 6,630 |
| 7200 C.O.R.E. | | | 5,100 | 5,100 | 5,202 | 5,202 |
| 7210 Postage, Printing and Reproduction | | | 77 | 5,100 | 2,650 | 2,650 |
| 7220 Telephone | | | 2,410 | 2,750 | 2,805 | 2,805 |
| 7280 Advertising and Publications | | | 253 | 1,000 | 1,020 | 1,020 |
| 7310 Electricity | | | 11,653 | 15,000 | 15,300 | 15,300 |
| 7320 Natural Gas | | | 3,666 | 7,000 | 7,140 | 7,140 |
| 7330 Water | | | 290 | 500 | 575 | 575 |
| 7350 Trash disposal | | | 889 | 1,500 | 1,530 | 1,530 |
| 7410 Travel and Subsistence | | | 2,092 | 2,150 | 2,193 | 2,193 |
| 7430 Training and Conferences | | | 41 | 1,000 | 1,020 | 1,020 |
| 7510 Investment Costs | | | 0 | 500 | 510 | 510 |
| 7572 Loss on Asset Disposition | | | 0 | 21,000 | 21,420 | 21,420 |
| 7610 Liability Insurance | | | 12,609 | 14,370 | 15,300 | 15,300 |
| 7620 Property Insurance | | | 46,190 | 33,937 | 40,960 | 40,960 |
| 7650 Deductibles Paid | | | 0 | 1,000 | 1,020 | 1,020 |
| 7740 Equipment Rental, Office | | | 449 | 500 | 510 | 510 |
| 7810 Subscriptions and Memberships | | | 12,245 | 20,000 | 20,400 | 20,400 |
| 7900 Interfund Cost of Service | | | 305,329 | 351,071 | 351,071 | 351,071 |
| 7903 Interfund - Force Construction | | | 5,988 | 4,644 | 6,120 | 6,120 |
| 8060 Office Supplies and Expenses | | | 665 | 1,500 | 1,530 | 1,530 |
| 8090 Other Operating Expense | | | 4,961 | 5,000 | 5,100 | 5,100 |
| 8200 Energy Conservation | | | 185,712 | 200,000 | 204,000 | 204,000 |
| 8800 Refund of Electric Fees | | | 0 | 1,000 | 1,020 | 1,020 |
| Total Current Expenses | | | 656,503 | 736,579 | 900,819 | 900,819 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|---|--------------------------|--------------------|--------------------|---------------------------|--------------------------|-------------------------|
| ELECTRIC SYSTEM | MAINTENANCE DISTRIBUTION | ROBIN MILLIYARD | 24.380 | UTILITY ENTERPRISE FUND | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 644,285 | 558,408 | 571,238 | 571,238 | 571,238 |
| Current Expenses | | 182,090 | 333,225 | 343,365 | 343,365 | 343,365 |
| Total | | 826,375 | 891,633 | 914,603 | 914,603 | 914,603 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| Electric Line Superintendent | 1 | 1 | 1 | 1 | 3201 | 67 |
| Electric Crew Leader | 3 | 3 | 3 | 3 | 3204 | 60 |
| Electric Journeyman Lineman | 1 | 1 | 1 | 1 | 3206 | 58 |
| Electric Apprentice Lineman | 3 | 3 | 3 | 3 | 3207 | 52 |
| Total Personnel | | 8 | 8 | 8 | 8 | |
| 6110 Full-Time Salaries | | 576,567 | 571,349 | 572,278 | 572,278 | 572,278 |
| 6120 Overtime | | 5,044 | 6,000 | 6,000 | 6,000 | 6,000 |
| Less: Capitalized Labor | | (81,553) | (144,337) | (144,570) | (144,570) | (144,570) |
| Total Salaries and Labor | | 500,058 | 433,012 | 433,709 | 433,709 | 433,709 |
| 6210 Retirement Contribution | | 34,526 | 40,414 | 40,479 | 40,479 | 40,479 |
| 6240 FICA | | 42,918 | 44,167 | 44,238 | 44,238 | 44,238 |
| 6250 Worker's Compensation | | 11,945 | 10,450 | 10,409 | 10,409 | 10,409 |
| 6260 Health and Life Insurance | | 77,621 | 73,378 | 85,485 | 85,485 | 85,485 |
| 6270 Unemployment Insurance | | 1,683 | 1,732 | 1,735 | 1,735 | 1,735 |
| Less: Allocated to Capital Improvements | | (24,466) | (44,745) | (44,817) | (44,817) | (44,817) |
| Total Personal Services | | 644,285 | 558,408 | 571,238 | 571,238 | 571,238 |
| CURRENT EXPENSES | | | | | | |
| 7100 Safety and Training | | 0 | 0 | 0 | 0 | 0 |
| 7110 Other Professional Services | | 3,164 | 22,400 | 22,400 | 22,400 | 22,400 |
| 7410 Travel and Subsistence | | 2,376 | 2,375 | 2,375 | 2,375 | 2,375 |
| 7430 Training and Conferences | | 5,059 | 5,000 | 5,000 | 5,000 | 5,000 |
| 7510 Janitorial | | 1,792 | 2,900 | 2,900 | 2,900 | 2,900 |
| 7520 Building Maintenance | | 2,938 | 3,000 | 3,000 | 3,000 | 3,000 |
| 7540 Maintenance and Repair of Vehicles | | 16,030 | 63,400 | 63,400 | 63,400 | 63,400 |
| 7550 Miscellaneous Maintenance and Repair | | 480 | 1,000 | 1,000 | 1,000 | 1,000 |
| 7651 Damage Claims | | 0 | 500 | 500 | 500 | 500 |
| 7800 Community Affairs | | 15,179 | 15,500 | 15,500 | 15,500 | 15,500 |
| 7830 Landfill Fees | | 90 | 750 | 750 | 750 | 750 |
| 8040 Uniforms | | 3,200 | 4,000 | 4,000 | 4,000 | 4,000 |
| 8080 Gas, Oil, Lubricants | | 24,089 | 35,000 | 40,000 | 40,000 | 40,000 |
| 8090 Miscellaneous Maintenance Expense | | 3,038 | 4,400 | 9,540 | 9,540 | 9,540 |
| 8120 Small Tools and Equipment | | 7,893 | 12,000 | 12,000 | 12,000 | 12,000 |
| 8160 Other Maintenance Material | | 35 | 500 | 500 | 500 | 500 |
| 8210 Supervision and Engineering | | 0 | 0 | 0 | 0 | 0 |
| 8215 SCADA System | | 5,903 | 10,000 | 10,000 | 10,000 | 10,000 |
| 8245 Transformer Testing | | 323 | 5,000 | 5,000 | 5,000 | 5,000 |
| 8220 Substation Maintenance | | 3,603 | 10,500 | 10,500 | 10,500 | 10,500 |
| 8225 Fiber System Maintenance | | 430 | 0 | 0 | 0 | 0 |
| 8230 Overhead Line Maintenance | | 31,049 | 75,000 | 75,000 | 75,000 | 75,000 |
| 8240 Underground Maintenance | | 19,251 | 25,000 | 25,000 | 25,000 | 25,000 |
| 8250 Street Light Maintenance | | 30,384 | 25,000 | 25,000 | 25,000 | 25,000 |
| 8265 Service Maintenance | | 5,779 | 5,000 | 5,000 | 5,000 | 5,000 |
| 8260 Meter Maintenance | | 5 | 5,000 | 5,000 | 5,000 | 5,000 |
| Total Current Expenses | | 182,090 | 333,225 | 343,365 | 343,365 | 343,365 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|---|-----------------------------|--------------------|--------------------|---------------------------|--------------------------|-------------------------|
| ELECTRIC SYSTEM | COMMUNITY BROADBAND NETWORK | ROBIN MILLIYARD | 24.227 | UTILITY ENTERPRISE FUND | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 230,034 | 236,178 | 240,235 | 274,919 | 274,919 |
| Current Expenses | | 263,942 | 413,680 | 323,080 | 323,080 | 323,080 |
| Total | | 493,976 | 649,858 | 563,315 | 597,999 | 597,999 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| Admin. Asst II (Broadband) | 1 | 1 | 0 | 0 | 5117 | 45 |
| Network Administrator | 1 | 1 | 2 | 2 | 3903 | 65 |
| IS Director | 0.5 | 0.5 | 0.5 | 1 | 1701 | 70 |
| Total Personnel | | 2.5 | 2.5 | 2.5 | 2.5 | |
| 6110 Full-Time Salaries | | 171,241 | 172,713 | 170,896 | 201,013 | 201,013 |
| 6120 Overtime | | 0 | 0 | 0 | 0 | 0 |
| 6130 Part Time | | 0 | 0 | 0 | 0 | 0 |
| 6210 Retirement Contribution | | 9,885 | 12,090 | 11,963 | 14,071 | 14,071 |
| 6240 FICA | | 12,243 | 13,213 | 13,074 | 15,377 | 15,377 |
| 6250 Worker's Compensation | | 328 | 380 | 376 | 442 | 442 |
| 6260 Health and Life Insurance | | 35,857 | 37,264 | 43,413 | 43,413 | 43,413 |
| 6270 Unemployment Insurance | | 480 | 518 | 513 | 603 | 603 |
| Total Personal Services | | 230,034 | 236,178 | 240,235 | 274,919 | 274,919 |
| CURRENT EXPENSES | | | | | | |
| 7110 Engineering and Consulting | | 28,486 | 117,000 | 42,000 | 42,000 | 42,000 |
| 7190 Other Professional Services | | 1,139 | 1,900 | 1,900 | 1,900 | 1,900 |
| 7210 Postage, Printing and Reproduction | | 350 | 300 | 300 | 300 | 300 |
| 7220 Telephone | | 1,733 | 2,100 | 2,100 | 2,100 | 2,100 |
| 7225 Interconnection Fees | | 124,494 | 141,700 | 126,000 | 126,000 | 126,000 |
| 7280 Advertising and Publications | | 2,540 | 8,400 | 8,500 | 8,500 | 8,500 |
| 7140 Travel and Subsistence | | 1,009 | 900 | 900 | 900 | 900 |
| 7430 Training and Conferences | | 2,970 | 8,500 | 8,500 | 8,500 | 8,500 |
| 7520 Maintenance- Building | | 450 | 1,900 | 1,900 | 1,900 | 1,900 |
| 7540 Maintenance, and Repair - Vehicle | | 4,387 | 1,800 | 1,800 | 1,800 | 1,800 |
| 7550 Maintenance and Repair - Equipment | | 3,947 | 16,000 | 16,000 | 16,000 | 16,000 |
| 7760 Canopy Equipment | | 4,335 | 3,000 | 3,000 | 3,000 | 3,000 |
| 7780 Fiber & Fiber Equipment | | 46,135 | 60,000 | 60,000 | 60,000 | 60,000 |
| 7810 Subscriptions and Memberships | | 171 | 0 | 0 | 0 | 0 |
| 7900 Interfund Cost of Service | | 10,092 | 11,640 | 11,640 | 11,640 | 11,640 |
| 8060 Office Supplies and Expenses | | 194 | 350 | 350 | 350 | 350 |
| 8080 Gas, Oil & Lube | | 972 | 1,090 | 1,090 | 1,090 | 1,090 |
| 8090 Other Operating Expense | | 105 | 1,100 | 1,100 | 1,100 | 1,100 |
| 8120 Small Tools & Equipment | | 3,059 | 7,000 | 7,000 | 7,000 | 7,000 |
| 8160 Maintenance Contracts | | 27,374 | 29,000 | 29,000 | 29,000 | 29,000 |
| Total Current Expenses | | 263,942 | 413,680 | 323,080 | 323,080 | 323,080 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|--------------------------------|-------------------|------------------------|------------------------|-------------------------------|------------------------------|-----------------------------|
| ELECTRIC SYSTEM | CUSTOMER ACCOUNTS | ROBIN MILLYARD | 24.240 | UTILITY ENTERPRISE FUND | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 80,423 | 80,541 | 82,747 | 82,747 | 82,747 |
| Current Expenses | | 261,025 | 278,552 | 278,552 | 278,552 | 278,552 |
| Total | | 341,448 | 359,093 | 361,299 | 361,299 | 361,299 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| Electric Meter Technician | 1 | 1 | 1 | 1 | 3208 | 46 |
| Asst. Meter Technician | 0 | 0 | 0 | 0 | 3210 | 35 |
| Total Personnel | | 1 | 1 | 1 | 1 | |
| 6110 Full-Time Salaries | | | 57,799 | 57,096 | 57,096 | 57,096 |
| 6120 Overtime | | | 610 | 400 | 400 | 400 |
| 6130 Part Time | | | 0 | 0 | 0 | 0 |
| 6210 Retirement Contribution | | | 4,044 | 4,025 | 4,025 | 4,025 |
| 6240 FICA | | | 4,282 | 4,398 | 4,398 | 4,398 |
| 6250 Worker's Compensation | | | 945 | 1,041 | 1,035 | 1,035 |
| 6260 Health and Life Insurance | | | 12,576 | 13,409 | 15,621 | 15,621 |
| 6270 Unemployment Insurance | | | 167 | 172 | 172 | 172 |
| Total Personal Services | | | 80,423 | 80,541 | 82,747 | 82,747 |
| CURRENT EXPENSES | | | | | | |
| 7060 Bad Debts | | | 13,754 | 15,000 | 15,000 | 15,000 |
| 7195 Collection Expense | | | 0 | 500 | 500 | 500 |
| 7197 Contract Meter Reading | | | 5,515 | 5,500 | 5,500 | 5,500 |
| 7901 Interfund - Billing | | | 241,356 | 257,052 | 257,052 | 257,052 |
| 8090 Other Operating Expense | | | 400 | 500 | 500 | 500 |
| Total Current Expenses | | | 261,025 | 278,552 | 278,552 | 278,552 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|-----------------------------|----------------------------------|------------------------|------------------------|-------------------------------|------------------------------|-----------------------------|
| ELECTRIC SYSTEM | OTHER EXPENSES | ROBIN MILLYARD | 24.270 | UTILITY ENTERPRISE FUND | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Total Other Expenses | | 10,688,351 | 12,216,765 | 11,302,407 | 11,302,407 | 11,302,407 |
| OTHER EXPENSES | | | | | | |
| Current Expenses: | | | | | | |
| 7020 | Bond Interest | 0 | 0 | 0 | 0 | 0 |
| 7022 | Customer Deposit Interest | 160 | 200 | 200 | 200 | 200 |
| 7023 | Other Interest Expense | 0 | 0 | 0 | 0 | 0 |
| Total Interest | | 160 | 200 | 200 | 200 | 200 |
| 7502 | Nonreciprocal Interfund Activity | 319,074 | 400,305 | 397,468 | 397,468 | 397,468 |
| 7510 | Interfund Franchise Fee | 319,074 | 400,305 | 397,468 | 397,468 | 397,468 |
| 7570 | Depreciation | 900,026 | 1,050,448 | 1,082,786 | 1,082,786 | 1,082,786 |
| 7580 | Amortization | 0 | 0 | 0 | 0 | 0 |
| 8050 | Purchased Power | 9,150,017 | 10,365,507 | 9,424,485 | 9,424,485 | 9,424,485 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| ELECTRIC SYSTEM EQUIPMENT AND EQUIPMENT NEEDS | 2015 Budget | Request | Approved | Five-Year Projection | | | | |
|---|-------------|---------|----------|----------------------|---------------|---------------|---------------|---------------|
| | | 2016 | | 2017 Estimate | 2018 Estimate | 2019 Estimate | 2020 Estimate | 2021 Estimate |

REVENUES AND EXPENDITURES SUMMARY

| | | | | | | | | |
|--|------------------|--------------------|--------------------|------------------|----------------|----------------|----------------|----------------|
| REVENUES (Cash Basis) | | | | | | | | |
| From Operations (Net of Bond Proceeds/Dev. Contrib.) excludes Depreciation Expense | 1,160,000 | 881,155 | 881,154 | 990,000 | 410,500 | 395,000 | 380,000 | 190,000 |
| Bond Proceeds | 0 | 4,000,000 | 4,000,000 | 0 | 0 | 0 | 0 | 0 |
| Developer Contributions | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 |
| Total Revenues | 1,560,000 | 5,281,155 | 5,281,154 | 1,390,000 | 810,500 | 795,000 | 780,000 | 590,000 |
| EXPENDITURES | | | | | | | | |
| Equipment | 445,000 | 430,000 | 430,000 | 415,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Buildings and Improvements | 0 | 5,000,000 | 5,000,000 | 0 | 0 | 0 | 0 | 0 |
| Capital Improvements | 1,115,000 | 970,000 | 970,000 | 975,000 | 795,500 | 780,000 | 765,000 | 575,000 |
| Total Expenditures | 1,560,000 | 6,400,000 | 6,400,000 | 1,390,000 | 810,500 | 795,000 | 780,000 | 590,000 |
| Excess Revenues Over (Under) Expenditures | 0 | (1,118,846) | (1,118,846) | 0 | 0 | 0 | 0 | 0 |

EQUIPMENT NEEDS

| | | | | | | | | |
|-------------------------------|----------------|----------------|----------------|----------------|---------------|---------------|---------------|---------------|
| EQUIPMENT NEEDS | | | | | | | | |
| Office Equipment | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 |
| Tools and Work Equipment | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| Line Locator | 0 | 0 | 0 | | | | | |
| Power Monitoring Equipment | 0 | 0 | 0 | | | | | |
| SCADA Server Upgrade | 10,000 | 0 | 0 | | | | | |
| Air Compressor | 10,000 | 0 | 0 | | | | | |
| Citech Upgrade | 10,000 | 0 | 0 | | | | | |
| Trailer | 0 | 15,000 | 15,000 | | | | | |
| Advanced Meter Infrastructure | 400,000 | 400,000 | 400,000 | 400,000 | | | | |
| TOTAL EQUIPMENT NEEDS | 445,000 | 430,000 | 430,000 | 415,000 | 15,000 | 15,000 | 15,000 | 15,000 |

BUILDINGS AND IMPROVEMENTS

| | | | | | | | | |
|--|----------|------------------|------------------|----------|----------|----------|----------|----------|
| BUILDINGS AND IMPROVEMENTS | | | | | | | | |
| New Facility | | 5,000,000 | 5,000,000 | | | | | |
| TOTAL BUILDING AND IMPROVEMENTS | 0 | 5,000,000 | 5,000,000 | 0 | 0 | 0 | 0 | 0 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Revenues, Expenditures and Improvement Fee Balances

| ELECTRIC SYSTEM EQUIPMENT AND EQUIPMENT NEEDS | 2015 Budget | Request | Approved | Five-Year Projection | | | | |
|--|------------------|----------------|----------------|----------------------|----------------|----------------|----------------|----------------|
| | | 2016 | | 2017 Estimate | 2018 Estimate | 2019 Estimate | 2020 Estimate | 2021 Estimate |
| SYSTEM IMPROVEMENTS | | | | | | | | |
| SYSTEM IMPROVEMENTS | | | | | | | | |
| Upgrade & Replacement | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 |
| New Aerial Spun | | | | | | 75,000 | 75,000 | |
| Mountain Shadows Dr - Rebuild O/H | | 0 | 0 | | 50,000 | | | |
| Mel Ray Rd - Mtn Shadows Dr to Ponderosa Circle | | 0 | 0 | | | | | |
| Red Mtn Dr - 7th to 10th St (Includes Water Plant) | 85,000 | 30,000 | 30,000 | | | | | |
| Hospital to 23rd Street | | 250,000 | 250,000 | | | | | |
| 19th St-New Spun Aerial Cable & Dead End Towers | | 0 | 0 | 50,000 | 50,000 | | | |
| 10th St-New Spun Aerial Cable & dead End Towers | | 0 | 0 | | | | | |
| Downtown Conversion | 75,000 | 0 | 0 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 |
| Sunlight View New UG | 0 | 0 | 0 | 0 | | 75,000 | 75,000 | |
| Downtown Cable Replacement | 30,000 | 30,000 | 30,000 | 30,000 | | 30,000 | 30,000 | |
| Recloser upgrade | 100,000 | 100,000 | 100,000 | 100,000 | | | | |
| MOC Repairs | 0 | 0 | 0 | | | | | |
| 23rd Street to 2700 Blake | 250,000 | 0 | 0 | | | | | |
| Midland/Rock wall to 156 Rd | 50,000 | 50,000 | 50,000 | 50,000 | | | | |
| 3 Mile rebuild overhead | | | | 90,000 | | | | |
| 130 Road West End | | | | | 50,000 | | | |
| No Name Rebuild Overhead | | | 0 | 0 | | | | |
| Total System Improvements Electric | 665,000 | 535,000 | 535,000 | 470,000 | 300,000 | 330,000 | 330,000 | 150,000 |
| BROADBAND SYSTEM IMPROVEMENTS | | | | | | | | |
| SYSTEM IMPROVEMENTS BROADBAND | | | | | | | | |
| Network Switches | 10,000 | 15,000 | 15,000 | 5,000 | 50,000 | 5,000 | 15,000 | 5,000 |
| VoIP Servers and Telephone Equipment | 0 | | 0 | 65,000 | | | | |
| Network Routers | 15,000 | | 0 | 15,000 | 15,000 | | | |
| Servers | 0 | | 0 | | 10,500 | | | |
| Upgrade and Replacement | 25,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| CH Data Center UPS | | | | | | 25,000 | | |
| GPON Equipment (moved to Capital Projects Fund) | | 0 | 0 | | | | | |
| Total System Improvments Broadband | 50,000 | 35,000 | 35,000 | 105,000 | 95,500 | 50,000 | 35,000 | 25,000 |
| TOTAL SYSTEM IMPROVEMENTS | | | | | | | | |
| TOTAL SYSTEM IMPROVEMENTS | 715,000 | 570,000 | 570,000 | 575,000 | 395,500 | 380,000 | 365,000 | 175,000 |
| CUSTOMER PROJECTS | | | | | | | | |
| CUSTOMER PROJECTS | | | | | | | | |
| Other Projects | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 |
| TOTAL CUSTOMER PROJECTS | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 |
| TOTAL PROJECTS | | | | | | | | |
| TOTAL PROJECTS | 1,115,000 | 970,000 | 970,000 | 975,000 | 795,500 | 780,000 | 765,000 | 575,000 |

PUBLIC WORKS – AIRPORT DIVISION - AIRPORT ENTERPRISE FUND

Mission Statement:

The mission of the Airport Division is to manage the administration and operations of the Glenwood Springs Municipal Airport; to help efficiently facilitate commerce for the City of Glenwood Springs; to enhance and promote public safety by providing a centrally located emergency response aircraft staging area; and, aide in general air transportation for Glenwood Springs.

Services Provided:

Airport Management: The Airport Division manages daily operations and associated repairs for the Glenwood Springs Municipal Airport. Duties include: overseeing safe general aviation operations; overall compliance with City, State, and Federal regulations at all Airport facilities; user-fee collection; policing the airport property; snow and weed removal; and providing support to and coordination for the City Airport Board.

Program / Budget Highlights:

Attempt the complete renovation of the aircraft fuel station, depending on available State and local funding awards.

Attempt to replace the Super Unicom universal communications aeronautical advisory station, depending on available State and local funding awards.

Attempt to increase aviation fuel sales yearly to the continued benefit of the Airport Enterprise Fund.

Attempt to increase usage of the Airport facilities to the continued benefit of the Airport Enterprise Fund.

Support continued preventive maintenance of the runway, apron, and taxiway pavement to promote safety and long life.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Revenues, Expenditures and Retained Earnings Balance

| AIRPORT ENTERPRISE FUND | 2014 Actual | 2015 Budget | 2016 Budget | | |
|---|----------------|-----------------|-----------------------|----------------------|---------------------|
| | | | Department Request | Manager Recommend | Council Approved |
| REVENUES | | | | | |
| OPERATING REVENUE | | | | | |
| Airport Lease (CAP) | 1,060 | 1,060 | 1,060 | 1,060 | 1,060 |
| Land Leases | 11,130 | 11,130 | 11,130 | 11,130 | 11,130 |
| Building Leases | 13,250 | 14,310 | 14,310 | 14,310 | 14,310 |
| Annual User Fees | 2,710 | 2,820 | 2,820 | 2,820 | 2,820 |
| Long Term Tie Downs | 6,600 | 6,800 | 6,800 | 6,800 | 6,800 |
| Transient Tie Down Fees | 1,354 | 800 | 800 | 800 | 800 |
| Interest Income | 105 | 80 | 80 | 80 | 80 |
| Fuel Sales | 108,671 | 86,000 | 108,671 | 108,671 | 108,671 |
| State Fuel Tax Refund | 941 | 550 | 500 | 500 | 500 |
| Other Income | 1 | 50 | 50 | 50 | 50 |
| Grants | 0 | 40,000 | 80,000 | 80,000 | 80,000 |
| Total Revenues | 145,822 | 163,600 | 226,221 | 226,221 | 226,221 |
| EXPENSES | | | | | |
| OPERATING EXPENSES | | | | | |
| Administration | 20,137 | 19,359 | 20,231 | 20,270 | 20,231 |
| Operations | 111,138 | 111,727 | 136,005 | 136,005 | 136,005 |
| Depreciation | 6,063 | 6,072 | 26,075 | 26,075 | 26,075 |
| Capital Outlay | - | 50,000 | 100,000 | 100,000 | 100,000 |
| Total Expenses | 137,338 | 187,158 | 282,311 | 282,350 | 282,311 |
| OPERATING INCOME (LOSS) | | | | | |
| Operating Income (Loss) | 8,484 | (23,558) | (56,090) | (56,129) | (56,090) |
| RETAINED EARNINGS | | | | | |
| Other Additions (Deductions) | | | | | |
| Capital Contributions | 0 | 0 | 0 | 0 | 0 |
| Transfer Out - to Fleet Service Fund | 0 | 0 | 0 | 0 | 0 |
| Increase (Decrease) in Retained Earnings | 8,484 | (23,558) | (56,090) | (56,129) | (56,090) |
| Retained Earnings (Deficit) - Beginning | 88,073 | 96,557 | 72,999 | 72,999 | 72,999 |
| Retained Earnings (Deficit) - Ending | 96,557 | 72,999 | 16,909 | 16,870 | 16,909 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|--|------------------|------------------------|------------------------|-------------------------------|------------------------------|-----------------------------|
| AIRPORT | ADMINISTRATION | ROBIN MILLIYARD | 27 | AIRPORT ENTERPRISE FUND | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 20,137 | 19,359 | 20,231 | 20,270 | 20,231 |
| Current Expenses | | 117,201 | 117,799 | 162,080 | 162,080 | 162,080 |
| Capital Outlay | | 0 | 50,000 | 100,000 | 100,000 | 100,000 |
| Total | | 137,338 | 187,158 | 282,311 | 282,350 | 282,311 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| Airport Manager (Part Time) | 0.15 | 0.15 | 0.15 | 0.15 | 400 | 55 |
| Asst. Dir. PW Ops | 0.05 | 0.05 | 0.05 | 0.05 | 3104 | 71 |
| Total Personnel | 0.20 | 0.20 | 0.20 | 0.20 | | |
| 6110 Full-Time Salaries | | | | | 5,060 | 5,017 |
| 6120 Overtime | | | | | 0 | 0 |
| 6130 Part-Time | | | | | 12,326 | 11,516 |
| 6210 Retirement Contribution | | | | | 346 | 351 |
| 6240 FICA | | | | | 1,281 | 1,265 |
| 6250 Worker's Compensation | | | | | 63 | 36 |
| 6260 Health and Life Insurance | | | | | 1,011 | 1,124 |
| 6270 Unemployment Insurance | | | | | 50 | 50 |
| Total Personal Services | | | | | 20,137 | 19,359 |
| CURRENT EXPENSES | | | | | | |
| 7190 Other Professional Services | | | | | 150 | 1,000 |
| 7220 Telephone | | | | | 1,151 | 1,570 |
| 7280 Advertising & Publication | | | | | 472 | 300 |
| 7310 Electricity | | | | | 815 | 1,197 |
| 7320 Gas | | | | | 0 | 0 |
| 7330 Water | | | | | 0 | 0 |
| 7350 Trash | | | | | 1,041 | 960 |
| 7410 Travel and Subsistence | | | | | 0 | 0 |
| 7420 Business Conferences | | | | | 0 | 0 |
| 7540 Maintenance - Machinery & Equipment | | | | | 1,817 | 7,500 |
| 7570 Depreciation | | | | | 6,063 | 6,072 |
| 7620 Liability Insurance | | | | | 2,897 | 4,354 |
| 7740 Rent/Lease Expense | | | | | 4,070 | 6,197 |
| 7900 Interfund Cost of Service | | | | | 3,535 | 6,039 |
| 8060 Office Supplies | | | | | 24 | 200 |
| 8070 Fees and Charges | | | | | 2,595 | 1,720 |
| 8071 Contract Services | | | | | 2,400 | 4,000 |
| 8080 Aviation Fuel | | | | | 89,917 | 75,000 |
| 8090 Other Operating Expense | | | | | 254 | 1,690 |
| 8100 Master Plan | | | | | 0 | 0 |
| 8110 Storm Water Management | | | | | 0 | 0 |
| 9400 Grant Costs | | | | | 0 | 0 |
| Total Current Expenses | | | | | 117,201 | 117,799 |
| CAPITAL OUTLAY | | | | | | |
| 9530 Fuel depot renovation - Grant | | | | | 0 | 50,000 |
| Runway - Resurface - Grant | | | | | 0 | 0 |
| Super UNICOM replacement grant | | | | | 0 | 60,000 |
| Total Capital Outlay | | | | | 0 | 50,000 |

PUBLIC WORKS - SOUTH CANYON LANDFILL

Mission Statement:

South Canyon Landfill is a division of the City's Public Works Department. The department seeks to provide a high quality, cost-efficient waste management program, while protecting the environment and public health through the reduction, repurposing, recycling and safe disposal of a portion of the local area's waste stream.

Services Provided:

A recycling drop-off site in town for the convenience of City residents and an annual Household Hazardous Waste and Paint collection event.

Municipal Solid Waste: This activity provides for the disposal of regionally generated household solid waste.

Construction and Demolition: This service provides for the disposal of regionally generated waste from construction and deconstruction activities. The diversion of reusable, recyclable or compostable materials is encouraged.

Tire Disposal: This service provides an affordable disposal option for a difficult product to dispose of. Tires are stockpiled until a sufficient volume is accumulated to be cost-effective to contract with an outside party to chip or shred the tires. Recently the management of tires has changed, our operation now putting the shreds to beneficial use instead of paying a Denver firm to dispose of them, thereby saving the Landfill operation money.

White Goods: This service provides for the disposal of household appliances. Appliances and other recyclable metals are stockpiled until a sufficient volume is accumulated. We contract with a salvage company to load and haul these materials to market, which allows us to receive a portion of the salvage value when the market allows. This service has also been expanded to the Recycle Center, saving residents from having to go to the Landfill with an old appliance.

Septic Sludge/ Grease: This service provides for the disposal of regionally generated septage and grease from a variety of local sources.

Composting and Blended Soil Operation: This operation diverts organic materials from the landfill and also provides a useful end product for resale as compost or blended soils.

Recycle Center: This service provides area residents and businesses the opportunity to easily divert recyclable materials from the solid waste stream. A variety of material including glass, plastic, aluminum, tin cans, newspapers and magazines, office paper and cardboard are collected at the drop-off center, or at the landfill, for transport to area recycle processing centers. The service has been expanded to include E-Waste and Bulb recycling for a processing fee.

Special Waste: This service provides for the disposal of non-friable asbestos and contaminated soils that meet our permitted perimeters.

Program / Budget Highlights:

With the recent completion of the new cell we have gained some airspace that will provide us with enough time to start planning for the long range expansion of the operation and an amendment of our CD boundary permit. The Colorado Dept of Health has added some new regulations that will force us to upgrade our compost lagoon in order to maintain the operation. We are currently the only facility in the County that is able to take Grease, Septic, and Car Wash residue, recently raising those fees has provided us with more funds to cover our operating costs. We are striving to offer more services in recycling at no cost or a revenue generator like the metals salvaging. An E-waste service has been added that has already saved the City's IT Dept. several thousand dollars. Grinding of some waste has been introduced to reduce the volume of cover dirt used saving airspace for the future. We introduced a line of blended soils with our compost operation that has provided additional revenue cash flow.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Revenues, Expenditures and Retained Earnings Balance

| LANDFILL ENTERPRISE FUND | 2014 Actual | 2015 Budget | 2016 Budget | | |
|---|------------------|------------------|-----------------------|----------------------|---------------------|
| | | | Department Request | Manager Recommend | Council Approved |
| REVENUES | | | | | |
| OPERATING REVENUE | | | | | |
| Concrete | 123,314 | 143,800 | 169,713 | 169,713 | 169,713 |
| Animals | 1,190 | 0 | 1,200 | 1,200 | 1,200 |
| Non-friable Asbestos | 1,831 | 0 | 2,000 | 2,000 | 2,000 |
| Appliances | 5,520 | 7,000 | 7,000 | 7,000 | 7,000 |
| Brush & Wood | 37,009 | 36,000 | 38,000 | 38,000 | 38,000 |
| City of Glenwood Springs | 29,642 | 40,000 | 40,000 | 40,000 | 40,000 |
| Construction Waste Mixed | 515,595 | 540,000 | 540,000 | 540,000 | 540,000 |
| Contaminated Soil | 214,655 | 250,000 | 250,000 | 250,000 | 250,000 |
| Municipal Waste | 1,186,417 | 1,165,000 | 1,186,417 | 1,186,417 | 1,186,417 |
| Residential Waste | 61,488 | 65,000 | 65,000 | 65,000 | 65,000 |
| Sludge | 33,566 | 75,000 | 40,000 | 40,000 | 40,000 |
| Car Wash Sludge | 53,688 | 0 | 60,000 | 60,000 | 60,000 |
| Septic Sludge | 548,050 | 580,000 | 580,000 | 580,000 | 580,000 |
| Tires Cut and Uncut | 11,385 | 15,000 | 15,000 | 15,000 | 15,000 |
| Compost Fee | 48,432 | 50,000 | 50,000 | 50,000 | 50,000 |
| Recyclables | 631 | 43,000 | 1,000 | 1,000 | 1,000 |
| Scrap Metal/Recycle fee | 4,598 | 30,000 | 6,000 | 6,000 | 6,000 |
| Clean Out Fee | 50 | 0 | 50 | 50 | 50 |
| Electronics | 44,096 | 0 | 50,000 | 50,000 | 50,000 |
| Finance Charge | 30,300 | 40,000 | 40,000 | 40,000 | 40,000 |
| Vender Fee | 1,396 | 0 | 1,500 | 1,500 | 1,500 |
| Sale of Assets | 7,385 | 0 | 8,000 | 8,000 | 8,000 |
| Other Income | 7,885 | 10,000 | 10,000 | 10,000 | 10,000 |
| Bad Debt Recovery | 50 | 0 | 50 | 50 | 50 |
| Interest | 61,107 | 57,038 | 65,000 | 65,000 | 65,000 |
| Total Operating Revenues | 3,029,280 | 3,146,838 | 3,225,930 | 3,225,930 | 3,225,930 |
| OPERATING EXPENSES | | | | | |
| Administration | 3,249,576 | 3,520,066 | 3,501,684 | 3,501,684 | 3,501,684 |
| Interest | 0 | 0 | 0 | 0 | 0 |
| Depreciation | 10,916 | 69,672 | 69,672 | 69,672 | 69,672 |
| Landfill Closure Costs | 53,807 | 58,994 | 69,767 | 69,767 | 69,767 |
| Total Expenses | 3,314,299 | 3,648,732 | 3,641,123 | 3,641,123 | 3,641,123 |
| OPERATING INCOME (LOSS) | | | | | |
| Operating Income (Loss) | (285,019) | (501,894) | (415,193) | (415,193) | (415,193) |
| TRANSFERS | | | | | |
| Other Additions (Deductions) | | | | | |
| Transfers In | | | | | |
| Fleet Service Fund | 0 | 0 | 0 | 0 | 0 |
| Transfers Out | | | | | |
| General Fund | 0 | 0 | 0 | 0 | 0 |
| Acquisition & Improvement Fund for land acquisition | 0 | 0 | 0 | 0 | 0 |
| Fleet Service Fund | 0 | (5,935) | (5,935) | (5,935) | (5,935) |
| Financial Assurance Realignment | 0 | 0 | 0 | 0 | 0 |
| Increase (Decrease) in Retained Earnings | (285,019) | (507,829) | (421,128) | (421,128) | (421,128) |
| RETAINED EARNINGS | | | | | |
| Retained Earnings (Deficit) - Beginning | 6,205,854 | 5,920,835 | 5,413,006 | 5,413,006 | 5,413,006 |
| Retained Earnings (Deficit) - Ending | 5,920,835 | 5,413,006 | 4,991,878 | 4,991,878 | 4,991,878 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | BUDGET CODE | FUND | | |
|---|------------------|------------------------|------------------------|-------------------------------|------------------------------|-----------------------------|
| LANDFILL | ADMINISTRATION | ROBIN MILLIYARD | 29.610 | LANDFILL ENTERPRISE FUND | | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 274,431 | 271,428 | 283,533 | 283,533 | 283,533 |
| Current Expenses | | 2,975,145 | 3,248,638 | 3,218,151 | 3,218,151 | 3,218,151 |
| Interest Expense | | 0 | 0 | 0 | 0 | 0 |
| Depreciation | | 10,916 | 69,672 | 69,672 | 69,672 | 69,672 |
| Compliance and Closure Costs | | 53,807 | 58,994 | 69,767 | 69,767 | 69,767 |
| Total | | 3,314,299 | 3,648,732 | 3,641,123 | 3,641,123 | 3,641,123 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-D | 16-M | 16-C | Position | Grade |
| Landfill Superintendent | 1 | 1 | 1 | 1 | 3701 | 59 |
| Equip Op I - Landfill | 1 | 1 | 1 | 1 | 3802 | 40 |
| Acct. Tech/Cashier - Landfill | 1 | 1 | 1 | 1 | 3704 | 37 |
| Equip. Op II/Mech-Landfill | 0 | 0 | 0 | 0 | 3801 | 42 |
| Part-Time Recycling Tech | 0.56 | 0.56 | 0.56 | 1 | 600 | 34 |
| Total Personnel | 3.56 | 3.56 | 3.56 | 3.56 | | |
| 6110 Full-Time Salaries | | | | | | 170,905 |
| 6120 Overtime | | | | | | 4,216 |
| 6130 Part Time | | | | | | 5,000 |
| 6210 Retirement Contribution | | | | | | 23,469 |
| 6240 FICA | | | | | | 11,705 |
| 6250 Worker's Compensation | | | | | | 11,964 |
| 6260 Health and Life Insurance | | | | | | 14,043 |
| 6270 Unemployment Insurance | | | | | | 14,559 |
| | | | | | | 14,943 |
| | | | | | | 9,411 |
| | | | | | | 9,975 |
| | | | | | | 51,316 |
| | | | | | | 51,316 |
| | | | | | | 586 |
| | | | | | | 586 |
| Total Personal Services | | | | | | 274,431 |
| | | | | | | 271,428 |
| | | | | | | 283,533 |
| | | | | | | 283,533 |
| | | | | | | 283,533 |
| CURRENT EXPENSES | | | | | | |
| 7060 Bad Debts | | | | | | 24,330 |
| 7110 Engineering Services | | | | | | 1,500 |
| 7130 Professional Services/Operations Contract | | | | | | 150,000 |
| 7155 Septic and Car Wash Water | | | | | | 160,000 |
| 7190 Other Professional Services | | | | | | 1,985,000 |
| 7210 Recycle/Compost | | | | | | 1,985,000 |
| 7220 Telephone | | | | | | 470,000 |
| 7280 Advertising and Publications | | | | | | 398,781 |
| 7310 Electricity | | | | | | 60,000 |
| 7320 Gas | | | | | | 20,000 |
| 7410 Travel and Subsistence | | | | | | 20,000 |
| 7430 Training | | | | | | 2,000 |
| 7540 Maintenance and Repair - Machinery and Equipment | | | | | | 1,383 |
| 7572 Loss on Asset Disposal | | | | | | 1,900 |
| 7610 Liability Insurance | | | | | | 2,032 |
| 7620 Property Insurance | | | | | | 3,000 |
| 7740 Equipment Rental | | | | | | 2,000 |
| 7810 Subscriptions and Memberships | | | | | | 2,000 |
| 7830 Tire Disposal | | | | | | 4,610 |
| 7850 Concrete Crushing & Recycling | | | | | | 3,900 |
| 7870 Weed Control | | | | | | 4,000 |
| 7900 Interfund Cost of Service | | | | | | 4,000 |
| 7901 Interfund Billing and Accounting | | | | | | 0 |
| 7903 Interfund - Force Construction | | | | | | 100 |
| 8040 Uniforms | | | | | | 1,175 |
| 8060 Office Supplies | | | | | | 1,700 |
| 8080 Gas, Oil, Lubricants | | | | | | 823 |
| 8090 Other Operating Expense | | | | | | 1,200 |
| 8092 Recycle Program/VRM Membership | | | | | | 1,200 |
| 8140 Landfill Expansion | | | | | | 7,266 |
| 8150 Road Maintenance Materials | | | | | | 10,000 |
| 8170 Hazardous Household Waste | | | | | | 0 |
| 8180 Recycle Center Operations | | | | | | 0 |
| | | | | | | 0 |
| | | | | | | 49,296 |
| | | | | | | 55,000 |
| | | | | | | 336 |
| | | | | | | 701 |
| | | | | | | 400 |
| | | | | | | 467 |
| | | | | | | 0 |
| | | | | | | 0 |
| | | | | | | 240 |
| | | | | | | 600 |
| | | | | | | 600 |
| | | | | | | 600 |
| | | | | | | 13,322 |
| | | | | | | 12,000 |
| | | | | | | 47,606 |
| | | | | | | 35,000 |
| | | | | | | 42,000 |
| | | | | | | 42,000 |
| | | | | | | 42,000 |
| | | | | | | 1,000 |
| | | | | | | 1,000 |
| | | | | | | 139,774 |
| | | | | | | 167,495 |
| | | | | | | 167,495 |
| | | | | | | 4,056 |
| | | | | | | 4,032 |
| | | | | | | 4,056 |
| | | | | | | 600 |
| | | | | | | 708 |
| | | | | | | 600 |
| | | | | | | 600 |
| | | | | | | 1,069 |
| | | | | | | 1,500 |
| | | | | | | 2,153 |
| | | | | | | 2,750 |
| | | | | | | 2,000 |
| | | | | | | 2,000 |
| | | | | | | 3,081 |
| | | | | | | 6,000 |
| | | | | | | 6,000 |
| | | | | | | 6,000 |
| | | | | | | 9,359 |
| | | | | | | 8,000 |
| | | | | | | 8,000 |
| | | | | | | 8,000 |
| | | | | | | 8,000 |
| | | | | | | 0 |
| | | | | | | 20,000 |
| | | | | | | 0 |
| | | | | | | 490 |
| | | | | | | 70,000 |
| | | | | | | 0 |
| | | | | | | 5,000 |
| | | | | | | 5,000 |
| | | | | | | 5,000 |
| | | | | | | 0 |
| | | | | | | 40,000 |
| | | | | | | 40,000 |
| | | | | | | 40,000 |
| | | | | | | 40,000 |
| | | | | | | 111,850 |
| | | | | | | 135,000 |
| | | | | | | 135,000 |
| | | | | | | 135,000 |
| | | | | | | 135,000 |
| Total Current Expenses | | | | | | 2,975,145 |
| | | | | | | 3,248,638 |
| | | | | | | 3,218,151 |
| | | | | | | 3,218,151 |
| | | | | | | 3,218,151 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | | BUDGET CODE | FUND | |
|-------------------------|------------------------------------|-----------------|----------------|-----------------------|--------------------------|---------------------|
| LANDFILL | OTHER DEDUCTIONS | ROBIN MILLYARD | | 29.610 | LANDFILL ENTERPRISE FUND | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| OTHER DEDUCTIONS | | | | | | |
| 7520 | Interest | 0 | 0 | 0 | 0 | 0 |
| | Total Interest | 0 | 0 | 0 | 0 | 0 |
| 7570 | Depreciation | 10,916 | 69,672 | 69,672 | 69,672 | 69,672 |
| | Total Depreciation | 10,916 | 69,672 | 69,672 | 69,672 | 69,672 |
| 7580 | Amortization - Financing Costs | 0 | 0 | 0 | 0 | 0 |
| | Total Amortization | 0 | 0 | 0 | 0 | 0 |
| 7590 | Landfill Closure Costs | 30,381 | 33,310 | 39,393 | 39,393 | 39,393 |
| 7592 | Landfill Postclosure Costs | 23,426 | 25,684 | 30,374 | 30,374 | 30,374 |
| | Total Compliance and Closure Costs | 53,807 | 58,994 | 69,767 | 69,767 | 69,767 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Revenues, Expenditures and Equipment

| LANDFILL | 2015 Budget | Request | Approved | Five-Year Projection | | | | |
|--|------------------|------------------|------------------|----------------------|------------------|------------------|------------------|------------------|
| | | 2016 | | 2017 Estimate | 2018 Estimate | 2019 Estimate | 2020 Estimate | 2021 Estimate |
| REVENUES AND CAPITAL EXPENDITURES SUMMARY | | | | | | | | |
| REVENUES | | | | | | | | |
| From Operations | 3,146,838 | 3,225,930 | 3,225,930 | | | | | |
| Total Revenues | 3,146,838 | 3,225,930 | 3,225,930 | 0 | 0 | 0 | 0 | 0 |
| CAPITAL EXPENSES | | | | | | | | |
| Equipment | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Buildings and Improvements | 762,000 | 575,000 | 575,000 | 390,000 | 400,000 | 0 | 400,000 | 0 |
| Total Expenses | 762,000 | 575,000 | 575,000 | 390,000 | 400,000 | 0 | 400,000 | 0 |
| EXCESS REVENUES OVER (UNDER) EXPENSES | | | | | | | | |
| Excess Revenues Over (Under) Expenses | 2,384,838 | 2,650,930 | 2,650,930 | (390,000) | (400,000) | 0 | (400,000) | 0 |
| EQUIPMENT NEEDS | | | | | | | | |
| EQUIPMENT NEEDS | | | | | | | | |
| Hydrolic Broom | | | | | | | | |
| Total Equipment | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| BUILDINGS AND IMPROVEMENTS | | | | | | | | |
| BUILDINGS AND IMPROVEMENTS | | | | | | | | |
| Paved Road | 562,000 | | | | | | | |
| Concrete Compost Lagoon | 200,000 | | | | | | | |
| Recycle Center Relocation | | 50,000 | 50,000 | | | | | |
| Electric Stormwater Pump | | 25,000 | 25,000 | | | | | |
| Cell Expansion | | 500,000 | 500,000 | | | | | |
| Replace Septic Pond liners | | | | 390,000 | 400,000 | 0 | 400,000 | 0 |
| Total Buildings and Improvements | 762,000 | 575,000 | 575,000 | 390,000 | 400,000 | 0 | 400,000 | 0 |

TRUST FUNDS

Trust Funds are used to account for assets held by the government in a trustee capacity.

Cemetery Reserve Fund - accounts for funds received and restricted as to use in the maintenance and care of the Rosebud Cemetery.

PARKS AND CEMETERY DEPARTMENT

Mission Statement:

The mission of the Parks Department is to provide and administer park services, programs, and facilities that enhance the quality of life through the best and most efficient use of physical, financial, and human resources.

The goals of the mission and department include:

- Maintain and develop park and open space areas to meet the present and future demands of city residents and visitors;
- Ensure sufficient passive and active parkland to meet the leisure needs of present and future populations;
- Maintain park areas and facilities that are clean, safe and aesthetically pleasing.

VISSION STATEMENT: The Glenwood Springs Parks Department strives to be a visionary organization—one that becomes a benchmark for other organizations, one that impresses its patrons the first time and every time they use the facilities.

Services Provided:

PARKS: The department maintains grounds and facilities for a clean and safe environment. Staff keeps bathrooms, sidewalks, playgrounds, courts, ball fields, and parking areas safe and free of litter. Sports fields are prepared for youth and adult sports. Turf, trees and improvements in all parks and city owned property, including public right-of-way, are maintained by the department. All snow removal on trails, pedestrian bridges, park sidewalks and parking lots, including the Community Center.

TRAILS: All trails in the city are maintained by the Parks. Trail maintenance includes snow removal, weeding and maintaining green space within the trail corridor. Walking, biking, roller blading, skateboarding and pet walking are prevalent on the paved trail system. Hiking, biking and pet walking are prevalent on the soft trails. The pet exercise area is located adjacent to the Glenwood Trail (aka Rio Grande Trail) behind Safeway.

CEMETERY: The Parks department is responsible for gravesite preparation and grounds maintenance for Linwood and Rosebud cemeteries. The Parks Superintendent maintains current information on plot availability and burial site records.

SPECIAL PROJECTS: The parks staff installs and maintains flowerpots and flowerbeds in the downtown area for seasonal color and maintains the trees, turf medians, and roundabouts. The Parks Superintendent manages the City funded downtown trash removal program, the West Nile prevention program, and the weed abatement program for South Canyon.

Program / Budget Highlights:

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Revenues, Expenditures and Fund Balance

| TRUST FUNDS | 2014 Actual | 2015 Budget | 2016 Budget | | |
|--|----------------|----------------|-----------------------|----------------------|---------------------|
| | | | Department Request | Manager Recommend | Council Approved |
| CEMETERY RESERVE FUND | | | | | |
| REVENUES | | | | | |
| Perpetual Care Fees | 2,250 | 1,000 | 1,000 | 1,000 | 1,000 |
| Interest Income | 57 | 50 | 50 | 50 | 50 |
| Miscellaneous Income | 0 | 0 | 0 | 0 | 0 |
| Total Revenues | 2,307 | 1,050 | 1,050 | 1,050 | 1,050 |
| EXPENDITURES | | | | | |
| Operating Expense | 0 | 1,000 | 1,000 | 1,000 | 1,000 |
| Capital Outlay - Mower | 0 | 0 | 0 | 0 | 0 |
| Total Expenditures | 0 | 1,000 | 1,000 | 1,000 | 1,000 |
| Excess Revenues Over (Under) Expenditures | 2,307 | 50 | 50 | 50 | 50 |
| FUND BALANCE | | | | | |
| Fund Balance - Beginning | 33,046 | 35,353 | 35,403 | 35,403 | 35,403 |
| Fund Balance - Ending | 35,353 | 35,403 | 35,453 | 35,453 | 35,453 |

COMPONENT UNITS

The City Council for the City of Glenwood Springs serves as the oversight body for two separate governmental entities. These entities are referred to as Component Units.

General Improvement District Number 1980 - accounts for revenues received from ad valorem taxes levied for downtown Glenwood Springs improvements.

Downtown Development Authority - established by a vote of the citizens in 2001 for the purpose of revitalizing the downtown corridor and building a parking structure.

1980 GENERAL IMPROVEMENT DISTRICT

Mission Statement:

The District receives revenue from a small property tax levy each year since the District was formed in 1980. Revenue from the property tax is limited to spending on parking and beautification within the District based on the Ordinance and Measure approved by the voters.

Services Provided:

Maintenance and beautification services in the Downtown corridor within the District's boundaries.

Program / Budget Highlights:

Funds are appropriated for the clean-up, summer time flower planting and maintenance and Holiday decorations and lighting.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Revenues, Expenditures and Fund Balance

| GENERAL IMPROVEMENT DISTRICT 1980 FUND | 2014 Actual | 2015 Budget | 2016 Budget | | |
|--|----------------|----------------|-----------------------|----------------------|---------------------|
| | | | Department Request | Manager Recommend | Council Approved |
| REVENUES | | | | | |
| REVENUES | | | | | |
| Property Taxes | 37,818 | 36,665 | 37,491 | 37,491 | 37,491 |
| Specific Ownership Tax | 2,212 | 2,200 | 2,200 | 2,200 | 2,200 |
| Interest Income | 190 | 100 | 150 | 150 | 150 |
| Miscellaneous Income | 0 | 0 | 0 | 0 | 0 |
| Total Revenues | 40,220 | 38,965 | 39,841 | 39,841 | 39,841 |
| EXPENDITURES | | | | | |
| EXPENDITURES | | | | | |
| Treasurer's Fees | 756 | 740 | 750 | 750 | 750 |
| Downtown Area Plan | 0 | 0 | 0 | 0 | 0 |
| Other Expense | 29,061 | 15,767 | 16,633 | 16,633 | 16,633 |
| Interfund Cost of Service | 17,134 | 22,458 | 22,458 | 22,458 | 22,458 |
| Total Expenditures | 46,951 | 38,965 | 39,841 | 39,841 | 39,841 |
| EXCESS REVENUES | | | | | |
| Excess Revenues Over (Under) Expenditures | (6,731) | 0 | 0 | 0 | 0 |
| FUND BALANCE | | | | | |
| Fund Balance - Beginning | 19,270 | 12,539 | 12,539 | 12,539 | 12,539 |
| Fund Balance - Ending | 12,539 | 12,539 | 12,539 | 12,539 | 12,539 |
| | | | | | |

DOWNTOWN DEVELOPMENT AUTHORITY

Mission Statement:

The mission of the Downtown Development Authority is to create a list of capital projects consistent with the approved Downtown and Confluence Plans; using tax increment financing methods to complete and pay for those projects.

Services Provided:

The DDA Manager serves as liaison working with the DDA Board and presenting plans to the City Council for projects to improve infrastructure within the DDA boundaries. This includes time spent by the DDA Manager, City staff members or contractors to complete design, bid documents and perform construction management services.

Program / Budget Highlights:

The 2016 budget includes \$380,500 for capital projects. The exact project allocation of this funding was undetermined at the time the budget document was finalized.

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

Summary of Revenues, Expenditures and Retained Earnings Balance

| DOWNTOWN DEVELOPMENT AUTHORITY FUND | 2014 Actual | 2015 Budget | 2016 Budget | | |
|--|------------------|------------------|-----------------------|----------------------|---------------------|
| | | | Department Request | Manager Recommend | Council Approved |
| REVENUES | | | | | |
| Revenues | | | | | |
| Property Taxes | 0 | 0 | 0 | 0 | 0 |
| TIF Property Taxes | 72,937 | 87,099 | 72,937 | 72,937 | 72,937 |
| TIF Sales Taxes | 286,785 | 324,000 | 407,919 | 407,919 | 407,919 |
| Interest | 3,989 | 0 | 4,500 | 4,500 | 4,500 |
| Financing Proceeds | 800,000 | 0 | 0 | 0 | 0 |
| Donations | 0 | 0 | 0 | 0 | 0 |
| Other Income | 3,287 | 0 | 0 | 0 | 0 |
| Total Revenues | 1,166,998 | 411,099 | 485,356 | 485,356 | 485,356 |
| EXPENSES | | | | | |
| Expenditures | | | | | |
| Administration | 0 | 0 | 0 | 0 | 0 |
| Operations | 206,476 | 230,463 | 224,490 | 224,490 | 224,490 |
| Capital Outlay | 1,309,328 | 380,000 | 380,500 | 380,500 | 380,500 |
| Total Expenditures | 1,515,804 | 610,463 | 604,990 | 604,990 | 604,990 |
| EXCESS REVENUES | | | | | |
| Excess Revenues Over (Under) Expenditures | (348,806) | (199,364) | (119,634) | (119,634) | (119,634) |
| TRANSFERS | | | | | |
| Other Additions (Deductions) | | | | | |
| Transfers In - Annual Settlement | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| Transfer Out - To General Fund for loan payment | (30,000) | (30,000) | (30,000) | (30,000) | (30,000) |
| Transfer Out - To Landfill Fund for 917 Cooper Loan payment - Principa | (16,881) | (17,879) | (28,475) | (28,475) | (28,475) |
| Transfer Out - To Landfill Fund for 5 year Loan payment - Principa | (98,998) | (99,990) | (100,993) | (100,993) | (100,993) |
| Transfer Out - To Landfill Fund for 10 year Loan payment - Principa | (46,560) | (47,496) | (48,450) | (48,450) | (48,450) |
| Transfer Out - To Fleet Serv. Fund for 15 year Loan payment - Principa | (55,301) | (56,973) | (58,694) | (58,694) | (58,694) |
| Excess Revenues Over (Under) Expenditures and Transfers | (546,546) | (401,702) | (336,246) | (336,246) | (336,246) |
| FUND BALANCE | | | | | |
| Fund Balance - Beginning | (244,995) | (543,801) | (693,165) | (693,165) | (693,165) |
| Fund Balance - Before Non-GAAP Adjustments | (791,541) | (945,503) | (1,029,411) | (1,029,411) | (1,029,411) |
| Non-GAAP Adjustments: | | | | | |
| Transfer Out - To General Fund for a Loan payment - Principal | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 |
| Transfer Out - To Landfill Fund for a Loan payments - Principal | 162,439 | 165,365 | 177,918 | 177,918 | 177,918 |
| Transfer Out - To Fleet Serv. Fund for a Loan payment - Principal | 55,301 | 56,973 | 58,694 | 58,694 | 58,694 |
| Fund Balance After Non-GAAP Adjustments | (543,801) | (693,165) | (762,799) | (762,799) | (762,799) |
| Less: Restricted - Tabor Reserve | (11,010) | (12,065) | (14,561) | (14,561) | (14,561) |
| Less: Assigned - Future Years | 0 | 0 | 0 | 0 | 0 |
| Add: Unassigned - Negative Residual | 554,811 | 705,230 | 777,360 | 777,360 | 777,360 |
| Fund Balance - Assigned | 0 | 0 | 0 | 0 | 0 |

CITY OF GLENWOOD SPRINGS - 2016 BUDGET

| FUNCTION | ACTIVITY | DEPARTMENT HEAD | | BUDGET CODE | FUND | |
|--|------------------|------------------------|------------------------|-------------------------------|------------------------------|-----------------------------|
| DOWNTOWN DEVELOPMENT AUTHORITY | DDA | | | 86.110 | DDA | |
| SUMMARY | | 2014 Actual | 2015 Budget | 2016 Budget | | |
| | | | | Department Request | Manager Recommend | Council Approved |
| Personal Services | | 0 | 0 | 0 | 0 | 0 |
| Current Expenses | | 206,476 | 230,463 | 224,490 | 224,490 | 224,490 |
| Capital Outlay | | 1,309,328 | 380,000 | 380,500 | 380,500 | 380,500 |
| Total | | 1,515,804 | 610,463 | 604,990 | 604,990 | 604,990 |
| PERSONAL SERVICES | | | | | | |
| Personnel Schedule | | | | | | |
| Position Title | Employees | | | | | |
| | 2015 | 16-R | 16-M | 16-C | Position | Grade |
| DDA Director | 0 | 0 | 0 | 0 | 1104 | 46 |
| Total Personnel | 0 | 0 | 0 | 0 | | |
| 6110 Full-Time Salaries | | 0 | 0 | 0 | | 0 |
| 6120 Overtime | | 0 | 0 | 0 | | 0 |
| 6130 Part-Time | | 0 | 0 | 0 | | 0 |
| 6210 Retirement Contribution | | 0 | 0 | 0 | | 0 |
| 6220 Police/Fire Retirement | | 0 | 0 | 0 | | 0 |
| 6240 FICA | | 0 | 0 | 0 | | 0 |
| 6250 Worker's Compensation | | 0 | 0 | 0 | | 0 |
| 6260 Health and Life Insurance | | 0 | 0 | 0 | | 0 |
| 6270 Unemployment Insurance | | 0 | 0 | 0 | | 0 |
| Total Personal Services | | 0 | 0 | 0 | | 0 |
| CURRENT EXPENSES | | | | | | |
| 7030 Interest | | 61,441 | 50,000 | 42,568 | 42,568 | 42,568 |
| 7143 Treasurer's Fees | | 1,459 | 0 | 1,459 | 1,459 | 1,459 |
| 7160 Auditing/Accounting | | 0 | 0 | 0 | 0 | 0 |
| 7190 Other Professional Services | | 130,339 | 160,000 | 160,000 | 160,000 | 160,000 |
| 7210 Postage | | 0 | 0 | 0 | 0 | 0 |
| 7220 Telephone | | 0 | 0 | 0 | 0 | 0 |
| 7260 Copying | | 64 | 0 | 0 | 0 | 0 |
| 7280 Advertising | | 0 | 0 | 0 | 0 | 0 |
| 7290 Design | | 0 | 0 | 0 | 0 | 0 |
| 7410 Travel and Subsistence | | 238 | 0 | 0 | 0 | 0 |
| 7810 Subscriptions and Memberships | | 0 | 0 | 0 | 0 | 0 |
| 7900 Interfund Cost of Service | | 12,895 | 20,463 | 20,463 | 20,463 | 20,463 |
| 8060 Office Supplies | | 40 | 0 | 0 | 0 | 0 |
| 8063 Election Supplies & Expenses | | 0 | 0 | 0 | 0 | 0 |
| 8080 Gas, Oil, Lubricants | | 0 | 0 | 0 | 0 | 0 |
| 8090 Other Operating Expense | | 0 | 0 | 0 | 0 | 0 |
| 8400 Grant Program | | 0 | 0 | 0 | 0 | 0 |
| Total Current Expenses | | 206,476 | 230,463 | 224,490 | 224,490 | 224,490 |
| CAPITAL OUTLAY | | | | | | |
| 9604 8th Street Connection | | 0 | | 5,000 | 5,000 | 5,000 |
| 9601 7th Streetscape Project | | 612,312 | | 0 | 0 | 0 |
| 9603 Design Choices | | 7,020 | | 0 | 0 | 0 |
| Unidentified Projects | | 0 | 380,000 | 0 | 0 | 0 |
| Cross alley redevelopment, east of Grand to Cooper, 7th to 8th | | | | 236,000 | 236,000 | 236,000 |
| 7th Street Plaza Engineering | | | | 25,000 | 25,000 | 25,000 |
| Landscaping of the 6th and Laurel and 116 exit underpass | | | | 35,000 | 35,000 | 35,000 |
| Grand Ave racer lighting on buildings | | | | 25,000 | 25,000 | 25,000 |
| Façade Grant Fund | | | | 25,000 | 25,000 | 25,000 |
| County parking lot public parking sign | | | | 2,000 | 2,000 | 2,000 |
| Cooper at 10th improvements, design, and construction | | | | 25,000 | 25,000 | 25,000 |
| Pressure washing downtown sidewalks - Spring 2016 | | | | 2,500 | 2,500 | 2,500 |
| 700 block alley; Grand to Colorado | | 60,897 | | 0 | 0 | 0 |
| Wayfinding Implementation | | 0 | | 0 | 0 | 0 |
| Façade Grant Funds | | 10,579 | | 0 | 0 | 0 |
| Cooper Streetscape | | 617,364 | | 0 | 0 | 0 |
| Banners at 9th & Cooper parking structure | | 1,156 | | 0 | 0 | 0 |
| Total Capital Outlay | | 1,309,328 | 380,000 | 380,500 | 380,500 | 380,500 |

ORDINANCES AND RESOLUTIONS

ORDINANCE NO. 32

Series of 2015

**AN ORDINANCE OF THE CITY OF GLENWOOD
SPRINGS, COLORADO, APPROPRIATING FUNDS FOR
FISCAL YEAR 2016.**

WHEREAS, Section 9.6 of the Glenwood Springs Municipal Charter requires City Council to pass an annual appropriation ordinance describing such sums of money as the City Council deems necessary to defray all expenses and liabilities of the City during the ensuing year; and

WHEREAS, the City Council of the City of Glenwood Springs has adopted, by Resolution 2015-38, the budget for fiscal year 2016 commencing January 1, 2016 and ending December 31, 2016; and

WHEREAS, the City Council desires to adopt the 2016 appropriation ordinance; and

WHEREAS, pursuant to Section 4.4(j) of the Municipal Charter of the City of Glenwood Springs, an appropriation ordinance is not required to have introductory and second readings.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GLENWOOD
SPRINGS, COLORADO, ORDAINS THAT:**

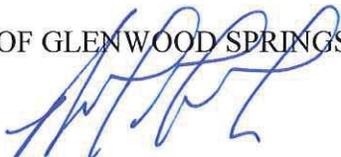
The monies, as set forth on **Exhibit A** attached hereto and incorporated herein, are hereby appropriated for fiscal year 2016, which monies are necessary to defray all expenses and liabilities of the City of Glenwood Springs.

INTRODUCED, READ, PASSED, AND ORDERED PUBLISHED BY TITLE ONLY
THIS 3RD DAY OF December, 2015.

CITY OF GLENWOOD SPRINGS, COLORADO

ATTEST:

Catherine Mythen
Catherine Mythen, City Clerk



Michael Gamba, Mayor

**City of Glenwood Springs
2016 Budget
November 24, 2015**

Exhibit A

| | <u>Current Operating Expenses</u> | <u>Capital Outlay</u> | <u>Debt Service</u> | <u>Transfers to Other Funds</u> | <u>Total Amount Appropriated</u> |
|--|---|---------------------------|-------------------------|-------------------------------------|--------------------------------------|
| GENERAL FUND: | | | | | |
| General Government | | | | | |
| Administration | 884,129 | 0 | 0 | 0 | 884,129 |
| Human Resources | 311,767 | 0 | 0 | 0 | 311,767 |
| City Clerk/Elections | 422,157 | 0 | 0 | 0 | 422,157 |
| Finance/Purchasing | 971,670 | 0 | 255,952 | 0 | 1,227,622 |
| Information Systems | 384,004 | 0 | 0 | 0 | 384,004 |
| Judicial | 247,154 | 0 | 0 | 0 | 247,154 |
| Legal | 294,558 | 0 | 0 | 0 | 294,558 |
| Non-departmental Expenses | 883,172 | 0 | 0 | 0 | 883,172 |
| Total General Government | 4,398,611 | 0 | 255,952 | 0 | 4,654,563 |
| Public Safety | | | | | |
| Police Department | 3,712,682 | 0 | 0 | 0 | 3,712,682 |
| Total Public Safety | 3,712,682 | 0 | 0 | 0 | 3,712,682 |
| Community Development | | | | | |
| Community Development | 944,372 | 0 | 0 | 0 | 944,372 |
| Building Inspection | 265,099 | 0 | 0 | 0 | 265,099 |
| Total Community Development | 1,209,471 | 0 | 0 | 0 | 1,209,471 |
| Public Works | | | | | |
| Engineering/Administration | 661,502 | 0 | 0 | 0 | 661,502 |
| Administration, Streets and Alleys | 1,107,076 | 0 | 0 | 0 | 1,107,076 |
| Total Public Works | 1,768,578 | 0 | 0 | 0 | 1,768,578 |
| Parks and Recreation | | | | | |
| Parks and Cemetery Maintenance | 1,181,314 | 0 | 0 | 0 | 1,181,314 |
| Recreation | 2,378,195 | 0 | 0 | 0 | 2,378,195 |
| Total Parks and Recreation | 3,559,509 | 0 | 0 | 0 | 3,559,509 |
| Transfers to Other Funds | 0 | 0 | 0 | 2,830,334 | 2,830,334 |
| Total General Fund Expenditures | 14,648,851 | 0 | 255,952 | 2,830,334 | 17,735,137 |

**City of Glenwood Springs
2016 Budget
November 24, 2015**

Exhibit A

| | <u>Current Operating Expenses</u> | <u>Capital Outlay</u> | <u>Debt Service</u> | <u>Transfers to Other Funds</u> | <u>Total Amount Appropriated</u> |
|--|---|---------------------------|-------------------------|-------------------------------------|--------------------------------------|
| INTERNAL SERVICE FUNDS: | | | | | |
| Fleet Service Fund | 1,355,650 | 963,216 | 0 | 0 | 2,318,866 |
| SPECIAL REVENUE FUNDS: | | | | | |
| Tourism Promotion Fund | 963,565 | 0 | 0 | 0 | 963,565 |
| V.A.L.E. Fund | 56,500 | 0 | 0 | 0 | 56,500 |
| Conservation Trust Fund | 102,500 | 0 | 0 | 0 | 102,500 |
| Street Tax Fund | 250,382 | 8,755,026 | 0 | 6,757 | 9,012,165 |
| Bus Tax Fund | 1,250,612 | 0 | 0 | 2,702 | 1,253,314 |
| Fire & EMS Fund | 3,657,243 | 0 | 0 | 0 | 3,657,243 |
| Total Special Revenue Funds | 6,280,802 | 8,755,026 | 0 | 9,459 | 15,045,287 |
| CAPITAL PROJECTS FUNDS: | | | | | |
| Capital Projects Fund | 0 | 1,451,797 | 0 | 1,172,038 | 2,623,835 |
| Acquisition & Improvement Fund | 571,754 | 1,432,000 | 1,774,037 | 1,668,839 | 5,446,630 |
| Fire Emergency Services Equipment Fund | 0 | 411,000 | 0 | 0 | 411,000 |
| Total Capital Projects Funds | 571,754 | 3,294,797 | 1,774,037 | 2,840,877 | 8,481,465 |
| ENTERPRISE FUNDS: | | | | | |
| Water & Sewer System | 5,631,997 | 1,382,900 | 1,974,495 | 48,499 | 9,037,891 |
| Electric System | 14,252,504 | 6,400,000 | 0 | 184,430 | 20,836,934 |
| Airport Enterprise Fund | 282,311 | 0 | 0 | 0 | 282,311 |
| Landfill Enterprise Fund | 3,641,123 | 575,000 | 0 | 5,935 | 4,222,058 |
| Total Enterprise Funds | 23,807,935 | 8,357,900 | 1,974,495 | 238,864 | 34,379,194 |
| FIDUCIARY FUND TYPES: | | | | | |
| Cemetery Reserve Fund | 1,000 | 0 | 0 | 0 | 1,000 |
| COMPONENT UNITS: | | | | | |
| General Improvement District - 1980 | 39,841 | 0 | 0 | 0 | 39,841 |
| Downtown Development Authority | 224,490 | 380,500 | 236,612 | 30,000 | 871,602 |
| Total Component Units | 264,331 | 380,500 | 236,612 | 30,000 | 911,443 |
| Total All Funds 2016 Appropriations | 46,930,323 | 21,751,439 | 4,241,096 | 5,949,534 | 78,872,392 |

RESOLUTION 2015-38

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, APPROVING THE BUDGET FOR FISCAL YEAR 2016.

WHEREAS, on October 1, 2015 the City Manager of the City of Glenwood Springs submitted to the City Council a proposed budget for fiscal year 2016, in compliance with Section 9.2 of the Municipal Charter; and

WHEREAS, pursuant to Section 9.4 of the Municipal Charter, on October 15, 2015 the City Council held a public hearing on the 2016 budget after publishing notice of such hearing; and

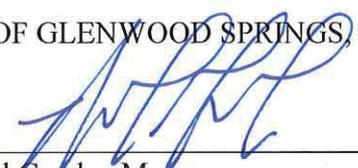
WHEREAS, City Council has conducted a public meeting to discuss the budget and make amendments, if any, thereto.

NOW, THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, THAT:

Pursuant to Section 9.5 of the Municipal Charter, the budget for fiscal year 2016 is hereby adopted.

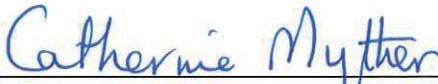
INTRODUCED, READ, AND PASSED THIS 5th DAY OF November, 2015.

CITY OF GLENWOOD SPRINGS, COLORADO



Michael Gamba, Mayor

ATTEST:



Catherine Mythen, City Clerk

