



2022

OPERATING BUDGET

CITY OF LONGMONT





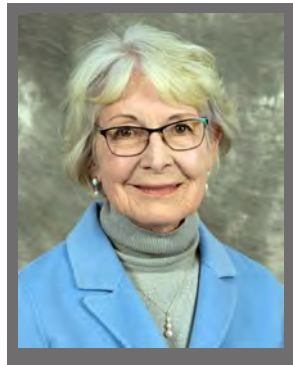
City of Longmont, Colorado **2022 PROPOSED OPERATING BUDGET**



Brian J. Bagley
Mayor



Aren Rodriguez
Mayor Pro Tem
Council Member At-Large



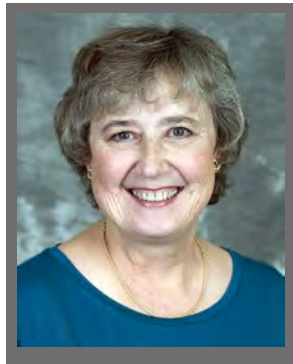
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Ward I



Marcia Martin
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Ward II



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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

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City of Longmont

Colorado

For the Fiscal Year Beginning

January 1, 2021

Christopher P. Morill

Executive Director

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CITY OF LONGMONT | Office of the City Manager

TO: Honorable Mayor and City Council

FROM: Harold Dominguez, City Manager

A handwritten signature in blue ink, reading "Harold Dominguez", is written over the "FROM:" line.

DATE: August 31, 2021

SUBJECT: 2022 Adopted Operating Budget Summary

I hereby present to you the 2022 Adopted Operating Budget for the City of Longmont, as required by the Longmont City Charter. It is a balanced budget with no tax rate increases. The total operating budget for 2022, including all funds, is \$391.8 million, which is \$18.8 million more than the budget adopted for 2021. This is a 4.8% increase from the 2021 budget of \$372.94 million. All funds are balanced with sources of revenue identified to meet all projected expenses. Included as part of this budget is an average increase of 7% in water rates that were approved in separate ordinances previously adopted by the City Council. Approximately \$25.5 million in accumulated fund balances will be drawn down in 2022, primarily to meet capital improvement needs.

The \$18.8 million increase in the total operating budget for 2022 is driven by growth in the funds that receive sales & use tax revenue. A year ago, in the midst of the pandemic, staff was extremely conservative in projecting sales and use tax revenue during the 2021 budget process. Actual sales & use tax performance exceeded those projections for both the second half of 2020 as well as the first half of 2021. That has positioned funds like the General Fund, the Streets Fund, and the Public Improvement Fund with fund balances and growth in budgeted tax revenues allowing for the City to address some significant one time resource needs.

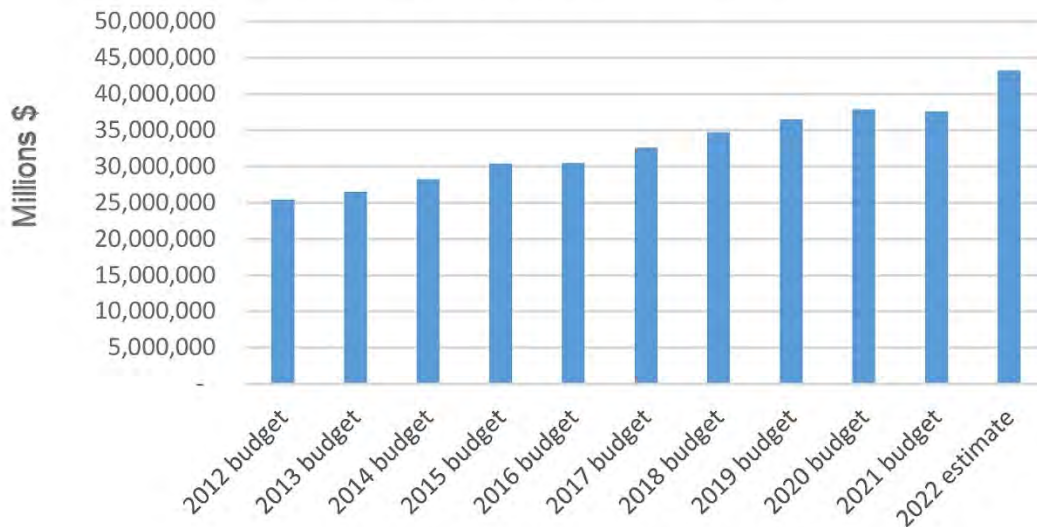
The General Fund for 2022 includes \$102.98 million in sources of revenue and expenses. This is an increase of 13.67% or \$14,078,713 from the adopted 2021 budget. The growth is occurring in ongoing expenses as well as one-time expenses. There are \$93.47 million of ongoing expenses in the 2022 General Fund budget compared to \$86.7 million in 2021. One-time expenses have grown from \$2,092,793 in 2021 to a total of \$9,745,061 for capital and other one-time expenses in the 2022 budget.

Projected growth in sales and use tax revenue and property tax revenue in this adopted budget allows our operating funds to not only maintain service levels in most areas, but also to enhance service levels in some other areas and to provide market pay adjustments to our employees. Previous debt financing and fund balances are funding continued expansion and improvements to our utility infrastructure and City facilities. Longmont continues to experience growth in both the residential and commercial areas, and this budget strives to position the organization to respond to that growth.

Other than charges for services in the enterprise funds, sales and use tax and property tax are the two key drivers of resources in our adopted budget. The performance of these two tax sources has a significant impact

on the City’s annual budget, particularly for the General Fund. It is important to understand what influences the performance of both of these tax sources and how they are being projected and budgeted for 2022.

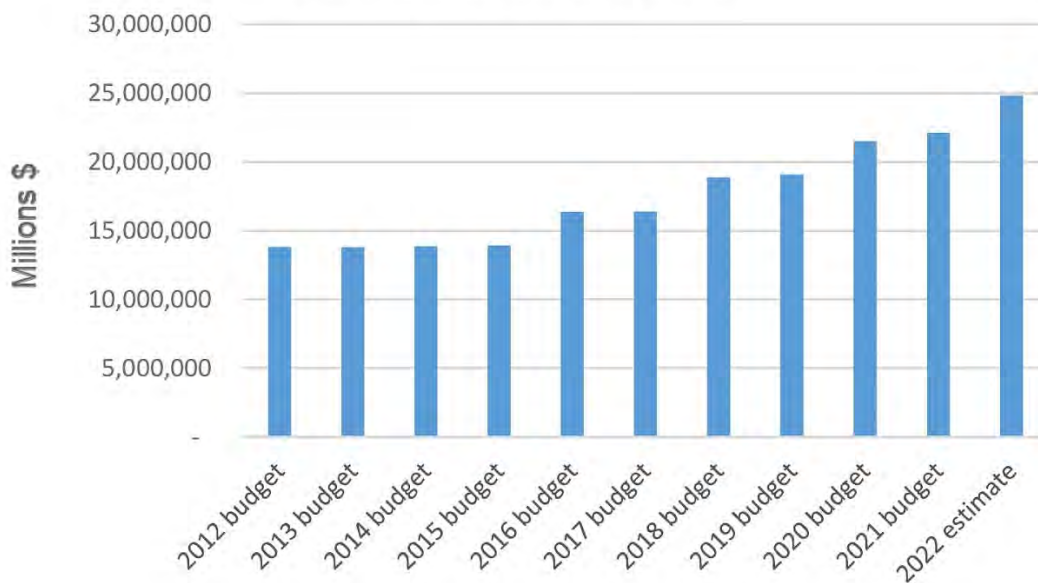
General Fund Sales and Use Tax



Sales and use tax has shown continued growth since the 2008-09 economic downturn. The chart above shows the amount of sales and use tax revenue that was budgeted for the General Fund over 10 years. Until the 2021 budget there has always been an increase during this period. The amount of that increase has varied from year to year. Sales and use tax growth has been relatively strong from year to year since we came out of the economic downturn. While 2016 appears to show very little growth, it was actually stronger because we reset the tax rate between the General Fund and the Public Improvement Fund and also had the impact of sales tax increment going to the Urban Renewal Authority. Overall sales and use tax growth in 2016 was over 6.7%. Until 2021, during the previous seven years the minimum budgeted growth from the General Fund sales and use tax was \$1.31 million in 2020 with the maximum growth at \$2.15 million in 2015. Actual sales and use tax revenues in 2017 and 2018 grew by 7.9% each year driven by new retail at Village at the Peaks and from Amazon as well as growth in building permit use tax. While the budgeted sales and use tax growth for 2020 was 2.8%, the actual growth in 2020 was 4.62%. Our conservative projecting last year left us with a budget for 2021 that is 2.65% below actual 2021 sales and use tax revenue.

Sales and use tax activity in 2021 is up 14.4% through six months. Of course the first six months of 2020 include February through May which were significantly impacted by the COVID-19 pandemic so some growth was somewhat expected. For this adopted 2022 budget there is \$5,163,553 of new ongoing sales and use tax revenue for the General Fund. There is an additional \$483,007 of use tax budgeted for the General Fund, but it is being treated as one-time revenue in recognition of a likely decline in building permit use tax.

General Fund Property Tax



Unlike the sales and use tax, the trend of property tax has been much less consistent over the same period. The chart above shows the amount of property tax revenue that was budgeted for the General Fund over 10 years. In 2010 the budgeted property tax was almost \$14.4 million. It dropped in each of the next three years, and by 2015 it was only \$13.9 million. It was quite a while before property values began to grow, which was a product of the economic downturn as well as the property tax assessment process. Property tax assessment timing captures market adjustments every other year with typically only new construction being captured in non-reassessment years. The reassessment years where property value growth was finally recognized resulted in significant property tax revenue growth of \$2.45 million in 2016, \$2.47 million in 2018, and \$2.42 million in 2020. The first significant boost in 2016 offset the low budgeted growth in General Fund sales and use tax referenced above. The second and third boosts in 2018 and 2020, in conjunction with over \$2 million and \$1.64 million of budget growth in General Fund sales and use tax in 2018 and 2020 respectively, resulted in budgets that addressed numerous needs in the General Fund.

In June the State Legislature passed SB21-293 which will reduce the assessment rate for some commercial property and most residential property in assessment years 2022 and 2023. Staff projects the impact on the current base level of property tax to be a reduction of about \$460,000 in budget years 2023 and 2024. For the adopted 2022 budget there is \$1,987,670 of new property tax revenue in the General Fund. Given the amount of tax revenue growth projected for 2022, and knowing that 2023 is not a reassessment year from a revenue perspective, staff is proposing that \$1,862,152 of the new property tax be treated as one-time revenue in 2022 so that it can be available to be used as new ongoing revenue in 2023. The difference of \$125,518 is the new ongoing revenue from property tax in this adopted 2022 budget.

The combined new ongoing revenue in the General Fund for 2022 from sales and use tax and property tax is \$4,557,479. That is much more than the \$1,228,767 that we were projecting for 2021 and likely the most that we have ever had in the General Fund. These resources are enabling us to provide essentially two years of market pay adjustments in 2022; increase funding of retirement benefits for city staff; add 9.95 new FTE in the

General Fund; meet Council's goal in funding for Human Service Agencies; and fund expenses that maintain, and in some cases increase, existing service levels.

When compared to 2020, Longmont is experiencing mixed results in construction activity in 2021. While overall permits are up 5.3% through July, valuations are actually up 0.8%. We are on track to meet budget or exceed projections for building permit fees though we are not on target for building permit use tax. New residential construction value is 46.8% below 2020 after seven months with the number of single-family dwellings down 54.6%, and total new dwelling units down 54.1%. There is growth in valuation for commercial permits of 187.1%. The total use tax generated by building permit activity through June is 31.5% less in 2021 than it was for the same period in 2020.

Revenue activity through July 2021 for other General Fund sources has also had mixed results. Franchise revenue from Xcel Energy is up 28.8% and should meet or exceed budget. The cable franchise fee continues to decline though it may meet budget. The decline is likely due to the numerous options available for video services. Due to interest rate declines we can expect to be down in interest income in 2021 and into the near future as well. COVID-19 continues to impact recreation revenues and court activity and fines, none of which will meet budget in 2021. Meanwhile, Union Reservoir has already surpassed total 2020 revenues and appears to be on its way to a record high.

Sales and use tax is the largest source of revenue for five major operating funds of the City: the General Fund, the Public Improvement Fund, the Streets Fund, the Open Space Fund, and the Public Safety Fund. As indicated above, after six months of activity the combined sales and use tax has increased 14.4% from 2021 collections. Our budgeted projection of sales and use tax growth for 2021 turned out to be 2.65% below the actual level of 2020 collections. We have analyzed the year-to-date results carefully and project to end 2021 with a combined increase in sales and use tax of 8.59%. We expect growth in sales and use tax to slow some in the second half of 2021 due to very strong sales and use tax performance in the second half of 2020.

Revenue estimates included in this 2022 budget are based on actual revenue activity through July 2021 as well as other information available regarding potential developments. This budget is balanced in all funds as a result of a number of factors, some of which include:

- A projected \$1,987,670 increase in budgeted property tax revenues based on preliminary property valuations received from the county assessor
- A projected 3.0% increase in sales and use tax revenue in 2022 over the projected collections for 2021
- A projection of 847 building permits for dwelling units for 2022, including 127 single-family units, 78 townhome/condos, 627 multifamily units and 15 accessory dwelling units.

The overall sales and use tax increase for 2022 is projected to be 3.0%. With the significant swings in sales & use tax during 2020 and 2021 staff was unable to use trend analysis to make projections in this budget process. Tracking and projecting overall sales & use tax activity on a monthly basis we expect to have strong growth in July of 2021 but then expect slowing to approximately 3% per month for the rest of 2021 as well as through 2022. The 3.0% estimate is based on a projected 2% population growth and a 1% economic growth. The State issued a 2% economic growth projection and we adjusted that to 1% given that part of that growth is likely due to population growth. Based on these assumptions, the 14.4% growth that we have experienced through June of this year is projected to drop to 8.6% by the end of 2021.

Sales tax revenue from Village at the Peaks (VATP) should exceed \$5 million in 2021. The payments due on the Certificates of Participation (COP) for 2022 will be \$2,188,708. Staff is initiating a refinancing of the COP's which could bring that payment down closer to \$2 million. The property tax from the Twin Peaks Metro District and the Twin Peaks Urban Renewal Authority tax increment in 2021 should be over \$1.58 million. We are projecting \$1,588,000 from those sources toward the COP payments in 2022. Thus it is projected that only \$257,620 of the 2022 VATP sales tax TIF will need to go to the reserve for paying the COP payments. The covenants of the COP actually do not technically require the full \$257,620 of sales tax increment to go toward COP payments since reserves from 2021 are projected at about \$523,000 and more than exceed the 10% covenant requirements. Staff is recommending that about \$155,000 of those reserves be used for that purpose. We are hesitant to maintain the reserves too high in order to continue to rely on or use the property tax to make latter year payments versus sales tax increment used to build up the reserves greater than required. The reliance on sales tax TIF to make the potential refinanced payment in 2022 should be limited with 79.4% of the payment expected to come from property tax.

The City Council's adopted Financial Policies have always been aimed at assuring the financial stability of the City of Longmont. Staff use the financial policies as a guideline for preparing the annual proposed budget. A key policy in that regard is the Balanced Budget policy, which states that the City will balance operating expenditures with operating revenues. Effectively, this assures that we will not use one-time revenues to pay for ongoing expenses. Our realistic and conservative approach to estimating revenues has been a key factor in ensuring the City's financial integrity during the economic decline we endured in past years. Revenue estimates for this 2022 budget are derived by using the same process.

The allocation of the 2% sales and use tax between the General Fund and the Public Improvement Fund (PIF) has changed over the years. With the 2016 budget the allocation returned to 85% General Fund and 15% Public Improvement Fund. This allocation helps assure that the PIF is in the long-term position of being able to meet bonded debt requirements of over \$2.04 million annually while having over \$5 million available for capital projects and capital maintenance that is a key responsibility that has been met by this fund in the past.

Another financial policy incorporated as part of this adopted budget is the requirement of maintaining an unrestricted fund balance in the General Fund of from two to three months of operating expenditures (16.67% to 25%). The unrestricted fund balance at the end of 2020 is 22.3% of 2021 budgeted operating expenditures and 20.67% of the 2022 adopted operating expenditures. Within this overall reserve financial policy the General Fund reserves are separated into three components: first is reserve Restricted for Emergencies to meet TABOR requirements; second is a reserve Committed to Emergencies by the City Council of 8% of General Fund operating expenditures; and third is a City Council-imposed Stabilization Reserve of between 3% and 8% of General Fund operating expenditures. If all three components of the reserve policy were funded it would currently be from \$14.46 million to \$18.8 million. We have reached and exceeded the lower end of this goal with a stabilization reserve of 3.58%. This adopted 2022 budget sets aside \$1.6 million for the reserve, which would raise the reserve balance to \$16.56 million and would fully fund the 8% reserve Committed to Emergencies as well as fund 4.45% of operating expenditures toward the Stabilization Reserve. The reserve increase funding is mostly a result of \$2.5 million of CVRF reimbursements of 2021 COVID-19 related expenses from the General Fund.

This budget complies with the financial policy of the City that requires operating/ongoing revenues to be used to pay for operating/ongoing expenses. This policy has always been the primary step to maintaining financial

stability in times of either increasing or decreasing revenues. This 2022 budget uses General Fund fund balance and any one-time revenue to support one-time expenditures only.

The financial policy regarding the use of Incremental Development Revenues prevents us from treating the volatile revenues from building permits and plan check fees as typical ongoing revenues. The policy established 200 dwelling units as the target above which budgeted revenues generated from development would be considered to be “incremental development revenue” that would be available only for development-related expenses that are either one-time or subject to reduction in the event that this level of revenue is not sustained in the future. With 2022 development revenues based on 847 dwelling units there will be \$619,872 of incremental development revenue included as a part of the 2022 adopted budget.

With the 2019 budget, staff identified a concern with the level of growth in building permit use tax revenue. In 2010 and 2011 our annual revenue from this source was about \$1 million. In 2012 it was \$1.78 million and by 2015 it had doubled to \$3.56 million. It continued to grow, reaching \$4.65 million in 2016, \$5.32 million in 2017, and peaked at \$6.63 million in 2018. In 2019 it dropped to \$5.63 million and in 2020 to \$5.02 million. We projected it to be \$5 million in 2021 but it is not currently on pace to reach it. Projections from Planning & Development Services for 2022 have it at \$5.58 million. In 2018 staff expressed concern about continuing to budget the full amount as ongoing revenues. Similar to how we have treated fees from development as incremental development revenue we built the 2019 budget treating any revenue from building permit use tax above \$5,094,566 as one-time revenue instead of ongoing revenue. As building activity slows we will likely see more declines in this source of revenue. The ongoing revenue limit of \$5.09 million was based on an early estimate of permit use tax that had been made for 2019. The limit will likely need to be reevaluated in the future, but we are continuing to use it in this adopted 2022 budget.

Strategic Goals and Strategies

The [City Council Vision and Work Plan for Longmont](#) is a driver in the formation of this adopted budget and is stated below:

In 20 years, Longmont will be the world’s greatest village, where children are most fortunate to be born and raised, elders are supported through their entire life journey, where people will have access to food, shelter and everyone has the opportunity to thrive and feel they belong. We will have an integrated, system approach that leverages human and social capital to:

- Goal A1: Provide high quality Pre-K learning opportunities for all our children so they all have a good start in life
- Goal A2: Incentivize and provide housing and support services that end the risk of homelessness in our community
- Goal A3: Focus on making sure that our most vulnerable residents have the resources and opportunity to thrive

In 20 years, Longmont will have a developed Main Street from Pike Road to Highway 66, and a river corridor that stretches from the Sugar Mill to the Fairgrounds as a vibrant economic, residential, cultural and entertainment epicenter that is sustainable and respects the natural environment. Longmont’s quality of life will sustain with 100% renewable power for life and a healthier climate over time.

This area will:

- Goal B1: Have a diverse housing stock with higher densities, access to high quality public transportation, food and jobs
- Goal B2: Protect and respect our natural public amenities as part of the development process
- Goal B3: Become a nationally recognized geographic center of science, technology, engineering, education, arts, and entrepreneurialism
- Goal B4: Bring together private industry, local government, non-profits, institutions of higher education as well as the St. Vrain Valley School district to ensure the highest quality, best prepared workforce in the western United States
- Goal B5: Work with Platte River Power Authority to achieve 100% renewable power for life by 2030
- Goal B6: Take actions that will, over time, create a healthier climate for future generations, and helps prepare and adapt our community for the impacts of climate change

The following new resources in the adopted budget address City Council work plan items:

- \$500,000 of one-time resources for investment in early childhood (Goals A1 & A3)
- \$150,000 of one-time funding for the 529 Jump program (Goals A1 and A3)
- \$100,000 of one-time funding for an Envision Longmont update (Goals B1 through B6)
- \$6,000 of one-time funding for meal programs for youth (Goals A1 & A3)
- \$24,500 of one-time funding for Historic Preservation consulting (Goal B2)
- \$24,500 of one-time funding for Old Town Conservation overlay (Goal B2)
- \$50,000 of one-time funding for Transportation & Recreation Impact Fee study update (Goals B1 & B2)
- \$175,000 of one-time funding for Parks, Recreation, Open Space & Trails Master Plan update (Goal B2)
- \$100,000 of one-time funding for planning & implementation support for urban renewal activities (Goals B1 & B3)
- \$140,000 of ongoing funding for property tax rebates (Goal A3)
- \$560,816 of increased ongoing funding for human service needs of which a good portion likely will be allocated to increase resources to Longmont's most vulnerable residents, as well as close the housing resource gap for persons experiencing homelessness (Goals A2, A3 & B1)
- \$300,000 one-time funding for mental health and addiction (Goals A2, A3 and B1)
- \$30,000 of ongoing funding for E-bike share and car share (Goals B1 & B6)
- \$22,200 of ongoing funding for Library prospector services and adult & children fiction resources (Goals A3 & B3)
- \$250,000 of one-time funding for a Library Automated Materials Handler (Goals A3 and B3)
- \$24,575 of annual one-time resources for 4 years for the Small Business Development Center (Goal B4)
- \$60,000 of one-time funding for plugged and abandoned well investigations (Goal B2)
- \$189,955 of one-time resources for Emerald Ash Borer management (Goal B2)

Other items directed by City Council are receiving funding within this adopted 2022 budget. There is \$120,000 of additional one-time funding for Longmont Public Media; \$30,000 for program evaluation in the Mayor & Council budget; \$48,136 of one-time costs for a boat and 2 FTE Park Ranger for Lake McIntosh; \$25,000 of ongoing

funding from the General Fund for sustainability; \$3.7 million for the 1st & Main transit station project There is \$307,050 one-time for Smuckers business personal property tax rebate. Consistent with the City’s goal of 100% renewable electric energy by 2030, staff will continue with the analysis needed to align City-operated facilities with this policy goal. Fully funded initiatives include the Advanced Metering Infrastructure project, system reliability and grid modernization; distributed energy resources (DER) innovation and solutions including a community solar garden; and electric vehicle charging stations.

Priorities

Since 2013 the City Council has made a commitment to use priority based budgeting to make decisions regarding resource allocations. A key component of the priority based budgeting process is to identify the results that the City is in business to achieve. Initially the City used the Focus on Longmont strategic policy directions to identify the desired results. Starting in 2014, all of the programs of the City were identified, costed and scored based on how they influence the desired results as well as the key priority based budgeting attributes: mandate to provide the program, reliance on the City to provide the program, cost recovery of the program, and portion of the community served by the program. Each individual program has an overall score based on its influence on these results and attributes that places it in one of four quartiles. Since 2014, in our annual budget processes staff has used this information to evaluate budget requests. As there are limited resources available the intent is to ensure that our new resources are going toward programs in the higher quartiles. With limited exceptions most new resources that go toward fourth quartile programs are for salary and benefit increases for employees who are part of existing programs.

In 2016 the City Council adopted [Envision Longmont](#), a multimodal and comprehensive plan that provides strategic direction and guidance for Longmont over a period of 10 to 20 years. Both the priority based budgeting process and the Envision Longmont process include community input toward goals and priorities. Envision Longmont includes six guiding principles that reflect key elements of the community’s desired future. These guiding principles provide focus in terms of where efforts and resources should be directed over 10 to 20 years to ensure that Longmont remains a livable, prosperous and attractive community. During the first half of 2018 staff worked to incorporate the Envision Longmont guiding principles into the priority based budgeting process. This included the involvement of the City Council and the community along with a diverse representation of City staff. We now are using the guiding principles from Envision Longmont as the desired results in priority based budgeting. The guiding principles and their relative priority weightings as determined by the community are:

- | | |
|---|-------|
| • Livable centers, corridors and neighborhoods | 17.1% |
| • A complete, balanced and connected transportation system | 12.2% |
| • Housing, services, amenities, and opportunities for all | 20.3% |
| • A safe, healthy, and adaptable community | 17.7% |
| • Responsible stewardship of our resources | 16.0% |
| • Job growth and economic vitality through innovation and collaboration | 16.7% |

Maintaining Longmont’s outstanding quality of life has been a longstanding Council goal. To keep Longmont a quality place to live as the economy struggles requires that limited resources are allocated proficiently among multiple priorities. Following is how the [allocation of resources](#) in this 2022 budget are allocated to support the desired outcomes and guiding principles that have been identified by the City Council and the community.

Livable Centers, Corridors and Neighborhoods

The first guiding principle is to create livable centers, corridors and neighborhoods allowing residents to live close to where they work, lead active and healthy lifestyles, conveniently access essential goods and services, and choose from a variety of transportation and housing options. Within the adopted 2022 budget the neighborhood improvement program will receive its annual funding of \$50,000 from the Public Improvement Fund.

The Resilient St. Vrain Project, the City's multiyear, multiphase project to protect people, property and infrastructure from future flood risk, includes reconstruction of the St. Vrain Greenway. The project will reconstruct the greenway trail and restore areas damaged by the 2013 flood. Select sections of the greenway have been rebuilt as temporary trails until the permanent trail is rebuilt in conjunction with the Resilient St. Vrain Project, and most sections are now available for use where construction is not occurring. The Sandstone Reach and City Reach 1 sections of the project were completed in late 2018. City Reach 2A, which extends project improvements from Main Street to upstream of South Pratt Parkway, was completed in 2020. Construction on City Reach 2B, which extends upstream from South Pratt Parkway and includes replacement of the BNSF Railway bridge, started in the summer of 2019 and was completed in 2021. The next section upstream, known as Izaak Walton Reach 1, extends from the BNSF Railway bridge to the Boston Avenue bridge. This reach is currently under construction and is scheduled to be completed in early 2022. The City is also underway with design for replacement of the Boston Avenue bridge, which is planned to start construction in 2021. The City continues coordinating with the Army Corps of Engineers on the Izaak Walton Reach 2 section, which extends from the Boston Avenue bridge west to South Sunset Street. The remainder of the project from South Sunset Street to Airport Road will be designed and constructed in phases and is anticipated to take five to seven years to complete depending on funding availability.

Loomiller Park is the primary park renewal project slated for 2021. The Wertman and South Clover Basin neighborhood parks are under design in 2021 with construction of both currently scheduled to start in 2022, pending the availability of resources. Fox Meadows Neighborhood Park will be in design and head to construction in 2022. The Union Reservoir Loop Trail will be designed and constructed in phases starting with design and construction of the west side of the trail in 2022. Dog Park #2 will need to be relocated to the northeast corner of Rogers Road and Airport Road, pending a land dedication currently being negotiated. Design is slated for 2021 with construction following in 2022. The need for relocation of the Dog Park is related to expansion of the City's Airport Road maintenance facility. ADA upgrades will continue to be implemented in parks and nature areas in accordance with the ADA Self-Evaluation and Transition Plan and in coordination with the Park Renewal Program. Revisions to the sports fields at Dry Creek Community Park, where high groundwater has prevented sufficient establishment of the turf, will be designed in 2021. The design of St. Vrain Greenway Phase 12 (west of Golden Ponds) will be completed over the winter, with construction to start in 2022. The St. Vrain Greenway Phase 13 project (east of Sandstone Ranch) will start design in 2021 with construction to start in 2022.



The Longmont Downtown Development Authority derives its funding primarily from two sources of revenue. First is an operating mill levy of 5 mills, which is budgeted to generate \$275,440 in 2022, and the second is through tax increment financing (TIF). Under state statute, the LDDA TIF reduced in 2014, its 31st year, from its high in 2013 of \$1,050,000 to \$483,324. Growth in the TIF has resumed with revenue exceeding \$1.2 million in 2020 and currently up to \$1,341,988 in 2021. The TIF revenue for 2022 in the adopted budget is projected at \$1.342 million until updated information is received from the Boulder County Assessor.

The LDDA Operating Fund is its General Fund and is used to fund most general operating costs, including salary and benefits. Some DDA staffing costs are also charged to the DDA Arts & Entertainment Fund, the Downtown Parking Fund, and the Longmont General Improvement District. The LDDA TIF has funded capital projects, incentive programs, the façade improvement program, and arts and entertainment programs in the past. In this adopted 2022 budget it will provide funding of \$291,017 to the Arts & Entertainment Fund; \$10,000 for parklet maintenance; \$25,000 for economic vitality programming; \$10,000 for pedestrian metrics; \$15,000 for a mural/cultural project; \$100,000 for alley cameras; \$25,000 for a parking study update; \$58,742 for the downtown infrastructure replacement program; and \$32,900 to the DDA operating fund for project management fees. The LDDA is also receiving funding from the City of \$5,000 to support the holiday lighting program.

A Complete, Balanced and Connected Transportation System

As a growing city the continued development of our transportation system and transportation options is critical. This adopted 2022 budget includes \$174,700 for the FLEX bus program providing bus service between Longmont, Fort Collins, and other cities. Additionally, VIA is again funded at \$150,000, and RideFree Longmont funding increases by \$14,735 to a total cost of \$502,000. Total transit program funding in the adopted 2022 budget is \$826,700.

Capital work planned for 2022 in the transportation area includes the annual Street Rehabilitation Program, Boston Avenue Connection design, and Railroad Quiet Zones construction. Design work, along with public engagement and outreach, will be initiated on the Main Street Corridor Plan project as well as the Coffman Street Busway Improvement project. Other work includes the Transportation System Management (TSM) program, which helps improve the safety, accessibility, and alternative mode options of the street system. Capital work in the TSM program is anticipated to include ADA and curb ramp improvements, Sunset Street “Road Diet” improvements from Kansas Avenue to Nelson Road, and improvements at several high crash locations throughout the city. The Boston Avenue bridge over the St. Vrain is scheduled to begin construction early in 2022. As with the Main Street, Sunset Street, and South Pratt Parkway bridge replacements, this project will work in concert with channel capacity improvements being made in the Resilient St. Vrain Project in order to pass 100-year flood flows safely through the city.

Housing, Services, Amenities and Opportunities for All

This guiding principle focuses broadly on efforts that contribute to having a vibrant community and a high quality of life for all residents of Longmont. Within the adopted 2022 budget there is again \$1 million of ongoing

funding from the General Fund to continue efforts to capitalize the City's Affordable Housing Fund. These capital funds will be made available to for-profit and nonprofit developers to provide a total of approximately 100 new affordable homes (primarily rental units affordable at or below 50% of the area median income). Beginning in 2019, affordable housing development was boosted by 50% of the 3% special sales tax on the sale of marijuana. This revenue is estimated at \$300,000 for 2022. Ongoing support of \$206,543 from the General Fund is provided to supplement staffing and administration costs associated with the City's Affordable Housing Fund, CDBG and HOME programs that support and provide affordable housing and community reinvestment efforts throughout the city. Due to reductions to this transfer amount in the 2019 budget, an increase in the amount of costs associated with administering Affordable Housing programs with the addition of the Inclusionary Housing Program, the anticipated close out of CDBG-DR funding, and continued decreases in CDBG and Home administrative funding, staff is estimating that up to an additional \$150,000 in administrative costs in 2022 will need to be covered from the capital funding. In 2021, City Council authorized staff to use up to 10% of the \$1 million General Fund contribution to fund the gap in administrative expenses for 2020 and 2021. In the 2022 budget, staff proposes that up to 10% of all Affordable Housing Fund revenues (General Fund, marijuana tax revenues, loan repayments and payments in lieu) be used to fund administrative expenses associated with the City's Affordable Housing programs in 2022 and going forward. This will be discussed with City Council when Council gives direction on the City's 2022 Financial Policies.

One of the current financial policies of the City Council is that 2.52% of General Fund budgeted ongoing tax revenues will be allocated to fund services that address critical human service needs in the Longmont community. Since 2018, nearly half of this funding has been dedicated to housing stabilization and homeless intervention programs. In 2019 the City Council reviewed funding recommendations provided by the Longmont Housing and Human Services Advisory Board (HHSAB) that ultimately increased the amount of General Fund revenues set aside for this purpose from 2.05% to 3% in order to: 1) increase housing resources for adults experiencing homelessness and 2) restore available funding for agencies addressing other critical human service needs to pre-2018 levels. City Council directed staff to move in this direction over a three-year period. This adopted 2022 budget will provide funding of \$2,297,323 for human service agencies, which is \$560,816 more of ongoing resources than in 2021. It meets the goal to bring the level of funding to 3.0% of General Fund budgeted ongoing tax revenues.

In support of the City Council work plan, this adopted budget includes new resources of \$500,000 of one-time resources for investment in early childhood related to the outcomes of the Mayor's Early Childhood Summit held in spring 2019, and the ongoing work of Bright EYES and the Longmont Early Childhood Community Coalition. Funds will leverage strengths and address challenges related to the early learning delivery system in Longmont. These one-time resources will be used in areas that can make the greatest impact. In 2021, four contracts for service were awarded to organizations to provide mobile preschool learning opportunities, open additional preschool classrooms, provide parent education and provide professional coaching and training for providers. Uses for 2022 one-time funds will address data collections regarding the need for additional childcare/early learning slots to serve Longmont families. Creating a data tracking system to track the need for additional slots at any given time, will help providers in the early childhood system focus future investments to address capacity issues on an ongoing basis. In addition, these one-time funds will also support: capital/facility improvement to expand the number of slots (including a cooperative model for providers); family/friend/neighbor (FFN) support (could include an "alternative" certification for FFN's); parent support

training; scholarships for provider capacity building (“grow our own” early childhood educators); and training and coaching of licensed providers in Teaching Strategies Gold.

In late 2019, the Library initiated its consultant-assisted feasibility study to determine what 21st century library programs, services, and outreach are needed and desired by the Longmont community, and to examine options for long-term financial sustainability to support the community’s needs. The consultant completed the first part of the feasibility study regarding community needs, but the economic impact of COVID-19 halted efforts to conduct the financial sustainability work associated with this study. In May 2021, the Library contracted with Sieger Consulting to complete Phase 2 of the Library Feasibility Study. Work is underway and will be completed by the end of 2021. The results of the Library Feasibility Study will inform Council about the future of Library services in the Longmont community. The 2022 adopted budget does address service needs that emerged during the pandemic and address equitable access to Library services. Ongoing funding (\$9800) has been allocated for annual service contracts for WIFI hotspots, which allow users to connect phones/devices to the internet. This supports the very popular “hotspots” the Library purchased with grant funding it received during the pandemic. Most days all 80 library-owned hotspots are checked out with multiple holds. Many people who do not have internet access use these hotspots to fill out online forms, submit homework, and apply for jobs, and can access this service at no charge with a library card. To ensure equitable access to all of the resources offered through the Library, a full-time bilingual outreach librarian was added in 2022. This position will organize a more cohesive outreach approach with schools and community organizations to make sure all community members know about programs, databases, materials and classes they can access with their free library card. The 2022 adopted budget also reinstates the Prospector loan service, which was discontinued during the pandemic when the vendor would not renegotiate the cost of service. This \$12,200 investment will reinstate quick access to more than 30 million books and materials from libraries across Colorado and Wyoming. The adopted budget includes \$10,000 to receive pre-processed materials from vendors, rather than process new adult/children fiction materials by hand, resulting in greater efficiencies at a lower cost with new items ready to check out when they arrive. One-time funding for a new large-scale printer for library use is also included in the 2022 adopted budget.

In 2021, COVID-19 continued to have an impact on Recreation Services revenue. For the first four months of the year, programs and facilities were impacted through capacity restrictions, mask requirements and hesitation to return to indoor programming. Attendance at this time averaged 567 guests per day. With the uptick in COVID-19 cases in August, daily attendance started to decline and will decline even further if a mask order is reinstated. During the 2021 Budget process, Council approved a reduction of the Recreation Budget of \$1,127,792. The 2022 adopted budget adds back \$120,000 to Recreation Services budget to fund the following:

1. \$30,000 – funding to operate a full season of the outdoor ice rink season
2. \$40,000 - funding to open Kanemoto Swimming pool for the summer season
3. \$50,000 – funding to offer a reduced version of Rhythm on the River

This leaves a reduction in Recreation Services 2022 budget at \$1,007,792 (compared to the 2020 budget) at this time. Throughout 2022, staff will make program adjustments when revenues begin to rebound and request Council appropriate additional revenues in order to reinstate expenditures (programs and activities) in accordance with the City’s Financial Policies. Should revenues decline farther than projected, staff will make further program reductions. One-time funding of \$40,000 has been included in the adopted budget to update Recreation’s Master Plan, which was completed in 2015. This update would be completed concurrent with the

update to the City's Parks, Recreation Facilities and Trails Master Plan. It is important that Recreation Services keeps up-to-date on the community's recreation interests in programs, services and events to ensure staff is offering what the community desires.

Two new full-time positions are to be added to the Community and Neighborhood Resources budget in 2022: a Neighborhood Resource Coordinator and a Social Equity Coordinator. These two positions will be instrumental in advancing the City's equity initiative and goals. The Neighborhood Resource Coordinator will help us proactively build relationships and connections with neighborhoods that have multiple access barriers and health challenges and to help transform them into resilient and sustainable neighborhoods. The Social Equity Coordinator is essential to establish and sustain a social equity focus throughout the city organization and community. This position will lead efforts to operationalize equity principles and goals that the City has established into visible actions that ensure equitable access to resources and services for all. In addition to these positions, \$25,000 in one-time funds are allocated for equity training for city staff.

The adopted 2022 budget includes a new full-time Counselor position in Senior Services. As our older adult population continues to grow, Senior Services has seen the demand for their services expand exponentially, both from the community and from other city departments encountering challenging and complex situations with older adults. The needs of older adults, who have minimal family or community support, turn to Senior Services for help to remain living independently for as long as possible. While we have added Senior Resource Specialist positions to Senior Services in recent years, we have not added more counseling staff who are equipped to deal with ongoing behavioral health issues. The City's enhanced role in operating Longmont Housing Authority (LHA) senior residential communities has also strengthened the connection between LHA and Senior Services staff in helping residents in LHA's six senior properties to access resources and live independently in those communities for as long as possible. Ongoing funding is also added to help older adults access resource information via text (\$2,000) and through enhanced marketing (\$2,000). One-time funding of \$900 is included for small technology enhancements for staff.

One-time funding of \$60,000 has been included in the adopted 2022 budget to move the remaining collections in storage at the Museum to the Museum's new Collections Center. After this move, all collections will be managed at the new facility, and vacated space at the Museum will be re-purposed for other uses in alignment with the Museum master development plan that was recently completed in July 2021. The adopted 2022 budget also includes a full-time Volunteer Coordinator that will manage volunteer and intern programs at the Museum, as well as coordinate evaluation data to measure success, fulfill grant-reporting responsibilities and continually improve equitable access and services in general. This position will be funded from investment revenues through the Museum Services Fund, as a result of the recent \$1 million donation from the Stewart Foundation.

The adopted 2022 budget includes \$2,100 in one-time funding to laptop upgrades for Community Services Administrative staff, as well as \$10,005 for ongoing marketing and communications support for public-facing services.

Golf Fund resources in the 2022 budget include ongoing funding increases of \$81,875 to increase wages for temporary and seasonal staff to ensure sufficient staffing for quality golf course maintenance, \$74,000 for golf cart leasing, and \$10,000 for increased cost of turf maintenance products. One-time expenses from the Golf Fund in 2022 include two range ball pickers (\$8,300) and replacement of six computers for golf operations (\$7,550).

From the Public Improvement Fund, funding of \$511,720 is added in 2022 for specialized equipment replacements for Recreation and other Community Services facilities, \$547,208 for maintenance of swimming pools and wading pools, \$61,105 for Firehouse Art Center facility improvements, \$407,788 for fitness improvements at the Recreation Center, \$31,664 for parks ADA improvements, \$75,000 for rehabilitation of park irrigation pump systems, \$240,000 for Bohn Farm pocket park and \$47,500 for pollinator gardens.

In Public Works and Natural Resources this adopted 2022 budget includes increased ongoing resources of \$35,000 for groundwater monitoring, \$15,000 for adulticide spray, \$25,750 for contractor increases, \$10,000 for overtime for weekend events, \$8,000 for repair & maintenance, \$5,000 for wildlife management supplies, \$3,000 for volunteer software subscription, and \$2,500 for mosquito control. One-time expenses in PWNR in the 2022 adopted General Fund budget include \$2,158 for computer replacements, \$4,320 for a large format scanner/printer, \$8,000 for a water safety vehicle, \$1,147 for Infor public sector business licenses, \$1,875 for DRCOG planimetric data update, \$27,000 for a historic building maintenance assessment & plan, \$60,000 for plugged and abandoned well investigations, \$85,000 for EAB treatments, tree removals and planting, \$30,000 for EAB tree replacements, and \$74,955 for a fixed-term position for EAB.

A Safe, Healthy and Adaptable Community

The City Council has always placed public safety expenditures in a high priority category when allocating scarce resources from the General Fund. It is because of this high priority that in 2006 the City Council chose to propose to the voters an increase of .325 cent in the City sales and use tax rate to fund additional resources to increase the level of public safety in Longmont. The approval of that tax has allowed the addition of a total of 47.38 FTE through 2018 including 6 FTE in Communications, 1 FTE in Emergency Management, 27 FTE in the Police Department, 11 FTE in the Fire Department, 2 Gang Intervention FTE in Children, Youth and Families, and .38 FTE for Graffiti Removal. It also has provided financing for Fire Station #1, which opened in 2009, and the Firing Range, which opened in 2012. In November 2017, voters approved an increase in the public safety sales and use tax rate from .325 cent to a total of .58 cent. The new tax rate went into effect in January of 2018 and in the first four years has allowed for the addition of 45 new FTE including 6 FTE in Communications, 29 FTE in the Police Department, 6 FTE in the Fire Department, 3 FTE in Community Health and Resilience, and 1 Legal Advisor in the City Attorney's Office. The new tax also provided funding for implementation of the body worn camera program and over \$3 million of one-time resources, including replacement of the Fire Records Management System, replacement of the Police Records Management System, replacement of the target system at the Firing Range, and over \$1.4 million toward addressing space needs to accommodate the additional staff.

The full public safety tax rate of .58 cent will provide over \$14.8 million of funding for public safety in this 2022 budget, including new ongoing resources of 1 FTE in the Police Department and 1 FTE in Community Health and Resilience. Three FTE in Community Health and Resilience previously grant funded and 1 FTE in the Fire Department previously funded with incremental development revenues will be funded from the public safety tax in 2022. The tax is also funding \$46,962 of ongoing expenses and \$85,154 of one-time expenses to support the new positions, \$29,203 for overtime expenses, \$3,660 for drone repairs and battery replacements, \$16,544 for netmotion license conversion, and \$3,500 for a traffic vehicle O&M. It also is providing one-time expenses of \$173,000 for bulletproof vests/panels and bomb squad suit replacement, \$150,000 for a mobile computer lab, \$60,000 for intersection cameras & software, \$36,408 for e-ticket writers replacement, \$20,000 for starchasers & grappler safe pursuit enders, \$9,000 for less-lethal launchers, \$13,800 for Simunitions conversion kits & ammunition, \$21,200 for computer replacements, \$4,072 for a replacement mat system for defensive tactics training, and \$40,000 for electrical card access on exterior doors of the Safety & Justice Center for the Police Department. There is also \$7,850 of ongoing expense related to these one-time expenses. One time

funding is provided of \$14,000 for hose testing equipment in the Fire Department and \$98,300 for a CORE team vehicle in Community Health and Resilience along with \$770 of related ongoing expense.

The adopted 2022 General Fund budget includes over \$41.2 million of funding for public safety services, which includes 258.0 FTE. New resources for Public Safety from the General Fund include ongoing resources of \$86,284 for overtime, \$66,000 for paramedic training, \$28,106 for Fire Manager RMS software maintenance increase, \$22,500 for transcription services, \$18,500 for increased licensing and subscriptions, \$2,000 for SWAT medical supplies, \$7,000 for training funds, and \$5,000 for LEU contract increase. The 2022 budget includes one-time resources from the General Fund for Public Safety totaling \$809,750. These one-time expenses include, for Police, \$300,000 for bomb squad robot replacement, 118,000 for bulletproof vests/panels and bomb squad suit replacement, \$36,000 for Tiburon software maintenance & support, \$11,000 for communications expansion, \$12,500 for Opticon systems, \$9,600 for laptops for recruits, \$6,600 for Patrol scheduling software, \$6,000 for desktop upgrades, \$1,650 for monitors, and \$55,000 for 3D scanner for crash reconstruction with \$6,200 of related ongoing expense. One-time expenses for Fire include \$56,000 for equipment for new engines, \$78,000 for a compressor, \$76,000 for cardiac monitor & autopulse devices, and \$7,200 for ropes and equipment.

In 2020 an Oil and Gas and Air Quality Coordinator was hired to serve as the technical expert in these areas and to provide oversight of the ongoing air quality monitoring study. The 2022 budget includes funding for this position, as well as air quality monitoring stations at Union Reservoir and the Vance Brand Airport. Funding has also been included in the budget for water quality monitoring at Union Reservoir and groundwater testing near oil and gas wells.

Responsible Stewardship of our Resources

Along with this 2022 adopted budget you will receive a copy of the [adopted 2022-2026 CIP](#). The CIP is broken into major categories of capital projects. For the year 2022, those categories are to be funded with the following dollar levels of capital projects. A list of the projects to be funded from the 2022 Public Improvement Fund can be found under the *Other Funds* section of this adopted budget. Some highlights on specific infrastructure projects are below. For detail on individual projects please refer to the adopted 2022-2026 CIP.

Downtown Redevelopment projects	\$ 125,000
Drainage projects	2,929,000
Electric projects	11,633,694
Parks, Recreation and Open Space projects	10,145,565
Public Buildings and Facilities projects	4,036,138
Broadband projects	3,574,204
Sanitation projects	1,363,500
Transportation projects	25,810,000
Wastewater projects	8,667,160
Water projects	10,639,050

The Wastewater Treatment Plant has identified improvements required to meet more stringent water quality standards for phosphorus and nitrogen. Regulation 85 limits have been adopted by the state and are included in a compliance schedule in the City's 2018 discharge permit. A consultant performed an alternatives analysis and assisting with pilot studies in 2020. Design was undertaken in 2021 with construction anticipated to begin in 2022. Infrastructure renewal projects at the wastewater plant were also undertaken in 2021 and will continue

into 2022. These improvements will maintain the plant's ability to meet increasing water quality standards and protect public health and the aquatic environment of St. Vrain Creek.

In-depth evaluations completed in 2015 for the Library and Safety and Justice Center call for expenditures of several million dollars. Several other City buildings are in need of in-depth evaluations due to their age and functional requirements. Much of the work to repair and rehabilitate vital public infrastructure is enabled by the voter approval in 2018, and sale of bonds in 2019, to be repaid from the Public Improvement Fund, including the Civic Center rehabilitation which is nearing completion at a cost of up to \$8.6 million, the Safety and Justice Center at a cost of up to \$3 million, the Library at a cost of \$2.12 million, and other aging City facilities at a cost of up to \$2.5 million. Additionally, the bond provided \$9.4 million toward the renovation or replacement of Fire Station #2 and Fire Station #6 and replacement of the irrigation systems at Sunset and Twin Peaks golf courses for over \$4.2 million.

In the Public Improvement Fund, funding is adopted in the 2022 budget for annual rehab and replacement of core building infrastructure at or within City facilities, including \$23,000 for roofs, \$666,631 for HVAC systems, \$1,063,500 for emergency generators, \$282,441 for boilers, \$419,362 for flooring, \$20,000 for interior maintenance, \$25,000 for exterior maintenance, \$20,000 for keyless entry, \$35,000 for auto door and gate replacements, \$35,000 for UPS repair and replacement, and \$98,980 for parking lots. There is also \$136,250 for ADA improvements at municipal buildings.

The Northern Colorado Municipal Subdistrict has initiated construction on the Windy Gap Firming Project. Contractor selection is currently underway. The City of Longmont is participating in this water storage project that will provide Longmont with 7,500 acre-feet of storage, further enhancing the value and resiliency of the City's water supply. The new reservoir and associated improvements are anticipated to be completed over the next three years.

Expansion of the Nelson-Flanders Water Treatment Plant was recommended in the Integrated Treated Water Supply Master Plan as the preferred alternative instead of continued maintenance of the Wade Gaddis Water Treatment Plant and to meet water demand forecasted for build-out of the Longmont Planning Area. The City's Wade Gaddis water treatment plant, placed in service in 1983, has now reached the end of its life cycle and soon will be decommissioned. However, its peak use and backup functions must be replaced to maintain system reliability. The City recently conducted engineering studies to determine the best way to replace that capacity. After analyzing all the possibilities, the most reliable and cost-effective option is to expand capacity at the Nelson Flanders plant to ensure that we fully support the drinking water needs of current and future Longmont residents. The Nelson Flanders plant was placed in service in 2005 and was constructed with expansion in mind. Construction is anticipated to begin in 2022 and is fully funded.

An updated Wastewater Collection System Master Plan was presented to Council in 2021 and will inform a wastewater rate study in 2022. Updated storm drainage rates have been recommended to Council for the period of 2022 to 2024. These rates will support a potential bond issuance which would be brought to the public for a vote in 2022. They will also allow the utility to address the most pressing needs of the storm sewer system while a Storm Drainage Master Plan and associated asset management plan are completed over the next two years.

The 2022 budget proposes expanding current grant coordination capacity to continue to leverage funding available from state, federal, and local sources to maintain and improve Longmont's infrastructure. Providing focused

resources and centralized administration should increase the success rate for funding requests while reducing administrative burden on project management staff. Maximizing external funding in the form of grants can help to reduce the costs paid by rates over time. Increasing this function in anticipation of federal funding from the infrastructure bill and other legislative efforts is critical to the success of this effort.

In 2016, the invasive insect Emerald Ash Borer (EAB) was found in Longmont. The arrival of this devastating insect has required action to manage Longmont's public ash trees by removing small and poor condition ash trees, treating high-value ash trees, and planting replacement trees. In 2016, high-value public ash trees were evaluated, and 937 were selected and split into three cohorts for treatment with each cohort to be treated on a three-year rotation to effectively protect them from EAB. Since 2016, six treatment rounds have been completed with treatments to continue annually. Continual funding will be required as EAB continues to spread throughout the city. The Emerald Ash Borer Management Plan is funded from the Tree Mitigation Fund, with the majority of the funding coming from the removal of trees in the Resilient St. Vrain Project. To date, EAB has been detected outside of Boulder County in Broomfield, Larimer, Jefferson, and Adams counties, with similar management strategies in each community.

The [Longmont Sustainability Plan](#) was approved by City Council in November 2016 and was updated in August 2018 to include recommendations from the Greenhouse Gas Report. The plan identifies objectives in 10 sustainability areas that will ensure that Longmont continues to be environmentally healthy, prosperous, and a socially equitable community. The plan lists targets for each sustainability area along with immediate, near-term and mid-term strategies for meeting those targets. It supports the guiding principles in the Envision Longmont multimodal and comprehensive plan, but the targets and strategies are specific to the Sustainability Plan and identify actions and time frames to meet the Plan's objectives.

In October 2019, Council passed a resolution declaring a climate emergency and convened a group of subject matter experts, called the Climate Action Task Force (CATF), to develop recommendations to address the climate crisis. Several City staff worked with the CATF to develop 27 recommendations, which were presented to Council in June, July and August of 2020. Many of these recommendations are already included in the Sustainability Plan, and several are currently underway with funding and staff resources included in multiple City departments. In addition to the CATF, the Just Transition Plan Committee worked concurrently to develop recommendations to ensure climate action meaningfully incorporates equity, which were also included in the report. Staff evaluated the final CATF recommendations based on cost, greenhouse gas reduction potential, community and equity impacts, and resource needs and timelines for each of these recommendations, which were presented to and approved by Council in December 2020. Twelve recommendations were identified for near-term implementation, in the 2021-2022 timeframe, the majority of which are underway.

Work that was initiated in 2021 includes: 1) launching zero waste efforts, including the update to the Zero Waste Resolution and the Universal Recycling Ordinance, 2) kicking off the Climate Lecture Series in partnership with the Museum, 3) completing data visualizations for greenhouse gas reductions, 4) completing the Equitable Carbon-Free Transportation Roadmap, 5) evolving the Just Transition Plan Committee to the Equitable Climate Action Team (ECAT) to provide insight and feedback on the implementation of equity-based climate action recommendations, and 6) continued coordination of the Longmont Sustainability Coalition.

In 2021, the City also received \$110,012 from Boulder County through the Environmental Sustainability Matching Grant program, which is funded through a countywide Sustainability Tax, passed by voters in 2016.

This tax is projected to bring in approximately \$7.6 million annually, 6% of which will be allocated to municipalities proportional to population. The City is required to contribute a 25% cash match, which totaled \$27,503 in 2021. The 2021 Sustainability Tax included continued funding for the Sustainability Grant and Program Coordinator, funding for the Equity and Engagement Specialist position, and the Climate Risk and Vulnerability Mapping project. The projected grant amount for 2022 is approximately \$129,889 with a cash match of \$32,472.

In support of the Sustainability Plan and Climate Action Recommendations Report, the 2022 adopted budget includes the following new resources: \$25,000 for zero waste efforts and \$115,000 from the Public Improvement Fund for a charging station at the Sunset Campus.

NextLight™, Longmont’s nationally recognized and community-owned fiber-optic internet service, offers symmetrical gigabit internet and Digital Voice phone service citywide. Longmont received voter approval in 2011



to offer these services and began building and serving customers in 2014. In 2017, the buildout transformed Longmont into Colorado’s first Gig City with fiber-fast and fiber-reliable internet. In 2019, NextLight partnered with the Longmont Community Foundation and Longmont Children, Youth and Families to introduce the “Sharing the NextLight” program for income-qualified families. This was followed in 2020 by the introduction of discounts for income-qualified and COVID-19 impacted families and in 2021 by participation in the federal Emergency Broadband Benefit, furthering NextLight’s

commitment to the local community by making fiber internet accessible to all. NextLight will continue to build out the network and install customers as new development and redevelopments occur, and further invest in the network’s reliability through regular maintenance and rehabilitation of equipment. The 2022 amount budgeted to continue building the network and installing customers is \$2.9 million.

Longmont Power & Communications’ continues to emphasize innovative service for the Electric Utility, focused on affordable electric rates, best-in-class reliability and service for Longmont businesses and residents, and achieving the year 2030 goal of a 100 % renewable energy electric supply. Several of the Electric CIP projects contribute directly to these goals. In 2022 the Electric Utility will fund \$4 million for the Advanced Metering Infrastructure (AMI) initiative benefiting both the customers and the utility. AMI will provide timely detailed usage data to inform and enable conservation and efficiency efforts, enhance outage response, increase electric resiliency, support development of alternative rate structures to align with evolving customer use, and enable future electrification possibilities. The largest Electric project is Aid to Construction, funded at \$4.8 million in 2022, which is offset by developer payments. LPC staff designs and constructs the electric infrastructure associated with the development. By performing both the design and construction internally, LPC maintains high standards, thus ensuring the reliability and resilience of the new infrastructure. The Electric System Reliability &

Grid Modernization project has allowed LPC to significantly increase reliability by deploying animal protection devices, installing fault indication equipment, and completing area capacity and switching improvements. Future projects may include distribution automation and demand response projects. Electric System Rehabilitation & Improvements work allows for proactive replacement of aging infrastructure and the repair and replacement of damaged electrical equipment. In concert with the prior two projects, the development and deployment of Distributed Energy Resources on the grid is one key strategy in preparing the utility to achieve, with Platte River Power Authority and its owner communities, the goal of 100% renewable energy by year 2030. The Electric Feeder Underground Conversion project also contributes to improved reliability and overall system backup capabilities by converting main feeder overhead lines to underground.

Job Growth and Economic Vitality Through Innovation and Collaboration

Promoting a healthy economic climate has been a longstanding desired outcome of Longmont City Councils who have recognized that a balanced, thriving economy is essential for ensuring long-term quality of life. The Longmont Economic Development Partnership has developed a strategic plan for economic development – Advance Longmont 2.0.

The Advance Longmont Partners Steering committee meets monthly to collaborate on the implementation of the Advance Longmont 2.0 economic development strategy. The Steering committee includes the City of Longmont, the Longmont Downtown Development Authority, Visit Longmont, Small Business Development Center, Latino Chamber of Commerce, Front Range Community College, St. Vrain Valley School District (Innovation Center), TinkerMill, and the Longmont Area Chamber of Commerce. The partner organizations have formally adopted the plan, which will assist the City in meeting the challenges of the changing economic landscape.

The City of Longmont remains focused on the overall business climate, including an equitable and fair development review process, quality infrastructure, affordable and reliable utilities, and access to excellent community amenities citywide. Affordable and attainable housing continues to be a focus of both the City Council and staff. The City continues to focus on long-range planning as seen from the adoption of Envision Longmont, the Main Street Corridor Plan, and more recently the City Council work plan that includes staff engaging in work on STEAM. Staff is also focused on redevelopment opportunities surrounding the First & Main Transit Station and the feasibility of a performing arts and convention center.

The one-stop Development Services Center (DSC) at 4th Avenue and Kimbark Street continues to provide a convenient single location for residents, builders, contractors and developers to be served by City staff in processing permits, applications and providing customer service with respect to all aspects of the built environment. The City's online permitting and development application technology continues to grow to match the demands of customers looking for 24/7 access.

Within this adopted 2022 budget, Planning & Development Services is receiving operating resource increases of \$46,000 for credit card fees and \$7,000 for identification of short term rentals. Code Enforcement is receiving new resources of \$4,020 for uniforms, \$2,500 for code books, and \$2,800 for training expenses. This adopted budget for 2022 also includes one-time expenses of \$50,000 for Development Services for Accela professional services and \$6,994 for handheld ticketing equipment and software maintenance.

The City of Longmont's focus on attracting and retaining businesses is demonstrated by ongoing funding and support for various economic development programs and initiatives. Specific funding requests for economic

development programs and partner agency funding continue for the 2022 budget. The adopted budget includes \$60,000 for the Small Business Grant Program, \$64,500 for the Small Business Development Center, \$30,000 for the Latino Chamber contract and scholarships, \$5,000 for the Colorado Enterprise Fund, and \$362,500 to contract with Longmont Economic Development Partnership to provide economic development services including administering the aforementioned programs through grant administration, training, loan program facilitation, and individualized business assistance as well as continuing efforts to retain and attract primary employers. The 2022 budget also includes \$20,000 of ongoing resources for the US 36 lobbying contract. The Lodgers' Tax is projected to provide \$300,000 to Visit Longmont to fund operations and to support tourism and visitor-related programs.

Continued construction of the Resilient St. Vrain Project - a multiyear program to rebuild the flood-damaged St. Vrain Creek - will improve the resiliency of City infrastructure in the area, protect residents from life-threatening floods, and support redevelopment in core business areas of the city through significant reductions in Longmont's designated floodplain areas. When complete, the project will allow for redevelopment projects that implement the City Council's vision of providing affordable housing and becoming a center for science, technology, engineering, mathematics and the arts. These new assets and others throughout the community will be connected by a comprehensive transportation network centered at a new transit hub located at 1st & Main, another area that will be removed from the floodplain with completion of the Resilient St. Vrain Project.

Responsive Internal Operations & Governance

Along with the guiding principles the final desired result identified by the City Council is Responsive Internal Operations & Governance. It aligns somewhat with the Envision Longmont guiding principle "Responsible stewardship of our resources." Ongoing resources added to this 2022 budget in the area of governance include \$140,000 for property tax rebates, \$40,000 for special counsel costs and \$1,050 for Westlaw subscription for the City Attorney's office, \$40,000 for sales tax contract auditing, \$16,840 for audit fees and \$8,817 for Munis maintenance in Accounting, \$5,000 for Priority Based Budgeting renewal increase, \$13,450 for job evaluations, \$8,000 for background investigations, \$3,750 for OPAC testing, \$1,610 for Employer Council dues & posters, and \$750 for supplies in Human Resources, \$10,000 for ASL/Spanish interpretation, \$15,000 for targeted marketing, \$2,400 for Bitly management tool, \$2,300 for photo stock costs, and \$3,300 for Microsoft Project licensing in the City Manager's office, and \$2,500 for board member appreciation.

This adopted 2022 budget includes one-time funding of technology support in the General Fund, including \$185,000 for Cisco ASA firewall replacement, \$53,000 for commvault hardware refresh, \$130,245 for programming support, \$172,000 for disaster recovery VMWare hardware refresh, \$51,000 for Cisco identity services engine, \$12,000 for new conference room cameras, \$75,000 for a web redesign, \$500,000 for agile project implementation, and \$212,500 for laptops for remote work. A portion of these technology enhancements will be offset by transfers to the General Fund from other operating funds. There are also \$97,335 of computer replacements, \$24,480 for a scanner replacement, and \$12,669 of new computers from various enterprise funds. Ongoing funding of technology support includes \$40,000 for enterprise mobility & security, \$135,000 for an Office 365 license upgrade, \$18,000 for GIS maintenance & upgrades, \$25,000 for an OnBase system upgrade, \$5,036 for web development tools, and \$27,000 for Adobe sign subscription

Other one-time expenses in the Governance area include \$30,000 for program evaluation in the Mayor & Council budget, \$50,000 for a ward redistricting consultant and \$9,000 for a scanner in the City Clerk's office budget, \$5,500 for office furniture in Finance, and \$1,699 for a computer setup in Facilities.

Within this adopted 2022 budget there is \$1,581,990 for the replacement of 32 vehicles and motorized equipment from the Fleet Fund. These include three police vehicles and two fire vehicles. Resources for new vehicles include \$199,420 to add five new vehicles for Broadband and \$175,000 for an ecosystem management tractor in Natural Resources. There is also \$95,000 from the Fleet Fund for a CNG/RNG defueling station. Other equipment for Fleet include \$15,500 for an air compressor, \$11,650 for computer replacements, \$5,996 for a pony system for RNG trucks, \$4,800 for electronic lube meters, \$3,150 for tool boxes, \$2,465 for a battery jump starter, and \$12,813 for new computers, monitors, software and work stations.

As indicated earlier, the City is working to increase its General Fund reserves in accordance with its financial policy. In that regard there is \$1.6 million of fund balance that is recommended to be added to the reserves raising the overall reserve balance of the General Fund to \$16.56 million.

Other Expenses

While the categories of desired results identified reflect much of the City's budget, this adopted budget for 2022 is an accumulation of a variety of expenses, and a significant portion of them are in salaries and benefits.

Employee Compensation

Providing City services is a labor-intensive endeavor. Close to three-quarters of the expenditures in the General Fund are employee related. Since the quality of services provided is directly related to the quality of employee providing them, it is necessary to provide competitive wages and benefits in order to attract and retain highly skilled and motivated employees. Additionally, labor market dynamics currently require a strong competitive posture in order to ensure adequate staffing in many crucial positions.

The City's Pay Plan is based primarily on open range, individualized salary bands. Open ranges exist for all employees except sworn Public Safety positions and designated electric line positions in Longmont Power & Communications. Open ranges allow for employees to move through the range based on market position and job performance. Step pay systems are only for Public Safety and the noted LPC positions because the step system is the prevailing method for establishing pay for these jobs throughout the region to which we compare. Step employees typically receive annual pay increases when market adjustments are made to the steps.

Each year the Human Resources Department uses various salary surveys conducted by the Employers Council and the Colorado Municipal League as well as other market- and department-specific surveys to assess the City's competitive position with regard to comparable labor markets within defined recruiting areas. Surveys also provide information on salary structure projections as well as overall pay increase projections. **Both private and public employers in the Denver/Boulder and Northern Colorado areas are included in these surveys plus fire districts, parks and recreation districts, public and private utility associations, housing authorities, and rural electric authorities.** The City currently has 407 open range positions. There were 319 valid job matches derived from these surveys. Many of the other positions are linked to others of similar scope. The results of these comparisons indicate that, on average, our salary ranges are 0.48% below the defined labor market for open range positions while our actual rates of pay are 0.22% above market midpoint salaries for 2021.

During the planning process for the 2021 budget, market data was considered to be unstable due to salary changes and position adjustments in our comparison organizations. As a result, and due to budget constraints, the 2021 pay plan was initially proposed with no pay increase to positions. A mid-year revision increased salary ranges by 2% to account for general market changes. The 2022 pay plan has been prepared with individual benchmarks which again review the market competitive position of each individual position.

The City's Financial Policy related to compensation states that "The City will strive to establish prevailing market ranges of pay for City positions." One compensation guideline in that policy is that the City's financial ability to pay is always a primary consideration. Employers Council is projecting that pay ranges in 2022 will increase by 2.50% and actual salaries will increase by 3.1%.

Considering the projected market range movement of 2.50% in the coming year, we are recommending a 2.50% increase to pay ranges. In doing so, the City's pay ranges would remain competitive at 100% of market. Within this adopted budget we are adjusting the market midpoints for 118 positions that have experienced market fluctuation of more than plus 2% in the last year to the current market midpoint of those positions. This adopted budget includes funding to implement 4 job audits that reclassify employees to a new job classification based on a change in the duties they are or will be performing.

Since 2015, the City has consistently maintained a goal of benchmarking positions at 102% of market range. This goal was based on our high expectations and accountability levels for our employees. As an organization we continue to ask our employees to do more with less. As our expectations are higher than normal or average, our employees should be compensated for meeting those expectations at an amount higher than midpoint or average. This 2022 adopted budget has pay budgeted at 101% of market.

In order to align actual salaries with the City's compensation philosophy to strive to pay employees meeting or exceeding expectations at 100% of market-level pay this adopted 2022 budget allows for up to a 5% increase to base pay for open range employees who are below the 2022 position pay range midpoint. **Increases greater than 5% are allowed when the market for a position increases greater than 5% from one year to the next.** The increase may not exceed the amount required to take the employee's salary to 101% of the 2020/21 position midpoint. Employees who receive step pay and are eligible for step increases will also remain eligible for these adjustments.

This adopted 2022 budget also includes funding of 2% of pay in each department budget to allow for employees who meet certain criteria in delivering extraordinary performance to be compensated between 101% and 108% of the range midpoint. This is a component of our compensation program that is designed to both reward exceptional performance and provide an opportunity for employees to be compensated beyond the range midpoint.

In 2021, three year contracts for both the Police and the Fire collective bargaining units were negotiated and approved for 2022, 2023 and 2024. This adopted 2022 budget includes the increases that were negotiated in those contracts.

The 2022 budget includes \$221,699 to continue the bilingual pay compensation program, which includes an increase of \$26,159 for bilingual pay for temporary and part time non-benefitted employees. This program recognizes regular employees who can provide translation and interpretation services in Spanish and American Sign Language, which enhances our capacity to deliver services to our diverse customers.

Health and Dental Benefits

From the early 1980s through 2006 the City operated a self-insured employee health and dental benefit program. When health care costs began to skyrocket in the early 2000s the City's cost to maintain the program

became excessive. Since the beginning of 2007 City health benefit costs have been stabilized through a fully insured approach with two options for employees: an HMO option from Kaiser and a triple-option plan offered by Kaiser that uses a nationwide PPO network along with an out-of-network option. Since our 2008 renewal, our average aggregate blended premium rate increase has been 4.29%. The City continued its self-insured employee dental benefit program through 2012 but went to a fully insured approach, contracting with Delta Dental, beginning in 2013. This change saved costs through Delta's network management. The City still maintains a Health Benefits Fund that is used to pay premiums for health, dental, vision, long-term disability, and life insurance coverage and Employee Assistance Program services.

When the self-insured health program was terminated at the end of 2006, the fund balance of the Health Benefits Fund was \$6.8 million. Ongoing annual City contributions to the fund to cover the cost of annual benefits were budgeted at 16.5% of budgeted salary in 2021, and the Health Benefits Fund fund balance is expected to slightly decrease in 2021 from \$9.35 million to \$9.30 million. In recent years the fund balance had been growing with growth in compensation and, thus, contributions to the Health Benefit Fund. For 2022, there will be no increase in the Kaiser health premium cost. With no increase in premiums, but a minimum of a 4.5% increase in compensation levels from the adopted 2021 budget to the adopted 2022 budget, we project that the level of contributions to the Health Benefit Fund can be lowered to 16.0%, which would still increase the fund balance at the end of 2022 to a projected \$9.62 million. Thus, this adopted budget for 2022 includes the budgeted contributions at 16.0% of budgeted salary. Besides employee insurance benefits and related administrative and consulting costs there are two additional ongoing uses for the Health Benefits Fund: Public Safety wellness exams at a cost of up to \$50,000, and up to \$87,000 for a health benefits premium discount as an incentive for participation in the Wellness Program.

The fund balance of the Health Benefits Fund has been maintained at this high level for a few reasons. While it is preferred that we pay for ongoing medical costs with ongoing revenues it could still be necessary to look to these funds to help stabilize future increases in the cost of health benefits. One use of the fund balance that we have used in the past three years is as a means to reduce the unfunded liability for the defined benefit pension plan. Another reason for maintaining the fund balance is to use it as a reserve if the City ever decides to go back to self-insuring the health benefits.

Pension Benefits

The City sponsors a defined contribution retirement plan and a defined benefit pension plan for each of its non-uniformed general employees. The defined contribution plan is provided to regular employees in lieu of Social Security. The defined benefit plan, called the General Employees' Retirement Plan (GERP), is funded through contributions by the City and by employees. The overall contribution requirement is actuarially determined. For a number of years the plan was essentially fully funded, and the contributions were maintained at 6% of compensation from the City and 4.5% from employees. In 2001 the City created a Retirement Health Savings plan for employees, and the City annually contributes \$400 for each regular full-time employee, prorated for part-time employees, to this defined contribution plan. In 2001 the City reduced its funding to the GERP from 6% to 5% to create funding for the Retirement Health Savings plan. The combined contributions of 9.5% (5% City, 4.5% employee) were sufficient to meet the annual actuarially required contribution to the GERP for a number of years.

The economic downturn in the fall of 2008 had a significant impact on the investment returns of the GERP, which, in turn, impacted the full contribution requirement, which rose to as high as 13.4% of pay. The funded ratio of the plan dropped from 105.9% to 86.7%. Since that time contributions have been adjusted annually

based on the actuarial study resulting in the current split of 8.4% City, 6.0% for pre-2012 employees and 5.0% for post-2011 employees.

While the Longmont GERP was still considered to be extremely well funded for a public defined benefit plan the GERP Board recognized the concerns that exist across the country regarding controlling the costs of public employee benefits. Not only was there a desire to keep the contribution costs under control, but it was also important to raise the funded ratio above 100% so that the historical practice of adding an ad hoc modest cost of living increase to the plan at least every four years can be resumed. The last increase was in 2009 and it remains to be seen when the next can be afforded. Another concern was the ability to meet the 7.5% annual investment return, which is one of the actuarial assumptions of the GERP. That level of return has not been met consistently in recent years.

Upon receipt and review of the actuary study in 2011 the GERP Board recommended changes to the plan designed over time to:

- Keep contribution costs under control
- Raise the funded ratio of the plan above 100%
- Continue the practice of periodically adding an ad hoc modest cost of living increase to the plan

The changes to the plan design were for new employees only as of the beginning of 2012. Those changes included:

1. A change in the minimum age for early retirement from 55 to 60
2. A change in the early retirement reduction factor from 3% to 6% per year for reduced early retirements
3. New employees would be subject only to a contribution requirement of always 1% less than pre-2012 employees. That 1% difference is instead directed to those employees' defined contribution plan accounts.

Beginning in 2017, the GERP Board changed the funding policy to amortize the unfunded liability over a closed rather than open period, which will assure eventual full funding of the plan and amortization of the unfunded liability. This change will also impact future contribution requirements.

Investment performance in 2020 was strong with a 16.1% market value return. From an actuarial perspective, gains and losses are recognized over five years. Thus, due to prior losses the actuarial value return was only 9.8%. The current GERP actuarial assumption is a 7.5% annual return. While there was an actuarial gain on returns of \$3.77 million, there was also an actuarial loss on pay projections of \$2.14 million. They resulted in an overall actuarial gain in 2020. In August the City received the 2021 actuary study, and the actuarially required contribution decreased from 13.9% to 13.4% while the funded ratio increased from 87.9% to 90.0%.

With the 2021 actuary study the GERP Board also reviewed current actuarial assumptions. The plan currently uses an outdated mortality assumption which our auditors recently pointed out and recommended updating when they presented the results of the 2020 audit. Another key assumption needing revision is our discount rate or assumed rate of return of 7.5%. The plan actuary reports that's for public pension plans, the average return assumption is 7.11% while the median return assumption is 7.0%. Our 7.5% assumption is considered high and would have the effect of understating the actuarial liabilities. Over the past 20 years our average returns on an actuarial basis have been 6.4% while on a market basis they have been 7.4%. Consultants project returns being tighter in the future with limited growth from fixed income investments. In the August Board meeting the retirement boards voted to recommend that the mortality assumptions be updated and that the discount rate be lowered from 7.5% to 7.0% for all three City defined benefit plans. The result of these actions

will lower the funded ratio of the GERP from 90.0% to 82.7%. In order to move the GERP toward a fully funded status the adopted 2022 budget would increase the level of required contributions to the plan as follows: City contributions from 8.4% to 9.0%; Pre-2012 employees from 6.0% to 6.6%; and post-2011 employees from 5.0% to 5.6%. With these recommended assumptions and contribution levels, it is projected that the GERP plan could reach a fully funded status in 2045.

The City also sponsors two old hire defined benefit retirement plans for police and fire employees hired before April 8, 1978. There are only 8 participants remaining in the police plan and 9 participants in the fire plan. The 2021 actuarial studies for these plans find the police plan at 114% funding while the fire plan is at 127% funding. The recommended changes to assumptions will reduce those amounts to 108% funding for the Police plan and 120% funding for the Fire plan. For 2022, no contributions are required to be made for either plan.

In July of this year the City Council approved new collective bargaining agreements for Police & Fire personnel. As part of those agreements the City agreed to allow the sworn Police & Fire who are currently covered by the City New Hire Police & New Hire Fire retirement plans to make a one-time irrevocable choice to enter into the Colorado Fire and Police Pension Association (FPPA) system. As of a date to be set later this year, all sworn Police & Fire new hires will become members of the FPPA defined benefit plan. Current employees will soon make a choice to either enter the FPPA system or remain in the existing City New Hire retirement plans. If they choose to enter the FPPA retirement system, they will have a choice to enter the FPPA defined benefit plan or the FPPA hybrid plan offer both a defined benefit as well as a money purchase benefit.

For 2022, the FPPA defined benefit plan requires an employer contribution of 10.9% while the FPPA hybrid plan requires an employer contribution of 13.7%. In order to be fair and competitive the City will also raise the employer contribution to the City New Hire retirement plans from 10% to 13.7%. At this point in time it is impossible to know how many members will choose which of the three options available to them for 2022. Accordingly, we have budgeted the City contribution for 2022 for all of those employees at 13.7%. These costs are from the General Fund and the Public Safety Fund. The cost for the increase in contributions from 10% to 10.9% is \$163,002 from the General Fund and \$53,789 from the Public Safety Fund. The additional increase from 10.9% to 13.7% is \$558,388 from the General Fund and \$167,344 from the Public Safety Fund.

2022 Operating Budget Overview

The General Fund for 2022 is balanced with \$102.98 million in sources of revenue and expenses, which is an increase of 13.7% or \$14,078,713 above the adopted 2021 budget. The growth is occurring in ongoing expenses as well as one-time expenses. There are \$93.47 million of ongoing expenses in the 2022 General Fund budget compared to \$86.8 million in 2021. One-time expenses have grown from \$2,092,793 in 2021 to a total of \$8,298,357 for capital and other one-time expenses in the 2022 budget.

Net ongoing expenses in the General Fund are increasing \$6,666,445 in this adopted 2022 budget. Major changes include level 1 increases of \$651,719, level 2 increases of \$528,328, ongoing increases related to one-time expenses of \$70,443, new positions at a cost of \$1,008,909, and Human Service Agency increases of \$560,816. There are \$1,338,206 of increases in pay for the Police and Fire bargaining units along with \$92,485 of step pay increases and \$59,508 for the state-administered public safety disability plan. Net pay increases for other General Fund employees require \$1,589,639 of additional budget. Longmont Housing Authority reimbursed positions total \$474,058. Police and Fire retirement contributions increase \$721,390. Increases from sick conversion, changes to exceptional pay, and temp wages total \$95,494. Funding increases to the

general employee defined benefit pension plans in 2022 are \$158,529. Also for 2022 there is an increase in liability insurance of \$45,710 and fleet lease charges of \$275,145.

Decreases in ongoing expenses in this adopted 2022 budget include cost reductions in transfers to the insurance fund for workers' compensation of \$314,062, to the museum services fund of \$90,381, and to the old hire police pension plan of \$33,413. There is a \$5,000 reduction in the budget for video services and public access media for 2022. Development services expenses funded through incremental development revenue is reduced by \$65,000. Finally there is a decrease of \$383,697 to the Utility Billing budget reflecting a decrease in costs paid to the Platter River Power Authority for maintenance of the Customer Information System.

Net ongoing budgeted revenue in the General Fund for 2022 has increased by \$6,666,445, and this is also made up of a number of changes. The largest source of the increased revenue is \$5,163,553 from sales and use tax. Another significant source of increased revenue is \$1,320,196 of property tax. This is the portion of property tax from the 2021 assessed valuation which is being used as ongoing revenue in the 2022 budget. Other sources of increased revenue are \$286,070 from City enterprise franchise revenues, \$474,058 from the Longmont Housing Authority, \$305,186 from building permit revenue, \$86,501 of federal grants, \$77,000 from state marijuana tax, \$118,837 from administrative transfer fees, \$120,000 of recreation fees, \$47,500 from museum fees, \$16,321 from telephone franchise revenue, \$12,000 of fire inspection fees, \$10,000 of cigarette taxes, sale of equipment of \$17,000, \$13,324 from oil and gas revenues, code enforcement admin penalties of \$12,000, \$2,966 of miscellaneous fees and charges, and \$3,268 in intergovernmental revenue. Sources of ongoing revenue that decreased include \$50,000 of interest revenue, \$43,063 from plan check fees, \$30,000 from sales tax commission, \$27,000 of library fines, \$20,000 from cable TV franchise revenue, \$15,000 from purchasing card rebates, \$14,000 from false alarm fines, \$2,218 from the broadband franchise revenue, \$6,550 from miscellaneous charges for services and \$4,800 from miscellaneous fines.

There are a total of 31.0 new FTE being added in this budget: 9.95 in the General Fund, 5.0 in the Public Safety Fund, 3.408 in the Water Fund, 3.18 in the Broadband Fund, 2.04 in the Open Space Fund, 1.278 in the Sewer Fund, 1.26 in the Sanitation Fund, 1.0 in the Airport Fund, 1.0 in the Affordable Housing Fund, 0.858 in the Streets Fund, 0.5 in the Sustainability Fund, 1.29 in the Electric Fund, and 0.238 in the Storm Drainage Fund. New positions included in this budget are:

- One FTE Neighborhood Resource Coordinator in Community and Neighborhood Resources from the General Fund, the Electric Fund, the Broadband Fund, the Water Fund, the Sewer Fund, the Sanitation Fund, the Streets Fund, and the Open Space Fund. - This position is needed to oversee neighborhood programs and lead collaborative citywide and community efforts.
- One FTE Counselor in Senior Services – This position is needed to help with a growing workload of case management in Senior Services. It will also help free up staff to support LHA projects.
- One FTE Librarian I in the Library – This position will serve as a bilingual outreach coordinator. It is needed for outreach activities to children and adults in the community and to translate materials for the Library.
- One FTE Social Equity Coordinator in Community Services from the General Fund, the Electric Fund, the Broadband Fund, the Water Fund, the Sewer Fund, the Sanitation Fund, the Streets Fund, and the Open Space Fund – This position is being added to staff the Office of Equity, focus on embedding equity within the organization, and to serve the community as an entry portal to address equity issues.
- One FTE Development Project Administrator in Planning & Development Services from the General Fund, the Water Fund, the Sewer Fund, the Storm Drainage Fund, and the Streets Fund – This position is to act as a

high-level center point of contact for internal and external development customers for designated high priority projects.

- One FTE GIS Analyst in Planning & Development Services – The position will be responsible to produce, update and maintain a variety of data sets and maps and present data to support development. These duties are now performed by a Principal Planner who could be freed up to direct new mapping and data development efforts to support the DRC process.
- Two FTE Parks & Open Space Rangers in Public Works and Natural Resources – These positions are needed to support educational and interpretive efforts at McIntosh Lake as well as other locations along the St. Vrain Greenway and throughout the City.
- One FTE Data & Innovation Analyst in Public Works and Natural Resources Business Services from the General Fund, the Electric Fund, the Broadband Fund, the Sanitation Fund, and the Streets Fund – This position will fill an identified gap in city-wide competencies in the data science stack with goals to improve the use of data and evidence throughout the City.
- One FTE Human Resources Business Partner II in Shared Services – This position is needed to support a growing work force and would staff employee investigations, employee inquiries, turnover, hiring and regulatory compliance.
- One FTE Procurement Specialist in Purchasing – With the growth in staff, services and projects in the City, staff is needed to support procurement and contracting needs of the City.
- 0.50 FTE Retirement Administrator in Finance – This position would take retirement plan administration duties from the Chief Financial Officer position in Finance and the Benefits Administrator position in Human Resources, relieving some workload from the CFO and HR and allow retirement administration to become a more focused priority in Finance.
- One FTE Clinician II in Community Health & Resilience from the Public Safety Fund. – This position is part of the CORE Team and is currently a grant funded position but the grant is ending. This position responds to calls for service involving individuals with mental health needs or issues.
- One FTE Community Services Officer Detective in Police from the Public Safety Fund – This position is needed to provide investigative support to the Detective staff in response to person's crimes. It will be involved with maintaining the sex offender's database, tracking on pawn transactions, and assist with investigations of child abuse and trafficking cases.
- Two FTE CORE Paramedics in Community Health & Resilience from the Public Safety Fund - These positions are currently grant funded positions but the grant is ending. The positions are part of the CORE Co-Responder program which adds a specialized paramedic to a dedicated unit comprised of a police officer and a behavioral health clinician. The paramedic administers patient care consistent with department protocols and physician orders.
- One FTE Victim Advocate in Community Health & Resilience from the Public Safety Fund – This position is currently a grant funded position but the grant is ending. The position provides on-scene crisis response to victims of crime and/or unexpected tragedy.
- One FTE Volunteer & Evaluation Coordinator at the Museum from the Museum Services Fund - This position is needed to manage volunteer and intern programs at the Museum, coordinate evaluation data to measure success, fulfill grant-reporting responsibilities and continually improve equitable access and services.
- One FTE Energy Portfolio Development Manager in Electric - this is a regular benefitted position responsible for creating a 10% dispatchable local energy portfolio to support 2030 goal of 100% renewable energy.
- One FTE Network Engineer in Broadband - The position is needed to perform design, maintenance and repair of the existing NextLight fiber network including monitoring of the fiber backbone.
- One FTE Customer Service Representative in Broadband – The position is needed to serve an increasing customer count and increasing programs.

- One FTE Fiber Optic Technician in Broadband – The position is needed for maintenance needs of supporting the distribution network and the fiber backbone.
- One FTE Airport Operations & Maintenance Technician from the Airport Fund – This position will perform airport maintenance duties that are currently having to be performed by the Airport Manager.
- Two FTE Natural Resources Technician in Public Works and Natural Resources Open Space Fund – This will take two existing temporary positions and convert them to full time positions. It will increase flexibility and cut down on turnover and training. The positions will focus on vegetative management and some wildlife management responsibilities.
- One FTE Sanitation Supervisor in Public Works and Natural Resources from the Sanitation Fund – With growth in the Waste Services Program a supervisor is being added for training, incident management, support of equipment issues and providing direction to employees.
- One FTE Assistant Director of Engineering Services from the Water Fund and Sewer Fund – This position is needed to address Engineering Services responsibilities including oversight of survey techs & MS4 program, coordinate with Operations division and CIP oversight.
- One FTE Civil Engineer I/II from the Water Fund and Sewer Fund - This position is needed to help complete CIP projects in a timely manner.
- One FTE Construction Inspector in Public Works and Natural Resources from the Water Fund, the Sewer Fund, the Storm Drainage Fund, and the Streets Fund - This will take two existing temporary positions and convert them to one full time position. The position will relieve the Inspection team and provide an increase in the quality of inspections.
- 0.50 FTE Water Conservation Specialist in Public Works and Natural Resources from the Water Fund – This position will address increasing requests for service in water conservation.
- 0.75 FTE Grant Coordinator in Public Works and Natural Resources Business Services – This position will increase resources toward grant support in the areas of energy conservation, renewable energy and infrastructure supporting electric vehicles.
- 0.50 FTE Sustainability Specialist from the Water Fund - This position will address climate action priorities set by the City Council such as greenhouse gas tracking, reporting and modeling.
- 0.25 FTE Sustainability Program Coordinator from the Water Fund - This position will address climate action priorities set by the City Council including the creation of a Climate Action Fund to support low-income households and businesses in the renewable energy and electrification transition.
- 0.50 FTE Neighborhood Resource Specialist from the Sustainability Fund – This position will increase our resources focusing on neighborhood-based sustainability and help insure broad and equitable engagement across our community.
- One FTE Environmental Regulatory Specialist from the Storm Drainage Fund – this is a conversion from temp funding to regular benefitted and will help meet regulatory requirements in support of the MS4Permit as well as other industrial stormwater permits.

The overall impact of all changes to FTEs in this budget is an increase of 31.0 FTE, which brings the total budgeted positions to 1,042.76

One-time expenses from the General Fund are \$9,745,061 in this adopted 2022 budget. Of this amount, \$5,504,971 is coming from projected available fund balance. The rest is coming from one-time revenues including \$2,327,345 of property tax revenue, \$483,007 of use tax revenue, \$198,621 of transfers from other funds, \$189,955 from tree mitigation revenue, \$98,300 of ARPA revenue, \$60,000 of oil and gas royalties, \$34,862 of incremental development revenue, \$240,000 of reserved fund balance, and \$150,000 from Boulder County.

This adopted 2022 budget for the City is one that is able to address a number of needs for the City. The two primary reasons for that are property tax revenue and sales & use tax revenue. From an ongoing perspective, it is a property tax reassessment year and that has provided us a boost in ongoing revenue. The more significant boost is coming from the sales and use tax. Our conservative approach to projecting sales & use tax revenue a year ago for the second half of 2020 as well as for the 2021 proposed budget has resulted in 14.9% growth in total sales & use tax budgeted from the 2021 budget to the adopted 2022 budget. One-time resources for 2022 are also strong because of the savings generated last year with cutbacks during the pandemic. The unexpected strong sales tax in the second half of 2020 also boosted fund balances at the end of 2020. Another one time resource that became available for 2022 was from ARPA reimbursements of pandemic type expenses in 2020. These all contributed to significant fund balances that allowed us to address one-time expenses such as increased costs on the Fire Station projects in 2021 and complete funding for the 1st & Main Transit Station project.

Looking beyond 2022, our ability to fund adequate service levels will likely always be a challenge. Providing services is a labor-intensive effort. In 2022, 70.2% of the General Fund budget is devoted to employee-related expenses. Most of our General Fund expenses grow with normal inflationary factors, but General Fund revenues do not always grow at similar rates as we have seen in recent budgets. When the local economy is strong it generally is able to generate the revenues needed to keep pace with market pay adjustments, the increasing cost of benefits, and the growing cost of services provided to the community. The property tax cycle does not always match up well with those costs. When the economy slows or declines it also can present challenges. Sales tax growth is very dependent on community growth and growth in retail sales. Use tax is always volatile and subject to quick declines. Some of our service levels are supported by incremental development revenue and some other one-time revenues and thus are earmarked to be reduced when that revenue declines. But reductions in other sources of revenue, whether tax or fee-based, can require adjustments to service levels. Our priority budget based models do provide us a tool to address these challenges, but tough decisions are still required.

We believe a number of uncertainties at the local, state, national and international levels provide challenges to predicting future revenue sources. One with an impending impact is the effect of SB21-293 that was passed at the end of the 2021 regular session. This bill temporarily reduces the assessment rate for most residential real property from 7.15% to 6.95% for the property tax years 2022 and 2023. It also reduces the assessment rate for some commercial property from 29% to 26.4%. The impact would not be until the revenue year of 2023. Our rough projection of the impact of this is a little over \$460,000 in 2023. In other words the projection is that we would lose \$460,000 of property tax revenue that we expect to receive in 2022. We have budgeted any impact projected as one time revenue within the 2021 proposed budget. Currently the bill only impacts the assessment rates for two years. Another potential future threat to the property tax revenue is the Colorado Property Tax Rate Reduction Initiative which appears will be on the ballot in November of 2022. The bill would reduce the residential property tax assessment rate to 6.5% and the non-residential property tax assessment rate to 26%. It would be effective in property tax year 2023 and impact revenue beginning in 2024. A rough projection of that impact given current assessed valuation data is a \$2.2 million impact.

Other uncertainties include the competition for limited retail sales tax dollars among local jurisdictions, which is always intense. With internet sales thriving, the prospect of adding new major retailers in the future is limited. The future addition of a Costco warehouse will be a critical addition to our sales tax base. Maybe more important than having it locate in Longmont, the City dodged a bullet that Costco did not choose to locate

nearby. The growth of sales tax on internet sales has been boosted by the pandemic conditions over the past eighteen months. It has turned out to be a significant ongoing source of revenue. The Village at the Peaks development brought growth in sales tax for the General Fund and the Public Improvement Fund and that development continues to fare well. Sales tax from the development is subject to the tax increment and must first go to repay the Certificates of Participation issued to finance public improvements at the development. Staff is beginning the process of refinancing the COP's which should reduce even further how much of the sales tax goes toward repaying the COP's. Continued growth or even retention of brick and mortar retail will likely always be limited due to the amount of commerce that takes place over the internet.

Other threats to our revenue base include the declines we have been experiencing in franchise revenues and the volatility of development-related revenues. Historically, cable franchising revenues and PEG fees are often threatened at the federal level. Cable franchise revenues are also being impacted by alternative methods to secure video services. Gas franchise revenues are volatile and have tended to rise and fall in the past. Revenues from telephone occupation taxes have declined as landlines are eliminated. The economic environment can also be volatile for primary employers. Job losses at major employers in past years have had an impact on the local economy. The federal government is building future economic and budget challenges for all other levels of government with its budget deficits and trade policies. Finally, the world economy has been volatile in recent years.

The City has expressed a commitment to use priority based budgeting to make future funding decisions. City Council took the initial step in this process by identifying desired outcomes to evaluate the impact of services. Staff completed the next steps as all City services went through identification and costing evaluations followed by evaluation and scoring of how each service influences the desired results. The Resource Alignment Diagnostics tool from the Center for Priority Based Budgeting gives us the ability to view our services in a different perspective to evaluate how each service supports the desired results of the City Council and the attributes of the prioritization process. For 2022 we introduced equity as a new principle or attribute against which to measure the influence of city programs. For the next budget process we plan to revisit the desired results with the City Council and the community and rescore how our city programs support the desired outcomes and guiding principles as identified by the City Council and the community.

Between 2013 and 2018 the City worked to reset an approximate \$3 million gap in the General Fund budget through a process that was aimed to bring our ongoing expenses in line with our ongoing revenues on a sustainable basis. We completed that reset with the adoption of the 2018 budget and continue to refine our budget practices wherever needed to further increase the sustainability of our budgets. Administrative transfer fees are reviewed and adjusted annually. One-time expenses such as technology infrastructure replacements and costs for the urban forestry pruning cycle will be moved into ongoing expenses whenever possible to assure their sustainability into the future.

The revenue projections in this adopted budget are believed to be conservative, but they do assume some growth from the local economy during 2022. It is still possible that our local economy may suffer additional declines in the future with the loss of existing primary or service industry jobs. If the local economy is shut down again in the winter months due to the pandemic it could be the final straw for some small businesses. We will continue to monitor major revenue sources and economic indicators into the future. In the event of immediate unforeseen revenue declines, staff will act swiftly to make adjustments in our budgets.

The state's local budget law requires mention of the accounting basis used in preparing the budget. This budget uses a cash basis of accounting for all funds. The City of Longmont does not budget for non-cash expenses, such as depreciation of assets.

Conclusion

I thank you for your time, attention and guidance in preparing the City's operating budget for 2022. This is one of the most important tasks that you undertake each year as members of the Longmont City Council.

Preparation of the 2022 Operating Budget and the 2022-2026 Capital Improvement Program was made possible through the dedication and efforts of many staff members throughout the organization. We look forward to working together to implement this budget and provide the best services and programs possible for the residents of Longmont.

If you have questions or comments, please contact Budget Manager Teresa Molloy at 303-651-8970 or by email at Teresa.Molloy@LongmontColorado.gov.



COMMUNITY INFORMATION

HISTORY OF LONGMONT, COLORADO

In 1870, a group of prominent Chicagoans decided to start a new town in Colorado. They sold memberships in the Chicago-Colorado Colony and used the money to buy 60,000 acres of land. By the summer of 1871 they had built a small town and named it “Longmont” in honor of nearby Longs Peak.

One of the great achievements of the Chicago-Colorado Colony was building large irrigation ditches to bring water from the creeks to the fields of wheat, fruit trees, and peas that farmers planted. As the town grew, large-scale agricultural industries arrived, first flour mills in 1872, then the J. Empson and Daughter vegetable cannery in 1887. Several leading citizens of Longmont worked together to build a beet sugar factory, finally developing enough support in 1903 to build what became the Great Western Sugar Company.



The Great Western Sugar factory was built in 1903. This 2020 photograph shows that, although no longer in operation, much of it still stands as a Longmont landmark.

The richness of Longmont’s soil attracted many people. They came from Sweden and settled northwest of Longmont. They came from Germany, by way of Russia, and farmed the sugar beet fields. They came from Mexico and Japan to work on the farms. All of these groups are significant to Longmont’s heritage, and their descendants still live in and around Longmont.

In 1950, the local economy was based primarily on agriculture. During the 1950s, the economy of the Colorado Front Range began to shift to a more high tech orientation, and those changes would soon be felt in Longmont. Mayor Ralph Price, foreseeing a need for more water for a thirsty town, spearheaded the construction of Button Rock Dam seven miles upstream from Lyons on the North St. Vrain Creek.

It paid for itself almost immediately, holding what could have been a disastrous flood in check and filling the reservoir in a few days rather than the years it was projected to take.

In 1962, the U.S. government built an air route traffic control center in Longmont. Only three years later, IBM built a large facility seven miles from Longmont. Longmont, which had grown only slightly beyond its original square mile boundaries, grew explosively, doubling in size between 1960 and 1970, and again between 1970 and 1980.

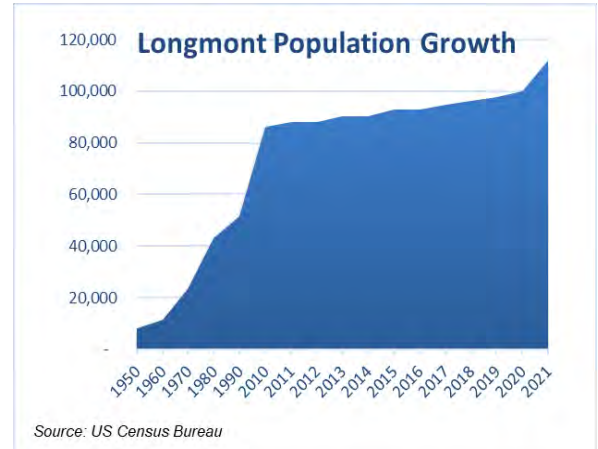
Recessions and cutbacks at IBM and StorageTek, a large computer storage company, slowed growth during the 1980s. Rapid growth resumed in the 1990s, and the 2000 Census measured Longmont’s population at 71,093. Growth in high technology businesses continued throughout the 2000s.

In September 2013, a major flood struck Colorado’s Front Range, with serious impact to Longmont. Both St. Vrain and Left Hand creeks overflowed into neighborhoods and business districts. Rebuilding began immediately, but full recovery will take years.

DEMOGRAPHICS

By 1910, the population of Longmont had doubled just about every 10 years since its founding and stood at 4,256 people. Growth slowed after this, with only 5,848 people recorded in the 1920 census. World War I took its toll on Longmont’s young men, and their names are recorded on a flagpole that stands today in Roosevelt Park. The worldwide influenza epidemic of 1918 killed many more people. Longmont’s City Council ordered on October 11, 1918, that movie theaters, churches, schools, the public library, dances and other public assemblies be closed to prevent the spread of influenza, but hundreds of people still sickened and dozens died before the epidemic slowed in November 1918.

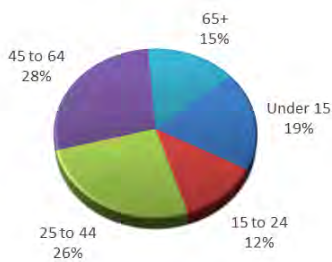
Longmont lies along the Front Range where populations have steadily increased since the 1980s. In 2010, the Census Bureau estimated that more than 4.33 million people lived along the Front Range. Longmont has seen a large population increase during and since this time, as have other Front Range cities. Although commercial and industrial acreage and building square footage all have increased, residential land use has been the dominant factor in Longmont’s growth over the past several years. This trend has helped provide a balance between residential growth and jobs in Longmont.



City	2000 Census	2010 Census	2020 Census	% Change 2010-2020
Boulder	291,288	294,567	330,758	12.3%
Broomfield	38,272	55,889	74,112	32.6%
Fort Collins	118,652	143,986	169,810	17.9%
Lafayette	23,197	24,453	30,411	24.4%
Longmont	71,093	86,270	111,911	29.7%
Louisville	18,937	18,376	21,226	15.5%
Loveland	50,608	66,859	113,562	69.9%
Thornton	82,384	118,772	141,867	19.4%
Westminster	100,941	106,114	116,317	9.6%

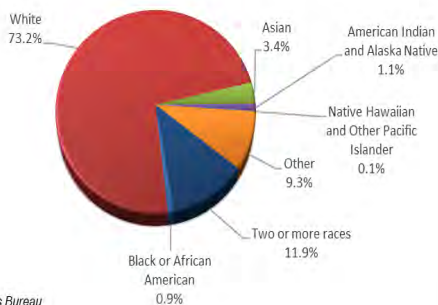
Source: US Census Bureau

2020 Population by Age



Source: US Census Bureau

2020 Population by Race



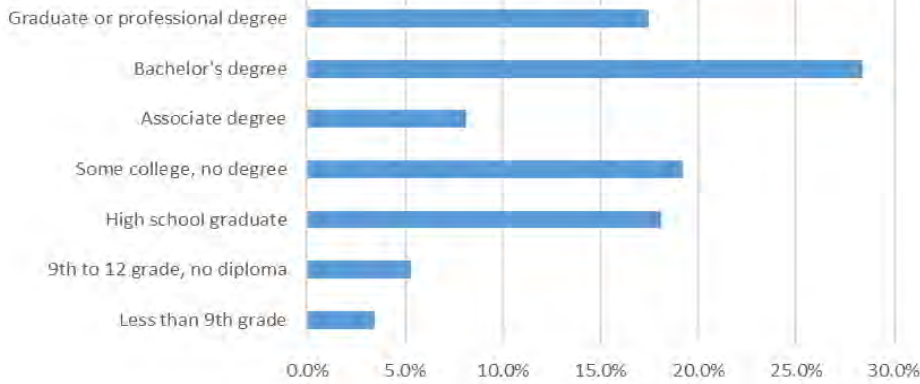
Source: US Census Bureau

According to the 2020 Census, the majority of Longmont’s population is white and between the ages of 45 and 65. In 2020, 48.9 % of the total population was male and 51.1% female. With a median age of 39.6 years, Longmont’s residents are slightly older than residents of Boulder County (37.0 years) and slightly older than the median age of all Colorado residents (37.1 years).

Longmont has an educated population, with more than 73% of those over 25 years of age having some level of college education and over 45% having obtained a bachelor’s degree or higher. [Longmont’s 2020 Community Profile](#) states that the median household income was \$82,974 with target industries in smart manufacturing, business catalysts, food and beverage and knowledge creation and deployment.

(Sources: Longmont Museum, City of Longmont Planning & Development Services Department, U.s. Census Bureau)

2020 Educational Attainment (25+)



Source: US Census

Average Annual Wage

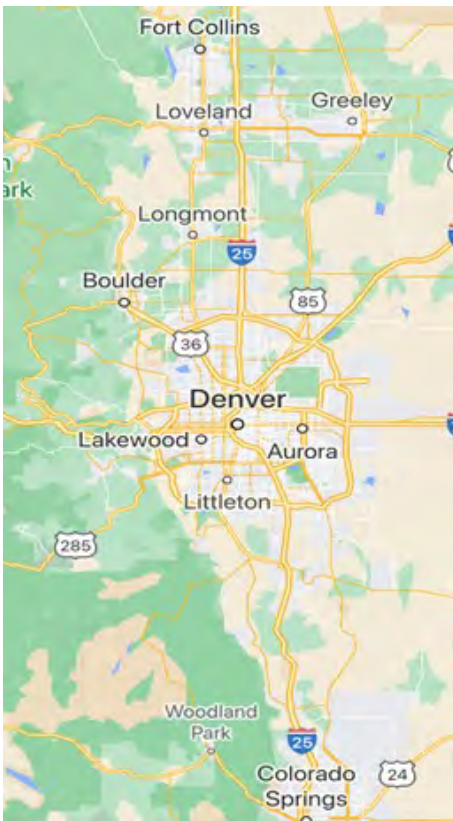
	2010	2011	2012	2013	2014	2017	2018	2019	2020
Boulder County	\$53,976	\$57,928	\$58,968	\$61,048	\$62,140	\$61,984	\$64,220	\$51,844	\$74,464
Broomfield County	\$58,552	\$62,764	\$68,224	\$71,084	\$93,080	\$109,200	\$82,784	\$80,392	\$91,364
Larimer County	\$40,716	\$44,564	\$46,124	\$46,800	\$47,112	\$46,748	\$48,412	\$48,152	\$56,784
Weld County	\$39,260	\$42,068	\$43,212	\$45,292	\$48,464	\$46,488	\$49,660	\$42,484	\$53,352
Colorado	\$46,696	\$50,700	\$53,664	\$53,196	\$55,692	\$54,184	\$55,900	\$49,244	\$57,686

Source: Colorado Department of Labor and Employment LMI Gateway

colmigateway.com

www.bls.gov/regions/mountain-plain

LOCATION AND CLIMATE



The City of Longmont is located along the northern Front Range in Boulder and Weld counties and encompasses approximately 30 square miles. It is conveniently located 37 miles from Denver, 16 miles from Boulder and 30 miles from Rocky Mountain National Park. According to Longmont’s Multimodal and Comprehensive Plan adopted June 28, 2016, Longmont’s Planning Area is surrounded on all sides by City of Longmont or Boulder County open space, limiting opportunities for outward expansion. These open spaces, many of which include active agricultural lands, are valued by the community for their role in maintaining Longmont’s status as a free-standing community, their role in the local and regional food system and economy, and their role in protecting the character and health of the City’s natural resources. In addition, a system of greenways traverses the City, providing connections and travel corridors for people and wildlife; they also serve important ecological functions. Outward expansion of the City is further limited to the east by the boundaries of neighboring communities, Frederick, Firestone, and Mead. surrounded on all side by open space.

Although Colorado’s mountains can receive an abundance of snow in the winter, Longmont does not typically experience harsh winters. It is located at the base of the foothills, and the highest elevation within the city is 5,123 feet above sea level. With more than

300 days of sunshine per year, Longmont’s climate is mild with low humidity. The area averages 14.2 inches of rainfall and 45.9 inches of snowfall annually.

FORM OF GOVERNMENT AND CITY SERVICES

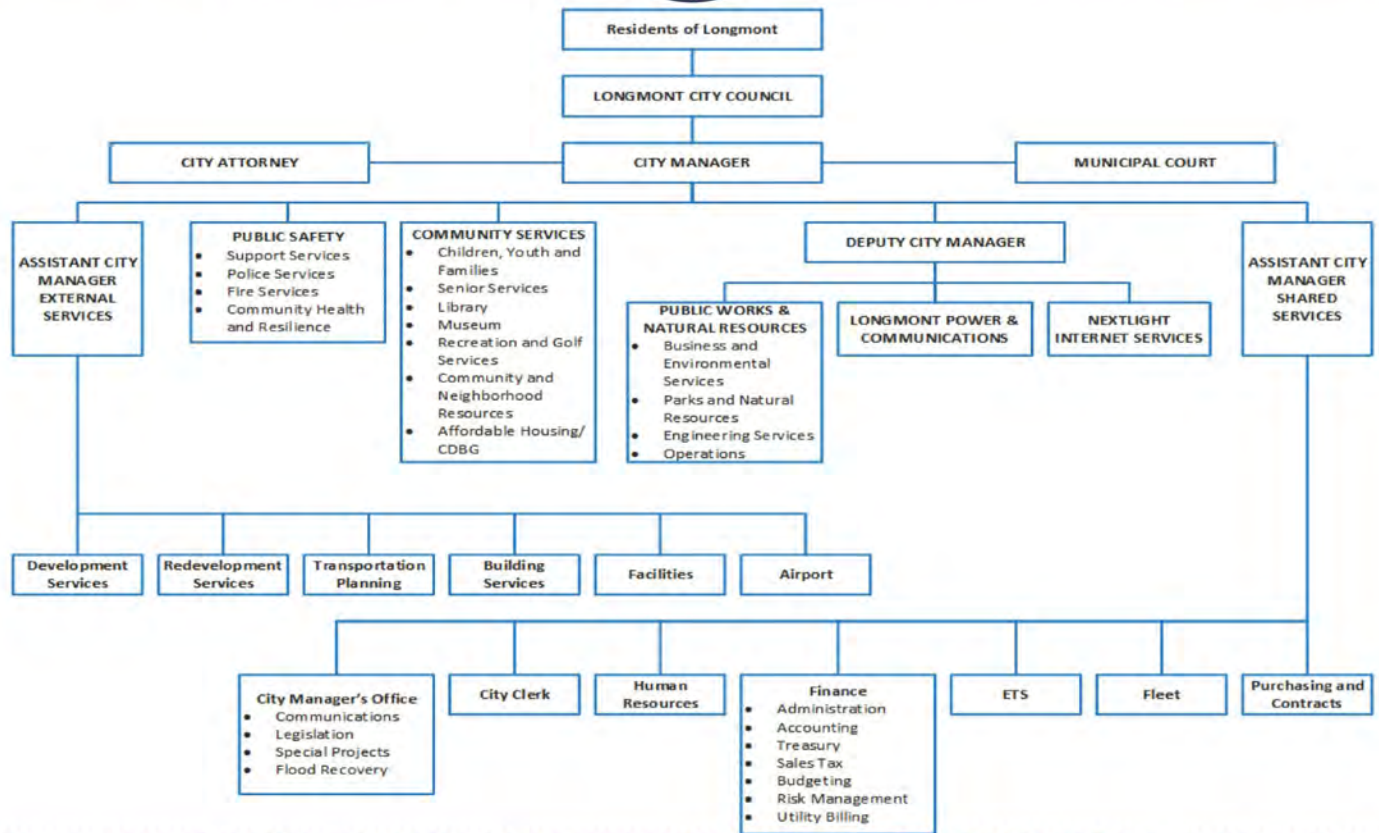
The City of Longmont was established in 1871 and incorporated in 1873. On August 5, 1961, the City was chartered as a home rule city under the provisions of Article XX of the Constitution of the State of



Colorado (Home Rule City Act). The City is a full service municipality operating under a council-manager form of government. The Council consists of a mayor and six council members. The mayor is elected at-large to a two-year term. One council member is elected from each of the three wards, and three council members are elected at large to four-year terms. The council members' terms are staggered.

As a full-service community, the City of Longmont provides all aspects of municipal government, including police and fire services; electric, telecommunications, water and sewer utilities; streets, sanitation and storm drainage

services; a library; a museum; parks and open spaces; recreation programs and facilities; senior services; youth services; building inspection and planning; golf courses; and an airport. It also is a community that fosters the growth of high quality primary jobs and plans for the long-term needs of its residents and businesses.



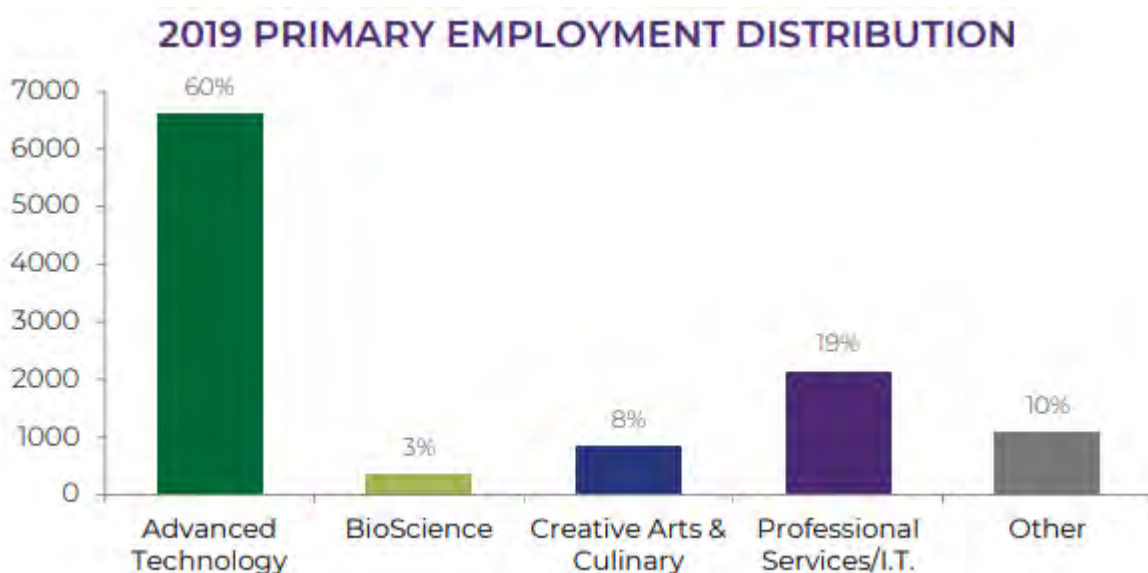
ECONOMIC DATA

The City employs a citywide budget prioritization process to help the Longmont City Council develop policies and make key funding decisions. These policies will shape the future of the City and result in a balance between resources and expenditures that will sustain Longmont’s capacity to provide desired municipal services. The following goals, from the Envision Longmont Comprehensive and Multimodal Plan, were the foundation of the budget prioritization process:

- Livable Centers, Corridors, and Neighborhoods
- A Complete, Balanced, and Connected Transportation System
- Housing, Services, Amenities, and Opportunities for All
- A Safe, Healthy, and Adaptable Community
- Responsible Stewards of Our Resources
- Job Growth and Economic Vitality Through Innovation and Collaboration
- Responsible Internal Operations and Governance

The City partners with Longmont Economic Development Partnership (LEDP) whose sole purpose is to keep the Longmont area economy strong. They have identified four target industry clusters. These industry clusters represent Longmont’s unique competitive advantage as a community. These four industry clusters are manufacturing innovation, business catalyst, food and beverage and knowledge and creation deployment.

Source: <https://longmont.org/target-industries/>



Source: <https://longmont.org/wp-content/uploads/2019/12/Community-Profile-2019-Updated.pdf>

In August of each year, the county assessor certifies the total assessed value of all properties located within the boundaries of each taxing authority. By state statutes, assessed values are calculated by multiplying the actual value by 29% for all property except residential. The residential assessment percentage is subject to change by the Colorado Legislature each odd-numbered year. By Constitutional mandate, the change in percentage maintains the present balance of the tax burden between residential and all other properties.

The residential assessment rate for tax levy years 2008 through 2014, collection years 2009 through 2016 was assessed at 7.96% of actual value. For years 2015 through 2017, collection years 2017 through 2018 it was assessed at 7.2% of actual value. For years 2018 through 2019, collection years 2019 through 2020 it was assessed at 7.15% of actual value. This table represents the assessed valuation for real and personal property for the city only and does not include assessments for the Downtown Development Authority or the General Improvement District.

Assessed Valuation of Taxable Property

Collection Year	Real Property	Personal Property	Total
2010	981,685,090	113,251,910	1,094,937,000
2011	989,539,009	103,235,812	1,092,774,821
2012	940,806,179	108,516,810	1,049,322,989
2013	940,906,285	103,245,570	1,044,151,855
2014	937,926,761	111,470,713	1,049,397,474
2015	945,981,003	129,677,536	1,075,658,539
2016	1,117,294,789	124,768,199	1,242,062,988
2017	1,132,037,404	124,365,772	1,256,403,176
2018	1,322,088,749	130,696,912	1,452,785,661
2019	1,353,074,433	107,673,184	1,460,747,617
2020	1,560,033,769	108,426,291	1,668,460,060

Source: City of Longmont 2020 CAFR

BUDGET PROCESS AND POLICIES

OVERVIEW

This adopted operating budget is the City of Longmont’s comprehensive financial and operational plan for 2022. Because of the amount of information that it contains, it can be an imposing document. The reader should keep in mind that the primary intent of this document is to answer two basic questions: “Where is the City’s money coming from?” and “How will that money be used?”

There are many ways to present the information that answers those two questions (as well as many others). This budget focuses on the City’s fund structure. All of the information presented is organized by the fund that is responsible for providing a service or activity. For example, money that the City collects from its customers for their electric usage is spent to provide electric service through the Electric Fund.

The 2022 Operating Budget is divided into sections by fund and contains information on each of the City’s funds, including fund structure, financial condition, the services that are provided by that fund, the department and division(s) that deliver those services, performance measures, and three years of expenditures by line item (2020 actual, 2021 budget and 2022 budget).

LONG-RANGE PLANNING

There are numerous financial and programmatic policies that provide the framework within which the Budget and Capital Improvement Program are developed each year, including the City’s:

- ◆ [Priority Based Budgeting](#)
- ◆ Financial Policies - Our revenue projection policy states that each year the Finance Department will project revenues in the General Fund for the ensuing five years. The first year of the five-year projection will be used in the annual operating budget. All projections will be made using objective, analytical techniques
- ◆ Capital Assets Maintenance Plan, which includes condition ratings of the City’s infrastructure and 20-year replacement or upgrading schedules
- ◆ [Envision Longmont Multimodal and Comprehensive Plan](#), which is the City’s long-range planning document. This document was adopted in 2016 and provides strategic direction and guidance for Longmont over the next 10-20 years. Included in this document is an implementation strategy based on near-term (1-5 years), longer-term (more than 5 years) and ongoing actions (life of plan 10-20 years).
- ◆ Quality-of-life benchmarks
- ◆ Long-range plans and rate studies for services that the City provides
- ◆ [City Council’s annual work plan](#)

CAPITAL IMPROVEMENT PROGRAM

The 2022-2026 Capital Improvement Program details the City's capital infrastructure needs for the five-year period. A capital project is defined as new, replacement of, or improvements to infrastructure (buildings, roads, parks, water and sewer lines, etc.) that has a minimum life expectancy of five years and a minimum cost of \$10,000.

Staff complete four detailed worksheets on each submitted project. Project information includes project description, location map, benefits of the project, cost, source(s) of funding, current and future operating budget impacts, project timeline, impact on other agencies, and evaluation based on the prioritization criteria. By fund, all projects are prioritized, and then based on each fund's five-year financial forecast, projects are scheduled during the five-year period. Only the capital projects that are scheduled in 2022 are included in the 2022 Adopted Operating Budget.

CITY'S FUND STRUCTURE

The City of Longmont uses basic fund accounting practices in its budgeting and accounting procedures that conform to the standards of the Governmental Accounting Standards Board (GASB). The City's adherence to GASB standards demonstrates financial accountability to its citizens. Fund accounting is based on the concept that certain types of revenue should be used only for certain types of expenses. For example, revenue collected from payment of electric bills should be used only to pay for providing electric service. Segregation of all electric transactions into one fund ensures that only electric activities are accounted for in that fund. The City uses fund accounting by establishing separate funds, by fund category, in its accounting system. The three categories of funds are governmental, proprietary and fiduciary. **Governmental funds**, which include general, government-type services and are financed primarily with taxes, are the general fund, special revenue funds, debt service funds, and capital projects funds. **Proprietary funds**, which include business-type activities that receive a significant portion of their funding from user charges, include enterprise and internal service funds. **Fiduciary funds** are used to account for assets held by the City in a trustee capacity. Each source of revenue is recorded in one of those funds and expenses are reported against the revenues in that fund.

The City reports on each fund separately in its [Comprehensive Annual Financial Report](#). The City of Longmont has been awarded the GFOA Certificate of Achievement for Excellence in Financial reporting every year since 1979. One way to describe a city's fund structure is that each fund is like a separate business. Each fund has its own set of accounting records detailing its financial condition. Thus, it is possible for one of a city's funds to be financially healthy while another is not. While a private company can move money from a healthy enterprise to one that is not doing well, a city is more restricted in making such transfers. Those restrictions work to assure that the public is paying the true cost of the service that they are receiving and not subsidizing other services. The following table lists the major operating funds by fund type that the City budgets for each year. Also provided is a brief list of the major revenue sources for each fund and the major expenses that are charged to the fund. This is not an exhaustive list. The City has more funds than are shown here, most of them used for tracking contributions, grants and insurance. More detailed information is included in this budget document and in the City's Comprehensive Annual Financial Report.

ACCOUNTING BASIS

The basis of accounting for governmental funds is on a modified accrual basis: revenues are recognized when they become susceptible to accrual, expenditures are recognizable when the fund liability is incurred, except for non-current, accumulated unpaid vacation and sick pay, which are not accrued, and principal and interest on general long-term debt, which is recognized when due. All proprietary funds, pension trust funds and permanent trust funds use an accrual basis of accounting (revenues are recognized when they are earned and expenses are recognized when they are incurred).

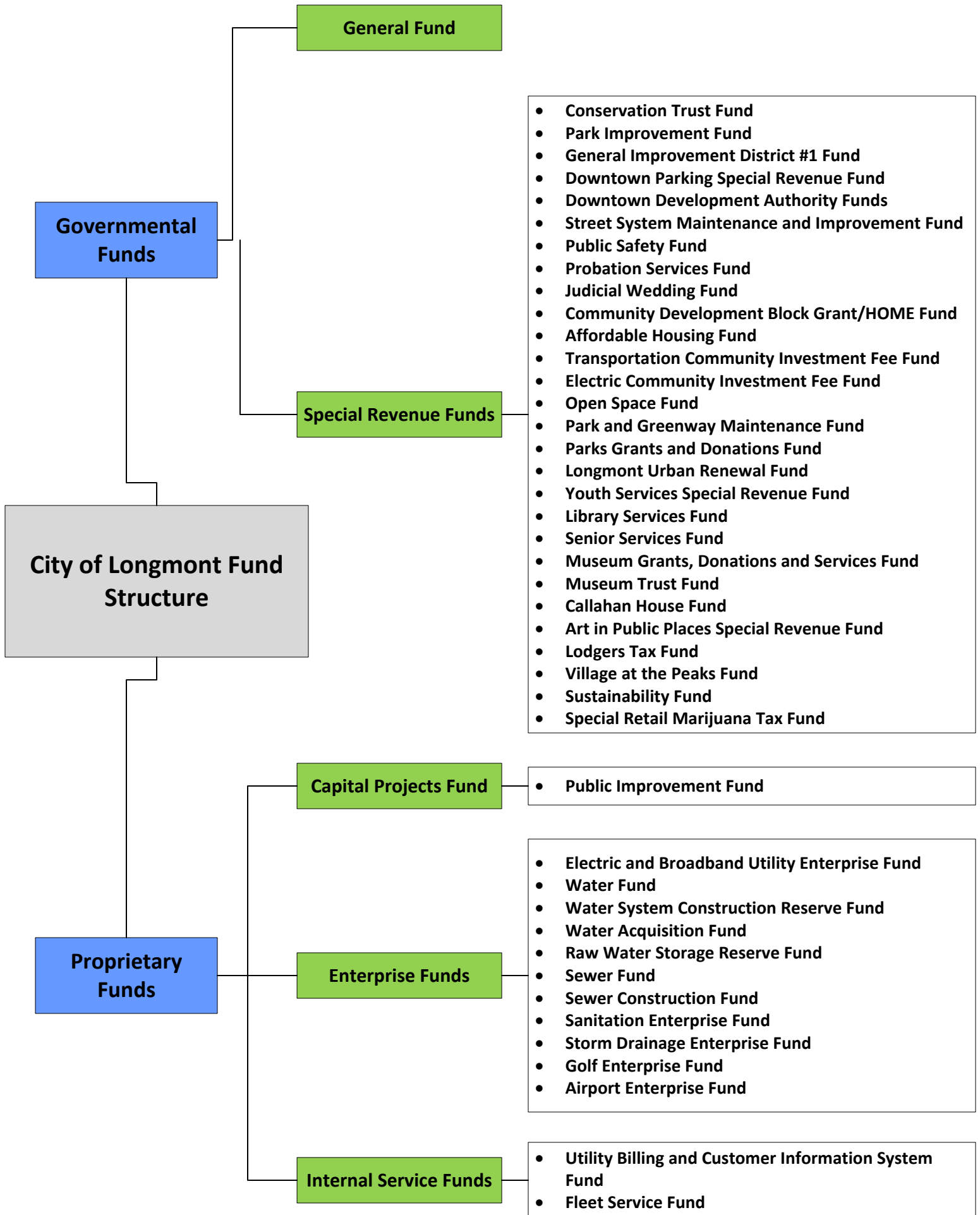
BUDGETARY BASIS

The budgeting and accounting policies of the City of Longmont conform to generally accepted accounting principles applicable to governments. The basis of budgeting for all funds is on a cash basis (transactions are recognized only when cash is received or disbursed, and noncash expenses, such as depreciation, are not budgeted).

The underlying theme is the City's mission statement:

To enhance the quality of life for those who live in, work in, or visit our community.

FUND STRUCTURE AND RELATIONSHIP



Department Fund Relationship

	Mayor and Council	City Manager	City Attorney	Judicial Department	Shared Services	Community Services	External Services	Electric and Broadband Utilities	Public Safety	Public Works and Natural Resources	Downtown Development Authority
GOVERNMENTAL FUNDS											
GENERAL FUND	x	x	x	x	x	x					
SPECIAL REVENUE FUNDS											
Conservation Trust Fund									x		
Park Improvement Fund									x		
General Improvement District #1 Fund										x	
Downtown Parking Special Revenue Fund										x	
Downtown Development Authority Funds										x	
Street System Maintenance and Improvement Fund									x		
Public Safety Fund		x				x		x	x		
Probation Services Fund			x								
Judicial Wedding Fund			x								
Community Development Block Grant/HOME Fund						x					
Affordable Housing Fund						x					
Transportation Community Investment Fee Fund									x		
Electric Community Investment Fees Fund							x				
Open Space Fund									x		
Park and Greenway Maintenance Fund									x		
Parks Grants and Donations Fund									x		
Longmont Urban Renewal Fund				x							
Youth Services Special Revenue Fund						x					
Library Services Fund						x					
Senior Services Fund						x					
Museum Grants, Donations and Services Fund						x					
Museum Trust Fund						x					
Callahan House Fund						x					
Art in Public Places Special Revenue Fund						x					
Lodgers Tax Fund				x							
Village at the Peaks Fund				x							
Sustainability Fund											
Special Retail Marijuana Tax Fund				x					x		
CAPITAL PROJECTS FUND											
Public Improvement Fund							x				
PROPRIETARY FUNDS											
ENTERPRISE FUNDS											
Electric and Broadband Utility Fund							x				
Water Fund									x		
Water System Construction Reserve Fund									x		
Water Acquisition Fund									x		
Raw Water Storage Reserve Fund									x		
Sewer Fund									x		
Sewer Construction Fund									x		
Sanitation Enterprise Fund									x		
Storm Drainage Enterprise Fund									x		
Golf Enterprise Fund						x					
Airport Enterprise Fund							x				
INTERNAL SERVICE FUNDS											
Utility Billing Customer Information System Fund				x							
Fleet Service Fund				x							

Major Revenues and Expenses by Fund

	Major Revenues	Major Expenses
GOVERNMENTAL FUNDS		
GENERAL FUND	Property, sales and use taxes, franchise fees, transfers from other funds.	Police, Fire, Parks and Recreation, Library, Museum, Finance, Legal, Human Resources, et al.
SPECIAL REVENUE FUNDS		
Conservation Trust Fund	State lottery proceeds.	Costs associated with improvements to new and existing parks. No park maintenance costs are paid from this fund.
Park Improvement Fund	Park development fees.	Costs associated with developing new parks only. No maintenance costs for existing parks can be paid from this fund.
General Improvement District #1 Fund	Property taxes.	Maintenance of downtown parking lots and pedestrian breezeways.
Downtown Parking Special Revenue Fund	Parking fees collected from the sale of parking permits.	Capital Improvements within the Downtown Development Authority
Downtown Development Authority Funds	Property taxes.	Longmont Downtown Development Authority operations, debt service and capital improvements in the downtown area.
Street System Maintenance and Improvement Fund	Sales and use taxes, intergovernmental revenue.	All costs associated with maintaining and improving the City's street and transportation system.
Public Safety Fund	Sales and use taxes, intergovernmental revenue.	Increased Public Safety needs.
Probation Services Fund	Fine surcharge revenue.	Defraying the cost of municipal probation services including probation officers
Judicial Wedding Fund	User fees.	Defraying the cost of municipal judicial system for wedding services performed.
Community Development Block Grant/HOME Fund	Federal block grants.	All costs associated with the CDBG program.
Affordable Housing Fund	Retail marijuana taxes. User Fees, donations and grants	Affordable Housing programs and services.
Transportation Community Investment Fee Fund	Fees on new construction.	Construction and improvements of transportation infrastructure (growth-related).
Electric Community Investment Fees Fund	Fees on new construction.	Construction and improvements for electric infrastructure (growth-related).
Open Space Fund	Sales and use taxes	Acquisition and maintenance of open space.
Park and Greenway Maintenance Fund	Park and greenway maintenance fee	Maintenance, operations, repair and replacement of parks and greenways.
Parks Grants and Donations Fund	Grants and Donations	Receiving funds donated or granted to the city for the development or improvement of parks.
Longmont Urban Renewal Fund	Sales and property tax TIF transfer to Village of the Peaks	Sales and property tax TIF transfer to Village at the Peaks
Youth Services Special Revenue Fund	User fees, donations and grants.	Youth services programs.
Library Services Fund	User fees, donations and grants.	Library services programs.
Senior Services Fund	User fees, donations and grants.	Senior services programs.
Museum Grants, Donations and Services Fund	User fees, donations and grants.	Museum services programs.
Museum Trust Fund	Trusts, bequests and endowments.	Exclusive use of the Longmont Museum for expenditures beyond the scope of the museum general fund budget.
Callahan House Fund	User fees, donations and grants.	Callahan House programs.
Art in Public Places Special Revenue Fund	Fee on construction cost of construction projects.	Works of art, maintenance and repair of works of art, expenses for administration.
Lodgers Tax Fund	Lodging Tax	Marketing and promotion of Longmont.
Village at the Peaks Fund	Certificates of participation and collection of special revenue	Certificates of participation for Twin Peaks Mall Urban Renewal Area
Sustainability Fund	Boulder County, and transfers from other funds.	Implementing the City's Sustainability plan and other sustainability related efforts.
Special Retail Marijuana Tax Fund	Retail marijuana taxes.	Operating expenses and capital improvements.
Traffic Safety Fund	Traffic infraction or offense surcharge	Safe routes to school program
CAPITAL PROJECTS FUND		
Public Improvement Fund	Use taxes.	New construction and improvements to public buildings and facilities.
PROPRIETARY FUNDS		
ENTERPRISE FUNDS		
Electric and Broadband Utility Fund	Payments of electric bills and charges for services.	All costs associated with providing electricity (acquisition, delivery and distribution). Maintaining and developing the city's broadband network.
Water Fund	Payments of water bills.	All costs associated with providing water (acquisition, treatment and distribution).
Water System Construction Reserve Fund	Development Fees	Improvements to water enterprise system related to growth of entire system.
Water Acquisition Fund	Cash payments received in lieu of water rights.	Acquire additional water rights and conservation programs.
Raw Water Storage Reserve Fund	Proceeds from the sale of the high mountain dams.	Develop the city's winter water supply.
Sewer Fund	Payments of sewer bills.	All costs associated with providing sewer services (collection and treatment).
Sewer Construction Fund	Development Fees	Improvements to sewer enterprise system related to growth of the entire system.
Sanitation Enterprise Fund	Payments of sanitation bills.	All costs associated with providing solid waste services (pickup, disposal and recycling).
Storm Drainage Enterprise Fund	Payments of storm drainage bills.	All costs associated with providing storm drainage services (regular maintenance and system improvements).
Golf Enterprise Fund	Green fees.	All costs associated with maintaining and improving the City's golf courses.
Airport Enterprise Fund	Rental fees.	All costs associated with maintaining and improving the airport operations.
INTERNAL SERVICE FUNDS		
Utility Billing Customer Information System Fund	Transfers from other funds.	All costs associated with maintaining and replacing the City's CIS system.
Fleet Service Fund	Transfers from other funds.	All costs associated with maintaining and replacing the City's fleet.

BUDGET PREPARATION PROCESS

INTERNAL PROCESS

The City of Longmont goes through an extensive process to prepare its annual operating budget. The City operates on a fiscal year that runs from January 1 through December 31. City staff is required to present the proposed budget to the City Council by September 1 of each year, in accordance with the City Charter.

The steps that occur during the annual budget cycle are as follows:

- ◆ Budget preparation for all City departments begins in late April, and is completed by early June. Priority Based Budgeting is used to help with decision making. Departments are required to update their programs and allocate the current year's cost in every budget cycle.
- ◆ During late June and early July, the departments meet with the city manager, the chief financial officer and the budget staff to discuss and prioritize the major issues and decisions to be made in each budget service.
- ◆ Finance staff spend the latter part of July finalizing revenue estimates for the City's various funds and begin preliminary budget balancing.
- ◆ During June and July, the Human Resources Division prepares the proposed compensation and pay plan using data from a variety of salary surveys. Human Resources completes the proposed pay plan by the end of July.
- ◆ City staff present the proposed budget, which includes expenditure data by line item for each fund, to the City Council by September 1.
- ◆ Staff requests direction from Council on issues that they determine should be discussed during the budget planning process. The City Council then spends time during their meetings in September reviewing issues included in the proposed budget. Staff present more detailed information on issues and recommendations in the budget and may request formal Council action on any policy questions.
- ◆ After the budget has been adopted, the City Council may make additional appropriations by ordinance for unanticipated expenditures required of the City. According to the Charter, such additional appropriations shall not exceed the amount by which actual and anticipated revenues will exceed budgeted revenues, unless the appropriations are necessary to alleviate an emergency that is endangering the public health, peace or safety.

Also included in the budget process is preparation of the City's annual five-year Capital Improvement Program (CIP). A capital project is new, replacement of, or improvements to infrastructure (buildings, roads, parks, water and sewer lines, etc.), which has a minimum life expectancy of five years and a minimum cost of \$10,000. Project information includes project description, location map, benefits of the project, cost, source(s) of funding, current and future operating budget impacts, project timeline, impact on other agencies, and evaluation based on the prioritization criteria. By fund, all projects are prioritized, and then based on each fund's five-year financial forecast, projects are scheduled during the five-year period.

The CIP is a planning document that details the City's capital infrastructure needs for the budget year and the following four years. Only the capital projects scheduled in the first year are funded in the operating budget. A more detailed description of the CIP process and each capital project are included in the 2022-2026 Capital Improvement Program document.

CITIZEN INVOLVEMENT IN THE BUDGET PROCESS

Citizen involvement is a way of making decisions that ensures the participation of the people affected by those decisions. Community involvement is necessary in the creation of our Priority Based Budgeting results. Staff members who serve as liaisons to the City's 22 citizen boards and commissions request input on budget requests <https://www.longmontcolorado.gov/departments/boards-committees-and-commissions/directory-of-boards-committees-and-commissions>. Results of the City's annual citizen satisfaction survey is also presented to City Council as part of the budget process. The public is encouraged to comment on the budget or CIP at any of the meetings in September. A public hearing on the budget and CIP is held by October 1, also in accordance with the City Charter. The City Council then considers passage of the budget adoption ordinances, and during the second reading of the ordinances there is another public hearing on the budget.

2022 Budget Calendar

DATE	EVENT
August 25	Last day for county assessors to certify the preliminary valuation for assessment of taxable real property to local governments
Tuesday, August 31	City Council Meeting: Presentation of the proposed Operating Budget and Capital Improvement Program (CIP)
Tuesday, September 14 Tuesday, September 21	City Council Meetings: Budget presentations
Tuesday, September 28	City Council Meeting: Budget presentation; public hearing on the proposed Operating Budget and CIP
Tuesday, October 5	City Council Meeting: Review budget revisions and receive final direction from City Council; second public hearing on the proposed Operating Budget and CIP
Tuesday, October 12	City Council Regular Meeting: First reading of the Operating Budget adoption and appropriation ordinances and ordinances adopting any fee increases
Tuesday, October 26	City Council Regular Meeting: Second reading, public hearing and final passage of the Operating Budget adoption and appropriation ordinances; ordinances adopting any fee increases; and various resolutions

CHARTER REQUIREMENTS

September 1	Last day for city manager to present Proposed Budget and Budget Message to City Council.
October 1	Last day for City Council to hold a public hearing on the proposed Budget. Notice must be published at least once five days prior to the hearing.
December 15	Last day for City Council to adopt on final reading Budget adoption and appropriation ordinances and certify the mill levy to the Board of County Commissioners.

2022 ADOPTED FINANCIAL POLICIES

REVENUE POLICIES

Types of Revenue Sources

The City of Longmont will achieve and maintain a revenue structure that is diversified and has the ability to grow with the City.

The City maintains a large number of separate funds to budget and account for all revenues and expenses. Each fund has its own dedicated sources of revenue. The City has tried to structure each fund and its revenues so that it can grow as needed to support service demands from the community.

Revenue Projections

Each year the Finance Department will project revenues in the General Fund for the ensuing five years. The first year of the five-year projection will be used in the annual operating budget. All projections will be made using objective, analytical techniques.

The City currently follows this policy.

Sales Tax Collections

The City will follow an aggressive policy of prompt and efficient collection of sales and use taxes. The Finance Department will employ a sales tax auditing staff whose responsibility will be the collection of sales and use taxes. The Finance Department may employ contract auditors to conduct sales and use tax audits.

The City has a Sales Tax Division. The staff in that division are responsible for maintaining sales and use tax accounts, and assuring prompt collections. The City contracts with a third party to conduct sales and use tax audits.

Sales Tax Receipts

The 3.53 cent sales and use taxes charged and collected by the City shall be split in the following manner: Street System Maintenance and Improvement Fund (0.75 cents); Open Space Sales Tax Fund (0.20 cents); Public Safety Sales Tax Fund (0.58 cent); and 2.0 cents to be allocated between the General Fund and the Public Improvement Fund. The City Council will analyze the split between the General Fund and the Public Improvement Fund annually and set it in response to the operating and capital needs of the City.

The City currently follows this policy.

Sales and Use Tax Allocation between the General Fund and the Public Improvement Fund

The City Council will analyze the split between the General Fund and the Public Improvement Fund annually and set it in response to the operating and capital needs of the City. The current allocation of the 2.0 cents of sales and use tax revenue will be budgeted as 85% to the General Fund and 15% to the Public Improvement Fund. Because of the volatility of use tax revenue, in periods of economic decline, the allocation of revenues in the budget will be as much of the sales tax as possible to the General Fund and as much of the use tax as possible to the Public Improvement Fund while still maintaining the 85% and 15% allocation of budgeted revenues respectively. Actual revenues received will be credited between the two funds in accordance with their respective budgeted shares of the sales and use tax as stated in the following implementation policy.

In the 2022 Budget the allocation of the 2.0 cents of sales and use tax revenue will be 85% of the sales tax and 85% of the use tax to the General Fund and 15% of the sales tax and 15% of the use tax to the Public Improvement Fund.

Fees for Licenses, Permits, Fines and Other Miscellaneous Items

All fees for licenses, permits, fines and other miscellaneous charges shall be reviewed annually and set to recover the City's expense in providing the service. In addition, these fees may be annually adjusted to reflect changes in the Denver area consumer price index. A revenue manual listing all such fees and charges of the City shall be maintained and updated periodically.

The 2022 Operating Budget includes fee increases for Water that were adopted by City Council in 2019.

Grants

The City will explore and pursue all appropriate grant opportunities. Before accepting any grants, the City will consider the current and future impacts of accepting any type of grant. Before accepting the proposed funding or asset(s), all grants requiring Intergovernmental Agreements and all other grants greater than \$5,000 will be presented to City Council for approval.

The City strives to follow this policy when considering and accepting all grants.

Gifts and Bequests

Gifts and bequests given to the City for the use of any of its departments or divisions will be used for the purposes intended by the donor. Unrestricted gifts will be expended on the recommendation of the related advisory board.

This is the City's current practice for all gifts and bequests.

Property Tax

The taxes levied on all real and personal property within the City of Longmont will accrue to the appropriate operating fund.

The tax levied by the City Council on all real and personal property within the City of Longmont is shown in the budget to accrue only to the General Fund and the Longmont Urban Renewal Authority Fund. The separate taxes levied on real and personal property within the boundaries of the Downtown Development Authority and the General Improvement District accrue to the DDA and GID funds, respectively.

Entitlement Funds

Community Development Block Grant funds will be actively sought by submitting all required documentation to HUD to allow the City to remain an Entitlement City. The City will use these funds to further the national program objectives and local goals, which include: increasing the supply of and improving existing affordable housing stock, providing a suitable living environment, and expanding economic opportunities, all principally to benefit persons of low and moderate income.

HOME funds will be actively sought by submitting all required documentation to the City of Boulder for submission to HUD to allow the Boulder County/Broomfield HOME Consortium to remain a Participating Jurisdiction under program requirements. The City will use the HOME funds to further the national program and local goals of increasing the supply of and improving the existing affordable housing stock. Again, low and moderate income persons will be the primary beneficiaries

Because neither the CDBG nor the HOME funds are a guaranteed revenue source and are intended for specific purposes, they will not be relied upon as an alternative source of capital improvement or general operating funds. In addition, the use of CDBG and/or HOME funds should not have a negative effect on the General Fund unless approved by Council.

The City currently follows this policy.

Incremental Development Revenue

With the prospect of Longmont continuing to mature as a city and as the remaining greenfield development opportunities transition to infill and redevelopment, the City should be cautious in treating all revenues from building permits and plan check fees as typical ongoing revenues. Each year the City will designate a benchmark, above which the revenue budgeted from this source would be considered incremental development revenue. Incremental development revenue will only be available for development related expenses that may be either one-time or ongoing but subject to reduction in the event that this level of revenue is not sustained in the future.

In the 2022 Budget there is a projection of 867 new dwelling units. The benchmark established in the 2008 budget was 120 dwelling units. Starting with the 2020 budget this benchmark was increased to 200 dwelling units. The 2022 budget includes incremental development revenue of \$619,872 from 667 dwelling permits. This incremental development revenue is used to cover ongoing and one-time expenses in the 2022 Operating Budget associated with development related activities.

Incremental Lumber Use Tax Revenue

With the prospect of Longmont continuing to mature as a city and as the remaining greenfield development opportunities transition to infill and redevelopment, the City should be cautious in treating revenues from lumber use tax as typical ongoing revenues. Each year the City will designate a benchmark, above which the revenue budgeted from this source would be considered incremental lumber use tax revenue. Incremental lumber use tax revenue will only be available for expenses that are one-time in nature in the event that this level of revenue is not sustained in the future.

The benchmark established in the 2020 budget is \$5,094,566. As lumber use tax is projected above this level for 2022, there is \$483,007 of incremental lumber use tax revenue included in the 2022 Budget.

Oil and Gas Revenue

Royalty proceeds received by the City from City owned oil and gas mineral rights and leases will be deposited into the fund or funds that own the mineral rights. The revenues will be used first to defray all costs related to air quality, water quality, and soil monitoring, or other site investigations necessary to ensure public safety. Non-property specific costs, or City costs related to plugged and abandoned oil and gas facilities located on private property, are properly paid from the General Fund. In the event that oil and gas revenues received in the General Fund are not sufficient to cover these costs, revenue will be transferred from other City funds to the General Fund to cover the required expenditures in proportion to the amount of oil and gas revenue received in any one fund in the prior year. All non-royalty revenues associated with costs of operating or maintaining specific sites will be deposited into the fund or funds that own those sites. A reserve of up to five years of estimated costs may be established in the General Fund.

The City currently follows this policy.

OPERATING POLICIES

Balanced Budget

The City of Longmont budget will balance operating expenditures with operating revenues. Fund balances will be used as a funding source in the General Fund for capital and one-time expenditures only.

The budget document shows all sources of funds to pay for the proposed program of expenses. The contribution from fund balance in the General Fund is also shown. The Annual Operating Budget uses the contribution from fund balance to pay for capital purchases and one-time expenses only.

Budget Control

The City will establish a method of budget control to ensure compliance with the annual budget.

The City's Munis Financial System has security and budgetary controls that define who can charge expenses to accounts and will not let Departments overspend available budgets. The Finance Department also reviews the City's monthly financial statements to monitor budget compliance.

Procurement Card

The City will maintain a procurement card program for properly authorized travel, supplies, maintenance, repair and operating expenses needed during the course of business. All expenditures made on a City procurement card must comply with Purchasing Code (LMC 4.12). The City will review expenditures on a regular basis to ensure compliance with established policies and procedures.

The City currently follows this policy.

Expenditure and Revenue Reporting

The City will prepare a monthly report comparing actual revenues and expenditures with budgeted revenues and expenditures.

The Finance Department strives to prepare such a report monthly from April through December.

Basis for Fund Establishment

The City will establish and maintain those funds required by law and sound financial administration. Only the minimum number of funds consistent with legal and operating requirements should be established, since unnecessary funds result in inflexibility, undue complexity and inefficient administration. Criteria used to establish operating requirements will include: responsiveness to specific accountability issues; citizen needs; and balancing the administrative burden between the alternatives of a separate fund and tracking restricted revenues within an existing fund.

The City currently follows this policy.

Annual Financial Audit

The City of Longmont shall have an annual financial audit conducted by an independent auditor, in accordance with the Colorado local government audit law. The firm awarded the City's contract will be selected every five years via competitive solicitation, and approved by the City Council.

The City currently follows this policy. The Finance Department most recently issued a competitive solicitation for its contract for auditing services in 2019 for 2019-2023.

Pension Funding

The City will follow a policy of striving towards full funding of the City of Longmont defined benefit retirement plans, which include the Regular City Employees Retirement Plan, Police Pension Plan and Fire Pension Plan.

The budget shows the contributions to the Regular City Employees' Retirement Plan as a percentage of base wages and salaries in each budget service. Contributions to the Police and Fire Defined Benefit Retirement Plans are budgeted as dollar amounts, which represent each plan's annual cost. The unfunded actuarial liability of the regular City Employee Retirement Plan is being amortized over time.

Performance Measurement

The City will develop quantitative and qualitative performance measures for services included in the annual operating budget.

The City currently follows this policy.

Fleet Maintenance, Repair and Replacement

Through the use of the Fleet Service Fund, the City will annually budget sufficient funds for the regular maintenance, repair and replacement of all City vehicles. Where applicable, consider replacement of the City's fleet with electric or renewable natural gas vehicles. Fleet lease charges to user departments will be based on their proportionate share of Fleet Services expenses.

The Fleet Services Division calculates charges to all vehicles included in each budget service in the City. Maintenance costs are budgeted in the line item labeled "Fleet Lease-Operating and Maintenance". Money set aside for scheduled replacement of each vehicle is budgeted in the line item labeled "Fleet Lease-Replacement."

Capitalization

The City of Longmont will maintain a capital asset system to account for its significant investment in capital assets for the purpose of maintaining auditable information on the City's capital assets in accordance with Generally Accepted Accounting Principles (GAAP).

The City currently follows this policy.

Asset Management

Detailed asset management plans shall be completed, by 2024, for all city-owned facilities and infrastructure. The adopted operating budget will provide sufficient funds for the regular repair and maintenance of all City of Longmont capital assets. The budget should not be balanced by deferring these expenditures. The City will strive to invest sufficient funds to renew all capital assets on a regular schedule.

The City is striving to meet this policy. Staff has developed detailed asset management plans for some city-owned facilities and infrastructure.

Resilient St. Vrain Project

The City shall at all times operate the project properly and in a sound and economical manner; and the City shall maintain, preserve and keep the project properly or cause the same to be maintained, preserved, and kept, with the appurtenances and every part and parcel thereof in good repair, working order and condition, and shall from time to time make or cause to be made all necessary and proper repairs, replacements and renewals so that at all times the operation of the project may be properly and advantageously conducted.

The City currently follows this policy.

Human Service Agency Funding

In order to provide a stable funding source to independent human service agencies, which provide needed programs to Longmont residents and/or to fund Council-directed initiatives that address system changes to improve human service outcomes, 3.0% of the General Fund's budgeted tax revenues (to include property tax, sales and use tax, cigarette tax, and all franchises) revenues will be allocated for this purpose.

The 2022 Operating Budget includes \$2,297,323 for contracts for service with human service agencies, which meets the 3% requirement.

Public, Educational, and Governmental (PEG) Access Television Services

25% of the General Fund's budgeted cable television franchise revenues will be allocated for the purposes of providing public, educational, and governmental television services. If the actual cable television franchise revenue collected by the City is greater than ten percent (10%) less than the City's General Fund's budgeted cable television franchise revenues, then the contract price shall be twenty-five percent (25%) of the actual cable television franchise revenue collected by the City.

The 2022 Operating Budget includes \$140,000 for a contract for service with Longmont Public Media. In addition Council approved an additional \$120,000 of one time funding for the contract with Longmont Public Media for 2022.

Downtown Parking Funding

In order to provide a secondary funding source for downtown parking operating expenses and capital improvements within the jurisdiction of the Longmont Downtown Development Authority, annual revenues from parking fines in excess of the annual expenses of the Parking Enforcement Service in the General Fund will be transferred to the Downtown Parking Fund.

The City currently follows this policy.

General Improvement District Fund

The City may, at the request of the DDA, provide landscaping and right-of-way maintenance to the General Improvement District (GID) via an annual Intergovernmental Agreement with the Downtown Development Authority.

The City currently follows this policy.

Employee Pay

The City of Longmont will strive to establish prevailing market ranges of pay for City positions. Because the City has high expectations and accountability levels for our employees, the City will strive to budget and manage salaries at 2% above market for all non-collectively bargained employees. All full time benefitted positions will be paid at least a living wage.

In terms of market ranges, this is the City's current practice. The Division of Human Resources uses salary surveys to identify prevailing market ranges for many of the City's positions. These market ranges are used to develop pay rates for each position. The new rates are then incorporated into the annual budget. In the 2022 budget salaries will be budgeted and managed at 1% above market rates for all non-collectively bargained employees.

Property and Liability Self Insurance Fund

The City will maintain a self-insurance fund for purposes of reducing insurance premiums by using increased deductibles, being totally self-insured, or using other acceptable insurance methods. The City will follow a policy of fully funding the expected claims of this fund.

The City currently maintains such a fund. It is funded with annual contributions from the City's operating funds.

Health Benefits Fund

The City will maintain an insurance fund for the payment of health care costs under the terms of the plan document. This will include, but not be limited to, insurance and premiums, administration, and consulting fees. The City will follow a policy of fully funding the expected costs of the fund with a combination of City and employee contributions.

The City currently maintains such a fund. It is funded with contributions from the City's operating funds and premium contributions from employees and retirees. In addition to medical care costs, the fund will continue for the purpose of dental, vision, long term disability, life insurance, other post-employment benefits, and the City's wellness program costs. The City switched to a fully insured medical plan at 1/1/07. The City switched to a fully insured dental plan at 1/1/13.

Workers' Compensation

The City will maintain a Worker's Compensation fund for the payment of Worker's Compensation costs. Benefit payments, excess insurance, safety education training expenses and case management expenses will be paid from this account. The City will follow a policy of fully funding the expected claims of this fund and establishing a fund balance as required by the State of Colorado Self Insurer's Reserve Trust Agreement.

The City currently maintains such a fund. It is funded with annual contributions from the City's operating funds. The City meets the level of fund balance required by the State.

Collection Agency Relationship

As staff deems appropriate, the City will prepare a solicitation for its collection business. This solicitation will be open to all established collection agencies in an effort to maximize competition in the best interest of the City.

The City's current contract is with a local collection agency for general collections and a non-local agency that specializes in library collections.

Obsolete and Surplus Items

Items in the Warehouse inventory that have not moved in five years, unless designated for use by departments, will be declared obsolete and either sold, recycled or auctioned.

Supplies and equipment that are no longer needed or being used by a department will be offered for use to other departments. If the City no longer has any need or use for these items, they will be declared surplus and either sold at auction, donated, recycled or otherwise appropriately disposed of. At no time will City surplus property be offered to employees exclusive of a public offering.

The City currently follows this policy.

Local Purchasing Preference

The City prefers to do business with local and small local companies, and therefore allows contracts to be awarded to local and small local businesses that are within 5% and 7.5%, respectively, of the lowest (where price is the determinant factor) or best (where there are multiple evaluation factors) response from a non-local company. For sums exceeding \$100,000, the applicable percent preference will be applied to the first \$100,000 of the bid where the price is the determinant factor. However, when the City is using state or federal grant funds which prohibit the application of local preference, the local and small local preference will not apply.

The City applies the appropriate percentage preferences when applicable.

Living Wage Requirement

The City supports a living wage for employees of suppliers under contract with the City. In October 2020 a clause was added to every procurement contract with a service component requiring the contractor to pay a living wage to full time employees working under the contract. Non-profit organizations, state or federal mandated or funded programs, goods and supplies contracts, loans or grants awarded by the City, and cooperative contracts awarded by other agencies and utilized by the City are exempt from this requirement.

The City currently follows this policy.

Affordable Housing

In order to provide a secure funding source for affordable housing in Longmont, all revenues from payments made by developers in the form of “fees-in-lieu” of providing affordable housing under the Inclusionary Housing program as well as loan payments are deposited into the AH Fund. The \$1 million from the General Fund and ½ of the marijuana tax collected will be transferred to the Affordable Housing Fund. In addition, the City will strive to transfer from the General Fund enough funding annually to cover the Administrative costs associated with managing the Affordable Housing programs. Starting in 2022, up to 10% of all revenues deposited into the Affordable Housing Fund may be accessed to cover administrative costs for managing the Affordable Housing Fund as well as any CDBG or HOME administrative costs not covered by those grants (in excess of their administrative caps). The City will accept cash, land and property donations on behalf of Affordable housing with all donations transferred to the AH Fund or in the case of property/land held in perpetuity for affordable housing purposes unless determined by Council for a higher and better use.

The City currently follows this policy.

Special Marijuana Sales Tax

One-half of the sales tax collected in the Special Marijuana Sales Tax Fund will be transferred annually to the Affordable Housing Fund. The other one-half will be allocated for use as per Council direction during the annual budget process.

The City currently follows this policy.

Fleet Fund Interfund Loans

Interfund loans from the Fleet Fund should never exceed the lower of 70% of the current fund balance for replacements or 70% of the average of the projected fund balance for replacements over the next five years.

The City currently meets this policy.

FEES FOR SERVICE POLICIES

Recreation Fees

Recreation fees will be established to obtain at least 80% self-support, excluding capital expenditures in excess of \$5,000, community events which are free to the public, sports field maintenance, Sandstone Ranch Visitors Center, and youth enrichment programs that offer recreation activities as part of an overall effort to strengthen and improve life development skills as well as to provide supervised leisure activities during critical high-risk hours and/or within high-risk neighborhoods. These programs may be offered free or at reduced rates. Examples of youth enrichment programs include after-school programs, dance clubs, recreational clubs and mobile recreation programs. Non-resident recreation participants will pay the regular program fees plus an additional 25% non-resident fee. Staff responds to requests for financial assistance from residents who cannot afford to pay program fees through the following financial assistance strategies: Youth scholarships up to \$100 annually; family pricing; and group discounts.

The City currently strives to follow this policy.

Senior Citizen Activity Fees

Activity fees will be set to recover 100% of the senior citizen expenditures identified in the program budget for special activities. These expenses may include instructor wages, program supplies, transportation, and ticket costs. Non-resident senior citizens and adults under the age of 55 will pay an additional 20% for all programs.

The City currently follows this policy.

Short Checks

Non-sufficient funds checks will be assessed a collection charge that reflects the City’s cost of processing and collection. The amount of the collection charge may be reviewed and changed as deemed necessary by the Chief Financial Officer.

The City currently follows this policy.

Building Codes

The International Building Code, International Existing Building Code, International Mechanical Code, International Plumbing Code, International Residential Code, International Property Maintenance Code, International Energy Conservation Code, National Electrical Code, the International Fire Code, the International Fuel Gas Code, City of Longmont Green Point Program and the ICC-700 National Green Building Code form the basis of many of the City's building inspection policies and fees. Since it is important to keep the City's policies updated, the City will adopt all or part of these codes, with local amendments where appropriate, within one year of promulgation.

The City currently follows this policy.

Boulder County Hazardous Materials Response Authority

In September 2017, an Intergovernmental Agreement to establish the Boulder County Hazardous Materials Response Authority (Authority) was put into place to provide and maintain the Members' combined capability for effective response to a Hazardous Materials Incident. It is comprised of 11 members in Boulder County including the City of Longmont. The City is obligated to give an annual contribution to the Authority, along with the other members, to fund their annual budget. When a hazardous materials incident occurs, the Authority is called upon to deal with the situation. Any overtime or training time incurred by the City having to do with an incident will be reimbursed to the City by the Authority.

The City currently follows this policy.

Waste Diversion Center

The Waste Diversion Center (WDC) is open to Longmont utility customers for no additional charge. The WDC shall be open to the general public for free drop off of select recycling commodities and fee-based tree limb disposal providing that sufficient capacity exists and revenues and fees pay to fully serve such customers. For recycling commodities, revenue trends will be considered over multiple years to compensate for market fluctuations. If capacity becomes limited or fees and revenues aren't estimated to pay for the full cost of unrestricted public access, the Waste Diversion Center shall restrict either or both service to use by only Longmont utility customers.

The City currently follows this policy.

INVESTMENT AND DEBT POLICIES

Investment Policy

The City of Longmont adopted an investment policy by resolution in 1992, with updates by resolution in 2002, 2006, 2009, 2011, 2012, and 2018. The purpose of this investment policy is to establish the City's investment scope, objectives, delegation of authority and standards of prudence. Reporting requirements, internal controls, eligible investments, diversification, risk, and safekeeping and custody are requirements.

The City currently follows this policy.

Banking Relationship

The City of Longmont will open its banking relationship for competitive solicitation to all commercial banks with a depository location within the City at intervals that allow for a three-year contract with up to four annual renewals.

The City opened its banking relationship to RFP in 2016 and signed a three-year contract for banking services, through June 2020, with the option of up to four additional annual renewals. A second amendment extended the contract through June 2022.

Investment Philosophy

The City of Longmont will make use of pooled cash to invest under the prudent investor rule. The criteria for selecting investments and their order of priority are: 1) safety, 2) liquidity, and 3) yield.

The City currently follows this policy.

Investment Vehicles

City of Longmont funds, exclusive of pension funds, may be invested in the following instruments as listed in Section 4.16.010 of the Longmont Municipal Code:

- FDIC insured savings accounts;
- Certificates of Deposit, FDIC insured or secured pursuant to CRS as amended;
- Repurchase agreements, secured pursuant to CRS as amended;
- Securities of the U.S. Government and its agencies or instrumentalities thereof;
- Prime Commercial Paper;
- Prime Bankers' Acceptances;
- Senior corporate debt obligations;
- Local government investment pools pursuant to Part 7 of Article 75 of Title 24, CRS;
- General or Revenue Municipal Bonds of any state of the United States, the District of Columbia, or any territorial possession of the United States, or of any political subdivision, institution, department, agency, instrumentality, or authority of any such governmental entities;
- Money-market funds as allowed by state law

The City currently follows this policy.

Analysis and Reporting of Cash Position and Yield

On a regular basis, the City will perform a cash flow analysis to assist in the scheduling of investments. A quarterly statement of cash position, investment performance, and a comparison of cost to market will be prepared.

The City currently follows this policy.

Use of Long Term Debt

The City of Longmont will use long term debt only for capital projects that cannot be financed out of current revenues. The City will not use long term debt for current operations.

The City currently follows this policy. All outstanding debt that the City carries is associated with specific capital projects.

Debt Payment

Debt payments shall not extend beyond the estimated useful life of the project being financed. The City Charter establishes a maximum maturity of twenty-five years for all bonds issued except water bonds.

The City currently follows this policy.

Relationships with Rating Agencies

The City of Longmont will maintain good communications with bond rating agencies concerning its financial condition.

The City routinely sends budget and financial information to bond rating agencies to keep them informed of City activities.

Charter Requirements Relating to the Issuance of Bonds

1. Outstanding general obligation indebtedness of the City, other than water bonds, shall not exceed 3% of the actual value of the taxable property within the City.

As of the end of 2020, the actual value of taxable property within the City totaled \$13.145 billion. The 3% limitation equaled \$459,246,487. The City had no outstanding debt applicable to the debt limitation and meets the 3% limitation stipulation. Further information can be found on page 38 of the City's 2020 Annual Comprehensive Financial Report.

2. The issuance of bonded debt requires an affirmative vote of a majority of electors voting at any special or general election.

The City currently follows this policy.

3. Refunding bonds may be authorized by the City Council provided such refunding does not result in an increase in the interest rate.

The City currently follows this policy. The City issued Storm Drainage Refunding Bonds totaling \$8,530,000 in 2016, Wastewater Refunding Bonds totaling \$6,670,000 in 2020 and Open Space Sales and Use Tax Refunding and Improvement Bonds totaling \$17,810,000 in 2020.

4. All bonds will be sold at public sale; however, the City reserves the right to reject any and all bids and sell the bonds at private sale if it is in the best interest of the City of Longmont.

The City currently follows this policy.

5. Subject to complying with the TABOR Amendment (Colorado Constitution, Article X, Section 20), the City Council may issue tax increment securities payable solely from the increment ad valorem property taxes, incremental sales and use tax proceeds and revenues within the area of an authority or district created in accordance with the Charter, including downtown development authorities, notwithstanding the ½ of 1% of assessed valuation limitation, or the limitation of actual valuation of property set forth in the Charter.

The City currently follows this policy. In 2007 the City issued \$146,000 of long term notes.

Lease Purchase and Straight Lease of Capital Items

Lease purchase will be considered only when the useful life of the item is equal to or greater than the length of the lease. If the item may become technologically obsolete or is likely to require major repair during the lease purchase period, then the item should either be purchased or placed on a straight lease.

The City currently follows this policy.

Subdivider's Escrow

The monies contributed to the Subdivider's Escrow for public improvements earn interest comparable with other City investment portfolio rates. All funds deposited for a particular project and all interest earned by said funds will be applied to that project. Interest will be calculated as follows: simple annual, equal to the City's pooled investment annual earnings rate on an amortized basis, net of fees.

The City currently follows this policy.

RESERVE POLICIES

General Fund Reserves

General Fund reserve targets will be as follows: The City will maintain a fund balance restricted for emergencies in compliance with TABOR. The restricted fund balance will be calculated at 3% of "fiscal year spending" and can be utilized only for "emergencies" as allowed under Article X Section 20 of the Colorado Constitution.

The City will maintain an unrestricted fund balance in an amount equal to approximately two to three months (16.67% to 25%) of General Fund operating expenditures. Within the unrestricted fund balance the City will strive to meet the following reserve targets:

- **Committed to Emergencies: City Council imposed Emergency Reserve** - This portion would be maintained at 8% of General Fund operating expenditures. Use of these reserves is limited to emergency situations such as natural disasters, acts of terrorism or war, widespread riots or similar emergencies impacting the community. It can also be used in the event of the inability to meet a scheduled debt service payment. A super majority (2/3 of the Council present) of the City Council is necessary to pass an ordinance with appropriation of these reserves.
- **Committed to Emergencies: City Council imposed Stabilization Reserve** - This reserve would be used during times of reduced revenues due to economic conditions to allow General Fund services to continue to be provided throughout an economic downturn. This reserve is targeted as a range with a minimum of 3% and a

maximum of 8% of General Fund operating expenditures. Use of these reserves would be an exception to the policy of budgeting ongoing expenditures equal to ongoing revenues.

General Fund budgeted operating expenditures for 2021 are \$86,810,776. The unrestricted fund balance in the General Fund at the beginning of 2021 is \$19,348,620 which is 22.3% of General Fund operating expenditures.

The City will strive to meet the full funding targets of the reserve policy over time. The funding status at this time is as follows:

	<u>Goal</u>	<u>Status</u>	<u>Funded Amount</u>
TABOR component	\$4,912,013	fully funded	\$4,912,013
Emergency reserve 8%	\$6,944,862	funded at 8.0%	\$6,944,862
Stabilization Reserve 3% to 8%	\$2,604,323 to \$6,944,862	funded at 3.58%	\$3,107,028

General Fund Contingency Account

A contingency account will be placed in the City Council budget each year to provide for unanticipated expenditures. This account will be budgeted at an amount to be determined after initial projections of revenues and expenses.

The 2022 Operating Budget includes \$60,000 of ongoing funding in the contingency line item in the City Council budget.

Water Fund Reserve

The Water Fund will maintain an unappropriated reserve in its operating fund of at least 90 days operating and maintenance costs. To do this, appropriate rate studies will be developed and implemented.

Based on current projections, the Water Fund will meet the reserve requirement through 2022.

Sewer Fund Reserve

The Sewer Fund will maintain an unappropriated reserve in its operating fund of at least 90 days operating and maintenance costs. To do this, appropriate rate studies will be developed and implemented.

Based on current projections, the Sewer Fund will meet the reserve requirement through 2022.

Electric Utility Reserve

The Electric Utility will maintain an unappropriated reserve of at least 60 days operating and maintenance costs, plus 15% of the 5-year CIP funded projects. To do this, appropriate rate studies will be developed and implemented.

Based on current projections, the Electric Utility will not meet the reserve requirement through 2022. Electric reserves were used to fund a portion of the broadband network build out, which will be paid back to the Electric Utility by the Broadband Utility over a 4-5 year period. In addition, ELE099 Advanced Metering, is requiring the use of reserves over the next two years.

Sanitation Fund Reserve

The Sanitation Fund will maintain an unappropriated reserve in an amount equal to at least 60 days operating and maintenance costs. To do this, appropriate rate studies will be developed and implemented.

Based on current projections, the Sanitation Fund will meet the reserve requirement through 2022.

Storm Drainage Fund Reserve

The Storm Drainage Fund will maintain an unappropriated reserve in an amount equal to at least 60 days operating and maintenance costs. To do this, appropriate rate studies will be developed and implemented.

Based on current projections, the Storm Drainage Fund will meet the reserve requirement through 2022.

Street Fund Reserve

The City will maintain an unappropriated reserve in an amount equal to approximately 6% of the Street Fund operating budget.

Based on current projections, the Street Fund will meet the reserve requirement through 2022.

Open Space Fund Reserve

The City will maintain an unappropriated reserve in an amount equal to approximately 6% of the Open Space Fund operating budget.

Based on current projections, the Open Space Fund will meet the reserve requirement through 2022.

Public Safety Fund Reserve

The City will maintain an unappropriated reserve in an amount equal to approximately 8% of the Public Safety Fund operating budget.

Based on current projections, the Public Safety Fund will meet the reserve requirement through 2022.

ADMINISTRATIVE AND FRANCHISE FEE POLICIES

Administrative Transfer Fee

The administrative transfer fee is a payment from all enterprise funds and other major operating funds to the General Fund for the cost of personnel, equipment, materials, construction, facilities or service usage provided by General Fund departments. Consequently, the amount of each year's transfer fee will be based on the estimated General Fund expenditures that represent direct and indirect services provided to other operating funds, less those that are directly billed to those funds.

The City uses a computer model to determine the amount of the administrative transfer fee charged to each operating fund. The charges set in the model are included in the budget under the line item labeled "Administrative/Management Services." 100% of the fee is waived for the Downtown Development Fund and the Public Safety Fund. 50% of the fee is waived for the Airport Fund.

Street System Maintenance and Improvement Fund

All revenues received by the City for the purpose of street and transportation system operations and improvements shall be allocated to the Street System Maintenance and Improvement Fund. Such revenues shall only be used to fund operations, maintenance, rehabilitation and improvement of the City's street, transportation, sidewalk and bikeway systems. The administrative transfer fee for services shall not exceed 8.5% of projected Street System Fund revenues (Longmont Municipal Code, Section 4.04.280 E).

The City currently follows this policy.

Sanitation Enterprise Fund

The only contribution from the Sanitation Fund to the General Fund will be an administrative transfer fee reflecting the costs of services provided to the Sanitation Fund by General Fund departments.

The City currently follows this policy.

Franchise Fee - Electric Utility

The City of Longmont Electric Utility will pay the General Fund an 8.64% franchise fee. The fee will be 8.64% of actual annual revenues, excluding franchise fee revenue, General Fund revenue, Electric Community Investment Fee revenues, Aid to Construction revenue, contributions from the Electric Utility fund balance, transfers from other funds, loans and grants from other governmental agencies, reimbursement for damages, and interest earnings.

The City currently follows this policy. The estimated Electric Utility Franchise Fee for 2022 is \$6,376.372.

Franchise Fee - Sewer Fund

The City of Longmont Sewer Utility Fund will pay the General Fund a 4.16% franchise fee. The fee will be 4.16% of the budget year's projected gross revenues, excluding contributions from the Sewer Fund fund balance, franchise fee revenue, loans and grants from other governmental agencies, interest earnings, transfers from other funds, and system development fees.

The City currently follows this policy. The Wastewater Franchise Fee for 2022 is \$631,956.

Franchise Fee - Water Fund

The City of Longmont Water Utility will pay the General Fund a 2.04% franchise fee in addition to providing the City water service. The fee will be 2.04% of the budget year's gross revenues, excluding: contributions from the Water Fund fund balance, franchise fee revenue, loans and grants from other governmental agencies, interest earnings, transfers from other funds, and system development fees.

The City currently follows this policy. The Water Franchise Fee for 2022 is \$542,014.

Franchise Fee - Broadband Utility

The City of Longmont Broadband Utility will pay the General Fund a 5% franchise fee of the revenues received from non-general fund dark fiber and co-location leases and 5% of revenues received from those services that the City of Longmont charges a franchise fee to all telecommunications providers in Longmont, including video services.

The City currently follows this policy. The estimated Broadband Utility Fee for 2022 is \$6,461.

ENTERPRISE FUND POLICIES

Utility Rates

Utility user charges (water, sewer, storm drainage, electric and broadband) will reflect the cost of service and will be established so that operating revenues are at least equal to operating expenditures. Temporary annual operating losses may be permitted by Council direction based on the levels of fund reserves. A portion of user rates are designed to cover replacement of the utility facilities.

The City currently follows this policy.

Utility Rate Studies

Each of the six City utilities will periodically conduct a comprehensive rate study. In each of the intervening years, the staff will review historical and projected revenues and expenses to determine if a comprehensive rate study is needed.

The City currently follows this policy. A comprehensive rate study for the Water Fund was completed in 2019. The most recent rate study for the Sewer fund was completed in 2016. A comprehensive rate study was completed for the Electric Utility in 2021. The Electric Community Investment Fee Fund rate study was completed in 2021. The most recent rate study for the Broadband Utility was in 2014. The most recent rate study for the Storm Drainage Fund was completed in 2021. A comprehensive rate study was completed in 2016 for the Sanitation Fund.

Lighting and Traffic Signals

The cost of the electricity provided to City of Longmont pedestal lights, street lights, porch lights (when pedestal or street lighting is unavailable), unmetered park path lighting, and traffic signals shall be considered an expense of the City Electric utility and thus recovered through the rates, unless to do so would cause a differential rate of in-city and out-of-city users.

The City currently follows this policy.

Water Service to City Facilities

The cost of providing water service, including system development fees, to City of Longmont facilities shall be considered an expense of the Water Fund. This expense shall be recovered through the water rates. Water conservation efforts should be used where service is provided by the Water Fund.

The City currently follows this policy.

Sewer Service to City Facilities

The cost of providing sewer service, including system development fees, to City of Longmont facilities shall be billed to and considered an expense of the facilities receiving sewer service.

The City currently follows this policy.

Electric Service to City Facilities

The cost of providing electric service, on-site electric service extensions, and the Electric Community Investment Fee for off-site improvements to City of Longmont facilities shall be billed to and considered an expense of the facilities receiving electric service. However, the charge to General Fund facilities for electric service will only be for the wholesale cost of electricity. The rates charged are in accordance with the electric rates/tariffs approved by City Council.

The City currently follows this policy.

Electric Service Territory Transfer

Where the City annexes City-owned property located in the Poudre Valley REA, United Power, or Xcel Energy service territories, each specific fund that paid the costs of property acquisition and manages the property will, subject to any legal restrictions on fund expenditures, pay all costs associated with the transfer of the service territory to Longmont Power & Communications as established by existing transfer contracts or state legislation. Where legal restrictions on fund expenditures prevent payment, the electric utility will pay service territory transfer costs.

The City currently follows this policy.

Broadband Service to City Facilities

The cost of installation and provision of broadband services to City of Longmont facilities shall be billed to and considered an expense of the facilities receiving broadband service. The rates charged are in accordance with the rates/tariffs approved by City Council.

The City currently follows this policy.

Sanitation Service to City Facilities

The cost of providing solid waste and recycling collection services for City departments, City facilities and property (including, but not limited to, public buildings and parks), and Citywide special events, Main Street collection, educational programs, and all additional special programs and services shall be considered an expense of the Sanitation Fund. This expense shall be recovered through sanitation rates and fees and waste management fees.

The City currently follows this policy.

Storm Drainage Services to City Facilities

The cost of providing storm drainage services, including system development fees, to City of Longmont facilities shall be billed to and considered an expense of the facilities receiving storm drainage service.

The City currently follows this policy.

Capital Revenue

Capital revenues will not be used to pay for operating expenses. They will be used solely for system improvements and system expansion.

The City currently follows this policy. The Water and Sewer Funds maintain separate funds to track expenditures for capital revenue and charges associated only with system expansion or improvements against those revenues.

Sanitation Fees

Rates and fees for sanitation services shall be set to generate sufficient revenue to cover at least 100% of the expenditures of the Sanitation Enterprise Fund. Voluntary services shall be priced to cover the full cost of each respective service.

The City currently follows this policy.

Golf Fees

The rates for greens fees, annual passes and other golf services will be established so that at least 100% of the expenditures identified in the Golf operating budget, including the full administrative transfer fee, will be

recovered. Requests for fee waivers for golf tournaments and golf benefits will be reviewed and evaluated based on the golf fee waiver policy.

The City currently follows this policy.

Storm Drainage Enterprise Fees

All revenues received by the City for the purpose of storm drainage system operations and improvements shall be allocated to the Storm Drainage Enterprise Fund. Such revenues shall only be used to fund operations, maintenance, rehabilitation and improvements of the storm drainage system, and debt service in support of such functions. Rates and fees shall be established to generate sufficient revenue to cover at least 100% of the expenditures of the Storm Drainage Enterprise Fund.

The City currently follows this policy.

Airport Fees

The City of Longmont will establish fees and charges at the municipal airport in accordance with regulations, guidelines and Grant Assurances of the Federal Aviation Administration (FAA) and with consideration given to the area prevailing rates. Fees and charges will be reviewed annually to determine whether all operating expenditures are recovered.

The City currently follows this policy.

CAPITAL IMPROVEMENT POLICIES

City's Responsibility for Public Improvements

Where the City, as property owner, is responsible for its share of public improvements contiguous to the property, the City fund which constructs the public improvement shall pay the City's share of the public improvement. Therefore, the Street Fund shall pay for street improvements, the Water Fund shall pay for water lines, etc., unless the City, through annexation negotiations, is able to designate other parties as responsible for the improvements. Costs of extending public improvements to and within the property shall be paid by the City fund owning the property, with reimbursement for all offsite costs from adjacent property owners, in accordance with the Longmont Municipal Code.

The City currently follows this policy.

Capital Improvement Program

A five-year capital improvement program will be developed and presented annually by staff and approved by City Council. This program will contain all capital improvements from all funds and departments of the City. The first year of this program shall constitute the next year's capital budget.

The City currently follows this policy. The projects shown as funded in 2022 in the 2022-2026 Capital Improvement Program are included in the 2022 Operating Budget.

Special Financing Districts

The City may consider the use of special financing districts, such as special assessment districts and business improvement districts, to fund public improvements, which will primarily benefit the residents of such districts.

The City currently follows this policy.

Conservation Trust Fund

The Conservation Trust Fund will receive the City of Longmont's distribution of state lottery proceeds. Funds in the Conservation Trust Fund will be allocated in accordance with State of Colorado laws regarding use of these funds. State law prohibits the expenditure of these funds for eminent domain proceedings.

The City currently follows this policy.

Park Improvement Fund

The Park Improvement Fund will receive revenue from payments of the park improvement fee. Revenues in the Park Improvement Fund will be used only for acquisition, development and construction of parks and trails.

The City currently follows this policy.

Park and Greenway Maintenance Fund

The Park and Greenway Maintenance Fund will receive revenue from payments of the Park and Greenway Maintenance Fee. These revenues will be used to maintain, operate, repair and renew city-owned parks, greenways and pools.

The City currently follows this policy.

Electric Community Investment Fee Fund

The Electric Community Investment Fee Fund will receive revenue from payments of the Electric Community Investment Fee on new development, re-development, or upgrades. Revenues in this fund will be used only for electric system capital improvements that are strictly related to growth, such as main feeder system extensions and additional substation capacity.

The City currently follows this policy.

Recreation Building Impact Fee

The Recreation Building Impact Fee will receive revenue from payments of the Recreation Building Impact Fee on new residential construction. Revenues in this fund will be used only to fund capital improvements needed to address demand for recreation buildings attributable to new residential development.

The City currently follows this policy.

Transportation Community Investment Fee Fund

The Transportation Community Investment Fee Fund will receive revenue from payments of the Transportation Impact Fee on new construction. Revenues in this fund will be used only for oversizing of arterial street construction, improvements, and arterial intersection improvements that are needed to meet increased demands for service due to new development.

The City currently follows this policy.

Water System Construction Reserve Fund

The Water System Construction Reserve Fund will receive revenue from payments of system development fees and other developer participation revenues. These revenues will be used for improvements to the City's water system related to growth of the entire system or to new regulatory requirements.

The City currently follows this policy.

Water Acquisition Fund

The Water Acquisition Fund will be funded from cash payments received in lieu of water rights. These revenues will be used for water supply projects, the acquisition of water rights, and conservation programs that offset the need to purchase additional water rights.

The City currently follows this policy.

Raw Water Storage Reserve Fund

The Raw Water Storage Reserve Fund was initially funded from proceeds from the sale of the high mountain dams. These funds will be used to develop the City's winter water supply as part of the City's water system.

The City currently follows this policy.

Sewer Construction Fund

The Sewer Construction Fund will receive revenue from payments of applicable system development fees and other developer participation revenues. These revenues will be used for improvements to the City's sewer system related to growth of the entire system or to new regulatory requirements.

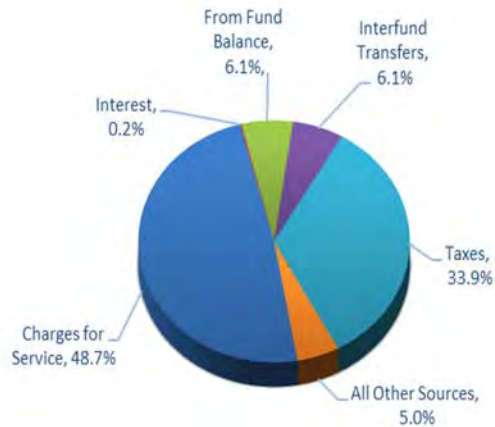
The City currently follows this policy.

Relocation of Existing Utility Facilities in ROW

Except as noted in this policy, where improvements to the roadway or any associated roadway facilities (signals, sidewalks, pedestrian ramps) require relocation of existing City-owned utility facilities, the affected utility will fund the relocation. The exception is relocation of utility facilities located within a dedicated utility easement outside the pre-existing street right-of-way, in which case the road project will pay the relocation expense and provide locations for the utility facilities. Relocation expenses will not include any costs to upgrade the capacity or reliability of utility facilities. These costs will remain with the utility. For existing utilities in the right-of-way or in an easement that requires relocation due to “utility” improvements, the utility requiring the relocation will fund the relocation.

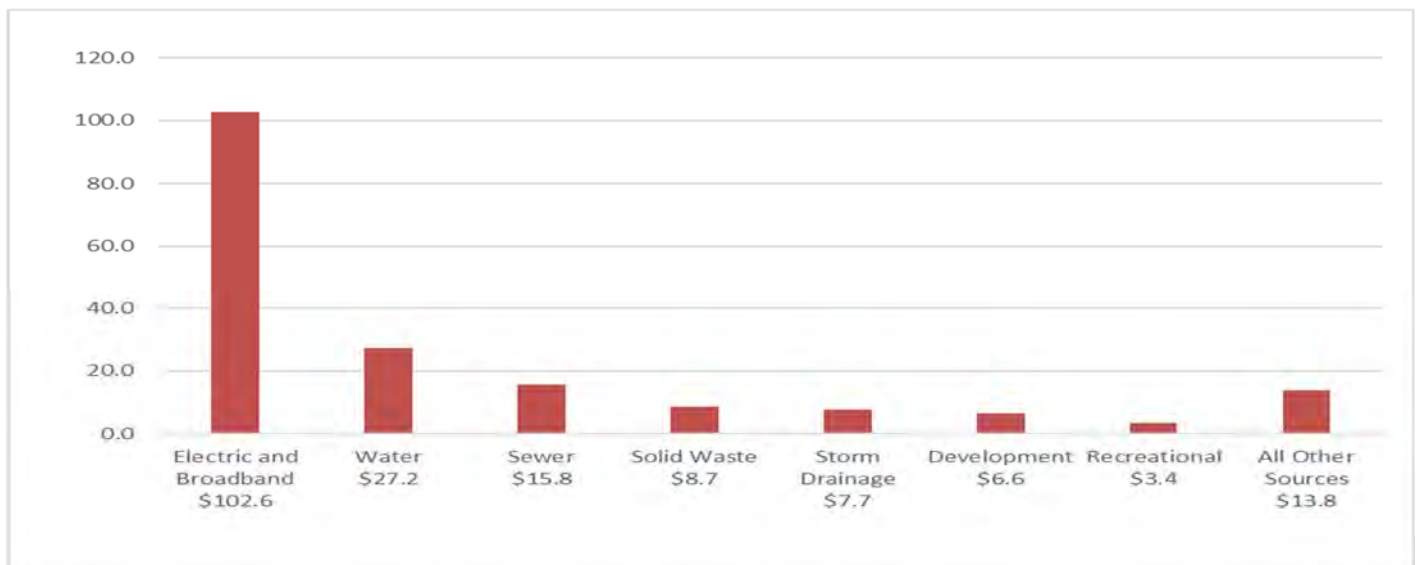
The City currently follows this policy.

2022 OPERATING BUDGET: Sources of Funds



Revenue and other sources used to support the City's programs and projects in 2022 will come from a variety of sources and total \$366,267,002. This is 9.9% above the total revenues in the 2021 budget of \$333.2 million.

Charges for Services, Licenses and Permits represent 51.2% or \$185.9 million of the City's budgeted resources. These are charges for electric, water, sewer, solid waste and storm drainage utility fees; development-related services; recreational activities, including swimming, athletic leagues, golf, etc.; and various other fees for service.



Utility user charges reflect the cost of service and are established so that operating revenues are at least equal to operating expenditures. A portion of user rates is designed to cover replacement of utility facilities. The utilities periodically conduct a comprehensive rate study. In each of the intervening years, staff review historical and projected revenues and expenses to determine if a comprehensive rate study is needed. Development-related fees include building permits, right-of-way permits, plan review fees, and engineering plan check fees. Estimates are based on the anticipated number of single family, multifamily and commercial building permits and the estimated valuation of these units. The 2022 budget is based on 262 single-family permits, 46 townhouse/condo permits, 618 multifamily permits, and various other remodels and miscellaneous permits. Recreational fees are established by financial policy to be 80% self-supporting with several activity fees set to recover 100% of expenditures.

Electric and Broadband



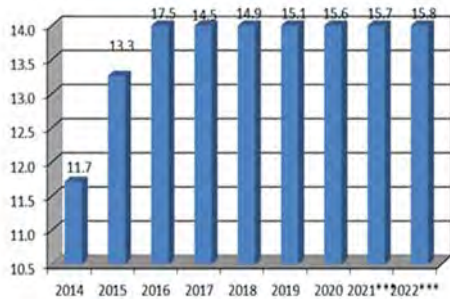
In 2015 the Electric and Telecommunications Utility Enterprise Funds were combined into the Electric and Broadband Utility Enterprise Fund. In 2022, Electric and Broadband utility revenues equal 99.53% of all electric and broadband revenues.

Water



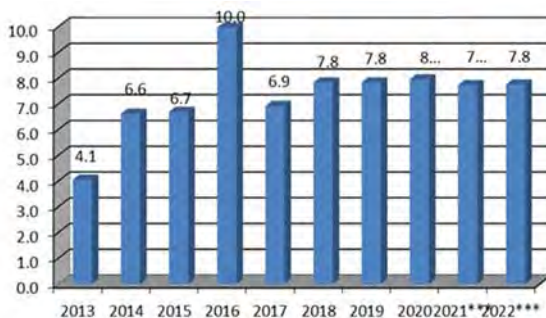
In 2022, charges for water services represent 88.5% of all water revenues. The proposed budget includes a rate increase of 7% for 2022.

Sewer



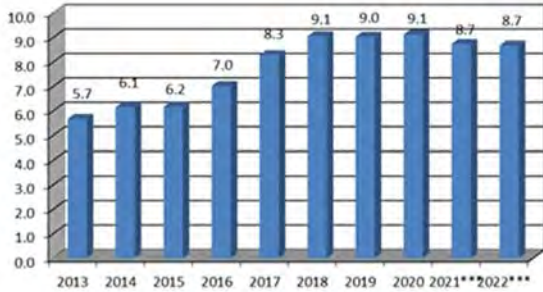
The sewer utility will receive 96.9% of its revenue from charges for services in 2022. A rate increase of 2% was adopted in 2017 for 2020. There will be no rate increase in 2022.

Storm Drainage



In 2022, Storm Drainage will receive 99.9% of its revenue from charges for services. There is no rate increase in 2022.

Sanitation

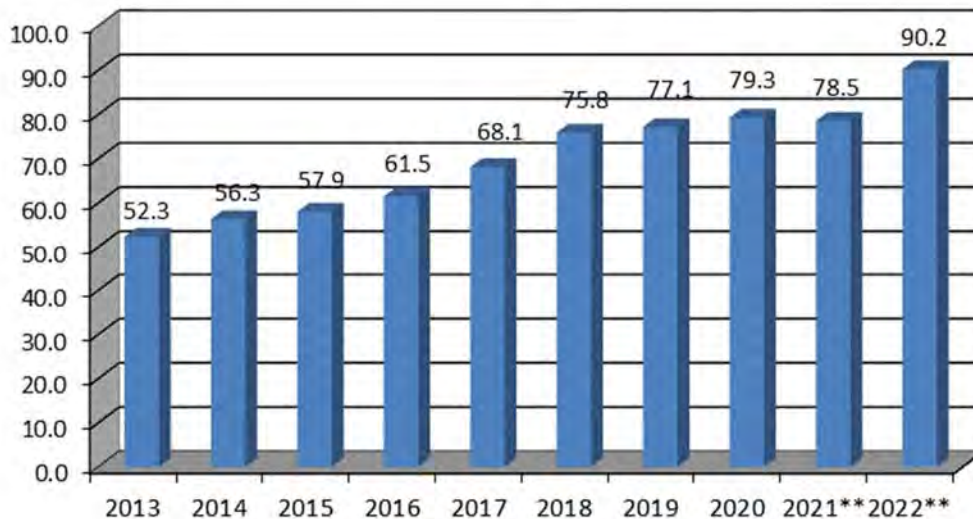


Sanitation will receive 99.7% of its 2022 revenues from charges for service. Sanitation rates changed April 1, 2017, to include a new composting service and a re-balancing of sanitation rates.

Taxes represent 33.9%, or \$131.9 million, and include citywide sales and use, property, cigarette, and franchise taxes.

Sales and Use Tax originated on January 1, 1969, at 2%. In June 1985 the sales and use tax was increased by 0.75% for exclusive use on street system expenditures. Further, in November 2000 voters approved an initiative to increase sales and use tax by 0.2% for the acquisition and maintenance of open space. In November 2006, voters approved an increase of 0.325% to fund additional public safety needs, and in November 2017 voters approved another increase of 0.255% for public safety needs. Sales and use tax, the City's largest single revenue source, accounts for 44.3% of the General Fund's total sources of funds. Sales and use tax is projected based on historical collection trends and knowledge of economic development-related activities.

Sales and Use Tax History



Property Tax accounts for 24.5% of the General Funds revenue. In 1991 the City increased the property tax mill levy to fund additional public safety positions. This mill levy increase temporarily reversed the trend of declining or flat property tax revenue. From 1995 to 2009 there was a real increase in property tax receipts each year peaking at \$14.4 million in 2009. However, since 2010 those receipts decreased annually until 2015 and reversed the declining trend. The mill levy has remained at 13.42 mills since 1991. Property tax also goes into the Downtown Development Authority Fund (5.000 mills) and the General Improvement District Fund (6.798 mills). The 2022 budget is based on preliminary assessed valuations from the county assessor's office.

Property Tax History



Cigarette Tax is a relatively minor General Fund revenue. This state-levied tax on the wholesaling of cigarettes is distributed to municipalities in proportion to their respective contributions to all state sales tax receipts.

Franchise Taxes are collected on natural gas, cable television and telephone companies within the city as well as the City's own electric, telecommunications, water and wastewater utilities. These taxes are based on anticipated revenues of the utility and come from the utility itself.

Fund Balance is a source of funds that is used primarily for funding capital and one-time purchases. In 2022, \$25,503,715 or 6.5%, of the total sources of funds will come from the use of fund balance.

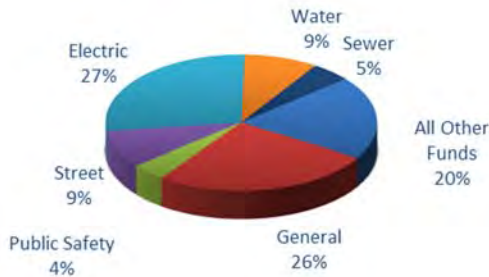
Interfund Transfers are payments from the City's enterprise funds for services provided by the General Fund. These include services such as utility billing, accounting, purchasing, human resources, permitting, city clerk functions, and city attorney services. This revenue is based on an estimate of time spent by General Fund services in support of the City's enterprise funds. That estimated time is then converted into a dollar figure and charged to the enterprise funds on the theory that the enterprise funds would have to pay someone to provide those services if they did not have the General Fund departments to assist them. This revenue is 0.84% of the General Fund's total revenues.

Interest and Other Sources are 5.5% of the City's sources of funds. Interest earnings are estimated at \$959,986 for 2022, and all other sources are \$19.31 million and include intergovernmental funds from Boulder County, state and federal governments; fines; proceeds from bonds and advances; and miscellaneous sources.

2022 OPERATING BUDGET: Use of Funds

The City of Longmont's 2022 Operating Budget totals \$391,770,717

Expenditures by Fund



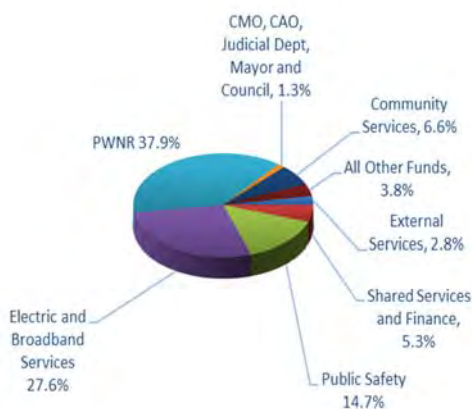
Expenditures in the largest funds include General Fund, \$102.9 million; Electric Fund, \$107.5 million; Water Fund, \$34.3 million; and Street Fund, \$34.9 million. These funds will account for 71.4% of all City expenditures in 2022. Other funds include Sewer, \$18.3 million; Storm Drainage, \$7.1 million; Open Space, \$4.9 million; Public Improvement, \$11.1 million; Sanitation, \$9.8 million; Fleet, \$6.0 million; Public Safety, \$16.2 million; and several minor funds.

Expenditures by Category



Budgeted expenditures, by category, are personal services, \$129.5 million, which includes salaries, wages and benefits; operating and maintenance, \$136.8 million, which includes routine operating expenditures; non-operating, \$38.8 million, which include interfund transfers and interest payments; and capital, \$86.6 million, which includes machinery, equipment, furniture, vehicles, facility and system improvements, renovations and replacements, engineering and design, water rights, and land.

Expenditures by Department



Budgeted expenditures by department include Public Works and Natural Resources, \$148.7 million (includes Water, Sewer, Sanitation, Storm Drainage, Streets, Park Improvement, Transportation Community Investment Fee, Open Space, Park & Greenway Maintenance, Conservation Trust, and Parks); Electric and Broadband Services, \$108.3 million; Public Safety Department, \$57.5 million (which includes Public Safety Administration, Fire and Police in both the General Fund and the Public Safety Fund);

Expenditures by Department continued:

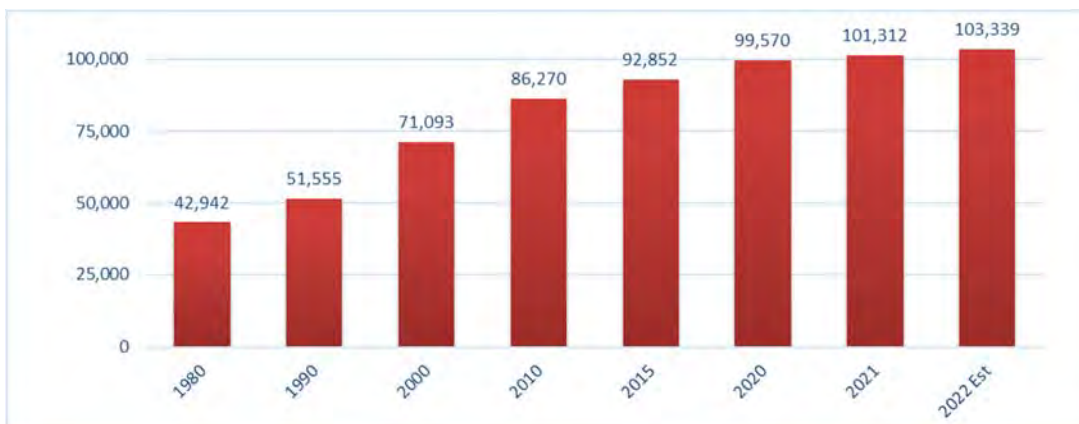
Shared Services and Finance Department, \$20.8 million (services include Accounting, Budget, Enterprise Technology Services, Purchasing and Contracts, Risk Management, Utility Billing, Recovery Office, City Clerks Office, Human Resources and Fleet); External Services Department, \$10.8 million (services include Airport, Redevelopment, Economic Development Programs and Planning & Development Services); Community Services Department, \$25.9 million (services include Community Relations, Library, Museum, Youth Services, Senior Services, Recreation, Neighborhood Resources, CDBG/HOME Grants Administration, Affordable Housing, Human Services Funding, Callahan House and AIPP); City Managers Office, \$1.9 million; City Attorneys Office, \$1.5 million; Judicial Department, \$1.1 million; and Mayor and Council, \$580,339. The remaining funds total \$8.9 million and include the Public Improvement Fund, Public Building Community Investment Fee Fund, Longmont Downtown Development Authority, General Improvement District, Downtown Parking, Longmont Urban Renewal, Village at the Peaks, and Special Marijuana Retail Tax.

2018 - 2022 Budgeted FTE Positions by Department

Department	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2021-2022 Change
Mayor and Council	7.00	7.00	7.00	7.00	7.00	0.00
City Manager	7.50	7.00	8.75	9.00	9.33	0.33
City Attorney	8.00	8.00	10.00	10.00	10.00	0.00
Human Resources	8.00	8.00	8.00	0.00	0.00	0.00
Judicial Department	8.50	8.50	8.50	8.50	8.50	0.00
Shared Services and Finance	93.98	97.88	93.63	101.37	108.00	6.63
Community Services	0.00	0.00	0.00	117.50	122.30	4.80
External Services	156.01	150.61	156.75	63.50	67.40	3.90
Electric and Broadband Utilities	100.84	100.84	108.04	111.90	122.53	10.63
Public Safety	303.50	332.00	354.00	354.00	359.00	5.00
Public Works and Natural Resources	240.06	247.16	249.46	225.36	241.07	15.71
Downtown Development Authority	2.80	3.71	3.63	3.63	3.63	0.00
TOTAL	936.19	970.70	1007.76	1011.76	1058.76	47.00

Full time equivalent (FTE) positions are calculated based on working 52 weeks at 40 hours per week (2,080 hours). Position counts for budgetary purposes are based on the total number of hours worked rather than the number of individuals working those hours.

Longmont Population 1980 - 2021



Summary of Financing Sources and Uses

	2020 Actual	2021 Budget	2022 Budget
<u>Revenues and Other Financing Sources</u>			
Taxes	124,964,278	117,077,070	132,122,727
Licenses and Permits	5,593,988	4,836,457	4,061,843
Intergovernmental Revenue	29,080,536	5,495,339	15,137,645
Charges for Service	173,289,276	169,515,754	185,877,857
Fines and Forfeits	1,089,723	891,400	848,800
Interest Earnings	4,397,880	1,224,206	959,986
Interfund Transfers	33,058,560	25,951,298	23,935,998
Miscellaneous	6,948,934	3,084,268	2,728,600
Proceeds from Advance	5,575,280	2,738,655	593,546
Contribution from/(to) Fund Balance	(25,088,012)	23,092,261	25,503,715
TOTAL SOURCES	\$ 358,910,444	\$ 353,906,708	\$ 391,770,717

<u>Expenditures and Other Financing Uses</u>			
Personal Services	110,343,778	115,651,867	129,574,486
Operating and Maintenance	135,700,275	131,173,962	136,770,772
Non-Operating	32,874,821	41,547,926	38,796,600
Capital	66,407,852	65,532,953	86,628,859
TOTAL USES	\$ 345,326,725	\$ 353,906,708	\$ 391,770,717

2022 CONSOLIDATED FUND STATEMENT

Sources of Funds and Expenses

The 2022 Consolidated Fund Statement on the following pages includes the sources of funds and expenses by category for each fund included in the 2022 Operating Budget. Sources of funds include contributions from/(to) fund balance, which is the amount of money being drawn from, or contributed to, each fund's fund balance and loans between funds, in order to balance the budget for that fund. Expenses by category include: personal services (salaries, wages and benefits); operating and maintenance (routine operating expenditures); non-operating (interfund transfers and interest payments); and capital (machinery, equipment, furniture, vehicles, improvements, renovations, replacements, engineering and design, water rights and land). Capital items are defined as having a value of at least \$5,000 and a useful life of at least two years, and capital projects have a value of at least \$10,000 and a useful life of at least five years.

2022 Consolidated Fund Statement

	General Fund	Electric and Broadband Utility Enterprise Fund	Water Fund	Sewer Fund
<i>BEGINNING</i>				
<i>FUND BALANCE</i>	\$ 20,765,097	\$ 7,929,073	\$ 18,992,627	\$ 8,110,613
 SOURCES OF FUNDS				
Taxes	76,425,693	-	-	-
Licenses and Permits	2,518,943	-	-	-
Intergovernmental Revenue	1,499,319	-	400,000	-
Charges for Service	14,442,798	102,616,933	27,226,996	15,798,900
Fines and Forfeits	848,800	-	-	-
Interest Earnings	100,000	85,000	66,900	38,000
Interfund Transfers	821,542	246,306	2,889,727	464,588
Miscellaneous	820,216	153,500	195,000	-
Proceeds from Advance	-	-	-	-
Proceeds from Bonds	-	-	-	-
 TOTAL SOURCES OF FUNDS	 97,477,311	 103,101,739	 30,778,623	 16,301,488
 EXPENSES BY CATEGORY				
Personal Services	71,550,207	14,339,090	7,609,144	4,961,646
Operating and Maintenance	24,252,389	70,901,215	9,387,369	5,397,268
Non-Operating	6,034,983	5,062,843	6,980,520	3,369,803
Capital	1,144,703	17,193,991	10,356,676	4,597,057
 TOTAL EXPENSES	 102,982,282	 107,497,139	 34,333,709	 18,325,774
 <i>ENDING</i>				
<i>FUND BALANCE</i>	\$ 15,260,126	\$ 3,533,673	\$ 15,437,541	\$ 6,086,327
Contribution to/(from) Fund Balance	(5,504,971)	(4,395,400)	(3,555,086)	(2,024,286)

2022 Consolidated Fund Statement

	Street System Maintenance Improvement Fund	Sanitation Enterprise Fund	Golf Enterprise Fund	Storm Drainage Enterprise Fund
<i>BEGINNING</i>				
<i>FUND BALANCE</i>	\$ 6,680,997	\$ 4,758,115	\$ 1,910,163	\$ 3,100,204
 SOURCES OF FUNDS				
Taxes	23,399,097	-	-	-
Licenses and Permits	15,000	-	-	-
Intergovernmental Revenue	10,050,326	-	-	-
Charges for Service	-	8,677,000	2,708,533	7,751,845
Fines and Forfeits	-	-	-	-
Interest Earnings	42,255	21,294	6,015	-
Interfund Transfers	-	-	-	-
Miscellaneous	10,000	2,000	129,626	5,600
Proceeds from Advance	-	-	-	-
Proceeds from Bonds	-	-	-	-
 TOTAL SOURCES OF FUNDS	 33,516,678	 8,700,294	 2,844,174	 7,757,445
 EXPENSES BY CATEGORY				
Personal Services	4,822,046	3,004,610	1,436,317	2,384,718
Operating and Maintenance	6,592,239	5,261,016	1,508,678	2,055,646
Non-Operating	884,860	195,177	150,846	2,688,450
Capital	22,616,894	1,366,617	493,600	21,934
 TOTAL EXPENSES	 34,916,039	 9,827,420	 3,589,441	 7,150,748
 <i>ENDING</i>				
<i>FUND BALANCE</i>	\$ 5,281,636	\$ 3,630,989	\$ 1,164,896	\$ 3,706,901
Contribution to/(from) Fund Balance	(1,399,361)	(1,127,126)	(745,267)	606,697

2022 Consolidated Fund Statement

	Fleet Service Fund	Airport Enterprise Fund	Public Improvement Fund	CDBG/HOME Fund
<i>BEGINNING</i>				
<i>FUND BALANCE</i>	\$ 21,093,461	\$ 565,211	\$ 601,985	\$ (1,322,095)
 <i>SOURCES OF FUNDS</i>				
Taxes	-	-	7,629,000	-
Licenses and Permits	-	-	-	-
Intergovernmental Revenue	-	-	-	558,679
Charges for Service	-	540,132	-	-
Fines and Forfeits	-	-	-	-
Interest Earnings	99,910	-	144,724	-
Interfund Transfers	10,877,954	-	3,940,000	-
Miscellaneous	450,000	77,000	-	50,000
Proceeds from Advance	-	-	-	-
Proceeds from Bonds	-	-	-	-
 TOTAL SOURCES OF FUNDS	 11,427,864	 617,132	 11,713,724	 608,679
 <i>EXPENSES BY CATEGORY</i>				
Personal Services	1,849,886	209,101	134,613	179,542
Operating and Maintenance	2,456,983	325,612	58,111	429,137
Non-Operating	15,002	272	2,037,550	-
Capital	1,717,490	102,100	8,848,649	-
 TOTAL EXPENSES	 6,039,361	 637,085	 11,078,923	 608,679
 <i>ENDING</i>				
<i>FUND BALANCE</i>	\$ 26,481,964	\$ 545,258	\$ 1,236,786	\$ (1,322,095)
Contribution to/(from) Fund Balance	5,388,503	(19,953)	634,801	-

2022 Consolidated Fund Statement

	Park Improvement Fund	Conservation Trust Fund	Electric CIF Fund	Transportation CIF Fund
<i>BEGINNING</i>				
<i>FUND BALANCE</i>	\$ 15,496,603	\$ 4,163,670	\$ 2,126,449	\$ 1,440,896
 SOURCES OF FUNDS				
Taxes	-	-	-	-
Licenses and Permits	1,448,900	-	-	-
Intergovernmental Revenue	-	950,000	-	-
Charges for Service	-	-	786,698	715,934
Fines and Forfeits	-	-	-	-
Interest Earnings	69,841	12,040	60,000	6,720
Interfund Transfers	-	-	-	-
Miscellaneous	-	-	-	-
Proceeds from Advance	-	-	-	-
Proceeds from Bonds	-	-	-	-
 TOTAL SOURCES OF FUNDS	 1,518,741	 962,040	 846,698	 722,654
 EXPENSES BY CATEGORY				
Personal Services	-	108,555	-	-
Operating and Maintenance	-	128,114	-	-
Non-Operating	-	-	-	-
Capital	4,583,411	3,733,667	769,494	1,500,000
 TOTAL EXPENSES	 4,583,411	 3,970,336	 769,494	 1,500,000
 <i>ENDING</i>				
<i>FUND BALANCE</i>	\$ 12,431,933	\$ 1,155,374	\$ 2,203,653	\$ 663,550
Contribution to/(from) Fund Balance	(3,064,670)	(3,008,296)	77,204	(777,346)

2022 Consolidated Fund Statement

	Public Buildings CIF Fund	Art in Public Places Special Revenue Fund	Sewer Construction Fund	Water Construction Fund
<i>BEGINNING</i>				
<i>FUND BALANCE</i>	\$ 528,656	\$ 1,456,268	\$ 9,163,550	\$ 4,411,657
 SOURCES OF FUNDS				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Service	-	-	788,600	1,577,700
Fines and Forfeits	-	-	-	-
Interest Earnings	-	-	38,100	23,400
Interfund Transfers	-	364,311	-	-
Miscellaneous	-	-	-	-
Proceeds from Advance	-	-	-	-
Proceeds from Bonds	-	-	-	-
 TOTAL SOURCES OF FUNDS	 -	 364,311	 826,700	 1,601,100
 EXPENSES BY CATEGORY				
Personal Services	-	105,044	-	-
Operating and Maintenance	-	132,279	-	-
Non-Operating	-	-	464,588	2,889,727
Capital	-	265,000	4,473,405	592,500
 TOTAL EXPENSES	 -	 502,323	 4,937,993	 3,482,227
 <i>ENDING</i>				
<i>FUND BALANCE</i>	\$ 528,656	\$ 1,318,256	\$ 5,052,257	\$ 2,530,530
Contribution to/(from) Fund Balance	-	(138,012)	(4,111,293)	(1,881,127)

2022 Consolidated Fund Statement

	Raw Water Storage Reserve Fund	Water Acquisition Fund	Callahan House Fund	DDA Fund
<i>BEGINNING</i>				
<i>FUND BALANCE</i>	\$ 25,841	\$ 273,231	\$ 34,385	\$ 3,810,046
 SOURCES OF FUNDS				
Taxes	-	-	-	1,630,440
Licenses and Permits	-	-	-	-
Intergovernmental Revenue	-	-	-	55,000
Charges for Service	-	750,000	47,900	91,900
Fines and Forfeits	-	-	-	-
Interest Earnings	-	1,200	200	2,300
Interfund Transfers	-	-	89,666	35,400
Miscellaneous	-	-	-	18,000
Proceeds from Advance	-	-	-	593,546
Proceeds from Bonds	-	-	-	-
TOTAL SOURCES OF FUNDS	-	751,200	137,766	2,426,586
 EXPENSES BY CATEGORY				
Personal Services	-	-	104,130	354,063
Operating and Maintenance	-	933,667	36,581	674,660
Non-Operating	-	-	-	598,046
Capital	-	-	-	58,742
TOTAL EXPENSES	-	933,667	140,711	1,685,511
 <i>ENDING</i>				
<i>FUND BALANCE</i>	\$ 25,841	\$ 90,764	\$ 31,440	\$ 4,551,121
Contribution to/(from) Fund Balance	-	(182,467)	(2,945)	\$ 741,075

2022 Consolidated Fund Statement

	GID #1 Fund	Downtown Parking Special Revenue Fund	Affordable Housing Fund	Open Space Fund
<i>BEGINNING</i>				
<i>FUND BALANCE</i>	\$ 266,131	\$ 248,282	\$ 1,690,962	\$ 5,440,490
 <i>SOURCES OF FUNDS</i>				
Taxes	165,005	-	-	5,111,762
Licenses and Permits	-	79,000	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Service	-	-	-	-
Fines and Forfeits	-	-	-	-
Interest Earnings	1,050	1,500	-	110,465
Interfund Transfers	-	-	1,506,543	-
Miscellaneous	-	-	350,000	50,000
Proceeds from Advance	-	-	-	-
Proceeds from Bonds	-	-	-	-
 TOTAL SOURCES OF FUNDS	 166,055	 80,500	 1,856,543	 5,272,227
 <i>EXPENSES BY CATEGORY</i>				
Personal Services	29,694	48,897	378,303	769,951
Operating and Maintenance	121,656	40,675	1,203,528	747,349
Non-Operating	-	-	-	2,414,499
Capital	-	10,000	300,000	1,046,000
 TOTAL EXPENSES	 151,350	 99,572	 1,881,831	 4,977,799
 <i>ENDING</i>				
<i>FUND BALANCE</i>	\$ 280,836	\$ 229,210	\$ 1,665,674	\$ 5,734,918
 Contribution to/(from) Fund Balance	 14,705	 (19,072)	 (25,288)	 294,428

2022 Consolidated Fund Statement

	Youth Services Special Revenue Fund	Senior Services Fund	Public Safety Fund	Library Services Fund	Museum Grants Donations Services Fund
<i>BEGINNING</i>					
<i>FUND BALANCE</i>	\$ 276,216	\$ 52,965	\$ 6,359,344	\$ 122,266	\$ 362,541
 SOURCES OF FUNDS					
Taxes	-	-	14,824,110	-	-
Licenses and Permits	-	-	-	-	-
Intergovernmental Revenue	1,600	-	1,090,221	-	189,500
Charges for Service	-	140,500	20,150	-	100,900
Fines and Forfeits	-	-	-	-	-
Interest Earnings	300	-	15,000	1,350	3,192
Interfund Transfers	-	-	-	-	224,134
Miscellaneous	-	60,100	-	43,000	310,958
Proceeds from Advance	-	-	-	-	-
Proceeds from Bonds	-	-	-	-	-
 TOTAL SOURCES OF FUNDS	 1,900	 200,600	 15,949,481	 44,350	 828,684
 EXPENSES BY CATEGORY					
Personal Services	750	70,575	13,303,873	2,000	300,529
Operating and Maintenance	7,050	130,025	2,540,169	46,500	545,077
Non-Operating	-	-	7,606	20,500	-
Capital	-	-	358,500	-	-
 TOTAL EXPENSES	 7,800	 200,600	 16,210,148	 69,000	 845,606
 <i>ENDING</i>					
<i>FUND BALANCE</i>	\$ 270,316	\$ 52,965	\$ 6,098,677	\$ 97,616	\$ 345,619
 Contribution to/(from) Fund Balance	(5,900)	-	(260,667)	(24,650)	(16,922)

2022 Consolidated Fund Statement

	Museum Trust Fund	Probation Services Fund	Judicial Wedding Fund	Park Grants and Donations Fund	Park and Greenway Maintenance Fund
<i>BEGINNING</i>					
<i>FUND BALANCE</i>	\$ 104,685	\$ 117,655	\$ 16,746	\$ 94,339	\$ 1,509,171
 SOURCES OF FUNDS					
Taxes	-	-	-	-	-
Licenses and Permits	-	-	-	-	-
Intergovernmental Revenue	-	-	-	-	-
Charges for Service	30,000	60,000	2,000	-	989,438
Fines and Forfeits	-	-	-	-	-
Interest Earnings	-	1,128	-	-	7,102
Interfund Transfers	-	-	-	-	-
Miscellaneous	-	-	-	3,600	-
Proceeds from Advance	-	-	-	-	-
Proceeds from Bonds	-	-	-	-	-
 TOTAL SOURCES OF FUNDS	 30,000	 61,128	 2,000	 3,600	 996,540
 EXPENSES BY CATEGORY					
Personal Services	-	88,066	2,000	-	-
Operating and Maintenance	23,300	8,634	-	3,600	201,000
Non-Operating	-	-	-	-	5,000
Capital	-	-	-	-	478,429
 TOTAL EXPENSES	 23,300	 96,700	 2,000	 3,600	 684,429
 <i>ENDING</i>					
<i>FUND BALANCE</i>	\$ 111,385	\$ 82,083	\$ 16,746	\$ 94,339	\$ 1,821,282
Contribution to/(from) Fund Balance	6,700	(35,572)	-	-	312,111

2022 Consolidated Fund Statement

	Lodgers Tax Fund	Village at the Peaks Fund	Longmont Urban Renewal Fund	Utility Billing CIS Fund
<i>BEGINNING</i>				
<i>FUND BALANCE</i>	\$ 47,601	\$ 1,798,426	\$ 18,744	\$ 7,232,513
 SOURCES OF FUNDS				
Taxes	300,000	-	2,037,620	-
Licenses and Permits	-	-	-	-
Intergovernmental Revenue	-	223,000	-	-
Charges for Service	-	-	-	-
Fines and Forfeits	-	-	-	-
Interest Earnings	-	1,000	-	-
Interfund Transfers	-	1,622,620	-	-
Miscellaneous	-	-	-	-
Proceeds from Advance	-	-	-	-
Proceeds from Bonds	-	-	-	-
 TOTAL SOURCES OF FUNDS	 300,000	 1,846,620	 2,037,620	 -
 EXPENSES BY CATEGORY				
Personal Services	-	-	-	661,431
Operating and Maintenance	300,000	5,000	-	584
Non-Operating	-	2,188,708	2,037,620	-
Capital	-	-	-	-
 TOTAL EXPENSES	 300,000	 2,193,708	 2,037,620	 662,015
 <i>ENDING</i>				
<i>FUND BALANCE</i>	\$ 47,601	\$ 1,451,338	\$ 18,744	\$ 6,570,498
Contribution to/(from) Fund Balance	-	(347,088)	-	(662,015)

2022 Consolidated Fund Statement

	Sustainability Fund	Traffic Safety Fund	Special Retail Marijuana Tax Fund	GRAND TOTAL, ALL FUNDS
<i>BEGINNING</i>				
<i>FUND BALANCE</i>	\$ 94,519	\$ 9,949	\$ 290,816	\$ 162,271,065
 SOURCES OF FUNDS				
Taxes	-	-	600,000	132,122,727
Licenses and Permits	-	-	-	4,061,843
Intergovernmental Revenue	120,000	-	-	15,137,645
Charges for Service	-	13,000	-	185,877,857
Fines and Forfeits	-	-	-	848,800
Interest Earnings	-	-	-	959,986
Interfund Transfers	853,207	-	-	23,935,998
Miscellaneous	-	-	-	2,728,600
Proceeds from Advance	-	-	-	593,546
Proceeds from Bonds	-	-	-	-
TOTAL SOURCES OF FUNDS	973,207	13,000	600,000	366,267,002
 EXPENSES BY CATEGORY				
Personal Services	752,065	13,640	-	129,574,486
Operating and Maintenance	315,661	-	-	136,770,772
Non-Operating	-	-	750,000	38,796,600
Capital	-	-	-	86,628,859
TOTAL EXPENSES	1,067,726	13,640	750,000	391,770,717
 <i>ENDING</i>				
<i>FUND BALANCE</i>	\$ (0)	\$ 9,309	\$ 140,816	\$ 136,767,350
Contribution to/(from) Fund Balance	(94,519)	(640)	(150,000)	(25,503,715)



2022 BUDGET PRIORITIZATION

DESIRED RESULTS AND PERFORMANCE MEASURES

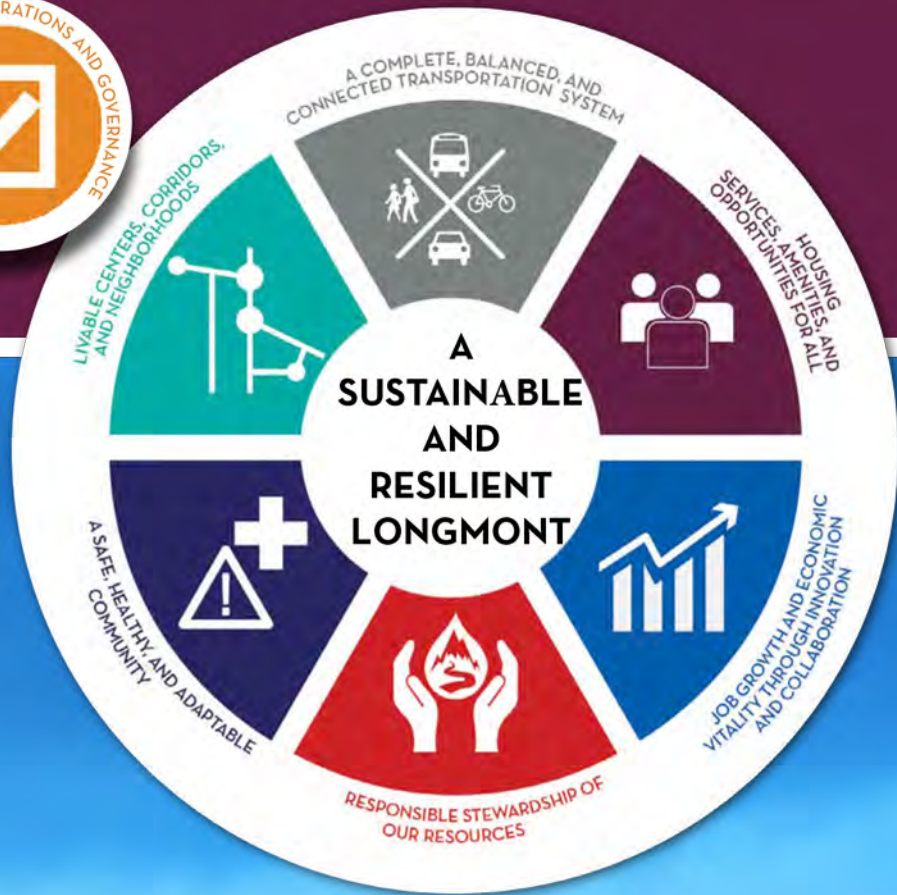


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LIVABLE CENTERS, CORRIDORS, AND NEIGHBORHOODS

- Embrace a compact and efficient pattern of growth
- Promote a sustainable mix of land uses
- Maintain and enhance the character of established neighborhoods
- Focus infill and redevelopment in centers, corridors, and other areas of change
- Support the continued revitalization of Downtown as a community and regional destination
- Provide, maintain, and enhance public infrastructure, facilities, and services to meet the changing needs of the community
- Reinforce Longmont's unique identity and sense of community
- Create an integrated and quality parks, recreation, greenway, and open space system

A COMPLETE, BALANCED, AND CONNECTED TRANSPORTATION SYSTEM

- Integrate land use and transportation planning to enhance the overall quality of life in the City
- Provide a transportation system that offers safe, healthy, and reliable mobility for people of all ages, income levels, and abilities
- Enhance the transportation system in a manner that improves the economic vitality of the City, while being responsible stewards of limited resources

HOUSING, SERVICES, AMENITIES, AND OPPORTUNITIES FOR ALL

- Ensure there are affordable and accessible housing options that meet the needs of residents of all ages, abilities, and income levels
- Provide residents in all parts of the City with access to a range of community amenities, including parks, open spaces and recreational opportunities
- Ensure social, health, and human services are accessible to and contribute to the well-being of all residents
- Ensure all Longmont residents have access to arts, cultural, and learning opportunities they need to thrive and prosper
- Protect civil liberties and ensure that all residents have equitable access to resources and opportunities to participate in the community and enjoy life
- Recognize and celebrate the cultural diversity of Longmont's residents

A SAFE, HEALTHY, AND ADAPTABLE COMMUNITY

- Support healthy and active lifestyles among residents of all ages
- Support increased access to affordable, healthy food
- Ensure residents have access to health and human services
- Partner with our community to ensure the best level of proactive, reactive and coactive public safety services are available
- Minimize risks to property, infrastructure, and lives due to natural disasters and other natural or manmade hazards

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RESPONSIBLE STEWARDSHIP OF OUR RESOURCES

- Protect and conserve Longmont’s natural resources and environment
- Maintain a quality renewable water supply to meet the long-term needs of the community
- Preserve Longmont’s historic and cultural resources
- Preserve Longmont’s agricultural resources
- Recognize and enhance the ecological functions of the City’s system of parks, open space, greenways, waterways, and urban forest
- Strive to be as efficient and effective as possible as a City organization

JOB GROWTH AND ECONOMIC VITALITY THROUGH INNOVATION AND COLLABORATION

- Recruit, support, incentivize, and retain quality businesses to provide a comprehensive range of job opportunities and promote economic diversity
- Promote and increase opportunities for collaboration, innovation, and entrepreneurship
- Address building space, infrastructure needs, and other considerations of target industries and the workforce
- Foster an educated and skilled workforce that meets the needs of local businesses and increases economic opportunities for residents
- Ensure Longmont is a desirable place to live, work, play, learn, and start a business
- Maintain a safe and efficient airport to meet the City’s needs for commerce and recreation aviation

RESPONSIBLE INTERNAL OPERATIONS AND GOVERNANCE

- Deliver responsive, timely, efficient operations that support City services
- Provide assurance of compliance with regulations, mandates, policies and best practices
- Maintain clear, ethical, inclusive, accountable, transparent leadership and collaboration
- Protect, invest in and value the City’s human, physical and technological resources
- Implement sound fiscal policies and enable trust and transparency by ensuring accountability, efficiency, integrity, and best practices in all operations

About Budget Prioritization



On June 28, 2016, the Longmont City Council adopted the Envision Longmont Multimodal & Comprehensive Plan, which provides strategic direction and policy guidance for the City. The City's operating budget is based on a budget prioritization process and, for 2022, organized around Envision Longmont's Guiding Principles.

In addition, some measures that were not included in previous budget performance measures have been added to reflect Envision Longmont indicators. It is anticipated that these measures will continue to evolve over time as the budget moves closer to full alignment with Envision Longmont.

To learn more about the budget prioritization process, visit bit.ly/LongmontBudgetOffice.

To learn more about Envision Longmont, visit bit.ly/Envision-Longmont.

Desired Result of Government



LIVABLE CENTERS, CORRIDORS, AND NEIGHBORHOODS

1. Embrace a compact and efficient pattern of growth.
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3. Maintain and enhance the character of established neighborhoods.
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LIVABLE CENTERS, CORRIDORS AND NEIGHBORHOODS

RESPONSIBLE DEPARTMENT(S)	RESPONSIBLE DIVISION(S)	PERFORMANCE MEASURES	2020 ACTUAL	2021 ESTIMATED	2022 PROJECTED	
Community Services	Community & Neighborhood Resources	Number of neighborhood revitalization plans developed and implemented	None	None	None	
		Number of neighborhood groups accessing activity funds	32	29	30	
		Grants/Activities/COVID-approved activities	32 / 38 / 6	31 / 37	32 / 35	
		Number of referral assistance requests fulfilled	4200	3300	4000	
		Translation access/services provided (New process established to track translations in 2009 - written translations)	620	500	500	
		Mediation/facilitation services provided	3000 (COVID Impact-County IGA expanded assistance beyond Longmont)	2400 (COVID Impact-County IGA expanded assistance beyond Longmont)	1000	
		Number of neighborhoods groups (NGLA) accessing improvement funds (dependent on project value, added in 2017 backtracked to 2015)	6 awarded	4 impacted by COVID & SNS introduction	5 impacted by COVID	
		Education: Landlord Training, Tenant Training, Fair Housing, Conflict Resolution (new item to track starting 2017)	3780	4260 ¹	2500	
	Museum	Art In Public Places (AIPP) permanent and temporary public art (number of projects, including significant conservation projects)	6	7	9	
External Services		Number of New Dwelling Units	939	350	424	
		New DU's and non-residential square feet built in Areas of Change as a % of the total	50%		50%	
		Dwelling Units per acre within the Municipal Area (except areas zoned P or A)	3.7 du/ac	3.7 du/ac	3.7 du/ac	
		Other Residential (non-single-family detached units) as a percentage of total units permitted	71%	80%	71%	
		Development Services	Development Incentive Program Permits (LDDA)	104	90	90
		Planning	Façade Improvement Program Applications	0	0	0
			Number of historically designated structures in downtown (cumulative)	17	17	17
			Building permits issued in the downtown for remodels			
		Percent of residential units located within 1/2 miles of a park, greenway, or city recreation facility				

¹ Numbers are higher due to the County Mediation Grant that provided education to meditors and increase in education trainings to organizations due to COVID impact and changes in eviction laws.

LIVABLE CENTERS, CORRIDORS AND NEIGHBORHOODS

RESPONSIBLE DEPARTMENT(S)	RESPONSIBLE DIVISION(S)	PERFORMANCE MEASURES	2020 ACTUAL	2021 ESTIMATED	2022 PROJECTED
External Services	Parking Enforcement	Number of parking tickets for the downtown area (removed overtime tickets category and included total of all tickets-2016)			
		Number of handicapped tickets total (removed written for citizens that are not handicapped, parking in handicapped spaces around the City-2017)	52	15	30
	Code Enforcement	Total Violations ²		4359	
		Total New Code Enforcement Cases		3703	
		Total number of inspections performed by Code Officers while investigating code violations		5912	
		Total violations initiated by complaint received		2319	
		Total violations initiated by Inspector's proactive observation		2030	
		Complaints received on-line through Accela Citizen Access		239	
Finance	Sales Tax	Percent change in Central Business District sales tax	-19.9%	20%	3%
LDDA	LDDA	Number of DIP grants provided to businesses downtown	7	8	8
		Public capital improvements made to the downtown area in dollars	2,000,532	152,064	158,742

² Does not reflect ALL categories of code violations investigated and is not the same as total cases. Some cases may have more than one violation associated with them. These are representative of the usual codes handled, but not all of the codes the division is empowered to enforce.

Desired Result of Government



A COMPLETE, BALANCED, AND CONNECTED TRANSPORTATION SYSTEM

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C. Nathan Pulley Photography

A COMPLETE, BALANCED AND CONNECTED TRANSPORTATION SYSTEM

RESPONSIBLE DEPARTMENT(S)	RESPONSIBLE DIVISION(S)	PERFORMANCE MEASURES	2020 ACTUAL	2021 ESTIMATED	2022 PROJECTED
PWNR	Engineering Services	Number of grade separated crossings (non-motorized)	24	25	26
		Road rehab expenditures per paved lane mile	\$4,978.49	\$4,430.94	\$4,954.51
		Road rehab expenditures per capita	\$59.96	\$52.91	\$58.68
		Resurfacing expenditures	\$4,367,117	\$4,025,342	\$4,490,000
		NFIP community rating	5	5	5
		Total VMT per capita on arterial and collector roadways	3586	3830	4000
		Number of Intersections exceeding the Level of Service and volume-to-capacity ratio	4 - Ken Pratt/ Hover, Nelson/ Hover, Ken Pratt/Sunset, Ken Pratt/ County Line Rd	5 - Ken Pratt/ Hover, Nelson/ Hover, Ken Pratt/ Sunset, Ken Pratt/ County Line Rd, SH 66 & Main	6 - Ken Pratt/ Hover, Nelson/ Hover, Ken Pratt/Sunset, Ken Pratt/ County Line Rd, SH 66 & Main, Ken Pratt/Main
External Services	Planning	Number of trips made on transit (as reported by RTD, Via and TransFort)			

Desired Result of Government



HOUSING, SERVICES, AMENITIES, AND OPPORTUNITIES FOR ALL

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C. Nathan Pulley Photography

HOUSING, SERVICES, AMENITIES, AND OPPORTUNITIES FOR ALL

RESPONSIBLE DEPARTMENT(S)	RESPONSIBLE DIVISION(S)	PERFORMANCE MEASURES	2020 ACTUAL	2021 ESTIMATED	2022 PROJECTED
City Manager	City Manager's Office	Overall Quality of Life - 84% of respondents gave a 4 or 5 ("excellent" or "good") rating in 2016 customer satisfaction survey	Did not do survey in 2020 due to COVID-19	Did not do survey in 2021 due to COVID-19	84% of respondents gave a 4 or 5 ("excellent" or "good") rating in 2022 customer satisfaction survey
Community Services	CDBG	Percentage of affordable housing units	6.07%	5.78%	6.17%
		Number of affordable housing units added annually	90	19	165
		AH units lost annually	0	4	0
		Net gain (loss)	90	15	165
	Children, Youth & Families	Counseling /Parent Education- % of youth/families served showing improvement	0.86	0.86	0.87
		Number of preschool children enrolled in Mayor's Book Club	317 (COVID)	400 (COVID)	425
		Education level in the community: Those age 25+ with a B.A.	0.429	0.43	0.431
		Education level in the community: High school drop out rate	1.00	1.70	1.60
		Digital Divide # new accounts given out to families each year		Now tracked by LPC	
		Digital Divide # of Children Connected		Now tracked by LPC	
	Community & Neighborhood Resources	CYF Attendance at Middle School After School Programs/Events	3598 (COVID)	4700	5000
		Inclusive Communities Celebration estimated attendance	Event is postponed until 2022. LMAC has established a partnership with the Museum to offer Virtual Community Conversations. "Longmont History on Race" - 1.3 million views	Event is postponed until 2022. LMAC has established a partnership with the Museum to offer Virtual Community Conversations. "Voices of Change Part II" - 1.2 million views	800
		Number of multicultural events co-sponsored by the Multicultural Action Committee	3	7	11
		Attendance at multicultural events co-sponsored by the Multicultural Action Committee	COVID -hybrid models hard to predict actual attendance for events	Hybrid in person and online it is hard to predict actual attendance for events. LMAC sponsored two new events this year-Juneteenth and Northern Arapaho Signing Ceremony	3000

HOUSING, SERVICES, AMENITIES, AND OPPORTUNITIES FOR ALL

RESPONSIBLE DEPARTMENT(S)	RESPONSIBLE DIVISION(S)	PERFORMANCE MEASURES	2020 ACTUAL	2021 ESTIMATED	2022 PROJECTED
Community Services	Library	Library total visitation	148,000	210,000	420,000
		Library total virtual visits (visits to the library website)	172,581	200,000	240,000
		Unique visitors to library website			
		Library total circulation	603,298	875,000	1,200,000
		Library circulation rates per capita	6.26	8.5	12.5
		Library reference transactions per 1,000 population	Not collected	440	600
		Library program attendance per 1,000 population	Not collected	Unknown	580
		Library children/teen usage in the PC Lab (number of sessions)			
		Library patron Internet usage (number of sessions)	Not collected	6000	75000
		Children/Teen Summer Reading Program participants	No data	350	3500
Museum		Children participation in Museum Discovery Days, Summer Camps, School Trunks and School Tours	5167 Includes kits purchases and virtual paid classes	3610	5000
		Art In Public Places (AIPP) permanent and temporary public art (number of projects, including significant conservation projects)	6	7	9
		Total museum attendance	126,007 total; 111,422 virtual, 14,585 in person	65,000 total; 27,000 in person; 13,000 tour platform; 25,000 virtual. Limited hours from Jan to June	68000
		Total museum operating expenses	2070538.84	2300000	2600000
		Percentage of total museum operating expenses funded from non-city sources	0.24	0.3	0.4
		Dia de los Muertos month-long exhibition and event attendance	14,969 Virtual attendance +2011 kits	983+ 1112 Family Day SCFD Count	6000
Recreation		Rhythm on the River Estimated Attendance	0 (COVID)	0 (COVID)	12500
		Longmont Lights estimated attendance	0 (COVID)	10000	15000
Senior Services		Annual membership in SeniorNet Computer Learning Center for older adults - Change to annual # of students	1647		1800
Community Services/ City Manager's Office	Community & Neighborhood Resources and City Manager's Office	Number of substantial community involvement processes annually			
PWNR	Natural Resources	Total acres of parks (community, neighborhood and nature areas, dog parks, future parkland and greenway land)	3399	3483	3494
		Multi-use trail	69.06	60.26	60.26

Desired Result of Government



A SAFE, HEALTHY, AND ADAPTABLE COMMUNITY

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A SAFE, HEALTHY, AND ADAPTABLE COMMUNITY

RESPONSIBLE DEPARTMENT(S)	RESPONSIBLE DIVISION(S)	PERFORMANCE MEASURES	2020 ACTUAL	2021 ESTIMATED	2022 PROJECTED	
Community Services	Children, Youth & Families	Number of Meals Served in Afterschool and Summer Meals Programs	N/A Due to COVID, we did grocery distribution instead			
		Recreation	Number of recreation center visitors and recreation program participants	750,333	200,000	500,000
		Number of recreation centers/30,000 population	1	1	1	
	Senior Services	Number of senior services programs currently offered with respect to resource education and support	262	90	125	
		Number of visits by older persons to senior center annually	N/A	14,000	31,000	
		Number of senior wellness activities available each quarter	94	150	75	
		Number of unduplicated clients seen by senior services resource staff /visits	651/1452	750/3000	600/3000	
	Public Safety	Fire	Property Damage due to Fire	\$1,995,050		
			Property Saved	\$134,157,239		
			Number of Fires	152		
% of structure fires in urban area confined to building of origin			100.00%			
% of all fire interceded before extending beyond room of origin			100.00%			
Emergency response time Median (Tone to Arrival)			5 min 6 seconds			
# of civilian deaths related to fire			0.00%			
# of civilian injuries related to fire			0.00%			
# of on duty firefighter deaths			0.00%			
# of on duty firefighter injuries			8			
Cardiac arrest survival rate (national average: 9.4%)			31%			
Cardiac arrest survival rate if CPR is initiated prior to FSD arrival (national average: 33.3%)			34%			
Total Inspections; Includes Fire Crew Inspections and Codes and Planning			1930	3000		
Police		Violent crimes reported per 1,000 population	4.4	5	5.3	
		Property crimes reported per 1,000 population	29.8	30.7	31.2	
		Moving violation citation per capita	3154	3485	3320	
		Injury producing traffic accidents per 1,000 population	189	188	189	
		DUI arrests per year	231	218	225	
		Total accidents	1545	1889	1717	
		Part 1 crimes reported	3412	3639	3790	
	Number of apartment complexes certified as Crime Free through the Crime Free Multi-Housing program	67	69	74		

Desired Result of Government



RESPONSIBLE STEWARDSHIP OF OUR RESOURCES

1. Protect and conserve Longmont's natural resources and environment.
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4. Preserve Longmont's agricultural resources.
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6. Strive to be as efficient and effective as possible as a City organization.



RESPONSIBLE STEWARDSHIP OF OUR RESOURCES

RESPONSIBLE DEPARTMENT(S)	RESPONSIBLE DIVISION(S)	PERFORMANCE MEAURES	2020 ACTUAL	2021 ESTIMATED	2022 PROJECTED
External Services	Planning	Number of historic landmarks (cumulative)	135	140	141
	Facilities Maintenance Services	Total square footage of all facilities/buildings (LHA IGA's may change this total in 2022)	774284	774284	774284
		Facilities Maintenance Services operating expenditures per square foot	2.3169	2.3143	2.3837
		Facilities Operations Services operating expenditures per square foot	2.2262	2.2872	2.3558
		Utility expenditures per square foot - electricity	0.6331	0.689	0.7097
		Utility expenditures per square foot - natural gas	0.211	0.2297	0.2366
LPC	Engineering	Electric system average interruption frequency index - not more than 1 event per year per customer	0.37	0.43	0.5
		Electric system average interruption duration index - not more than 80 minutes per customer per event	22.48	24.72	30
		Electric customer average interruption duration index	60.55	68.628	60
	Administration	NextLight network uptime %	0.99999	0.99999	0.99999
		NextLight initial sales order experience satisfaction (10 point scale)			
		NextLight service installation satisfaction (10 point scale)			
		NextLight internet speed and reliability satisfaction (10 point scale)			
		NextLight digital voice quality satisfaction (10 point scale)			
		Residential Electric Rates (state ranking)	3rd lowest	2nd lowest	2nd lowest
		Small Commercial Electric Rates (state ranking)	3rd lowest	2nd lowest	2nd lowest
		Large Commercial Electric Rates (state ranking)	3rd lowest	2nd lowest	2nd lowest
		Industrial Electric Rates (state ranking)	8th lowest	5th lowest	5th lowest
		Customer Service	Electric residential reliability rating (% somewhat/very satisfied)	N/A	N/A
	Electric key account reliability rating (% good/excellent)		N/A	N/A	N/A
	Electric residential overall satisfaction (10 point scale)		N/A	N/A	N/A
	Electric commercial overall satisfaction (10 point scale)		N/A	N/A	N/A
	Electric key account overall satisfaction (10 point scale)		N/A	N/A	N/A
	Electric residential value rating (% good/excellent)		N/A	N/A	N/A
	Electric commercial value rating (% good/excellent)		N/A	N/A	N/A
	Electric key account value rating (% good/excellent)		N/A	N/A	N/A

RESPONSIBLE STEWARDSHIP OF OUR RESOURCES

RESPONSIBLE DEPARTMENT(S)	RESPONSIBLE DIVISION(S)	PERFORMANCE MEASURES	2020 ACTUAL	2021 ESTIMATED	2022 PROJECTED
LPC	Customer Service	Electric residential environmental rating (right amount of emphasis on energy efficiency/conservation)	N/A	N/A	N/A
		Electric commercial environmental rating (% somewhat/very satisfied with energy services)	N/A	N/A	N/A
		Electric key account environmental rating (% somewhat/very satisfied with energy services)	N/A	N/A	N/A
		Electric customer contact overall satisfaction rating (% satisfied)	N/A	N/A	N/A
		Electric construction project satisfaction rating (% acceptable/very effective)	N/A	N/A	N/A
		Electric consumption in city facilities (in million kwh)	20	20	20
		Natural gas consumption in city facilities (in therms)	812194	850000	900000
		- CO2 reductions in pounds	549081	541500	649800
		- CO2 reductions in pounds	8752730	6498000	9447000
		- CO2 reductions in pounds	97494	96387	97470
		Amount of electricity from non-fossil fuels	18.9% large hydro,	18.9% large hydro,	18.9% large hydro,
		Percentage renewable energy in LPC's energy mix	17.9% wind, 2.2% solar	17.9% wind, 2.2% solar	17.9% wind, 2.2% solar
		PWRN	Engineering Services	Meet peak water demands (min peak day pressure of 55 psi, min peak hour pressure of 40 psi)	
Meet peak sewer demands (flow depth to pipe diameter ratio less than 1 0.8 indicates capacity in the sewer line)					
Natural Resources	Sufficient water supplies to meet the 100 year drought				
Business Services	Water Consumption per capita per day (Gross Water Use Per Capita = (Plant Effluent - Lyons Water Use)/ Longmont Service Population / 365)		145	141	137
Customer Service	*Appliance rebates will not be offered in 2017				
	*In 2017 changed name to Energy Efficient Consumer Products - number of products sold		N/A		
	- kwh reductions		507000	500000	600000
	Commercial Efficiency Works - number of projects		N/A		
	- kwh reductions		8081930	6000000	9000000
	Residential Efficiency Works - number of projects/assessments				
- kwh reductions	90022	8900	90000		

RESPONSIBLE STEWARDSHIP OF OUR RESOURCES

RESPONSIBLE DEPARTMENT(S)	RESPONSIBLE DIVISION(S)	PERFORMANCE MEASURES	2020 ACTUAL	2021 ESTIMATED	2022 PROJECTED
PWRN	Customer Service	Mountain View Ave & Huntington Ct	53 / 56 psi (peak hour/day)	52 / 55 psi (peak hour/day)	52 / 55 psi (peak hour/day)
		Pike Rd & Airport Rd	60 / 67 psi (peak hour/day)	58 / 66 psi (peak hour/day)	58 / 66 psi (peak hour/day)
		3rd Ave & Pratt St	58 / 59 psi (peak hour/day)	58 / 59 psi (peak hour/day)	58 / 59 psi (peak hour/day)
		Price park playground	53 / 56 psi (peak hour/day)	52 / 55 psi (peak hour/day)	52 / 55 psi (peak hour/day)
		9th Ave & Pace St	58 / 62 psi (peak hour/day)	57 / 62 psi (peak hour/day)	57 / 62 psi (peak hour/day)
		-Truck 1	0.4	0.4	0.4
		-Truck 2	0.25	0.25	0.25
		-Truck 3			
		-Truck 4	0.3	0.3	0.3
		-Truck 5	0.5	0.5	0.5
		-Truck 6	0.4	0.4	0.4
		-Truck 7	0.7	0.7	0.7
		-Truck 8	0.4	0.4	0.4
-Truck 9	0.6	0.6	0.6		

Desired Result of Government



JOB GROWTH AND ECONOMIC VITALITY THROUGH INNOVATION AND COLLABORATION

1. Recruit, support, incentivize, and retain quality businesses to provide a comprehensive range of job opportunities and promote economic diversity.
2. Promote and increase opportunities for collaboration, innovation, and entrepreneurship.
3. Address building space, infrastructure needs, and other considerations of target industries and the workforce.
4. Foster an educated and skilled workforce that meets the needs of local businesses and increases economic opportunities for residents.
5. Ensure that Longmont is a desirable place to live, work, play, learn, and start a business.
6. Maintain a safe and efficient airport to meet the city's needs for commerce and recreational aviation.



JOB GROWTH AND ECONOMIC VITALITY THROUGH INNOVATION AND COLLABORATION

RESPONSIBLE DEPARTMENT(S)	RESPONSIBLE DIVISION(S)	PERFORMANCE MEASURES	2020 ACTUAL	2021 ESTIMATED	2022 PROJECTED
External Services		Jobs to resident measure between 0.5:1 and 1:1	.37:1	.37:1	.37:1
		Jobs to housing measure between 1:1 and 2:1	1:1	1:1	1:1
		Annual unemployment rate, compared regionally			
		Average annual wage - Boulder County MSA* (Median Household Income - Longmont)	\$66,000	\$66,000	\$68,970
	Longmont EDP	Number of LEGI participants in business in Longmont (cumulative)			
	CO Enterprise Fund	Small Business Loan applications through Colorado Enterprise Fund	34	66	70
	SBDC	Workshop participants	335	200	250
	Longmont EDP	ELEVATE Longmont onsite BR&E meetings	33	41	35
		Number of Primary Employer businesses	236	235	238
		Residents living and working in Longmont as a percentage of all residents ages 16 and over		67%	70%
Percent change in jobs of target industries					
Nextlight		Year end residential customer count	21442	23200	24698
		Year end commercial customer count	1095	1100	1200
		Total 2021 Revenue	\$16,683,066	\$18,785,769	\$19,992,367
		Debt Payments	\$4,400,000	\$4,400,000	\$4,400,000
		New income qualifying customers (*Federal EBB program supplanting the income offers and Sharing the Nextlight)	700	500	N/A*
		New sharing the Nextlight Customers (*Federal EBB program supplanting the income offers and Sharing the Nextlight)	80	100	N/A*
		Emergency Broadband Customers	N/A	600	1000
		-Longmont	Not available	8.10%	
		-Boulder County MSA	5.20%	6.50%	
		-Colorado	6.40%	7.30%	
		-U.S.	6.70%	6.20%	
		Median Household income Longmont (per ESRI)		\$79,108	
		Average annual wage Longmont (per EMSI)	\$71,149	Not reported yet	\$74,351
		Average Annual wage Boulder MSA (per EMSI)	\$85,786	Not reported yet	\$89,646
		Boulder -Longmont MSA Per Capita Personal Income (per BEA)			
		Total loans funded for Longmont	29	57	60
		CORE Loans Funded	5	7	9
		Smart Manufacturing	-6.10%	1.30%	2.50%
		Business Catalysts	0.90%	2.40%	2.50%
		Knowledge Creation & Deployment	1.30%	1.50%	2.50%
	Food and Beverage	-15%	-1.50%	2.50%	

Desired Result of Government



RESPONSIBLE INTERNAL OPERATIONS AND GOVERNANCE

1. Deliver responsive, timely, efficient operations that support City services.
2. Provide assurance of compliance with regulations, mandates, policies and best practices.
3. Maintain clear, ethical, inclusive, accountable, transparent leadership and collaboration.
4. Protect, invest in and value the City's human, physical and technological resources.
5. Implement sound fiscal policies and enable trust and transparency by ensuring accountability, efficiency, integrity, and best practices in all operations.



RESPONSIBLE INTERNAL OPERATIONS AND GOVERNANCE

RESPONSIBLE DEPARTMENT(S)	RESPONSIBLE DIVISION(S)	PERFORMANCE MEAURES	2020 ACTUAL	2021 ESTIMATED	2022 PROJECTED
City Clerk	City Clerk	Total number of liquor licenses and permits	195	175	180
		Number of Use of Public Places permits issued:			
		Percentage of council minutes completed without revisions, NEW as of 2021	No data yet		
		Percentage of Open Records Requests fulfilled within 72 hours, NEW as of 2021	No data yet		
		# of candidates recruited for vacant board seats, NEW as of 2021	No data yet		
City Manager	City Manager	Percentage of people who rate City services as excellent or good	N/A due to COVID	0.82	Not an assessment year
Finance	Risk Management	National Council on Compensation Insurance - Work Comp claims modifier	1.15	1	1
		# of workers compensation claims per FTE	0.1	0.09	0.09
		# General liability claims per FTE	0.03	0.02	0.02
		# Auto Liability claims per FTE	0.03	0.02	0.02
		# Property claims per Capita	0.002	0.002	0.002
	Accounting	Audit completed/CAFR to Council by May	June	May	May
		Audit opinion	Unmodified	Unmodified	Unmodified
		GFOA Award for Excellence in Financial Reporting	Received	Received	Received
		Quarterly investment reports, including policy compliance data and market valuation, to Council within 1 month of quarter end	N/A	N/A	N/A
		Number of direct contacts with citizens monthly (phone and walk-in)	N/A	N/A	N/A
	Budget	GFOA Distinguished Budget Presentation Award	Received	Received	Receive
		Additional appropriations/CIP amendments completed annually	15	15	15
	Sales Tax	Tax collections resulting from administrative efforts	965,844	804,615	600,000
		Tax collections resulting from field audits	1,462,668	1,316,036	600,000
		Audit collections as a % of audit costs	9	11	4
		Sales tax classes/workshops held/seminars recorded	1	1	0
		Sales/Use tax report issued within 10 day of month end	0.25	0.3333	1
Administration	2018 Open Space Sales and Use Tax Revenue Bonds: Standard and Poors	AA insured	AA insured	AA insured	
	2018 Open Space Sales and Use Tax Revenue Bonds: Moody's	A1	A1	A1	
	2013 Wastewater Revenue Bonds: Standard and Poors	AA	AA	AA	
	2014 Certificates of Participation: Standard and Poors	AA	AA	AA	
	2014 Electric and Broadband Revenue Bonds: Standard and Poors	AA insured	AA insured	AA insured	
	2017 Electric and Broadband Revenue Bonds: Standard and Poors	AA insured	AA insured	AA insured	

RESPONSIBLE INTERNAL OPERATIONS AND GOVERNANCE

RESPONSIBLE DEPARTMENT(S)	RESPONSIBLE DIVISION(S)	PERFORMANCE MEASURES	2020 ACTUAL	2021 ESTIMATED	2022 PROJECTED
Finance	Administration	2014 Storm Drainage Revenue Bonds: Standard and Pools	AA	AA	AA
		2015 Wastewater Revenue Bonds: Standard and Pools	AA	AA	AA
		2016 Storm Drainage Revenue Refunding Bonds: Standard and Pools	AA	AA	AA
		2019 Sales and Use Tax Revenue Bonds: Standard and Pools	AA+	AA+	AA+
		2020 Wastewater Revenue Refunding Bonds: Standard and Pools	AA	AA	AA
		2020 Open Space Sales and Use Tax Revenue Refunding & Improvement Bonds: Standard and Pools	A	A	A
		2020 Open Space Sales and Use Tax Revenue Refunding & Improvement Bonds: Moody's	A1	A1	A1
		2021 Water Revenue Bonds: Standard & Pools	AA	AA	AA
		2021 Water Revenue Bonds: Fitch	AA+	AA+	AA+
		2021A Water Revenue Bonds: Standard & Pools	AA	AA	AA
		2021A Water Revenue Bonds: Fitch	AA+	AA+	AA+
Shared Services	Fleet Services	Average hours billed per vehicle/piece of equipment	18.59	18.84	18.96
		% of contracted maintenance expenditures	19.00%	19.50%	20.00%
		Fleet availability percentage to users	94.61%	94.98%	95.00%
		Downtime percentage	5.39%	5.35%	5.30%
		Work orders completed in less than one day	71.13%	66.13%	68.00%
		Work orders completed in 1-2 days	10.66%	11.63%	10.00%
		Work orders completed in more than 2 days	18.21%	22.24%	22.00%
		Total number of work orders per year	3542	3200	3250
	Enterprise Technology Services	Ratio of total workstations to total employees			
		Central IT expenditures per workstation	900/desktop	1800/laptop	2200/laptop
		Percent availability for systems	99.99%	99.99%	99.99%
		Average time to resolve Helpdesk tickets for Device Specialist	3 days	3 days	3 days
	Purchasing	Amount of purchases made, reviewed or approved by central purchasing office, per central purchasing FTE (total spend includes P-cards)	16105064	13000000	14000000
		Number of protests filed and sustained	0	0	0
		% of purchases on purchasing cards	0.09	0.09	0.09
		NPI Achievement of Excellence in Procurement Award	Received	Received	Expect to Receive
		-Special events	7	85	100
-Block Party		-	15	20	
-Alcohol on public places		0	25	30	

GENERAL FUND

Fund Description

Included in the General Fund are services typically associated with local government such as police, fire, parks, recreation, youth and senior services, planning, code enforcement, building inspection, library, museum and economic development. In addition, the General Fund includes support services that are provided to all of the other City funds and departments, including human resources, finance, city attorney, information services, facilities maintenance, city clerk and city manager.

Revenues

Since the services provided in the General Fund are for the benefit of the general public, the primary revenue to this fund is taxes. All of the property taxes that the City collects from the 13.420 mill levy go to the General Fund.

A portion of the City's sales and use tax receipts also goes to the General Fund. The City's sales and use tax rate is 3.53% split as follows: Street Fund, 0.75 cents; Open Space, 0.20 cents; Public Safety Fund, 0.58 cents; and 2.0 cents split between the General Fund (85%) and the Public Improvement Fund (15%) per the City's financial policy.

The second largest source of General Fund revenue is payments from other City funds for the support services provided to them by the various General Fund departments. For example, the Water Fund transfers money into the General Fund to pay for the accounting, utility billing, personnel, budgeting and legal services it receives

2022 Budget

As established in the City's Financial Policies, the General Fund maintains a fund balance in compliance with TABOR. In addition, the City is striving to meet the full funding targets of the emergency and stabilization reserves over time. For the 2022 budget, that amount is 14,963,903 (15.8%).

The General Fund budget includes an increase of 9.95 FTE. The total FTEs in the General Fund are 572.45.

Department/Division	Position	FTE
<i>FTE Additions</i>		
<i>Community and Neighborhood Resources</i>	Neighborhood Resource Coordinator	0.65
<i>Senior Services</i>	Senior Services Counselor	1.00
<i>Library Services</i>	Librarian I	1.00
<i>Community and Neighborhood Resources</i>	Social Equity Coordinator	0.65
<i>Planning and Development Services</i>	Development Project Administrator	0.65
<i>Planning and Development Services</i>	GIS Analyst	1.00
<i>PWNR - Parks Administration</i>	Parks and Open Space Ranger	2.00
<i>PWNR - Business Services</i>	Data and Innovation Analyst	0.50
<i>Human Resources</i>	Human Resources Business Partner II	1.00
<i>Purchasing</i>	Procurement Specialist	1.00
<i>Finance Administration</i>	Retirement Administrator	0.50
<i>FTE Reductions</i>		
Net FTE Change to the General Fund		9.95

GENERAL FUND - Fund Statement

	2020 Actual	2021 Budget	2022 Budget
SOURCES OF FUNDS			
REVENUES			
Taxes	74,317,638	68,513,316	76,425,693
Licenses and Permits	2,879,758	2,178,295	2,518,943
Intergovernmental	2,068,780	610,192	1,499,319
Charges for Service	11,899,283	14,231,074	14,442,798
Fines and Forfeits	1,029,088	882,600	848,800
Interest and Miscellaneous	3,249,505	747,571	920,216
Interfund Transfers	394,156	172,921	821,542
TOTAL REVENUES	\$ 95,838,208	\$ 87,335,969	\$ 97,477,311

EXPENDITURES BY BUDGET SERVICE

Finance Administration	349,077	372,213	460,291
Accounting	1,112,287	1,319,514	1,530,615
Sales Tax	467,285	436,427	489,136
Treasury	303,716	343,959	356,516
Information Desk	62,686	73,113	75,972
Utility Billing	1,634,275	2,163,176	1,822,781
Mail Delivery	69,887	70,680	75,151
Enterprise Technology Services Operations	1,859,565	2,106,371	3,292,381
Enterprise Technology Services Applications	1,339,694	1,284,588	1,909,495
Enterprise Technology Services Telephone System	279,559	330,661	338,186
Risk Management	350,262	343,783	357,871
Safety	153,584	153,828	167,283
Wellness	77,300	87,771	91,289
Purchasing and Contracts	673,897	675,244	871,634
Budget	440,366	545,806	590,874
Human Resources	1,057,664	1,200,736	1,391,690
Community Services Director	1,778,625	1,836,750	1,849,269
Neighborhood Resources	409,214	423,477	547,415
Community Relations	65,503	93,059	172,511
Youth Services	875,630	1,272,160	1,688,175
Library Administration	523,175	595,152	917,824
Adult Services	996,711	1,115,964	1,100,433
Children's and Teen Services	499,639	554,213	562,171
Technical Services	731,534	827,978	887,560
Circulation	756,496	762,829	816,019

	2020 Actual	2021 Budget	2022 Budget
Museum	845,360	859,612	970,121
Museum Auditorium	261,481	262,213	269,101
Recreation Administration	424,639	470,171	534,417
Recreation Center	1,523,421	1,515,870	1,538,792
Athletics and Team Sports	390,269	415,100	426,357
Recreation for Special Needs	12,963	40,010	41,514
General Programs and Facilities	689,304	763,357	806,639
Outdoor Recreation	1,867	30,763	30,865
Aquatics	848,951	925,346	980,183
Concessions	28,809	37,170	38,408
Community Events	33,424	90,694	139,477
Seasonal Ice Rink	154,838	119,389	152,065
Youth Recreation Programs	28,883	46,052	46,004
Sports Field Maintenance	309,151	307,381	297,898
Senior Services	833,953	932,490	1,150,493
Human Service Agencies	1,431,043	1,724,481	2,297,323
Public Safety Director	772,319	785,107	702,844
Communication Center	1,842,354	2,008,410	2,228,014
Public Safety Information and Technology Services	609,025	762,682	816,047
Emergency Management	207,211	207,871	332,376
CORE	122,783	180,564	192,457
Support Services	794,913	877,339	890,642
Training and Personnel	1,318,630	1,249,557	1,321,466
Outreach	105,361	111,885	119,114
Volunteer Programs	30,193	31,380	29,334
Records Unit	614,432	668,389	702,798
Patrol	11,303,317	11,786,146	12,325,100
Investigations	3,159,556	3,176,639	3,324,780
Animal Control	576,557	569,634	593,156
Special Enforcement Unit	1,000,551	1,101,789	1,129,774
School Resource Officers	756,450	705,724	734,987
Special Operations	376,907	368,906	379,637
Traffic Unit	1,291,987	1,395,922	1,449,589
SWAT Team	477,866	436,537	712,418
Fire Operations	12,137,150	11,720,521	12,772,458
Fire Prevention	594,951	607,584	482,958
Redevelopment	159,099	162,331	271,910
Economic Development Programs	384,106	562,808	690,637
Development and Planning Services	3,106,463	2,044,164	2,149,040
Building Permits and Inspections	1,538,831	1,611,058	1,730,494
Transportation Planning	-	-	307,102
Code Enforcement	585,546	709,074	739,140
Parking Enforcement	113,481	153,416	153,898
Facility Maintenance	2,033,364	2,077,328	2,110,418
Facility Operations	1,486,113	1,770,979	1,856,435
Facility Project Management	118,554	125,829	131,682

	2020 Actual	2021 Budget	2022 Budget
Parks Administration	415,972	421,714	765,181
Parks Maintenance	2,021,296	2,116,395	2,181,101
Parks Development and Improvement	216,540	207,245	215,788
Forestry Maintenance	993,303	1,022,485	1,116,042
Municipal Grounds Maintenance	339,566	312,337	317,116
Right of Way Maintenance	530,472	629,273	608,893
Union Reservoir	331,496	395,071	440,655
Parks Resource Management	140,273	171,061	204,426
Business Services	625,012	642,240	835,061
Engineering/Survey Technical Services	174,449	178,873	196,530
Mayor and City Council	320,859	555,312	580,339
City Manager	1,644,134	1,753,637	1,916,483
Non-Departmental	5,308,503	1,812,118	6,375,809
Recovery Office	98,448	126,545	213,047
City Clerk	522,521	541,231	567,291
Elections and Voter Registration	31,143	124,405	174,795
City Attorney	1,394,682	1,464,496	1,541,825
Judicial Department	570,413	609,968	637,416
Probation	314,914	320,039	331,580
TOTAL EXPENDITURES	\$ 88,298,052	\$ 88,903,569	\$102,982,282
CONTRIBUTION TO/(FROM) FUND BALANCE	\$ 7,540,156	\$ (1,567,600)	\$ (5,504,971)

GENERAL FUND - Sources of Funds



The General Fund will receive 72.7% (\$74.8 million) of its total sources of funds from taxes in 2022. Sales and use tax collections will total \$43.2 million, or 57.8% of all taxes collected.

- ◆ Interfund transfers will account for 0.36% of the General Fund's sources of funds. The General Fund charges an administrative transfer fee to other City operating funds for administrative services it provides to these funds, such as personnel, legal, accounting, information services, purchasing, risk management and general administrative assistance.
- ◆ There are \$4.2 million of one-time revenues and a contribution from the General Fund's fund balance of \$5.5 million for one-time expenses.

Estimating Major Sources of Funds

Sales and Use Taxes: From Finance Department projections. There has been actual revenue growth of 14.4% through the first six months of 2021. Projections for year-end 2021 are a combined increase for sales and use tax of 8.59%. Projections for 2022 are a 3.0% increase in sales and use tax revenue over the projected collections for 2021.

Property Taxes: Property tax estimates are based on preliminary assessed valuations from 2020.

Building Permits: The 2022 estimate is based on projections from the Building Inspection and Planning staffs and year-to-date collections. Permit estimates include 262 single-family dwelling units, 46 townhouse/condo units, and 618 multifamily units.

Estimate of Revenue Needed from Property Taxes

As required by Article 9.4 of the Longmont City Charter, the adopted budget shall include an estimate of the amount of money that is needed from property taxes for that year. State statutes require counties to provide taxing entities a preliminary Certification of Value by August 25 of each year and a final Certification of Value by December 10 of each year. State law and the City Charter require that the City Council fix the amount of the tax levy no later than December 15 of each year.

Total General Fund ongoing budgeted expenses for 2022	\$	93,589,602
2022 estimated revenues and use of fund balance other than property taxes	\$	71,833,422
Total revenue needed from property taxes	\$	21,756,180
Mill levy to raise revenue needed from property taxes		13.420

Estimated assessed valuation for the tax year 2021, collected in 2022:

Boulder County	\$	1,705,188,600
Weld County	\$	42,608,880

Average collection rate of property taxes:

2022 est	98.5%
2021 est	98.5%
2020	101.0%
2019	99.2%
2018	98.9%
2017	98.6%
2016	98.6%
2015	98.5%
2014	98.6%
2013	98.8%

The value of real and personal property in Longmont is provided by the Boulder County and Weld County assessors. The 2022 Budget is based on preliminary valuations since the counties do not issue final certification of valuation until December.

Estimate of Available Fund Balance in the General Fund

As required by Article 9.4 of the Longmont City Charter, the budget shall include an estimate of the fund balance that will be available in the General Fund at the end of the current year. That amount can then be used for capital and one-time expenses in the next year's budget. The amount of funds available is determined by deducting TABOR and emergency reserves, as specified in the City's Financial Policies, from the fund balance using the estimated budget for the following year. The amount above those reserves is available for the following year's budget. The table below includes the budgeted and revised projection for 2022 and the projected General Fund cash surplus for 2022.

	2021 Adopted Budget	2021 Projected Actual
Beginning Available Fund Balance	\$ 19,096,850	\$ 19,096,850
Revenues		
Sales Tax	32,012,525	35,257,266
Use Tax	5,571,915	6,588,849
Property Tax	22,107,881	21,886,802
All Other	28,171,016	26,394,381
TOTAL REVENUES	\$ 87,863,337	\$ 90,127,298
TOTAL EXPENSES	\$ 88,903,569	\$ 88,459,051
Ending Available Fund Balance	\$ 18,056,618	\$ 20,765,097
CVRF from 2021 and advanced payables		3,002,753

Projected 2022 Ending Available Fund Balance

2022 General Operating Expenditures	\$ 93,477,221	
TABOR Reserve		\$ 4,912,013
Emergency Reserve		10,051,890
Fund Balance used in 2022 budget		5,504,971
Fund Balance committed to mid year increase and payables		650,000
2022 Available for Emergency Reserve		1,600,000
<i>Projected ending available fund balance</i>		\$ 1,048,976

	2020	2021	2022
TAXES	Actual	Budget	Budget
Property Taxes-Current	21,625,591	21,642,688	21,756,180
Property Taxes-Delinquent	(73,632)		
Sales Taxes	32,468,244	32,012,525	36,444,486
Use Taxes	6,067,638	5,571,915	6,303,507
Cigarette Taxes	169,700	150,000	160,000
Natural Gas Franchise	687,793	700,000	700,000
Cable Television Franchise	610,312	580,000	560,000
Telephone Franchise	135,922	118,044	134,365
Electric Franchise	5,869,616	6,147,490	6,376,372
Broadband Franchise	7,645	8,679	6,461
Water Franchise	458,753	488,594	542,014
Wastewater Franchise	6,290,056	628,188	631,956
<i>Taxes Subtotal</i>	<i>74,317,638</i>	<i>68,048,123</i>	<i>73,615,341</i>
 LICENSES AND PERMITS			
Liquor Licenses	9,754	10,000	10,000
Marijuana Licenses	60,600	60,000	60,000
Sales Tax Business Permits	25,656	24,000	25,000
Business Licenses	6,360	5,400	5,000
Building Permits	2,652,943	1,299,824	1,713,665
Building Permits (IDR used for ongoing)	-	638,121	529,466
Wood Burning Exemption Permits	20	0	
Contractor Licenses	120,475	132,000	132,000
Parade Licenses	200	250	250
Use of Public Places Permit	3,600	7,000	7,000
Alcohol in Public Places Permits	150	1,700	1,700
<i>Licenses and Permits Subtotal</i>	<i>2,879,758</i>	<i>2,178,295</i>	<i>2,484,081</i>
 INTERGOVERNMENTAL			
Federal Grants	304,132	126,546	213,047
Nongrant Federal Revenue	587,326	-	
Federal Mineral Lease Distribution	33,715	-	
State Grants	31,063	-	
Nongrant State Revenue	163	-	
State Severance Tax	133,921	30,000	30,000
State Marijuana Tax	255,848	203,000	280,000
Local Government Grants	13,348	-	
Nongrant Local Revenue	462,902	-	
Boulder County	-	-	148,914
St. Vrain Valley School District	142,559	143,190	474,058
Town of Frederick	5,000	-	
City of Lafayette	-	-	
Boulder County Fire IGA	-	-	
Hazmat Authority	40,674	32,456	30,000
Boulder County Shared Fines	55,216	75,000	75,000
Weld County Shared Fines	2,913	-	-
Mtn View Fire Protection	-	-	-
<i>Intergovernmental Subtotal</i>	<i>2,068,780</i>	<i>610,192</i>	<i>1,251,019</i>

	2020	2021	2022
CHARGES FOR SERVICE	Actual	Budget	Budget
Land Development	44,256	55,000	50,000
Parks Maintenance Fee	-	-	
Metro District Review Fee	5,000	-	
Liquor Application Fee	33,625	28,000	28,000
Marijuana Application Fee	-	-	
Marijuana Modification Fee	6,900	5,000	5,000
Maps and Publications	121	200	100
Sales Tax Commission	85,837	95,000	65,000
Purchasing Card Rebates	130,437	125,000	110,000
Rebates	1,338	-	
Criminal Justice Records	32,986	29,000	29,000
Cell Tower	-	-	-
Extra Duty Police Officer Reimbursement	29,241	-	-
Sex Offender Registration Fees	11,424	10,800	11,500
Vehicle Impound Fees	2,436	4,000	4,000
Fingerprinting	-	-	-
Peer Support	-	-	-
Fireworks Stand Fees	7,999	6,000	6,000
Fire Inspection Fees	67,467	68,000	80,000
Emergency Dispatching	-	-	-
Unbilled Utility Revenue	(22,664)	-	-
Work in R-O-W Permits	1,041	2,000	2,000
Plan Check Fees	809,413	359,723	484,093
Plan Check Fees (IDR used for ongoing)	-	222,977	55,544
Variance and Appeals Board	-	-	-
Elevator Inspection Fees	48,285	46,000	46,000
Right of Way Maintenance	246,293	246,441	253,191
GID Maintenance	-	-	-
Shutoff Reconnect Fees	48,894	220,000	220,000
Disconnect Tag Fees	99,950	412,000	412,000
Recreation Center - Admission/Passes	507,991	1,227,362	1,227,362
Recreation Center - Athletic Fees	-	-	-
Recreation Center - Aquatic Fees	15,497	90,000	90,000
Recreation Center - Activity Fees	71,395	86,250	86,250
Recreation Center - Rentals	13,512	33,075	33,075
Recreation Center - Concessions	7,512	11,250	11,250
Recreation Center - Resale Merchandise	5,067	13,125	13,125
Silver Sneakers Program	106,279	112,500	112,500
Pool Fees/Passes/Lessons	149,193	427,457	467,457
Recreation Non-Resident Fees	16,177	28,350	28,350
Recreation Community Events	10,927	53,585	103,585
Union Reservoir Fees	452,240	500,000	500,000
Ice Rink Program Fees	90,756	112,242	142,242
Mobile Stage Setup	-	2,894	2,894
Athletic Program Fees	184,988	260,691	260,691
Recreation Activity Fees	186,646	491,803	491,803

CHARGES FOR SERVICE (Continued)	2020	2021	2022
	Actual	Budget	Budget
Senior Services Subscriptions	89	200	200
Outdoor Recreation Activity Fees	1,695	58,265	58,265
Special Recreation Activity Fees	7,389	21,086	21,086
Concessions-Sandstone Ranch #2	150	-	-
Concessions-Sandstone Ranch #1	120	-	-
Concessions-Centennial Pool	324	750	750
Concession-Clark Park	30	-	-
Concessions-Roosevelt Park	-	354	354
Concessions-Sunset Pool	302	39,938	39,938
Concessions-Memorial Building	938	1,275	1,275
Concessions-Garden Acres	130	-	-
Concessions-Union Reservoir	24	-	-
Concessions-Ice Rink	1,188	2,520	2,520
Ice Rink Rentals	23,001	31,835	31,835
Memorial Building Rentals	14,910	39,277	39,277
Willow Barn Rental	(635)	18,750	18,750
Senior Center Rentals	8,909	25,000	17,000
Swimming Pool Rentals	43,186	49,613	49,613
Other Facility Rentals	130,308	131,250	131,250
Batting Cage Licensing Fee	-	1,500	1,500
Park Shelter Rentals	1,043	36,383	36,383
Museum Special Events Fee	10,947	65,000	65,000
Museum Auditorium ticket sales	33,366	47,500	72,000
Museum Auditorium rental fees	17,015	25,000	45,000
Museum Auditorium beverage sales	5,419	12,000	15,000
NSF Check	1,840	2,400	1,500
Garnishments Fee	805	800	800
Credit Card Convenience Fee	-	120,000	120,000
Admin Mgmt Fee Sanitation Fund	683,449	729,072	582,222
Admin Mgmt Fee Golf Fund	199,727	168,113	192,265
Admin Mgmt Fee Electric Fund	1,726,203	1,715,788	1,878,928
Admin Mgmt Fee Broadband Fund	368,355	413,077	485,082
Admin Mgmt Fee Water Fund	1,602,754	1,608,789	1,638,985
Admin Mgmt Fee Sewer Fund	992,561	980,944	1,015,728
Admin Mgmt Fee Storm Drainage Fund	759,070	663,238	624,734
Admin Mgmt Fee Airport Fund	68,140	95,780	77,744
Admin Mgmt Fee Street Fund	847,753	938,000	877,580
Admin Mgmt Fee Museum Services Fund	308,877	314,515	224,134
Admin Mgmt Fee Open Space Fund	222,425	171,160	311,617
Admin Mgmt Fee General Imprvmnt District	11,242	10,260	21,556
Admin Mgmt Fee Fleet Fund	297,775	305,917	302,915
<i>Charges for Service Subtotal</i>	<i>11,899,283</i>	<i>14,231,074</i>	<i>14,434,798</i>

	2020	2021	2022
	Actual	Budget	Budget
FINES AND FORFEITS			
Parking Fines	86,353	94,000	94,000
Court Fines	441,752	515,000	515,000
Court Refunds	50	-	-
Bond Forfeitures	2,480	9,000	9,000
Court Education Fees	14,450	17,000	17,000
Home Detention Services	-	-	-
Probation Monitoring Fees	19,325	18,500	18,500
Substance Abuse Group	1,220	1,000	1,200
Surcharge on Violations	43,338	50,000	50,000
Court Costs	69,034	81,000	80,000
Outside Judgments/Warrants-City	4,655	4,200	4,200
Library Fines/Penalties	9,930	62,000	35,000
Code Enforcement Admin Penalty	320	-	12,000
Miscellaneous Penalties	675	900	900
False Alarm Fines	16,750	20,000	6,000
Tree Mitigation Fine	286,032	-	-
Civil Penalty Abatement	2,100	-	-
Nuisance Abatements	900	-	-
Weed Cutting	29,724	10,000	6,000
<i>Fines and Forfeits Subtotal</i>	<i>1,029,088</i>	<i>882,600</i>	<i>848,800</i>
INTEREST AND MISCELLANEOUS			
Miscellaneous Revenue	9,027	21,459	25,000
Miscellaneous Revenue-Police	3,634	11,000	11,000
Miscellaneous Revenue-Library	503	400	200
Miscellaneous Revenue-Court	1,037	1,000	100
Miscellaneous Revenue-City Clerk	873	500	500
Miscellaneous Revenue-Fire	-	75	-
Sale of Equipment	20,963	4,000	21,000
Sale of Equipment - Cell phones	45,195	30,000	30,000
Academy Leased Resource	1,471	-	-
Prior Years Revenue/Expenses	(7,076)	-	-
Interest Income	288,078	150,000	100,000
Unrealized Gain/Loss	43,217	-	-
Lease of Real Property	-	-	-
Oil and Gas Lease Royalties	2,803,930	466,137	479,461
Fire Community Room Rental Fee	930	3,000	3,000
Private Grant/Donations	21,582	-	-
Arbor Day Tree Sales	16,141	-	-
Developer Participation	-	-	-
Lease Purchase Proceeds	-	-	-
<i>Miscellaneous Revenue Subtotal</i>	<i>3,249,505</i>	<i>687,571</i>	<i>670,261</i>

	2020	2021	2022
INTERFUND TRANSFERS	Actual	Budget	Budget
Transfer from Electric-Tree Planting	23,000	23,000	23,000
Transfer from Electric-Rec Sponsorships	8,000	-	-
Transfer from Library Services Fund	20,180	20,500	20,500
Transfer from Senior Services Fund	-	-	-
Transfer from Special Retail Marijuana Tax	-	-	-
Transfer from Self Insurance Fund	-	-	-
Transfer from Workers Comp Fund	129,421	129,421	129,421
<i>Interfund Transfers Subtotal</i>	<i>180,601</i>	<i>172,921</i>	<i>172,921</i>
TOTAL ONGOING REVENUES	95,624,653	86,810,776	93,477,221
ONE TIME REVENUES			
One time Property Tax	-	465,193	2,327,345
One time Use Tax	-	-	483,007
Incremental Development Revenue	-	-	34,862
Boulder County	-	3,000	150,000
ARPA	-	-	98,300
Union Reservoir Fees	-	-	8,000
Oil and Gas Royalties	-	60,000	60,000
Tree Mitigation Fees	-	186,810	189,955
One Time Transfers from Special Retail Marijuar	137,000	337,558	450,000
One Time Transfers from Other Funds	213,555	-	198,621
Fund Balance Reserved for Bohn Farm	-	-	240,000
Contribution from/(to) Fund Balance	(7,677,156)	1,040,232	5,504,971
TOTAL ONE TIME REVENUES	(7,326,601)	2,092,793	9,745,061
TOTAL FUNDS NEEDED TO MEET EXPENSES	88,298,052	88,903,569	102,982,282

MAYOR AND CITY COUNCIL OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	\$108,207	\$157,307	\$157,299
Operating and Maintenance	\$212,652	\$237,304	\$358,040
Non-Operating	-	\$160,701	\$65,000
Capital	-	-	-
TOTAL	\$320,859	\$555,312	\$580,339

FUND: GENERAL FUND

DEPARTMENT: ADMINISTRATION

SERVICE DESCRIPTION:

The Mayor, by City Charter, is the presiding officer of the City Council and the recognized head of the City government for all ceremonial and legal purposes. All the powers of the City not otherwise limited or conferred upon others by the City Charter are vested in Longmont's seven-member Council.

This budget service includes all expenditures related to the activities and official duties performed by the Mayor and City Council.



Service: Mayor and City Council

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Mayor	\$1.00	\$1.00	\$1.00
Council Member	\$6.00	\$6.00	\$6.00
TOTAL	\$7.00	\$7.00	\$7.00

MAYOR AND CITY COUNCIL
LINE ITEM BUDGET

PERSONAL SERVICES		2020 Actual	2021 Budget	2022 Budget
111	Salaries and Wages	89,308	90,000	90,000
128	FICA	5,546	5,580	5,580
129	Medicare Contribution	1,297	1,305	1,305
135	Compensation Insurance	54	42	34
137	Staff Training and Conference	9,599	51,880	51,880
142	Food Allowance	2,403	8,500	8,500
	SUBTOTAL	108,207	157,307	157,299
OPERATING AND MAINTENANCE				
210	Supplies	5,307	5,923	5,923
216	Reference Books and Materials	-	300	300
217	Dues and Subscriptions	99,208	97,808	97,808
218	NonCapital Equip and Furniture	126	-	-
240	Repair and Maintenance	-	4,410	4,410
245	Mileage Allowance	122	600	600
246	Liability Insurance	5,025	2,971	3,707
250	Prof and Contracted Services	97,142	117,020	237,020
252	Ads and Legal Notices	1,090	-	-
261	Telephone Charges	1,782	4,600	4,600
263	Postage	67	500	500
264	Printing Copying and Binding	4,119	3,172	3,172
269	Other Services and Charges	(1,336)	-	-
	SUBTOTAL	212,652	237,304	358,040
NON-OPERATING EXPENSE				
970	Transfers To Other Funds	-	5,000	5,000
971	Contingency	-	155,701	60,000
	SUBTOTAL	-	160,701	65,000
	SERVICE TOTAL	\$320,859	\$555,312	\$580,339

CITY COUNCIL

Resource Alignment 2022 Proposed Budget - \$515,339



Quartile	Program	Program Cost
3		349,678
	Council Administrative Support	85,705
	Council Meeting Administration	121,138
	Longmont Council for Arts	30,382
	Old Firehouse Arts Studio	24,306
	Regional Air Quality Council	22,280
	Sister Cities	65,868
4		165,661
	Citywide Projects Support - City Council	165,661
Grand Total		515,339

CITY MANAGER OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	1,461,939	1,555,109	1,583,640
Operating and Maintenance	182,195	198,528	257,843
Non-Operating	-	-	-
Capital	-	-	75,000
TOTAL	\$1,644,134	\$1,753,637	\$1,916,483

FUND: GENERAL FUND

DEPARTMENT: ADMINISTRATION

SERVICE DESCRIPTION:

The City Manager, by City Charter, is the chief administrative officer of the City and is responsible for the efficient administration of all affairs of the City, including all matters related to the City Council. The City Manager directs the work of all City departments and subsidiary divisions; in that way, he is much like the CEO of a corporation. The City Manager works especially closely with City Clerk's Office, particularly on matters concerning the City Council, and manages the Public Information Office. This budget service represents two line item budgets that includes all expenditures related to the following activities:

- Leading customer service efforts for the City and resolving complaints;
- Planning coordination of City Council agendas;
- Tracking legislation;
- Delivering public information services;
- Providing administrative support for the Sister Cities program;
- Administration and development of the City's web site;
- Developing City-wide policies and procedures;
- Coordinating community activities; and
- Providing staff support to the Mayor, City Council members, and other City departments.

Service: City Manager

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
City Manager	1.00	1.00	1.00
Assistant City Manager	2.00	2.00	2.00
Communications Manager	1.00	1.00	1.00
Public Information Officer	0.50	0.50	0.50
Public Information Specialist	0.50	0.50	0.50
Business Analyst	0.00	0.00	1.00
Special Projects Manager	1.00	1.00	0.00
Website Coordinator	1.00	1.00	1.00
Training Coordinator	0.75	0.75	0.75
Citywide Branding & Digital Communications	0.00	0.00	0.33
Communications & Marketing Manager	0.00	0.25	0.25
Executive Assistant	1.00	1.00	1.00
TOTAL	8.75	9.00	9.33

**CITY MANAGER
LINE ITEM BUDGET**

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	1,073,785	1,136,992	1,157,964
112	Temporary Wages	31,533	30,850	30,850
115	One Time Payment	2,250	-	-
121	Overtime Wages	185	4,398	4,398
126	RHS Plan	12,623	3,600	3,732
128	FICA	1,956	1,913	1,913
129	Medicare Contribution	14,331	16,915	17,218
131	MOPC	52,887	56,784	57,834
132	Employee Insurance	182,216	187,001	184,299
133	GERP Retirement	86,802	94,995	104,100
135	Compensation Insurance	711	785	449
136	Unemployment Insurance	552	373	380
137	Staff Training and Conference	1,049	17,803	17,803
142	Food Allowance	1,059	2,700	2,700
SUBTOTAL		1,461,939	1,555,109	1,583,640

OPERATING AND MAINTENANCE

210	Supplies	2,517	8,500	8,500
216	Reference Books and Materials	-	150	150
217	Dues and Subscriptions	55,612	42,597	8,959
218	NonCapital Equip and Furniture	590	300	3,600
245	Mileage Allowance	5,169	5,430	5,430
246	Liability Insurance	2,163	2,325	1,336
250	Prof and Contracted Services	42,941	60,400	151,042
252	Ads and Legal Notices	-	22,630	22,630
261	Telephone Charges	3,091	2,680	2,680
263	Postage	1,410	1,360	1,360
264	Printing Copying and Binding	41,685	44,156	44,156
269	Other Services and Charges	27,017	8,000	8,000
SUBTOTAL		182,195	198,528	257,843

CAPITAL OUTLAY

440	Machinery and Equipment	-	-	75,000
SUBTOTAL		-	-	75,000
SERVICE TOTAL		\$1,644,134	\$1,753,637	\$1,916,483

NON-DEPARTMENTAL

LINE ITEM BUDGET

The Non-departmental budget service was created in 1996 to consolidate various expenditures in the General Fund that benefit all departments in the General Fund (such as sick leave conversion expenses and the Employee Recognition Program) or are non-operating expenditures (such as transfers to other funds).

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	-	538,736	1,160,048
123	Leave Expense	-	170,000	190,000
129	Medicare Contribution	63,644	-	-
141	Uniforms Protective Clothing	259	-	-
142	Food Allowance	100	-	-
	SUBTOTAL	64,004	708,736	1,350,048
OPERATING AND MAINTENANCE				
210	Supplies	36,612	-	-
217	Dues and Subscriptions	782	-	-
218	NonCapital Equip and Furniture	220,476	-	-
221	Parts	(65)	-	-
225	Freight	14	-	-
240	Repair and Maintenance	22,267	-	-
247	Safety Expenses	4,102	-	-
250	Prof and Contracted Services	513,836	274,077	452,077
256	Refunds	87,080	10,000	10,000
269	Other Services and Charges	845,711	20,150	20,150
275	Building Permits to DDA	181,967	-	-
290	Rebates	113,556	100,000	240,000
293	CARES UB Assistance	352,513	-	-
	SUBTOTAL	2,378,850	404,227	722,227
NON-OPERATING EXPENSE				
927	Principal Notes and Contracts	-	130,000	130,000
928	Interest Notes and Contracts	4,428	-	-
950	Bad Debt	(9,300)	9,400	9,400
970	Transfers To Other Funds	2,853,209	359,755	4,164,134
971	Contingency	-	200,000	300,000
	SUBTOTAL	2,848,337	699,155	4,603,534
CAPITAL OUTLAY				
440	Machinery and Equipment	17,312	-	-
	SUBTOTAL	17,312	-	-
	SERVICE TOTAL	\$5,308,503	\$1,812,118	\$6,675,809

LINE ITEM NOTES:

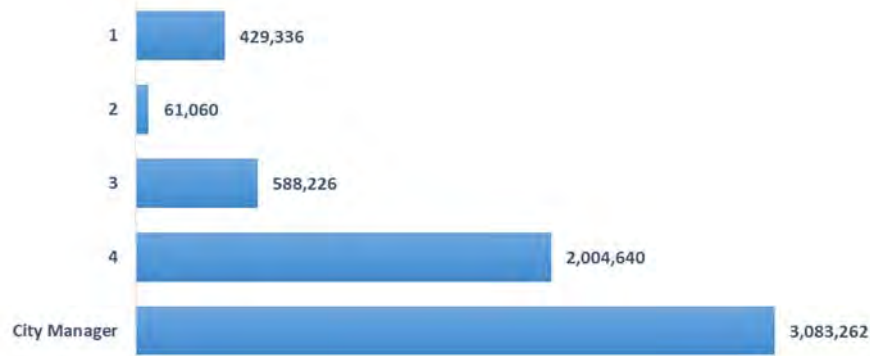
#111 - Annual allocation for all General Fund employees for exceptional pay, bilingual pay for PTNB, and FPPA Pension increase for Police and Fire.

#123 - Annual allocation for all General Fund employees for sick leave conversion expenses. Employees who have over 520 hours of accumulated sick leave are eligible to convert up to 96 hours of sick leave to vacation leave or cash payment at a 2-to-1 ratio (2 hours of sick time for 1 hour of pay or vacation). Employees must choose by a specified date which option they will take. For those who choose to be paid, that amount is transferred from this budget service to the employee's budget service.

#970 - Includes transfer to Public Improvement Fund and Museum Services.

CITY MANAGER

Resource Alignment 2022 Proposed Budget - \$3,083,262



Quartile	Program	Program Cost
1		429,336
	Oil and Gas Coordination - CMO	10,201
	Proactive Public Information, Education and Marketing - CMO	419,134
2		61,060
	Reactive Public Information Media Relations - CM	61,060
3		588,226
	Council Meeting Administration - CMO	94,196
	Customer Requests	24,904
	Leadership & Supervision - CMO	353,327
	Public Information Event Sponsorship and Support	22,065
	Senior Refunds	10,000
	Video Services/Channel 8 Cable Trust	83,734
4		2,004,640
	Citywide Projects Support - CMO	489,750
	Council Administrative Support - CMO	91,829
	Customer Satisfaction Survey	7,638
	Employee Activities	12,370
	Employee Recognition	21,276
	Legislative Affairs - CMO	31,728
	Sick Conversion	1,350,048
Grand Total		3,083,262

CITY ATTORNEY OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	1,220,136	1,329,504	1,404,129
Operating and Maintenance	174,546	134,992	137,696
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$1,394,682	\$1,464,496	\$1,541,825

FUND: GENERAL FUND

DEPARTMENT: ADMINISTRATION

SERVICE DESCRIPTION:

The City Attorney's Office legally advises and represents the City in all matters of municipal concern. This includes defense of suits against the City and other litigation. The City Attorney attends all council meetings and provides legal advice to the council. The office also advises City departments, boards and commissions; prosecutes cases before the Local Licensing Authority; drafts and supervises drafting of ordinances, resolutions, contracts, agreements and other legal documents; prosecutes Municipal Code violations, including pretrial conferences, trials and other proceedings in the Municipal Court; and directs the City's special counsel.

This budget service includes all expenditures for the legal and related duties performed by the City Attorney's Office. The City Charter authorizes the City Council to appoint a City Attorney who shall be the legal representative of the City and shall advise the City Council and City officials in matters relating to their official powers and duties.

SERVICE: CITY ATTORNEY

BUDGETED POSITIONS:	2020 BUDGET	2021 BUDGET	2022 BUDGET
City Attorney	1.00	1.00	1.00
Deputy City Attorney	1.00	1.00	1.00
Sr Assistant City Attorney	1.00	1.00	1.00
Assistant City Attorney II	2.00	2.00	2.00
Prosecuting Attorney II	1.00	1.00	1.00
Legal Administrator/Paralegal	1.00	1.00	1.00
Administrative Assistant	2.00	2.00	2.00
TOTAL	9.00	9.00	9.00

CITY ATTORNEY
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	899,548	999,914	1,056,003
112	Temporary Wages	10,300	6,292	6,292
121	Overtime Wages	-	150	150
126	RHS Plan	4,585	3,600	3,600
128	FICA	639	390	390
129	Medicare Contribution	11,726	14,459	15,272
131	MOPC	44,978	49,540	52,344
132	Employee Insurance	162,248	163,141	166,829
133	GERP Retirement	81,282	82,874	94,219
135	Compensation Insurance	501	624	490
136	Unemployment Insurance	492	325	345
137	Staff Training and Conference	3,343	7,895	7,895
142	Food Allowance	494	300	300
SUBTOTAL		1,220,136	1,329,504	1,404,129

OPERATING AND MAINTENANCE

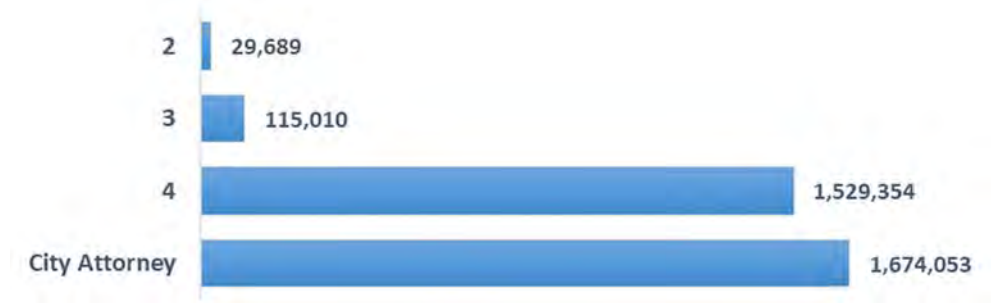
210	Supplies	3,250	4,853	4,853
216	Reference Books and Materials	117	2,463	2,463
217	Dues and Subscriptions	56,197	3,955	3,955
218	NonCapital Equip and Furniture	2,430	600	2,300
240	Repair and Maintenance	2,519	10,735	10,735
245	Mileage Allowance	3,686	4,000	4,000
246	Liability Insurance	1,020	1,193	1,147
250	Prof and Contracted Services	98,716	62,522	62,522
252	Ads and Legal Notices	80	-	-
255	Jury and Witness Fees	-	550	550
261	Telephone Charges	1	617	617
263	Postage	552	1,224	1,224
264	Printing Copying and Binding	5,979	1,180	1,180
269	Other Services and Charges	-	41,100	42,150
SUBTOTAL		174,546	134,992	137,696

CAPITAL OUTLAY

440	Machinery and Equipment	-	-	-
SUBTOTAL		-	-	-
SERVICE TOTAL		\$1,394,682	\$1,464,496	\$1,541,825

CITY ATTORNEY

Resource Alignment 2022 Proposed Budget - \$1,674,053



Quartile	Program	Program Cost
2		29,689
	Non-Traffic Violations	29,689
3		115,010
	Liquor License Violations	2,365
	Traffic Violations	112,645
4		1,529,354
	Bankruptcy	19,123
	Citywide Projects Support - CAO	203,543
	Collections	4,640
	Collective Bargaining - CAO	46,656
	Contracts	369,357
	Council Administrative Support - CAO	84,566
	Legal Advice and Support	570,676
	Litigation	97,336
	Ordinances	133,459
Grand Total		1,674,053

JUDICIAL DEPARTMENT OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	751,223	778,590	817,866
Operating and Maintenance	134,104	151,417	151,130
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$885,327	\$930,007	\$968,996

FUND: GENERAL FUND

DEPARTMENT: LONGMONT JUDICIAL DEPARTMENT

SERVICE DESCRIPTION:

The Longmont Municipal Court is a neutral place that hears and determines all legal cases arising under the City Charter or the ordinances of the City. Court staff prepare and process all of the necessary paperwork for each case and monitor compliance with court orders. The court also acts as a liaison with attorneys, other courts, police and sheriff departments, and other governmental agencies. The Municipal Judge performs approximately 30 wedding ceremonies each year.

The Judicial Department includes two budget services: Municipal Court and Probation.

FUND: GENERAL FUND

DEPARTMENT: LONGMONT JUDICIAL DEPARTMENT

SERVICE DESCRIPTION:

The Longmont Municipal Court is a neutral place that hears and determines all legal cases arising under the City Charter or the ordinances of the City. Court staff prepare and process all of the necessary paperwork for each case and monitor compliance with court orders. The court also acts as a liaison with attorneys, other courts, police and sheriff departments, and other governmental agencies. The Municipal Judge performs approximately 30 wedding ceremonies each year.

SERVICE: MUNICIPAL COURT

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Municipal Judge	1.00	1.00	1.00
Court Administrator	1.00	1.00	1.00
Administrative Assistant	2.00	2.00	2.00
TOTAL	4.00	4.00	4.00

MUNICIPAL COURT
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	332,905	348,838	369,794
112	Temporary Wages	-	3,293	3,293
121	Overtime Wages	2,850	2,600	2,600
126	RHS Plan	1,224	1,600	1,600
128	FICA	-	204	204
129	Medicare Contribution	4,216	5,107	5,411
131	MOPC	16,639	17,442	18,490
132	Employee Insurance	56,890	57,364	58,399
133	GERP Retirement	26,644	29,102	33,281
135	Compensation Insurance	530	492	428
136	Unemployment Insurance	172	114	121
137	Staff Training and Conference	663	501	501
142	Food Allowance	-	-	-
SUBTOTAL		442,733	466,657	494,122

OPERATING AND MAINTENANCE

210	Supplies	7,362	7,314	7,314
216	Reference Books and Materials	95	500	500
217	Dues and Subscriptions	795	800	800
218	NonCapital Equip and Furniture	1,108	7,598	7,598
240	Repair and Maintenance	667	1,903	1,903
245	Mileage Allowance	-	-	-
246	Liability Insurance	403	421	404
250	Prof and Contracted Services	101,497	115,475	115,475
255	Jury and Witness Fees	-	200	200
263	Postage	1,739	2,500	2,500
264	Printing Copying and Binding	882	600	600
269	Other Services and Charges	13,133	6,000	6,000
SUBTOTAL		127,680	143,311	143,294

CAPITAL OUTLAY

440	Machinery and Equipment	-	-	-
SUBTOTAL		-	-	-
SERVICE TOTAL		\$570,413	\$609,968	\$637,416

FUND: GENERAL FUND

DEPARTMENT: LONGMONT JUDICIAL DEPARTMENT

SERVICE DESCRIPTION:

The mission of the Longmont Probation Division is to provide public safety and accountability to the community through the supervision and monitoring of compliance with court orders imposed upon probationers by the Longmont Municipal Court. The Probation Division provides pre-sentence investigations, supervision and monitoring of probationers, assessment and referral to local and state resources, a juvenile supervised community service work program, and restitution investigation for victims.

SERVICE: PROBATION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Chief Probation Officer	1.00	1.00	1.00
Probation Officer	1.00	1.00	1.00
Community Service Coordinator	0.50	0.50	0.50
Administrative Assistant	1.00	1.00	1.00
TOTAL	3.50	3.50	3.50

PROBATION
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	231,534	231,061	239,609
112	Temporary Wages	2,647	2,605	2,605
115	One Time Payment	1,500	-	-
121	Overtime Wages	42	800	800
126	RHS Plan	1,436	1,400	1,400
128	FICA	164	162	162
129	Medicare Contribution	2,666	3,388	3,512
131	MOPC	11,577	11,553	11,981
132	Employee Insurance	37,036	37,592	37,570
133	GERP Retirement	18,541	18,854	21,565
135	Compensation Insurance	135	144	163
136	Unemployment Insurance	112	74	77
137	Staff Training and Conference	1,101	4,300	4,300
SUBTOTAL		308,490	311,933	323,744

OPERATING AND MAINTENANCE

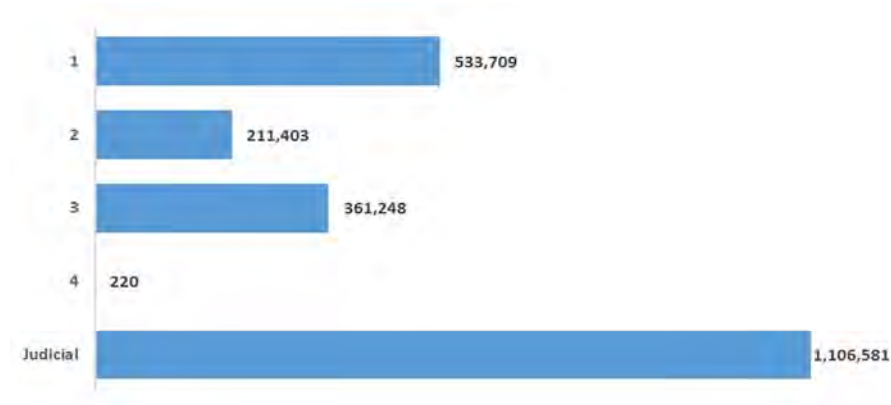
210	Supplies	1,914	2,180	2,180
216	Reference Books and Materials	-	150	50
217	Dues and Subscriptions	50	150	150
218	NonCapital Equip and Furniture	-	1,000	1,250
240	Equipment Repair and Maintenance	-	80	80
245	Repair and Maintenance	-	200	150
246	Liability Insurance	1,129	1,128	1,193
247	Safety Expenses	32	750	750
250	Prof and Contracted Services	850	1,000	1,000
261	Telephone Charges	-	200	200
263	Postage	184	300	300
264	Printing Copying and Binding	151	600	500
273	Fleet Lease Operating and Mtc	2,114	368	33
SUBTOTAL		6,424	8,106	7,836

CAPITAL OUTLAY

440	Machinery and Equipment	-	-	-
SUBTOTAL		-	-	-
SERVICE TOTAL		\$314,914	\$320,039	\$331,580

JUDICIAL DEPARTMENT

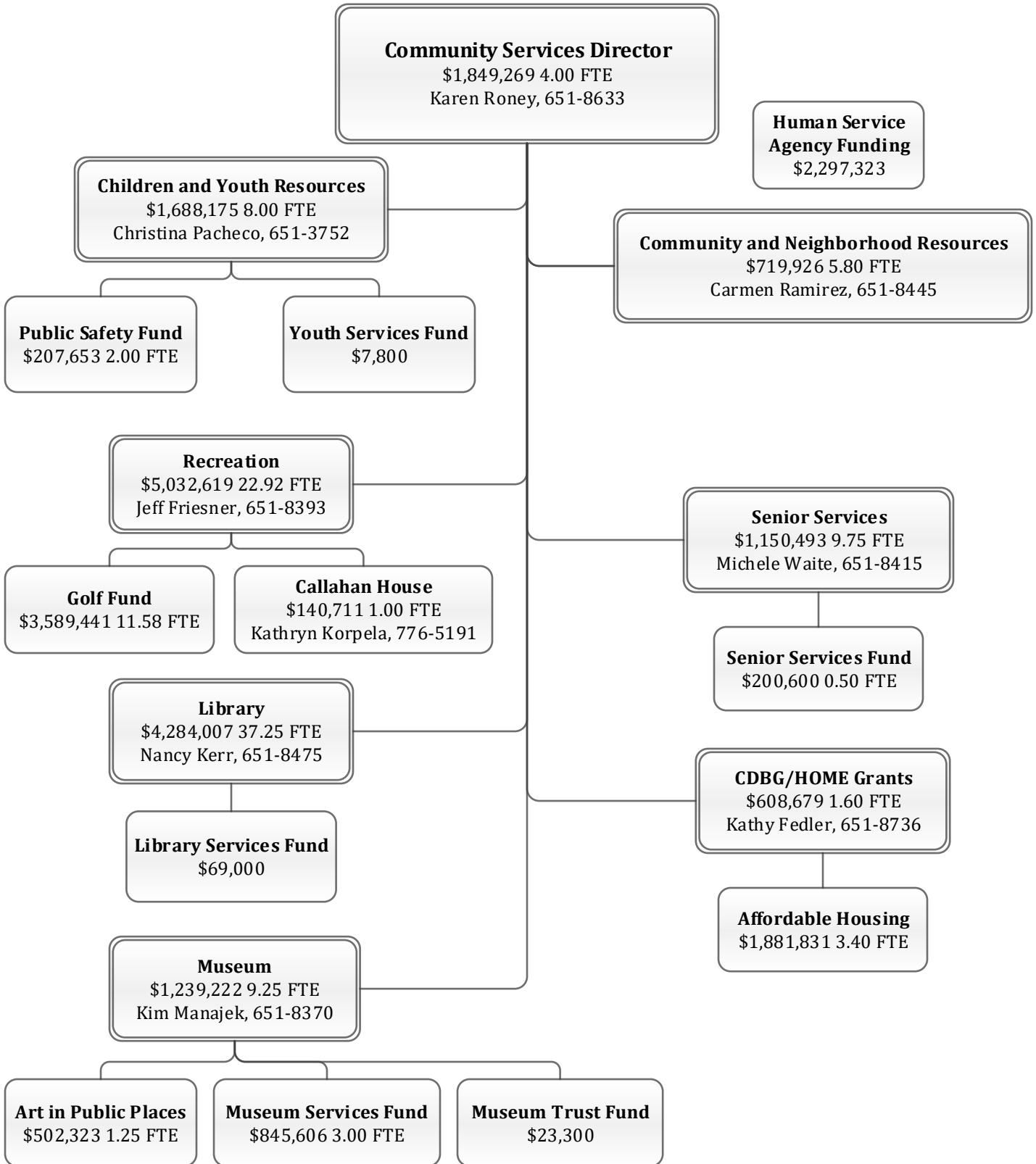
Resource Alignment 2022 Proposed Budget - \$1,106,581



Quartile	Program	Program Cost
1		533,709
	Judicial Process	533,709
2		211,403
	Indigent Counsel Representation	27,689
	Judicial Education Programs and Training	7,971
	Longmont Liquor Licensing Authority	112,511
	Longmont Marijuana Licensing Authority	63,233
3		361,248
	Community Service Work Program and Specialized Offender Programs	44,962
	Court Security	239
	Pre-sentence investigations and Direct Sentence to Probation Intakes	82,131
	Probation Supervision and Case Management	86,085
	Rewind - Municipal Court	147,832
4		220
	Weddings and Civil Ceremony	220
Grand Total		1,106,581

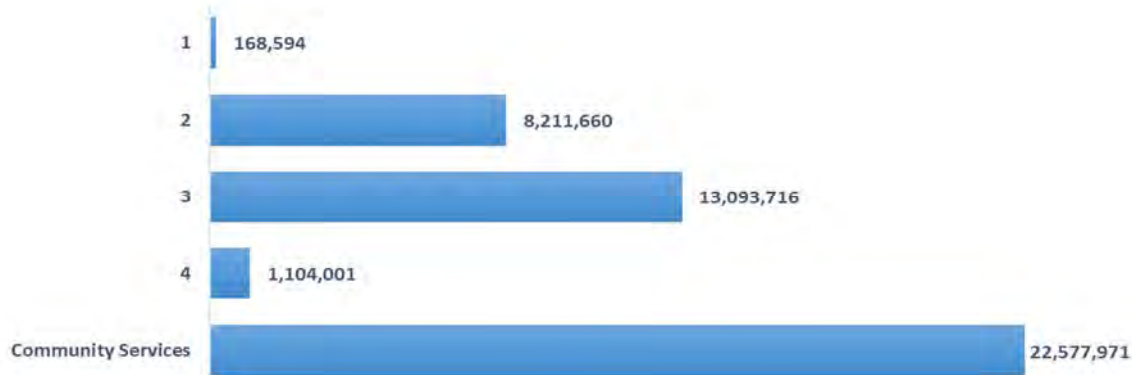
Community Services Department

\$26,337,978 121.30 FTE



COMMUNITY SERVICES

Resource Alignment 2022 Proposed Budget - \$22,577,971



Quartile	Program	Program Cost
1		168,594
	Flood Related Work	168,594
2		8,211,660
	Aquatics - Centennial Pool - Operation/Repair and Maintenance	204,854
	Aquatics - Centennial Pool - Programs and Services	355,077
	Aquatics - Sunset Pool - Operation/Repair and Maintenance	107,681
	Art on the Move	55,226
	Caregiver Information, Education, & Support	64,540
	City Meetings Special events - Rec	210,521
	Community Problem Solving (Gang Response & Intervention) and Violence Reduction	387,475
	Community-based Artwork	29,108
	Conflict Resolution Facilitation Direct services to the Community	277,012
	Cultural Competency	29,755
	CYF Administration / Youth Center / Lashley/Meeker Center Management	141,975
	Human Service Agency Contracts	2,385,302
	Leadership & Supervision - CS	111,047
	Memorial Building - General Programs - Contracted	193,639
	Memorial Building - General Programs - In-house	101,541
	Memorial Building - General Programs Operation/Repair and Maintenance	336,465
	Museum Events	185,069
	Museum Facility Rentals	110,704
	Museum Permanent Collection	60,355
	Neighborhood Activity Grants	9,163
	Neighborhood Group Leaders Association	80,670
	Neighborhood Improvement Grants	29,066
	Outdoor Program	120
	Parking Enforcement	137,675
	Permanent Exhibition	43,822
	Permanent Public Art Installations	110,915
	Portal Gallery Exhibitions	35,815
	Public Art Maintenance and Conservation	82,691
	Public Art Outreach and Education	26,067

Recreation Center - Operation/Repair and Maintenance	234,875
Recreation Center - Programs, Events and Services	1,121,867
Rewind - CS	141,163
Special Projects	6,828
Temporary Exhibitions	313,450
Youth Development	490,127

3

13,093,716

Adult Collection	1,455,115
Adult Computer Lab	142,352
Adult Outreach	141,677
Adult Programs	284,188
Adult Reference Assistance	326,661
Aquatics - Centennial Pool - Rentals	17,691
Aquatics - Centennial Pool - Special Events	20,104
Aquatics - Kanemoto Pool - Operation/Repair and Maintenance	37,210
Aquatics - Kanemoto Pool - Programs, Events and Services	33,681
Aquatics - Roosevelt Pool - Operation//Repair and Maintenance	37,166
Aquatics - Roosevelt Pool - Programs, Events and Services	32,485
Aquatics - Sunset Pool - Programs, Events and Services	212,390
Aquatics - Sunset Pool - Rentals	25,545
Athletics - Adults	178,031
Athletics - Rentals	115,311
Athletics - Youth	148,205
Basic Needs Information, Referral, & Assistance	251,739
Children/Teen Collection	838,948
Children/Teen Outreach	126,076
Children/Teen Programs	218,946
Children/Teen Reference Assistance	209,260
Childrens and Teens Computer Lab	85,897
City Produced Special Events Public Information Sponsorship and Support - Rec	96,500
City-wide Projects - Museum	23,213
Collaborative Service Coordination-Community	142,486
Collaborative Service Coordination-Internal	52,499
Community Special Events	5,731
Counseling	282,186
Counseling - Senior Srvcs	50,464
Dia de los Muertos	89,276
Discover Neighbor, Discover Home Grants	8,568
Discovery Days	145,191
Early Childhood Collaboration and Alignment	31,665
Educational Programs	100,493
Facility and Grounds Maintenance	24,156
Family Success and Parenting	222,016
Field Maintenance	219,915
Field Maintenance - Off Seasonal	93,811
Genesis	11,974
Health & Physical Wellbeing	104,914

Home Buyer Programs	858,857
Home Ownership Programs	57,068
Homeless Assistance Programs	89,996
Internal Support for Conflict Resolution Facilitation and Community Involvement	25,168
Leadership & Homeowners Association Training	11,848
Meeting Rooms	41,344
Memorial Building - General Programs - Rentals	58,287
Museum Archives	59,628
Outdoor Programs - Outdoor Programs and Adventure Camps	40,521
Private Special Events - CS	15,333
Proactive Public Information, Education and Marketing - Rec	54,079
Reactive Public Information Media Relations - Rec	150,981
Recreation & Leisure	252,883
Recreation Center - Rentals	22,704
Recreation Center - Support of Union Reservoir Swim Beach and Events	5,445
Rental Housing Programs	921,292
Resource Referral & Education	30,267
Seasonal Ice Rink	153,172
Senior Center Management	305,362
Summer Camps	108,133
Sunset Golf Course - Building and Equipment Maintenance	151,471
Sunset Golf Course - Golf and Clubhouse Operations	153,971
Sunset Golf Course - Turf Maintenance and Irrigation	287,520
Therapeutics - Recreation Programs	36,413
Translations/Interpretation	21,848
Twin Peaks Golf Course - Building and Equipment Maintenance	288,195
Twin Peaks Golf Course - Golf and Clubhouse Operations	260,958
Twin Peaks Golf Course - Turf Maintenance and Irrigation	514,259
Ute Creek Golf Course - Building and Equipment Maintenance	365,125
Ute Creek Golf Course - Golf and Clubhouse Operations	244,150
Ute Creek Golf Course - Turf Maintenance and Irrigation	688,884
Volunteer Management - CS	91,675
Volunteer Parking Patrol	8,769
Youth Programs - Intramurals	74,372

4

1,104,001

Administration	472,963
Boards & Commissions Support - AIPP	16,822
Boards & Commissions Support - CDBG	12,388
Boards & Commissions Support - CS Director	37,294
Boards & Commissions Support - CYF	22,284
Boards & Commissions Support - Golf	5,522
Boards & Commissions Support - Museum	32,857
Boards & Commissions Support - Rec	8,809
City Meetings Special events - CS Director	4,286
Clubs	49,111
Concessions - Sunset Pool	43,087
Facility Event Rentals	118,070

Homebound Service	29,149
Longmont Symphony Orchestra	106
LSO 4th of July Concert	863
Museum Store	105,025
Proactive Public Information, Education and Marketing - CS	119,511
Senior Led Activities	25,853

Grand Total	22,577,971
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COMMUNITY SERVICES DEPARTMENT OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	9,580,339	10,014,998	10,920,316
Operating and Maintenance	3,682,535	4,714,551	5,999,119
Non-Operating	1,192,013	1,292,132	1,296,209
Capital	-	-	45,390
TOTAL	\$14,454,886	\$16,021,681	\$18,261,034

The Community Services Department strives to build a better community by providing dynamic, innovative and fully accessible services so that residents can gain the education, skills and knowledge they need to flourish. The department also works to meet the many human service needs in the community.

The divisions in this department are:

- ◆ Community Services Director
- ◆ Community and Neighborhood Resources
- ◆ Library
- ◆ Museum
- ◆ Recreation and Golf Services
- ◆ Children, Youth and Families
- ◆ Senior Services

All but the CDBG program, the Art in Public Places program (which is coordinated by the Museum), and Housing and Community Investment are funded from the General Fund. The Community Services Director also oversees the funding and monitoring process for human services agencies.



Community Services Director Overview

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	530,770	497,889	516,375
Operating and Maintenance	1,572,355	1,856,799	2,423,674
Non-Operating	1,106,543	1,206,543	1,206,543
Capital	-	-	-
TOTAL	\$3,209,668	\$3,561,231	\$4,146,592

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

This service is responsible for planning and implementing strategies to address human, cultural, leisure, housing and neighborhood needs throughout the Longmont community. The Community Services Department responds to those needs through direct service provision, contract services, and collaboration with organizations and community groups to develop actions to meet community needs.

The Community Services Director manages and supervises eight divisions that offer prevention and early intervention services, recreation and leisure services, community problem solving, neighborhood and community development, and educational and cultural services to Longmont residents. Those divisions are Community Development Block Grant/Affordable Housing, Library, Museum, Community and Neighborhood Resources, Recreation, Senior Services, and Children and Youth Resources. This service also works with the Housing and Human Services Advisory Board to evaluate human services, community development and housing needs and to make funding recommendations to City Council for human services agencies and affordable housing developers to address these needs.

SERVICE: COMMUNITY SERVICES DIRECTOR

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Director of Community Services	1.00	1.00	1.00
Community Service Project Coordinator	1.00	1.00	1.00
Communications & Marketing Specialist	1.00	1.00	1.00
Administrative Coordinator	0.00	0.00	1.00
Executive Assistant	1.00	1.00	0.00
TOTAL	4.00	4.00	4.00

COMMUNITY SERVICES DIRECTOR
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	373,799	373,503	387,310
112	Temporary Wages	34,959	-	-
121	Overtime Wages	1,004	2,589	2,589
126	RHS Plan	2,276	1,600	1,600
128	FICA	2,167	-	-
129	Medicare Contribution	5,157	5,397	5,598
131	MOPC	18,690	18,610	19,300
132	Employee Insurance	59,996	61,365	61,719
133	GERP Retirement	31,248	31,215	34,688
135	Compensation Insurance	691	186	144
136	Unemployment Insurance	182	124	127
137	Staff Training and Conference	-	2,500	2,500
142	Food Allowance	601	800	800
SUBTOTAL		530,770	497,889	516,375

OPERATING AND MAINTENANCE

210	Supplies	896	1,070	1,070
217	Dues and Subscriptions	912	505	505
218	NonCapital Equip and Furniture	-	-	2,100
240	Repair and Maintenance	6,424	9,735	9,735
245	Mileage Allowance	2,436	2,400	2,400
246	Liability Insurance	506	474	428
249	Operating Leases and Rentals	509	670	670
250	Prof and Contracted Services	113,037	77,860	69,839
252	Ads and Legal Notices	180	1,645	1,645
263	Postage	223	400	400
264	Printing Copying and Binding	1,737	6,809	6,809
269	Other Services and Charges	14,451	30,750	30,750
SUBTOTAL		141,312	132,318	126,351

NON-OPERATING EXPENSE

970	Transfers to Other Funds	1,106,543	1,206,543	1,206,543
SUBTOTAL		1,106,543	1,206,543	1,206,543
SERVICE TOTAL		\$1,778,625	\$1,836,750	\$1,849,269

HUMAN SERVICE AGENCIES

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

The City allocates 2.52% of the General Fund’s budgeted operating revenues for contractual services with a variety of human services agencies to provide assistance to residents in the areas of basic human service needs; neglect and abuse; prevention; child care; and self-sufficiency. Each fall, the Human Services Advisory Board recommends priorities and funding levels to the City Council. All agencies contracting with the City are bound by rules and regulations prohibiting discrimination based on race, gender, religion and age. The contracting agencies submit biannual reports on their use of allocated funds.

LINE ITEM BUDGET

OPERATING AND MAINTENANCE		2020 ACTUAL	2021 BUDGET	2022 BUDGET
250	Prof and Contracted Services	1,431,043	1,724,481	2,297,323
	SUBTOTAL	1,431,043	1,724,481	2,297,323
	SERVICE TOTAL	\$1,431,043	\$1,724,481	\$2,297,323

Note: 2020 actuals include \$87,000 in one-time funding that was transferred from the Special Retail Marijuana Tax Fund.

COMMUNITY AND NEIGHBORHOOD RESOURCES DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	452,112	469,628	639,388
Operating and Maintenance	22,606	46,908	80,538
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$474,718	\$516,536	\$719,926

The Community and Neighborhood Resources Division is included in two budget services: Community and Neighborhood Response, and Community and Neighborhood Support Services.

COMMUNITY AND NEIGHBORHOOD RESPONSE

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

This service includes Neighborhood Resources, Community Relations, and Mediation Services.

The Neighborhood Resources Program works with neighbors to identify and solve problems in individual neighborhoods; fosters the development of successful neighborhood relationships; coordinates the use of existing resources to support neighborhood development and revitalization; develops capital and programmatic resources to address problems identified by neighbors; establishes effective working relationships with schools, churches, civic groups and the business community; enhances public involvement and trust, and service partnerships; encourages residents to share responsibility for the quality of life in their neighborhoods; and fosters development of leadership skills for neighborhood residents. This service assists the Neighborhood Group Leaders Association, and administers funding for the Neighborhood Improvement and Neighborhood Activities programs.

The Mediation Program provides trained volunteer mediators to assist in resolving disputes involving landlords and tenants, neighbors, youth and peer relations, school issues, and racial and cross-cultural issues, and facilitation for nonprofit agencies, community groups, and the City of Longmont.

Community Relations offers technical assistance and training in cultural sensitivity, diversity, and leadership programs that reflect cultural awareness, celebrate diversity, and encourage members of different cultures to interact with each other and participate in the Longmont community. Community Relations sponsors community cultural celebrations and provides information and referral services for issues such as civil rights, fair housing, schools, and police. Community Relations provides internally to other City departments access to translators and consultation and technical assistance for departments working on projects that require outreach with or more participation from the Latino community.

SERVICE: COMMUNITY AND NEIGHBORHOOD RESPONSE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Community & Neighborhood Resources Manager	1.00	1.00	1.00
Community Relations Program Coordinator	1.00	1.00	1.00
Community Relations Specialist	1.00	1.00	1.00
Neighborhood Resource Coordinator	0.00	0.00	0.65
Neighborhood Resource Specialist	0.50	0.50	0.50
TOTAL	3.50	3.50	4.15

COMMUNITY AND NEIGHBORHOOD RESPONSE
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	288,753	298,669	367,115
126	RHS Plan	1,400	1,400	1,660
129	Medicare Contribution	3,749	4,331	5,324
131	MOPC	14,438	14,933	18,356
132	Employee Insurance	47,473	48,746	58,275
133	GERP Retirement	23,118	24,534	32,447
135	Compensation Insurance	962	808	562
136	Unemployment Insurance	144	96	118
137	Staff Training and Conference	12,842	1,400	1,400
142	Food Allowance	-	500	500
SUBTOTAL		392,878	395,417	485,757
OPERATING AND MAINTENANCE				
210	Supplies	1,397	21,600	22,928
217	Dues and Subscriptions	1,007	-	-
218	NonCapital Equip and Furniture	1,473	350	7,620
245	Mileage Allowance	-	1,850	1,850
246	Liability Insurance	757	760	760
250	Prof and Contracted Services	11,658	3,500	28,500
263	Postage	20	-	-
269	Other Services and Charges	25	-	-
SUBTOTAL		16,336	28,060	61,658
SERVICE TOTAL		\$409,214	\$423,477	\$547,415

COMMUNITY AND NEIGHBORHOOD SUPPORT SERVICES

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

Support Services provides services that support the Community and Neighborhood Resources, CDBG/Affordable Housing, and Community Services Administration divisions. Support Services is responsible for front-line customer service, which uses a triage model to assess customer needs and either provide direct assistance or refer to staff; for providing support in marketing and outreach of programs and services; for maintaining office equipment; and for managing information systems.

SERVICE: COMMUNITY AND NEIGHBORHOOD SUPPORT

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Social Equity Coordinator	0.00	0.00	0.65
Administrative Assistant	1.00	1.00	1.00
TOTAL	1.00	1.00	1.65

COMMUNITY AND NEIGHBORHOOD SUPPORT SERVICES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	39,597	51,304	111,972
112	Temporary Wages	-	1,930	1,930
121	Overtime	758	-	-
126	RHS Plan	3,967	400	660
128	FICA	-	120	120
129	Medicare Contribution	494	772	1,652
131	MOPC	1,741	2,565	5,598
132	Employee Insurance	8,465	8,465	17,747
133	GERP Retirement	2,789	4,310	9,861
135	Compensation Insurance	1,006	828	555
136	Unemployment Insurance	26	17	36
137	Staff Training and Conference	120	1,400	1,400
142	Food Allowance	270	2,100	2,100
SUBTOTAL		59,234	74,211	153,631
OPERATING AND MAINTENANCE				
210	Supplies	780	3,200	3,200
216	Reference Books and Materials	-	1,300	1,300
217	Dues and Subscriptions	362	911	911
218	NonCapital Equip and Furniture	-	248	248
240	Repair and Maintenance	-	150	150
246	Liability Insurance	478	479	511
249	Operating Leases and Rentals	2,027	4,765	4,765
252	Ads and Legal Notices	-	332	332
263	Postage	272	3,215	3,215
264	Printing Copying and Binding	2,350	4,248	4,248
SUBTOTAL		6,270	18,848	18,880
SERVICE TOTAL		\$65,503	\$93,059	\$172,511

LIBRARY DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	2,840,988	3,022,767	3,260,745
Operating and Maintenance	666,568	833,369	1,017,872
Non-Operating	-	-	-
Capital	-	-	5,390
TOTAL	\$3,507,556	\$3,856,136	\$4,284,007

The Library Division includes five budget services: Library Administration, Adult Services, Children's and Teen Services, Technical Services, and Circulation.



LIBRARY ADMINISTRATION

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

The Library Administration service manages personnel and resources, determines direction of Library services, and oversees and monitors Library functions. Specific activities include planning, scheduling, staff development, policy development, program development, collection development, budget preparation and monitoring, maintaining financial and statistical records, grant proposal writing, public information, meeting room scheduling, and working with groups external to the Library, such as the Library Board and Friends of the Library.

SERVICE: LIBRARY ADMINISTRATION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Library Director	1.00	1.00	1.00
Marketing Coordinator	0.75	0.75	0.75
Librarian I	0.00	0.00	1.00
Campus Supervisor	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
Office Assistant	0.50	0.50	0.50
TOTAL	4.25	4.25	5.25

LIBRARY ADMINISTRATION
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	298,631	304,451	384,382
112	Temporary Wages	28,214	54,739	57,203
121	Overtime Wages	225	1,000	750
122	Longevity Compensation	-	-	-
126	RHS Plan	3,752	1,700	2,100
128	FICA	1,758	3,394	3,547
129	Medicare Contribution	4,201	5,208	6,402
131	MOPC	14,870	15,222	19,219
132	Employee Insurance	50,177	50,235	61,501
133	GERP Retirement	23,809	25,574	34,595
135	Compensation Insurance	387	170	138
136	Unemployment Insurance	152	100	128
137	Staff Training and Conference	6,133	5,000	5,000
141	Uniforms Protective Clothing	-	100	100
SUBTOTAL		432,308	466,893	575,065

OPERATING AND MAINTENANCE

210	Supplies	15,652	33,278	32,399
217	Dues and Subscriptions	5,879	700	21,100
218	NonCapital Equip and Furniture	3,693	1,500	262,200
240	Repair and Maintenance	10,412	6,000	9,369
245	Mileage Allowance	-	32	32
246	Liability Insurance	939	799	909
247	Safety Expenses	1,533	2,500	1,750
249	Operating Leases and Rentals	-	-	-
250	Prof and Contracted Services	49,967	80,500	12,100
261	Telephone Charges	2,021	1,700	2,050
263	Postage	44	250	150
264	Printing Copying and Binding	-	500	200
269	Other Services and Charges	728	500	500
SUBTOTAL		90,867	128,259	342,759
SERVICE TOTAL		\$523,175	\$595,152	\$917,824

ADULT SERVICES

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

This service provides library services to adults, including assisting borrowers in locating information and materials in the Library and referring borrowers to resources outside of the Library, selecting new books and other materials for the adult collection, planning and presenting Library programs, conducting group and class tours, special services such as the homebound program and book collections for nursing homes, setting up book displays and bulletin boards, preparing news releases, eliminating outdated materials from the collection, and Interlibrary Loan, which is helping borrowers locate and request materials that are not available through the Library catalog.

SERVICE: ADULT SERVICES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Librarian II	1.00	1.00	1.00
Librarian I	4.25	4.25	4.25
Sr Library Technician	1.25	1.25	1.00
Library Technician	2.00	2.00	2.00
TOTAL	8.50	8.50	8.25

ADULT SERVICES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	476,403	513,160	521,062
112	Temporary Wages	33,285	50,933	52,292
126	RHS Plan	6,961	3,400	3,300
128	FICA	2,064	3,158	3,300
129	Medicare Contribution	6,327	8,180	8,326
131	MOPC	23,486	25,658	26,056
132	Employee Insurance	84,175	84,428	83,176
133	GERP Retirement	37,602	42,854	46,649
135	Compensation Insurance	1,558	2,421	1,653
136	Unemployment Insurance	255	169	173
SUBTOTAL		672,115	734,361	745,987
OPERATING AND MAINTENANCE				
209	Ebooks Eaudiobooks	87,815	23,000	-
210	Supplies	(40)	-	-
211	Adult Books	110,554	215,000	220,640
213	Periodicals	9,512	13,000	13,000
214	Pamphlets and Documents	150	-	-
215	Audiovisual Materials	23,748	45,000	32,250
216	Reference Books and Materials	658	-	-
217	Dues and Subscriptions	(1,280)	-	-
240	Repair and Maintenance	-	500	-
245	Mileage Allowance	-	400	400
246	Liability Insurance	670	676	643
250	Prof and Contracted Services	4,307	8,300	6,000
263	Postage	9	200	200
269	Other Services and Charges	88,493	75,527	81,313
SUBTOTAL		324,596	381,603	354,446
SERVICE TOTAL		\$996,711	\$1,115,964	\$1,100,433

CHILDREN'S AND TEEN SERVICES

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

This service provides library services for children and teens. They include activities similar to the adult department, such as assisting borrowers in locating information and materials in the Library and referring borrowers to resources outside of the Library, selecting new books and other materials, planning and presenting Library programs, conducting group and class tours, setting up book displays and bulletin boards, preparing news releases, and eliminating outdated materials from the collection.

SERVICE: CHILDREN'S AND TEENS' SERVICES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Librarian II	1.00	1.00	1.00
Librarian I	2.75	2.75	2.75
Library Technician	1.25	1.25	1.25
TOTAL	5.00	5.00	5.00

CHILDREN'S AND TEEN SERVICES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	308,353	315,374	329,908
112	Temporary Wages	12,820	28,301	29,274
126	RHS Plan	2,283	2,001	2,001
128	FICA	795	1,755	1,834
129	Medicare Contribution	3,898	4,984	5,213
131	MOPC	15,418	15,769	16,496
132	Employee Insurance	51,455	51,843	52,618
133	GERP Retirement	24,685	26,290	29,476
135	Compensation Insurance	125	583	413
136	Unemployment Insurance	156	103	106
SUBTOTAL		419,989	447,003	467,339

OPERATING AND MAINTENANCE

209	Ebooks Eaudiobooks	11,588	-	-
210	Supplies	959	6,500	6,000
212	Children's Books	55,676	87,000	75,640
213	Periodicals	759	1,500	1,000
215	Audiovisual Materials	10,266	10,000	10,000
245	Mileage Allowance	-	100	100
246	Liability Insurance	351	410	392
250	Prof and Contracted Services	-	500	500
264	Printing Copying and Binding	51	1,000	1,000
269	Other Services and Charges	-	200	200
SUBTOTAL		79,649	107,210	94,832
SERVICE TOTAL		\$499,639	\$554,213	\$562,171

CIRCULATION

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

The Library Circulation service maintains records of the Library's borrowers, including which materials are on loan to each borrower. Specific services are checking materials in and out and registering borrowers. Related services include placing holds on materials, notifying patrons when held items are available, notifying patrons of overdue materials, collecting fines, resolving issues with delinquent patrons, shelving returned materials, and searching the collection for items identified as missing.

SERVICE: CIRCULATION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Circulation Desk Manager	1.00	1.00	1.00
Sr Library Technician	1.00	1.00	1.00
Library Technician	0.00	0.00	0.00
Library Assistant	3.65	3.46	3.46
Library Page	5.00	5.00	5.00
TOTAL	10.65	10.46	10.46

CIRCULATION
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	412,453	438,097	457,942
112	Temporary Wages	186,566	158,703	182,142
126	RHS Plan	3,333	4,185	4,185
128	FICA	11,585	9,840	10,282
129	Medicare Contribution	7,787	8,653	9,044
131	MOPC	20,609	21,905	22,896
132	Employee Insurance	72,498	72,142	73,146
133	GERP Retirement	32,997	36,647	41,054
135	Compensation Insurance	2,078	1,766	1,218
136	Unemployment Insurance	220	143	148
SUBTOTAL		750,125	752,081	802,057
OPERATING AND MAINTENANCE				
210	Supplies	1,856	2,500	2,500
218	NonCapital Equip and Furniture	-	500	6,000
245	Mileage Allowance	-	32	32
246	Liability Insurance	743	716	680
250	Prof and Contracted Services	3,191	6,000	4,000
263	Postage	581	1,000	750
SUBTOTAL		6,371	10,748	13,962
SERVICE TOTAL		\$756,496	\$762,829	\$816,019

TECHNICAL SERVICES

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

Technical Services includes most of the Library's "behind-the-scenes" activities that typically require specialized technical skills. Units within this service are System Administration, which maintains the Library's catalog software upon which all Library activities depend; Cataloging, which handles the classification and description of each item in the collection; Acquisitions, which handles the purchasing of all books and audiovisual materials for the collection; Bindery, which includes mending damaged books and preparing items for the binder; Withdrawals, which is the preparation of materials for discard and removal from the collection; and Preparation, which is preparation, such as jacketing, of new materials to go into the collection.

SERVICE: TECHNICAL SERVICES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Librarian II	1.00	1.00	1.00
Device Specialist	1.00	1.00	1.00
Sr Library Technician	0.75	0.75	1.00
Library Technician	3.50	3.50	3.50
Library Assistant	1.10	1.29	1.29
Library Page	0.50	0.50	0.50
TOTAL	7.85	8.04	8.29

TECHNICAL SERVICES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	377,637	429,856	464,403
112	Temporary Wages	57,356	50,376	52,267
126	RHS Plan	3,527	3,214	3,314
128	FICA	3,556	3,123	3,264
129	Medicare Contribution	5,615	6,963	7,498
131	MOPC	18,714	21,494	23,220
132	Employee Insurance	69,173	70,732	74,136
133	GERP Retirement	29,963	35,906	41,580
135	Compensation Insurance	699	624	462
136	Unemployment Insurance	210	141	153
SUBTOTAL		566,450	622,429	670,297
OPERATING AND MAINTENANCE				
210	Supplies	26,532	34,440	52,100
217	Dues and Subscriptions	12,658	9,235	18,637
218	NonCapital Equip and Furniture	-	-	-
240	Repair and Maintenance	118,884	145,746	128,389
246	Liability Insurance	534	528	547
263	Postage	777	2,100	2,100
264	Printing Copying and Binding	561	2,500	2,500
269	Other Services and Charges	5,139	11,000	7,600
SUBTOTAL		165,085	205,549	211,873
CAPITAL OUTLAY				
440	Machinery and Equipment	-	-	5,390
SUBTOTAL		-	-	5,390
SERVICE TOTAL		\$731,534	\$827,978	\$887,560

MUSEUM DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	867,219	915,702	1,006,926
Operating and Maintenance	239,623	206,123	232,296
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$1,106,842	\$1,121,825	\$1,239,222

The Museum Division includes two budget services: Museum and Museum Auditorium.



MUSEUM

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

The Museum Service operates the Longmont Museum in accordance with its mission to engage the community in an exploration of history, art and science through exhibition, education, and the collection, preservation and interpretation of regional history. To that end the Museum preserves local and regional history through a program of collection, conservation, research, exhibition, and interpretation of original artifacts, documents and photographs pertaining to the Longmont region. The Museum maintains permanent exhibits on regional history and mounts six to 12 changing exhibits annually in the fields of history, art, and science to give the Longmont community access to a range of media, materials, and subject matter of statewide, national and international significance, as well as local interest. It offers a range of educational and public programming, serving preschoolers through retirees, furthering the Museum's role as a center for lifelong learning. The Museum also operates the Longmont Archives, a community resource for original research into the Museum's archival and photograph collections on regional history.

SERVICE: MUSEUM

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Museum Director	1.00	1.00	1.00
Museum Curator	3.00	3.00	3.00
Assistant Museum Curator	0.00	0.00	0.00
Museum Exhibitions Technician	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00
Registrar	0.50	0.50	0.50
Fund Development & Marketing Specialist	0.75	0.75	0.75
Visitor Services Manager	0.50	0.50	0.50
TOTAL	7.75	7.75	7.75

MUSEUM
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	499,761	496,864	532,764
112	Temporary Wages	41,045	65,664	84,240
121	Overtime Wages	-	300	300
126	RHS Plan	3,876	3,100	3,100
128	FICA	2,547	4,071	4,254
129	Medicare Contribution	6,798	8,156	8,721
131	MOPC	24,986	24,843	26,637
132	Employee Insurance	81,859	81,982	85,242
133	GERP Retirement	40,008	41,736	47,949
135	Compensation Insurance	2,096	1,614	1,123
136	Unemployment Insurance	248	164	174
137	Staff Training and Conference	2,666	4,000	4,000
SUBTOTAL		705,892	732,494	798,504

OPERATING AND MAINTENANCE

210	Supplies	29,317	15,458	25,002
216	Reference Books and Materials	67	435	435
217	Dues and Subscriptions	7,651	7,100	8,420
218	NonCapital Equip and Furniture	7,240	3,250	63,250
225	Freight	-	2,000	2,500
240	Repair and Maintenance	9,742	14,652	16,085
245	Mileage Allowance	17	500	500
246	Liability Insurance	974	930	1,050
247	Safety Expenses	463	820	820
249	Operating Leases and Rentals	24,470	3,800	3,000
250	Prof and Contracted Services	32,884	67,371	41,325
252	Ads and Legal Notices	6,170	1,650	-
261	Telephone Charges	426	430	430
263	Postage	8,055	2,000	2,000
264	Printing Copying and Binding	10,088	500	-
269	Other Services and Charges	1,903	6,222	6,800
SUBTOTAL		139,469	127,118	171,617
SERVICE TOTAL		\$845,360	\$859,612	\$970,121

MUSEUM AUDITORIUM

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

The 250-seat Stewart Auditorium provides space for concerts, lectures, symposia and other gatherings.

SERVICE: MUSEUM AUDITORIUM

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Auditorium and Event Manager	1.00	1.00	1.00
Visitor Services Manager	0.50	0.50	0.50
TOTAL	1.50	1.50	1.50

**MUSEUM AUDITORIUM
LINE ITEM BUDGET**

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	96,201	95,432	100,613
112	Temporary Wages	32,400	53,095	71,415
126	RHS Plan	600	600	600
128	FICA	2,009	3,292	3,292
129	Medicare Contribution	1,759	2,154	2,229
131	MOPC	4,810	4,772	5,030
132	Employee Insurance	15,746	15,746	16,098
133	GERP Retirement	7,702	8,016	9,055
135	Compensation Insurance	53	69	57
136	Unemployment Insurance	48	32	33
SUBTOTAL		161,327	183,208	208,422
OPERATING AND MAINTENANCE				
210	Supplies	16,712	2,680	2,870
217	Dues and Subscriptions	600	-	-
218	Non Capital Equipment and Furni-	18,917	1,500	1,500
224	Resale Merchandise	1,863	12,000	12,000
246	Liability Insurance	150	175	169
249	Operating Leases and Rentals	310	3,800	-
250	Prof and Contracted Services	36,624	21,950	2,740
256	Refunds	23,423	35,500	40,000
259	Licenses and Permits	714	1,400	1,400
263	Postage	32	-	-
264	Printing Copying and Binding	810	-	-
SUBTOTAL		100,154	79,005	60,679
SERVICE TOTAL		\$261,481	\$262,213	\$269,101

RECREATION DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	3,387,516	3,531,441	3,682,864
Operating and Maintenance	973,534	1,144,273	1,220,089
Non-Operating	85,470	85,589	89,666
Capital	-	-	40,000
TOTAL	\$4,446,520	\$4,761,303	\$5,032,619

The Recreation and Golf Division provides a variety of recreational activities for Longmont residents. There are 12 budget services in the Recreation Division.

The services are:

- ◆ Recreation Administration
- ◆ Recreation Center
- ◆ Athletics and Team Sports
- ◆ Aquatics
- ◆ Concessions
- ◆ General Programs and Facilities
- ◆ Outdoor Recreation
- ◆ Recreation for Special Needs
- ◆ Community Events
- ◆ Seasonal Ice Rink
- ◆ Youth Recreation Programs
- ◆ Sports Field Maintenance

Golf services are not funded from the General Fund.



RECREATION ADMINISTRATION

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

Recreation Administration administers and supervises the services of the Recreation Division. Activities include employee selection, training, scheduling, supervision and evaluation; purchasing; budget preparation and control; program development and implementation; and public relations. This service responds to customer concerns and problems and provides representation at City Council and advisory board meetings. This service also oversees the operations of the Callahan House.

According to the City's financial policies, Recreation fees shall be established to obtain at least 80% self-support, excluding capital purchases over \$5,000, and to support community events that are free to the public and youth enrichment programs, which are offered free or at reduced rates.

SERVICE: RECREATION ADMINISTRATION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Recreation & Golf Manager	0.60	0.60	0.60
Recreation Program Supervisor	0.40	0.40	0.40
Communications and Marketing Manager	0.25	0.25	0.25
Administrative Assistant	1.00	1.00	1.00
TOTAL	2.25	2.25	2.25

RECREATION ADMINISTRATION
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	173,075	171,884	185,941
112	Temporary Wages	1,231	-	-
121	Overtime Wages	182	-	-
126	RHS Plan	1,861	900	900
128	FICA	104	-	-
129	Medicare Contribution	2,206	2,528	2,697
131	MOPC	8,654	8,594	9,297
132	Employee Insurance	27,774	28,167	29,582
133	GERP Retirement	13,857	14,238	16,518
135	Compensation Insurance	63	80	1,555
136	Unemployment Insurance	84	56	61
137	Staff Training and Conference	500	2,000	2,000
141	Uniforms Protective Clothing	793	637	637
142	Food Allowance	65	-	-
SUBTOTAL		230,448	229,084	249,188

OPERATING AND MAINTENANCE

210	Supplies	6,590	15,000	15,000
216	Reference Books and Materials	-	37	37
217	Dues and Subscriptions	9,375	495	495
218	NonCapital Equip and Furniture	290	225	225
240	Repair and Maintenance	-	16,139	16,139
245	Mileage Allowance	161	2,203	2,203
246	Liability Insurance	496	403	468
247	Safety Expenses	-	222	222
249	Operating Leases and Rentals	1,804	1,425	1,425
250	Prof and Contracted Services	20,696	8,964	8,964
252	Ads and Legal Notices	5,971	1,500	1,500
261	Telephone Charges	840	2,655	2,655
263	Postage	222	23,000	23,000
264	Printing Copying and Binding	6,908	18,774	18,774
269	Other Services and Charges	55,368	64,456	64,456
SUBTOTAL		108,721	155,498	155,563

NON-OPERATING EXPENSE

970	Transfers To Other Funds	85,470	85,589	89,666
SUBTOTAL		85,470	85,589	89,666

CAPITAL OUTLAY

470	Planning and Design	-	-	40,000
SUBTOTAL		-	-	40,000
SERVICE TOTAL		\$424,639	\$470,171	\$534,417

RECREATION CENTER

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

The Recreation Center is part of the Recreation Division of the Community Services Department. The facility opened in March 2002 and includes a recreational pool with water features, a six-lane lap pool with diving well, a three-court gymnasium, a running/walking track, weight and aerobics rooms, a climbing wall, a game room, and meeting/classrooms. Under normal circumstances the Recreation Center is open 108 hours per week.

SERVICE: RECREATION CENTER

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Recreation Area Supervisor	1.00	1.00	1.00
Recreation Program Supervisor	0.85	0.85	0.85
Recreation Program Coordinator	0.80	1.00	1.00
Pool Technician	0.35	0.35	0.35
Fitness Specialist	0.75	0.75	1.00
Swim Lesson Specialist	0.50	0.50	0.50
Head Lifeguard	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
Office Assistant	2.50	1.75	1.00
TOTAL	8.75	8.20	7.70

RECREATION CENTER
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	459,843	449,993	458,672
112	Temporary Wages	615,113	580,945	607,088
121	Overtime Wages	419	-	-
122	Longevity Compensation	-	1,980	-
126	RHS Plan	4,504	3,280	3,081
128	FICA	37,337	36,789	37,639
129	Medicare Contribution	14,641	18,562	15,454
131	MOPC	22,832	22,500	22,935
132	Employee Insurance	76,994	74,201	73,389
133	GERP Retirement	36,556	37,749	41,280
135	Compensation Insurance	30,991	31,243	20,298
136	Unemployment Insurance	233	149	151
141	Uniforms Protective Clothing	144	2,850	2,850
SUBTOTAL		1,299,606	1,260,241	1,282,837
OPERATING AND MAINTENANCE				
210	Supplies	13,977	18,000	18,000
217	Dues and Subscriptions	1,388	900	900
218	NonCapital Equip and Furniture	742	6,000	6,000
222	Chemicals	18,567	22,204	22,204
224	Resale Merchandise	3,195	4,500	4,500
240	Repair and Maintenance	7,710	21,500	21,500
245	Mileage Allowance	8	350	350
246	Liability Insurance	5,918	6,701	7,027
247	Safety Expenses	147	1,125	1,125
249	Operating Leases and Rentals	1,209	1,275	1,275
250	Prof and Contracted Services	6,918	23,737	23,737
252	Ads and Legal Notices	-	1,000	1,000
260	Utilities	162,093	143,087	143,087
261	Telephone Charges	1,088	-	-
263	Postage	8	1,000	1,000
264	Printing Copying and Binding	849	4,000	4,000
269	Other Services and Charges	-	250	250
SUBTOTAL		223,816	255,629	255,955
SERVICE TOTAL		\$1,523,421	\$1,515,870	\$1,538,792

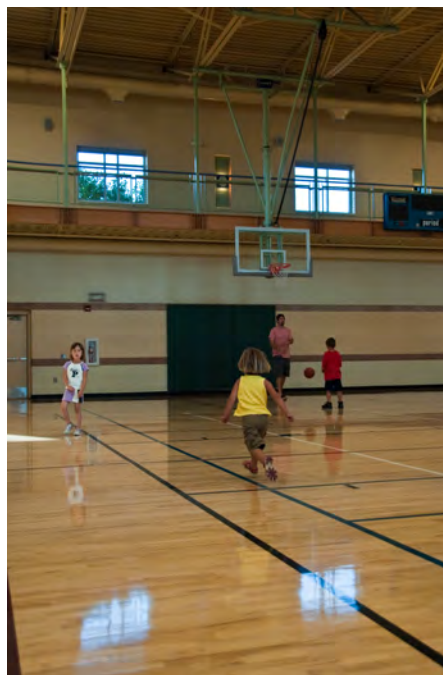
ATHLETICS AND TEAM SPORTS

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

The Athletics and Team Sports budget service is part of the Recreation Division. This service provides instructional and competitive athletic opportunities for a wide range of interests and ability levels for Longmont area youth, teens and adults. A well-rounded program of special-interest classes, clinics and seasonal sports are offered to provide positive athletic and team sport experiences, as well as to promote the development of lifetime skills and social interaction among participants. The service includes the staffing and operational costs for all athletic and team sport programs.



SERVICE: ATHLETICS AND TEAM SPORTS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Recreation Program Supervisor	0.60	0.60	0.60
Recreation Program Coordinator	0.80	0.80	0.80
TOTAL	1.40	1.40	1.40

ATHLETICS AND TEAM SPORTS
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	91,396	90,005	96,229
112	Temporary Wages	96,012	164,872	172,291
121	Overtime Wages	393	-	-
126	RHS Plan	1,072	560	560
128	FICA	5,982	10,383	10,682
129	Medicare Contribution	2,522	4,721	3,894
131	MOPC	4,535	4,500	4,811
132	Employee Insurance	14,803	14,851	15,397
133	GERP Retirement	7,262	7,560	8,660
135	Compensation Insurance	6,377	7,842	5,064
136	Unemployment Insurance	45	29	32
141	Uniforms Protective Clothing	578	675	675
SUBTOTAL		230,976	305,998	318,295
OPERATING AND MAINTENANCE				
210	Supplies	26,305	19,167	19,167
217	Dues and Subscriptions	-	200	200
218	NonCapital Equip and Furniture	164	500	500
240	Repair and Maintenance	-	250	250
245	Mileage Allowance	49	375	375
246	Liability Insurance	2,667	2,299	1,259
247	Safety Expenses	63	375	375
250	Prof and Contracted Services	43,750	22,987	22,987
260	Utilities	86,253	59,699	59,699
261	Telephone Charges	43	-	-
263	Postage	-	250	250
264	Printing Copying and Binding	-	500	500
269	Other Services and Charges	-	2,500	2,500
SUBTOTAL		159,293	109,102	108,062
SERVICE TOTAL		\$390,269	\$415,100	\$426,357

AQUATICS

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

The Aquatics budget service is part of the Recreation Division. This service provides instruction, open swimming, and competitive programs for all ages. Facilities operated and maintained by this service include an indoor, year-round pool (Centennial), a large outdoor pool (Sunset), and activity pools at Roosevelt and Kanemoto parks. The goal of this service is to provide Longmont and area residents with a safe, educational and secure environment in which to pursue aquatics-based recreation opportunities.

SERVICE: AQUATICS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Recreation Area Supervisor	1.00	1.00	1.00
Recreation Program Supervisor	0.60	0.60	0.60
Recreation Program Coordinator	1.40	1.20	1.20
Swim Lesson Specialist	0.25	0.25	0.25
Pool Technician	0.65	0.65	0.65
Office Assistant	0.00	0.75	0.75
TOTAL	3.90	4.45	4.45

AQUATICS
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	256,636	271,777	286,783
112	Temporary Wages	271,875	302,175	334,351
121	Overtime Wages	454	-	-
122	Longevity Compensation	1,980	-	-
126	RHS Plan	1,527	1,780	1,779
128	FICA	16,912	19,115	20,729
129	Medicare Contribution	7,168	10,201	9,007
131	MOPC	12,805	13,588	14,339
132	Employee Insurance	42,148	44,844	45,886
133	GERP Retirement	20,503	22,829	25,810
135	Compensation Insurance	62,581	53,842	35,855
136	Unemployment Insurance	128	89	95
141	Uniforms and Protective Clothing	336	525	525
SUBTOTAL		695,054	740,765	775,159

OPERATING AND MAINTENANCE

210	Supplies	10,451	25,000	25,000
217	Dues and Subscriptions	3,855	2,242	2,242
218	NonCapital Equip and Furniture	590	1,250	1,250
222	Chemicals	19,074	32,756	40,756
224	Resale Merchandise	-	1,250	1,250
240	Repair and Maintenance	4,970	20,000	28,000
245	Mileage Allowance	208	-	-
246	Liability Insurance	21,290	15,008	15,666
247	Safety Expenses	441	885	885
250	Prof and Contracted Services	13,991	11,250	11,250
252	Ads and Legal Notices	-	-	-
260	Utilities	66,659	66,013	70,013
261	Telephone Charges	1,129	-	-
263	Postage	-	100	100
264	Printing Copying and Binding	1,125	750	750
269	Other Services and Charges	40	250	250
273	Fleet Lease Operating and Mtc	4,769	2,522	2,307
274	Fleet Lease Replacement	5,305	5,305	5,305
SUBTOTAL		153,897	184,581	205,024
SERVICE TOTAL		\$848,951	\$925,346	\$980,183

CONCESSIONS

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

The Concessions budget service purchases and resells food and nonalcoholic beverage concessions at Sunset Pool (seasonal) and provides a limited selection of items at the Longmont Recreation Center (year round).

CONCESSIONS
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
112	Temporary Wages	-	17,952	17,952
128	FICA	-	1,143	1,113
129	Medicare Contribution	-	288	260
135	Compensation Insurance	383	165	162
141	Uniforms and Protective Clothing	-	75	75
SUBTOTAL		383	19,623	19,562
OPERATING AND MAINTENANCE				
210	Supplies	-	844	844
218	NonCapital Equip and Furniture	-	188	188
224	Resale Merchandise	-	10,000	10,000
240	Repair and Maintenance	-	1,000	1,000
246	Liability Insurance	144	142	122
247	Safety Expenses	-	225	225
260	Utilities	26,977	4,500	4,500
273	Fleet Lease Operating and Mtc	1,305	648	1,967
SUBTOTAL		28,426	17,547	18,846
SERVICE TOTAL		\$28,809	\$37,170	\$38,408

GENERAL PROGRAMS AND FACILITIES

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

This service provides various leisure activities to Longmont-area residents. A wide variety of programs are offered throughout the year, including creative arts, performing arts, gymnastics, fitness and wellness, preschool, summer day camp, and teen and adult special-interest classes. This service also is responsible for scheduling and operating the St. Vrain Memorial Building, Roosevelt Pavilion and Izaak Walton Clubhouse.

SERVICE: GENERAL PROGRAMS AND FACILITIES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Recreation Area Supervisor	1.00	1.00	1.00
Recreation Program Supervisor	0.30	0.30	0.30
Recreation Program Coordinator	1.90	1.90	1.90
Administrative Analyst	0.57	0.57	0.57
Administrative Assistant	1.00	1.00	1.00
TOTAL	4.77	4.77	4.77

GENERAL PROGRAMS AND FACILITIES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	292,031	296,550	314,800
112	Temporary Wages	145,088	172,481	180,243
121	Overtime Wages	41	-	-
126	RHS Plan	1,520	1,908	1,908
128	FICA	9,009	10,865	11,175
129	Medicare	5,762	7,873	7,179
131	MOPC	14,593	14,828	15,740
132	Employee Insurance	48,978	48,931	50,326
133	GERP Retirement	23,366	24,911	28,278
135	Compensation Insurance	25,045	22,108	14,849
136	Unemployment Insurance	149	97	105
141	Uniforms Protective Clothing	-	375	375
SUBTOTAL		565,582	600,927	624,978
OPERATING AND MAINTENANCE				
210	Supplies	2,630	8,000	8,000
217	Dues and Subscriptions	880	75	75
218	NonCapital Equip and Furniture	1,688	1,100	1,100
240	Repair and Maintenance	2,615	1,250	1,250
246	Liability Insurance	3,509	3,110	3,136
247	Safety Expenses	270	754	754
249	Operating Leases and Rentals	-	2,362	2,362
250	Prof and Contracted Services	59,352	90,000	90,000
252	Ads and Legal Notices	200	175	175
259	Licenses and Permits	550	1,250	1,250
260	Utilities	34,378	40,513	40,513
261	Telephone Charges	4,090	63	63
263	Postage	14	1,000	1,000
264	Printing Copying and Binding	-	975	975
269	Other Services and Charges	-	600	600
273	Fleet Lease Operating and Mtc	3,962	1,618	5,828
274	Fleet Lease Replacement	9,585	9,585	24,580
SUBTOTAL		123,723	162,430	181,661
SERVICE TOTAL		\$689,304	\$763,357	\$806,639

OUTDOOR RECREATION

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

This service provides adventurous, nature-oriented activities, including canoeing, kayaking, sailing, snowshoeing, day trips, horseback riding, bicycling, fly fishing and sleigh rides. Most programs use the services of licensed, professional outfitters or instructors. The annual Longmont Triathlon and Turkey Trot also are included in this service.

**OUTDOOR RECREATION
LINE ITEM BUDGET**

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
112	Temporary Wages	-	992	992
128	FICA	-	62	62
129	Medicare	-	16	14
135	Compensation Insurance	20	17	9
SUBTOTAL		20	1,087	1,077
OPERATING AND MAINTENANCE				
210	Supplies	-	17,000	17,000
246	Liability Insurance	537	314	426
249	Operating Leases and Rentals	-	300	300
250	Prof and Contracted Services	1,307	11,000	11,000
252	Ads and Legal Notices	-	450	450
259	Licenses and Permits	-	262	262
263	Postage	3	150	150
264	Printing Copying and Binding	-	200	200
SUBTOTAL		1,847	29,676	29,788
SERVICE TOTAL		\$1,867	\$30,763	\$30,865

RECREATION FOR SPECIAL NEEDS

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

This service provides programming for participants with special needs, including developmental disabilities, emotional challenges, hearing and visual impairments, and physical limitations. The goal of this service is to provide participants with a variety of positive experiences that will lead to emotional, psychological, and physical growth and development. Individual assistance, including one-on-one support, is provided to individuals with special needs in order to ensure that all programs and services offered by the division are available to all members of the community in accordance with the Americans with Disabilities Act.

SERVICE: RECREATION FOR SPECIAL NEEDS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Recreation Program Coordinator	0.10	0.10	0.10
TOTAL	0.10	0.10	0.10

RECREATION FOR SPECIAL NEEDS

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	5,736	5,818	6,246
112	Temporary Wages	4,105	28,727	30,020
126	RHS Plan	-	40	40
128	FICA	262	1,819	1,861
129	Medicare	131	679	526
131	MOPC	281	291	312
132	Employee Insurance	960	960	999
133	GERP Retirement	450	489	562
135	Compensation Insurance	587	534	312
136	Unemployment Insurance	3	2	2
SUBTOTAL		12,515	39,359	40,880
OPERATING AND MAINTENANCE				
210	Supplies	351	225	225
218	NonCapital Equip and Furniture	-	250	250
246	Liability Insurance	54	56	39
250	Prof and Contracted Services	-	75	75
261	Telephone Charges	43	-	-
264	Printing Copying and Binding	-	45	45
SUBTOTAL		448	651	634
SERVICE TOTAL		\$12,963	\$40,010	\$41,514

COMMUNITY EVENTS

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

The Community Events service provides a variety of events that reflect the diverse interests and tastes of Longmont residents. Annual events include a Community Concert Series, the Hometown Holiday Parade, and Rhythm on the River. These events are provided at no cost to the community due to sponsorships and donations from local businesses and organizations in addition to funding and staff time provided by the City.

COMMUNITY EVENTS
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	311	-	-
112	Temporary Wages	480	-	-
128	FICA	30	-	-
129	Medicare	11	-	-
131	MOPC	16	-	-
133	GERP Retirement	25	-	-
135	Compensation Insurance	1,018	15	-
141	Uniforms and Protective Clothing	-	500	500
SUBTOTAL		1,890	515	500
OPERATING AND MAINTENANCE				
210	Supplies	1,197	2,974	3,974
218	NonCapital Equip and Furniture	-	823	823
246	Liability Insurance	1,294	1,202	-
249	Operating Leases and Rentals	-	25,000	45,000
250	Prof and Contracted Services	29,042	57,630	85,630
252	Ads and Legal Notices	-	1,500	2,500
263	Postage	-	50	50
264	Printing Copying and Binding	-	1,000	1,000
SUBTOTAL		31,533	90,179	138,977
SERVICE TOTAL		\$33,424	\$90,694	\$139,477

SEASONAL ICE RINK

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

This service operates the seasonal outdoor ice skating rink located in the Pavilion at Roosevelt Park. The ice rink operates from November through March and provides the community with opportunities for open recreational ice skating, ice hockey, and other programs. The ice rink also can be rented for birthday parties and other activities during off-peak hours.



SEASONAL ICE RINK
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	198	-	-
112	Temporary Wages	98,337	71,096	96,589
121	Overtime Wages	320	-	-
128	FICA	6,129	4,512	5,988
129	Medicare	1,433	1,125	1,400
135	Compensation Insurance	1,711	1,371	777
SUBTOTAL		108,128	78,104	104,754
OPERATING AND MAINTENANCE				
210	Supplies	8,679	3,750	4,250
217	Dues and Subscriptions	106	1,500	1,500
218	NonCapital Equip and Furniture	1,207	2,000	2,000
240	Repair and Maintenance	2,381	4,213	5,213
246	Liability Insurance	381	276	302
247	Safety Expenses	184	112	112
249	Operating Leases and Rentals	-	1,200	1,200
250	Prof and Contracted Services	13,983	12,952	13,952
252	Ads and Legal Notices	-	1,000	2,000
259	Licenses and Permits	-	82	82
260	Utilities	19,789	13,875	16,375
261	Telephone Charges	-	125	125
264	Printing Copying and Binding	-	200	200
SUBTOTAL		46,710	41,285	47,311
SERVICE TOTAL		\$154,838	\$119,389	\$152,065

YOUTH RECREATION PROGRAMS

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

This service is responsible for the Middle School Soccer Program. Teams are organized at participating middle schools, coaches are paid, and transportation is provided to and from the schools to game day locations. A spring season and a fall season are offered each year.

YOUTH RECREATION PROGRAMS
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
112	Temporary Wages	5,517	21,073	22,021
128	FICA	298	1,335	1,365
129	Medicare	80	357	319
135	Compensation Insurance	409	369	191
SUBTOTAL		6,304	23,134	23,896
OPERATING AND MAINTENANCE				
210	Supplies	3,254	2,445	2,445
246	Liability Insurance	2,037	1,443	1,681
273	Fleet Lease Operating and Mtc	5,000	2,803	1,755
274	Fleet Lease Replacement	12,288	16,227	16,227
SUBTOTAL		22,579	22,918	22,108
SERVICE TOTAL		\$28,883	\$46,052	\$46,004

SPORTS FIELD MAINTENANCE

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

Sports Field Maintenance is responsible for preparing and maintaining athletic fields and practice areas. This service area provides direct support to the Recreation Athletic Service area and field rental groups. Parks used for athletic games and practices include Sandstone Ranch Phase 1 and Phase II, Clark-Centennial, Garden Acres, Rothrock Dell, Kanemoto, and Carr parks.

SERVICE: SPORTS FIELDS MAINTENANCE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Recreation Program Supervisor	0.25	0.25	0.25
Sr Grounds Maintenance Technician	2.00	2.00	2.00
TOTAL	2.25	2.25	2.25

SPORTS FIELD MAINTENANCE
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	129,376	127,682	133,950
112	Temporary Wages	49,076	48,244	50,415
121	Overtime Wages	5,617	6,000	6,000
122	Longevity Compensation	2,340	2,400	2,460
126	RHS Plan	1,414	900	900
128	FICA	3,094	3,066	3,126
129	Medicare Contribution	1,705	2,055	1,841
131	MOPC	6,433	6,383	6,698
132	Employee Insurance	21,066	21,068	21,432
133	GERP Retirement	10,301	10,725	12,055
135	Compensation Insurance	5,042	3,852	2,630
136	Unemployment Insurance	64	42	44
137	Staff Training and Conference	403	-	-
141	Uniforms Protective Clothing	680	187	187
SUBTOTAL		236,610	232,604	241,738
OPERATING AND MAINTENANCE				
210	Supplies	19,775	21,000	21,000
240	Repair and Maintenance	1,676	-	-
246	Liability Insurance	2,701	3,863	2,653
260	Utilities	377	-	-
261	Telephone Charges	426	300	300
273	Fleet Lease Operating and	17,403	19,431	8,481
274	Fleet Lease Replacement	30,182	30,183	23,726
SUBTOTAL		72,541	74,777	56,160
SERVICE TOTAL		\$309,151	\$307,381	\$297,898

SENIOR SERVICES DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	751,509	814,903	1,030,997
Operating and Maintenance	82,444	117,587	119,496
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$833,953	\$932,490	\$1,150,493

The Senior Services Division includes one budget service.



SENIOR SERVICES

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

The Senior Services Division is responsible for identifying the needs of Longmont's older adults and their families; advocating, planning, and implementing programs to meet those needs; and managing the operation of the Longmont Senior Center. Senior Services staff provide services and develop resources in five major areas:

- ◆ Basic Needs, which is primarily information and referral services connecting customers to various resources
- ◆ Personal Connections and Community Involvement, which is primarily volunteer coordination, lifelong learning, and drop-in programs
- ◆ Health and Wellness, which is primarily fitness, outdoor and sports programs, and emotional support services
- ◆ Aging in Community, which is primarily information and case management assistance services as well as support and education programs for caregivers. It includes efforts in planning and policy for a community in which older persons can age well.
- ◆ Management of the Longmont Senior Center as a focal point for information and programs for adults 55 years of age and older and their caregivers.

SERVICE: SENIOR SERVICES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Seniors Services Manager	1.00	1.00	1.00
Seniors Counseling & Resource Education Coordi-	1.00	1.00	1.00
Seniors Recreation Program Supervisor	1.00	1.00	1.00
Seniors Resource Specialist	2.75	2.75	2.75
LHA Seniors Resource Specialist	0.00	0.00	0.00
Seniors Recreation Program Coordinator	1.00	1.00	1.00
Senior Services Counselor	0.00	0.00	1.00
Administrative Assistant	1.00	1.00	1.00
Office Assistant	1.00	1.00	1.00
TOTAL	8.75	8.75	9.75

SENIOR SERVICES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	527,100	562,774	729,106
112	Temporary Wages	22,718	46,502	47,076
121	Overtime Wages	859	4,000	4,000
122	Longevity Compensation	2,280	2,340	2,400
126	RHS Plan	3,420	3,500	4,300
128	FICA	1,409	2,883	2,883
129	Medicare Contribution	5,786	7,511	9,831
131	MOPC	26,355	28,139	36,455
132	Employee Insurance	91,025	92,472	116,322
133	GERP Retirement	42,203	46,868	65,188
135	Compensation Insurance	27,758	13,729	9,198
136	Unemployment Insurance	276	185	238
137	Staff Training and Conference	320	4,000	4,000
SUBTOTAL		751,509	814,903	1,030,997
OPERATING AND MAINTENANCE				
210	Supplies	8,707	22,126	26,525
216	Reference Books and Materials	35	100	100
217	Dues and Subscriptions	1,119	525	351
218	NonCapital Equip and Furniture	-	950	2,300
240	Repair and Maintenance	12,871	11,370	21,810
245	Mileage Allowance	58	50	50
246	Liability Insurance	3,472	3,190	3,135
247	Safety Expenses	-	150	150
249	Operating Leases and Rentals	2,289	4,600	4,600
250	Prof and Contracted Services	8,035	25,758	15,758
252	Ads and Legal Notices	198	500	500
261	Telephone Charges	-	150	150
263	Postage	1,321	1,900	1,500
264	Printing Copying and Binding	21,897	30,000	30,000
269	Other Services and Charges	151	1	1
273	Fleet Lease Operating and Mtc	10,087	4,014	362
274	Fleet Lease Replacement	12,203	12,203	12,204
SUBTOTAL		82,444	117,587	119,496
SERVICE TOTAL		\$833,953	\$932,490	\$1,150,493

CHILDREN, YOUTH AND FAMILIES DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	750,226	762,668	783,021
Operating and Maintenance	125,404	509,492	905,154
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$875,630	\$1,272,160	\$1,688,175

The Children, Youth and Families Division includes one budget service.



CHILDREN, YOUTH AND FAMILIES

FUND: GENERAL FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

The Children, Youth and Families Division inspires and empowers youth to be active, responsible members of society while strengthening the connection between youth and the community. To achieve its mission, the division works closely with youth and families to develop programs and influence community change that will strengthen the lives of Longmont's youth. Children, Youth and Families operates from a philosophical base that is focused on building the skills and attributes – or assets – that youth need to be successful in life. Children, Youth and Families looks at the whole person in its work with youth. Services are provided to youth of all ages and their families with special emphasis placed on middle and high school youth. Programs include comprehensive support focused on family success, family and individual counseling, educational classes, leadership skills and youth development training, coordination of the community Youth Asset Building efforts and Youth Asset Awards, community problem solving on youth issues, and assistance to neighborhoods on youth programs and services. This service is also responsible for managing the Meeker Neighborhood Center.

SERVICE: CHILDREN AND YOUTH FAMILY RESOURCES

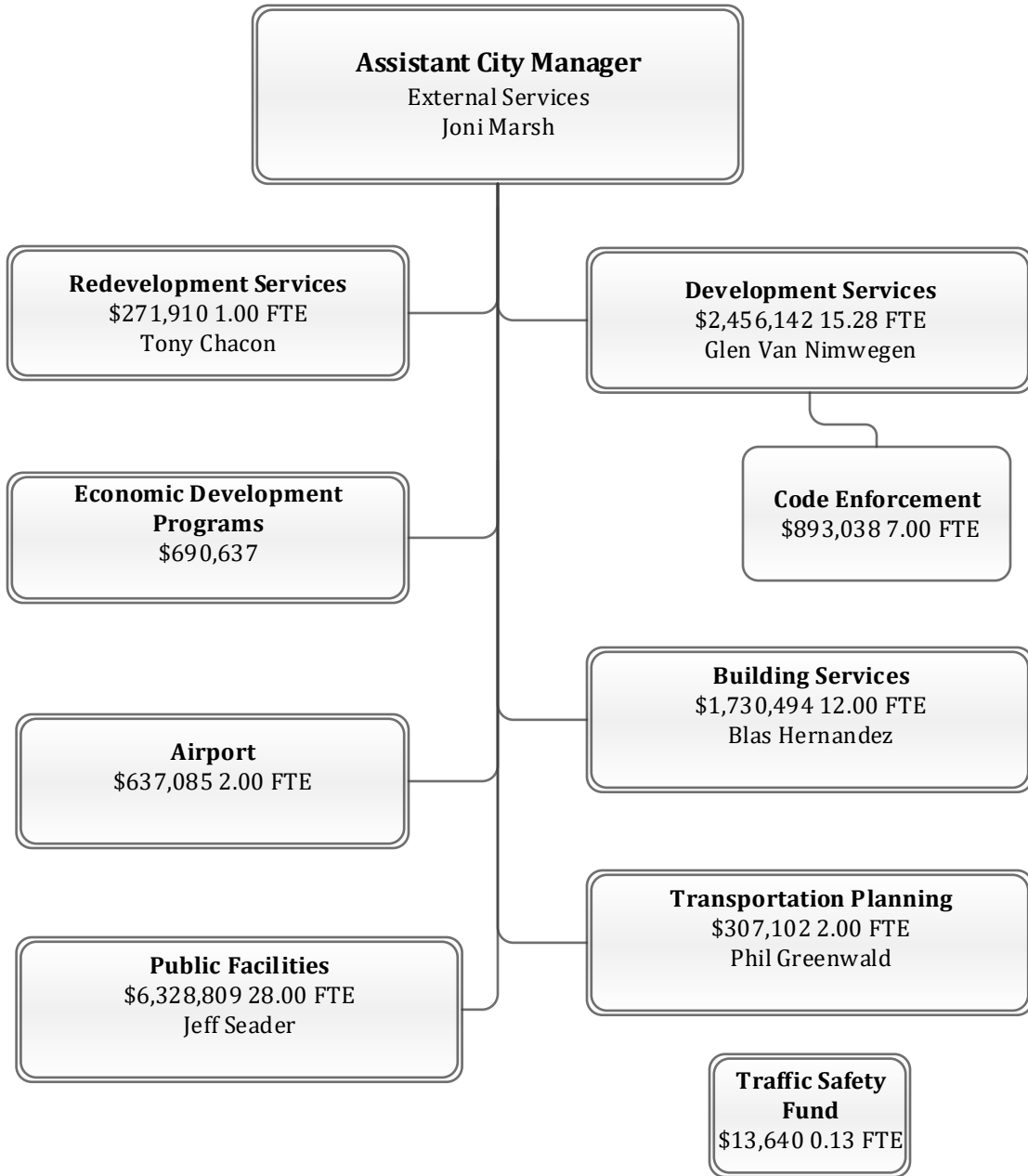
BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
CYF Manager	1.00	1.00	1.00
CYF Counselor	2.00	2.00	2.00
CYF Community Coordinator	2.00	2.00	2.00
CYF Program Leader	1.00	2.00	2.00
Administrative Assistant	1.00	1.00	1.00
TOTAL	7.00	8.00	8.00

CHILDREN, YOUTH AND FAMILIES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	522,149	562,253	583,024
112	Temporary Wages	44,722	3,000	3,135
121	Overtime Wages	1,926	3,732	3,732
126	RHS Plan	2,400	3,200	3,200
128	FICA	2,710	186	194
129	Medicare	7,186	8,198	8,498
131	MOPC	25,963	28,113	29,151
132	Employee Insurance	88,559	91,462	92,318
133	GERP Retirement	41,571	45,868	51,228
135	Compensation Insurance	7,350	12,475	4,353
136	Unemployment Insurance	268	181	188
137	Staff Training and Conference	5,421	4,000	4,000
SUBTOTAL		750,226	762,668	783,021
OPERATING AND MAINTENANCE				
210	Supplies	31,624	38,155	45,375
217	Dues and Subscriptions	634	910	910
218	NonCapital Equip and Furniture	-	1,000	1,000
229	Materials and Supplies	-	50,000	50,000
240	Repair and Maintenance	-	7,608	7,608
245	Mileage Allowance	47	500	500
246	Liability Insurance	7,768	7,032	6,997
250	Prof and Contracted Services	46,429	376,283	762,283
261	Telephone Charges	426	-	-
263	Postage	432	2,000	2,000
264	Printing Copying and Binding	428	1,335	1,335
269	Other Services and Charges	-	1,445	1,445
273	Fleet Lease Operating and Mtc	14,127	-	2,211
274	Fleet Lease Replacement	23,488	23,224	23,490
SUBTOTAL		125,404	509,492	905,154
SERVICE TOTAL		\$875,630	\$1,272,160	\$1,688,175

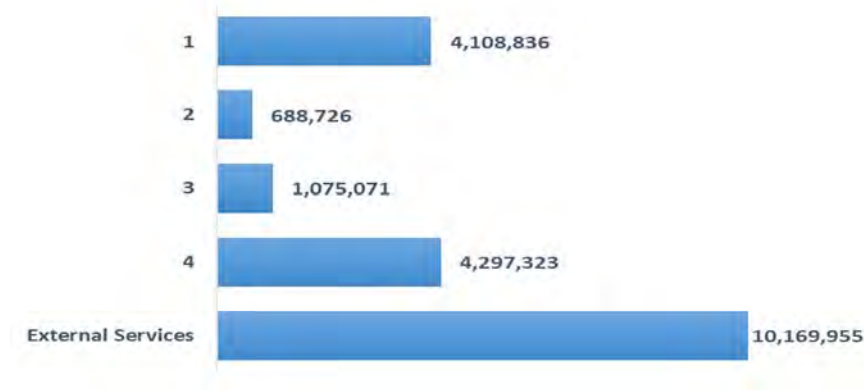
External Services Department

\$13,021,755 67.41 FTE



EXTERNAL SERVICES

Resource Alignment 2021 Proposed Budget - \$10,169,955



Quartile	Program	Program Cost
1		4,108,836
	Airport Management	110,964
	Building Inspection	887,576
	Building Permit Issuance	628,190
	Code Amendments	109,315
	Comprehensive Planning	181,221
	Data and report Generation	63,247
	Development Review	750,280
	Development Services	332,117
	Development Services - Redevelopment	13,762
	Health and Safety Codes Enforcement	319,117
	Intergovernmental Activities	72,301
	Nuisance Codes Enforcement	312,009
	Regulatory Compliance	42,599
	Transportation Planning	286,137
2		688,726
	Development and Redevelopment Projects	58,927
	Environmental Codes Enforcement	71,579
	Historic Preservation	146,814
	Major Maintenance	89,284
	Project Management of Capital Projects - PDS	16,572
	Public Airport Development	39,605
	Routine Maintenance	112,175
	Urban Renewal Projects	153,769
3		1,075,071
	Boulder Small Business Development Center	59,110
	Business Grants and Loan Program	7,366
	Colorado Enterprise Fund	7,403

Contractor Licensing	97,863
Elevator Inspections	44,421
Latino Chamber of Boulder County	44,416
LDDA Support	23,375
LDDA Support - Redevelopment	27,524
Liquor Licensing Inspections	11,479
Longmont EDP Contract	267,726
Other Events	3,873
Primary Employment Incentives	970
Private Airport Development	41,909
Proactive Public Education and Marketing - Airport	28,512
Public Information Sponsorship and Support	7,550
Reactive Public Info Media Relations	83,091
Special events - Airport	18,485
Visit Longmont Contract	300,000
4	4,297,323
Boards & Commissions Support - Airport	40,092
Boards & Commissions Support - PDS	175,168
Facilities Maintenance, Safety, and Security	2,863,765
Lease of Employee Parking Downtown	27,126
Private Special Events - Airport	3,466
Project Management of Capital Projects - Facilities	474,963
Utilities	712,744
Grand Total	10,169,955

EXTERNAL SERVICES DEPARTMENT OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	5,114,044	5,809,157	6,304,609
Operating and Maintenance	4,374,618	3,407,830	3,830,147
Non-Operating	-	-	-
Capital	36,894	-	6,000
TOTAL	\$9,525,556	\$9,216,987	\$10,140,756

The External Services Department includes Planning and Development Services, Building Inspection and Permits, Code Enforcement, Redevelopment, Economic Development Programs, Facilities Operations, Facilities Management, and Facilities Project Management.



ECONOMIC DEVELOPMENT PROGRAMS

FUND: GENERAL FUND

DEPARTMENT: EXTERNAL SERVICES

SERVICE DESCRIPTION:

This budget service supports the contracts for Longmont EDP, SBDC, the Latino Chamber, and the Colorado Enterprise Fund.

LINE ITEM BUDGET

OPERATING AND MAINTENANCE		2020 ACTUAL	2021 BUDGET	2022 BUDGET
250	Prof and Contracted Services	185,758	255,758	354,058
269	Other Services and Charges	198,348	307,050	336,579
SUBTOTAL		384,106	562,808	690,637
SERVICE TOTAL		\$384,106	\$562,808	\$690,637

PLANNING AND DEVELOPMENT SERVICES OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	2,728,881	3,129,755	3,452,073
Operating and Maintenance	1,916,413	525,467	728,563
Non-Operating	-	-	-
Capital	-	-	6,000
TOTAL	\$4,645,294	\$3,655,222	\$4,186,636

Planning & Development Services is responsible for the overall management and coordination of Planning Services, Development Review, and Building Inspection services.

PLANNING AND DEVELOPMENT SERVICES

FUND: GENERAL FUND

DEPARTMENT: EXTERNAL SERVICES

SERVICE DESCRIPTION:

Planning & Development Services is responsible for the overall management and coordination of Planning services, Development Review and Building Inspection services; Code Enforcement; Parking Enforcement; coordination of the one-stop services delivered by the Development Services Center; research and special studies for project-specific task forces and steering committees, the Planning and Zoning Commission, and the City Council. This department frequently is involved in projects that are part of the City Council's annual work plans.

SERVICE: PLANNING AND DEVELOPMENT SERVICES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Director of Planning and Development	1.00	0.00	0.00
Planning Director	0.00	1.00	1.00
Planning Manager	1.00	1.00	1.00
Transportation Planning Manager	1.00	1.00	0.00
Principal Planner	3.00	3.00	3.00
Transportation Planner	1.00	1.00	0.00
Traffic Safety Coordinator	0.00	0.00	0.38
Sr Environmental/Sustainability Planner	1.00	1.00	0.00
Environmental/Sustainability Planner	0.00	0.00	1.00
Sr Planner	2.00	1.00	1.00
Planning Technician	0.75	0.75	0.75
Planner	0.00	0.00	0.00
Associate Planner	2.00	3.00	2.00
Development Project Administrator	0.00	0.00	0.65
GIS Analyst	0.00	0.00	1.00
Application Support Analyst	0.00	0.00	0.00
Technical Functional Analyst	1.00	1.00	1.00
Administrative Supervisor	1.00	1.00	1.00
Administrative Assistant	0.50	0.50	0.50
Office Assistant	0.50	0.50	1.00
TOTAL	15.75	15.75	15.28

PLANNING AND DEVELOPMENT SERVICES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	1,070,638	1,374,181	1,335,332
112	Temporary Wages	-	5,000	5,000
121	Overtime Wages	-	600	600
126	RHS Plan	7,304	6,300	6,110
128	FICA	-	310	310
129	Medicare Contribution	14,160	19,997	19,436
131	MOPC	53,385	68,708	66,766
132	Employee Insurance	228,784	226,741	213,653
133	GERP Retirement	85,489	115,433	120,180
135	Compensation Insurance	6,891	4,400	2,446
136	Unemployment Insurance	693	455	440
137	Staff Training and Conference	2,324	17,019	25,019
142	Food Allowance	60	700	700
SUBTOTAL		1,469,729	1,839,844	1,795,992

OPERATING AND MAINTENANCE

210	Supplies	11,668	10,780	12,328
216	Reference Books and Materials	114	600	600
217	Dues and Subscriptions	6,639	8,052	8,052
218	NonCapital Equip and Furniture	5,259	2,530	8,775
240	Repair and Maintenance	35,589	44,550	47,550
245	Mileage Allowance	39	550	550
246	Liability Insurance	2,495	4,361	2,296
247	Safety Expenses	-	25	25
250	Prof and Contracted Services	196,414	72,777	206,777
252	Ads and Legal Notices	1,049	1,875	1,875
261	Telephone Charges	2,138	2,125	2,125
263	Postage	1,151	2,507	2,507
264	Printing and Copying	554	2,950	2,950
269	Other Services and Charges	1,373,624	50,638	50,638
SUBTOTAL		1,636,734	204,320	347,048

CAPITAL OUTLAY

440	Machinery and Equipment	-	-	6,000
SUBTOTAL		-	-	6,000
SERVICE TOTAL		\$3,106,463	\$2,044,164	\$2,149,040

BUILDING SERVICES

FUND: GENERAL FUND

DEPARTMENT: EXTERNAL SERVICES

SERVICE DESCRIPTION:

The Building Services Division is charged with enforcing City ordinances regulating building construction, substandard housing and zoning conformance. The purpose of these ordinances is to provide minimum standards to safeguard life, health, property and the public welfare by regulating materials, use, occupancy, location, and maintenance of all buildings and structures within the city. The division provides support and coordination for the activities of the Board of Adjustment and Appeals, the Master Board of Appeals, and the Board of Environmental Affairs. The division collects sales tax and fees for building permits; plan reviews; and water, sewer, electric, parks, community investment and street improvements. The division also administers the contractor licensing and elevator safety inspection programs.

SERVICE: BUILDING SERVICES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Chief Building Official	1.00	1.00	1.00
Assistant Chief Building Official	0.00	0.00	1.00
Sr Project Manager/Plans Examiner	1.00	0.00	1.00
Building Inspection Supervisor	1.00	1.00	0.00
Sr Building Inspector	2.00	2.00	2.00
Sr Plans Examiner	1.00	1.00	0.00
Plans Examiner	2.00	2.00	2.00
Sr Electrical Inspector	2.00	2.00	2.00
Building Permit Tech II	2.00	2.00	2.00
Administrative Assistant	1.00	1.00	1.00
TOTAL	13.00	12.00	12.00

BUILDING SERVICES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	875,763	885,683	945,701
112	Temporary Wages	92,082	80,200	83,809
121	Overtime Wages	7,493	28,584	28,584
126	RHS Plan	6,095	4,800	4,800
128	FICA	5,717	4,972	5,196
129	Medicare Contribution	12,075	14,006	14,927
131	MOPC	43,412	44,283	47,287
132	Employee Insurance	145,454	145,993	151,188
133	GERP Retirement	69,507	74,246	84,948
135	Compensation Insurance	581	505	381
136	Unemployment Insurance	440	293	312
137	Staff Training and Conference	438	4,677	7,477
141	Uniforms Protective Clothing	-	1,500	4,200
142	Food Allowance	96	169	169
SUBTOTAL		1,259,152	1,289,911	1,378,979
OPERATING AND MAINTENANCE				
210	Supplies	5,850	5,108	5,108
216	Reference Books and Materials	1,265	2,174	4,674
217	Dues and Subscriptions	2,725	2,590	2,590
218	NonCapital Equip and Furniture	463	1,280	1,280
240	Repair and Maintenance	23,820	31,249	31,249
245	Mileage Allowance	-	100	100
246	Liability Insurance	2,459	2,985	2,754
247	Safety Expenses	525	497	497
250	Prof and Contracted Services	118,540	138,050	138,050
252	Ads and Legal Notices	-	200	200
261	Telephone Charges	6,596	10,500	10,500
263	Postage	51	2,276	2,276
264	Printing Copying and Binding	1,753	2,262	2,262
269	Other Services and Charges	71,241	74,000	120,000
273	Fleet Lease Operating and Mtc	14,486	17,970	14,287
274	Fleet Lease Replacement	29,905	29,906	15,688
SUBTOTAL		279,679	321,147	351,515
SERVICE TOTAL		\$1,538,831	\$1,611,058	\$1,730,494

TRANSPORTATION PLANNING

FUND: GENERAL FUND

DEPARTMENT: EXTERNAL SERVICES

SERVICE DESCRIPTION:

Coordinating transportation and land use planning, including the evaluation of transportation impacts from proposed development, to provide a safe and efficient transportation.

SERVICE: TRANSPORTATION PLANNING

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Transportation Planning Manager	0.00	0.00	1.00
Transportation Planner	0.00	0.00	1.00
TOTAL	0.00	0.00	2.00

TRANSPORTATION PLANNING
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	-	-	210,143
126	RHS Plan	-	-	800
129	Medicare Contribution	-	-	3,047
131	MOPC	-	-	10,507
132	Employee Insurance	-	-	33,623
133	GERP Retirement	-	-	18,913
136	Unemployment Insurance	-	-	69
SUBTOTAL		-	-	277,102
OPERATING AND MAINTENANCE				
250	Prof and Contracted Services	-	-	30,000
SUBTOTAL		-	-	30,000
SERVICE TOTAL		\$-	\$-	\$307,102

CODE ENFORCEMENT OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	593,124	657,611	683,500
Operating and Maintenance	105,903	204,879	209,538
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$699,026	\$862,490	\$893,038

Code Enforcement officers issue summonses to municipal court and levy administrative fines for violations of the Longmont Municipal Code. This budget includes two services: Code Enforcement and Parking Enforcement.

CODE ENFORCEMENT

FUND: GENERAL FUND

DEPARTMENT: EXTERNAL SERVICES

SERVICE DESCRIPTION:

Code Enforcement staff are peace officers as designated by the City Manager and are empowered to enforce regulations and adherence to municipal codes. They have the authority to issue summonses to municipal court, levy administrative fines, and issue parking tickets.

The four main areas of focus are:

- ◆ Health and safety concerns such as substandard housing, hoarding; rental housing standards, vacant/abandoned/dangerous buildings, condemnations of unsafe structures, rodent and insect infestations, mold, building without permits (fences, porches, sheds, re-roofs), clandestine meth labs and illegal marijuana grow operations, and adherence to building code.
- ◆ Environmental concerns such as storm water quality protection – EPA mandated National Pollutant Discharge Elimination System, stagnant water to prevent mosquito breeding grounds, and illegal dumping.
- ◆ Enforcement of nuisance codes including those involving junked and abandoned vehicles on private and public property; parking violations on public streets; accumulations of junk and debris on private and public property; illegal obstructions of the public streets, alleys and sidewalks; snow and ice on sidewalks; dead or diseased trees and overgrown weeds; graffiti; rat control; slaughterhouse regulations; regulation of amateur radio towers; illegal connections to utility lines; excavations; and beekeeping.
- ◆ Enforcement of zoning ordinances for permitted uses of public rights of way, house numbering, ambulatory vendors, City park regulations, fence permits, wood burning restrictions, sign code regulations, smoking in public places, home occupations, and outdoor lighting – dark sky regulations.

SERVICE: CODE ENFORCEMENT

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Code Enforcement Manager	1.00	1.00	1.00
Sr Code Enforcement/Housing Inspector	1.00	1.00	1.00
Code Enforcement Inspector	4.00	4.00	4.00
TOTAL	6.00	6.00	6.00

**CODE ENFORCEMENT
LINE ITEM BUDGET**

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	380,514	382,283	399,552
112	Temporary Wages	3,326	41,798	41,798
121	Overtime Wages	634	1,837	1,837
126	RHS Plan	2,000	2,400	2,400
128	FICA	241	2,591	2,591
129	Medicare Contribution	4,578	6,151	6,399
131	MOPC	18,985	19,115	19,978
132	Employee Insurance	62,676	62,882	63,759
133	GERP Retirement	30,398	31,910	35,743
135	Compensation Insurance	4,175	4,527	4,520
136	Unemployment Insurance	190	124	130
137	Staff Training and Conference	163	6,000	6,000
141	Uniforms Protective Clothing	2,529	2,925	2,925
142	Food Allowance	-	40	40
SUBTOTAL		510,410	564,583	587,672

OPERATING AND MAINTENANCE

210	Supplies	1,162	5,320	5,320
216	Reference Books and Materials	24	200	200
217	Dues and Subscriptions	90	1,501	1,501
218	NonCapital Equip and Furniture	212	2,200	2,200
230	Printing Copying and Binding	-	300	300
240	Repair and Maintenance	11,877	19,349	26,349
246	Liability Insurance	2,725	2,599	2,660
247	Safety Expenses	1,700	3,462	3,462
250	Prof and Contracted Services	28,010	42,069	42,069
261	Telephone Charges	4,326	5,400	5,400
263	Postage	1,186	1,577	1,577
264	Printing and Copying	440	1,822	1,822
269	Other Services and Charges	-	25,000	25,000
273	Fleet Lease Operating and Mtc	18,578	28,885	27,754
274	Fleet Lease Replacement	4,807	4,807	5,854
SUBTOTAL		75,136	144,491	151,468
SERVICE TOTAL		\$585,546	\$709,074	\$739,140

PARKING ENFORCEMENT

FUND: GENERAL FUND

DEPARTMENT: EXTERNAL SERVICES

SERVICE DESCRIPTION:

Parking Enforcement enforces the City's parking laws in the downtown area fairly and consistently and provides support for the Disability Parking Patrol volunteers.

SERVICE: PARKING ENFORCEMENT

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Parking Enforcement Officer	1.50	1.00	1.00
TOTAL	1.50	1.00	1.00

PARKING ENFORCEMENT
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	46,427	46,080	48,177
112	Temporary Wages	18,799	28,058	28,058
126	RHS Plan	400	400	400
128	FICA	1,166	1,740	1,740
129	Medicare Contribution	836	1,075	1,106
131	MOPC	2,321	2,304	2,409
132	Employee Insurance	7,603	7,603	7,708
133	GERP Retirement	3,717	3,871	4,336
135	Compensation Insurance	935	32	28
136	Unemployment Insurance	23	15	16
137	Staff Training and Conference	-	300	300
141	Uniforms Protective Clothing	488	1,100	1,100
142	Food Allowance	-	450	450
SUBTOTAL		82,714	93,028	95,828
OPERATING AND MAINTENANCE				
210	Supplies	367	2,620	2,620
217	Dues and Subscriptions	12,566	13,375	13,375
218	NonCapital Equip and Furniture	-	8,700	7,304
240	Repair and Maintenance	1,410	2,900	5,076
245	Mileage Allowance	175	1,600	1,600
246	Liability Insurance	550	540	486
250	Prof and Contracted Services	-	2,500	-
261	Telephone Charges	1,814	2,300	2,300
263	Postage	812	1,150	1,150
264	Printing Copying and Binding	132	900	900
269	Other Services and Charges	396	600	600
273	Fleet Lease Operating and Mtc	4,897	13,006	12,462
274	Fleet Lease Replacement	7,648	10,197	10,197
SUBTOTAL		30,767	60,388	58,070
SERVICE TOTAL		\$113,481	\$153,416	\$153,898

PUBLIC FACILITIES OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	1,663,412	1,888,926	2,026,087
Operating and Maintenance	1,937,725	2,085,210	2,072,448
Non-Operating	-	-	-
Capital	36,894	-	-
TOTAL	\$3,638,031	\$3,974,136	\$4,098,535

Public Facilities includes three budget services: Facility Maintenance, Facility Operations, and Facilities Project Management.

FACILITIES MAINTENANCE

FUND: GENERAL FUND

DEPARTMENT: EXTERNAL SERVICES

SERVICE DESCRIPTION:

Facilities Maintenance Services provides core building system maintenance and core building system repair services for general City facilities with limited support for specifically funded facilities and outlying locations. Primary duties are within each facility's envelope and include general core building occupancy HVAC and BAS repair and maintenance, electrical repair and maintenance, plumbing repair and maintenance, roof system repair, preventive maintenance for core building equipment, construction-related repairs, access hardware repair, and contract/project management for core building system maintenance and repairs. Facilities

Maintenance Services also serves as a construction expert liaison for other divisions when remodel projects affect the core building systems of facilities that FMS supports. Additionally, the Facilities Maintenance Services budget includes utilities for General Fund sites and a staff parking lot lease.

SERVICE: FACILITY MAINTENANCE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Facilities Manager	1.00	1.00	1.00
Facilities Maintenance Supervisor	0.00	1.00	1.00
Facilities Maintenance Tech Lead	1.00	0.00	0.00
Facilities Maintenance Technician II	4.00	4.00	4.00
TOTAL	6.00	6.00	6.00

FACILITIES MAINTENANCE
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	414,472	415,059	433,946
121	Overtime Wages	16,657	26,787	26,781
126	RHS Plan	3,265	2,400	2,400
129	Medicare Contribution	5,490	6,018	6,294
131	MOPC	20,682	20,754	21,697
132	Employee Insurance	68,485	68,485	69,433
133	GERP Retirement	33,116	34,866	39,056
135	Compensation Insurance	18,647	17,200	10,376
136	Unemployment Insurance	208	139	145
137	Staff Training and Conference	3,575	3,600	3,600
141	Uniforms Protective Clothing	1,395	2,700	2,700
SUBTOTAL		585,991	598,008	616,428
OPERATING AND MAINTENANCE				
210	Supplies	6,059	6,699	7,754
217	Dues and Subscriptions	472	472	472
218	NonCapital Equip and Furniture	7,766	4,000	5,029
240	Repair and Maintenance	101,615	133,101	129,036
246	Liability Insurance	5,599	4,549	5,351
247	Safety Expenses	990	2,100	1,900
248	Lease Purchase Installments	328,078	280,439	280,439
249	Operating Leases and Rentals	27,015	27,287	27,777
250	Prof and Contracted Services	226,081	252,901	261,783
260	Utilities	653,554	711,359	711,359
261	Telephone Charges	4,167	4,428	4,438
264	Printing Copying and Binding	400	-	-
273	Fleet Lease Operating and Mtc	22,776	21,591	21,050
274	Fleet Lease Replacement	25,906	30,394	37,602
SUBTOTAL		1,410,479	1,479,320	1,493,990
CAPITAL OUTLAY				
432	Vehicles	24,696	-	-
440	Machinery and Equipment	12,198	-	-
SUBTOTAL		36,894	-	-
SERVICE TOTAL		\$2,033,364	\$2,077,328	\$2,110,418

FACILITIES OPERATIONS

FUND: GENERAL FUND

DEPARTMENT: EXTERNAL SERVICES

SERVICE DESCRIPTION:

Facilities Operations Services provides custodial services and contracted custodial services, and manages building operational systems and contracted services related to non-core building operating systems for general City facilities with limited support for specifically funded facilities and outlying locations. Primary duties involve custodial cleaning, including set-up and light maintenance of the buildings; inspection and maintenance of critical operating systems, e.g. fire and burglar alarm systems, fire sprinkler systems, fire extinguishers, ADA and automatic doors, keyless entry and security gates, etc.; and contracted services such as divided wall partition preventive maintenance, automated motorized window treatment preventive maintenance and repairs, painting, gym wood floor annual maintenance, carpet cleaning, window cleaning, door lock and hardware repairs, pest control, tile and carpet repair, rag cleaning, custodial equipment repairs, etc. Facilities Operations Services also serves as a construction expert liaison for other divisions when remodel projects affect building operating systems that FOS supports and is a building contact for vendors who need access to complete scheduled FOS/FMS repairs, inspections, etc.

SERVICE: FACILITY OPERATIONS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Facilities Operations & CIP Manager	1.00	1.00	1.00
Lead Custodian	0.00	1.00	1.00
Custodian	18.75	17.75	18.00
TOTAL	19.75	19.75	20.00

FACILITIES OPERATIONS
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	686,010	851,044	934,770
112	Temporary Wages	129	-	-
121	Overtime Wages	18,682	24,000	34,000
122	Longevity Compensation	2,040	2,100	-
126	RHS Plan	6,749	7,900	8,000
128	FICA	8	-	-
129	Medicare Contribution	8,202	12,351	13,553
131	MOPC	34,258	42,557	46,731
132	Employee Insurance	136,585	139,832	149,055
133	GERP Retirement	54,853	70,887	83,486
135	Compensation Insurance	8,939	12,140	6,080
136	Unemployment Insurance	414	278	302
137	Staff Training and Conference	-	-	-
141	Uniforms Protective Clothing	1,998	2,000	2,000
	SUBTOTAL	958,867	1,165,089	1,277,977
OPERATING AND MAINTENANCE				
210	Supplies	126,225	120,369	149,048
218	NonCapital Equip and Furniture	3,222	22,180	17,300
240	Repair and Maintenance	31,117	20,484	20,484
246	Liability Insurance	955	650	228
247	Safety Expenses	349	-	-
250	Prof and Contracted Services	358,053	434,374	379,608
261	Telephone Charges	2,730	3,400	3,400
273	Fleet Lease Operating and Mtc	4,595	4,433	2,674
274	Fleet Lease Replacement	-	-	5,716
	SUBTOTAL	527,246	605,890	578,458
	SERVICE TOTAL	\$1,486,113	\$1,770,979	\$1,856,435

FACILITIES PROJECT MANAGEMENT

FUND: GENERAL FUND

DEPARTMENT: EXTERNAL SERVICES

SERVICE DESCRIPTION:

Facilities Project Management provides management functions for capital municipal building projects identified in the Capital Improvement Plan. It generally supports projects funded by the General Fund and the Public Improvement Fund. Functions include administration, design, and constructions for facility-related projects. Additionally, it may serve as a construction expert liaison to other divisions during remodels and similar projects.

SERVICE: FACILITY PROJECT MANAGEMENT

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Sr Project Manager	0.00	1.00	1.00
TOTAL	0.00	1.00	1.00

FACILITIES PROJECT MANAGEMENT
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	89,557	95,469	99,819
126	RHS Plan	400	400	400
129	Medicare Contribution	1,149	1,384	1,447
131	MOPC	4,478	4,773	4,991
132	Employee Insurance	15,752	15,752	15,971
133	GERP Retirement	7,170	8,019	8,984
135	Compensation Insurance	-	-	37
136	Unemployment Insurance	48	32	33
SUBTOTAL		118,554	125,829	131,682
SERVICE TOTAL		\$118,554	\$125,829	\$131,682

REDEVELOPMENT SERVICES OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	128,627	132,865	142,949
Operating and Maintenance	30,472	29,466	128,961
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$159,099	\$162,331	\$271,910

Redevelopment Services provides for redevelopment and public-private partnership opportunities.

REDEVELOPMENT

FUND: GENERAL FUND

DEPARTMENT: EXTERNAL SERVICES

SERVICE DESCRIPTION:

This division develops and administers the City’s redevelopment program and urban renewal activities to develop options to leverage private investment through strategic public investment. This includes the Twin Peaks Mall area, Southeast Longmont/1st and Main Revitalization Area, Downtown, and other key commercial and residential areas in the city. Activities include coordination and recommendations regarding redevelopment projects; developing public-private partnership opportunities; economic, market and financial analyses; formulation of financing incentives such as tax increment financing; and outreach to the development and investment community, as well as to the community at large to raise the profile of redevelopment activities citywide.

SERVICE: REDEVELOPMENT

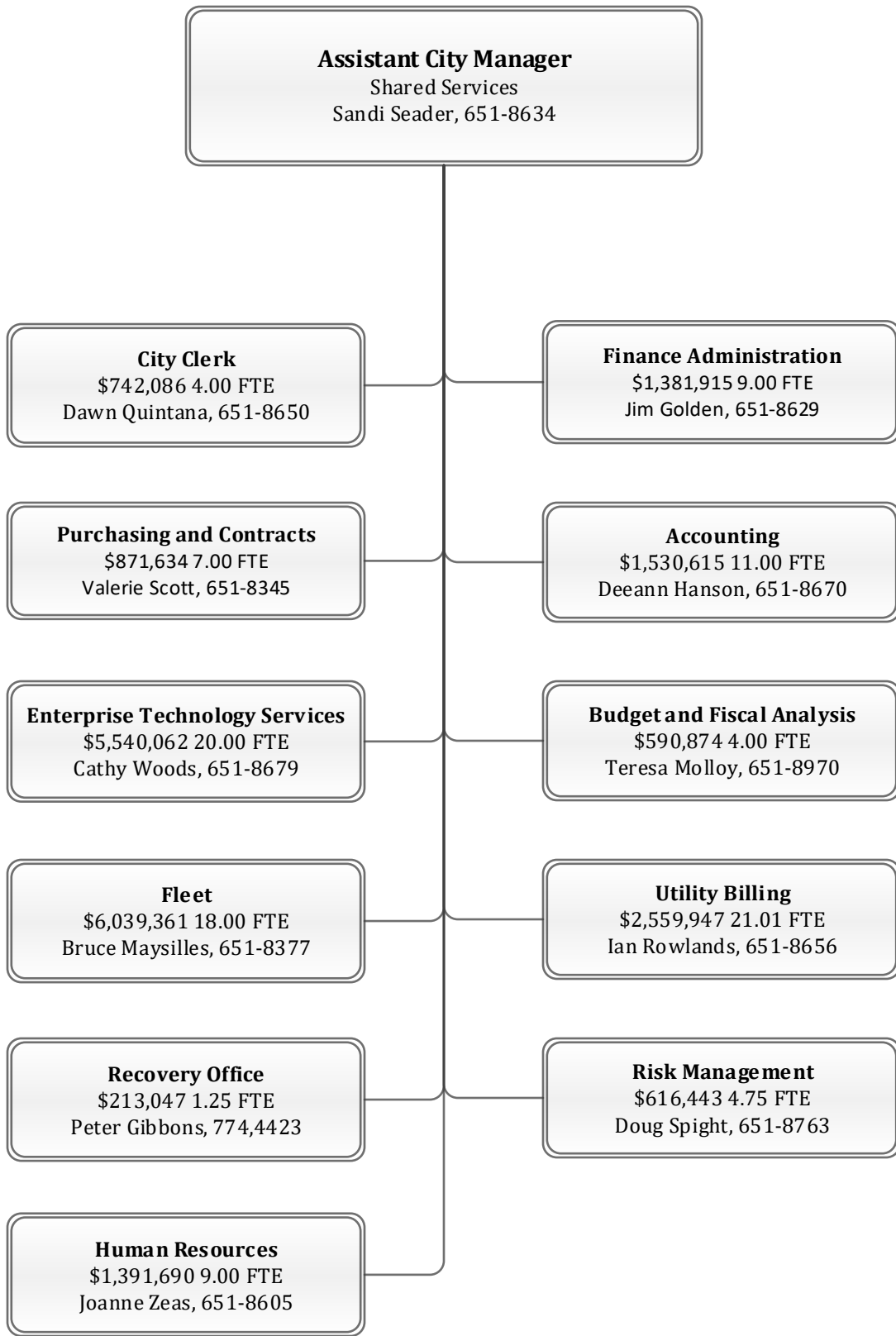
BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Redevelopment Revitalization Manager	1.00	1.00	1.00
TOTAL	1.00	1.00	1.00

REDEVELOPMENT
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	97,807	97,060	104,282
126	RHS Plan	400	400	400
129	Medicare Contribution	1,401	1,407	1,512
131	MOPC	4,890	4,853	5,214
132	Employee Insurance	16,014	16,015	16,685
133	GERP Retirement	7,831	8,153	9,385
135	Compensation Insurance	41	45	37
136	Unemployment Insurance	49	32	34
137	Staff Training and Conference	125	4,500	5,200
142	Food Allowance	70	400	200
SUBTOTAL		128,627	132,865	142,949
OPERATING AND MAINTENANCE				
210	Supplies	645	500	300
217	Dues and Subscriptions	3,418	3,000	3,000
245	Mileage Allowance	200	200	200
246	Liability Insurance	115	116	111
250	Prof and Contracted Services	16,924	15,000	115,000
261	Telephone Charges	-	150	150
264	Printing Copying and Binding	998	500	200
269	Other Services and Charges	8,172	10,000	10,000
SUBTOTAL		30,472	29,466	128,961
SERVICE TOTAL		\$159,099	\$162,331	\$271,910

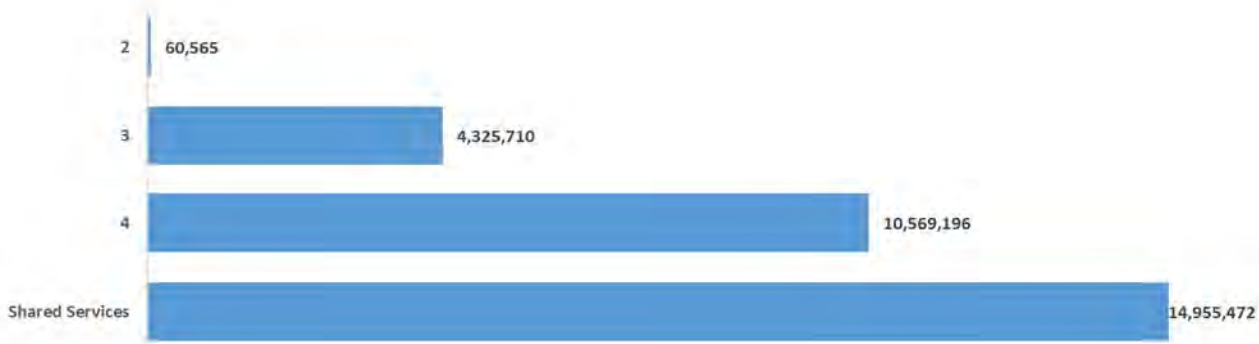
Shared Services Department

\$21,477,674 108.01 FTE



SHARED SERVICES

Resource Alignment 2022 Proposed Budget - \$14,955,472



Quartile	Program	Program Cost
2		60,565
	Licensing and Permitting--Liquor Licensing	52,156
	Licensing and Permitting--Specialty Business Licenses	8,410
3		4,325,710
	Applications	1,615,972
	Benefits Administration	208,266
	City Produced Special Events	11,951
	Collective Bargaining	62,620
	Compensation Administration	216,909
	Contract Administration	215,794
	Council Agenda Management	58,832
	Disaster Recovery	75,146
	Elections	174,571
	Employee / Labor Relations	157,773
	Marijuana Licensing	3,900
	Private Special Events	37,797
	Purchasing Services	338,112
	Records Management	44,863
	Regulatory Compliance - HR	202,615
	Security Systems	540,158
	Staffing and Recruitment	186,495
	Website	173,936
4		10,569,196
	Accidents	238,620
	Airport Management - City Clerk	1,816
	Boards & Commissions Support	20,618
	Budget and Fleet Lease Rates	223,237
	Building and infrastructure Management	89,668
	Cell Phones	16,977
	Citywide Projects Support	7,639
	Citywide Projects Support - Recovery Office	25,838
	Compressed Natural Gas (CNG) Fueling Management	24,296

Council Support	38,462
Database Management	256,937
Device Management & Support	1,406,120
Direct Customer Services	28,456
Elections--LFCPA	32,946
ETS Leadership and Support	399,578
Federal and State Regulatory Reporting	25,611
Fuel Infrastructure Management	113,822
Fuel Management	790,350
Leadership & Supervision	28,690
Legislative Affairs	1,837
Network Reliability	210,179
Parts Management	78,489
Parts Purchase and Inventory	965,443
P-Card Program	110,225
Pension Elections	2,227
Phone System	89,361
Radio and Radio Infrastructure Management	136,877
Recognition Program	22,597
Records Management--Central Records and File Management	67,337
Records Management--Citywide Records Program Administration	76,535
Records Management--Open Records Research Requests	35,578
Records Management--Recording	23,280
Server Infrastructure	565,363
Surplus Disposal	5,527
Training and Development/Organizational Development	96,647
Tuition Reimbursement	46,771
Vehicle Infrastructure Management	61,969
Vehicle Purchases/ Vehicle Salvage	1,837,355
Vehicle Repairs, Vehicle Sublet, and Vehicle Preventive Maintenance	2,328,605
Vendor Maintenance & Outreach	30,383
Volunteer Management - HR	6,933

Grand Total	14,955,472
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SHARED SERVICES DEPARTMENT OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	\$ 4,337,004	\$ 4,555,020	\$6,093,799
Operating and Maintenance	\$ 1,456,402	\$ 1,834,761	\$ 2,068,720
Non-Operating	-	-	-
Capital	\$ 69,085	-	\$ 596,000
TOTAL	\$5,862,491	\$6,389,781	\$8,758,519

The Shared Services Department includes the City Clerk's Office, Human Resources, Enterprise Technology Services, Purchasing and Contracts, Finance, Recovery Office, and Fleet Services. Expenses in the General Fund include only the City Clerk's Office, Enterprise Technology Services, Finance, and Purchasing and contracts.



CITY CLERK OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	\$ 432,874	\$442,388	\$ 468,199
Operating and Maintenance	\$ 111,191	\$ 223,248	\$ 273,887
Non-Operating	-	-	-
Capital	\$ 9,600	-	-
TOTAL	\$553,665	\$665,636	\$742,086

The City Clerk Division includes two budget services: the City Clerk and Elections and Voter Registration.

CITY CLERK

FUND: GENERAL FUND

DEPARTMENT: SHARED SERVICES

SERVICE DESCRIPTION:

The City Clerk serves as the Clerk of the City Council, which includes preparation of council meeting agendas, council packets and council meeting minutes. The functions performed by this service include administering oaths, issuing specialty business licenses and permits and collecting fees, issuing all liquor-related licenses, recruiting City board and commission members, and serving as liaison between the residents and the City Council. This service also manages all of the organization's records that are not specifically entrusted to other departments, including filing, indexing, archiving, storing, retrieving and destroying; manages the City's records management program and records retention schedules for all departments; coordinates Municipal Code updates with a contracted codifier; researches City documents at the request of citizens and staff; and manages the City's document microfilming and imaging program.

Service: City Clerk

Budgeted Positions:	2020 Budget	2021 Budget	2022 Budget
City Clerk	0.85	0.85	0.85
Executive Assistant	1.00	1.00	1.00
Records Manager/Deputy City Clerk	0.95	0.95	0.95
Licensing Coordinator	1.00	1.00	1.00
Total	3.80	3.80	3.80

CITY CLERK

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	302,525	302,628	313,421
112	Temporary Wages	-	2,545	14,660
115	One Time Payment	389	-	-
121	Overtime Wages	547	2,500	2,500
126	RHS Plan	2,468	1,520	1,520
128	FICA	-	158	165
129	Medicare Contribution	4,128	4,425	4,584
131	MOPC	15,126	15,131	15,671
132	Employee Insurance	48,393	49,768	49,821
133	GERP Retirement	24,219	25,249	28,208
135	Compensation Insurance	4,195	152	118
136	Unemployment Insurance	147	99	103
137	Staff Training and Conference	300	6,460	5,285
142	Food Allowance	29	300	300
SUBTOTAL		402,465	410,935	436,356
OPERATING AND MAINTENANCE				
210	Supplies	1,186	3,700	3,000
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	2,492	2,195	1,954
218	NonCapital Equip and Furniture	318	-	9,000
240	Equipment Repair and Maintenance	3,800	32,770	33,190
245	Mileage Allowance	-	300	276
246	Liability Insurance	407	387	351
249	Operating Leases and Rentals	5,072	8,000	8,000
250	Prof and Contracted Services	47,962	43,524	31,524
252	Ads and Legal Notices	21,089	28,500	28,500
261	Telephone Charges	691	850	850
263	Postage	8,686	1,000	1,000
264	Printing and Copying	9,920	500	1,220
269	Other Services and Charges	8,836	8,570	12,070
SUBTOTAL		110,457	130,296	130,935
CAPITAL OUTLAY				
440	Machinery and Equipment	9,600	-	-
SUBTOTAL		9,600	-	-
SERVICE TOTAL		\$522,521	\$541,231	\$567,291

ELECTIONS AND VOTER REGISTRATION

FUND: GENERAL FUND

DEPARTMENT: SHARED SERVICES

SERVICE DESCRIPTION:

As part of the City Clerk’s Office, the Elections and Voter Registration service conducts all municipal elections and works cooperatively with Boulder and Weld counties to coordinate local election efforts with other jurisdictions’ election processes. This service includes contracting with the Boulder County and Weld County clerk’s offices; preparing and providing required public notification of elections, issues and candidates; verifying initiative, referendum and recall petition formats; checking and certifying election petitions; educating candidates and issue committees regarding Fair Campaign Practices Act requirements, monitoring and enforcement; recruiting and training judges necessary to conduct an election; and completing the canvass of election results. This service also registers voters in the City of Longmont and Boulder and Weld counties by acting as deputy to those county clerks.

Service: Elections and Voter Registration

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
City Clerk	0.15	0.15	0.15
Records Manager/Deputy City Clerk	0.05	0.05	0.05
TOTAL	0.20	0.20	0.20

ELECTIONS AND VOTER REGISTRATION
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	23,117	23,384	23,663
112	Temporary Wages	-	-	-
115	One Time Payment	69	-	-
121	Overtime Wages	-	600	600
126	RHS Plan	247	80	80
129	Medicare Contribution	293	339	342
131	MOPC	1,156	1,169	1,183
132	Employee Insurance	3,652	3,829	3,729
133	GERP Retirement	1,851	1,934	2,130
135	Compensation Insurance	13	11	9
136	Unemployment Insurance	11	7	7
142	Food Allowance	-	100	100
SUBTOTAL		30,409	31,453	31,843
OPERATING AND MAINTENANCE				
245	Mileage Allowance	-	200	200
246	Liability Insurance	26	27	27
250	Prof and Contracted Services	-	41,000	91,000
252	Ads and Legal Notices	645	11,000	11,000
261	Telephone Charges	64	-	-
263	Postage	-	24,725	24,725
264	Printing Copying and Binding	-	16,000	16,000
SUBTOTAL		735	92,952	142,952
SERVICE TOTAL		\$31,143	\$124,405	\$174,795

HUMAN RESOURCES DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	878,349	946,603	1,120,715
Operating and Maintenance	179,315	254,133	270,975
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$1,057,664	\$1,200,736	\$1,391,690

The Human Resources Division includes one budget service.

HUMAN RESOURCES

FUND: GENERAL FUND

DEPARTMENT: SHARED SERVICES

SERVICE DESCRIPTION:

The Human Resources Division performs essential functions required to recruit, select, train, and retain the best employees in order to provide excellent customer service for those who live in, work in and visit the City of Longmont. Human Resources also ensures compliance with state and federal laws pertaining to employment. The functions of this division include classification and compensation administration; regulatory compliance at the federal, state and local levels; recruitment; examination and selection; benefit administration; Citywide supervisory, diversity and other in-house training and development; compilation of employment data for various reporting parties; maintenance of all employee personnel files and records; Citywide CDL license and testing administration; response to, investigation of and resolution of internal complaints and charges related to work environment, discrimination, harassment, or improper actions; assistance with various employment issues and activities; organizational and employee assessment and development; and the provision of excellent customer service to employees and to the community.

SERVICE: HUMAN RESOURCES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Chief Human Resources Officer	1.00	1.00	1.00
Human Resources Asst Director	1.00	1.00	1.00
Compensation and Benefit Manager	0.00	0.00	1.00
Compensation & Benefit Specialist	0.00	1.00	1.00
Compensation & Benefits Assistant	1.00	0.00	0.00
Benefits Administrator	1.00	1.00	0.00
Human Resources Partner II	2.00	2.00	3.00
Human Resources Administrator	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
TOTAL	8.00	8.00	9.00

HUMAN RESOURCES

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	641,667	673,829	795,516
112	Temporary Wages	-	13,814	27,936
121	Overtime Wages	423	300	300
126	RHS Plan	4,589	3,200	3,600
128	FICA	17	856	895
129	Medicare Contribution	8,079	9,971	11,744
131	MOPC	32,020	33,691	39,776
132	Employee Insurance	110,756	111,182	127,281
133	GERP Retirement	51,273	56,603	71,597
135	Compensation Insurance	697	3,535	2,407
136	Unemployment Insurance	336	222	263
137	Staff Training and Conference	2,915	9,000	9,000
138	Tuition Reimbursement	25,579	30,000	30,000
142	Food Allowance	-	400	400
	SUBTOTAL	878,349	946,603	1,120,715
OPERATING AND MAINTENANCE				
210	Supplies	8,284	7,520	9,109
215	Audiovisual Materials	-	1,500	1,500
216	Reference Books and Materials	-	1,500	1,500
217	Dues and Subscriptions	12,947	8,140	7,674
218	NonCapital Equip and Furniture	295	1,600	3,575
240	Repair and Maintenance	1,231	3,773	3,773
245	Mileage Allowance	261	500	500
246	Liability Insurance	802	816	784
250	Prof and Contracted Services	138,724	165,784	179,560
252	Advertising and Legal Notices	4,437	39,000	39,000
263	Postage	860	3,000	3,000
264	Printing Copying and Binding	682	5,000	5,000
269	Other Services and Charges	10,792	16,000	16,000
	SUBTOTAL	179,315	254,133	270,975
	SERVICE TOTAL	\$1,057,664	\$1,200,736	\$1,391,690

ENTERPRISE TECHNOLOGY SERVICES DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	2,275,665	2,432,601	3,520,205
Operating and Maintenance	1,143,668	1,289,019	1,423,857
Non-Operating	-	-	-
Capital	59,485	-	596,000
TOTAL	\$3,478,817	\$3,721,620	\$5,540,062

The Enterprise Technology Services Division includes three budget services: ETS Operations, ETS Applications and Telephone System.

ENTERPRISE TECHNOLOGY SERVICES OPERATIONS

FUND: GENERAL FUND

DEPARTMENT: SHARED SERVICES

SERVICE DESCRIPTION:

This service is responsible for the ongoing development, management and operation of the City's server, network, and personal computing environment. The server component includes more than 45 Microsoft Windows servers, 2 IBM iSeries, a VMWare virtual server cluster consisting of Windows and Sequel servers running on 6 ESX host servers, secure remote connectivity provided via a Cisco ASA firewall, Tivoli enterprise tape backup, disaster recovery planning, a thin client Citrix server environment, and two storage area networks. The municipal area network component includes connectivity to 42 networked sites within the City and more than 50 switches and routers, 4 firewalls, security devices for IDS/IPS, patch management, virus protection, spam filtering, web filtering, and malware protection. Internet access is via a T1 connection. Connectivity is achieved through the use of copper, fiber optic, point-to-point wireless, and leased lines. The City currently owns and supports in more than 900 PCs and 200 printers in 42 locations. Additionally, this service manages several network systems, including access control, security cameras, and network-based phones (VoIP). This service is responsible for the planning, project management, and implementation of structured cabling within City facilities.

SERVICE: ENTERPRISE TECHNOLOGY SERVICES OPERATIONS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
ETS Director	0.60	0.60	0.60
Lead Infrastructure Analyst	0.00	1.00	1.00
Lead Network Architect	1.00	0.00	0.00
Lead Info Security Architect	1.00	0.00	0.00
Security Analyst	0.00	1.00	0.00
Sr Network Analyst	0.00	1.00	1.00
Network Analyst	1.00	0.00	0.00
Senior Systems Administrator	1.00	0.00	0.00
Sharepoint/O365 Architect	0.00	0.00	1.00
Systems Administrator II	1.00	2.00	2.00
Systems Administrator I	0.00	0.00	3.00
LHA Device Specialist	0.00	0.00	1.00
Device Specialist	3.00	3.00	0.00
Administrative Analyst	0.50	0.50	0.50
TOTAL	9.10	9.10	10.10

ENTERPRISE TECHNOLOGY SERVICES OPERATIONS
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	580,250	771,677	892,215
112	Temporary Wages	-	-	292,100
121	Overtime Wages	707	200	200
122	Longevity Compensation	175	-	-
126	RHS Plan	18,928	3,640	4,040
128	FICA	(156)	-	-
129	Medicare Contribution	7,428	11,188	12,937
131	MOPC	29,814	38,584	44,613
132	Employee Insurance	127,217	127,328	142,754
133	GERP Retirement	47,750	64,821	80,299
135	Compensation Insurance	699	1,739	1,215
136	Unemployment Insurance	386	255	295
137	Staff Training and Conferences	-	10,000	14,000
SUBTOTAL		813,197	1,029,432	1,484,668

OPERATING AND MAINTENANCE

210	Supplies	8,171	7,150	7,150
217	Dues and Subscriptions	1,454	1,500	1,500
218	NonCapital Equip and Furniture	228,530	217,182	292,373
225	Freight	-	120	120
240	Repair and Maintenance	566,167	582,769	642,191
245	Mileage Allowance	394	500	500
246	Liability Insurance	1,207	1,130	1,082
248	Lease Purchase Installment	366	1,502	1,502
249	Operating Leases and Rentals	19,905	52,000	32,000
250	Prof and Contracted Services	148,366	205,700	225,700
252	Ads and Legal Notices	368	-	-
261	Telephone Charges	4,457	-	-
269	Other Services and Charges	255	550	550
273	Fleet Lease Operating and Mtc	1,311	904	1,113
274	Fleet Lease Replacement	5,932	5,932	5,932
SUBTOTAL		986,883	1,076,939	1,211,713

CAPITAL OUTLAY

440	Machinery and Equipment	59,485	-	596,000
SUBTOTAL		59,485	-	596,000
SERVICE TOTAL		\$1,859,565	\$2,106,371	\$3,292,381

ENTERPRISE TECHNOLOGY SERVICES APPLICATIONS

FUND: GENERAL FUND

DEPARTMENT: SHARED SERVICES

SERVICE DESCRIPTION:

This service is responsible for end-user application support and training; programming new and existing systems; and performing requirements gathering, analysis and design testing, and implementation. This division also provides data integration along with developing and maintaining more than 100 Citywide and departmental applications including City email. Additionally this service provides operations and database support for 10 SQL servers and multiple iSeries systems. This includes performing and monitoring backups and system maintenance that is required to keep releases and operating system patches up to date.

SERVICE: ENTERPRISE TECHNOLOGY SERVICES APPLICATIONS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
ETS Director	0.30	0.30	0.30
Manager of Ent Tech Services	0.00	0.00	0.00
CIS Technical Functional Analyst	1.00	1.00	0.00
Lead ERP Tech Function Analyst	1.00	1.00	1.00
Technical Functional Analyst	1.00	1.00	2.00
Lead Systems Integration Analyst	1.00	1.00	1.00
Database Administrator	1.00	1.00	1.00
GIS Coordinator	1.00	1.00	1.00
Systems Analyst/DBA	1.00	1.00	1.00
Website Coordinator	0.00	0.00	0.00
Sr CIS Technical Functional Analyst	1.00	1.00	1.00
Administrative Analyst	0.50	0.50	0.50
TOTAL	8.80	8.80	8.80

ENTERPRISE TECHNOLOGY SERVICES APPLICATIONS
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	1,018,197	935,580	1,028,633
112	Temporary Wages	-	9,765	552,765
121	Overtime Wages	773	-	-
126	RHS Plan	8,700	3,920	3,520
128	FICA	-	605	605
129	Medicare Contribution	13,154	13,709	13,167
131	MOPC	50,837	46,779	44,917
132	Employee Insurance	137,962	154,371	143,742
133	GERP Retirement	81,400	78,590	80,854
135	Compensation Insurance	436	395	362
136	Unemployment Insurance	418	309	295
137	Staff Training and Conference	2,829	12,808	12,808
	SUBTOTAL	1,314,706	1,256,831	1,881,668
OPERATING AND MAINTENANCE				
210	Supplies	354	610	610
216	Reference Books and Materials	-	650	650
217	Dues and Subscriptions	4,659	-	-
218	NonCapital Equip and Furniture	-	5,600	5,600
240	Repair and Maintenance	17,000	17,890	17,890
246	Liability Insurance	1,226	1,007	1,077
250	Prof and Contracted Services	1,550	2,000	2,000
261	Telephone Charges	199	-	-
	SUBTOTAL	24,988	27,757	27,827
	SERVICE TOTAL	\$1,339,694	\$1,284,588	\$1,909,495

ENTERPRISE TECHNOLOGY SERVICES TELEPHONE SYSTEM

FUND: GENERAL FUND

DEPARTMENT: SHARED SERVICES

SERVICE DESCRIPTION:

The Telephone System service is responsible for the operation, maintenance, updating, programming and repair of the City's telephone switching systems, including equipment, software, phone lines, local and long distance services, E911, voice mail, information and advertising. This service tracks, records and monitors the least costly routing system, as well as all other cost-related items. The City's PBX systems have the capacity to switch voice and data call requests.

SERVICE: ENTERPRISE TECHNOLOGY SERVICES TELEPHONE SYSTEM

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
ETS Director	0.10	0.10	0.10
Security Analyst	0.00	1.00	1.00
Systems Analyst/Security	1.00	0.00	0.00
TOTAL	1.10	1.10	1.10

ENTERPRISE TECHNOLOGY SERVICES TELEPHONE SYSTEM

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	111,907	111,009	116,660
115	One Time Payment	1,000	-	-
126	RHS Plan	440	440	440
129	Medicare Contribution	1,443	1,609	1,691
131	MOPC	5,595	5,550	5,833
132	Employee Insurance	18,317	18,316	18,666
133	GERP Retirement	8,959	9,325	10,499
135	Compensation Insurance	45	52	42
136	Unemployment Insurance	55	37	38
SUBTOTAL		147,762	146,338	153,869
OPERATING AND MAINTENANCE				
210	Supplies	-	3,250	3,250
217	Dues and Subscriptions	5,358	-	-
240	Repair and Maintenance	47,747	73,000	73,000
246	Liability Insurance	127	132	126
250	Prof and Contracted Services	-	42,000	42,000
261	Telephone Charges	78,565	65,941	65,941
SUBTOTAL		131,797	184,323	184,317
SERVICE TOTAL		\$279,559	\$330,661	\$338,186

PURCHASING AND CONTRACTS DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	657,145	658,698	823,421
Operating and Maintenance	16,752	16,546	48,213
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$673,897	\$675,244	\$871,634

The Purchasing and Contracts Division includes one budget service: Purchasing and Contracts.

PURCHASING AND CONTRACTS

FUND: GENERAL FUND

DEPARTMENT: SHARED SERVICES

SERVICE DESCRIPTION:

The Purchasing and Contracts service provides for the procurement of goods and services through centralized and decentralized systems. It processes formal competitive requests for bid and proposal solicitations, conducts contract negotiations, awards contracts, and administers contracts. It also provides oversight and guidance for compliance with purchasing policies and procedures and maintains centralized files on all contract and solicitation documents.

SERVICE: PURCHASING AND CONTRACTS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Purchasing & Contracts Manager	1.00	1.00	1.00
Procurement Specialist	3.00	3.00	4.00
Purchasing Technician	1.00	1.00	1.00
Purchasing Card Administrator	1.00	1.00	1.00
TOTAL	6.00	6.00	7.00

PURCHASING AND CONTRACTS

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	439,971	461,931	585,245
112	Temporary Wages	60,423	38,805	40,156
126	RHS Plan	7,378	2,400	2,800
128	FICA	3,746	2,406	2,406
129	Medicare Contribution	6,572	7,260	9,048
131	MOPC	21,825	23,096	29,263
132	Employee Insurance	76,218	76,219	93,639
133	GERP Retirement	34,947	38,803	52,673
135	Compensation Insurance	623	467	347
136	Unemployment Insurance	231	153	194
137	Staff Training and Conference	5,144	7,030	7,650
142	Food Allowance	67	128	-
SUBTOTAL		657,145	658,698	823,421
OPERATING AND MAINTENANCE				
210	Supplies	1,941	1,250	2,434
217	Dues and Subscriptions	3,353	2,970	30,245
218	NonCapital Equip and Furniture	-	415	4,050
232	Building Repair and Maintenance	2,449	-	-
240	Repair and Maintenance	-	5,400	5,400
245	Mileage Allowance	-	-	100
246	Liability Insurance	576	596	571
249	Operating Leases and Rentals	2,518	2,520	2,520
250	Prof and Contracted Services	3,890	450	450
252	Advertising and Legal Notices	1,321	1,125	1,325
261	Telephone Charges	696	1,100	708
263	Postage	7	120	100
264	Printing Copying and Binding	-	600	310
SUBTOTAL		16,752	16,546	48,213
SERVICE TOTAL		\$673,897	\$675,244	\$871,634

RECOVERY OFFICE DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	92,972	74,730	161,259
Operating and Maintenance	5,476	51,815	51,788
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$98,448	\$126,545	\$213,047

The Recovery Office Division includes one budget service: Recovery Office.

RECOVERY OFFICE

FUND: GENERAL FUND

DEPARTMENT: SHARED SERVICES

SERVICE DESCRIPTION:

The Recovery Office is tasked with managing over \$55 million in FEMA and state disaster recovery grant funds following the 2013 and 2015 floods, and over \$4 million in federal and state funding provided by the CARES Act in the Coronavirus Relief Fund (CVRF). Its duties are to:

- ◆ Maximize recovery of eligible grant money from FEMA and state and other federal grants for all flood-related projects and place into City funds for the reimbursement process
- ◆ Minimize OIG and FEMA deobligation potential through precise recordkeeping, documentation and audit preparation
- ◆ Close out City disaster-related projects as they are completed and reimbursed
- ◆ Capture and build back lessons learned into City systems to increase resilience in future disasters and to increase organization resilience
- ◆ Serve as a regional expert and partner to other cities and departments with respect to flood and disaster recovery
- ◆ Identify new funding sources for the COVID-19 recovery (4498DR)
- ◆ Guide recovery spending and projects to maintain CVRF eligibility through audit
- ◆ Identify gaps in individual, business, and organizational recovery needs

SERVICE: RECOVERY OFFICE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Flood Recovery Manager	0.25	0.25	0.25
Project Manager II	0.25	0.00	0.00
Sr Accountant	0.00	0.00	0.75
Administrative Analyst	0.25	0.25	0.25
TOTAL	0.75	0.50	1.25

RECOVERY OFFICE
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	52,506	35,753	101,319
112	Temporary Wages	21,468	23,706	23,706
121	Overtime Wages	258	-	-
126	RHS Plan	200	200	500
128	FICA	1,331	1,470	1,470
129	Medicare Contribution	912	862	1,813
131	MOPC	2,638	1,787	5,066
132	Employee Insurance	9,322	5,899	16,211
133	GERP Retirement	4,227	3,004	9,118
135	Compensation Insurance	83	37	23
136	Unemployment Insurance	28	12	33
137	Staff Training and Conference	-	2,000	2,000
	SUBTOTAL	92,972	74,730	161,259
OPERATING AND MAINTENANCE				
210	Supplies	-	1,500	1,500
217	Dues and Subscriptions	336	-	-
218	NonCapital Equip and Furniture	-	1,500	1,500
245	Mileage Allowance	-	500	500
246	Liability Insurance	235	95	68
250	Prof and Contracted Services	4,596	47,220	47,220
261	Telephone Charges	309	850	850
263	Postage	-	150	150
	SUBTOTAL	5,476	51,815	51,788
	SERVICE TOTAL	\$98,448	\$126,545	\$213,047

FINANCE DEPARTMENT OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	3,506,544	3,710,896	4,294,621
Operating and Maintenance	1,438,181	2,079,274	1,723,158
Non-Operating	-	-	-
Capital	76,000	120,100	-
TOTAL	\$5,020,725	\$5,910,270	\$6,017,779

The Finance Department includes Finance Administration, Accounting, Budget and Fiscal Analysis, Risk Management, and Utility Billing.



FINANCE DEPARTMENT

Resource Alignment 2022 Proposed Budget - \$5,685,120



Quartile	Program	Program Cost
2		10,812
	Development & Redevelopment Projects - Finance	6,488
	Urban Renewal Projects - Finance	4,324
3		825,206
	Additional Appropriations	63,671
	Budgeting	254,174
	CIP Development	17,417
	Payroll Processing	232,960
	Tax Rebates	256,983
4		4,849,102
	Accounts Payable	145,176
	Accounts Receivable/Collections	69,902
	Audit Coordination	185,920
	Banking Services	100,000
	Calculating and Producing Monthly Bills	528,651
	Cashiering/cash receipts	168,454
	CIP Amendments	7,758
	Collections Activity	812,259
	Collective Bargaining - Finance	4,630
	Connecting and Disconnecting Service	438,506
	Daily deposit/Balancing/Banking	73,538
	Debt Management/Capital Funding	53,558
	Emergency Management - Risk	12,256
	Environmental Response	8,287
	Financial Reporting	164,581
	Fiscal Analysis	284,497
	GID Support	2,164
	Information Desk	62,309
	Internal Controls	340,715
	Investments	138,364
	LDDA Support - Finance	11,222
	Leadership & Supervision - Finance	26,696
	Licensing	31,757
	Loss Control (Claims)	195,041
	Loss Prevention	142,915

Pension Administration	78,877
Pool Cars	10,972
Process City Mail	69,481
Processing Returns	60,611
Risk Management	134,475
Sales Tax Auditing	178,743
Sales Tax Collections	70,671
Sales Tax Customer Service	81,049
Sales Tax Reporting	65,351
Wellness	89,716

Grand Total	5,685,120
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FINANCE ADMINISTRATION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	823,363	857,870	971,072
Operating and Maintenance	359,401	367,842	410,843
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$1,182,764	\$1,225,712	\$1,381,915

The Finance Administration budget service provides support to all City departments and provides direction to the other divisions in the Shared Services Department.

FINANCE ADMINISTRATION

FUND: GENERAL FUND

DEPARTMENT: FINANCE

SERVICE DESCRIPTION:

The function of this service is to facilitate interaction between the City Council, City Manager, other City departments, and the divisions within the Finance Department. The Chief Financial Officer supervises all financial functions of the City, as well as many support services, including Sales Tax, Treasury, Accounting, Budget, Risk Management and Safety, and Utility Billing. The Finance Department serves the public regarding utility bills, accounts payable, sales and use taxes, cable television issues, and municipal bonds. It also is responsible for administering the City's defined benefit and defined contribution pension plans.

SERVICE: FINANCE ADMINISTRATION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Chief Financial Officer	1.00	1.00	1.00
Retirement Administrator	0.00	0.00	0.50
Public Information Specialist	0.50	0.50	0.50
TOTAL	1.50	1.50	2.00

FINANCE ADMINISTRATION

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	199,422	195,935	258,952
126	RHS Plan	2,434	600	800
129	Medicare Contribution	609	541	1,273
131	MOPC	9,851	9,732	12,882
132	Employee Insurance	32,143	32,114	41,225
133	GERP Retirement	17,093	16,350	23,190
135	Compensation Insurance	80	92	75
136	Unemployment Insurance	97	64	85
137	Staff Training and Conference	985	5,000	7,000
	SUBTOTAL	262,714	260,428	345,482

OPERATING AND MAINTENANCE

210	Supplies	1,867	2,855	2,855
216	Reference Books and Materials	-	50	50
217	Dues and Subscriptions	263	690	1,554
218	NonCapital Equip and Furniture	-	150	5,650
240	Repair and Maintenance	4,074	4,110	4,110
245	Mileage Allowance	2,436	2,400	2,400
246	Liability Insurance	518	610	583
249	Operating Leases and Rentals	1,803	2,050	2,050
250	Prof and Contracted Services	59,685	84,000	84,000
263	Postage	12	60	60
264	Printing Copying and Binding	-	25	25
269	Other Services and Charges	141	500	500
273	Fleet Lease Operating and Mtc	5,246	3,967	654
274	Fleet Lease Replacement	10,318	10,318	10,318
	SUBTOTAL	86,363	111,785	114,809
	SERVICE TOTAL	\$349,077	\$372,213	\$460,291

SALES TAX

FUND: GENERAL FUND

DEPARTMENT: FINANCE

SERVICE DESCRIPTION:

This service administers and enforces the City's sales tax codes by prescribing proper forms and reasonable rules and regulations for the preparation of returns and for the ascertainment, assessment and collection of taxes imposed by City codes. Duties include review and recording of returns, monthly report preparation, delinquent collections, and field audits. Efforts also are made to attain compliance by educating the business community through periodic classes and written communications.

SERVICE: SALES TAX

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Sales Tax Administrator	1.00	1.00	1.00
Sales Tax Accountant	1.00	1.00	1.00
Sales Tax Technician	1.00	1.00	1.00
TOTAL	3.00	3.00	3.00

SALES TAX
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	211,076	209,700	219,231
112	Temporary Wages	8,222	15,601	15,601
115	One Time Payment	2,015	-	-
121	Overtime Wages	-	115	115
126	RHS Plan	1,200	1,200	1,200
128	FICA	510	967	967
129	Medicare Contribution	2,799	3,267	3,405
131	MOPC	10,554	10,486	10,961
132	Employee Insurance	34,599	34,600	35,076
133	GERP Retirement	16,898	17,615	19,730
135	Compensation Insurance	93	105	86
136	Unemployment Insurance	105	69	73
137	Staff Training and Conference	-	1,500	1,500
SUBTOTAL		288,070	295,225	307,945
OPERATING AND MAINTENANCE				
210	Supplies	1,845	2,313	2,313
217	Dues and Subscriptions	-	135	135
218	NonCapital Equip and Furniture	-	500	500
240	Repair and Maintenance	3,233	30,583	30,583
246	Liability Insurance	263	268	257
250	Prof and Contracted Services	166,661	100,000	140,000
263	Postage	7,212	6,953	6,953
264	Printing Copying and Binding	-	450	450
SUBTOTAL		179,214	141,202	181,191
SERVICE TOTAL		\$467,285	\$436,427	\$489,136

TREASURY

FUND: GENERAL FUND

DEPARTMENT: FINANCE

SERVICE DESCRIPTION:

Treasury is responsible for processing, depositing and managing all monies in order to ensure maximum cash availability, as well as maximizing yield on short-term investments of cash. This service is also responsible for daily cash management operations of the City and management of the City's investment portfolio.

SERVICE: CITY ATTORNEY

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Treasury Supervisor	0.90	0.90	0.90
Head Cashier	1.00	1.00	1.00
Cashier	1.00	1.00	1.00
TOTAL	2.90	2.90	2.90

TREASURY
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	147,793	153,315	162,090
112	Temporary Wages	11,263	24,336	25,431
115	One Time Payment	586	-	-
121	Overtime Wages	-	300	300
126	RHS Plan	1,194	1,160	1,160
128	FICA	707	1,509	1,577
129	Medicare Contribution	2,034	2,576	2,719
131	MOPC	7,383	7,666	8,105
132	Employee Insurance	25,297	25,296	25,646
133	GERP Retirement	11,820	12,879	14,589
135	Compensation Insurance	1,806	84	68
136	Unemployment Insurance	77	50	53
137	Staff Training and Conference	-	400	400
SUBTOTAL		209,959	229,571	242,138
OPERATING AND MAINTENANCE				
210	Supplies	2,839	3,265	3,265
218	NonCapital Equip and Furniture	-	100	100
240	Repair and Maintenance	10,285	10,810	10,810
246	Liability Insurance	198	213	203
250	Prof and Contracted Services	80,435	100,000	100,000
263	Postage	1	-	-
SUBTOTAL		93,757	114,388	114,378
SERVICE TOTAL		\$303,716	\$343,959	\$356,516

INFORMATION DESK

FUND: GENERAL FUND

DEPARTMENT: FINANCE

SERVICE DESCRIPTION:

The Information Desk is the main contact for citizen inquiries. It handles all incoming calls to the City’s main phone lines, customer contacts at the Civic Center, and all incoming packages at the Civic Center.

SERVICE: INFORMATION DESK

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Treasury Supervisor	0.10	0.10	0.10
Public Information Assistant	1.00	1.00	1.00
Total	1.10	1.10	1.10

INFORMATION DESK
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	46,956	47,102	49,245
112	Temporary Wages	699	9,565	9,565
115	One Time Payment	38	-	-
126	RHS Plan	440	440	440
128	FICA	43	593	593
129	Medicare Contribution	516	822	853
131	MOPC	2,348	2,356	2,462
132	Employee Insurance	7,772	7,771	7,879
133	GERP Retirement	3,759	3,956	4,432
135	Compensation Insurance	24	26	22
136	Unemployment Insurance	24	15	16
	SUBTOTAL	62,619	72,646	75,507
OPERATING AND MAINTENANCE				
210	Supplies	-	300	300
218	NonCapital Equip and Furniture	-	100	100
246	Liability Insurance	67	67	65
	SUBTOTAL	67	467	465
	SERVICE TOTAL	\$62,686	\$73,113	\$75,972

ACCOUNTING DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	809,762	822,186	1,177,784
Operating and Maintenance	302,525	377,228	352,831
Non-Operating	-	-	-
Capital	-	120,100	-
TOTAL	\$1,112,287	\$1,319,514	\$1,530,615

The Accounting Division maintains the financial accounts and records for the City of Longmont. This division contains one budget service.

ACCOUNTING

FUND: GENERAL FUND

DEPARTMENT: FINANCE

SERVICE DESCRIPTION:

The Accounting service maintains the financial accounts and records for the City of Longmont. Specific duties include payroll, accounts payable and receivable, expenditure and revenue reporting, generating financial statements, capital assets, annual reports, account reconciliation, grant management and internal auditing. Accounting also maintains and oversees the accounting functions for the Longmont Housing Authority.

SERVICE: ACCOUNTING

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Accounting Manager	1.00	1.00	1.00
LHA Accounting Supervisor	0.00	0.00	1.00
Lead Accountant	2.00	2.00	2.00
Sr Accountant	1.00	1.00	1.00
Accountant	2.00	2.00	2.00
LHA Accountant	0.00	0.00	1.00
LHA Accounting Technician	0.00	0.00	1.00
Accounting Technician	1.00	1.00	1.00
Payroll Administrator	1.00	1.00	1.00
TOTAL	8.00	8.00	11.00

ACCOUNTING
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	610,262	615,989	884,958
112	Temporary Wages	3,716	4,105	4,290
115	One Time Payment	1,200	-	-
121	Overtime Wages	1,101	465	465
126	RHS Plan	3,200	3,200	4,400
128	FICA	230	255	266
129	Medicare Contribution	7,758	8,990	12,892
131	MOPC	30,511	30,800	44,245
132	Employee Insurance	101,547	101,639	141,593
133	GERP Retirement	48,859	51,742	79,647
135	Compensation Insurance	238	298	237
136	Unemployment Insurance	307	203	291
137	Staff Training and Conference	833	4,500	4,500
	SUBTOTAL	809,762	822,186	1,177,784
OPERATING AND MAINTENANCE				
210	Supplies	4,055	5,865	5,865
216	Reference Books and Materials	159	100	100
217	Dues and Subscriptions	613	575	575
218	NonCapital Equip and Furniture	756	1,200	1,200
240	Repair and Maintenance	180,926	223,723	232,540
246	Liability Insurance	672	761	707
250	Prof and Contracted Services	23,667	50,050	16,890
251	Auditing	83,650	85,100	85,100
261	Telephone Charges	239	-	-
263	Postage	7,179	8,654	8,654
264	Printing Copying and Binding	-	350	350
269	Other Services and Charges	610	850	850
	SUBTOTAL	302,525	377,228	352,831
CAPITAL OUTLAY				
440	Machinery and Equipment	-	120,100	-
	SUBTOTAL	-	120,100	-
	SERVICE TOTAL	\$1,112,287	\$1,319,514	\$1,530,615

BUDGET AND FISCAL ANALYSIS DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	417,525	522,407	562,480
Operating and Maintenance	22,841	23,399	28,394
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$440,366	\$545,806	\$590,874

The Budget and Fiscal Analysis Division coordinates the City's annual budget and capital improvement processes and provides support to all departments as needed.

BUDGET AND FISCAL ANALYSIS

FUND: GENERAL FUND

DEPARTMENT: FINANCE

SERVICE DESCRIPTION:

The Budget and Fiscal Analysis Division prepares, administers and monitors the City's annual operating budget and five-year capital improvement program (CIP); prepares additional appropriation ordinances; provides financial data, support and analysis to all City departments as needed; and assists in special management and analysis projects throughout the year.

SERVICE: BUDGET AND FISCAL ANALYSIS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Budget Manager	1.00	1.00	1.00
Sr Budget Analyst	1.00	2.00	2.00
Budget Analyst	1.00	0.00	0.00
ERP Business Analyst	1.00	1.00	1.00
TOTAL	4.00	4.00	4.00

BUDGET AND FISCAL ANALYSIS

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	306,980	389,271	419,472
126	RHS Plan	2,440	1,600	1,600
129	Medicare Contribution	3,828	5,643	6,083
131	MOPC	15,349	19,464	20,974
132	Employee Insurance	62,272	64,231	67,117
133	GERP Retirement	24,577	32,699	37,753
135	Compensation Insurance	125	176	149
136	Unemployment Insurance	188	129	138
137	Staff Training and Conference	1,765	9,194	9,194
	SUBTOTAL	417,525	522,407	562,480
OPERATING AND MAINTENANCE				
210	Supplies	179	400	400
217	Dues and Subscriptions	513	600	600
218	NonCapital Equip and Furniture	90	400	400
240	Repair and Maintenance	314	-	-
246	Liability Insurance	352	449	444
250	Prof and Contracted Services	20,187	20,000	25,000
252	Ads and Legal Notices	150	-	-
264	Printing Copying and Binding	-	470	470
269	Other Services and Charges	1,055	1,080	1,080
	SUBTOTAL	22,841	23,399	28,394
	SERVICE TOTAL	\$440,366	\$545,806	\$590,874

RISK MANAGEMENT DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	502,614	500,761	524,149
Operating and Maintenance	78,532	84,621	92,294
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$581,146	\$585,382	\$616,443

The Risk Management Division includes three budget services: Risk Management, Safety and Wellness.

RISK MANAGEMENT

FUND: GENERAL FUND

DEPARTMENT: FINANCE

SERVICE DESCRIPTION:

Staff perform loss prevention and control activities, including risk identification and assessment, which includes identifying potential hazards, determining the acceptable level of risk, and recommending ways of eliminating or reducing risk; provide current and reliable loss information; perform safety-issue research; provide safety awareness to all employees via training and onsite contact; provide new employee safety orientations; ensure compliance with local, state and federal safety regulations (including EPA and OSHA); and provide supervisor training in identifying and correcting hazardous conditions and loss trends. In an effort to increase productivity and reduce absenteeism, presenteeism, and the costs of health benefits and workers' compensation, the staff is committed to developing and coordinating the City's Wellness Program. Wellness activities include blood chemistry analysis, employee fitness evaluations, employee education, fun fitness events, an annual wellness fair, a monthly wellness newsletter, benchmarking, and reporting results. Additional responsibilities include providing state-of-the-art ergonomic evaluations and recommendations for work stations and equipment; promoting a philosophy of safety throughout the organization by attending department and division safety meetings; facilitating accident review committee meetings; chairing the Citywide Safety Committee; seeking input from all employees regarding safety issues; investigating accidents and safety concerns of employees and residents; performing facility and task inspections to provide recommendations for performing job tasks in the safest possible manner, and assisting with development of consistent practices that will reinforce a safety culture specific to the organization's needs.

SERVICE: RISK MANAGEMENT

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Risk Manager	0.71	0.71	0.71
Risk Management Claims Adjuster	1.00	1.00	1.00
Safety Officer	0.20	0.20	0.20
Administrative Assistant	0.96	0.96	0.96
TOTAL	2.87	2.87	2.87

RISK MANAGEMENT
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	230,180	226,085	236,648
115	One Time Payment	386	-	-
126	RHS Plan	2,952	1,148	1,148
129	Medicare Contribution	2,871	3,278	3,432
131	MOPC	11,509	11,304	11,832
132	Employee Insurance	36,973	37,305	37,864
133	GERP Retirement	18,427	18,991	21,298
135	Compensation Insurance	94	105	87
136	Unemployment Insurance	112	74	78
137	Staff Training and Conference	1,097	3,700	3,700
	SUBTOTAL	304,602	301,990	316,087
OPERATING AND MAINTENANCE				
210	Supplies	1,204	2,026	2,026
216	Reference Books and Materials	-	50	50
217	Dues and Subscriptions	785	825	825
218	NonCapital Equip and Furniture	-	550	550
240	Repair and Maintenance	40,046	35,100	35,100
246	Liability Insurance	265	267	258
250	Prof and Contracted Services	1,555	625	625
261	Telephone Charges	85	-	-
263	Postage	1,375	1,650	1,650
264	Printing Copying and Binding	346	700	700
	SUBTOTAL	45,661	41,793	41,784
	SERVICE TOTAL	\$350,262	\$343,783	\$357,871

SAFETY

FUND: GENERAL FUND

DEPARTMENT: FINANCE

SERVICE DESCRIPTION:

The Safety staff is committed to making safety a top priority within the organization. Staff members perform loss prevention and control activities and risk identification and assessment, including identifying potential hazards, determining the acceptable level of risk, and recommending ways of eliminating or reducing risk; provide the organization with current and reliable loss information and perform safety-issue research; provide safety awareness to all employees via training and onsite contact; provide new employee safety orientations; ensure compliance with local, state and federal safety regulations (including EPA and OSHA); and provide supervisor training in identifying and correcting hazardous conditions and loss trends. Additional responsibilities include providing state-of-the-art ergonomic evaluations and recommendations for work stations and equipment; promoting a philosophy of safety throughout the organization by attending department and division safety meetings; facilitating accident review committee meetings; chairing the Citywide Safety Committee; seeking input from all employees regarding safety issues; investigating accidents and safety concerns of employees and residents; providing facility and task inspections to provide recommendations for performing job tasks in the safest possible manner; and assisting with the development of consistent practices that will reinforce a safety culture specific to the organization's needs.

SERVICE: SAFETY

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Risk Manager	0.22	0.22	0.22
Safety Officer	0.80	0.80	0.80
Administrative Assistant	0.04	0.04	0.04
TOTAL	1.06	1.06	1.06

SAFETY
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	93,609	93,018	97,341
115	One Time Payment	120	-	-
126	RHS Plan	664	424	424
129	Medicare Contribution	1,127	1,349	1,412
131	MOPC	4,680	4,651	4,867
132	Employee Insurance	15,232	15,349	15,575
133	GERP Retirement	7,494	7,813	8,761
135	Compensation Insurance	39	43	36
136	Unemployment Insurance	46	31	32
SUBTOTAL		123,011	122,678	128,448
OPERATING AND MAINTENANCE				
210	Supplies	78	350	350
215	Audiovisual Materials	1,836	1,250	1,250
216	Reference Books and Materials	-	100	100
217	Dues and Subscriptions	465	449	449
218	NonCapital Equip and Furniture	8,780	6,353	14,053
240	Repair and Maintenance	750	750	750
246	Liability Insurance	372	366	350
247	Safety Expenses	153	200	200
250	Prof and Contracted Services	14,616	19,745	19,745
261	Telephone Charges	341	478	478
263	Postage	-	50	50
269	Other Services and Charges	1,632	-	-
273	Fleet Lease Operating and Mtc	1,551	1,059	1,060
SUBTOTAL		30,573	31,150	38,835
SERVICE TOTAL		\$153,584	\$153,828	\$167,283

WELLNESS

FUND: GENERAL FUND

DEPARTMENT: FINANCE

SERVICE DESCRIPTION:

The Wellness Service provides results-oriented worksite wellness programming and employee health management through partnerships with LiveWell Longmont and Kaiser Permanente, the City's health benefits provider. The staff is committed to developing, coordinating and measuring the City's Wellness Program to promote healthy living and an active lifestyle; increase productivity; and reduce absenteeism, presentism, and lifestyle related health benefits and workers' compensation costs. Wellness activities include blood chemistry analysis, employee education, ameliorating health-related challenges, incentives, recognition, benchmarking and reporting of results.

SERVICE: WELLNESS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Risk Manager	0.07	0.07	0.07
Wellness Coordinator	0.75	0.75	0.75
TOTAL	0.82	0.82	0.82

WELLNESS
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	57,029	57,456	60,094
115	One Time Payment	38	-	-
126	RHS Plan	398	328	328
129	Medicare Contribution	623	833	872
131	MOPC	2,852	2,873	3,005
132	Employee Insurance	9,443	9,480	9,615
133	GERP Retirement	4,566	4,827	5,408
135	Compensation Insurance	24	27	22
136	Unemployment Insurance	29	19	20
142	Food Allowance	-	250	250
SUBTOTAL		75,002	76,093	79,614
OPERATING AND MAINTENANCE				
210	Supplies	766	400	400
216	Reference Books and Materials	-	50	50
217	Dues and Subscriptions	569	695	695
246	Liability Insurance	68	68	65
250	Prof and Contracted Services	895	10,000	10,000
264	Printing and Copying	-	140	140
269	Other Services and Charges	-	325	325
SUBTOTAL		2,298	11,678	11,675
SERVICE TOTAL		\$77,300	\$87,771	\$91,289

UTILITY BILLING DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	953,280	1,007,672	1,059,136
Operating and Maintenance	674,882	1,226,184	838,796
Non-Operating	-	-	-
Capital	76,000	-	-
TOTAL	\$1,704,162	\$2,233,856	\$1,897,932

The Utility Billing Division includes the Utility Billing and Mail Delivery budget services.

UTILITY BILLING

FUND: GENERAL FUND

DEPARTMENT: FINANCE

SERVICE DESCRIPTION:

This service is responsible for maintaining positive customer relations during connection, disconnection, billing and payment of utility services. Utility services include electric, water, wastewater, solid waste and storm drainage. Customer service representatives work with customers to provide service information, schedule service, solve billing problems, and secure payments on accounts. These services also are available to customers through the internet.

SERVICE: UTILITY BILLING

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Utility Billing Manager	0.98	0.98	0.98
Utility Billing Customer Service Supervisor	1.00	1.00	1.00
Sr Customer Service Representative	1.00	1.00	1.00
Customer Service Representative	7.54	7.54	7.54
Billing Specialist	2.00	2.00	2.00
TOTAL	12.52	12.52	12.52

UTILITY BILLING
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	679,782	719,829	752,242
115	One Time Payment	1,315	-	-
121	Overtime Wages	264	-	2,000
126	RHS Plan	4,195	5,010	5,010
129	Medicare Contribution	8,606	10,437	10,903
131	MOPC	33,980	35,988	37,612
132	Employee Insurance	113,215	118,187	119,206
133	GERP Retirement	54,410	59,859	67,703
135	Compensation Insurance	376	395	322
136	Unemployment Insurance	343	236	242
137	Staff Training and Conferences	-	1,000	1,500
SUBTOTAL		896,485	950,941	996,740
OPERATING AND MAINTENANCE				
210	Supplies	15,810	24,650	28,750
218	NonCapital Equip and Furniture	349	1,000	1,000
240	Repair and Maintenance	145,503	280,081	150,204
246	Liability Insurance	864	854	857
250	Prof and Contracted Services	287,753	679,200	413,280
263	Postage	208,276	223,000	228,500
269	Other Services and Charges	3,236	3,450	3,450
SUBTOTAL		661,790	1,212,235	826,041
CAPITAL OUTLAY				
440	Machinery and Equipment	76,000	-	-
SUBTOTAL		76,000	-	-
SERVICE TOTAL		\$1,634,275	\$2,163,176	\$1,822,781

MAIL DELIVERY

FUND: GENERAL FUND

DEPARTMENT: FINANCE

SERVICE DESCRIPTION:

This service coordinates with the U.S. Post Office in the pickup and delivery of City mail. Services include delivery of mail received from the Post Office, as well as delivery of interoffice mail daily to all City departments; posting outgoing mail daily; preparing overnight and express mail; and assisting departments with bulk mailings. Delivery distances range from as far as the Water Treatment Plant in Lyons to within the Civic Center. This service also delivers information packets to Planning and Zoning commissioners and other boards and committees as necessary prior to their meetings.

SERVICE: MAIL DELIVERY

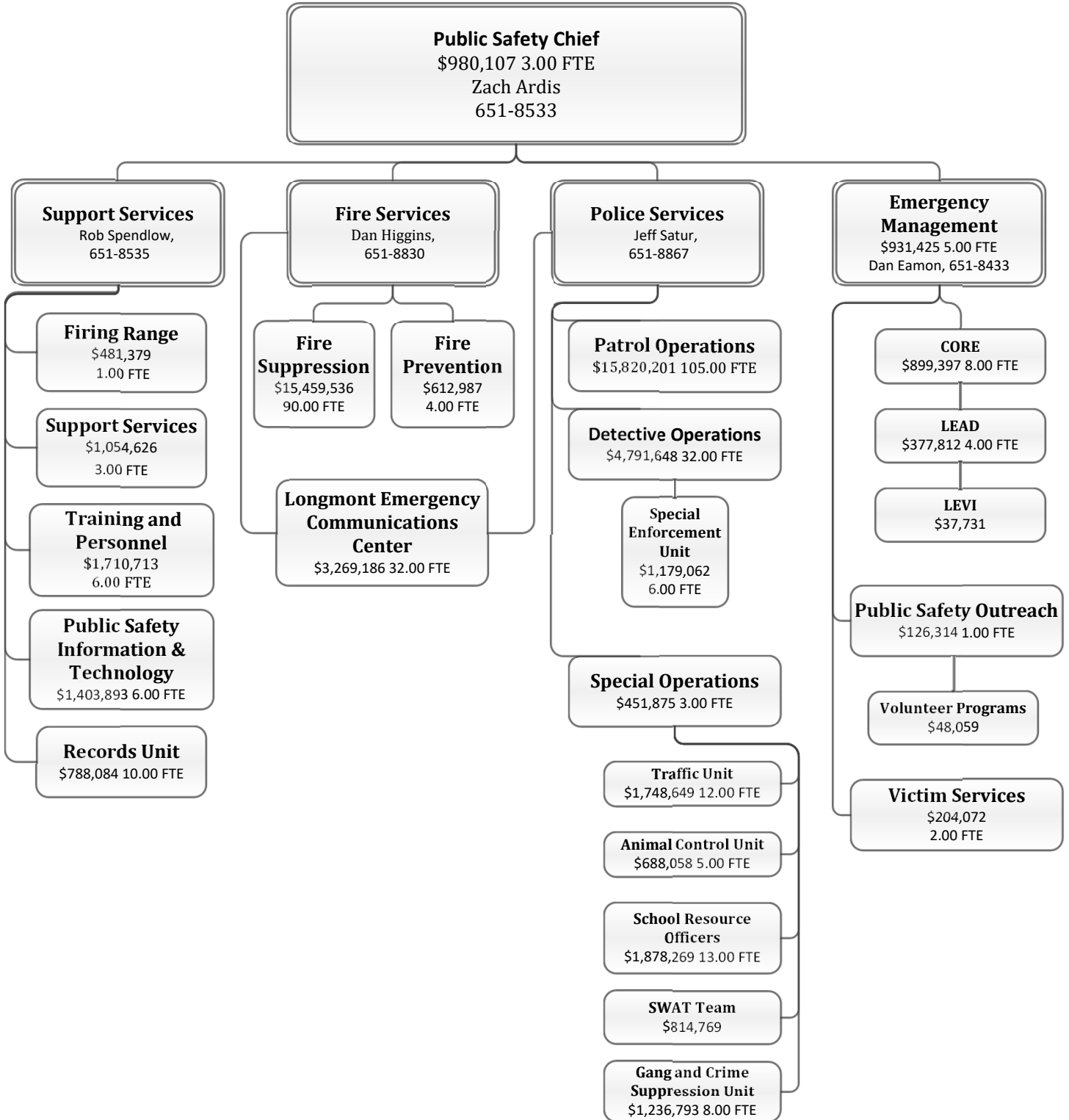
BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Utility Billing Manager	0.02	0.02	0.02
Mail Room Clerk	1.00	1.00	1.00
Customer Service Representative	0.08	0.08	0.08
TOTAL	1.10	1.10	1.10

MAIL DELIVERY
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	42,757	42,525	46,805
115	One Time Payment	27	-	-
121	Overtime Wages	-	100	100
126	RHS Plan	834	440	440
129	Medicare Contribution	530	617	679
131	MOPC	2,112	2,127	2,340
132	Employee Insurance	6,934	7,016	7,489
133	GERP Retirement	3,382	3,572	4,212
135	Compensation Insurance	18	20	16
136	Unemployment Insurance	21	14	15
141	Uniforms Protective Clothing	180	300	300
SUBTOTAL		56,795	56,731	62,396
OPERATING AND MAINTENANCE				
210	Supplies	1,495	2,500	2,500
240	Repair and Maintenance	1,921	2,500	2,500
246	Liability Insurance	417	400	383
249	Operating Leases and Rentals	840	1,100	1,100
263	Postage	664	-	-
273	Fleet Lease Operating and Mtc	3,367	3,061	1,884
274	Fleet Lease Replacement	4,388	4,388	4,388
SUBTOTAL		13,092	13,949	12,755
SERVICE TOTAL		\$69,887	\$70,680	\$75,151

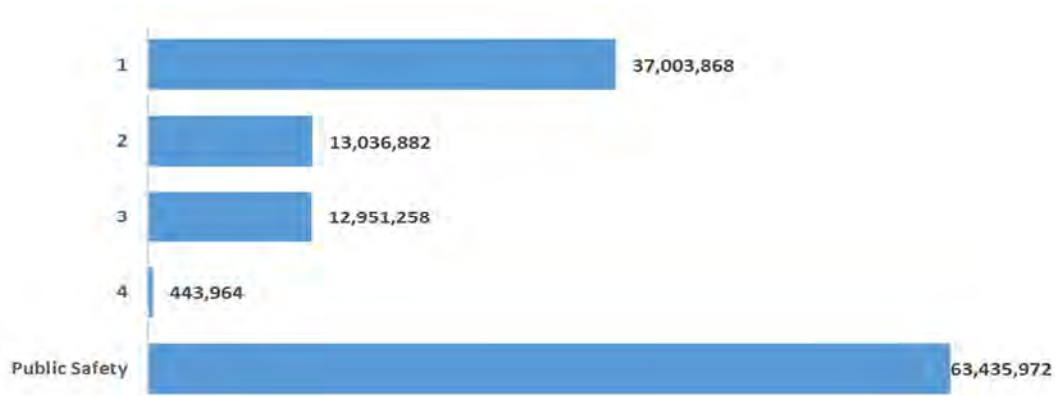
Public Safety Department

\$56,994,645 359.00 FTE



PUBLIC SAFETY

Resource Alignment 2022 Proposed Budget - \$63,435,972



Quartile	Program	Program Cost
1		37,003,868
	Boulder Regional Emergency Telephone Service Authority (BRETSA)	172,276
	City Produced Special Events - Police	128,690
	Development Review - Fire	228,802
	Emergency & Non Emergency Calls for Service	13,210,135
	Emergency Management	547,692
	Emergency Notification System	220,537
	Field Training and Evaluation	127,684
	Personnel	638,000
	Proactive Patrol	4,144,773
	Reactive Services (All Hazard)	14,086,210
	Special Operations - Gang Intervention and Prevention	589,960
	Special Operations - Traffic Unit	1,372,811
	Training	1,408,554
	Utilities Calls for Services	127,745
2		13,036,882
	Codes and Planning Inspections/Permits	134,251
	Crime Analysis	98,666
	Hazardous Material Inspection and Compliance	81,857
	Hazardous Materials Training and Response	749,295
	LEAD and CO-Responder	1,014,249
	Leadership & Supervision - PS	231,628
	Logistics	328,293
	Person Crimes	2,334,001
	Police Patrol - Animal Control	855,584
	Proactive Public Information, Education and Marketing - PS	194,396
	Property Crimes	1,265,214
	Special Enforcement Unit	1,138,473
	Special Operations - Extra Duty Employment Program	94,747
	Special Operations - School Resource Officer Unit	1,310,931
	Special Operations - SWAT	650,760
	Training - Fire	2,554,537

3		12,951,258
	Administrative Duties - Fire	1,117,688
	Administrative Duties - Police	2,632,709
	Community Engagement	68,719
	Crime Scene Investigator	164,402
	Fire Cause Investigations	286,771
	Fire Crew Inspections/Target Hazards/Pre Plans	969,780
	Fire Safety Outreach/Education/Special Events	868,939
	Fire Services Maintenance	805,250
	Firing Range	534,793
	Information Technology	1,552,716
	K-9	105,972
	Longmont Ending Violence Initiative	31,937
	Police Patrol - Report Taker Unit	108,988
	Professional Standards	190,584
	Property and Evidence	319,712
	Radio Programming and Maintenance	118,924
	Reactive Public Information Media Relations - PS	12,143
	Records	906,845
	Research and Development	29,140
	Restorative Justice	406,822
	Special Operations - SWAT - Bomb Squad	177,306
	Technical Rescue Training and Response	554,270
	Victim Services	133,658
	Volunteer Management	117,108
	Wildland Fire Training and Response	736,082
4		443,964
	Car Seat Installation/Inspection	154,158
	Honor Guard	52,477
	Peer Support	38,654
	Wellness - Fire	198,674
Grand Total		63,435,972

PUBLIC SAFETY DEPARTMENT OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	33,124,176	33,494,026	35,107,440
Operating and Maintenance	4,900,627	5,224,560	5,765,009
Non-Operating	-	-	-
Capital	67,709	34,000	367,500
TOTAL	\$38,092,512	\$38,752,586	\$41,239,949

The Public Safety Department comprises the Public Safety Chief’s Office and four major divisions: Police Services, Fire Services, Support Services, and Community Health and Resilience. The department’s overall mission is to enhance the quality of life for those who live in, work in or visit our city through the delivery of professional and community-based police, fire, emergency management, and public outreach services.

Within the General Fund, the Public Safety Department includes budget services for the Public Safety Chief’s Office, Community Health and Resilience, Fire Services Division, Police Services Division, and Support Services Division. Those budget services include:

- ◆ Public Safety Chief
- ◆ Community Health and Resilience - Office of Emergency Management, Public Safety Outreach, Volunteer Programs
- ◆ Fire Services Division – Suppression, Fire Codes & Planning, Investigations, HazMat Team, Technical Rescue Team, Wildland Team
- ◆ Police Services Division – Patrol Operations Section, Special Operations Section, Animal Control Unit, School Resource Officer Unit, Traffic Unit, SWAT Team, Detective Operations Section, Special Enforcement Unit, Emergency Communications Center, and Animal Control
- ◆ Support Services Division – Training & Personnel Unit, Records Unit, and Information & Technology



PUBLIC SAFETY ADMINISTRATION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	558,384	574,734	492,421
Operating and Maintenance	213,935	210,373	210,423
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$772,319	\$785,107	\$702,844

Public Safety Administration includes one budget service: Public Safety Chief.

PUBLIC SAFETY CHIEF

FUND: GENERAL FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Public Safety Chief is responsible for the overall direction of the Department of Public Safety, which includes the services provided out of the Public Safety Chief's Office as well as the department's four major divisions: Police Services, Fire Services, Support Services, and Community Health and Resilience. The Public Safety Chief ensures that all employees comply with mandated federal and state laws, municipal ordinances, Colorado POST standards (police) and National Fire Protection Association Codes and Standards.

The Public Safety Chief provides oversight and direction for services provided out of his office, Police Services Division, Fire Services Division, Support Services Division, and Community Health and Resilience. This service ensures that all Public Safety Department divisions, sections, units, offices and teams are appropriately responsive to our community.

Within the Public Safety Chief's Office are the Marketing, Research & Development, and the Crime Analysis Unit. Marketing administers the department's communication, public relations and marketing strategies, including the use of social media. Research & Development conducts academic and best practices research and evaluation, cost benefit analysis, and the biennial community policing survey. The Crime Analysis Unit analyzes crime data and provides strategic, tactical and administrative analysis to internal and external customers.

SERVICE: PUBLIC SAFETY DIRECTOR

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Chief of Public Safety	1.00	1.00	1.00
Research & Community Engagement Manager	1.00	1.00	0.00
PS Communications & Marketing Manager	1.00	1.00	1.00
PS Data/Statistical Analyst	1.00	1.00	1.00
TOTAL	4.00	4.00	3.00

PUBLIC SAFETY CHIEF
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	387,187	436,120	371,374
126	RHS Plan	48,685	1,600	1,200
127	FPPA Death and Disability	-	-	3,235
129	Medicare Contribution	5,006	6,324	5,385
131	MOPC	8,056	12,138	8,460
132	Employee Insurance	71,959	71,961	59,420
133	GERP Retirement	13,599	20,391	15,228
134	Police and Fire Retirement	18,972	19,337	22,037
135	Compensation Insurance	176	2,371	1,611
136	Unemployment Insurance	218	144	123
137	Staff Training and Conference	2,914	2,500	2,500
141	Uniforms Protective Clothing	928	700	700
142	Food Allowance	684	1,148	1,148
SUBTOTAL		558,384	574,734	492,421

OPERATING AND MAINTENANCE

210	Supplies	4,089	3,035	3,035
216	Reference Books and Materials	108	200	200
217	Dues and Subscriptions	4,507	3,343	3,343
218	NonCapital Equip and Furniture	1,785	600	600
240	Repair and Maintenance	708	1,320	1,320
246	Liability Insurance	495	2,863	2,913
250	Prof and Contracted Services	182,339	185,300	185,300
261	Telephone Charges	426	-	-
263	Postage	7,546	11,163	11,163
264	Printing Copying and Binding	3,210	2,549	2,549
269	Other Services and Charges	(148)	-	-
273	Fleet Lease Operating and Mtc	8,870	-	-
SUBTOTAL		213,935	210,373	210,423
SERVICE TOTAL		\$772,319	\$785,107	\$702,844

COMMUNITY HEALTH AND RESILIENCE DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	331,642	381,744	523,436
Operating and Maintenance	133,906	149,956	149,845
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$465,547	\$531,700	\$673,281

Community Health and Resilience includes four budget services: Emergency Management, Public Safety Outreach, Volunteer Programs, and CORE.

OFFICE OF EMERGENCY MANAGEMENT

FUND: GENERAL FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Office of Emergency Management (OEM) is a primary service function of Community Health and Resilience. The OEM’s mission is to mitigate against, prepare for, respond to and recover from large incidents, including natural disasters and acts of terrorism. OEM maintains the City’s Emergency Operations Plan and Emergency Operations Center; monitors NIMS compliance activities; provides Incident Command support, training and exercises for the City; maintains the Outdoor Emergency Warning System; participates in mutual aid agreements; administers the Public Safety grant program; provides Continuity of Operations Planning support; and participates in regional and federal planning activities on behalf of the City.

SERVICE: OFFICE OF EMERGENCY MANAGEMENT

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Community Health and Diversion Program Mngr	0.00	0.00	1.00
Emergency Management Coordinator	1.00	1.00	1.00
TOTAL	1.00	1.00	2.00

OFFICE OF EMERGENCY MANAGEMENT
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	85,668	85,034	175,993
126	RHS Plan	400	400	800
129	Medicare Contribution	1,107	1,233	2,552
131	MOPC	4,283	4,252	8,800
132	Employee Insurance	14,031	14,031	28,159
133	GERP Retirement	6,859	7,143	15,839
135	Compensation Insurance	3,015	2,479	1,659
136	Unemployment Insurance	43	28	58
137	Staff Training and Conference	1,030	4,305	5,305
141	Uniforms and Protective Clothing	399	-	-
142	Food Allowance	498	500	500
SUBTOTAL		117,333	119,405	239,665
OPERATING AND MAINTENANCE				
210	Supplies	6,934	750	1,000
216	Reference Books and Materials	70	500	500
217	Dues and Subscriptions	2,632	4,700	5,200
218	NonCapital Equip and Furniture	3,947	3,000	3,000
240	Repair and Maintenance	675	2,000	2,000
245	Mileage Allowance	-	400	400
246	Liability Insurance	1,091	1,069	1,654
250	Prof and Contracted Services	49,715	47,780	47,780
269	Other Services and Charges	9,371	11,934	11,934
273	Fleet Lease Operating and Mtc	1,756	2,647	5,557
274	Fleet Lease Replacement	13,686	13,686	13,686
SUBTOTAL		89,878	88,466	92,711
SERVICE TOTAL		\$207,211	\$207,871	\$332,376

PUBLIC SAFETY OUTREACH

FUND: GENERAL FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Public Safety Outreach Unit is a primary service function of Community Health and Resilience. Public Safety Outreach is the liaison between department programs and citizen audiences. This unit is instrumental in providing a significant amount of safety and educational programs and presentations to the public either directly or working through other divisions, sections and units. Safety and educational materials are disseminated via brochures, flyers, classroom and public presentations, and print and social media. Outreach efforts include, but are not limited to, Neighborhood Watch; safety education to schools, businesses, and retirement facilities; the Citizen Police Academy; career fairs; and Safety and Justice Center tours. The Outreach Unit also is responsible for the City’s False Alarm Reduction Program and the department’s volunteer program. Additionally, the Outreach Unit is involved in community engagement and self-sufficiency efforts such as mental health and homelessness.

SERVICE: OUTREACH

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Public Safety Outreach Manager	1.00	1.00	1.00
TOTAL	1.00	1.00	1.00

PUBLIC SAFETY OUTREACH
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	70,863	70,456	77,656
126	RHS Plan	400	400	400
129	Medicare Contribution	888	1,022	1,126
131	MOPC	3,543	3,523	3,883
132	Employee Insurance	11,625	11,625	12,425
133	GERP Retirement	5,673	5,918	6,989
135	Compensation Insurance	30	33	27
136	Unemployment Insurance	35	23	26
137	Staff Training and Conference	-	1,000	1,000
142	Food Allowance	51	825	825
	SUBTOTAL	93,108	94,825	104,357
OPERATING AND MAINTENANCE				
210	Supplies	232	2,500	2,500
214	Pamphlets and Documents	290	500	500
216	Reference Books and Materials	-	150	150
218	NonCapital Equip and Furniture	-	3,296	3,296
240	Repair and Maintenance	652	-	-
246	Liability Insurance	246	275	262
264	Printing and Copying	1,073	150	150
269	Other Services and Charges	500	300	300
273	Fleet Lease Operating and Mtc	2,433	3,062	772
274	Fleet Lease Replacement	6,827	6,827	6,827
	SUBTOTAL	12,253	17,060	14,757
	SERVICE TOTAL	\$105,361	\$111,885	\$119,114

VOLUNTEER PROGRAMS

FUND: GENERAL FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The various Public Safety Volunteer Programs are administered out of the Public Safety Outreach Unit of Community Health and Resilience:

- ◆ S&J Volunteers
- ◆ Citizen Volunteer Patrol
- ◆ Range Safety Volunteers
- ◆ Student Intern Officers
- ◆ Explorers
- ◆ Front Range Chaplains
- ◆ Fire Corps Volunteers
- ◆ Community Emergency Response Team (CERT) and BeReady Volunteers

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
137	Staff Training and Conference	-	1,000	1,000
142	Food Allowance	1,806	2,700	2,700
SUBTOTAL		1,806	3,700	3,700
OPERATING AND MAINTENANCE				
210	Supplies	503	1,230	1,680
217	Dues and Subscriptions	45	70	70
230	Printing Copying and Binding	-	450	-
246	Liability Insurance	1,038	1,020	-
273	Fleet Lease Operating and Mtc	7,185	5,294	4,272
274	Fleet Lease Replacement	19,616	19,616	19,612
SUBTOTAL		28,387	27,680	25,634
SERVICE TOTAL		\$30,193	\$31,380	\$29,334

CORE

FUND: GENERAL FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Crisis, Outreach, Response and Engagement (CORE) program pairs a police officer, a paramedic and a licensed clinician in a dedicated response unit. This unit responds to behavioral health calls for service and uses the various skill sets of the team to reduce the number of unnecessary arrests and M1 holds. The team follows up with individuals after initial engagement and provides resource navigation services and outreach to those struggling with major mental illness.

SERVICE: CORE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Clinician II	1.00	1.00	1.00
Co-Responder Paramedic	1.00	1.00	1.00
TOTAL	2.00	2.00	2.00

CORE
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	82,348	123,079	132,038
121	Overtime Wages	3,603	-	-
126	RHS Plan	400	800	800
129	Medicare Contribution	1,026	1,784	1,914
131	MOPC	3,998	6,154	6,602
132	Employee Insurance	20,308	20,308	21,126
133	GERP Retirement	6,404	10,338	11,884
135	Compensation Insurance	1,245	1,310	1,306
136	Unemployment Insurance	62	41	44
137	Staff Training and Conference	-	-	-
SUBTOTAL		119,395	163,814	175,714
OPERATING AND MAINTENANCE				
210	Supplies	-	-	-
218	NonCapital Equip and Furniture	3,241	-	-
246	Liability Insurance	147	147	140
250	Prof and Contracted Services	-	16,603	16,603
SUBTOTAL		3,388	16,750	16,743
SERVICE TOTAL		\$122,783	\$180,564	\$192,457

FIRE SERVICES DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	11,099,945	10,657,588	11,377,170
Operating and Maintenance	1,591,771	1,670,517	1,878,246
Non-Operating	-	-	-
Capital	40,385	-	-
TOTAL	\$12,732,101	\$12,328,105	\$13,255,416

Within the General Fund, the Fire Services Division includes two budget services: Fire Codes and Planning and Suppression, which includes, Investigations, Hazmat, Technical Rescue and Wildland. Suppression and the three teams provide fire and life safety protection to the residents of Longmont and respond to other types of emergency incidents within and outside of Longmont. Fire Codes and Planning is responsible for fire code enforcement in existing buildings and new construction, plan review, hazardous materials tracking and handling, and shift inspections. Investigations coordinates all fire investigations, often in collaboration with the Police Department's Detective Operations Section.



FIRE CODES AND PLANNING

FUND: GENERAL FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Fire Codes and Planning Unit is a primary service function of the Fire Services Division. The goal of Fire Codes and Planning is to reduce loss as a result of fire on a building. This goal is accomplished through fire code inspections, pre-incident planning and building familiarization, issuing permits, plan review, life safety system testing, hazardous materials tracking and code enforcement, special event planning and code enforcement, fire investigations, research, review, and recommending changes to and writing local amendments to the International Fire Code.

Investigations is a collateral service function of the Fire Codes and Planning Unit. Fire investigators are composed of three primary shift investigators and three technician-level investigators. One primary and one technician-level investigator are assigned to each of the three battalions and fill this role in a collateral capacity. One volunteer investigator responds as needed to assist or as requested by one of the shift investigators. This group of investigators is tasked with investigating every fire or ignition in the city, seeking out trends, and identifying causes. Fire investigators work in conjunction with police detectives and maintain participation with MAFIT (Multi-Agency Fire Investigation Team).

SERVICE: FIRE CODES AND PLANNING

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Assistant Fire Marshal	1.00	1.00	1.00
Fire Marshal	1.00	0.00	0.00
Fire Captain	0.00	1.00	1.00
Sr Fire Code Inspector	1.00	1.00	1.00
Fire Protection Engineer	1.00	1.00	0.00
TOTAL	4.00	4.00	3.00

FIRE CODES AND PLANNING
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	400,126	390,916	316,046
121	Overtime Wages	2,428	6,338	6,623
126	RHS Plan	5,144	2,354	2,032
127	FPPA Death and Disability	1,643	1,731	1,971
129	Medicare Contribution	5,207	5,668	4,583
131	MOPC	14,153	13,774	9,643
132	Employee Insurance	64,051	64,502	50,567
133	GERP Retirement	22,663	23,142	17,359
134	Police and Fire Retirement	11,625	11,542	13,425
135	Compensation Insurance	3,926	4,503	5,255
136	Unemployment Insurance	194	129	105
141	Uniforms and Protective Clothing	2,094	1,000	1,500
142	Food Allowance	-	300	600
SUBTOTAL		533,254	525,899	429,709
OPERATING AND MAINTENANCE				
210	Supplies	378	1,500	2,800
214	Pamphlets and Documents	-	500	1,400
217	Dues and Subscriptions	6,017	7,733	6,583
218	NonCapital Equip and Furniture	16	850	550
240	Repair and Maintenance	-	1,900	-
246	Liability Insurance	9,221	6,701	1,861
250	Prof and Contracted Services	10,290	18,229	18,229
264	Printing Copying and Binding	336	-	350
269	Other Services and Charges	1,328	-	-
273	Fleet Lease Operating and Mtc	11,320	21,480	5,644
274	Fleet Lease Replacement	22,791	22,792	15,832
SUBTOTAL		61,697	81,685	53,249
SERVICE TOTAL		\$594,951	\$607,584	\$482,958

FIRE SUPPRESSION

FUND: GENERAL FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

Suppression is a primary service function of the Fire Services Division. The Suppression service operates 24 hours a day, seven days a week and provides for the suppression of fires and the handling of other emergency incidents, such as hazardous materials spills, explosions, natural disasters and specialized rescues. The staff provides immediate response to all rescue and emergency medical calls. The emergency medical service includes EMT basic and advanced life support. The staff also assists in and responds to nonemergency calls, such as odor investigations, smoke and odor removal, and ambulance assists. This service conducts fire safety inspections and targets hazard preplans for community safety and departmental effectiveness and efficiency.

The HazMat Team is a collateral service function of the Fire Services Division. The team is made up of firefighters who are specially trained in hazardous materials response. This team responds to hazardous materials incidents within the City of Longmont and Boulder County and has partnered with multiple agencies to provide efficient and effective services. The team specializes in identification, mitigation and decontamination of hazardous materials incidents.

The Technical Rescue Team also is a collateral service function of the Fire Services Division. The team is made up of firefighters who are specially trained in technical rescue response such as high and low angle rope, water, ice, trench, confined space rescue, and structural collapse as well as large vehicle stabilization and extrication. The team has partnered with area agencies to provide the most efficient and effective services. Members of the Tech Rescue Team are also members of Colorado Task Force 1 Urban Search and Rescue overseen by FEMA, which is used nationally on large-scale incidents.

The Wildland Team is another collateral service function of the Fire Services Division. The team is made up of firefighters who are specially trained in wildland firefighting and wildland/ urban interface. This team responds to grass and wildland fires in city, county, state, and federal jurisdictions as needed.

SERVICE: OPERATIONS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Deputy Public Safety Chief	1.00	1.00	1.00
Assistant Fire Chief	3.00	3.00	3.00
Fire Lieutenant	1.00	0.00	0.00
Fire Captain	2.00	2.00	2.00
Fire Lieutenant Shift	16.00	17.00	17.00
Firefighter/Paramedic/Engineer	3.00	3.00	3.00
Firefighter/Engineer	16.00	16.00	16.00
Firefighter/Paramedic	10.00	10.00	10.00
Firefighter	20.00	20.00	20.00
Administrative Analyst	1.00	1.00	1.00
TOTAL	73.00	73.00	73.00

**FIRE SUPPRESSION
LINE ITEM BUDGET**

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	6,784,412	6,895,662	7,423,381
121	Overtime Wages	1,322,077	866,425	933,414
122	Longevity Compensation	14,340	12,780	6,840
126	RHS Plan	126,289	64,661	69,466
127	FPPA Death and Disability	68,245	74,795	94,633
129	Medicare Contribution	104,274	99,607	107,265
131	MOPC	2,794	2,749	2,996
132	Employee Insurance	1,136,066	1,132,284	1,182,525
133	GERP Retirement	4,474	4,619	5,392
134	Police and Fire Retirement	690,140	681,459	799,780
135	Compensation Insurance	190,816	179,751	163,334
136	Unemployment Insurance	3,443	2,272	2,435
137	Staff Training and Conference	35,794	47,495	88,000
141	Uniforms and Protective Clothing	82,132	65,130	65,000
142	Food Allowance	1,395	2,000	3,000
SUBTOTAL		10,566,691	10,131,689	10,947,461

OPERATING AND MAINTENANCE

210	Supplies	48,337	45,400	54,250
216	Reference Books and Materials	156	500	-
217	Dues and Subscriptions	7,237	13,500	13,000
218	NonCapital Equip and Furniture	73,420	155,375	301,150
240	Repair and Maintenance	98,714	83,000	69,500
245	Mileage Allowance	12	200	-
246	Liability Insurance	106,518	108,219	103,302
247	Safety Expenses	42,095	64,000	34,000
250	Prof and Contracted Services	120,638	117,143	123,643
261	Telephone Charges	1,267	-	-
263	Postage	496	-	600
269	Other Services and Charges	10,953	700	3,000
273	Fleet Lease Operating and Mtc	376,733	347,124	378,643
274	Fleet Lease Replacement	643,498	653,671	743,909
SUBTOTAL		1,530,074	1,588,832	1,824,997

CAPITAL OUTLAY

440	Machinery and Equipment	40,385	-	-
SUBTOTAL		40,385	-	-
SERVICE TOTAL		\$12,137,150	\$11,720,521	\$12,772,458

POLICE SERVICES DIVISION

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	18,470,902	19,198,974	19,882,732
Operating and Maintenance	2,287,319	2,350,733	2,627,223
Non-Operating	-	-	-
Capital	27,324	-	367,500
TOTAL	\$20,785,545	\$21,549,707	\$22,877,455

The Police Services Division's primary purpose, as reflected in its mission statement, is "To protect and serve, with integrity and professionalism, in partnership with the people of Longmont."

Within the General Fund, the Police Services Division includes nine budget services:

- ◆ Patrol Operations Section
- ◆ Detective Operations Section
- ◆ Animal Control Unit
- ◆ Special Enforcement Unit
- ◆ School Resource Officer Unit
- ◆ Special Operations Section
- ◆ Traffic Unit
- ◆ SWAT Team
- ◆ Emergency Communications Center

PATROL

FUND: GENERAL FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Patrol Operations Section is a primary service function of the Police Services Division. Patrol Operations, a 24-hour-a-day, seven-day-a-week service, is responsible primarily for responding to emergency, immediate, and routine service calls and crime-related incidents. The responsibilities of Patrol Operations are to ensure the safety and protection of persons and property through proactive and directed patrol and to provide the highest quality service through problem solving and community-oriented policing.

In conjunction with the Traffic Unit, Patrol Operations facilitates the safe and expeditious movement of vehicular and pedestrian traffic. Patrol Operations also assists the Animal Control Unit with calls for service regarding animals.

SERVICE: PATROL

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Deputy Public Safety Chief	1.00	1.00	1.00
Police Commander	2.00	2.00	2.00
Police Sergeant	11.00	11.00	11.00
Master Police Officer	16.00	16.00	17.00
Police Officer	47.00	46.00	45.00
CSO Patrol	0.00	4.00	4.00
Police Services Technician	4.00	0.00	0.00
Administrative Analyst	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
TOTAL	83.00	82.00	82.00

PATROL
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	6,711,388	7,400,025	7,817,078
121	Overtime Wages	565,528	346,925	360,802
122	Longevity Compensation	4,260	4,320	4,440
126	RHS Plan	101,654	70,667	74,551
127	FPPA Death and Disability	84,926	96,916	114,053
129	Medicare Contribution	93,472	107,293	113,366
131	MOPC	15,011	16,965	17,662
132	Employee Insurance	1,223,862	1,217,929	1,248,052
133	GERP Retirement	24,036	28,504	31,787
134	Police and Fire Retirement	666,956	739,483	813,563
135	Compensation Insurance	480,292	490,814	354,513
136	Unemployment Insurance	3,710	2,436	2,572
137	Staf Training and Conferences	7,137	21,120	21,120
141	Uniforms and Protective Clothing	126,084	143,975	99,665
142	Food Allowance	1,231	1,000	1,000
SUBTOTAL		10,109,546	10,688,372	11,074,224

OPERATING AND MAINTENANCE

210	Supplies	9,514	18,185	18,185
216	Reference Books and Materials	3,359	3,220	3,220
217	Dues and Subscriptions	1,563	1,000	1,000
218	NonCapital Equip and Furniture	7,872	7,450	7,450
240	Repair and Maintenance	38,233	38,627	38,627
246	Liability Insurance	135,333	114,194	131,303
247	Safety Expenses	10,183	11,340	66,650
250	Prof and Contracted Services	43,961	5,450	5,450
258	Investigative Expenses	1,582	500	500
261	Telephone Charges	850	-	-
263	Postage	14	-	-
264	Printing and Copying	5,577	6,835	6,835
269	Other Services and Charges	243	-	-
273	Fleet Lease Operating and Mtc	439,619	477,196	388,537
274	Fleet Lease Replacement	492,243	413,777	570,619
SUBTOTAL		1,190,146	1,097,774	1,238,376

CAPITAL OUTLAY

432	Vehicles	-	-	12,500
440	Machinery and Equipment	3,625	-	-
SUBTOTAL		3,625	-	12,500
SERVICE TOTAL		\$11,303,317	\$11,786,146	\$12,325,100

DETECTIVES

FUND: GENERAL FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Detective Operations Section is a primary service function of the Police Services Division. Detective Operations is responsible for the continued investigation of felony criminal cases and some more complex misdemeanor cases. Cases are either referred to the section from other Police Services sections or other outside law enforcement sources or are initiated by detectives assigned in this section. Within the General Fund, Detective Operations is divided into three distinct units:

The **Person Crimes Unit** is responsible for investigating crimes committed against people, including homicide, sexual assault, robbery, aggravated assault, kidnapping, child abuse, extortion, weapon offenses, and other death investigations.

The **Property Crimes Unit** is responsible for investigating crimes committed against property, including burglary, trespass, auto theft, criminal mischief, theft, arson, and computer crime. The unit also provides computer forensic services, crime scene investigation services, and property and evidence management. Fraud and forgery cases are investigated out of this unit, as well.

The **Special Enforcement Unit** is responsible primarily for investigating vice and narcotic crimes and any other covert investigations as assigned by the department.

SERVICE: DETECTIVE SERVICES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Police Commander	1.00	1.00	1.00
Police Sergeant	2.00	2.00	2.00
Master Police Officer	14.00	14.00	13.00
Police Officer	2.00	2.00	3.00
CSO Evidence Crime Scene Technician	0.00	0.00	0.00
CSO Evidence Tech	0.00	0.00	0.00
CSO Property & Evidence Custodian	1.00	1.00	1.00
CSO Crime Scene Investigator	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
TOTAL	22.00	22.00	22.00

DETECTIVES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	1,949,631	2,037,143	2,131,201
112	Temporary Wages	2,332	-	-
121	Overtime Wages	189,503	163,290	169,822
122	Longevity Compensation	7,553	4,320	4,440
126	RHS Plan	93,536	19,254	20,150
127	FPPA Death and Disability	25,888	27,567	36,300
128	FICA	145	-	-
129	Medicare Contribution	27,144	28,790	30,132
131	MOPC	8,954	9,067	9,327
132	Employee Insurance	341,956	334,795	339,839
133	GERP Retirement	14,337	15,084	16,789
134	Police and Fire Retirement	171,957	185,578	211,967
135	Compensation Insurance	68,137	62,540	49,150
136	Unemployment Insurance	1,037	674	704
137	Staff Training and Conference	12,097	22,800	22,800
141	Uniforms and Protective Clothing	12,922	12,550	12,550
142	Food Allowance	2,129	2,050	2,050
SUBTOTAL		2,929,257	2,925,502	3,057,221
OPERATING AND MAINTENANCE				
210	Supplies	13,785	16,050	16,050
216	Reference Books and Materials	1,120	975	975
217	Dues and Subscriptions	7,948	4,025	22,525
218	NonCapital Equip and Furniture	417	12,425	12,425
240	Repair and Maintenance	2,143	3,000	3,000
246	Liability Insurance	42,806	34,794	35,161
250	Prof and Contracted Services	9,281	9,725	9,725
252	Ads and Legal Notices	960	1,500	1,500
258	Investigative Expenses	35,870	17,975	29,975
261	Telephone Charges	476	-	-
264	Printing Copying and Binding	1,365	7,350	7,350
269	Other Services and Charges	116	-	-
273	Fleet Lease Operating and Mtc	37,065	44,734	43,930
274	Fleet Lease Replacement	76,948	98,584	84,943
SUBTOTAL		230,299	251,137	267,559
SERVICE TOTAL		\$3,159,556	\$3,176,639	\$3,324,780

SPECIAL ENFORCEMENT UNIT

FUND: GENERAL FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Special Enforcement Unit (SEU) is a primary service function of the Detective Operations Section. SEU is responsible for investigating vice and narcotic crimes and conducting covert investigations as assigned by the department. SEU also provides investigative support to all Police Services sections, units and teams. SEU also collects and analyzes criminal intelligence information and is responsible for all asset forfeiture cases.

SERVICE: SPECIAL ENFORCEMENT UNIT

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Police Sergeant	1.00	1.00	1.00
Master Police Officer	5.00	5.00	5.00
TOTAL	6.00	6.00	6.00

SPECIAL ENFORCEMENT UNIT
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	547,229	608,832	614,412
121	Overtime Wages	103,248	63,571	66,114
126	RHS Plan	7,148	6,090	6,145
127	FPPA Death and Disability	7,328	8,140	9,829
129	Medicare Contribution	8,587	8,828	8,911
132	Employee Insurance	98,467	100,458	98,305
134	Police and Fire Retirement	52,539	60,884	66,970
135	Compensation Insurance	20,187	16,240	13,276
136	Unemployment Insurance	298	202	204
141	Uniforms and Protective Clothing	5,329	4,200	4,200
142	Food Allowance	344	2,000	2,000
SUBTOTAL		850,704	879,445	890,366
OPERATING AND MAINTENANCE				
210	Supplies	12,276	1,425	1,425
216	Reference Books and Materials	261	-	-
217	Dues and Subscriptions	6,152	7,450	7,450
218	NonCapital Equip and Furniture	559	4,475	4,475
240	Repair and Maintenance	411	10,800	10,800
246	Liability Insurance	10,865	11,169	28,868
247	Safety Expenses	-	4,000	4,000
250	Prof and Contracted Services	-	4,600	4,600
258	Investigative Expenses	24,722	34,045	34,045
273	Fleet Lease Operating and Mtc	84,337	134,116	133,480
274	Fleet Lease Replacement	10,264	10,264	10,265
SUBTOTAL		149,847	222,344	239,408
SERVICE TOTAL		\$1,000,551	\$1,101,789	\$1,129,774

ANIMAL CONTROL

FUND: GENERAL FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Animal Control Unit is a primary service function of the Special Operations Section. Animal Control handles calls for service concerning domestic animals and wildlife. This is accomplished through conducting investigations, enforcing municipal ordinances and state statutes relating to animals, pet licensing, education, mediation, and working with pet owners to resolve problems. Animal Control serves as the department's liaison to the Longmont Humane Society, the Boulder County Health Department, the Colorado Division of Wildlife, the Colorado Brand Board, animal refuge centers, and local veterinarians.

SERVICE: ANIMAL CONTROL

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
CSO Animal Control	4.00	4.00	4.00
TOTAL	4.00	4.00	4.00

ANIMAL CONTROL
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	224,338	218,819	225,552
121	Overtime Wages	6,061	2,360	2,454
126	RHS Plan	7,878	2,189	2,256
129	Medicare Contribution	2,931	3,173	3,272
131	MOPC	10,813	10,942	11,276
132	Employee Insurance	35,749	36,105	36,088
133	GERP Retirement	17,311	18,381	20,300
135	Compensation Insurance	23,057	20,710	14,600
136	Unemployment Insurance	108	73	76
137	Staff Training and Conference	825	1,500	1,500
141	Uniforms and Protective Clothing	3,459	2,875	2,875
	SUBTOTAL	332,529	317,127	320,249
OPERATING AND MAINTENANCE				
210	Supplies	148	800	800
217	Dues and Subscriptions	340	225	225
218	NonCapital Equip and Furniture	10	900	900
246	Liability Insurance	3,737	3,543	3,169
250	Prof and Contracted Services	196,747	201,996	201,996
273	Fleet Lease Operating and Mtc	30,371	32,368	24,778
274	Fleet Lease Replacement	12,675	12,675	41,039
	SUBTOTAL	244,028	252,507	272,907
	SERVICE TOTAL	\$576,557	\$569,634	\$593,156

SCHOOL RESOURCE OFFICERS

FUND: GENERAL FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The School Resource Officer Unit is a primary service function of the Special Operations Division. Its primary functions and responsibilities are:

- ◆ Safe schools – promoting a safe environment in school settings through crime and disorder prevention, reducing illegal drug and alcohol use, and encouraging responsible motor vehicle operation, all of which is accomplished through investigations, restorative justice, mediation and the enforcement of statutes, ordinances, and school policies
- ◆ Education programs – promotion and coordination of safety and awareness programs for students and staff
- ◆ Prevention programs – school programs to enhance positive decision-making skills and deter substance use and abuse.

SERVICE: SCHOOL RESOURCE OFFICERS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Police Sergeant	1.00	1.00	1.00
Master Police Officer	4.00	4.00	4.00
TOTAL	5.00	5.00	5.00

SCHOOL RESOURCE OFFICERS
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	518,873	501,312	521,352
121	Overtime Wages	64,871	26,408	27,464
126	RHS Plan	8,811	5,015	5,214
127	FPPA Death and Disability	7,325	7,520	8,340
129	Medicare Contribution	7,643	7,268	7,562
132	Employee Insurance	82,716	82,717	83,416
134	Police and Fire Retirement	51,460	50,131	56,827
135	Compensation Insurance	7,181	6,849	6,422
136	Unemployment Insurance	251	167	173
137	Staff Training and Conference	-	8,035	8,035
141	Uniforms and Protective Clothing	2,340	3,150	3,150
142	Food Allowance	131	425	425
SUBTOTAL		751,601	698,997	728,380
OPERATING AND MAINTENANCE				
210	Supplies	357	2,800	2,800
217	Dues and Subscriptions	149	-	-
218	NonCapital Equip and Furniture	1,424	1,150	1,150
246	Liability Insurance	2,919	2,777	2,657
SUBTOTAL		4,849	6,727	6,607
SERVICE TOTAL		\$756,450	\$705,724	\$734,987

SPECIAL OPERATIONS

FUND: GENERAL FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Special Operations Section is a primary service function of the Police Services Division. Special Operations consists of both primary and collateral service functions. Within the General Fund, the four primary service functions are the Animal Control Unit, the Report Taker Unit, the School Resource Officer Unit and the Traffic Unit. The collateral service functions are the SWAT Team and the Bomb Squad. All functions within the section, except for the Report Taker Unit, have their own independent budgets with specific service descriptions.

The Report Taker Unit is responsible primarily for the initial investigation and documentation of nonemergency, non-immediate, crime-related incidents reported in person, over the phone, over the Internet and by mail. They also are responsible for greeting visitors to the department and answering the nonemergency phone lines for general, nonemergency police services. However the contact is made, the report takers either provide the needed assistance and information or direct citizens to the most appropriate division, section or unit. The Report Taker Unit also coordinates and provides the fingerprinting services offered to the community. In addition, the Report Taker Unit handles all quarterly and annual sex offender registrations once the offender has been initially registered by the court liaison officer.

SERVICE: SPECIAL OPERATIONS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Police Commander	1.00	1.00	1.00
Police Sergeant	1.00	1.00	1.00
TOTAL	2.00	2.00	2.00

SPECIAL OPERATIONS
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	259,434	255,959	266,941
121	Overtime Wages	1,881	3,014	3,135
126	RHS Plan	3,946	1,595	1,642
127	FPPA Death and Disability	-	-	4,271
129	Medicare Contribution	3,281	3,711	3,871
132	Employee Insurance	42,233	42,233	42,711
134	Police and Fire Retirement	25,787	25,596	29,097
135	Compensation Insurance	31,821	29,332	20,465
136	Unemployment Insurance	128	84	88
137	Staff Training and Conference	-	1,775	1,775
141	Uniforms and Protective Clothing	1,761	1,275	1,275
142	Food Allowance	251	-	-
SUBTOTAL		370,523	364,574	375,271
OPERATING AND MAINTENANCE				
210	Supplies	258	200	200
217	Dues and Subscriptions	180	-	-
218	NonCapital Equip and Furniture	82	1,350	1,350
246	Liability Insurance	478	486	1,564
250	Prof and Contracted Services	-	300	300
273	Fleet Lease Operating and Mtc	5,387	1,996	952
SUBTOTAL		6,384	4,332	4,366
SERVICE TOTAL		\$376,907	\$368,906	\$379,637

TRAFFIC UNIT

FUND: GENERAL FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Traffic Unit is a primary service function of the Special Operations Section. The Traffic Unit's primary purposes are to facilitate the safe and expeditious movement of vehicular and pedestrian traffic through the enforcement of traffic laws, investigation of traffic complaints, coordination of the DUI enforcement program, providing educational programs, and through the use of problem solving and community-oriented policing. Problem solving efforts often are undertaken with the assistance of the City's transportation engineer. The Traffic Unit also coordinates and provides departmental training in the areas of speed detection, accident investigation and DUI detection. The Traffic Unit responds to calls 24 hours a day, seven days a week for the investigation of serious injury and fatal traffic accidents. The Traffic Unit also is responsible for coordinating requests to the police department for traffic control at City-sponsored special events and parades.

SERVICE: TRAFFIC UNIT

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Police Sergeant	1.00	1.00	1.00
Master Police Officer	4.00	4.00	2.00
Police Officer	1.00	2.00	4.00
CSO Field Investigator	3.00	3.00	3.00
TOTAL	9.00	10.00	10.00

TRAFFIC UNIT
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	677,708	822,232	825,746
121	Overtime Wages	82,038	40,647	42,273
126	RHS Plan	10,542	8,224	8,257
127	FPPA Death and Disability	8,708	11,704	12,986
129	Medicare Contribution	10,101	11,920	11,975
131	MOPC	8,956	8,885	8,988
132	Employee Insurance	126,550	135,371	131,833
133	GERP Retirement	14,340	14,928	16,176
134	Police and Fire Retirement	49,668	64,451	70,413
135	Compensation Insurance	85,142	68,054	48,776
136	Unemployment Insurance	383	274	273
137	Staff Training and Conference	13,499	16,980	18,980
141	Uniforms and Protective Clothing	5,718	6,000	6,000
SUBTOTAL		1,093,352	1,209,670	1,202,676

OPERATING AND MAINTENANCE

210	Supplies	3,195	2,650	2,650
217	Dues and Subscriptions	106	1,050	7,250
218	NonCapital Equip and Furniture	1,313	2,700	2,700
240	Repair and Maintenance	576	3,300	3,300
246	Liability Insurance	4,220	3,961	4,840
250	Prof and Contracted Services	-	1,000	1,000
258	Investigative Expenses	5,309	37,335	37,335
269	Other Services and Charges	85,247	-	-
273	Fleet Lease Operating and Mtc	36,781	37,559	28,516
274	Fleet Lease Replacement	55,889	96,697	104,322
SUBTOTAL		192,636	186,252	191,913

CAPITAL OUTLAY

440	Machinery and Equipment	5,999	-	55,000
SUBTOTAL		5,999	-	55,000
SERVICE TOTAL		\$1,291,987	\$1,395,922	\$1,449,589

SWAT TEAM

FUND: GENERAL FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Special Weapons and Tactics (SWAT) Team is a collateral service function of the Special Operations Section. The SWAT Team is composed of tactical officers, negotiators, medics and dispatchers from Police Services, Fire Services, the Longmont Emergency Communications Center and the Frederick Police Department. Team members are on call to provide assistance to any division, section or unit within the Longmont Department of Public Safety or the Frederick Police Department. From time to time, the team is also requested by other outside agencies to assist them with critical incidents. The types of incidents the team provides assistance with are barricaded suspects, hostage situations, service of high-risk and unknown-risk search and arrest warrants, sniper incidents, apprehension of armed and dangerous fugitives, civil disorder and crowd control, VIP protection, directed patrol operations, and major case followups. The team also is used as a training resource for the police department in areas such as firearms, less-than-lethal weaponry, patrol tactics, and crowd control.

The SWAT Team oversees and manages the department's participation in the Boulder County Bomb Squad. The squad is staffed with hazardous devices technicians (bomb techs) from Police Services, Fire Services and the Boulder County Sheriff's Office. The squad's primary mission is to protect and save lives by rendering safe actual or suspected hazardous devices including, but not limited to, explosives, explosive compounds, bombs, military ordnance, booby traps, incendiary devices, and improvised explosive devices. The squad is also used as a training resource for local police and fire departments in areas such as explosives, bombs and post-blast investigations.

Both the SWAT Team and the Bomb Squad are actively involved in community education through public relations appearances and demonstrations.

SWAT TEAM
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	1,450	-	-
121	Overtime Wages	203,315	123,772	128,723
126	RHS Plan	629	-	-
127	FPPA Death and Disability	20	-	-
129	Medicare Contribution	2,878	-	-
134	Police and Fire Retirement	145	-	-
135	Compensation Insurance	27,010	21,456	14,739
137	Staff Training and Conference	9,676	15,900	20,900
141	Uniforms and Protective Clothing	1,207	5,450	5,450
142	Food Allowance	2,051	400	400
SUBTOTAL		248,381	166,978	170,212
OPERATING AND MAINTENANCE				
210	Supplies	24,285	21,086	23,086
216	Reference Books and Materials	38	150	150
217	Dues and Subscriptions	2,858	775	775
218	NonCapital Equip and Furniture	39,923	29,800	9,800
240	Repair and Maintenance	3,975	6,600	600
246	Liability Insurance	10,127	7,590	6,759
247	Safety Expenses	11,651	36,000	36,000
250	Prof and Contracted Services	250	225	225
264	Printing and Copying	-	100	100
273	Fleet Lease Operating and Mtc	35,601	38,480	37,175
274	Fleet Lease Replacement	83,077	128,753	127,536
SUBTOTAL		211,785	269,559	242,206
CAPITAL OUTLAY				
432	Vehicles	17,700	-	-
440	Machinery and Equipment	-	-	300,000
SUBTOTAL		17,700	-	300,000
SERVICE TOTAL		\$477,866	\$436,537	\$712,418

LONGMONT EMERGENCY COMMUNICATIONS CENTER

FUND: GENERAL FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Longmont Emergency Communications Center (LECC) is a primary service function of the Police Services Division. LECC is the public safety emergency answering point for the City of Longmont. All 9-1-1 phone calls and a myriad other emergency and nonemergency calls are routed to the LECC for processing. Communications specialists prioritize all calls as requests for emergency, urgent, and less critical calls for service. They identify the best resource to resolve each incident and route the information appropriately for the best possible service. The LECC staff provides 24-hour, 365-day-per-year dispatching services for Police, Fire and private ambulance service. At night and on weekends they also provide dispatching services for the Department of Public Works and Natural Resources. Communications specialists are the first contact for citizens in times of crisis and emergency.

SERVICE: COMMUNICATION CENTER

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Communications Center Manager	1.00	1.00	1.00
Communications Shift Supervisor	3.00	3.00	3.00
Communications Specialist	15.00	15.00	15.00
CSO Emergency Comm Tech Systems Support	1.00	1.00	1.00
Emergency Comm Tech Systems Administrator	1.00	1.00	1.00
TOTAL	21.00	21.00	21.00

COMMUNICATIONS CENTER
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	1,220,227	1,381,527	1,468,085
121	Overtime Wages	120,452	89,021	92,582
126	RHS Plan	14,186	12,550	13,363
129	Medicare Contribution	16,630	20,031	21,279
131	MOPC	60,661	69,075	73,398
132	Employee Insurance	225,232	227,467	234,478
133	GERP Retirement	97,118	115,544	131,582
135	Compensation Insurance	13,943	11,591	7,836
136	Unemployment Insurance	683	453	480
137	Staff Training and Conference	14,656	20,500	20,500
141	Uniforms and Protective Clothing	700	-	-
142	Food Allowance	520	550	550
SUBTOTAL		1,785,009	1,948,309	2,064,133
OPERATING AND MAINTENANCE				
210	Supplies	5,871	4,350	4,350
216	Reference Books and Materials	977	250	250
217	Dues and Subscriptions	2,514	6,700	6,700
218	NonCapital Equip and Furniture	19,593	5,100	5,100
240	Repair and Maintenance	1,563	19,400	19,400
245	Mileage Allowance	-	200	200
246	Liability Insurance	2,277	2,072	2,120
250	Prof and Contracted Services	3,600	5,000	5,000
264	Printing and Copying	33	250	250
269	Other Services and Charges	1,729	2,000	2,000
273	Fleet Lease Operating and Mtc	19,187	14,779	118,511
SUBTOTAL		57,345	60,101	163,881
SERVICE TOTAL		\$1,842,354	\$2,008,410	\$2,228,014

SUPPORT SERVICES DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	2,663,303	2,680,986	2,831,681
Operating and Maintenance	673,696	842,981	899,272
Non-Operating	-	-	-
Capital	-	34,000	-
TOTAL	\$3,336,999	\$3,557,967	\$3,730,953

Within the General Fund, the Support Services Division includes four budget services: Support Services, Information and Technology, Training and Personnel, and the Records Unit.



SUPPORT SERVICES

FUND: GENERAL FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

Support Services provides support to the administrative and operational components of the Public Safety Department. Recruitment, hiring, promotion, training, personnel and training records, and special program oversight are managed through its Training & Personnel Unit. The Logistics Unit facilitates and coordinates the management, maintenance, and construction of all Public Safety facilities and management of the Public Safety fleet; conducts research; acquires and facilitates repair of certain types of department equipment; and manages Public Safety contracts and intergovernmental agreements. This unit also serves as liaison with multiple external vendors and other City departments including Facility Operations and Fleet Services.

Support Services also provides liaison with Front Range Community College, Longmont Campus; the chaplains group; and several community support organizations.

SERVICE: SUPPORT SERVICES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Deputy Public Safety Chief	1.00	1.00	1.00
Assistant Fire Chief	1.00	1.00	1.00
Administrative Analyst	1.00	1.00	1.00
TOTAL	3.00	3.00	3.00

SUPPORT SERVICES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	334,455	343,754	364,871
121	Overtime Wages	34,831	32,366	33,661
122	Longevity Compensation	4,380	-	-
126	RHS Plan	2,668	1,200	1,200
129	Medicare Contribution	2,924	3,079	3,214
131	MOPC	2,914	2,884	2,996
132	Employee Insurance	56,442	56,719	58,380
133	GERP Retirement	4,667	4,845	5,392
134	Police and Fire Retirement	27,711	28,608	33,240
135	Compensation Insurance	14,584	10,381	6,948
136	Unemployment Insurance	171	113	120
141	Uniforms and Protective Clothing	1,413	950	1,950
142	Food Allowance	71	575	575
	SUBTOTAL	487,230	485,474	512,547
OPERATING AND MAINTENANCE				
210	Supplies	10,074	11,185	11,185
216	Reference Books and Materials	761	1,600	600
217	Dues and Subscriptions	2,718	3,060	3,260
218	NonCapital Equip and Furniture	3,279	6,772	5,772
240	Repair and Maintenance	3,371	17,365	17,365
245	Mileage Allowance	-	200	200
246	Liability Insurance	3,543	2,843	2,883
249	Operating Leases and Rentals	18,407	27,850	20,850
250	Prof and Contracted Services	76,662	109,821	114,821
252	Ads and Legal Notices	-	200	-
261	Telephone Charges	142,800	163,271	163,271
264	Printing and Copying	6,414	1,664	8,664
269	Other Services and Charges	8,594	23,530	24,530
273	Fleet Lease Operating and Mtc	20,113	11,556	4,694
274	Fleet Lease Replacement	10,947	10,948	-
	SUBTOTAL	307,683	391,865	378,095
	SERVICE TOTAL	\$794,913	\$877,339	\$890,642

TRAINING AND PERSONNEL

FUND: GENERAL FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Training & Personnel Unit is a primary service function of the Support Services Division. Training & Personnel is responsible for recruiting and hiring processes for full-time employees and direct support of other department divisions, sections and units during their hiring processes; coordinating the orientation program for new employees; facilitating and coordinating of internal promotional processes; coordinating training issues and functions; disseminating training information and opportunities; registration, scheduling, and coordination of logistical issues associated with training programs; administering the annual department training budget, including tracking, auditing, and reporting training fund expenditures; coordinating the needs-based training program; and maintaining training records for all department personnel.

SERVICE: TRAINING AND PERSONNEL

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Fire Captain	1.00	1.00	1.00
Fire Lieutenant	1.00	1.00	1.00
Police Sergeant	1.00	1.00	1.00
Master Police Officer	2.00	2.00	2.00
Administrative Analyst	1.00	1.00	1.00
TOTAL	6.00	6.00	6.00

TRAINING AND PERSONNEL
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	601,820	583,711	609,768
112	Temporary Wages	1,430	-	-
121	Overtime Wages	320,514	251,730	261,799
122	Longevity Compensation	1,920	1,980	2,040
126	RHS Plan	10,789	5,688	5,899
127	FPPA Death and Disability	3,815	2,976	5,239
129	Medicare Contribution	12,563	8,463	8,842
131	MOPC	2,889	2,749	2,996
132	Employee Insurance	96,312	96,312	97,563
133	GERP Retirement	4,625	4,619	5,392
134	Police and Fire Retirement	54,133	52,873	59,933
135	Compensation Insurance	742	891	654
136	Unemployment Insurance	291	193	202
137	Staff Training and Conference	27,978	99,211	99,211
141	Uniforms and Protective Clothing	5,390	4,800	4,800
142	Food Allowance	4,992	5,000	5,000
SUBTOTAL		1,150,204	1,121,196	1,169,338

OPERATING AND MAINTENANCE

210	Office Supplies	83,750	72,700	72,700
215	Supplies	13	200	200
216	Reference Books and Materials	574	-	-
217	Dues and Subscriptions	2,772	3,850	3,850
218	NonCapital Equip and Furniture	1,353	3,000	3,000
240	Repair and Maintenance	236	-	-
246	Liability Insurance	2,914	2,627	2,596
250	Prof and Contracted Services	44,457	14,000	24,500
252	Ads and Legal Notices	942	-	-
269	Other Services and Charges	3,941	8,000	8,000
273	Fleet Lease Operating and Mtc	12,559	9,069	16,729
274	Fleet Lease Replacement	14,915	14,915	20,553
SUBTOTAL		168,427	128,361	152,128
SERVICE TOTAL		\$1,318,630	\$1,249,557	\$1,321,466

PUBLIC SAFETY RECORDS

FUND: GENERAL FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Records Unit is a primary service function of Support Services. Personnel assigned to the Records Unit act as the primary custodians for Longmont criminal justice records to ensure department compliance with legislative requirements to maintain complete and accurate records. Records personnel also ensure that the public has access to releasable information and that the department is in compliance with court orders to seal or expunge records. Records personnel enter, update and cancel criminal justice record information, including sex offender registrations, in a variety of databases.

SERVICE: RECORDS UNIT

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Public Safety Records Supervisor	1.00	1.00	1.00
Sr Police Services Technician	3.00	3.00	3.00
Police Services Technician	5.00	5.00	5.00
TOTAL	9.00	9.00	9.00

**PUBLIC SAFETY RECORDS
LINE ITEM BUDGET**

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	429,329	469,082	496,114
112	Temporary Wages	-	1,723	1,723
121	Overtime Wages	10,571	18,216	18,945
126	RHS Plan	5,362	4,395	4,634
128	FICA	-	107	107
129	Medicare Contribution	5,388	6,827	7,216
131	MOPC	21,206	23,454	24,806
132	Employee Insurance	77,031	77,397	79,380
133	GERP Retirement	33,947	39,403	44,648
135	Compensation Insurance	13,802	7,738	5,194
136	Unemployment Insurance	234	156	163
142	Food Allowance	259	211	211
SUBTOTAL		597,129	648,709	683,141
OPERATING AND MAINTENANCE				
210	Supplies	3,540	5,800	5,800
216	Reference Books and Materials	77	100	100
217	Dues and Subscriptions	40	200	200
218	NonCapital Equip and Furniture	2,473	1,000	1,000
245	Mileage Allowance	-	100	100
246	Liability Insurance	577	580	557
250	Prof and Contracted Services	4,329	4,500	4,500
261	Telephone Charges	425	-	-
264	Printing Copying and Binding	5,842	7,400	7,400
SUBTOTAL		17,303	19,680	19,657
SERVICE TOTAL		\$614,432	\$668,389	\$702,798

INFORMATION AND TECHNOLOGY SERVICES

FUND: GENERAL FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

Information & Technology is a primary service function of the Information Services Division. Information & Technology (IT) is responsible for planning and organizing all IT-related functions and initiatives for the Department of Public Safety. This includes providing technical support and maintenance for existing infrastructure, hardware and applications for the Safety & Justice Center, six fire stations, five police substations, and all police and fire vehicles. Information & Technology also researches and recommends new technology to meet public safety IT needs.

SERVICE: PUBLIC SAFETY INFORMATION TECHNOLOGY

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Public Safety Technical Services Manager	1.00	0.00	1.00
Public Safety Information & Technology Man-	0.00	1.00	0.00
Sr PS Tech Support	1.00	1.00	1.00
Public Safety Technical Support	1.00	1.00	1.00
Mobile Data Communications Specialist	0.00	0.00	0.00
PS IT Application Support Analyst	1.00	1.00	1.00
TOTAL	4.00	4.00	4.00

INFORMATION AND TECHNOLOGY
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	309,129	305,936	336,519
121	Overtime Wages	19,468	13,911	14,467
126	RHS Plan	2,525	1,600	1,600
129	Medicare Contribution	4,273	4,435	4,880
131	MOPC	15,403	15,298	16,827
132	Employee Insurance	50,469	50,479	53,843
133	GERP Retirement	24,664	25,699	30,287
135	Compensation Insurance	130	149	122
136	Unemployment Insurance	153	100	110
137	Staff Training and Conference	2,528	8,000	8,000
SUBTOTAL		428,741	425,607	466,655

OPERATING AND MAINTENANCE

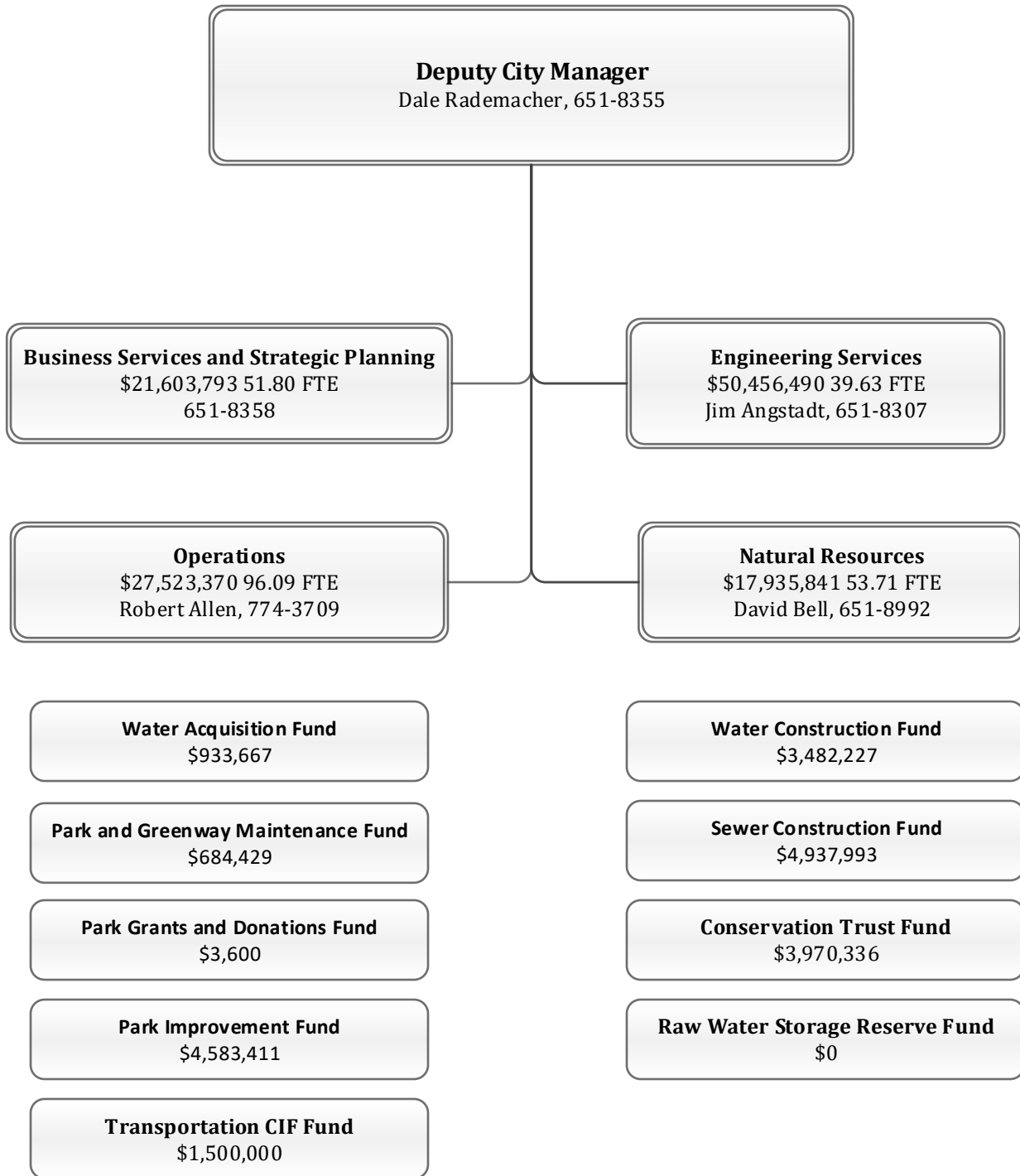
210	Supplies	11,803	11,150	15,000
216	Reference Books and Materials	991	875	875
217	Dues and Subscriptions	560	1,380	1,380
218	NonCapital Equip and Furniture	3,106	18,025	42,425
240	Repair and Maintenance	141,342	199,974	224,990
246	Liability Insurance	563	381	489
250	Prof and Contracted Services	17,920	60,390	60,390
269	Other Services and Charges	118	-	-
273	Fleet Lease Operating and Mtc	3,881	10,900	3,843
SUBTOTAL		180,284	303,075	349,392

CAPITAL OUTLAY

440	Machinery and Equipment	-	34,000	-
SUBTOTAL		-	34,000	-
SERVICE TOTAL		\$609,025	\$762,682	\$816,047

Public Works and Natural Resources Department

\$137,615,157 241.23 FTE



PUBLIC WORKS AND NATURAL RESOURCES

Resource Alignment 2022 Proposed Budget - \$59,778,442



Quartile	Program	Program Cost
1		55,941,779
	Button Rock Preserve and Ralph Price Reservoir Management	1,147,239
	Development Review and Project Management of public infrastructure installation	4,641,117
	Flood Plain Management and Permitting	158,243
	Landscape and hardscape maintenance for parks, greenways, right-of-ways, and city facilities	4,375,337
	Maintenance for Ditch Companies	738,937
	MS4 permit/program	461,101
	Natural Land Maintenance and Management	1,807,866
	Oil and Gas Coordination	793,630
	Permit Review and Approval	89,113
	Potable and Raw Water Service	7,429,524
	Project Management of Capital Projects	6,344,976
	Residential waste diversion and collection	7,413,757
	Sewer Collection and Wastewater Treatment	6,379,018
	Stormwater Operations & Maintenance	1,579,393
	Sustainability	822,331
	Technical/Regulatory Support	3,421,437
	Traffic Signal Operations, Maintenance, and Studies	1,396,385
	Transportation Maintenance and Repair	5,620,662
	Underground Utility Locates	136,573
	Water Rights Administration and Accounting, and Raw Water System Administration	1,185,140
2		3,337,326
	Financial Analysis, and Rate and Fee Setting	386,668
	Graffiti Vandalism	141,844
	Industrial pretreatment	180,345
	School Safety	248,763
	Transit Programs	871,992
	Union Reservoir Management	963,165
	Voluntary Curbside Organics Collection	544,549
3		499,338
	City Produced Special Events - PWNR	118,042

Longmont Economic Development Partnership (LEDP) Membership	237,190
Mosquito Control	4,732
Private Special Events	23,391
RTD EcoPass Program	78,207
Serve on the Board of Directors for Ditch and Reservoir Companies	37,776

Grand Total	59,778,442
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PUBLIC WORKS AND NATURAL RESOURCES DEPARTMENT OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	2,992,230	3,132,599	3,516,440
Operating and Maintenance	2,778,464	2,964,095	3,239,300
Non-Operating	-	-	70,240
Capital	17,685	-	54,813
TOTAL	\$5,788,379	\$6,096,694	\$6,880,793

The Public Works & Natural Resources Department includes:

- ◆ Parks & Forestry
- ◆ Open Space & Trails
- ◆ Sanitation
- ◆ Water
- ◆ Sewer
- ◆ Storm Drainage
- ◆ Streets

Components funded from the General Fund reflected here include Parks & Forestry, Air Quality Monitoring, and the portion of administrative costs associated with managing General Fund activities.



BUSINESS SERVICES DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	260,020	261,601	349,217
Operating and Maintenance	539,441	559,512	607,859
Non-Operating	-	-	70,240
Capital	-	-	4,275
TOTAL	\$799,461	\$821,113	\$1,031,591

Business Services includes two budget services:

- ◆ Business Services
- ◆ Engineering/Survey Technical Services



BUSINESS SERVICES

FUND: GENERAL FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The Business Services is responsible for developing departmental policies and procedures, and assuring effective management of the financial and operational condition of the utilities and funds, including the development of adequate rates, preparation and monitoring of the annual budget, and effective supervision of personnel.

SERVICE: BUSINESS SERVICES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Deputy City Manager	0.09	0.09	0.09
Executive Director of Consolidated Services	0.00	0.00	0.09
PWNR Director of Business & Environmental	0.00	0.09	0.00
PWNR Asst Director of Business Services	0.00	0.08	0.08
PWNR Bus/Strategic Plan Mgr	0.10	0.00	0.00
PWNR Rate Analyst Manager	0.10	0.00	0.00
PWNR Communications & Marketing Manager	0.10	0.10	0.10
Customer Service and Administration Manager	0.00	0.00	0.05
Business Analyst	0.10	0.10	0.10
Customer Service Representative	0.10	0.10	0.10
Sr Parks/Open Space Ranger	0.00	0.60	0.00
Parks/Open Space Ranger	0.30	1.00	0.00
Data and Innovation Analyst	0.00	0.00	0.50
Executive Assistant	0.75	0.10	0.10
Administrative Supervisor	0.10	0.10	0.00
Administrative Assistant	0.10	0.10	0.10
TOTAL	1.84	2.46	1.30

BUSINESS SERVICES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	88,050	84,997	129,972
112	Temporary Wages	-	-	19,746
122	Longevity Compensation	216	216	222
126	RHS Plan	692	342	521
129	Medicare Contribution	783	849	1,485
131	MOPC	4,397	4,250	6,499
132	Employee Insurance	13,684	14,005	20,795
133	GERP Retirement	7,223	7,119	11,698
135	Compensation Insurance	35	39	33
136	Unemployment Insurance	41	28	44
137	Staff Training and Conference	1,386	2,381	3,131
142	Food Allowance	-	-	-
SUBTOTAL		116,507	114,226	194,146
OPERATING AND MAINTENANCE				
210	Supplies	-	-	1,303
218	NonCapital Equip and Furniture	-	-	863
240	Repair and Maintenance	6	25,001	25,001
245	Mileage Allowance	219	-	-
246	Liability Insurance	140	138	134
250	Prof and Contracted Services	505,292	501,137	541,460
261	Telephone Charges	79	-	-
273	Fleet Lease Operating and Mtc	1,399	1,162	1,340
274	Fleet Lease Replacement	1,369	576	574
SUBTOTAL		508,505	528,014	570,675
NON-OPERATING EXPENSE				
970	Transfers to Other Funds	-	-	70,240
SUBTOTAL		-	-	70,240
SERVICE TOTAL		\$625,012	\$642,240	\$835,061

ENGINEERING/SURVEY TECHNICAL SERVICES

FUND: GENERAL FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service provides surveying, GIS/mapping, supervision and technical support services. This includes maintaining and updating GIS and maps, surveying services, and technical support for development and capital improvement programs for the Public Works and Natural Resources Department. Surveying services also are provided to other City departments. Activities also include staffing, supervision and evaluation of employees. This service coordinates the sale of maps to the public and provides technical information to the public. This is a shared service with the Water, Streets, Storm Drainage and Sewer Funds.

SERVICE: ENGINEERING / SURVEY TECHNICAL SERVICES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Technical Services Manager	0.15	0.15	0.15
Engineering & Surveying Technician Sup	0.15	0.15	0.15
Technical Functional Analyst	0.15	0.15	0.15
Lead GIS Analyst	0.15	0.15	0.15
Sr GIS Analyst	0.15	0.15	0.15
GIS/Mapping Technician	0.15	0.15	0.15
Sr Engineering Technician	0.15	0.15	0.15
Engineering Technician	0.30	0.30	0.30
TOTAL	1.35	1.35	1.35

ENGINEERING/SURVEY TECHNICAL SERVICES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	108,657	108,551	114,700
121	Overtime Wages	-	250	250
126	RHS Plan	618	540	540
129	Medicare Contribution	1,352	1,575	1,663
131	MOPC	5,433	5,425	5,735
132	Employee Insurance	17,857	17,905	18,346
133	GERP Retirement	8,699	9,112	10,317
135	Compensation Insurance	625	1,236	738
136	Unemployment Insurance	54	36	37
137	Staff Training and Conference	219	2,700	2,700
141	Uniforms Protective Clothing	-	45	45
SUBTOTAL		143,513	147,375	155,071

OPERATING AND MAINTENANCE

210	Supplies	219	1,140	2,438
216	Reference Books and Materials	-	15	15
217	Dues and Subscriptions	35	83	83
218	NonCapital Equip and Furniture	1,848	660	705
240	Repair and Maintenance	23,085	24,965	26,232
246	Liability Insurance	228	213	204
247	Safety Expenses	-	150	150
250	Prof and Contracted Services	280	1,620	4,245
261	Telephone Charges	-	72	72
264	Printing Copying and Binding	-	75	75
273	Fleet Lease Operating and Mtc	3,199	1,608	2,069
274	Fleet Lease Replacement	2,042	897	896
SUBTOTAL		30,936	31,498	37,184

CAPITAL OUTLAY

440	Machinery and Equipment	-	-	4,275
SUBTOTAL		-	-	4,275
SERVICE TOTAL		\$174,449	\$178,873	\$196,530

NATURAL RESOURCES DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	2,732,210	2,870,998	3,167,223
Operating and Maintenance	2,239,023	2,404,583	2,631,441
Non-Operating	-	-	-
Capital	17,685	-	50,538
TOTAL	\$4,988,918	\$5,275,581	\$5,849,202

Natural Resources includes nine budget services:

- ◆ Natural Resources Administration
- ◆ Forestry Maintenance
- ◆ Municipal Grounds Maintenance
- ◆ Parks Development and Improvement
- ◆ Parks Maintenance
- ◆ Right-of-way Maintenance
- ◆ Union Reservoir
- ◆ Engineering/Survey Technical Services

NATURAL RESOURCES ADMINISTRATION

FUND: GENERAL FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

Natural Resources Administration, part of the Public Works and Natural Resources Department, manages the Natural Resources Division, which includes the following services: parks, forestry, greenways, mountain preserves, city lands, wildlife management, vector control, Button Rock and Union reservoirs, and open space. Responsibilities include, but are not limited to, representing the division at City Council and advisory board meetings, preparing employee work schedules, supervising and evaluating employees, purchasing, and budget preparation and control. This service also is responsible for resolving residents' concerns and problems.

SERVICE: NATURAL RESOURCES PARKS ADMINISTRATION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Director of Parks and Natural Resources	0.00	0.45	0.45
PWNR Natural Resources Manager	0.50	0.00	0.00
Sr Parks Ranger Technician	0.00	0.00	0.00
Natural Resources Specialist	0.05	0.00	0.00
Sr Parks/Open Space Ranger	0.00	0.30	0.30
Parks/Open Space Ranger	0.30	1.00	3.00
Sr Park Ranger Technician	1.00	0.00	0.00
Sr Project Manager	0.40	0.40	0.40
Project Manager II	0.00	0.30	0.50
PWNR Volunteer Coordinator	0.00	0.00	0.30
PWNR Project Manager II/Volunteer Coord	0.50	0.50	0.00
Executive Assistant	0.75	0.65	0.65
TOTAL	3.50	3.60	5.60

NATURAL RESOURCES ADMINISTRATION
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	283,776	282,505	419,306
121	Overtime Wages	459	800	800
126	RHS Plan	4,338	1,440	2,240
129	Medicare Contribution	3,616	4,096	6,080
131	MOPC	14,071	14,125	20,966
132	Employee Insurance	43,045	46,613	67,088
133	GERP Retirement	22,529	23,731	37,737
135	Compensation Insurance	652	122	108
136	Unemployment Insurance	130	94	138
137	Staff Training and Conference	649	4,070	4,070
141	Uniform Allowance	100	-	-
142	Food Allowance	186	500	500
SUBTOTAL		373,551	378,096	559,033

OPERATING AND MAINTENANCE

210	Supplies	6,860	6,505	7,303
216	Reference Books and Materials	460	250	250
217	Dues and Subscriptions	540	478	478
218	NonCapital Equip and Furniture	365	179	4,979
222	Chemicals	2,568	-	-
240	Repair and Maintenance	1,767	8,940	11,940
245	Mileage Allowance	201	100	100
246	Liability Insurance	1,528	1,081	1,058
247	Safety Expenses	914	-	-
249	Operating Leases and Rentals	494	2,391	2,391
250	Prof and Contracted Services	10,513	11,891	127,751
252	Ads and Legal Notices	179	550	550
261	Telephone Charges	1,644	1,200	1,200
263	Postage	17	600	600
264	Printing Copying and Binding	3,169	220	220
273	Fleet Lease Operating and Mtc	3,972	1,717	2,430
274	Fleet Lease Replacement	7,230	7,516	2,360
SUBTOTAL		42,421	43,618	163,610

CAPITAL OUTLAY

432	Vehicles	-	-	42,538
SUBTOTAL		-	-	42,538

SERVICE TOTAL	\$415,972	\$421,714	\$765,181
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FORESTRY MAINTENANCE

FUND: GENERAL FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The Forestry Maintenance budget service is a part of the Natural Resources Division. This service maintains and cares for trees on public property, including rights-of-way, arterials, parks, greenways and retention sites, and around public buildings. Maintenance functions include planting new trees; trimming existing trees; tree removal and stump grinding; emergency storm damage response; insect and disease inspection and control measures, including for Emerald Ash Borer (EAB); Tree Safety Inspection Program (TSIP); code inspections; and responding to requested maintenance needs. The Forestry Service also coordinates and monitors contracted tree maintenance services, conducts public education programs, and responds to tree questions and concerns.

SERVICE: FORESTRY MAINTENANCE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
City Forester	1.00	1.00	1.00
Natural Resources Analyst	0.43	0.43	0.43
Sr Arborist Technician	1.25	1.25	1.25
Arborist Technician II	0.00	1.00	1.00
EAB Arborist Technician	1.00	0.00	0.00
Arborist Technician I	2.00	2.00	2.00
TOTAL	5.68	5.68	5.68

FORESTRY MAINTENANCE
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	295,697	322,624	342,164
112	Temporary Wages	3,349	30,495	31,867
121	Overtime Wages	2,610	1,000	5,000
126	RHS Plan	1,966	2,272	2,272
128	FICA	208	1,891	1,976
129	Medicare Contribution	3,947	5,119	5,424
131	MOPC	14,779	16,131	17,108
132	Employee Insurance	53,098	53,232	54,745
133	GERP Retirement	23,665	27,100	30,796
135	Compensation Insurance	7,628	7,349	5,420
136	Unemployment Insurance	161	106	114
137	Staff Training and Conference	-	-	1,500
141	Uniforms Protective Clothing	2,415	750	1,000
142	Food Allowance	120	150	150
SUBTOTAL		409,643	468,219	499,536

OPERATING AND MAINTENANCE

210	Supplies	67,036	2,000	2,000
216	Reference Books and Materials	31	150	150
217	Dues and Subscriptions	1,173	1,320	1,320
218	NonCapital Equip and Furniture	10,740	4,000	4,000
222	Chemicals	34,793	3,000	3,000
240	Repair and Maintenance	231	52,660	30,500
246	Liability Insurance	15,127	13,272	14,724
247	Safety Expenses	2,083	3,000	3,000
250	Prof and Contracted Services	310,686	354,022	370,612
261	Telephone Charges	4,962	5,028	6,348
263	Postage	27	-	-
264	Printing Copying and Binding	504	500	500
273	Fleet Lease Operating and Mtc	56,449	35,498	63,150
274	Fleet Lease Replacement	79,816	79,816	117,202
SUBTOTAL		583,659	554,266	616,506
SERVICE TOTAL		\$993,303	\$1,022,485	\$1,116,042

MUNICIPAL GROUNDS MAINTENANCE

FUND: GENERAL FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

Within Natural Resources, the Municipal Grounds Maintenance service provides general grounds and landscaping work on approximately 56.4 acres of land at the Civic Center, Safety and Justice Center, Meeker Neighborhood Center, Callahan House, Service Center, and Quail Campus. This includes mowing, watering and fertilizing turf areas; planting and trimming trees and shrubs; horticultural maintenance of floral beds; re air and preventative maintenance of irrigation systems; clearing debris; weed control; repair and maintenance of curbs, gutters, sidewalks, and parking lots, including snow removal; and lighting in these areas.

SERVICE: MUNICIPAL GROUNDS MAINTENANCE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Parks Supervisor	0.25	0.25	0.25
Parks Superintendant	0.10	0.10	0.10
Sr Grounds Maintenance Technician	2.85	2.85	2.85
TOTAL	3.20	3.20	3.20

MUNICIPAL GROUNDS MAINTENANCE
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	187,248	186,984	195,866
112	Temporary Wages	-	234	234
121	Overtime Wages	5,970	-	-
122	Longevity Compensation	1,020	1,050	1,080
126	RHS Plan	1,886	1,280	1,280
128	FICA	(7)	15	15
129	Medicare Contribution	2,466	2,714	2,844
131	MOPC	9,419	9,349	9,794
132	Employee Insurance	30,850	30,853	31,338
133	GERP Retirement	15,081	15,706	17,627
135	Compensation Insurance	2,320	2,873	2,188
136	Unemployment Insurance	93	62	65
SUBTOTAL		256,346	251,120	262,331
OPERATING AND MAINTENANCE				
210	Supplies	-	300	300
222	Chemicals	-	1,500	-
240	Repair and Maintenance	3,060	150	150
246	Liability Insurance	6,092	6,699	8,471
250	Prof and Contracted Services	40,081	24,365	26,596
261	Telephone Charges	873	-	-
273	Fleet Lease Operating and Mtc	7,041	2,130	9,457
274	Fleet Lease Replacement	26,073	26,073	9,811
SUBTOTAL		83,220	61,217	54,785
SERVICE TOTAL		\$339,566	\$312,337	\$317,116

PARKS DEVELOPMENT AND IMPROVEMENT

FUND: GENERAL FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The primary function of this service area is management of the acquisition, design and construction of new City park, open space and greenway projects. Projects also include improvements to existing facilities. Capital projects range from small connection, right-of-way enhancement, and facility improvement projects to large phased projects such as Dry Creek Community Park and St. Vrain Greenway developments.

Coordination with other City divisions in review and inspection for park and greenway improvement projects as part of the Development Review process is also provided. Completion of long-range park planning is done for Longmont Area Comprehensive Plan updates and county referrals. Review of annexations and development plans for areas within City ownership and with ongoing City maintenance or adjacent to City facilities are other duties of this service area. Annual updates, including periodic major updates of the Park Improvement Fee, City of Longmont Design Standards and Construction Specifications, and the Park Development Standards also are completed.

Grant writing and administration of those grants, including final desk audits, is an ongoing aspect of capital project responsibility. Obtaining matching funds for grant applications and administering projects to comply with grant requirements are other responsibilities of this service area.

SERVICE: PARKS DEVELOPMENT AND IMPROVEMENT

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Sr Project Manager	1.60	1.60	1.60
TOTAL	1.60	1.60	1.60

PARKS DEVELOPMENT AND IMPROVEMENT
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	156,405	152,751	159,710
126	RHS Plan	2,097	640	640
129	Medicare Contribution	1,901	2,215	2,315
131	MOPC	7,820	7,637	7,986
132	Employee Insurance	25,204	25,203	25,554
133	GERP Retirement	12,522	12,831	14,374
135	Compensation Insurance	1,599	1,740	1,382
136	Unemployment Insurance	76	51	53
142	Food Allowance	-	400	400
SUBTOTAL		207,625	203,468	212,414
OPERATING AND MAINTENANCE				
210	Supplies	144	800	800
217	Dues and Subscriptions	397	770	770
218	NonCapital Equip and Furniture	90	230	230
246	Liability Insurance	607	577	174
247	Safety Expenses	-	150	150
261	Telephone Charges	682	850	850
263	Postage	37	200	200
264	Printing Copying and Binding	1,881	200	200
274	Fleet Lease Replacement	5,078	-	-
SUBTOTAL		8,916	3,777	3,374
SERVICE TOTAL		\$216,540	\$207,245	\$215,788

PARKS MAINTENANCE

FUND: GENERAL FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The Parks Maintenance service is part of the Natural Resources Division. This service maintains 30 City parks within the city limits. Maintenance activities include, but are not limited to, horticultural shrub and floral care, including bed preparation, planting, trimming, and irrigation; graffiti removal; and disease and insect spraying. Athletic field maintenance includes game preparation, aeration, fertilization, spraying, weed control, mowing and irrigation. Ditchways and bikeways also are related maintenance activities. Crews remove snow from park and median areas and maintain structures such as restrooms, playgrounds, multipurpose courts, tennis courts, shelters, pumphouses, and special feature amenities such as wheels parks, spray grounds, etc. This service includes vandalism and graffiti repair in the City parks.

SERVICE: PARKS MAINTENANCE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Parks Superintendant	0.70	0.70	0.70
Parks Supervisor	1.25	1.25	1.25
Sr Project Manager	0.00	0.00	0.00
Sr Grounds Maintenance Technician	9.30	9.30	9.30
Graffiti Removal Specialist	0.62	0.62	0.62
TOTAL	11.87	11.87	11.87

**PARKS MAINTENANCE
LINE ITEM BUDGET**

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	722,736	718,216	751,984
112	Temporary Wages	15,111	28,921	30,222
121	Overtime Wages	12,016	20,250	30,250
122	Longevity Compensation	1,020	1,050	1,080
126	RHS Plan	6,741	4,748	4,748
128	FICA	945	1,793	1,874
129	Medicare Contribution	9,414	10,831	11,339
131	MOPC	36,083	35,910	37,601
132	Employee Insurance	117,727	118,212	120,065
133	GERP Retirement	57,773	60,028	67,351
135	Compensation Insurance	45,999	45,403	30,605
136	Unemployment Insurance	357	235	248
137	Staff Training and Conference	15,849	12,500	11,000
141	Uniforms Protective Clothing	2,994	5,525	5,525
142	Food Allowance	197	299	299
SUBTOTAL		1,044,961	1,063,921	1,104,191

OPERATING AND MAINTENANCE

210	Supplies	10,771	11,741	19,741
216	Reference Books and Materials	57	50	50
217	Dues and Subscriptions	5,250	4,804	4,604
218	NonCapital Equip and Furniture	2,402	1,250	1,250
222	Chemicals	3,584	5,000	5,000
240	Repair and Maintenance	141,301	116,610	116,610
246	Liability Insurance	66,933	57,974	74,780
247	Safety Expenses	5,353	5,500	5,500
249	Operating Leases and Rentals	718	2,500	2,500
250	Prof and Contracted Services	361,770	475,040	493,185
259	Licenses and Permits	-	506	706
260	Utilities	205	-	-
261	Telephone Charges	13,768	13,064	13,064
263	Postage	12	200	200
264	Printing Copying and Binding	328	500	500
269	Other Services and Charges	-	10,500	10,500
273	Fleet Lease Operating and Mtc	96,542	104,890	133,246
274	Fleet Lease Replacement	249,656	242,345	195,474
SUBTOTAL		958,649	1,052,474	1,076,910

CAPITAL OUTLAY

432	Vehicles	17,600	-	-
470	Planning and Design	85	-	-
SUBTOTAL		17,685	-	-
SERVICE TOTAL		\$2,021,296	\$2,116,395	\$2,181,101

PARKS RESOURCES MANAGEMENT

FUND: GENERAL FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

Parks Resources Management is part of the Natural Resources Division. This service is responsible for coordinating the City’s visitors’ services and managing natural resources. Included in this service is operation of the Sandstone Ranch Visitors & Learning Center, interpretive programming, and resident education regarding natural and cultural resources. Additional responsibilities include the Citywide ranger program, mosquito control, and wildlife management.



SERVICE: PARKS RESOURCE MANAGEMENT

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Natural Resources Technician	0.85	0.85	0.85
TOTAL	0.85	0.85	0.85

PARKS RESOURCES MANAGEMENT
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	35,630	46,112	49,499
126	RHS Plan	-	340	340
129	Medicare Contribution	419	669	718
131	MOPC	1,660	2,306	2,475
132	Employee Insurance	7,608	7,608	7,920
133	GERP Retirement	2,659	3,873	4,455
135	Compensation Insurance	-	525	417
136	Unemployment Insurance	23	15	16
137	Staff Training and Conference	-	-	-
141	Uniforms Protective Clothing	140	600	600
SUBTOTAL		48,139	62,048	66,440
OPERATING AND MAINTENANCE				
210	Supplies	4,107	1,600	1,600
218	NonCapital Equip and Furniture	-	200	200
240	Repair and Maintenance	390	5,300	5,300
246	Liability Insurance	-	284	311
249	Operating Leases and Rentals	-	3,810	3,810
250	Prof and Contracted Services	87,357	90,499	112,999
261	Telephone Charges	280	800	800
269	Other Services and Charges	-	1,269	1,269
273	Fleet Lease Operating and Mtc	-	1,861	5,689
274	Fleet Lease Replacement	-	3,390	6,008
SUBTOTAL		92,134	109,013	137,986
SERVICE TOTAL		\$140,273	\$171,061	\$204,426

RIGHT-OF-WAY MAINTENANCE

FUND: GENERAL FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service performs all necessary maintenance to landscaped medians, greenways, river ways, underpasses, pedestrian bridges, rights-of-way throughout the city, at certain storm drainage detention sites, nature areas, dog parks, and native and dryland areas.

SERVICE: RIGHT-OF-WAY MAINTENANCE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Parks Supervisor	0.50	0.50	0.50
Parks Superintendant	0.20	0.20	0.20
Sr Grounds Maintenance Technician	2.00	2.00	2.00
TOTAL	2.70	2.70	2.70

RIGHT-OF-WAY MAINTENANCE
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	174,785	171,030	179,312
112	Temporary Wages	-	132	132
121	Overtime Wages	2,390	-	-
126	RHS Plan	1,080	1,080	1,080
128	FICA	-	8	8
129	Medicare Contribution	2,291	2,482	2,601
131	MOPC	8,739	8,552	8,966
132	Employee Insurance	28,219	28,219	28,689
133	GERP Retirement	13,993	14,367	16,137
135	Compensation Insurance	3,551	3,723	2,730
136	Unemployment Insurance	86	56	60
SUBTOTAL		235,133	229,649	239,715
OPERATING AND MAINTENANCE				
210	Supplies	-	3,200	3,200
222	Chemicals	2,343	3,000	-
240	Repair and Maintenance	-	3,820	3,820
246	Liability Insurance	6,422	5,952	5,542
249	Operating Leases and Rentals	-	260	260
250	Prof and Contracted Services	144,888	217,130	226,644
261	Telephone Charges	1,064	-	-
264	Printing Copying and Binding	-	100	100
273	Fleet Lease Operating and Mtc	46,594	68,785	51,239
274	Fleet Lease Replacement	94,028	97,377	78,373
SUBTOTAL		295,339	399,624	369,178
SERVICE TOTAL		\$530,472	\$629,273	\$608,893

UNION RESERVOIR

FUND: GENERAL FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

Union Reservoir Recreation Management is part of the Natural Resources Division. The Union Reservoir facility provides residents of Longmont and surrounding areas access to aquatics-based recreational opportunities. This service provides administrative support, staffing and operational costs associated with fishing, sailing, windsurfing, picnicking, camping, and passive day use of the facility. In addition, Union Reservoir and the adjacent City lands host a number of community events that require coordination and management by reservoir staff.



SERVICE: UNION RESERVOIR

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Sr Parks/Open Space Ranger	0.00	0.60	0.60
Sr Park Ranger Technician	1.00	0.00	0.00
Parks/Open Space Ranger	0.60	1.00	1.00
TOTAL	1.60	1.60	1.60

UNION RESERVOIR
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	88,941	96,440	103,646
112	Temporary Wages	27,771	76,827	76,827
121	Overtime Wages	792	700	700
126	RHS Plan	4,993	640	640
128	FICA	1,730	4,797	4,763
129	Medicare Contribution	1,562	2,520	2,617
131	MOPC	4,211	4,822	5,182
132	Employee Insurance	15,934	15,912	16,583
133	GERP Retirement	6,741	8,101	9,328
135	Compensation Insurance	1,970	2,232	1,789
136	Unemployment Insurance	48	32	34
141	Uniforms Protective Clothing	2,117	1,314	1,314
142	Food Allowance	-	140	140
SUBTOTAL		156,811	214,477	223,563

OPERATING AND MAINTENANCE

210	Supplies	8,498	4,143	4,143
214	Pamphlets and Documents	-	1	1
218	NonCapital Equip and Furniture	799	1,000	1,000
220	Gas and Oil	-	100	100
222	Chemicals	-	400	400
224	Resale Merchandise	1,321	1,500	1,500
240	Repair and Maintenance	3,323	12,289	12,289
246	Liability Insurance	2,945	4,174	8,969
247	Safety Expenses	1,213	2,944	2,944
249	Operating Leases and Rentals	79,091	80,276	80,276
250	Prof and Contracted Services	7,880	9,000	9,000
252	Ads and Legal Notices	86	50	50
260	Utilities	3,193	-	-
261	Telephone Charges	2,461	1,764	1,764
263	Postage	398	20	20
264	Printing Copying and Binding	3,089	1,900	1,900
269	Other Services and Charges	-	135	135
273	Fleet Lease Operating and Mtc	10,675	12,382	40,150
274	Fleet Lease Replacement	49,713	48,516	44,451
SUBTOTAL		174,685	180,594	209,092

CAPITAL OUTLAY

432	Vehicles	-	-	8,000
SUBTOTAL		-	-	8,000
SERVICE TOTAL		\$331,496	\$395,071	\$440,655

PUBLIC SAFETY FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	11,364,235	11,805,291	13,303,873
Operating and Maintenance	2,440,971	2,010,226	2,540,169
Non-Operating	515	-	7,606
Capital	579,995	715,837	358,500
TOTAL	\$14,385,715	\$14,531,354	\$16,210,148

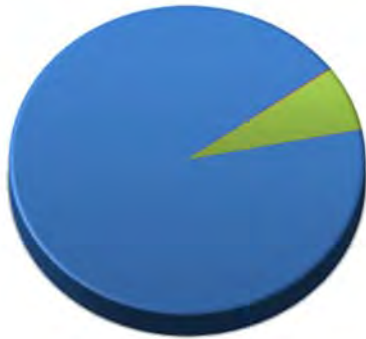
FUND DESCRIPTION

This fund tracks resources from the Public Safety Tax, which was originally approved by voters in November 2006 at a rate of 0.325cents of a 3.275 cent sales and use tax. In 2017 voters approved an increase of that tax to 0.58 cents for a total sales and use tax of 3.53 cents. The Public Safety Fund adds additional resources to the Department of Public Safety; City Attorney's Office; Children, Youth and Families; and Parks and Forestry

PUBLIC SAFETY FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$7,721,568	\$8,906,630	\$6,359,344
Committed Working Capital	-	3,282,747	-
SOURCES OF FUNDS			
REVENUES			
Taxes	13,253,887	12,902,686	14,824,110
Intergovernmental revenue	1,804,980	842,267	1,090,221
Charges for Service	10,422	40,440	20,150
Grants and Donations	190,519	-	-
Interest	102,763	20,000	15,000
Miscellaneous	9,957	-	-
Transfers from Other Funds	198,249	-	-
Estimated Revenue Revision	-	1,461,422	
TOTAL FUNDS	15,570,777	15,266,815	15,949,481
EXPENDITURES			
Personal Services	11,364,235	11,805,291	13,303,873
Operating and Maintenance	2,440,970	2,010,226	2,540,169
Non- Operating	515	-	7,606
Capital	579,995	715,837	358,500
Estimated Expenditure Adjustment	-	-	
TOTAL EXPENDITURES	14,385,715	14,531,354	16,210,148
ENDING WORKING CAPITAL	8,906,630	6,359,344	6,098,677
CONTRIBUTION TO/(FROM) RESERVES	\$1,185,062	\$735,461	\$(260,667)

PUBLIC SAFETY FUND - SOURCE OF FUNDS



■ Taxes ■ Intergovernmental

- ◆ The Public Safety Fund will receive 94.5% of its operating revenues from taxes in 2022. Another 6.9% will come from intergovernmental revenues.
- ◆ The 2022 Budget will require a contribution from fund balance of \$260,667 for one time expenses.

ESTIMATING MAJOR SOURCES OF FUNDS

Sales and Use Taxes: From Finance Department projections. There has been actual revenue growth of 14.4% through the first six months of 2021. Projections for year-end 2021 are a combined increase for sales and use tax of 8.59%. Projections for 2022 are a 3.0% increase in sales and use tax revenue over the projected collections for 2021.

Intergovernmental: This source includes Federal Grant funding that is used to cover operating costs (including salaries), revenue from the St Vrain Valley School District for the SROs, as well as revenue from other governmental agencies who utilize the Firing Range.

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
OPERATING REVENUE			
Taxes	\$13,253,887	\$12,902,686	\$14,824,110
Intergovernmental revenue	1,804,980	842,267	1,090,221
Charges for Service	10,422	40,440	20,150
Grants and Donations	190,519	-	-
Interest	102,763	20,000	15,000
Miscellaneous	9,957	-	-
Transfers from Other Funds	198,249	-	-
Contribution from/(to) Fund Balance	1,185,062	735,461	(260,667)
TOTAL FUNDS NEEDED TO MEET EXPENSES	\$14,385,715	\$14,531,354	\$16,210,148

PUBLIC SAFETY DEPARTMENT OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	9,589	54,211	243,341
Operating and Maintenance	27,288	26,318	26,316
Non-Operating	515	-	7,606
Capital	-	-	-
TOTAL	\$37,392	\$80,529	\$277,263

The Public Safety Department comprises the Public Safety Chief’s Office and four major divisions: Police Services, Fire Services, Support Services, and Community Health and Resilience. The department’s overall mission is to enhance the quality of life for those who live in, work in or visit our city through the delivery of professional and community-based police, fire, emergency management, and public outreach services.

Within the General Fund, the Public Safety Department includes budget services for the Public Safety Chief’s Office, Community Health and Resilience, Fire Services Division, Police Services Division, and Support Services Division. Those budget services include:

- ◆ Public Safety Chief
- ◆ Community Health and Resilience - Office of Emergency Management, Public Safety Outreach, Volunteer Programs
- ◆ Fire Services Division – Suppression, Fire Codes & Planning, Investigations, HazMat Team, Technical Rescue Team, Wildland Team
- ◆ Police Services Division – Patrol Operations Section, Special Operations Section, Animal Control Unit, School Resource Officer Unit, Traffic Unit, SWAT Team, Detective Operations Section, Special Enforcement Unit, Emergency Communications Center, and Animal Control
- ◆ Support Services Division – Training & Personnel Unit, Records Unit, and Information & Technology



PUBLIC SAFETY CHIEF

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Public Safety Chief is responsible for the overall direction of the Department of Public Safety, which includes the services provided out of the Public Safety Chief's Office as well as the department's four major divisions: Police Services, Fire Services, Support Services, and Community Health and Resilience. The Public Safety Chief ensures that all employees comply with mandated federal and state laws, municipal ordinances, Colorado POST standards (police) and National Fire Protection Association Codes and Standards.

The Public Safety Chief provides oversight and direction for services provided out of his office, Police Services Division, Fire Services Division, Support Services Division, and Community Health and Resilience. This service ensures that all Public Safety Department divisions, sections, units, offices and teams are appropriately responsive to our community.

Within the Public Safety Chief's Office are the Marketing, Research & Development, and the Crime Analysis Unit. Marketing administers the department's communication, public relations and marketing strategies, including the use of social media. Research & Development conducts academic and best practices research and evaluation, cost benefit analysis, and the biennial community policing survey. The Crime Analysis Unit analyzes crime data and provides strategic, tactical and administrative analysis to internal and external customers.

**PUBLIC SAFETY CHIEF
LINE ITEM BUDGET**

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	-	27,880	228,510
123	Leave Expense	-	19,500	-
129	Medicare Contribution	6,236	-	-
135	Compensation Insurance	10	11	11
137	Staff Training and Conference	3,343	6,820	14,820
SUBTOTAL		9,589	54,211	243,341
OPERATING AND MAINTENANCE				
210	Supplies	-	400	400
246	Liability Insurance	168	280	317
250	Prof and Contracted Services	20,000	20,000	20,000
273	Fleet Lease Operating and Mtc	3,176	1,694	1,655
274	Fleet Lease Replacement	3,944	3,944	3,944
SUBTOTAL		27,288	26,318	26,316
NON-OPERATING EXPENSE				
928	Interest Notes and Contracts	515	-	-
970	Transfers to Other Funds	-	-	7,606
SUBTOTAL		515	-	7,606
SERVICE TOTAL		\$37,392	\$80,529	\$277,263

COMMUNITY HEALTH AND RESILIENCE DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	1,431,280	1,212,798	1,573,588
Operating and Maintenance	481,052	71,387	90,869
Non-Operating	-	-	-
Capital	-	-	83,000
TOTAL	\$1,912,332	\$1,284,185	\$1,747,457

Community Health and Resilience includes six budget services: Emergency Management, LEAD, CORE, Public Safety Outreach, Volunteer Programs and LEVI.

OFFICE OF EMERGENCY MANAGEMENT

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Office of Emergency Management (OEM) is a primary service function of Community Health and Resilience. The OEM’s mission is to mitigate against, prepare for, respond to and recover from large incidents, including natural disasters and acts of terrorism. OEM maintains the City’s Emergency Operations Plan and Emergency Operations Center; monitors NIMS compliance activities; provides Incident Command support, training and exercises for the City; maintains the Outdoor Emergency Warning System; participates in mutual aid agreements; administers the Public Safety grant program; provides Continuity of Operations Planning support; and participates in regional and federal planning activities on behalf of the City.

SERVICE: EMERGENCY MANAGEMENT

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Assistant Public Safety Chief	1.00	1.00	1.00
Emergency Management Coordinator	2.00	2.00	2.00
TOTAL	3.00	3.00	3.00

OFFICE OF EMERGENCY MANAGEMENT
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	325,421	303,543	318,215
112	Temporary Wages	53,704	20,000	20,000
121	Overtime Wages	3,041	10,643	11,069
126	RHS Plan	2,298	1,200	1,200
128	FICA	3,330	1,240	1,240
129	Medicare Contribution	4,922	4,691	4,904
131	MOPC	16,271	15,177	15,911
132	Employee Insurance	55,939	50,085	50,915
133	GERP Retirement	26,054	25,498	28,640
135	Compensation Insurance	14,955	150	235
136	Unemployment Insurance	271	100	104
137	Staff Training and Conference	4,035	6,575	6,575
141	Uniforms Protective Clothing	85	1,000	1,000
142	Food Allowance	485	1,000	1,000
SUBTOTAL		510,810	440,902	461,008
OPERATING AND MAINTENANCE				
210	Supplies	3,924	5,250	5,250
217	Dues and Subscriptions	130	-	-
218	NonCapital Equip and Furniture	8,334	-	-
240	Repair and Maintenance	15,000	18,636	18,636
246	Liability Insurance	678	1,112	2,470
247	Safety Expenses	17,103	-	-
250	Prof and Contracted Services	124,448	-	-
273	Fleet Lease Operating and Mtc	6,456	8,005	9,427
274	Fleet Lease Replacement	12,753	19,258	19,258
SUBTOTAL		188,825	52,261	55,041
CAPITAL OUTLAY				
432	Vehicles	-	-	83,000
SUBTOTAL		-	-	83,000
SERVICE TOTAL		\$699,635	\$493,163	\$599,049

LEAD

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

Law Enforcement Assisted Diversion (LEAD) focuses on reducing the use of the criminal justice system for the public health issue of addiction. Police officers use their discretion to divert or refer individuals struggling with addiction into a harm reduction based case management program. Public Safety-based case managers use an assessment to determine individual needs and work with community partners to meet those needs. Case managers then use an outreach philosophy to “meet them where they’re at” and build individual capacity to confront addiction and build life skills.

SERVICE: LEAD

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Police Officer	1.00	1.00	1.00
Case Management Coordinator	1.00	1.00	1.00
Peer Case Manager	2.00	2.00	2.00
TOTAL	4.00	4.00	4.00

LEAD
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	303,594	245,940	274,824
121	Overtime Wages	2,503	5,000	5,200
126	RHS Plan	2,000	2,109	2,145
127	FPPA Death and Disability	9	-	1,513
129	Medicare Contribution	3,867	3,566	3,985
131	MOPC	15,177	7,751	9,014
132	Employee Insurance	32,627	40,580	43,972
133	GERP Retirement	24,301	13,022	16,225
134	Police and Fire Retirement	0	9,091	10,306
135	Compensation Insurance	516	1,649	1,127
136	Unemployment Insurance	110	81	90
137	Staff Training and Conference	5,018	-	-
141	Uniforms Protective Clothing	309	-	-
142	Food Allowance	36	-	-
SUBTOTAL		390,068	328,789	368,401

OPERATING AND MAINTENANCE

210	Supplies	26,926	-	-
216	Reference Books and Materials	74	-	-
218	NonCapital Equip and Furniture	3,386	-	-
245	Mileage Allowance	127	-	-
246	Liability Insurance	286	262	286
249	Operating Leases and Rentals	123,835	-	-
250	Prof and Contracted Services	6,707	-	-
260	Utilities	1,325	-	-
269	Other Services and Charges	1,786	-	-
273	Fleet Lease Operating and Mtc	3,463	2,707	9,125
274	Fleet Lease Replacement	-	-	-
SUBTOTAL		167,915	2,969	9,411
SERVICE TOTAL		\$557,983	\$331,758	\$377,812

CORE

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Crisis, Outreach, Response and Engagement (CORE) team comprises a police officer, a clinician, and a paramedic in a primary response unit. This unit responds to behavioral health calls for service (suicide, welfare checks, disturbances, etc.) to keep patrol officers in service and works to keep individuals out of jail and the emergency rooms. Instead, the team connects the individual to community resources, follows up on prior contacts, and performs outreach and case management for individuals in our community struggling with mental illness.

SERVICE: CORE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Police Sergeant	0.00	1.00	1.00
Master Police Officer	0.00	1.00	1.00
Police Officer	1.00	0.00	0.00
Supervising Clinician	1.00	1.00	1.00
Clinician II	0.00	0.00	1.00
Paramedic	0.00	0.00	2.00
TOTAL	2.00	3.00	6.00

CORE
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	366,685	287,325	502,033
121	Overtime Wages	17,421	10,000	10,400
126	RHS Plan	6,326	2,550	3,835
127	FPPA Death and Disability	3,558	3,224	3,576
129	Medicare Contribution	4,984	4,166	7,280
131	MOPC	5,441	3,620	13,926
132	Employee Insurance	38,390	47,409	80,326
133	GERP Retirement	8,714	6,081	25,067
134	Police and Fire Retirement	25,232	21,493	24,364
135	Compensation Insurance	516	66	114
136	Unemployment Insurance	127	95	167
137	Staff Training and Conference	9,505	1,500	16,000
141	Uniforms Protective Clothing	5,098	3,000	4,500
SUBTOTAL		491,996	390,529	691,588

OPERATING AND MAINTENANCE

210	Supplies	3,848	390	890
216	Reference Books and Materials	932	150	150
217	Dues and Subscriptions	-	-	2,000
218	NonCapital Equip and Furniture	11,300	600	3,600
246	Liability Insurance	390	168	339
249	Operating Leases and Rentals	16,250	-	-
250	Prof and Contracted Services	71,850	-	-
264	Printing Copying and Binding	76	135	135
269	Other Services and Charges	4,200	-	-
273	Fleet Lease Operating and Mtc	4,088	3,647	8,238
SUBTOTAL		112,934	5,090	15,352
SERVICE TOTAL		\$604,929	\$395,619	\$706,940

PUBLIC SAFETY OUTREACH

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Public Safety Outreach Unit is a primary service function of Community Health and Resilience. Public Safety Outreach is the liaison between department programs and citizen audiences. This unit is instrumental in providing a significant number of safety and educational programs and presentations to the public, either directly or working through other divisions, sections and units. Safety and educational materials are disseminated via brochures, flyers, classroom and public presentations, and print and social media. Outreach efforts include Neighborhood Watch and National Night Out; education to schools, businesses, and retirement facilities; Citizen Police Academy; career fairs; and Safety and Justice Center tours. The Outreach Unit also is responsible for the City's False Alarm Reduction Program and the department's volunteer program. Additionally, the Outreach Unit is involved in community engagement and self-sufficiency efforts such as for mental health and homelessness.

PUBLIC SAFETY OUTREACH
LINE ITEM BUDGET

OPERATING AND MAINTENANCE		2020 ACTUAL	2021 BUDGET	2022 BUDGET
218	NonCapital Equip and Furniture	-	1,500	1,500
250	Prof and Contracted Services	1,619	1,700	1,700
252	Ads and Legal Notices	4,000	4,000	4,000
SUBTOTAL		5,619	7,200	7,200
SERVICE TOTAL		\$5,619	\$7,200	\$7,200

VOLUNTEER PROGRAMS

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The various Public Safety Volunteer Programs are administered out of the Public Safety Outreach

Unit of Community Health and Resilience:

- ◆ S&J Volunteers
- ◆ Citizen Volunteer Patrol
- ◆ Range Safety Volunteers
- ◆ Student Intern Officers
- ◆ Explorers
- ◆ Front Range Chaplains
- ◆ Fire Corps Volunteers
- ◆ Community Emergency Response Team (CERT) and BeReady Volunteers

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
137	Staff Training and Conference	4,000	8,000	8,000
141	Uniforms and Protective Clothing	1,273	5,700	5,700
142	Food Allowance	761	1,200	1,200
	SUBTOTAL	6,033	14,900	14,900
OPERATING AND MAINTENANCE				
210	Supplies	541	2,825	2,825
218	NonCapital Equip and Furniture	-	300	300
250	Professional Contracted Services	1,395	-	-
264	Printing/Copying and Binding	-	700	700
	SUBTOTAL	1,936	3,825	3,825
	SERVICE TOTAL	\$7,969	\$18,725	\$18,725

LEVI

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

Longmont Ending Violence Initiative acknowledges domestic violence is a serious and prevalent social problem affecting the quality of life in the city of Longmont, Colorado. The LEVI agencies believe a successful coordinated response requires:

- ◆ Easy access to services for victims, friends, families, relatives and coworkers seeking information.
- ◆ Widespread education regarding the dynamics of domestic violence and actions that can be taken.
- ◆ A public relations plan that mobilizes the community.

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
112	Temporary Wages	29,422	35,000	35,000
128	FICA	1,824	2,170	2,170
129	Medicare Contribution	427	508	508
135	Compensation Insurance	285	-	13
137	Staff Training and Conference	415	-	-
SUBTOTAL		32,373	37,678	37,691
OPERATING AND MAINTENANCE				
210	Supplies	3,508	-	-
246	Liability Insurance	43	42	40
269	Other Services and Charges	272	-	-
SUBTOTAL		3,823	42	40
SERVICE TOTAL		\$36,196	\$37,720	\$37,731

Fire Services Division Overview

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	1,727,679	2,060,572	2,371,640
Operating and Maintenance	612,428	258,658	431,467
Non-Operating	-	-	-
Capital	199,245	-	14,000
TOTAL	\$2,539,351	\$2,319,230	\$2,817,107

Within the Public Safety Tax Fund, the Fire Services Division includes three budget services: Suppression, HazMat Team, and Wildland Team. Suppression and the two teams provide fire and life safety protection to the citizens of Longmont and respond to other types of emergency incidents both within and outside of Longmont.

FIRE CODES AND PLANNING

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Fire Codes and Planning Unit is a primary service function of the Fire Services Division. The goal of Fire Codes and Planning is to reduce loss as a result of fire on a building. This goal is accomplished through fire code inspections, pre-incident planning and building familiarization, issuing permits, plan review, life safety system testing, hazardous materials tracking and code enforcement, special event planning and code enforcement, fire investigations, research, review, and recommending changes to and writing local amendments to the International Fire Code.

Investigations is a collateral service function of the Fire Codes and Planning Unit. Fire investigators are composed of three primary shift investigators and three technician-level investigators. One primary and one technician-level investigator are assigned to each of the three battalions and fill this role in a collateral capacity. One volunteer investigator responds as needed to assist or as requested by one of the shift investigators. This group of investigators is tasked with investigating every fire or ignition in the city, seeking out trends, and identifying causes. Fire investigators work in conjunction with police detectives and maintain participation with MAFIT (Multi-Agency Fire Investigation Team).

SERVICE: FIRE CODES AND PLANNING

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Fire Protection Engineer	0.00	0.00	1.00
TOTAL	0.00	0.00	1.00

FIRE CODES AND PLANNING

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	-	-	96,499
121	Overtime Wages	1,444	462	483
126	RHS Plan	-	-	400
129	Medicare Contribution	21	-	1,399
131	MOPC	-	-	4,825
132	Employee Insurance	-	-	15,440
133	GERP Retirement	-	-	8,685
135	Compensation Insurance	5	-	3
136	Unemployment Insurance	-	-	32
SUBTOTAL		1,470	462	127,766
OPERATING AND MAINTENANCE				
217	Dues and Subscriptions	-	-	1,000
218	NonCapital Equip and Furniture	-	-	500
240	Repair and Maintenance	-	2,262	762
246	Liability Insurance	1	1	1
SUBTOTAL		1	2,263	2,263
SERVICE TOTAL		\$1,471	\$2,725	\$130,029

FIRE SUPPRESSION

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

Suppression is a primary service function of the Fire Services Division. The Suppression service operates 24 hours a day, seven days a week and provides for the suppression of fires and the handling of other emergency incidents, such as hazardous materials spills, explosions, natural disasters and specialized rescues. The staff provides immediate response to all rescue and emergency medical calls. The emergency medical service includes EMT basic and advanced life support. The staff also assists in and responds to nonemergency calls, such as odor investigations, smoke and odor removal, and ambulance assists. This service conducts fire safety inspections and targets hazard preplans for community safety and departmental effectiveness and efficiency.

The HazMat Team is a collateral service function of the Fire Services Division. The team is made up of firefighters who are specially trained in hazardous materials response. This team responds to hazardous materials incidents within the City of Longmont and Boulder County and has partnered with multiple agencies to provide efficient and effective services. The team specializes in identification, mitigation and decontamination of hazardous materials incidents.

The Technical Rescue Team also is a collateral service function of the Fire Services Division. The team is made up of firefighters who are specially trained in technical rescue response such as high and low angle rope, water, ice, trench, confined space rescue, and structural collapse as well as large vehicle stabilization and extrication. The team has partnered with area agencies to provide the most efficient and effective services. Members of the Tech Rescue Team are also members of Colorado Task Force 1 Urban Search and Rescue overseen by FEMA, which is used nationally on large-scale incidents.

The Wildland Team is another collateral service function of the Fire Services Division. The team is made up of firefighters who are specially trained in wildland firefighting and wildland/ urban interface. This team responds to grass and wildland fires in city, county, state, and federal jurisdictions as needed.

SERVICE: OPERATIONS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Fire Captain	1.00	1.00	1.00
Fire Lieutenant	2.00	2.00	2.00
Firefighter/Paramedic/Engineer	1.00	1.00	1.00
Firefighter/Paramedic	5.00	2.00	5.00
Firefighter/Engineer	1.00	1.00	1.00
Firefighter	7.00	10.00	7.00
TOTAL	17.00	17.00	17.00

**FIRE SUPPRESSION
LINE ITEM BUDGET**

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	1,152,380	1,382,500	1,562,270
121	Overtime Wages	152,063	131,515	137,433
126	RHS Plan	12,574	13,826	15,625
127	FPPA Death and Disability	15,280	18,945	26,758
129	Medicare Contribution	16,785	20,044	22,653
132	Employee Insurance	233,847	228,109	249,962
134	Police and Fire Retirement	117,858	138,248	170,288
135	Compensation Insurance	14,079	16,315	19,067
136	Unemployment Insurance	709	458	518
137	Staff Training and Conference	(10)	24,250	21,000
141	Uniforms Protective Clothing	10,515	84,900	17,000
142	Food Allowance	129	1,000	1,300
	SUBTOTAL	1,726,209	2,060,110	2,243,874
OPERATING AND MAINTENANCE				
210	Supplies	9,709	18,950	9,500
217	Dues and Subscriptions	55	-	1,700
218	NonCapital Equip and Furniture	64,204	35,000	59,500
240	Repair and Maintenance	2,273	20,000	15,000
246	Liability Insurance	15,625	10,834	14,547
247	Safety Expenses	-	-	52,100
248	Lease Purchase Installment	347,834	-	-
250	Prof and Contracted Services	36,530	51,531	38,531
269	Other Services and Charges	166	-	-
273	Fleet Lease Operating and Mtc	36,577	71,061	99,661
274	Fleet Lease Replacement	99,453	49,019	138,665
	SUBTOTAL	612,427	256,395	429,204
CAPITAL OUTLAY				
432	Vehicles	139,760	-	-
440	Machinery and Equipment	59,485	-	14,000
	SUBTOTAL	199,245	-	14,000
	SERVICE TOTAL	\$2,537,881	\$2,316,505	\$2,687,078

POLICE SERVICES DIVISION

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	6,993,383	7,286,486	7,865,817
Operating and Maintenance	644,644	865,705	1,117,810
Non-Operating	-	-	-
Capital	316,517	-	221,500
TOTAL	\$7,954,544	\$8,152,191	\$9,205,127

The Police Services Division's primary purpose, as reflected in its mission statement, is "To protect and serve, with integrity and professionalism, in partnership with the people of Longmont."

Within the Public Safety Fund, the Police Services Division includes nine budget services:

- ◆ Patrol Operations Section
- ◆ Detective Operations Section
- ◆ Animal Control Unit
- ◆ Special Enforcement Unit
- ◆ School Resource Officer Unit
- ◆ Special Operations Section
- ◆ Traffic Unit
- ◆ SWAT Team
- ◆ Emergency Communications Center

PATROL

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Patrol Operations Section is a primary service function of the Police Services Division. Patrol Operations, a 24-hour-a-day, seven-day-a-week service, is responsible primarily for responding to emergency, immediate, and routine service calls and crime-related incidents. The responsibilities of Patrol Operations are to ensure the safety and protection of persons and property through proactive and directed patrol and to provide the highest quality service through problem solving and community-oriented policing.

In conjunction with the Traffic Unit, Patrol Operations facilitates the safe and expeditious movement of vehicular and pedestrian traffic. Patrol Operations also assists the Animal Control Unit with calls for service regarding animals.

SERVICE: PATROL

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Police Sergeant	2.00	1.00	1.00
Master Police Officer	1.00	0.00	1.00
Police Officer	21.00	22.00	21.00
TOTAL	24.00	23.00	23.00

PATROL
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	2,017,073	1,859,210	2,023,887
121	Overtime Wages	91,451	92,064	95,747
126	RHS Plan	20,926	18,593	20,234
127	FPPA Death and Disability	28,335	34,022	32,700
129	Medicare Contribution	27,255	26,956	29,349
132	Employee Insurance	328,368	306,472	323,535
134	Police and Fire Retirement	200,965	185,921	220,606
135	Compensation Insurance	17,027	30,776	26,816
136	Unemployment Insurance	995	612	664
137	Staff Training and Conference	11,652	35,700	36,700
141	Uniforms Protective Clothing	38,147	18,450	79,510
142	Food Allowance	117	-	-
SUBTOTAL		2,782,311	2,608,776	2,889,748
OPERATING AND MAINTENANCE				
210	Supplies	8,643	7,300	7,550
216	Reference Books and Materials	1,670	1,580	1,620
217	Dues and Subscriptions	-	-	1,200
218	NonCapital Equip and Furniture	33,511	20,880	29,880
240	Repair and Maintenance	1,867	17,430	21,090
246	Liability Insurance	5,431	6,240	8,454
247	Safety Expenses	253	-	116,725
250	Prof and Contracted Services	7,134	87,000	87,840
264	Printing Copying and Binding	4,423	1,670	1,670
273	Fleet Lease Operating and Mtc	72,259	86,602	100,155
274	Fleet Lease Replacement	100,197	157,201	209,169
SUBTOTAL		235,389	385,903	585,353
CAPITAL OUTLAY				
432	Vehicles	199,707	-	-
440	Machinery and Equipment	-	-	20,000
SUBTOTAL		199,707	-	20,000
SERVICE TOTAL		\$3,217,407	\$2,994,679	\$3,495,101

DETECTIVES

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Detective Operations Section is a primary service function of the Police Services Division. Detective Operations is responsible for the continued investigation of felony criminal cases and some more complex misdemeanor cases. Cases are either referred to the section from other Police Services sections or other outside

law enforcement sources or are initiated by detectives assigned in this section. Within the General Fund, Detective Operations is divided into three distinct units:

The **Person Crimes Unit** is responsible for investigating crimes committed against people, including homicide, sexual assault, robbery, aggravated assault, kidnapping, child abuse, extortion, weapon offenses, and other death investigations.

The **Property Crimes Unit** is responsible for investigating crimes committed against property, including burglary, trespass, auto theft, criminal mischief, theft, arson, and computer crime. The unit also provides computer forensic services, crime scene investigation services, and property and evidence management. Fraud and forgery cases are investigated out of this unit, as well.

The **Special Enforcement Unit** is responsible primarily for investigating vice and narcotic crimes and any other covert investigations as assigned by the department.

SERVICE: DETECTIVE SERVICES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Police Sergeant	1.00	1.00	1.00
Master Police Officer	2.00	2.00	2.00
Police Officer	1.00	2.00	2.00
CSO Detectives	3.00	3.00	4.00
CSO Crime Scene Investigator	1.00	1.00	1.00
TOTAL	8.00	9.00	10.00

DETECTIVES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	462,776	687,711	771,598
121	Overtime Wages	7,311	71,170	81,017
126	RHS Plan	30,564	6,860	7,715
127	FPPA Death and Disability	2,987	5,804	7,288
129	Medicare Contribution	5,751	9,972	11,189
131	MOPC	12,516	12,634	15,714
132	Employee Insurance	92,357	113,327	123,167
133	GERP Retirement	20,041	21,075	28,282
134	Police and Fire Retirement	15,531	43,502	49,848
135	Compensation Insurance	20,283	19,599	15,326
136	Unemployment Insurance	280	228	254
137	Staff Training and Conference	11,622	23,950	23,950
141	Uniforms Protective Clothing	3,600	7,300	7,900
142	Food Allowance	-	700	800
SUBTOTAL		685,619	1,023,832	1,144,048

OPERATING AND MAINTENANCE

210	Supplies	20,314	14,380	15,230
216	Reference Books and Materials	313	300	340
217	Dues and Subscriptions	6,408	800	900
218	NonCapital Equip and Furniture	42	9,000	10,438
240	Repair and Maintenance	10,943	10,500	10,500
246	Liability Insurance	2,562	6,034	5,914
250	Prof and Contracted Services	152	19,940	20,140
258	Investigative Expenses	7,563	8,250	8,750
264	Printing Copying and Binding	-	415	460
273	Fleet Lease Operating and Mtc	12,543	15,267	12,082
274	Fleet Lease Replacement	30,600	57,324	36,566
SUBTOTAL		91,441	142,210	121,320

CAPITAL OUTLAY

432	Vehicles	33,250	-	151,500
440	Machinery and Equipment	-	-	50,000
SUBTOTAL		33,250	-	201,500
SERVICE TOTAL		\$810,309	\$1,166,042	\$1,466,868

SPECIAL ENFORCEMENT UNIT

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Special Enforcement Unit (SEU) is a primary service function of the Detective Operations Section. SEU is responsible for investigating vice and narcotic crimes and conducting covert investigations as assigned by the department. SEU also provides investigative support to all Police Services sections, units and teams. SEU also collects and analyzes criminal intelligence information and is responsible for all asset forfeiture cases.

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
121	Overtime Wages	-	22,838	23,523
135	Compensation Insurance	228	243	242
SUBTOTAL		228	23,081	23,765
OPERATING AND MAINTENANCE				
246	Liability Insurance	1,137	1,109	1,058
273	Fleet Lease Operating and Mtc	632	196	1,433
274	Fleet Lease Replacement	23,032	23,032	23,032
SUBTOTAL		24,801	24,337	25,523
SERVICE TOTAL		\$25,029	\$47,418	\$49,288

ANIMAL CONTROL

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Animal Control Unit is a primary service function of the Special Operations Section. Animal Control handles calls for service concerning domestic animals and wildlife. This is accomplished through conducting investigations, enforcing municipal ordinances and state statutes relating to animals, pet licensing, education, mediation, and working with pet owners to resolve problems. Animal Control serves as the department's liaison to the Longmont Humane Society, the Boulder County Health Department, the Colorado Division of Wildlife, the Colorado Brand Board, animal refuge centers, and local veterinarians.

SERVICE: ANIMAL CONTROL

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
CSO Animal Control	1.00	1.00	1.00
TOTAL	1.00	1.00	1.00

ANIMAL CONTROL
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	53,608	53,352	56,388
121	Overtime Wages	202	1,591	1,655
126	RHS Plan	536	534	564
129	Medicare Contribution	675	774	818
131	MOPC	2,680	2,668	2,819
132	Employee Insurance	8,797	8,803	9,022
133	GERP Retirement	4,290	4,482	5,075
135	Compensation Insurance	551	584	583
136	Unemployment Insurance	27	18	19
137	Staff Training and Conference	(381)	500	500
141	Uniforms Protective Clothing	400	765	765
SUBTOTAL		71,386	74,071	78,208
OPERATING AND MAINTENANCE				
210	Supplies	-	50	50
218	NonCapital Equip and Furniture	5	100	100
246	Liability Insurance	422	413	394
273	Fleet Lease Operating and Mtc	2,415	6,427	3,731
274	Fleet Lease Replacement	12,419	12,419	12,419
SUBTOTAL		15,261	19,409	16,694
SERVICE TOTAL		\$86,647	\$93,480	\$94,902

SCHOOL RESOURCE OFFICERS

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The School Resource Officer Unit is a primary service function of the Special Operations Division. Its primary functions and responsibilities are:

- ◆ Safe schools – promoting a safe environment in school settings through crime and disorder prevention, reducing illegal drug and alcohol use, and encouraging responsible motor vehicle operation, all of which is accomplished through investigations, restorative justice, mediation and the enforcement of statutes, ordinances, and school policies
- ◆ Education programs – promotion and coordination of safety and awareness programs for students and staff
- ◆ Prevention programs – school programs to enhance positive decision-making skills and deter substance use and abuse.

SERVICE: SCHOOL RESOURCE OFFICERS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Master Police Officer	6.00	6.00	6.00
Police Officer	2.00	2.00	2.00
TOTAL	8.00	8.00	8.00

**SCHOOL RESOURCE OFFICERS
LINE ITEM BUDGET**

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	719,557	746,124	733,296
121	Overtime Wages	23,394	40,956	42,594
122	Longevity Compensation	2,644	2,160	2,220
126	RHS Plan	10,967	7,464	7,334
127	FPPA Death and Disability	12,642	14,050	15,227
129	Medicare Contribution	8,393	10,817	10,636
132	Employee Insurance	121,386	122,814	117,038
134	Police and Fire Retirement	71,296	74,612	79,928
135	Compensation Insurance	8,247	8,281	8,352
136	Unemployment Insurance	367	249	242
137	Staff Training and Conference	2,148	8,160	8,160
141	Uniforms Protective Clothing	4,731	9,750	9,750
SUBTOTAL		985,771	1,045,437	1,034,777
OPERATING AND MAINTENANCE				
210	Supplies	901	1,900	1,900
218	NonCapital Equip and Furniture	13,378	3,400	3,400
246	Liability Insurance	3,203	4,719	2,414
273	Fleet Lease Operating and Mtc	-	5,157	10,476
274	Fleet Lease Replacement	58,104	87,366	90,315
SUBTOTAL		75,585	102,542	108,505
CAPITAL OUTLAY				
432	Vehicles	83,560	-	-
SUBTOTAL		83,560	-	-
SERVICE TOTAL		\$1,144,916	\$1,147,979	\$1,143,282

SPECIAL OPERATIONS

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Special Operations Section is a primary service function of the Police Services Division. Special Operations consists of both primary and collateral service functions. Within the General Fund, the four primary service functions are the Animal Control Unit, the Report Taker Unit, the School Resource Officer Unit and the Traffic Unit. The collateral service functions are the SWAT Team and the Bomb Squad. All functions within the section, except for the Report Taker Unit, have their own independent budgets with specific service descriptions.

The Report Taker Unit is responsible primarily for the initial investigation and documentation of nonemergency, non-immediate, crime-related incidents reported in person, over the phone, over the Internet and by mail. They also are responsible for greeting visitors to the department and answering the nonemergency phone lines for general, nonemergency police services. However the contact is made, the report takers either provide the needed assistance and information or direct citizens to the most appropriate division, section or unit. The Report Taker Unit also coordinates and provides the fingerprinting services offered to the community. In addition, the Report Taker Unit handles all quarterly and annual sex offender registrations once the offender has been initially registered by the court liaison officer.

SERVICE: SPECIAL OPERATIONS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Administrative Assistant	1.00	1.00	1.00
TOTAL	1.00	1.00	1.00

SPECIAL OPERATIONS
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	51,621	51,304	53,638
121	Overtime Wages	-	675	702
126	RHS Plan	400	400	400
129	Medicare Contribution	611	744	778
131	MOPC	2,581	2,565	2,682
132	Employee Insurance	8,465	8,465	8,582
133	GERP Retirement	4,133	4,310	4,827
135	Compensation Insurance	521	553	552
136	Unemployment Insurance	26	17	18
SUBTOTAL		68,358	69,033	72,179
OPERATING AND MAINTENANCE				
246	Liability Insurance	62	62	59
SUBTOTAL		62	62	59
SERVICE TOTAL		\$68,420	\$69,095	\$72,238

TRAFFIC UNIT

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Traffic Unit is a primary service function of the Special Operations Section. The Traffic Unit's primary purposes are to facilitate the safe and expeditious movement of vehicular and pedestrian traffic through the enforcement of traffic laws, investigation of traffic complaints, coordination of the DUI enforcement program, providing educational programs, and through the use of problem solving and community-oriented policing. Problem solving efforts often are undertaken with the assistance of the City's transportation engineer. The Traffic Unit also coordinates and provides departmental training in the areas of speed detection, accident investigation and DUI detection. The Traffic Unit responds to calls 24 hours a day, seven days a week for the investigation of serious injury and fatal traffic accidents. The Traffic Unit also is responsible for coordinating requests to the police department for traffic control at City-sponsored special events and parades.

SERVICE: TRAFFIC UNIT

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Master Police Officer	1.00	1.00	1.00
CSO Field Investigator	2.00	1.00	1.00
TOTAL	3.00	2.00	2.00

TRAFFIC UNIT
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	151,109	150,100	159,192
121	Overtime Wages	11,611	3,183	3,310
126	RHS Plan	1,508	1,501	1,592
127	FPPA Death and Disability	1,292	1,364	1,588
129	Medicare Contribution	2,057	2,176	2,309
131	MOPC	2,988	2,959	2,996
132	Employee Insurance	34,222	24,766	25,471
133	GERP Retirement	4,783	4,972	5,392
134	Police and Fire Retirement	9,102	9,091	10,821
135	Compensation Insurance	1,854	2,241	1,627
136	Unemployment Insurance	103	50	53
137	Staff Training and Conference	-	1,930	1,930
141	Uniforms Protective Clothing	960	1,530	1,530
SUBTOTAL		221,588	205,863	217,811
OPERATING AND MAINTENANCE				
210	Supplies	-	80	80
218	NonCapital Equip and Furniture	-	-	60,000
240	Repair and Maintenance	-	1,000	4,500
246	Liability Insurance	500	251	824
269	Other Services and Charges	1,000	1,000	1,000
273	Fleet Lease Operating and Mtc	1,085	3,871	3,399
274	Fleet Lease Replacement	9,784	11,445	11,446
SUBTOTAL		12,369	17,647	81,249
SERVICE TOTAL		\$233,957	\$223,510	\$299,060

SWAT TEAM

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Special Weapons and Tactics (SWAT) Team is a collateral service function of the Special Operations Section. The SWAT Team is composed of tactical officers, negotiators, medics and dispatchers from Police Services, Fire Services, the Longmont Emergency Communications Center and the Frederick Police Department. Team members are on call to provide assistance to any division, section or unit within the Longmont Department of Public Safety or the Frederick Police Department. From time to time, the team is also requested by other outside agencies to assist them with critical incidents. The types of incidents the team provides assistance with are barricaded suspects, hostage situations, service of high-risk and unknown-risk search and arrest warrants, sniper incidents, apprehension of armed and dangerous fugitives, civil disorder and crowd control, VIP protection, directed patrol operations, and major case follow ups. The team also is used as a training resource for the police department in areas such as firearms, less-than-lethal weaponry, patrol tactics, and crowd control.

The SWAT Team oversees and manages the department's participation in the Boulder County Bomb Squad. The squad is staffed with hazardous devices technicians (bomb techs) from Police Services, Fire Services and the Boulder County Sheriff's Office. The squad's primary mission is to protect and save lives by rendering safe actual or suspected hazardous devices including, but not limited to, explosives, explosive compounds, bombs, military ordnance, booby traps, incendiary devices, and improvised explosive devices. The squad is also used as a training resource for local police and fire departments in areas such as explosives, bombs and post-blast investigations.

Both the SWAT Team and the Bomb Squad are actively involved in community education through public relations appearances and demonstrations.

SWAT TEAM
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	46	-	-
121	Overtime Wages	75,995	46,371	48,226
129	Medicare Contribution	1,075	-	-
135	Compensation Insurance	463	494	492
137	Staff Training and Conference	715	900	900
141	Uniforms Protective Clothing	1,738	600	600
SUBTOTAL		80,032	48,365	50,218
OPERATING AND MAINTENANCE				
210	Supplies	21,119	7,600	8,050
217	Dues and Subscriptions	1,188	-	-
218	NonCapital Equip and Furniture	10,471	7,500	8,670
240	Repair and Maintenance	1,670	350	562
246	Liability Insurance	1,116	400	1,039
247	Safety Expenses	70	3,200	3,200
273	Fleet Lease Operating and Mtc	5,495	16,466	9,365
274	Fleet Lease Replacement	25,437	21,247	21,247
SUBTOTAL		66,566	56,763	52,133
SERVICE TOTAL		\$146,598	\$105,128	\$102,351

GANG AND CRIME SUPPRESSION UNIT

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Gang and Crime Suppression Unit (GCSU) is a primary service function of the Special Operations Section. GCSU is primarily responsible for responding to and investigating gang-related crimes, proactive patrol of known gang hotspots, initiating gang-related Problem Oriented Policing projects, and collecting and analyzing gang-related criminal intelligence. The unit also conducts educational presentations on gangs. The unit provides investigative and suppression efforts in addressing other crime trends, either directly or by assisting other sections and units within the department, e.g., directed 'patrol' operations, covert and surveillance operations, major case follow-ups, and initiating or assisting with Problem Oriented Policing projects.

The Crime Free Multi-Housing Program also is administered through the GCSU. This program is a partnership between Longmont's multi-family housing units and the police. The partnership fosters open communication between our multifamily communities, management and the police to maintain a safer community through environment design, information sharing and education.

SERVICE: GANG AND CRIME SUPPRESSION UNIT

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Police Sergeant	1.00	1.00	1.00
Master Police Officer	6.00	6.00	6.00
Police Officer	1.00	1.00	1.00
TOTAL	8.00	8.00	8.00

GANG AND CRIME SUPPRESSION UNIT
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	696,379	757,536	787,824
121	Overtime Wages	24,727	47,530	49,431
126	RHS Plan	11,693	7,578	7,879
127	FPPA Death and Disability	8,152	9,572	10,615
129	Medicare Contribution	9,454	10,983	11,427
132	Employee Insurance	129,219	124,994	126,051
134	Police and Fire Retirement	67,601	75,753	85,872
135	Compensation Insurance	73,372	74,935	52,607
136	Unemployment Insurance	392	253	261
137	Staff Training and Conference	1,561	4,500	4,500
141	Uniforms Protective Clothing	5,051	6,675	6,675
SUBTOTAL		1,027,603	1,120,309	1,143,142
OPERATING AND MAINTENANCE				
210	Supplies	2,039	2,850	2,850
217	Dues and Subscriptions	50	-	-
218	NonCapital Equip and Furniture	903	1,100	1,100
240	Equipment Repair and Maintenance	-	-	-
246	Liability Insurance	5,228	4,617	6,523
249	Operating Leases and Rentals	-	-	-
258	Investigative Expenses	80	4,995	4,995
264	Printing Copying and Binding	360	-	-
273	Fleet Lease Operating and Mtc	29,105	32,278	32,501
274	Fleet Lease Replacement	55,477	50,626	45,682
SUBTOTAL		93,242	96,466	93,651
SERVICE TOTAL		\$1,120,845	\$1,216,775	\$1,236,793

VICTIM SERVICES

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Victim Services Unit is primarily responsible for providing support and direct victim services to victims and families affected by crime, domestic violence, motor vehicle accidents and fire (residential, commercial and wildland). Victim Services also supports surrounding agencies and counties on large-scale events. Victim services are mandated by Colorado state statute. The Victim Services Unit is responsible for recruiting local Victim Advocate volunteers, providing training to Police and Fire staff and Victim Advocates, and managing and soliciting national and state grants to help fund the program and services. The Victim Services coordinator and Victim Advocate volunteers are subject to 24-hour call-out 365 days per year.

SERVICE: VICTIM SERVICES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Victim Services Coordinator	1.00	1.00	1.00
Outreach Victim's Advocate	0.00	0.00	1.00
TOTAL	1.00	1.00	2.00

VICTIM SERVICES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	80,075	79,463	142,910
112	Temporary Wages	36,162	-	-
126	RHS Plan	400	400	800
128	FICA	2,242	-	-
129	Medicare Contribution	1,552	1,152	2,072
131	MOPC	4,004	3,973	7,146
132	Employee Insurance	12,729	13,111	22,866
133	GERP Retirement	6,411	6,675	12,862
135	Compensation Insurance	755	821	843
136	Unemployment Insurance	39	26	48
137	Staff Training and Conference	1,255	1,000	1,500
141	Uniforms Protective Clothing	-	1,000	1,000
SUBTOTAL		145,623	107,621	192,047
OPERATING AND MAINTENANCE				
210	Supplies	1,081	800	1,050
216	Reference Books and Materials	-	200	200
217	Dues and Subscriptions	385	1,000	1,000
218	Non Capital Furniture and Equip-	-	1,000	1,000
246	Liability Insurance	224	92	2,164
264	Printing and Copying	1,848	2,000	2,000
273	Fleet Lease Operating and Mtc	1,611	3,041	4,611
274	Fleet Lease Replacement	-	-	-
SUBTOTAL		5,149	8,133	12,025
SERVICE TOTAL		\$150,772	\$115,754	\$204,072

LONGMONT EMERGENCY COMMUNICATIONS CENTER

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Longmont Emergency Communications Center (LECC) is a primary service function of the Police Services Division. LECC is the public safety emergency answering point for the City of Longmont. All 9-1-1 phone calls and a myriad other emergency and nonemergency calls are routed to the LECC for processing. Communications specialists prioritize all calls as requests for emergency, urgent, and less critical calls for service. They identify the best resource to resolve each incident and route the information appropriately for the best possible service. The LECC staff provides 24-hour, 365-day-per-year dispatching services for Police, Fire and private ambulance service. At night and on weekends they also provide dispatching services for the Department of Public Works and Natural Resources. Communications specialists are the first contact for citizens in times of crisis and emergency.

SERVICE: COMMUNICATIONS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Communications Specialist	10.00	10.00	10.00
Communications Shift Supervisor	1.00	1.00	1.00
TOTAL	11.00	11.00	11.00

COMMUNICATIONS CENTER
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	621,814	657,597	700,124
121	Overtime Wages	84,081	77,873	80,988
126	RHS Plan	6,767	6,575	6,996
129	Medicare Contribution	8,847	9,535	10,147
131	MOPC	30,911	32,878	35,002
132	Employee Insurance	108,209	108,504	112,023
133	GERP Retirement	49,479	55,238	63,008
135	Compensation Insurance	9,511	1,131	807
136	Unemployment Insurance	328	217	229
137	Staff Training and Conference	4,918	10,550	10,550
SUBTOTAL		924,864	960,098	1,019,874
OPERATING AND MAINTENANCE				
210	Supplies	1,867	3,550	3,950
217	Dues and Subscriptions	-	950	950
218	NonCapital Equip and Furniture	21,435	2,960	11,660
240	Repair and Maintenance	-	3,500	3,500
246	Liability Insurance	1,023	873	838
269	Other Services and Charges	455	400	400
SUBTOTAL		24,779	12,233	21,298
SERVICE TOTAL		\$949,643	\$972,331	\$1,041,172

SUPPORT SERVICES DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	827,144	796,570	841,709
Operating and Maintenance	648,444	739,356	826,033
Non-Operating	-	-	-
Capital	-	-	40,000
TOTAL	\$1,475,588	\$1,535,926	\$1,707,742



Within the Public Safety Fund, the Support Services Division includes four budget services: Support Services, Information and Technology, Training and Personnel, and the Records Unit.

SUPPORT SERVICES

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

Support Services provides support to the administrative and operational components of the Public Safety Department. Recruitment, hiring, promotion, training, personnel and training records, and special program oversight are managed through its Training & Personnel Unit. The Logistics Unit facilitates and coordinates the management, maintenance, and construction of all Public Safety facilities and management of the Public Safety fleet; conducts research; acquires and facilitates repair of certain types of department equipment; and manages Public Safety contracts and intergovernmental agreements. This unit also serves as liaison with multiple external vendors and other City departments including Facility Operations and Fleet Services.

Support Services also provides liaison with Front Range Community College, Longmont Campus; the chaplains group; and several community support organizations.

SUPPORT SERVICES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
121	Overtime Wages	-	2,060	82
135	Compensation Insurance	1	1	1
141	Uniforms Protective Clothing	-	500	-
SUBTOTAL		1	2,561	83
OPERATING AND MAINTENANCE				
210	Supplies	60	500	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	3,999	500	900
246	Liability Insurance	2	2	2
249	Operating Leases and Rentals	1,300	6,710	4,710
261	Telephone Charges	102,949	104,309	112,729
264	Printing Copying and Binding	1,814	-	5,560
SUBTOTAL		110,124	112,021	123,901
CAPITAL OUTLAY				
475	Building and Facility Developmnt	-	-	40,000
SUBTOTAL		-	-	40,000
SERVICE TOTAL		\$110,125	\$114,582	\$163,984

TRAINING AND PERSONNEL

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Training & Personnel Unit is a primary service function of the Support Services Division. Training & Personnel is responsible for recruiting and hiring processes for full-time employees and direct support of other department divisions, sections and units during their hiring processes; coordinating the orientation program for new employees; facilitating and coordinating of internal promotional processes; coordinating training issues and functions; disseminating training information and opportunities; registration, scheduling, and coordination of logistical issues associated with training programs; administering the annual department training budget, including tracking, auditing, and reporting training fund expenditures; coordinating the needs-based training program; and maintaining training records for all department personnel.

TRAINING AND PERSONNEL
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	10,168	-	-
121	Overtime Wages	263,585	100,295	104,307
126	RHS Plan	963	-	-
127	FPPA Death and Disability	147	-	-
129	Medicare Contribution	4,003	-	-
131	MOPC	(2)	-	-
133	GERP Retirement	(4)	-	-
134	Police and Fire Retirement	1,017	-	-
135	Compensation Insurance	1,719	47	38
137	Staff Training and Conference	185,661	193,950	202,750
141	Uniforms Protective Clothing	385	-	-
142	Food Allowance	348	-	-
	SUBTOTAL	467,990	294,292	307,095
OPERATING AND MAINTENANCE				
210	Supplies	17,378	54,415	63,415
218	NonCapital Equip and Furniture	-	17,796	17,718
240	Repair and Maintenance	-	180	180
246	Liability Insurance	172	119	114
247	Safety Expenses	-	725	725
261	Telephone Charges	-	7,820	-
	SUBTOTAL	17,550	81,055	82,152
	SERVICE TOTAL	\$485,540	\$375,347	\$389,247

FIRING RANGE

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Firing Range is a primary service function of the Support Services Division. This service provides a multidimensional training facility for training officers of the Longmont Department of Public Safety and the Boulder County Sheriff's Office. The range is also available to lease at a contract rate to other law enforcement agencies, and there is a civilian option, allowing civilians to have fee access to the range for recreational shooting.

SERVICE: POLICE FIRING RANGE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Range Coordinator	1.00	1.00	1.00
TOTAL	1.00	1.00	1.00

FIRING RANGE
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	76,314	75,731	82,290
112	Temporary Wages	36,018	80,000	80,000
121	Overtime Wages	32	32,194	33,482
126	RHS Plan	400	400	400
128	FICA	2,233	4,960	4,960
129	Medicare Contribution	1,503	2,258	2,353
131	MOPC	3,816	3,787	4,114
132	Employee Insurance	12,495	12,496	13,166
133	GERP Retirement	6,110	6,361	7,406
135	Compensation Insurance	12,354	10,377	7,579
136	Unemployment Insurance	38	25	27
141	Uniforms Protective Clothing	2,685	2,600	2,600
142	Food Allowance	641	1,000	1,000
SUBTOTAL		154,638	232,189	239,377

OPERATING AND MAINTENANCE

210	Supplies	3,213	4,500	4,500
217	Dues and Subscriptions	155	-	-
218	NonCapital Equip and Furniture	6,542	9,000	9,000
240	Repair and Maintenance	31,175	55,355	55,355
245	Mileage Allowance	328	-	-
246	Liability Insurance	258	256	455
247	Safety Expenses	3,421	5,000	5,000
250	Prof and Contracted Services	59,880	126,845	126,845
260	Utilities	34,951	37,075	37,075
269	Other Services and Charges	2,500	2,500	2,500
273	Fleet Lease Operating and Mtc	3,316	783	898
274	Fleet Lease Replacement	393	-	374
SUBTOTAL		146,132	241,314	242,002
SERVICE TOTAL		\$300,770	\$473,503	\$481,379

PUBLIC SAFETY RECORDS

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

The Records Unit is a primary service function of Support Services. Personnel assigned to the Records Unit act as the primary custodians for Longmont criminal justice records to ensure department compliance with legislative requirements to maintain complete and accurate records. Records personnel also ensure that the public has access to releasable information and that the department is in compliance with court orders to seal or expunge records. Records personnel enter, update and cancel criminal justice record information, including sex offender registrations, in a variety of databases.

SERVICE: RECORDS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Digital Media Records/Evidence Tech	1.00	1.00	1.00
TOTAL	1.00	1.00	1.00

PUBLIC SAFETY RECORDS
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	134,818	55,243	61,941
121	Overtime Wages	40	-	-
126	RHS Plan	716	400	400
129	Medicare Contribution	1,624	801	898
131	MOPC	6,741	2,762	3,097
132	Employee Insurance	9,115	9,115	9,911
133	GERP Retirement	10,794	4,640	5,575
135	Compensation Insurance	23	26	21
136	Unemployment Insurance	28	18	20
SUBTOTAL		163,899	73,005	81,863
OPERATING AND MAINTENANCE				
210	Supplies	83	-	-
218	NonCapital Equip and Furniture	6,520	3,360	3,360
246	Liability Insurance	65	66	63
250	Prof and Contracted Services	25,284	-	-
SUBTOTAL		31,952	3,426	3,423
SERVICE TOTAL		\$195,851	\$76,431	\$85,286

INFORMATION AND TECHNOLOGY SERVICES

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC SAFETY

SERVICE DESCRIPTION:

Information & Technology is a primary service function of the Information Services Division. Information & Technology (IT) is responsible for planning and organizing all IT-related functions and initiatives for the Department of Public Safety. This includes providing technical support and maintenance for existing infrastructure, hardware and applications for the Safety & Justice Center, six fire stations, five police substations, and all police and fire vehicles. Information & Technology also researches and recommends new technology to meet public safety IT needs.

SERVICE: INFORMATION AND TECHNOLOGY

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PS Network & Tech Support	2.00	1.00	1.00
Public Safety Technical Support	0.00	1.00	1.00
TOTAL	2.00	2.00	2.00

INFORMATION AND TECHNOLOGY
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	-	134,363	147,850
121	Overtime Wages	17,987	17,121	18,035
126	RHS Plan	88	800	800
129	Medicare Contribution	267	1,948	2,144
131	MOPC	(5)	6,719	7,393
132	Employee Insurance	22,170	22,170	23,656
133	GERP Retirement	(8)	11,287	13,307
135	Compensation Insurance	52	71	58
136	Unemployment Insurance	67	44	48
SUBTOTAL		40,617	194,523	213,291
OPERATING AND MAINTENANCE				
210	Supplies	2,736	1,845	2,643
218	Non Capital Equipment and Furni-	102,558	19,275	77,498
240	Repair and Maintenance	153,781	218,560	230,881
246	Liability Insurance	106	180	173
250	Prof and Contracted Services	83,505	61,680	61,680
261	Telephone Charges	-	-	1,680
SUBTOTAL		342,686	301,540	374,555
SERVICE TOTAL		\$383,303	\$496,063	\$587,846

CITY ATTORNEY OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	176,243	184,127	192,531
Operating and Maintenance	137	7,663	7,682
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$176,380	\$191,790	\$200,213

FUND: PUBLIC SAFETY FUND

DEPARTMENT: ADMINISTRATION

SERVICE DESCRIPTION:

The Public Safety Legal Advisor provides legal advice and support to the Department of Public Safety, which includes the four major divisions: Police Services, Fire Services, Support Services, and Community Health and Resiliency. The Public Safety Legal Advisor provides in-service training to the divisions on matters of federal, state and local law; provides ongoing legal counseling; assists with drafting, reviewing and updating policies and procedures; assists staff in handling discovery and records requests; prepares for and conducts litigation and administrative hearings; prepares pleadings, undertakes discovery, and pursues appeals; performs legal research; writes briefs, memoranda and opinions of law; prepares, reviews and approves contracts and legal agreements; and provides other advice and support as needed.

SERVICE: CITY ATTORNEY

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Sr Assistant City Attorney	0.00	1.00	1.00
Assistant City Attorney II	1.00	0.00	0.00
TOTAL	1.00	1.00	1.00

CITY ATTORNEY
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	134,510	138,216	144,504
126	RHS Plan	400	400	400
129	Medicare Contribution	1,725	2,004	2,095
131	MOPC	6,725	6,911	7,225
132	Employee Insurance	19,112	22,806	23,121
133	GERP Retirement	10,769	11,610	13,005
135	Compensation Insurance	67	54	53
136	Unemployment Insurance	58	46	48
137	Staff Training and Conference	2,876	2,080	2,080
SUBTOTAL		176,243	184,127	192,531
OPERATING AND MAINTENANCE				
217	Dues and Subscriptions	-	325	325
246	Liability Insurance	137	138	157
269	Other Services and Charges	-	7,200	7,200
SUBTOTAL		137	7,663	7,682
SERVICE TOTAL		\$176,380	\$191,790	\$200,213

CHILDREN, YOUTH AND FAMILIES OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	174,605	183,568	186,798
Operating and Maintenance	12,152	20,856	20,855
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$186,756	\$204,424	\$207,653

FUND: PUBLIC SAFETY FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

The Children, Youth and Families Division inspires and empowers youth to be active, responsible members of society while strengthening the connection between youth and the community. To achieve its mission, the division works closely with youth and families to develop programs and influence community change that will strengthen the lives of Longmont’s youth. Children, Youth and Families operates from a philosophical base that is focused on building the skills and attributes – or assets – that youth need to be successful in life. Children, Youth and Families looks at the whole person in its work with youth. Services are provided to youth of all ages and their families with special emphasis placed on middle and high school youth. Programs include comprehensive support focused on family success, family and individual counseling, educational classes, leadership skills and youth development training, coordination of the community Youth Asset Building efforts and Youth Asset Awards, community problem solving on youth issues, and assistance to neighborhoods on youth programs and services. This service is also responsible for managing the Meeker Neighborhood Center.

SERVICE: CHILDREN AND YOUTH RESOURCES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
CYF Program Specialist	2.00	2.00	2.00
TOTAL	2.00	2.00	2.00

CHILDREN, YOUTH AND FAMILIES

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	131,883	135,658	137,726
126	RHS Plan	800	800	800
129	Medicare Contribution	1,700	1,968	1,998
131	MOPC	6,594	6,783	6,886
132	Employee Insurance	20,983	21,996	21,700
133	GERP Retirement	10,559	10,992	11,964
135	Compensation Insurance	1,657	1,327	1,680
136	Unemployment Insurance	64	44	44
137	Staff Training and Conference	365	4,000	4,000
SUBTOTAL		174,605	183,568	186,798
OPERATING AND MAINTENANCE				
210	Supplies	8,151	16,700	16,700
217	Dues and Subscriptions	358	-	-
245	Mileage Allowance	54	2,000	2,000
246	Liability Insurance	153	156	155
263	Postage	-	1,000	1,000
264	Printing Copying and Binding	3,435	1,000	1,000
SUBTOTAL		12,152	20,856	20,855
SERVICE TOTAL		\$186,756	\$204,424	\$207,653

NATURAL RESOURCES OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	24,313	26,959	28,449
Operating and Maintenance	14,827	20,283	19,137
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$39,140	\$47,242	\$47,586

FUND: PUBLIC SAFETY FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service provides graffiti removal from a variety of exterior surfaces including public and private buildings, walls, fences, sidewalks, curbs, signage and permanent structures that have been defaced or damaged by spray paint, ink, chalk, dye or other similar substances. This service also provides assistance with other maintenance-type activities and special events.

SERVICE: GRAFFITI REMOVAL

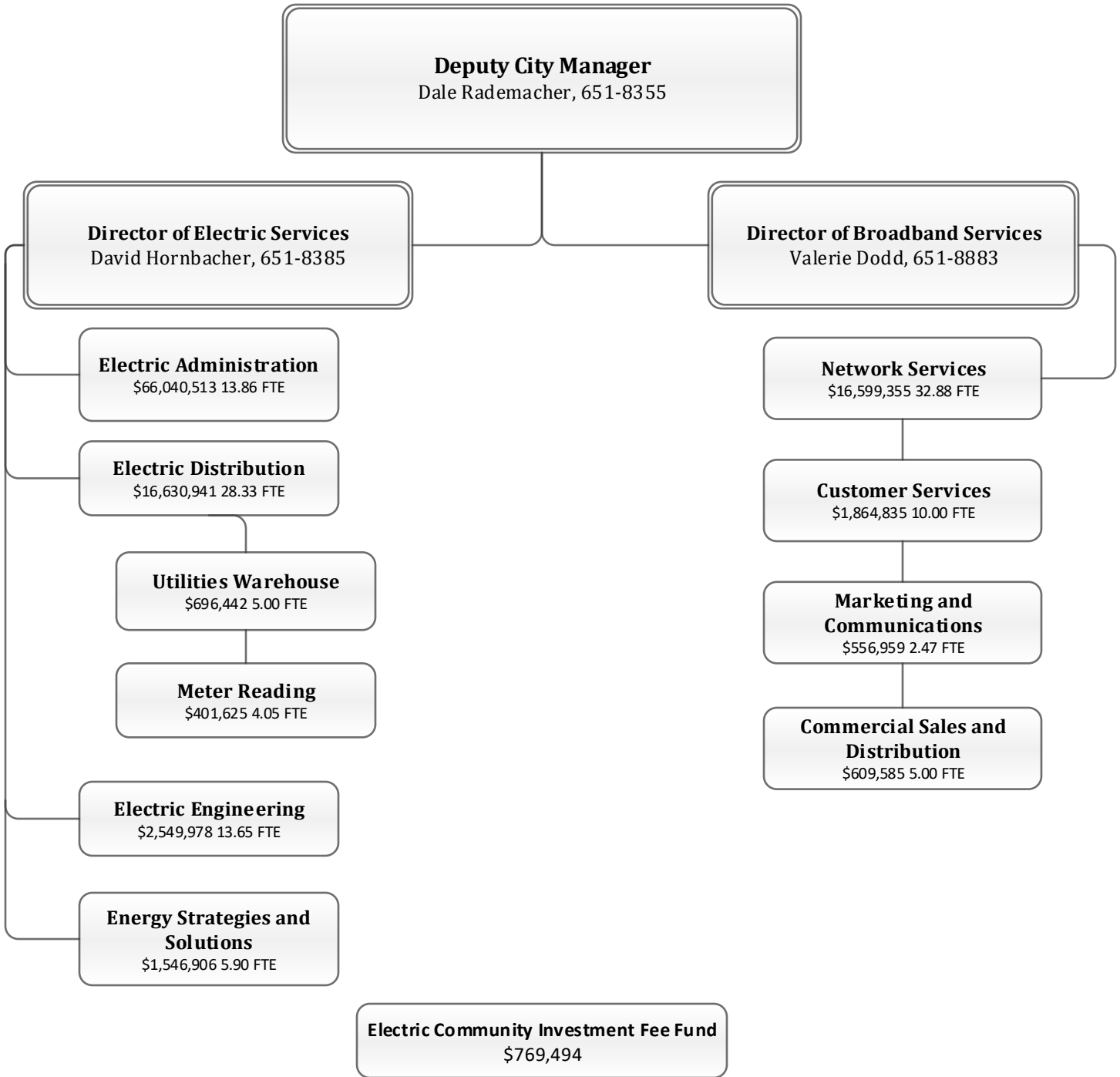
BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Graffiti Removal Specialist	0.38	0.38	0.38
TOTAL	0.38	0.38	0.38

**GRAFFITI ERADICATION
LINE ITEM BUDGET**

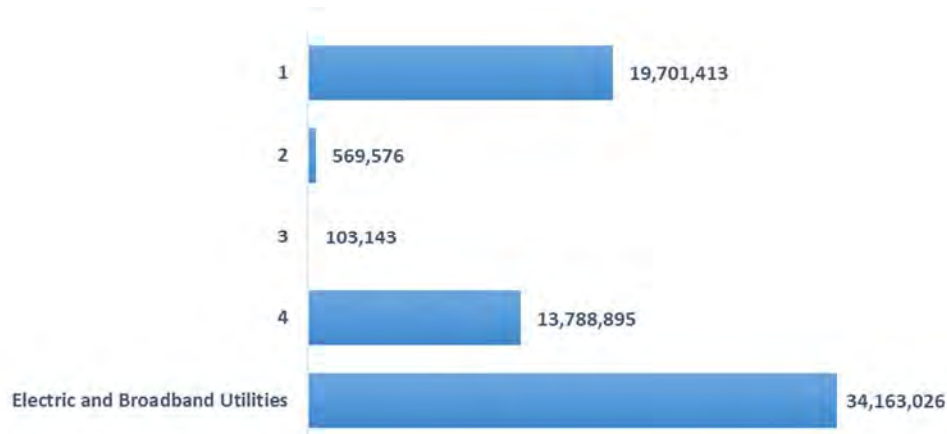
PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	18,023	17,621	18,423
112	Temporary Wages	-	1,925	1,925
121	Overtime Wages	300	250	250
126	RHS Plan	325	152	152
128	FICA	-	119	119
129	Medicare Contribution	206	284	295
131	MOPC	901	881	921
132	Employee Insurance	2,907	2,907	2,948
133	GERP Retirement	1,443	1,480	1,658
135	Compensation Insurance	199	1,334	1,752
136	Unemployment Insurance	9	6	6
SUBTOTAL		24,313	26,959	28,449
OPERATING AND MAINTENANCE				
210	Supplies	2,923	6,161	6,161
240	Repair and Maintenance	-	1,000	1,000
246	Liability Insurance	66	6,298	1,104
247	Safety Expenses	-	1,000	1,000
250	Prof and Contracted Services	-	1,500	1,500
261	Telephone Charges	-	180	180
273	Fleet Lease Operating and Mtc	10,861	3,168	7,217
274	Fleet Lease Replacement	977	976	975
SUBTOTAL		14,827	20,283	19,137
SERVICE TOTAL		\$39,140	\$47,242	\$47,586

Electric and Broadband Utilities

\$108,266,633 121.14 FTE



ELECTRIC AND BROADBAND UTILITIES
Resource Alignment 2022 Proposed Budget - \$34,163,026



Quartile	Program	Program Costs
1		19,701,413
	Electric Service Provision	19,701,413
2		569,576
	Development Review - LPC	184,165
	Street Lighting	385,410
3		103,143
	Cost-of-service Studies and Rate and Impact Fee Development	45,332
	Electric Rate Discount Programs	2,214
	Electric Vehicle Infrastructure	11,721
	Longmont Area Economic Council (LAEC) Membership/Economic Development	23,530
	Renewable Energy Services	20,347
4		13,788,895
	AMI Implementation	168,842
	Analysis and Coordination with Other Entities	204,690
	Budgeting - Power and Communications	68,075
	City Produced Special Events Public Information Sponsorship and Support - LPC	19,860
	Commercial Benchmarking	93,304
	Commercial Energy Efficiency Program	1,260
	Commercial Energy Efficiency Programs	497,370
	Contract and Legal Coordination	34,322
	Customer Acquisition and Retention	2,148,037
	Customer Experience and Process	1,316,222
	Financial Monitoring and Analysis	144,120
	Government Reporting	24,056
	Network - Customer installations, repair	1,210,420

Network - Fiber Enablements	1,427,928
Network Reliability - Outside Plant	2,205,101
Network Reliability, Capacity Management - Inside plant	3,789,945
Proactive Public Education and Marketing	114,294
Project Analysis	83,955
Residential Energy Efficiency Program	237,092

Grand Total	34,163,026
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ELECTRIC AND BROADBAND FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	12,243,106	12,624,485	14,339,090
Operating and Maintenance	65,926,760	69,552,353	70,901,215
Non-Operating	5,490,913	5,332,972	5,062,843
Capital	5,840,369	16,544,545	17,193,991
TOTAL	\$89,501,148	\$104,054,355	\$107,497,139

FUND DESCRIPTION

The Electric and Broadband Fund pays for all costs associated with delivering electricity and broadband services to Longmont customers. Longmont Power & Communications has been providing electric service to Longmont customers since 1912 and continues to rank among the most reliable, low cost utilities in the state of Colorado. The primary duties of the Electric Utility are purchasing wholesale power from Platte River Power Authority; delivering electricity to municipal, commercial, and residential customers; and building and maintaining the City's highly reliable electric distribution system.

The Broadband Utility was created in 1997 to provide a full range of high quality, advanced broadband services for municipal, business, and residential needs and included the installation of a fiber backbone throughout the City. In 2011, the citizens of Longmont voted to expand the fiber backbone and build fiber to every premise. The project began in 2014 and within three years the majority of the city was built out. In July, 2017 Longmont was declared the first gig city in Colorado. The primary duties of the Broadband Utility are delivering symmetrical gig internet, voice, and customized services to municipal, commercial, and residential customers as well as continuing to build and maintain the high reliability of the fiber optic network.

The Electric and Broadband Fund includes 11 budget services:

- ◆ Electric Administration
- ◆ Electric Customer Services and Marketing
- ◆ Electric Engineering
- ◆ Electric Distribution
- ◆ Electric Energy Services
- ◆ Electric Meter Reading
- ◆ Electric Warehouse
- ◆ Broadband Network Services
- ◆ Broadband Customer Services
- ◆ Marketing and Communications
- ◆ Commercial Sales and Distribution

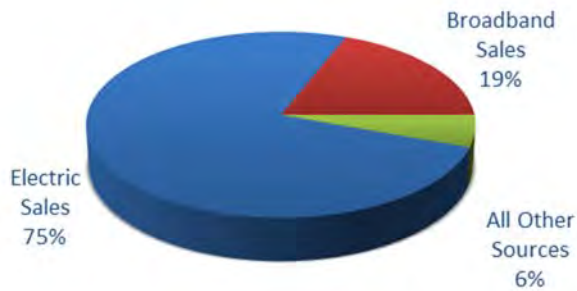
2022-2026 CAPITAL IMPROVEMENT PROGRAM

Capital projects total \$11.3 million for the electric utility and \$3.8 million for the broadband utility. This includes underground conversion, advanced metering, system capacity and reliability improvements, building improvements, and broadband fiber construction and installations. Detailed capital project descriptions are included in the 2022-2026 Capital Improvement Program.

ELECTRIC AND BROADBAND FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$7,008,871	\$12,555,915	\$7,929,074
Committed Working Capital	-	1,635,957	-
SOURCES OF FUNDS			
REVENUES			
Electric Charges for Services	73,066,730	77,666,703	77,815,365
Electric Aid to Underground Construction	1,320,088	4,100,000	4,824,200
Electric Intergovernmental Revenue	6,891	-	-
Electric Interest	140,180	100,000	80,000
Electric Miscellaneous	1,019,922	188,500	143,500
Electric Operating Transfers	1,354,901	222,499	246,306
Electric Developer Capital Contribution	-	-	-
Broadband Charges for Services	16,470,898	17,817,769	19,547,368
Broadband Aid to Underground Construction	26,315	30,000	430,000
Broadband Intergovernmental Revenue	-	-	-
Broadband Interest	90,619	20,000	5,000
Broadband Miscellaneous	20,509	18,000	10,000
Broadband Operating Transfers	1,936,303	-	-
Estimated Revenue Revision	-	900,000	-
TOTAL FUNDS	95,453,356	101,063,471	103,101,739
EXPENSES BY BUDGET SERVICE			
Electric Distribution	6,410,502	4,902,159	5,340,383
Electric Engineering	2,086,612	2,240,378	2,549,978
Electric Administration	63,733,670	65,381,074	66,040,513
Electric Meter Reading	389,991	383,412	401,625
Electric Warehouse	543,995	640,298	696,442
Electric Energy Services	1,267,435	1,426,018	1,546,906
Electric CIP Projects	308,146	11,228,802	11,290,558
Broadband Network Services	11,989,292	11,740,896	12,792,151
Broadband Customer Services	1,419,806	1,543,533	1,864,835
Broadband Marketing and Communications	403,799	491,888	556,959
Broadband Commercial Sales and Distribution	318,214	355,002	609,585
Broadband CIP Projects	629,686	3,720,895	3,807,204
Estimated Expense Revision	-	-	-
TOTAL OPERATING EXPENSES	89,501,148	104,054,355	107,497,139
Adjustment for GAAP Expenses	405,164	-	-
TOTAL ADJUSTED EXPENSES	89,906,312	104,054,355	107,497,139
ENDING WORKING CAPITAL	12,555,915	7,929,074	3,533,674
CONTRIBUTION TO/(FROM) RESERVES	\$5,547,044	\$(2,990,884)	\$(4,395,400)

ELECTRIC AND BROADBAND FUND - SOURCES OF FUNDS



- ◆ The Electric and Broadband Fund will receive 75% of its operating revenues from the sale of electricity and 19% from the sale of broadband services in 2022.
- ◆ The 2022 Budget will require a contribution from fund balance of \$4,395,400.

■ Electric Sales ■ Broadband Sales ■ All Other Sources

ESTIMATING MAJOR SOURCES OF FUNDS

Sales Revenue: LPC staff estimates total sales for each of the largest individual customers in the system. Smaller customers are grouped into classifications and estimates for each are based on historical use.

Connect Fees: LPC staff estimates the number of new customers and reconnections of service based upon a five year average plus any adjustments for anticipated growth.

OPERATING REVENUE	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Electricity Sales	\$73,066,730	\$77,666,703	\$77,815,365
Electric Aid to Underground Construction	1,320,088	4,100,000	4,824,200
Electric Other Revenue	1,019,922	188,500	143,500
Electric Operating Transfers	1,354,901	222,499	246,306
Electric Intergovernmental Revenue	6,891	-	-
Electric Interest Income	140,180	100,000	80,000
Broadband Sales	16,470,898	17,817,769	19,547,368
Broadband Aid to Underground Construction	26,315	30,000	430,000
Broadband Other Revenue	20,509	18,000	10,000
Broadband Intergovernmental Revenue	-	-	-
Broadband Interest Income	90,619	20,000	5,000
Broadband Operating Transfers	1,936,303	-	-
Contribution from/(to) Fund Balance	(5,547,044)	2,990,884	4,395,400
TOTAL FUNDS NEEDED TO MEET EX-	\$89,906,312	\$104,054,355	\$107,497,139

ELECTRIC ADMINISTRATION

FUND: ELECTRIC AND BROADBAND FUND

DEPARTMENT: ELECTRIC SERVICES

SERVICE DESCRIPTION:

Electric Administration works under the strategic direction of the Executive Director of Power & Communications. This service is responsible for City policy implementation; strategic planning and performance management; budget, financial, and data tracking/ analysis; rates and regulation development; customer usage, billing and service inquires; and federal, state and industry reporting. This service provides internal customer service, including administrative, financial, radio dispatch, and geographic information system (GIS) and mapping support. This service coordinates activities with Platte River Power Authority, the City's wholesale power provider in which the City is part owner, and provides a representative on its board of directors. Staff work closely with the Colorado Association of Municipal Utilities, the American Public Power Association, and other industry associations to monitor state and federal legislation in order to protect the interests of Longmont's residential and business electric customers.

SERVICE: POWER AND COMMUNICATIONS ADMINISTRATION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Deputy City Manager	0.20	0.20	0.20
Director of Electric Services	1.00	1.00	1.00
Executive Director of Consolidated Services	0.00	0.00	0.20
Energy Portfolio Development Manager	0.00	0.00	1.00
LPC Internal Services Director	0.00	0.90	0.90
Utility Rate Analyst	1.00	0.90	0.90
Sr GIS/Analyst	0.00	1.00	0.50
Sr GIS/Mapping Tech	0.00	0.50	0.50
Sr Programmer Analyst	0.00	1.00	1.00
Electric Technology Services Coordinator	0.00	0.75	0.75
Metering & Application Support Coor	0.30	1.00	0.00
Application Support Analyst	0.00	0.75	0.75
Technical Functional Analyst	0.00	0.00	0.50
Business Analyst	0.00	0.00	1.00
Citywide Branding and Digital Communications Specialist	0.00	0.00	0.17
Neighborhood Resource Coordinator	0.00	0.00	0.07
Social Equity Coordinator	0.00	0.00	0.07
Grant Coordinator	0.00	0.00	0.20
Customer Service and Administration Manager	0.00	0.00	0.45
Business Process Improvement Coordinator	0.00	0.00	1.00
Administrative Supervisor	0.95	0.90	0.90
Administrative Analyst	0.00	0.90	0.90
Administrative Assistant	2.95	0.90	0.90
TOTAL	6.40	10.70	13.86

ELECTRIC ADMINISTRATION — LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	942,514	1,171,157	1,594,949
112	Temporary Wages	16,218	18,000	10,000
121	Overtime Wages	-	500	500
122	Longevity Compensation	2,584	1,998	2,052
123	Leave Expense	-	17,000	19,461
126	RHS Plan	17,418	4,280	5,542
128	FICA	1,005	1,116	-
129	Medicare Contribution	17,558	14,009	19,516
131	MOPC	43,050	52,107	71,710
132	Employee Insurance	121,597	171,694	229,412
133	GERP Retirement	69,334	87,271	128,505
135	Compensation Insurance	400	400	455
136	Unemployment Insurance	368	342	472
137	Staff Training and Conference	12,539	18,500	18,725
142	Food Allowance	177	500	500
SUBTOTAL		1,244,762	1,558,874	2,101,799
OPERATING AND MAINTENANCE				
210	Supplies	7,470	6,800	8,912
217	Dues and Subscriptions	52,780	52,490	55,765
218	NonCapital Equip and Furniture	10,620	10,800	8,804
240	Repair and Maintenance	16,676	52,501	52,501
245	Mileage Allowance	492	720	720
246	Liability Insurance	855	1,230	1,556
250	Prof and Contracted Services	34,198	200,020	154,011
252	Ads and Legal Notices	1,420	-	-
261	Telephone Charges	2,354	1,980	1,620
263	Postage	833	3,000	3,000
264	Printing and Copying	672	1,000	1,000
266	Interest On Deposits	18,839	25,000	25,000
269	Other Services and Charges	362,551	350,000	400,000
270	Administrative Mgmt Services	1,614,893	1,616,998	1,720,037
271	Franchise Equivalency	5,869,616	6,147,490	6,376,372
273	Fleet Lease Operating and Mtc	1,997	1,449	1,578
274	Fleet Lease Replacement	237	2,802	2,800
275	Building Permits to DDA	673	-	-
280	Purchased Power General	48,650,929	54,507,056	54,588,280
281	Purchased Power Renewable	3,355,165	-	-
282	Power Wheeling	13,857	15,000	15,000
290	Rebates	-	-	76,800
SUBTOTAL		60,017,127	62,996,336	63,493,756
NON-OPERATING EXPENSE				
950	Bad Debt	14,780	150,000	150,000
970	Transfers to Other Funds	2,457,001	675,864	294,958
SUBTOTAL		2,471,781	825,864	444,958
SERVICE TOTAL		\$63,733,670	\$65,381,074	\$66,040,513

ELECTRIC OPERATIONS

FUND: ELECTRIC AND BROADBAND FUND

DEPARTMENT: ELECTRIC SERVICES

SERVICE DESCRIPTION:

Electric Operations is responsible for the construction, operation and maintenance of electric service facilities that provide electricity to all residential, commercial and industrial customers. Facilities in the distribution system include underground and overhead distribution feeders, circuits, transformers and meters. This service is responsible for meter installations, repairs, programming and troubleshooting. This service will be responsible for the Advanced Meter Infrastructure (AMI) deployment under the direction of the Director of Power Delivery and Operations and the AMI Manager.

SERVICE: ELECTRIC OPERATIONS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Director Electric/Broadband Ops	1.00	0.00	0.00
Director of Power Delivery	0.00	1.00	1.00
Electric Construction Coordinator	1.00	1.00	1.00
Line Crew Supervisor	5.00	5.00	5.00
Substation Supervisor	1.00	0.00	0.00
Meter Shop Supervisor	1.00	1.00	1.00
LPC Safety Coordinator	0.70	0.70	0.70
AMI Project Manager	1.00	1.00	1.00
Director of Project Deployment	0.00	0.00	0.38
Journey Lineworker	10.00	10.00	11.00
Apprentice Lineworker	3.00	3.00	2.00
Journey Substation Worker	3.00	0.00	0.00
Electric Meter Technician	3.00	3.00	3.00
Groundworker	1.00	1.00	1.00
Street Light Technician	1.00	1.00	1.00
Sr Arborist Technician	0.25	0.25	0.25
TOTAL	31.95	27.95	28.33

ELECTRIC OPERATIONS — LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	2,144,694	1,845,856	2,051,321
112	Temporary Wages	-	9,310	18,615
121	Overtime Wages	192,913	240,000	225,000
122	Longevity Compensation	850	-	-
126	RHS Plan	25,384	11,180	11,330
128	FICA	-	577	1,154
129	Medicare Contribution	32,808	41,759	45,347
131	MOPC	116,580	143,530	155,431
132	Employee Insurance	431,681	473,644	497,351
133	GERP Retirement	186,684	239,679	279,767
135	Compensation Insurance	35,516	34,001	27,738
136	Unemployment Insurance	1,307	945	1,028
137	Staff Training and Conference	9,619	27,500	28,300
141	Uniforms Protective Clothing	29,652	29,500	30,000
142	Food Allowance	1,572	1,000	1,500
SUBTOTAL		3,209,259	3,098,481	3,373,882
OPERATING AND MAINTENANCE				
210	Supplies	65,252	100,000	100,000
216	Reference Books and Materials	3,056	3,500	3,250
217	Dues and Subscriptions	129	-	-
218	NonCapital Equip and Furniture	28,602	58,600	43,450
240	Repair and Maintenance	(6,925)	54,600	33,560
246	Liability Insurance	221,561	166,014	201,682
247	Safety Expenses	41,730	32,000	37,000
249	Operating Leases and Rentals	489	20,000	15,000
250	Prof and Contracted Services	554,968	719,625	795,000
252	Ads and Legal Notices	5,306	-	-
259	Licenses and Permits	5,096	5,000	5,000
260	Utilities	1,327	1,345	1,345
261	Telephone Charges	8,115	13,240	14,280
263	Postage	706	1,000	1,000
264	Printing and Copying	156	200	200
265	Loss on Obsolete Items	13,184	10,000	10,000
269	Other Services and Charges	119	-	-
273	Fleet Lease Operating and Mtc	170,132	144,998	189,292
274	Fleet Lease Replacement	480,899	375,349	380,850
SUBTOTAL		1,593,901	1,705,471	1,830,909
NON-OPERATING EXPENSE				
970	Transfers to Other Funds	23,207	23,207	23,207
SUBTOTAL		23,207	23,207	23,207
CAPITAL OUTLAY				
432	Vehicles	-	-	62,385
475	Building and Facility Developmnt	1,569,526	-	-
486	Meters	14,609	75,000	50,000
SUBTOTAL		1,584,135	75,000	112,385
SERVICE TOTAL		\$6,410,502	\$4,902,159	\$5,340,383

ELECTRIC ENGINEERING

FUND: ELECTRIC AND BROADBAND FUND

DEPARTMENT: ELECTRIC SERVICES

SERVICE DESCRIPTION:

Electric Engineering is responsible for planning and design of the overall electric system, including substation and feeder capacity. This service is responsible for new electric distribution development design and coordination, upgrading and expanding existing electric facilities, electric infrastructure protection and maintenance practices, monitoring and addressing general power quality issues, street lighting design, and support of other City departments and divisions including Design Review Committee, Building Permits, and CIP. This service develops, operates and maintains specialized electric utility operations technology (OT) applications, including supervisory control and data acquisition system (SCADA), geographic information system (GIS) and mapping, the outage management systems (OMS), and electric system models, and provides technical assistance and drafting services. Staff participate on the Platte River Power Authority's Joint Technical Advisory Committee.

SERVICE: ELECTRIC ENGINEERING

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Director Electric/Broadband Eng	1.00	0.00	0.00
Director of Electric Engineering	0.00	1.00	1.00
Sr Electrical Engineer	2.40	2.00	2.00
Sr Electric Distribution Field Engineer	0.00	0.00	4.60
Electric Distribution Field Engineer II	3.20	3.60	0.00
Electric Distribution Field Engineer I	1.00	1.00	0.00
Electric Engineering Project Coordinator	0.80	0.90	0.90
Electric Technology Services Coordinator	0.50	0.00	0.00
Sr Programmer Analyst	0.80	0.00	0.00
Sr GIS Analyst	1.00	0.00	0.00
LPC Sr Electrical Inspector	1.00	1.00	1.00
Data and Innovation Analyst	0.00	0.00	0.15
Substation Supervisor	1.00	1.00	1.00
Journey Substation Worker	0.00	3.00	3.00
TOTAL	12.70	13.50	13.65

ELECTRIC ENGINEERING
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	1,202,169	1,357,507	1,499,756
112	Temporary Wages	42,799	30,000	54,155
121	Overtime Wages	47,738	40,000	40,000
126	RHS Plan	25,245	5,400	5,460
128	FICA	2,654	1,860	3,358
129	Medicare Contribution	15,657	20,118	22,532
131	MOPC	56,454	67,878	74,989
132	Employee Insurance	277,376	223,989	239,960
133	GERP Retirement	90,399	114,030	134,978
135	Compensation Insurance	583	799	9,685
136	Unemployment Insurance	842	446	496
137	Staff Training and Conference	15,925	20,000	35,000
141	Uniforms Protective Clothing	1,747	5,600	6,600
142	Food Allowance	429	500	500
SUBTOTAL		1,780,017	1,888,127	2,127,469
OPERATING AND MAINTENANCE				
210	Supplies	7,369	18,000	21,240
216	Reference Books and Materials	74	750	7,590
217	Dues and Subscriptions	495	1,000	550
218	NonCapital Equip and Furniture	14,181	24,000	19,100
240	Repair and Maintenance	102,055	72,642	98,342
246	Liability Insurance	2,008	4,362	2,880
247	Safety Expenses	1,253	4,000	1,800
249	Operating Leases and Rentals	2,049	500	-
250	Prof and Contracted Services	138,518	93,000	116,943
252	Ads and Legal Notices	628	-	-
261	Telephone Charges	5,061	5,820	5,148
264	Printing and Copying	50	100	100
269	Other Services and Charges	2,451	200	200
273	Fleet Lease Operating and Mtc	5,577	13,615	26,724
274	Fleet Lease Replacement	14,985	52,262	25,892
SUBTOTAL		296,755	290,251	326,509
CAPITAL OUTLAY				
440	Machinery and Equipment	9,840	62,000	96,000
SUBTOTAL		9,840	62,000	96,000
SERVICE TOTAL		\$2,086,612	\$2,240,378	\$2,549,978

ELECTRIC METER READING

FUND: ELECTRIC AND BROADBAND FUND

DEPARTMENT: ELECTRIC SERVICES

SERVICE DESCRIPTION:

Electric Meter Reading is responsible for reading approximately 70,000 electric and water meters monthly throughout the City utility service area (49 square miles) for the purpose of billing customer usage. This service collects usage information via visual reading, radio transmission, and other technologies. This is a shared service with the Water and Sewer funds.

SERVICE: METER READING

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Meter Reading Supervisor	0.60	0.60	0.60
Metering & Application Support Coordinator	0.24	0.00	0.00
Administrative Analyst	0.00	0.00	0.60
Sr Meter Reader	0.60	0.00	0.45
Meter Reader	4.35	3.60	2.40
TOTAL	5.79	4.20	4.05

**ELECTRIC METER READING
LINE ITEM BUDGET**

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	138,496	218,446	230,670
112	Temporary Wages	50,955	-	-
121	Overtime Wages	233	-	-
126	RHS Plan	7,360	1,680	1,620
128	FICA	3,168	-	-
129	Medicare Contribution	2,621	3,165	3,347
131	MOPC	7,254	10,921	11,536
132	Employee Insurance	51,366	36,043	36,907
133	GERP Retirement	11,613	18,348	20,758
135	Compensation Insurance	21,763	18,103	12,112
136	Unemployment Insurance	156	74	76
137	Staff Training and Conference	-	5,220	1,800
141	Uniforms Protective Clothing	599	734	960
142	Food Allowance	68	-	-
SUBTOTAL		295,652	312,734	319,786
OPERATING AND MAINTENANCE				
210	Supplies	410	840	840
218	NonCapital Equip and Furniture	1,393	930	600
240	Repair and Maintenance	12,028	15,024	18,000
246	Liability Insurance	2,819	2,567	1,936
247	Safety Expenses	695	1,260	1,440
250	Prof and Contracted Services	20,540	1,200	1,200
261	Telephone Charges	858	864	972
264	Printing and Copying	37	180	180
270	Administrative Mgmt Services	18,651	17,037	22,867
273	Fleet Lease Operating and Mtc	26,478	24,769	27,797
274	Fleet Lease Replacement	10,431	6,007	6,007
SUBTOTAL		94,339	70,678	81,839
SERVICE TOTAL		\$389,991	\$383,412	\$401,625

UTILITIES WAREHOUSE

FUND: ELECTRIC AND BROADBAND FUND

DEPARTMENT: ELECTRIC SERVICES

SERVICE DESCRIPTION:

The Utilities Warehouse is responsible for procuring, storing and issuing standard and customer stock items, and critical/noncritical materials and supplies primarily for Longmont Power & Communications. Additionally, this service supports all City departments including support for the Office of Emergency Management as needed, and funding is allocated appropriately. Through cost-effective purchasing practices, the Utilities Warehouse receives, stocks, stores, stages and issues products and materials as recommended or required by the departments and manufacturer's specifications.

SERVICE: UTILITIES WAREHOUSE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Warehouse Supervisor	1.00	1.00	1.00
Utility Parts Buyer/Inventory Control Technician	1.00	1.00	1.00
Warehouse Worker	2.00	2.00	2.00
Warehouse Worker II	1.00	1.00	1.00
TOTAL	5.00	5.00	5.00

UTILITIES WAREHOUSE
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	275,544	276,008	294,023
112	Temporary Wages	7,609	50,000	50,000
121	Overtime Wages	3,271	4,000	4,000
122	Longevity Compensation	2,160	2,160	2,220
126	RHS Plan	2,676	2,000	2,000
128	FICA	473	3,100	3,100
129	Medicare Contribution	2,503	3,648	3,883
131	MOPC	13,353	13,801	14,701
132	Employee Insurance	43,942	45,346	46,875
133	GERP Retirement	21,382	22,983	26,247
135	Compensation Insurance	4,862	4,876	4,484
136	Unemployment Insurance	133	91	97
137	Staff Training and Conference	-	4,200	4,200
141	Uniforms Protective Clothing	487	2,125	2,125
142	Food Allowance	96	125	125
SUBTOTAL		378,491	434,463	458,080

OPERATING AND MAINTENANCE

210	Supplies	6,453	9,145	10,145
217	Dues and Subscriptions	100	200	200
218	NonCapital Equip and Furniture	4,158	35,810	28,000
225	Freight	3,256	3,300	3,300
240	Repair and Maintenance	5,888	7,700	7,700
246	Liability Insurance	2,142	2,103	2,013
247	Safety Expenses	532	1,000	1,000
250	Prof and Contracted Services	10,813	25,492	20,000
261	Telephone Charges	1,671	1,150	2,000
263	Postage	10	-	-
265	Loss on Obsolete Items	4,999	5,000	5,000
270	Administrative Mgmt Services	92,659	81,753	136,024
273	Fleet Lease Operating and Mtc	11,596	10,444	3,245
274	Fleet Lease Replacement	11,796	12,238	12,235
SUBTOTAL		156,073	195,335	230,862

CAPITAL OUTLAY

475	Building and Facility Developmnt	9,430	10,500	7,500
SUBTOTAL		9,430	10,500	7,500
SERVICE TOTAL		\$543,995	\$640,298	\$696,442

ELECTRIC ENERGY STRATEGIES AND SOLUTIONS

FUND: ELECTRIC AND BROADBAND FUND

DEPARTMENT: ELECTRIC SERVICES

SERVICE DESCRIPTION:

Energy Strategies & Solutions (ESS) is responsible for informing, developing, and driving new and existing energy services for commercial and residential customers. These services include energy efficiency in existing buildings and new construction, commercial building energy benchmarking and performance, load management, renewable energy, and grid-interactive strategies. The group maintains a key account program to support LPC's largest electric customers with robust communication, collaboration, and response to power needs and concerns. ESS also instructs and informs the community on energy matters, especially initiatives and innovations that affect customers. ESS helps LPC determine what is possible, what the community wants, and how to achieve community goals in ways that are pragmatic yet resourceful by collaborating; managing grants, demonstration projects, and new programs and by leveraging outside knowledge and resources.

SERVICE: ENERGY SERVICES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Director Electric/Broadband Customer Service	1.00	0.00	0.00
Director of Electric Customer Service	0.00	1.00	1.00
Executive Director of Consolidated Services	0.00	0.00	0.20
Sr Key Accounts Manager	0.00	0.00	2.00
Key Account Manager	2.00	2.00	0.00
Energy Services Specialist	1.00	1.00	1.00
Renewable Energy Strategy Manager	0.00	1.00	1.00
Public Relations & Marketing Specialist	0.40	0.70	0.70
Customer Services Energy Specialist	1.00	0.00	0.00
TOTAL	5.40	5.70	5.90

ELECTRIC ENERGY STRATEGIES AND SOLUTIONS
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	616,264	579,032	664,892
112	Temporary Wages	102	11,440	-
126	RHS Plan	2,514	2,280	2,360
128	FICA	-	709	-
129	Medicare Contribution	7,394	8,562	9,641
131	MOPC	28,405	28,951	33,245
132	Employee Insurance	91,224	95,540	106,383
133	GERP Retirement	45,485	48,639	59,841
135	Compensation Insurance	4,380	426	320
136	Unemployment Insurance	276	191	220
137	Staff Training and Conference	9,076	17,325	4,800
142	Food Allowance	59	600	600
SUBTOTAL		805,179	793,695	882,302

OPERATING AND MAINTENANCE

210	Supplies	996	500	500
216	Reference Books and Materials	-	500	500
217	Dues and Subscriptions	1,278	590	590
218	NonCapital Equip and Furniture	9,026	4,420	3,150
240	Repair and Maintenance	15,133	16,000	18,075
246	Liability Insurance	694	934	873
250	Prof and Contracted Services	116,655	21,200	21,200
252	Ads and Legal Notices	2,961	8,909	8,570
261	Telephone Charges	1,617	2,520	2,520
263	Postage	-	14,450	14,450
264	Printing and Copying	631	5,600	5,600
269	Other Services and Charges	1,711	27,450	14,200
273	Fleet Lease Operating and Mtc	4,001	1,449	1,575
274	Fleet Lease Replacement	710	2,801	2,801
290	Rebates	43,390	45,000	40,000
291	Residential Energy Efficiency Rebates	103,769	180,000	180,000
292	Commercial Energy Efficiency Re-	155,685	300,000	350,000
SUBTOTAL		458,256	632,323	664,604

NON-OPERATING EXPENSE

970	Transfers to Other Funds	4,000	-	-
SUBTOTAL		4,000	-	-
SERVICE TOTAL		\$1,267,435	\$1,426,018	\$1,546,906

BROADBAND NETWORK ADMINISTRATION

FUND: ELECTRIC AND BROADBAND FUND

DEPARTMENT: BROADBAND SERVICES

SERVICE DESCRIPTION:

Broadband Administration works under the strategic direction of the NextLight Executive Director. This service assesses residential and business customer needs; implements policy; is responsible for strategic planning, performance management, budgeting, financial and customer usage analysis; develops rates and regulations; works proactively with commercial and key accounts for needs assessments; provides customer and billing services; and is responsible for federal, state and industry reporting. This service coordinates activities with the City's Enterprise Technology Services (ETS) division. Staff work with various broadband organizations to keep abreast of industry standards and developments and to monitor state and federal legislation in order to promote the community's economic development and the interests of Longmont's residential and business broadband customers.

SERVICE: BROADBAND NETWORK ADMINISTRATION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Deputy City Manager	0.20	0.20	0.20
Director of Broadband Services	1.00	1.00	1.00
Fiber Network Director	0.00	1.00	1.00
LPC Internal Services Director	0.00	0.10	0.10
LPC Safety Coordinator	0.00	0.30	0.30
Fiber Optic Outside Plant Engineer	0.00	0.00	1.00
Fiber Field Engineer I	0.00	0.00	1.00
Utility Rate Analyst	1.00	0.10	0.10
Load Analyst	0.00	0.00	1.00
Technical Functional Analyst	0.00	0.00	0.50
Sr GIS Analyst	0.00	1.00	0.50
Sr GIS/Mapping Tech	0.00	0.50	0.50
MDU & Commercial Sales Eng	2.00	0.00	0.00
LPC Communications & Marketing Manager	0.60	0.00	0.00
Process Analyst/Project Manager	0.00	1.00	1.00
Public Relations & Marketing Specialist	0.60	0.00	0.00
Electric Technology Services Coordinator	0.00	0.25	0.25
Metering & Application Support Coor	0.30	0.00	0.00
Application Support Analyst	0.00	0.25	0.25
Neighborhood Resource Coordinator	0.00	0.00	0.04
Social Equity Coordinator	0.00	0.00	0.04
Grant Coordinator	0.00	0.00	0.10
Business Process Improvement Coordinator	0.00	0.00	0.05
Customer Service and Administration Manager	0.00	0.00	0.05
Administrative Supervisor	1.05	0.15	0.10
Administrative Analyst	0.00	0.10	0.10
Administrative Assistant	0.05	0.10	0.10
Broadband Customer Service Representative	5.00	0.00	0.00
TOTAL	11.80	6.05	9.28

BROADBAND NETWORK ADMINISTRATION

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	607,392	764,937	1,063,905
121	Overtime Wages	34	-	1,000
122	Longevity Compensation	-	222	2,004
123	Leave Expense	-	3,200	3,200
126	RHS Plan	2,742	2,420	3,712
129	Medicare Contribution	9,758	9,150	13,348
131	MOPC	30,609	34,198	48,799
132	Employee Insurance	213,717	112,825	156,141
133	GERP Retirement	329,656	57,422	87,824
135	Compensation Insurance	500	9,600	293
136	Unemployment Insurance	385	224	323
137	Staff Training and Conference	855	10,000	16,500
141	Uniforms Protective Clothing	-	400	1,400
142	Food Allowance	517	1,000	560
	SUBTOTAL	1,196,165	1,005,598	1,399,009
OPERATING AND MAINTENANCE				
210	Supplies	6,346	3,500	5,000
217	Dues and Subscriptions	5,147	3,300	7,129
218	NonCapital Equip and Furniture	3,635	2,450	3,400
240	Repair and Maintenance	5,226	3,430	6,860
245	Mileage Allowance	487	200	480
246	Liability Insurance	-	210	1,072
247	Safety Expenses	-	2,000	2,000
250	Prof and Contracted Services	79,391	32,413	292,547
252	Ads and Legal Notices	817	-	900
260	Utilities	774	500	850
261	Telephone Charges	1,517	1,590	2,520
263	Postage	685	-	-
264	Printing and Copying	84	250	-
269	Other Services and Charges	19,170	-	-
270	Administrative Mgmt Services	543,784	561,471	668,305
271	Franchise Equivalency	7,645	8,679	6,461
273	Fleet Lease Operating and Mtc	3,613	1,449	1,575
274	Fleet Lease Replacement	1,658	2,801	2,800
	SUBTOTAL	679,978	624,243	1,001,899
NON-OPERATING EXPENSE				
922	Interest Current Bond Issue	1,119,979	1,173,901	1,021,001
923	Bond Principal Current	-	3,280,000	3,435,000
970	Transfers to Other Funds	1,874,819	-	3,677
	SUBTOTAL	2,994,798	4,453,901	4,459,678
CAPITAL OUTLAY				
432	Vehicles	-	-	39,874
	SUBTOTAL	-	-	39,874
	SERVICE TOTAL	\$4,870,942	\$6,083,742	\$6,900,460

BROADBAND NETWORK OPERATIONS

FUND: ELECTRIC AND BROADBAND FUND

DEPARTMENT: BROADBAND SERVICES

SERVICE DESCRIPTION:

The Network Operations team is responsible for the development and implementation of the systems and overall architecture that allows the fiber network to operate. System monitoring, testing and working with other network providers are all essential functions of this work group along with technical support for both residential and business customers.

SERVICE: BROADBAND NETWORK OPERATIONS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
LPC Safety Coordinator	0.30	0.00	0.00
LPC Sr Network Engineer	1.00	1.00	1.00
LPC Network Engineer	1.00	1.00	1.00
Field Service Supervisor	1.00	0.00	0.00
Broadband Network Operations Manager	1.00	1.00	1.00
Systems Administrator II	1.00	2.00	2.00
Fiber Optic Technician	0.00	0.00	1.00
Broadband Service Technician	3.00	0.00	0.00
Broadband Install Tech	6.00	0.00	0.00
Fiber Technical Service Representative	6.00	5.00	4.00
Network Operations Center Technician	1.00	2.00	2.00
TOTAL	21.30	12.00	12.00

BROADBAND NETWORK OPERATIONS
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	869,382	949,010	1,008,448
121	Overtime Wages	37,130	21,353	20,000
126	RHS Plan	18,651	4,800	4,800
129	Medicare Contribution	10,102	13,759	14,622
131	MOPC	38,003	47,453	50,422
132	Employee Insurance	270,151	156,587	161,353
133	GERP Retirement	60,842	79,717	90,762
135	Compensation Insurance	17,026	26,224	24,250
136	Unemployment Insurance	819	315	334
137	Staff Training and Conference	1,000	17,000	20,150
141	Uniforms Protective Clothing	378	500	1,800
142	Food Allowance	146	500	500
SUBTOTAL		1,323,630	1,317,218	1,397,441

OPERATING AND MAINTENANCE

210	Supplies	10,945	10,000	16,830
218	NonCapital Equip and Furniture	12,734	11,500	57,211
232	Building Repair and Maintenance	-	-	-
240	Repair and Maintenance	821,093	1,221,500	1,376,800
246	Liability Insurance	11,969	5,168	9,038
247	Safety Expenses	1,121	300	300
250	Prof and Contracted Services	2,921	25,000	25,000
252	Ads and Legal Notices	868	-	-
260	Utilities	1,496	-	1,500
261	Telephone Charges	631	1,801	5,100
263	Postage	2,867	500	2,800
264	Printing Copying and Binding	2,112	-	-
265	Loss on Obsolete Items	11,613	1,000	10,000
269	Other Services and Charges	119,858	-	-
273	Fleet Lease Operating and Mtc	-	2,032	4,861
274	Fleet Lease Replacement	-	-	6,071
SUBTOTAL		1,000,229	1,278,801	1,515,511

CAPITAL OUTLAY

432	Vehicles	-	-	35,000
440	Machinery and Equipment	927,889	1,291,100	1,526,000
475	Building and Facility Developmnt	2,279,408	-	-
SUBTOTAL		3,207,298	1,291,100	1,561,000
SERVICE TOTAL		\$5,531,156	\$3,887,119	\$4,473,952

BROADBAND INSTALLATION OPERATIONS

FUND: ELECTRIC AND BROADBAND FUND

DEPARTMENT: BROADBAND SERVICES

SERVICE DESCRIPTION:

The Installation Operations team has responsibility for the day-to-day installation and service work that must take place to meet subscriber requests for new services and repair to existing services. Technicians filling this position have a varied skill set focused on assisting our subscribers with in-home networking after successfully activating or repairing a subscriber's services.

SERVICE: BROADBAND NETWORK FIELD INSTALLATIONS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Electric Tech Services Coordinator	0.50	0.00	0.00
Fiber Optic Outside Plant Engineer	1.00	0.00	0.00
Field Service Supervisor	0.00	1.00	0.00
Fiber Install Technician	0.00	5.00	5.00
Fiber Service Technician	1.00	1.00	2.00
Sr Programmer Analyst	0.20	0.00	0.00
Sr GIS Analyst	1.00	0.00	0.00
Sr Electrical Engineer	0.60	0.00	0.00
TOTAL	4.30	7.00	7.00

BROADBAND INSTALLATIONS OPERATIONS

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	231,383	51,702	26,245
112	Temporary Wages	18,706	-	-
121	Overtime Wages	24,820	17,917	25,000
126	RHS Plan	2,400	2,800	2,800
128	FICA	1,181	-	-
129	Medicare Contribution	6,027	6,647	6,898
131	MOPC	22,432	22,916	23,783
132	Employee Insurance	-	75,624	76,109
133	GERP Retirement	35,920	38,499	42,812
135	Compensation Insurance	-	-	887
136	Unemployment Insurance	-	151	157
137	Staff Training and Conference	254	2,000	5,000
141	Uniforms Protective Clothing	2,996	5,600	5,600
142	Food Allowance	45	500	600
SUBTOTAL		346,164	224,356	215,891
OPERATING AND MAINTENANCE				
210	Supplies	1,980	24,000	4,400
218	NonCapital Equip and Furniture	37,503	19,000	20,000
240	Repair and Maintenance	731	2,400	10,840
246	Liability Insurance	-	-	1,944
247	Safety Expenses	4,340	3,400	5,500
249	Operating Leases and Rentals	-	1,000	1,000
261	Telephone Charges	5,970	4,175	4,400
269	Other Services and Charges	-	1,000	2,500
273	Fleet Lease Operating and Mtc	37,099	22,185	23,332
274	Fleet Lease Replacement	52,003	31,491	43,666
SUBTOTAL		139,626	108,651	117,582
CAPITAL OUTLAY				
432	Vehicles	8,590	35,624	-
SUBTOTAL		8,590	35,624	-
SERVICE TOTAL		\$494,380	\$368,631	\$333,473

BROADBAND OUTSIDE PLANT OPERATIONS

FUND: ELECTRIC AND BROADBAND FUND

DEPARTMENT: BROADBAND SERVICES

SERVICE DESCRIPTION:

The Outside Plant Operations (OSP) team has responsibility for the expansion of network services from the fiber hut or different phases to the customer's premises. This also entails all of the OSP Engineering that is required to identify a path and document newly placed facilities and capacity as it occurs. As the fiber network continues to grow and expand to newly developed sectors of Longmont, this team has the responsibility of ensuring that capacity is available when a subscriber orders services.

SERVICE: BROADBAND NETWORK OUTSIDE PLANT

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Fiber Outside Plant Manager	0.00	1.00	1.00
Electric Engineering Project Coordinator	0.20	0.10	0.10
Sales Engineer	0.00	1.00	0.00
Fiber Construction Coordinator	0.00	1.00	1.00
Fiber Optic Technician	2.00	2.00	2.00
Fiber Service Technician	0.00	1.00	0.00
Sr Electric Distribution Field Engineer	0.00	0.00	0.40
Electric Distribution Field Engineer II	0.80	0.40	0.00
Fiber Field Engineer I	0.00	1.00	0.00
Data and Innovation Analyst	0.00	0.00	0.10
TOTAL	3.00	7.50	4.60

BROADBAND OUTSIDE PLANT OPERATIONS
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	499,739	539,390	260,200
112	Temporary Wages	-	81,000	25,000
121	Overtime Wages	5,623	11,863	10,000
126	RHS Plan	3,066	3,000	1,840
128	FICA	131	5,022	1,550
129	Medicare Contribution	6,940	9,982	6,245
131	MOPC	27,919	30,372	20,284
132	Employee Insurance	91,751	100,227	64,909
133	GERP Retirement	44,705	51,025	36,512
135	Compensation Insurance	4,759	6,379	4,290
136	Unemployment Insurance	278	202	135
137	Staff Training and Conference	595	6,500	10,000
141	Uniforms Protective Clothing	2,032	6,400	4,000
142	Food Allowance	361	500	600
SUBTOTAL		687,899	851,862	445,565

OPERATING AND MAINTENANCE

210	Supplies	2,103	4,100	5,000
218	NonCapital Equip and Furniture	15,261	21,000	14,000
240	Repair and Maintenance	46,760	37,460	37,960
246	Liability Insurance	555	1,967	2,690
247	Safety Expenses	2,150	2,900	2,600
249	Operating Leases and Rentals	-	5,000	5,000
250	Prof and Contracted Services	249,891	262,000	262,000
259	Licenses and Permits	2,756	2,800	3,000
261	Telephone Charges	2,195	4,006	2,980
269	Other Services and Charges	-	5,000	4,000
273	Fleet Lease Operating and Mtc	-	40,315	15,161
274	Fleet Lease Replacement	-	42,370	44,764
SUBTOTAL		321,671	428,918	399,155

CAPITAL OUTLAY

432	Vehicles	83,244	33,124	159,546
440	Machinery and Equipment	-	87,500	80,000
SUBTOTAL		83,244	120,624	239,546
SERVICE TOTAL		\$1,092,814	\$1,401,404	\$1,084,266

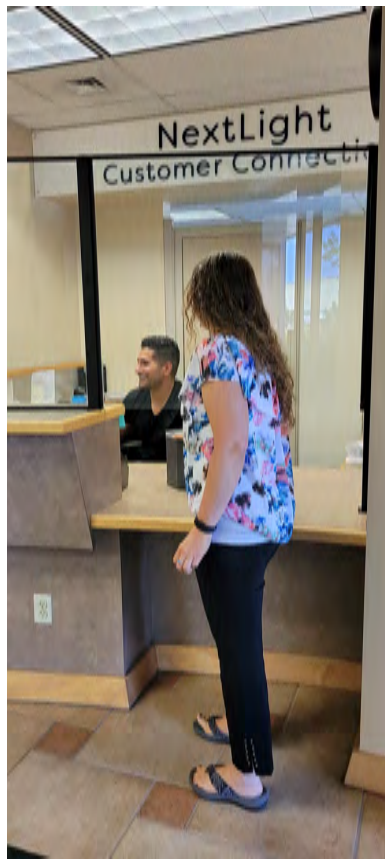
BROADBAND CUSTOMER BILLING AND SYSTEMS

FUND: ELECTRIC AND BROADBAND FUND

DEPARTMENT: BROADBAND SERVICES

SERVICE DESCRIPTION:

This team is responsible for revenue assurance via billing and collections management and policy creation. They manage GLDS vendor relations ensuring optimal billing practices and system functionality. This team is responsible for ensuring proper tax rates are applied and regulated fees are passed through. Team is responsible for setting up all products and pricing in the billing system.



SERVICE: BROADBAND CUSTOMER BILLING AND SYSTEMS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
LPC Customer Process & Billing Analyst	0.00	1.00	1.00
TOTAL	0.00	1.00	1.00

BROADBAND CUSTOMER BILLING AND SYSTEMS
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	89,808	80,453	86,232
126	RHS Plan	400	400	400
129	Medicare Contribution	937	1,167	1,251
131	MOPC	3,925	4,023	4,312
132	Employee Insurance	-	13,081	13,629
133	GERP Retirement	6,286	6,556	7,545
135	Compensation Insurance	-	-	31
136	Unemployment Insurance	-	26	28
137	Staff Training and Conference	437	3,500	2,500
141	Uniforms Protective Clothing	-	50	50
SUBTOTAL		101,795	109,256	115,978
OPERATING AND MAINTENANCE				
210	Supplies	141	1,250	1,250
240	Repair and Maintenance	395,143	404,450	415,000
246	Liability Insurance	-	-	92
250	Prof and Contracted Services	3,651	2,000	2,000
261	Telephone Charges	-	420	420
263	Postage	576	-	3,000
269	Other Services and Charges	536,545	540,000	515,000
SUBTOTAL		936,057	948,120	936,762
NON-OPERATING EXPENSE				
950	Bad Debt	(6,873)	25,000	125,000
SUBTOTAL		(6,873)	25,000	125,000
SERVICE TOTAL		\$1,030,979	\$1,082,376	\$1,177,740

BROADBAND CUSTOMER SERVICE

FUND: ELECTRIC AND BROADBAND FUND

DEPARTMENT: BROADBAND SERVICES

SERVICE DESCRIPTION:

The customer service team is responsible for driving optimal customer experience as they promote and sell NextLight services, set up new customers in the system, schedule installations and repairs, address billing inquiries, take customer payments and more. They also manage the front counter at the Service Center taking orders and distributing and receiving equipment.

SERVICE: BROADBAND CUSTOMER SERVICE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
LPC Customer Sales & Service Manager	0.00	1.00	1.00
Fiber Service & Quality Assurance Specialist	0.00	1.00	0.00
Fiber Sr Customer Service Representative	0.00	0.00	1.00
Fiber Customer Service Representative	0.00	4.00	7.00
TOTAL	0.00	6.00	9.00

BROADBAND CUSTOMER SERVICE
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	317,089	325,040	497,580
121	Overtime Wages	9,609	10,000	7,000
126	RHS Plan	1,600	2,400	3,600
129	Medicare Contribution	3,867	4,713	7,212
131	MOPC	15,153	16,250	24,878
132	Employee Insurance	-	53,485	78,939
133	GERP Retirement	24,262	27,151	43,919
135	Compensation Insurance	-	-	128
136	Unemployment Insurance	-	108	158
137	Staff Training and Conference	256	7,500	8,500
141	Uniforms Protective Clothing	449	500	800
142	Dues and Subscriptions	177	500	500
SUBTOTAL		372,462	447,647	673,214
OPERATING AND MAINTENANCE				
210	Supplies	3,847	650	1,589
217	Dues and Subscriptions	-	180	180
218	NonCapital Equip and Furniture	10,281	3,000	7,250
240	Repair and Maintenance	823	3,010	3,330
246	Liability Insurance	1,269	-	382
247	Safety Expenses	-	-	200
250	Prof and Contracted Services	41	6,000	250
261	Telephone Charges	103	420	450
269	Other Services and Charges	-	250	250
SUBTOTAL		16,365	13,510	13,881
SERVICE TOTAL		\$388,827	\$461,157	\$687,095

BROADBAND MARKETING

FUND: ELECTRIC AND BROADBAND FUND

DEPARTMENT: BROADBAND SERVICES

SERVICE DESCRIPTION:

Broadband Marketing is responsible for developing and implementing brand and marketing strategies across all customer segments. This division corresponds directly with customers in person, and by telephone, email, and social media. This division is also responsible for interacting and communicating with the press both proactively and reactively. Marketing creates and manages all printed and digital material that relates to NextLight; provides project and vendor management services; and creates and implements direct mail, door hanging, and out-of-door campaigns in addition to traditional print and digital advertising. Marketing is also responsible for event management and premium merchandise and produces videos as needed.

SERVICE: BROADBAND MARKETING

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
LPC Communications & Marketing Manager	0.00	1.00	1.00
LPC Marketing Coordinator	0.00	1.00	1.00
Citywide Branding and Digital Marketing Manag-	0.00	0.00	0.17
Public Relations & Marketing Specialist	0.00	0.30	0.30
TOTAL	0.00	2.30	2.47

BROADBAND MARKETING
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	166,159	180,423	203,449
112	Temporary Wages	544	-	-
126	RHS Plan	800	920	986
128	FICA	40	-	-
129	Medicare Contribution	1,954	2,616	2,951
131	MOPC	7,508	9,021	10,171
132	Employee Insurance	-	29,576	32,216
133	GERP Retirement	12,023	14,954	17,879
135	Compensation Insurance	699	3	69
136	Unemployment Insurance	-	59	66
137	Staff Training and Conference	1,390	5,000	5,000
141	Uniforms Protective Clothing	245	250	250
142	Food Allowance	130	-	-
SUBTOTAL		191,491	242,822	273,037

OPERATING AND MAINTENANCE

210	Supplies	22	150	-
217	Dues and Subscriptions	909	740	-
218	NonCapital Equip and Furniture	5,186	3,250	250
240	Repair and Maintenance	2,013	6,600	2,500
246	Liability Insurance	82	-	206
247	Safety Expenses	26	-	-
250	Prof and Contracted Services	119,889	100,000	165,000
252	Ads and Legal Notices	44,639	73,200	50,000
261	Telephone Charges	-	966	966
263	Postage	4,561	20,000	15,000
264	Printing and Copying	8,182	34,460	30,000
269	Other Services and Charges	22,798	4,700	10,000
SUBTOTAL		208,308	244,066	273,922

NON-OPERATING EXPENSE

970	Transfers to Other Funds	4,000	5,000	10,000
SUBTOTAL		4,000	5,000	10,000
SERVICE TOTAL		\$403,799	\$491,888	\$556,959

BROADBAND MARKETING PRODUCT DISTRIBUTION

FUND: ELECTRIC AND BROADBAND FUND

DEPARTMENT: BROADBAND SERVICES

SERVICE DESCRIPTION:

This service is responsible for determining what product offers and price points to put in the marketplace. They make decisions, along with the network engineering team, about customer premise equipment (ONTs, routers, WiFi devices, handsets, etc.). They are responsible for performing competitive assessments to ensure that NextLight remains competitive in the marketplace. They are also responsible for sales and marketing efforts related specifically to multi-dwelling units (MDUs) or apartments as well as to business or commercial accounts.

SERVICE: BROADBAND MARKETING PRODUCT DISTRIBUTION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Product Marketing & Distribution Manager	0.00	1.00	1.00
Fiber Service & Quality Assurance Specialist	0.00	0.00	1.00
Sales & Distribution Manager	0.00	1.00	1.00
Sales Engineer	0.00	0.00	1.00
Sales Coordinator	0.00	1.00	1.00
TOTAL	0.00	3.00	5.00

BROADBAND MARKETING PRODUCT DISTRIBUTION
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	273,147	250,926	408,652
112	Temporary Wages	741	2,880	6,800
126	RHS Plan	800	1,200	2,000
128	FICA	46	179	422
129	Medicare Contribution	3,005	3,680	6,024
131	MOPC	11,997	12,547	20,433
132	Employee Insurance	-	41,257	65,258
133	GERP Retirement	19,213	20,926	36,617
135	Compensation Insurance	-	-	97
136	Unemployment Insurance	-	82	134
137	Staff Training and Conference	1,190	5,000	7,600
141	Uniforms Protective Clothing	-	375	1,300
142	Food Allowance	-	300	300
SUBTOTAL		310,139	339,352	555,637
OPERATING AND MAINTENANCE				
210	Supplies	4,603	3,400	3,400
217	Dues and Subscriptions	-	1,700	1,785
218	NonCapital Equip and Furniture	1,878	-	-
240	Repair and Maintenance	-	1,290	1,290
246	Liability Insurance	-	-	289
261	Telephone Charges	627	1,260	1,260
269	Other Services and Charges	968	8,000	6,000
SUBTOTAL		8,075	15,650	14,024
CAPITAL OUTLAY				
432	Vehicles	-	-	39,924
SUBTOTAL		-	-	39,924
SERVICE TOTAL		\$318,214	\$355,002	\$609,585

CAPITAL IMPROVEMENT PROJECTS

FUND: ELECTRIC AND BROADBAND FUND

DEPARTMENT: ELECTRIC AND BROADBAND SERVICES

SERVICE DESCRIPTION:

Capital projects are listed below. Detailed descriptions of each project are included in the 2022-2026 Capital Improvement Program.

ELECTRIC PROJECTS

ELECTRIC PROJECTS	2022 BUDGET
DTR030 Downtown Alley Planning	\$10,000
ELE009 Electric Feeder Underground Conversion	231,000
ELE017 Electric Substation Upgrades	168,000
ELE044 Electric System Reliability Improvements	645,000
ELE091 Street Lighting Program	25,000
ELE097 Electric Aid to Construction	4,824,200
ELE099 Advanced Metering	4,040,000
ELE102 Electric System Rehabilitation and Improvements	431,000
ELE103 Distributed Energy Resources Innovation & Solutions	450,000
ELE104 Electric Vehicle Charging Stations	50,000
PBF082 Municipal Buildings HVAC Replacement	9,358
TRP001 Pavement Management Program	5,000
TRP011 Transportation System Management Program	10,000
TRP092 Boston Avenue Connection - Price to Martin	100,000
TRP105 Missing Sidewalks	5,000
TRP124 Nelson Rd & Hover St Intersection Improvements	50,000
TRP132 Enhanced Multi-Use Corridor Improvements	10,000
TRP135 Coffman St Busway Improvements	222,000
TRP137 Main Street Corridor Plan	5,000
TOTAL	\$11,290,558

BROADBAND PROJECTS

BROADBAND PROJECTS	2022 BUDGET
BRB002 Broadband Aid to Construction	\$30,000
BRB005 Broadband Reliability Improvements	50,000
BRB006 Broadband Underground Conversion	31,000
BRB007 Broadband System Rehabilitation and Improvements	135,900
BRB008 Fiber Construction	1,692,360
BRB009 Fiber Installation	1,234,944
BRB010 Mesh Network for St Vrain Valley School District	400,000
TRP011 Transportation System Management Program	49,000
TRP092 Boston Avenue Connection - Price to Martin	69,000
TRP118 Boston Avenue Bridge over St Vrain River	11,500
TRP119 3rd Avenue Westbound Bridge Rehabilitation	11,500
TRP124 Nelson Rd & Hover St Intersection Improvements	69,000
TRP135 Coffman St Busway Improvements	23,000
TOTAL	\$3,807,204

ELECTRIC COMMUNITY INVESTMENT FEE FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	-	-	-
Operating and Maintenance	-	-	-
Non-Operating	-	-	-
Capital	810,951	1,832,500	769,494
TOTAL	\$810,951	\$1,832,500	\$769,494

Fund Description

The Electric Community Investment Fee (CIF) on new development was enacted on January 1, 1994, to provide funding for electric system capital improvements that are related strictly to growth, such as main feeder system extensions and additional substation capacity.

2022 Budget

The following capital projects are funded in 2022. Detailed capital project descriptions are included in the 2022-2026 Capital Improvement Program.

ELECTRIC CIF FUND PROJECTS

ELECTRIC CIF FUND PROJECTS	2022 BUDGET
ELE014 Electric Main Feeder Extensions	731,886
ELE016 Electric Substation Expansion	37,608
TOTAL	\$769,494

ELECTRIC COMMUNITY INVESTMENT FEE FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$4,840,698	\$5,194,088	\$2,126,449
Committed Working Capital	-	1,792,483	-
SOURCES OF FUNDS			
Fees	1,091,252	517,344	786,698
Interest	73,089	40,000	60,000
TOTAL FUNDS	1,164,341	557,344	846,698
EXPENSES			
Capital Projects	810,951	1,832,500	769,494
TOTAL EXPENSES	810,951	1,832,500	769,494
ENDING WORKING CAPITAL	5,194,088	2,126,449	2,203,653
CONTRIBUTION TO/(FROM) RESERVES	\$353,390	\$(1,275,156)	\$77,204

WATER FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	5,963,746	6,478,726	7,609,144
Operating and Maintenance	7,521,962	8,517,309	9,379,269
Non-Operating	1,309,003	4,446,547	6,980,520
Capital	6,615,575	20,498,943	10,356,676
TOTAL	\$21,410,285	\$39,941,525	\$34,325,609

FUND DESCRIPTION

The Water Fund pays for all costs associated with delivering water services to Longmont customers. Those services include acquiring and maintaining a portfolio of water rights, storage and treatment of raw water, storage and distribution of potable water, maintenance of the City's water line system, and chemical and biological testing to meet all applicable water quality standards. The largest source of revenue to pay for those services is payments of monthly bills from water customers.

The Water Fund includes eleven budget services:

- ◆ Public Works and Natural Resources Director
- ◆ Water Administration/Engineering
- ◆ Water Resources; Water Distribution
- ◆ Water Treatment Plants
- ◆ Water Quality Laboratory
- ◆ Instrumentation and Control
- ◆ Engineering/Survey Technical Services
- ◆ Construction Inspection
- ◆ Regulatory Compliance
- ◆ Meter Reading

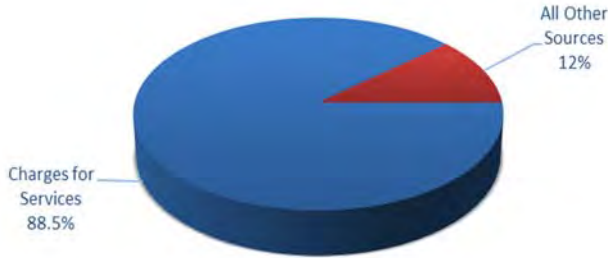
Water System

The approximate value of the water system is \$187 million. It includes 443 miles of water transmission and distribution lines, pump stations, PRV vaults, treated water storage and buildings. Approximately 1% to 3% of the value of the system is rehabilitated each year.

WATER FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$37,500,938	\$44,860,103	\$18,992,628
COMMITTED WORKING CAPITAL	-	13,005,336	-
SOURCES OF FUNDS			
REVENUES			
Charges for Services	23,914,610	24,234,696	26,905,696
System Development Fees	740,277	311,800	321,300
Interest - Operating	436,665	60,500	66,900
Interest - Debt Service			
Interest - Construction	-	-	-
Intergovernmental	402,046	505,600	400,000
Miscellaneous	1,115,857	195,000	195,000
Operating Transfers	2,697,454	1,771,790	2,889,727
Bond Proceeds	-	-	-
Estimated Revenue Adjustment	-	-	-
Adjustment for GAAP Revenue	-	-	-
TOTAL FUNDS	29,306,909	27,079,386	30,778,623
EXPENSES BY BUDGET SERVICE			
Business Services	1,849,910	5,022,406	8,338,472
Natural Resources	2,963,613	3,533,752	4,438,084
Engineering Services	4,763,144	5,239,120	5,302,936
Operations	6,149,024	6,856,712	6,747,792
CIP Projects	5,684,595	19,289,535	9,498,325
TOTAL OPERATING EXPENSES	21,410,285	39,941,525	34,325,609
Adjustment for GAAP Expenses	537,459	-	-
TOTAL ADJUSTED EXPENSES	21,947,744	39,941,525	34,325,609
ENDING WORKING CAPITAL	44,860,103	18,992,628	15,445,642
CONTRIBUTION TO/(FROM) RESERVES	\$7,359,165	\$(12,862,139)	\$(3,546,986)

WATER FUND - SOURCES OF FUNDS



- ◆ The Water Fund will receive 88.5% of its operating revenues from the sale of water to the City's sewer customers in 2022.
- ◆ The 2022 Budget will require a contribution from fund balance of \$3,546,986, primarily for capital projects.

ESTIMATING MAJOR SOURCES OF FUNDS

Treated Water Sales: The Public Works and Natural Resources department estimates total sales of treated water based on customer classification, the estimated number of customers in each classification and the estimated average monthly bill in each class.

OPERATING REVENUE	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Sale of Treated Water	\$22,628,847	\$23,194,696	\$25,865,696
Sale of Raw Water	1,053,835	1,000,000	1,000,000
Construction Inspection Fees	42,217	-	-
Water Meters	189,711	25,000	25,000
Lab Testing Fees	-	15,000	15,000
System Development Fees	740,277	311,800	321,300
Intergovernmental Revenue	402,046	505,600	400,000
Interest Income	436,665	60,500	66,900
Other Revenue	1,115,857	195,000	195,000
Operating Transfers	2,697,454	1,771,790	2,889,727
Bond Proceeds	-	-	-
Contribution from/(to) Fund Balance	(7,359,165)	12,862,139	3,546,986
TOTAL FUNDS NEEDED TO MEET EXPENSES	\$21,947,744	\$39,941,525	\$34,325,609

WATER BUSINESS SERVICES DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	1,191,458	1,506,257	1,828,801
Operating and Maintenance	634,187	838,126	951,799
Non-Operating	8,724	2,678,023	5,513,122
Capital	15,541	-	44,750
TOTAL	\$1,849,910	\$5,022,406	\$8,338,472



PUBLIC WORKS AND NATURAL RESOURCES ADMINISTRATION

FUND: WATER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The Public Works and Natural Administration service is responsible for administering City policies, developing departmental policies and procedures, and assuring effective management of the financial and operational condition of the utilities and funds, including the development of adequate rates, preparation and monitoring of the annual budget, and effective supervision of personnel.

SERVICE: PUBLIC WORKS AND NATURAL RESOURCES ADMINISTRATION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Deputy City Manager	0.16	0.16	0.16
Executive Director of Consolidated Services	0.00	0.00	0.16
PWNR Director Business & Environmental Services	0.00	0.25	0.00
PWNR Asst Director of Business Services	0.00	0.25	0.25
PWNR Business & Strategic Planning Manager	0.25	0.00	0.00
PWNR Communications & Marketing Manager	0.25	0.25	0.25
PWNR Rate Analyst Manager	0.25	0.00	0.00
Citywide Branding and Digital Communications Specialist	0.00	0.00	0.09
Communications and Marketing Specialist	0.00	0.00	0.60
Business Process Improvement Coordinator	0.00	0.50	0.50
Sustainability Grant & Program Coordinator	0.00	0.06	0.00
Business Analyst	0.25	0.25	0.55
Executive Assistant	0.40	0.25	0.25
Customer Services Representative	0.20	0.15	0.40
Neighborhood Resource Coordinator	0.00	0.00	0.06
Social Equity Coordinator	0.00	0.00	0.06
Grant Coordinator	0.00	0.00	0.20
Natural Resources Specialist	0.35	0.00	0.00
Customer Service and Administration Manager	0.00	0.00	0.15
Administrative Supervisor	0.20	0.15	0.00
Administrative Assistant	0.50	1.45	0.95
TOTAL	2.81	3.72	4.63

PUBLIC WORKS AND NATURAL RESOURCES ADMINISTRATION

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	242,767	408,486	504,716
112	Temporary Wages	-	42,344	42,344
121	Overtime Wages	-	350	350
122	Longevity Compensation	432	324	225
123	Leave Expense	-	19,600	20,487
126	RHS Plan	1,593	1,492	1,854
128	FICA	-	2,625	-
129	Medicare Contribution	5,160	4,394	4,964
131	MOPC	11,554	15,306	19,494
132	Employee Insurance	32,956	50,471	62,267
133	GERP Retirement	18,831	25,673	34,942
135	Compensation Insurance	3,625	146	296
136	Unemployment Insurance	100	99	130
137	Staff Training and Conference	5,472	2,370	2,720
142	Food Allowance	74	425	425
SUBTOTAL		322,563	574,105	695,214

OPERATING AND MAINTENANCE

210	Supplies	781	6,520	7,074
216	Reference Books and Materials	-	200	200
217	Dues and Subscriptions	3,466	7,715	13,174
218	NonCapital Equip and Furniture	5,174	800	2,710
240	Repair and Maintenance	5,334	23,080	23,133
245	Mileage Allowance	422	820	820
246	Liability Insurance	492	582	846
250	Prof and Contracted Services	101,581	183,344	246,844
252	Ads and Legal Notices	1,056	12,200	11,840
256	Refunds	90	-	-
261	Telephone Charges	213	800	800
263	Postage	7,052	-	-
264	Printing Copying and Binding	-	500	500
269	Other Services and Charges	-	50,000	50,000
273	Fleet Lease Operating and Mainte-	2,141	1,444	1,349
274	Fleet Lease Replacement	5,695	1,439	1,440
SUBTOTAL		133,498	289,444	360,730

NON-OPERATING EXPENSE

922	Interest Current Bond Issue	-	1,451,664	3,015,498
923	Bond Principal Current	-	1,218,735	2,490,000
970	Transfers to Other Funds	7,624	7,624	7,624
SUBTOTAL		7,624	2,678,023	5,513,122
SERVICE TOTAL		\$463,685	\$3,541,572	\$6,569,066

WATER QUALITY LABORATORY

FUND: WATER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The Water Quality Laboratory is a comprehensive scientific resource for the Water/Wastewater Division. Its goal is to support the utilities in meeting all state and federal requirements for drinking water and wastewater treatment. As such, the laboratory's primary concern is to provide timely and cost effective sampling and testing services that result in legally defensible data of known precision and accuracy. In addition, the laboratory serves as a technical source of information for water quality issues, regulatory issues, and related subjects. The laboratory provides testing to monitor compliance with state health department and U.S. Environmental Protection Agency requirements, testing of samples from industrial dischargers to verify compliance with the requirements of the Industrial Pretreatment Program, sampling and testing of St. Vrain Creek to study the effects of the wastewater treatment plant effluent on the creek, and metals and nutrient testing on digested wastewater treatment plant sludge and compost to ensure that all requirements for beneficial use of bio-solids are met.

SERVICE: WATER QUALITY LABORATORY

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Water Quality Laboratory Supervisor	0.35	0.35	0.35
Water Quality Analyst II	0.00	1.40	1.40
Water Quality Analyst I	1.05	0.00	0.00
Water Quality Specialist II	0.00	0.70	0.70
Water Quality Specialist I	0.00	0.35	0.35
Laboratory Technician II	1.40	0.00	0.00
Laboratory Support Technician	0.00	0.34	0.35
Office Assistant	0.17	0.00	0.00
TOTAL	2.97	3.14	3.15

WATER QUALITY LABORATORY
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	199,794	222,867	235,169
112	Temporary Wages	10,148	15,750	26,180
121	Overtime Wages	2,700	8,000	8,000
122	Longevity Compensation	1,301	755	-
126	RHS Plan	1,528	1,256	1,260
128	FICA	632	977	1,623
129	Medicare Contribution	2,544	3,212	3,788
131	MOPC	9,577	11,142	11,757
132	Employee Insurance	33,913	36,777	37,628
133	GERP Retirement	15,333	18,720	21,164
135	Compensation Insurance	2,900	2,526	2,883
136	Unemployment Insurance	103	73	78
137	Staff Training and Conference	400	1,400	1,400
141	Uniforms Protective Clothing	-	80	80
142	Food Allowance	-	35	35
SUBTOTAL		280,872	323,570	351,045

OPERATING AND MAINTENANCE

210	Supplies	48,235	48,575	48,575
216	Reference Books and Materials	286	210	210
217	Dues and Subscriptions	531	420	1,786
218	NonCapital Equip and Furniture	3,865	2,030	2,240
232	Building Repair and Maintenance	21,280	-	-
240	Repair and Maintenance	-	31,885	30,730
246	Liability Insurance	343	350	340
247	Safety Expenses	587	350	350
250	Prof and Contracted Services	51,920	70,291	70,525
252	Ads and Legal Notices	105	-	-
259	Licenses and Permits	1,345	2,000	2,000
261	Telephone Charges	458	525	700
263	Postage	8	44	44
264	Printing/Copying and Binding	31	-	-
269	Other Services and Charges	-	35	35
273	Fleet Lease Operating and Mtc	1,919	4,449	1,993
274	Fleet Lease Replacement	2,492	4,873	2,492
SUBTOTAL		133,404	166,037	162,020

CAPITAL OUTLAY

440	Machinery and Equipment	15,541	-	37,625
SUBTOTAL		15,541	-	37,625
SERVICE TOTAL		\$429,818	\$489,607	\$550,690

OIL AND GAS

FUND: WATER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

This service tracks and monitors oil and gas easements and leases, oversees the plugging and abandoning process, coordinates water quality monitoring, and coordinates site inspections.

SERVICE: OIL AND GAS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Environmental Services Manager	0.00	0.00	0.03
Air Quality/Oil & Gas Coordinator	0.00	0.19	0.19
TOTAL	0.00	0.19	0.22

OIL AND GAS
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	14,567	18,139	23,257
126	RHS Plan	76	76	88
129	Medicare Contribution	170	263	337
131	MOPC	655	907	1,163
132	Employee Insurance	2,173	2,993	3,721
133	GERP Retirement	1,049	1,524	2,093
136	Unemployment Insurance	7	6	7
137	Staff Training and Conference	-	-	399
SUBTOTAL		18,698	23,908	31,065
OPERATING AND MAINTENANCE				
210	Supplies	-	-	38
217	Dues and Subscriptions	-	-	38
246	Liability Insurance	-	-	21
250	Prof and Contracted Services	190,844	139,600	114,750
252	Ads and Legal Notices	32	-	-
261	Telephone Charges	60	-	-
SUBTOTAL		190,935	139,600	114,847
SERVICE TOTAL		\$209,633	\$163,508	\$145,912

ENGINEERING AND TECHNICAL SERVICES

FUND: WATER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service provides surveying, GIS/mapping, supervision and technical support services. This includes maintaining and updating GIS and maps, surveying services, and technical support for development and capital improvement programs for the Public Works and Natural Resources Department. Surveying services also are provided to other City departments. Other activities include staffing, supervision and evaluation of employees. This service coordinates the sale of maps to the public and provides technical information to the public. This is a shared service with the General, Streets, Storm Drainage, and Sewer funds.

SERVICE: ENGINEERING / SURVEY TECHNICAL SERVICES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Technical Services Manager	0.25	0.25	0.25
Technical Functional Analyst	0.25	0.25	0.25
Engineering & Surveying Technician Sup	0.25	0.25	0.25
Lead GIS Analyst	0.25	0.25	0.25
Sr GIS Analyst	0.25	0.25	0.25
GIS/Mapping Technician	0.25	0.25	0.25
Engineering Technician	0.50	0.50	0.50
Sr Engineering Technician	0.25	0.25	0.25
TOTAL	2.25	2.25	2.25

ENGINEERING AND TECHNICAL SERVICES

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	190,278	180,919	191,170
121	Overtime Wages	-	417	417
126	RHS Plan	1,030	900	900
129	Medicare Contribution	2,255	2,623	2,771
131	MOPC	9,054	9,044	9,560
132	Employee Insurance	29,761	29,840	30,578
133	GERP Retirement	14,497	15,184	17,192
135	Compensation Insurance	1,041	184	136
136	Unemployment Insurance	90	61	64
137	Staff Training and Conferences	365	4,500	4,500
141	Uniforms Protective Clothing	-	75	75
SUBTOTAL		248,370	243,747	257,363
OPERATING AND MAINTENANCE				
210	Supplies	382	1,900	9,334
216	Reference Books and Materials	-	25	25
217	Dues and Subscriptions	112	467	467
218	NonCapital Equip and Furniture	5,305	19,307	27,159
240	Repair and Maintenance	38,224	41,860	61,214
246	Liability Insurance	480	413	419
247	Safety Expenses	-	250	250
250	Prof and Contracted Services	466	45,113	61,988
260	Utilities	-	-	13,500
261	Telephone Charges	7,442	9,222	9,222
264	Printing Copying and Binding	10	125	125
273	Fleet Lease Operating and Mtc	3,782	2,075	2,610
274	Fleet Lease Replacement	3,404	1,494	1,495
SUBTOTAL		59,607	122,251	187,808
CAPITAL OUTLAY				
440	Machinery and Equipment	-	-	7,125
SUBTOTAL		-	-	7,125
SERVICE TOTAL		\$307,977	\$365,998	\$452,296

REGULATORY COMPLIANCE

FUND: WATER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The Regulatory Compliance Service is part of the Environmental Services Division and provides assistance, oversight, analysis, evaluation and management of programs related to compliance with federal, state and local environmental requirements, including laws, regulations and permits. Services are provided primarily to internal customers, although compliance and enforcement activities sometimes involve residents and other external customers.

Services include:

- ◆ Providing technical evaluations and direction on environmental requirements for internal and external customers
- ◆ Planning for future regulatory requirements Coordinating watershed management activities, including monitoring, sampling and data evaluation.
- ◆ Managing the the stormwater quality program to meet the requirements of the City's Municipal Separate Stormwater System Permit issued by the Colorado Department of Public Health and Environment (CDPHE)
- ◆ Monitoring and tracking regulatory requirements for drinking water, wastewater treatment, stormwater quality, air quality and solid waste.
- ◆ Providing assistance and support to Operations in meeting CDPHE permit conditions and federal and state safe drinking water requirements
- ◆ Managing the department's water conservation program
- ◆ Coordinating compliance activities between divisions and departments
- ◆ Providing enforcement response to environmental violations
- ◆ Coordinating involvement in regional environmental initiatives and programs
- ◆ Providing outreach and education on environmental issues related to City activities
- ◆ Directing the City's sustainability program
- ◆ Providing primary staff support to the Board of Environmental Affairs

SERVICE: REGULATORY COMPLIANCE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Environmental Services Manager	0.20	0.20	0.28
Water Conservation/Sustainability Specialist	0.50	0.00	0.00
Sr Civil Engineer	0.50	0.50	0.50
Civil Engineer II	0.45	0.45	1.00
TOTAL	1.65	1.15	1.78

REGULATORY COMPLIANCE
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	125,992	127,486	198,395
112	Temporary Wages	380	11,082	62,340
126	RHS Plan	888	460	712
128	FICA	24	687	3,865
129	Medicare Contribution	1,618	2,010	3,781
131	MOPC	6,112	6,375	9,920
132	Employee Insurance	26,959	21,035	31,743
133	GERP Retirement	9,784	10,708	17,856
135	Compensation Insurance	1,143	74	940
136	Unemployment Insurance	82	42	65
137	Staff Training and Conference	11	4,599	4,599
SUBTOTAL		172,992	184,558	334,216
OPERATING AND MAINTENANCE				
210	Supplies	83	1,138	1,138
216	Reference Books and Materials	-	200	200
217	Dues and Subscriptions	1,678	680	680
218	NonCapital Equip and Furniture	2,324	400	400
235	Station Maintenance	8,605	-	-
240	Repair and Maintenance	-	20,000	20,000
245	Mileage Allowance	-	500	500
246	Liability Insurance	303	188	206
247	Safety Expenses	-	200	200
250	Prof and Contracted Services	37,865	38,000	38,000
252	Ads and Legal Notices	250	-	-
259	Licenses and Permits	7,538	10,150	10,150
261	Telephone Charges	85	-	-
263	Postage	8,079	9,000	9,000
264	Printing Copying and Binding	2,726	5,000	5,000
SUBTOTAL		69,535	85,456	85,474
NON-OPERATING EXPENSE				
970	Transfers to Other Funds	1,100	-	-
SUBTOTAL		1,100	-	-
SERVICE TOTAL		\$243,627	\$270,014	\$419,690

METER READING

FUND: WATER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

Meter Reading is responsible for reading approximately 70,000 electric and water meters monthly throughout the City utility service area (49 square miles) for the purpose of billing customer usage. This service collects usage information via visual reading, radio transmission, and other technologies. This is a shared service with the Electric and Sewer Funds.

SERVICE: METERING READING

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Meter Reading Supervisor	0.30	0.30	0.30
Metering & Application Support Coord	0.12	0.00	0.00
Senior Meter Reader	0.30	0.00	0.23
Administrative Analyst	0.00	0.00	0.30
Meter Reader	2.19	1.80	1.20
TOTAL	2.91	2.10	2.03

METER READING
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	69,301	109,222	115,335
112	Temporary Wages	25,480	-	-
121	Overtime Wages	116	-	-
126	RHS Plan	3,680	840	810
128	FICA	1,584	-	-
129	Medicare Contribution	1,311	1,583	1,674
131	MOPC	3,627	5,464	5,767
132	Employee Insurance	25,763	18,020	18,456
133	GERP Retirement	5,806	9,174	10,382
135	Compensation Insurance	10,882	9,051	6,056
136	Unemployment Insurance	78	37	38
137	Staff Training and Conference	-	2,610	900
141	Uniforms Protective Clothing	300	368	480
142	Food Allowance	34	-	-
	SUBTOTAL	147,962	156,369	159,898
OPERATING AND MAINTENANCE				
210	Supplies	205	420	420
218	NonCapital Equip and Furniture	697	465	300
240	Repair and Maintenance	6,014	7,512	9,000
246	Liability Insurance	1,409	1,283	968
247	Safety Expenses	385	630	720
250	Prof and Contracted Services	10,270	600	600
261	Telephone Charges	429	432	486
264	Printing Copying and Binding	18	90	90
270	Administrative and Management	9,326	8,518	11,434
273	Fleet Lease Operating and Mtc	13,239	12,385	13,899
274	Fleet Lease Replacement	5,216	3,003	3,003
	SUBTOTAL	47,208	35,338	40,920
	SERVICE TOTAL	\$195,170	\$191,707	\$200,818

WATER NATURAL RESOURCES DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	981,354	1,087,022	1,365,601
Operating and Maintenance	1,972,816	2,446,730	2,950,340
Non-Operating	-	-	-
Capital	9,443	-	122,143
TOTAL	\$2,963,613	\$3,533,752	\$4,438,084

NATURAL RESOURCES ADMINISTRATION

FUND: WATER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

Natural Resources Administration, part of the Public Works and Natural Resources Department, manages the Natural Resources Division, which includes the following services: parks, forestry, greenways, mountain preserves, city lands, wildlife management, vector control, Button Rock and Union reservoirs, and open space. Responsibilities include, but are not limited to, representing the division at City Council and advisory board meetings, preparing employee work schedules, supervising and evaluating employees, purchasing, and budget preparation and control. This service also is responsible for resolving residents' concerns and problems.

SERVICE: NATURAL RESOURCE ADMINISTRATION

BUDGETED POSITIONS	2019 BUDGET	2020 BUDGET	2021 BUDGET
PNWR Director of Parks & Natural Resources	0.00	0.20	0.20
PWNR Natural Resources Mgr	0.15	0.00	0.00
Executive Assistant	0.00	0.15	0.15
Project Manager II	0.00	0.35	0.75
PWNR Project Manager II/Volunteer Coord	0.00	0.25	0.00
PWNR Volunteer Coordinator	0.00	0.00	0.35
Sr Arborist Tech	0.25	0.25	0.25
Natural Resources Analyst	0.21	0.21	0.21
Sr Natural Resources Tech	0.00	0.65	0.65
Natural Resources Technician	0.25	0.15	0.15
Land Program Administrator	0.10	0.10	0.10
Weed Technician	0.40	0.00	0.00
TOTAL	1.36	2.31	2.81

NATURAL RESOURCES ADMINISTRATION
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	130,271	176,440	224,612
112	Temporary Wages	633	9,360	9,360
121	Overtime Wages	414	-	-
126	RHS Plan	842	924	1,124
128	FICA	40	580	580
129	Medicare Contribution	1,643	2,693	3,392
131	MOPC	6,220	8,821	11,230
132	Employee Insurance	22,331	29,113	35,940
133	GERP Retirement	9,962	14,822	20,214
135	Compensation Insurance	127	64	71
136	Unemployment Insurance	68	58	75
SUBTOTAL		172,551	242,875	306,598
OPERATING AND MAINTENANCE				
210	Supplies	1,440	5,600	5,900
222	Chemicals	747	-	-
240	Repair and Maintenance	395	-	-
246	Liability Insurance	259	163	212
247	Safety Expenses	-	1,259	1,259
250	Prof and Contracted Services	17,320	41,420	42,670
261	Telephone Charges	390	-	-
273	Fleet Lease Operating and Mtc	3,800	7,866	5,601
274	Fleet Lease Replacement	7,680	19,789	19,197
SUBTOTAL		32,031	76,097	74,839
CAPITAL OUTLAY				
432	Vehicles	9,443	-	-
SUBTOTAL		9,443	-	-
SERVICE TOTAL		\$214,025	\$318,972	\$381,437

WATER RESOURCES

FUND: WATER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The Water Resources service is responsible for acquisition and maintenance of the City's Water Rights inventory, construction and maintenance of the raw water storage system, and construction and maintenance of the raw water transmission system by which water is delivered to the water treatment plants. Activities performed include in-house engineering, construction management, oversight of contracted engineering and legal services, negotiation and management of agreements and contracts pertaining to water rights, management of the City's raw water supplies, land acquisition, capital projects, and all associated management functions. Water rights are acquired primarily through implementation of the Raw Water Requirement Policy supplemented by occasional purchases. Water is rendered available for municipal uses by action through the Colorado Water Court system. The management of and payments for the Windy Gap and Colorado Big Thompson transbasin water diversion projects are also included in this service.

SERVICE: WATER RESOURCES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Water Resources Manager	1.00	1.00	1.00
Water Resources Analyst	2.00	2.00	2.00
Water Resources Engineer	1.00	1.00	1.00
Environmental Project Specialist	0.90	0.90	0.90
Sr Watershed Ranger	0.00	1.00	1.00
Watershed Ranger	1.00	1.00	1.00
PWNR Project Manager II/Volunteer Coordinator	0.25	0.00	0.00
Sr Parks/Open Space Ranger	0.00	0.10	0.10
Parks/Open Space Ranger	0.10	0.00	0.00
Grant Coordinator	0.09	0.00	0.00
Natural Resources Technician	0.15	0.00	0.00
TOTAL	6.49	7.00	7.00

WATER RESOURCES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	555,381	597,579	707,362
112	Temporary Wages	63,370	33,202	100,582
121	Overtime Wages	1,804	5,750	5,751
122	Longevity Compensation	4,320	4,380	4,500
126	RHS Plan	6,209	2,800	3,200
128	FICA	3,986	4,799	6,236
129	Medicare Contribution	4,946	6,766	8,593
131	MOPC	26,913	29,879	35,368
132	Employee Insurance	94,265	98,601	113,179
133	GERP Retirement	43,096	50,198	63,663
135	Compensation Insurance	3,480	3,596	2,435
136	Unemployment Insurance	286	197	234
137	Staff Training and Conference	-	4,400	5,400
141	Uniforms Protective Clothing	746	1,500	2,000
142	Food Allowance	-	500	500
SUBTOTAL		808,803	844,147	1,059,003
OPERATING AND MAINTENANCE				
210	Supplies	2,620	4,801	5,201
214	Pamphlets and Documents	-	2,150	2,150
216	Reference Books and Materials	6,012	100	100
217	Dues and Subscriptions	-	8,220	8,220
218	NonCapital Equip and Furniture	14,112	2,000	9,000
240	Repair and Maintenance	1,761	27,200	87,200
244	Assessments	1,461,269	1,679,922	2,026,064
245	Mileage Allowance	16	300	300
246	Liability Insurance	9,985	7,008	8,431
247	Safety Expenses	1,238	600	1,200
249	Operating Leases and Rentals	78,617	77,000	82,400
250	Prof and Contracted Services	303,238	462,035	555,485
252	Ads and Legal Notices	567	2,000	2,000
259	Licenses and Permits	-	2,875	2,875
260	Utilities	11,954	17,300	17,300
261	Telephone Charges	2,025	2,400	2,400
264	Printing Copying and Binding	-	2,000	2,000
269	Other Services and Charges	4,760	4,500	4,500
273	Fleet Lease Operating and Mtc	5,873	19,990	15,014
274	Fleet Lease Replacement	36,738	48,232	43,661
SUBTOTAL		1,940,785	2,370,633	2,875,501
CAPITAL OUTLAY				
432	Vehicles	-	-	122,143
SUBTOTAL		-	-	122,143
SERVICE TOTAL		\$2,749,587	\$3,214,780	\$4,056,647

WATER ENGINEERING DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	959,435	974,346	1,180,675
Operating and Maintenance	2,503,430	2,496,250	2,647,813
Non-Operating	1,300,279	1,768,524	1,467,398
Capital	-	-	7,050
TOTAL	\$4,763,144	\$5,239,120	\$5,302,936



ENGINEERING

FUND: WATER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service provides engineering assistance to the department's Water Utility. Activities include planning for development and capital improvement programs, as well as staffing, supervision and evaluation of employees.

SERVICE: WATER ENGINEERING

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Director of Engineering Services	0.30	0.30	0.30
PWNR Engineering Administrator	0.80	0.80	0.80
Assistant Director of Engineering Services	0.00	0.00	0.50
Sr Civil Engineer	2.20	2.20	2.20
Civil Engineer II	1.75	1.50	2.00
Project Manager II	0.15	0.15	0.15
Development Project Administrator	0.00	0.00	0.09
Construction Inspector	0.40	0.40	0.40
Planning Technician	0.13	0.13	0.13
Administrative Assistant	0.43	0.43	0.43
TOTAL	6.16	5.91	7.00

**ENGINEERING
LINE ITEM BUDGET**

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	625,418	604,267	750,086
112	Temporary Wages	(159)	7,500	7,500
121	Overtime Wages	584	-	-
122	Longevity Compensation	116	204	-
126	RHS Plan	6,037	2,364	2,799
128	FICA	344	465	465
129	Medicare Contribution	7,840	8,871	10,985
131	MOPC	29,758	30,214	37,504
132	Employee Insurance	102,539	99,654	119,974
133	GERP Retirement	47,648	50,708	67,453
135	Compensation Insurance	278	298	234
136	Unemployment Insurance	311	201	247
137	Staff Training and Conference	375	6,000	7,000
141	Uniforms Protective Clothing	-	100	100
142	Food Allowance	41	300	400
	SUBTOTAL	821,129	811,146	1,004,747
OPERATING AND MAINTENANCE				
210	Supplies	2,507	5,200	6,040
216	Reference Books and Materials	-	500	500
217	Dues and Subscriptions	2,296	1,400	1,600
218	NonCapital Equip and Furniture	4,756	5,400	10,960
240	Repair and Maintenance	11,622	13,920	14,920
245	Mileage Allowance	3	200	200
246	Liability Insurance	1,116	1,186	1,103
247	Safety Expenses	-	1,000	1,000
250	Prof and Contracted Services	120,016	55,300	130,300
252	Ads and Legal Notices	-	400	400
256	Refunds	17,600	25,000	25,000
259	Licenses and Permits	1,713	2,000	2,000
261	Telephone Charges	2,046	3,800	4,460
263	Postage	76	1,000	1,000
264	Printing Copying and Binding	-	500	500
269	Other Services and Charges	234,435	222,004	222,004
270	Administrative and Management	1,616,457	1,643,744	1,657,856
271	Franchise Equivalency	458,753	488,594	542,014
273	Fleet Lease Operating and Mtc	7,685	2,913	3,211
274	Fleet Lease Replacement	6,373	2,836	2,836
275	Building Permits To LDDA	95	-	-
	SUBTOTAL	2,487,549	2,476,897	2,627,904
NON-OPERATING EXPENSE				
927	Principal Notes and Contracts	-	1,155,397	1,210,679
928	Interest Notes and Contracts	135,607	133,450	94,104
950	Bad Debt	243	2,500	2,500
970	Transfers to Other Funds	1,164,429	477,177	160,115
	SUBTOTAL	1,300,279	1,768,524	1,467,398
	SERVICE TOTAL	\$4,608,957	\$5,056,567	\$5,100,049

CONSTRUCTION INSPECTION

FUND: WATER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service provides inspection of public improvement construction to ensure compliance with City standards. This includes inspecting both development and City-funded projects. Inspectors field check conformance with plans and specifications and assist in review of construction and development plans. This service also provides inspection of all work performed under the street-work-in-the-right-of-way permit program to ensure compliance with City standards and inspects work related to storm water management permits. This is a shared service with the Streets, Storm Drainage, and Sewer funds.

SERVICE: WATER CONSTRUCTION INSPECTION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Construction Inspection Supervisor	0.20	0.20	0.20
Sr Construction Inspector	0.40	0.40	0.80
Construction Inspector	0.80	0.80	0.60
TOTAL	1.40	1.40	1.60

CONSTRUCTION INSPECTION

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	99,449	102,229	122,688
112	Temporary Wages	-	14,000	100
121	Overtime Wages	5,568	12,000	12,000
122	Longevity Compensation	444	456	-
126	RHS Plan	1,918	560	640
128	FICA	-	868	6
129	Medicare Contribution	1,063	1,470	1,777
131	MOPC	4,816	5,112	6,136
132	Employee Insurance	16,732	16,868	19,629
133	GERP Retirement	7,711	8,586	11,040
135	Compensation Insurance	554	59	870
136	Unemployment Insurance	51	32	42
137	Staff Training and Conferences	-	800	800
141	Uniforms Protective Clothing	-	160	200
	SUBTOTAL	138,306	163,200	175,928
OPERATING AND MAINTENANCE				
210	Supplies	163	1,400	1,568
216	Reference Books and Materials	-	40	40
217	Dues and Subscriptions	-	200	200
218	NonCapital Equip and Furniture	1,419	1,900	2,583
222	Chemicals	-	350	350
240	Repair and Maintenance	-	100	100
246	Liability Insurance	626	338	322
247	Safety Expenses	-	300	300
249	Operating Leases and Rentals	-	800	800
250	Prof and Contracted Services	127	-	-
260	Utilities	59	-	-
261	Telephone Charges	85	1,724	1,856
264	Printing Copying and Binding	-	120	120
273	Fleet Lease Operating and Mtc	10,383	9,065	8,351
274	Fleet Lease Replacement	3,018	3,016	3,319
	SUBTOTAL	15,881	19,353	19,909
CAPITAL OUTLAY				
432	Vehicles	-	-	7,050
	SUBTOTAL	-	-	7,050
	SERVICE TOTAL	\$154,187	\$182,553	\$202,887

WATER OPERATIONS DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	2,831,499	2,911,101	3,234,067
Operating and Maintenance	2,411,529	2,736,203	2,829,317
Non-Operating	-	-	-
Capital	905,995	1,209,408	684,408
TOTAL	\$6,149,024	\$6,856,712	\$6,747,792

WATER TREATMENT

FUND: WATER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The Water Treatment Plants process the City's raw water supply to meet all water quality standards (as defined in the Colorado Primary Drinking Water Regulations) before the water enters the City's distribution system. This service produces potable water that is aesthetically pleasing and free of impurities and pathogenic organisms. Plant capacities and reservoirs for treated water storage are used to meet system water demands in an efficient manner.

SERVICE: WATER TREATMENT PLANTS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Director of Operations	0.25	0.25	0.25
Chief Plant Operator	0.00	0.00	1.00
Treatment Operations Manager	0.50	0.50	0.50
Treatment Operations Assistant Manager	0.00	0.00	0.30
Treatment Operations Supervisor	1.00	1.00	1.00
Maintenance Supervisor	0.30	0.30	0.30
Civil Engineer I	0.00	0.50	0.00
Field Engineer	0.50	0.00	0.50
Sr Electrical & Control Systems Engineer	0.50	0.50	0.50
Operations & Maintenance Technician Lead	9.50	9.50	9.50
Administrative Assistant	0.30	0.00	0.00
Electrician	0.50	0.50	0.50
Control Systems Operations Supervisor	0.50	0.50	0.50
Instrumentation Technician	1.00	1.00	1.00
TOTAL	14.85	14.55	15.85

WATER TREATMENT LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	1,126,192	1,153,344	1,310,836
112	Temporary Wages	10,603	10,000	10,000
121	Overtime Wages	15,791	31,400	31,400
126	RHS Plan	24,399	5,820	6,340
128	FICA	645	620	620
129	Medicare Contribution	14,513	16,867	19,148
131	MOPC	53,774	57,665	65,537
132	Employee Insurance	189,922	190,303	209,727
133	GERP Retirement	86,099	96,878	117,973
135	Compensation Insurance	13,203	12,469	13,967
136	Unemployment Insurance	576	379	428
137	Staff Training and Conferences	5,443	10,000	10,000
141	Uniforms Protective Clothing	2,759	5,000	5,000
142	Food Allowance	286	1,000	1,000
	SUBTOTAL	1,544,206	1,591,745	1,801,976
OPERATING AND MAINTENANCE				
210	Supplies	37,457	38,226	38,226
216	Reference Books and Materials	28	1,600	1,600
217	Dues and Subscriptions	18,555	16,000	16,000
218	NonCapital Equip and Furniture	41,570	45,000	45,000
220	Gas and Oil	-	1,000	1,000
222	Chemicals	593,576	564,000	564,000
240	Repair and Maintenance	90,655	190,419	190,705
245	Mileage Allowance	-	600	600
246	Liability Insurance	14,609	9,558	2,531
247	Safety Expenses	1,403	7,000	7,000
249	Operating Leases and Rentals	-	1,500	1,500
250	Prof and Contracted Services	199,634	162,750	162,750
259	Licenses and Permits	245	11,500	11,500
260	Utilities	134,281	174,000	174,000
261	Telephone Charges	3,969	1,500	1,500
263	Postage	117	-	-
264	Printing Copying and Binding	139	-	-
273	Fleet Lease Operating and Mtc	12,108	11,304	1,505
274	Fleet Lease Replacement	6,703	6,624	12,959
	SUBTOTAL	1,155,049	1,242,581	1,232,376
CAPITAL OUTLAY				
440	Machinery and Equipment	10,739	30,000	30,000
	SUBTOTAL	10,739	30,000	30,000
	SERVICE TOTAL	\$2,709,994	\$2,864,326	\$3,064,352

WATER DISTRIBUTION

FUND: WATER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The Water Distribution System provides water to the residences, commercial businesses and industries in the municipal service area. In order to provide this service, Distribution crews maintain the water line system that carries raw water to the treatment plants and to the system of water lines that carries treated water to all of the system's customers. Staff perform routine preventive maintenance to hydrants, valves, and meters and perform emergency repairs whenever leaks occur.

SERVICE: WATER DISTRIBUTION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Utility and Streets Operations & Maintenance Manager	0.45	0.00	0.00
Utility O&M Manager	0.00	0.55	0.55
System Operations Supervisor	1.10	1.10	1.10
Operations & Maintenance Technician Lead	0.40	0.40	0.40
Operations Support Specialist	0.20	0.20	1.90
Public Works Technician II	1.00	0.30	0.30
Public Works Technician I	0.20	0.20	0.20
Water Utility Technician Lead	6.25	6.25	6.25
Water Utility Technician	2.95	2.95	2.95
Water Services Coordinator	1.00	1.00	0.00
Administrative Supervisor	0.50	0.00	0.00
Administrative Assistant	0.50	0.00	0.00
TOTAL	14.55	12.95	13.65

WATER DISTRIBUTION

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	864,719	873,329	964,357
112	Temporary Wages	4,984	35,250	30,000
115	One Time Payment	-	-	-
121	Overtime Wages	62,294	80,000	80,000
122	Longevity Compensation	2,715	2,220	-
126	RHS Plan	36,737	5,180	5,460
128	FICA	309	1,488	1,860
129	Medicare Contribution	11,467	12,073	14,421
131	MOPC	43,176	43,665	48,219
132	Employee Insurance	158,355	143,978	154,266
133	GERP Retirement	69,124	73,233	86,751
135	Compensation Insurance	18,451	19,041	16,829
136	Unemployment Insurance	480	286	315
137	Staff Training and Conference	5,005	20,917	20,917
141	Uniforms Protective Clothing	9,165	7,996	7,996
142	Food Allowance	313	700	700
SUBTOTAL		1,287,293	1,319,356	1,432,091
OPERATING AND MAINTENANCE				
210	Supplies	20,094	29,855	29,855
216	Reference Books and Materials	356	500	500
217	Dues and Subscriptions	2,473	29,750	29,750
218	NonCapital Equip and Furniture	28,773	21,800	21,800
220	Gas and Oil	-	100	100
222	Chemicals	10,290	10,000	10,000
240	Repair and Maintenance	206,701	355,265	345,000
245	Mileage Allowance	-	500	500
246	Liability Insurance	121,173	80,941	68,197
247	Safety Expenses	6,317	8,500	8,500
249	Operating Leases and Rentals	757	2,000	2,000
250	Prof and Contracted Services	426,059	495,197	600,197
252	Ads and Legal Notices	300	9,000	900
259	Licenses and Permits	1,432	2,620	2,620
260	Utilities	67,016	64,440	64,440
261	Telephone Charges	6,674	4,489	6,489
263	Postage	3,230	-	-
264	Printing Copying and Binding	776	1,000	1,000
269	Other Services and Charges	-	3,000	3,000
273	Fleet Lease Operating and Mtc	113,316	139,906	126,705
274	Fleet Lease Replacement	240,745	234,759	275,388
SUBTOTAL		1,256,481	1,493,622	1,596,941
CAPITAL OUTLAY				
440	Machinery and Equipment	40,879	30,433	30,433
455	Building and Facility Developmnt	-	53,000	53,000
481	Taps	2,250	20,000	20,000
484	Backflow Devices	2,381	3,000	3,000
486	Meters	849,745	1,072,975	547,975
SUBTOTAL		895,256	1,179,408	654,408
SERVICE TOTAL		\$3,439,030	\$3,992,386	\$3,683,440

CAPITAL IMPROVEMENT PROGRAM PROJECTS

WATER FUND PROJECTS	2022 BUDGET
WTR066 Water Distribution Rehabilitation and Improvements	\$2,820,590
WTR112 North St Vrain Pipeline Replacement	\$1,414,000
WTR150 Automatic Meter Reading	135,000
WTR155 Water Treatment Plant Improvements	100,000
WTR173 Raw Water Irrigation Planning and Construction	366,000
WTR181 Raw Water Transmission Rehabilitation & Improvements	3,682,460
WTR182 Flow Monitoring Program	25,000
WTR188 Regional Potable Water Interconnections	20,000
WTR191 Montgomery Tank Replacement	560,000
WTR193 Nelson-Flanders WTP Redundant Electrical Supply	222,000
WTR194 Ralph Price Reservoir Improvements	150,000
PBF082 Municipal Buildings HVAC Replacement	3,275
TOTAL	\$9,498,325

WATER CONSTRUCTION FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	-	-	-
Operating and Maintenance	547,093	-	-
Non-Operating	626,172	1,771,790	2,889,727
Capital	881,488	18,250,045	592,500
TOTAL	\$2,054,753	\$20,021,835	\$3,482,227

FUND DESCRIPTION

The Water Construction Fund was created in 1994 to account separately for system development and developer participation fees. These fees fund improvements to the City's water system, which are related to growth of the entire system.

WATER CONSTRUCTION FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$33,998,863	\$36,182,248	\$4,411,657
COMMITTED WORKING CAPITAL	-	13,328,856	-
SOURCES OF FUNDS			
REVENUES			
Charges for Services	3,737,272	1,520,900	1,577,700
Developer Participation	-	-	-
Miscellaneous	-	-	-
Interest	500,866	59,200	23,400
Adjustment for GAAP Revenue	-	-	-
TOTAL FUNDS	4,238,138	1,580,100	1,601,100
EXPENSES			
Operating and Maintenance	547,093	-	-
Non-Operating	626,172	1,771,790	2,889,727
Capital Projects	881,488	18,250,045	592,500
TOTAL EXPENSES	2,054,753	20,021,835	3,482,227
ENDING WORKING CAPITAL	36,182,248	4,411,657	2,530,530
CONTRIBUTION TO/(FROM) RESERVES	\$2,183,385	\$(18,441,735)	\$(1,881,127)

CAPITAL IMPROVEMENT PROGRAM PROJECTS

WATER CONSTRUCTION FUND PROJECTS	2022 BUDGET
WTR137 Union Reservoir Land Acquisition Program	\$50,000
WTR179 Water System Oversizing	50,500
WTR191 Montgomery Tank Replacement	270,000
WTR193 Nelson-Flanders WTP Redundant Electrical Supply	222,000
TOTAL	\$592,500

RAW WATER STORAGE RESERVE FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	-	-	-
Operating and Maintenance	-	-	-
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$-	\$-	\$-

FUND DESCRIPTION

The Raw Water Storage Fund was created in 1994 and funded initially from proceeds from the sale of high mountain dams. These funds are used to develop the City's winter water supply.

RAW WATER STORAGE RESERVE FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$434,588	\$440,841	\$25,841
COMMITTED WORKING CAPITAL	-	415,000	-
SOURCES OF FUNDS			
REVENUES			
Interest	6,253	-	-
Adjustment for GAAP Revenue	-	-	-
TOTAL FUNDS	6,253	-	-
EXPENSES			
Capital Projects	-	-	-
TOTAL EXPENSES	-	-	-
ENDING WORKING CAPITAL	440,841	25,841	25,841
CONTRIBUTION TO/(FROM) RESERVES	\$6,253	\$-	\$-

WATER CASH ACQUISITION FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	-	-	-
Operating and Maintenance	48,228	100,000	933,667
Non-Operating	-	-	-
Capital	1,066,667	-	-
TOTAL	\$1,114,895	\$100,000	\$933,667

FUND DESCRIPTION

The Water Cash Acquisition Fund was created in 1994 to accumulate cash payments received in lieu of water rights. These funds are used for the acquisition of water rights to support the City's water system.

WATER CASH ACQUISITION FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$5,967,451	\$5,946,944	\$273,231
COMMITTED WORKING CAPITAL	-	5,579,813	-
SOURCES OF FUNDS			
REVENUES			
Cash in Lieu of Water Rights	1,006,775	5,000	750,000
Miscellaneous	12,189	-	-
Interest	75,424	1,100	1,200
Adjustment for GAAP Revenue	-	-	-
TOTAL FUNDS	1,094,388	6,100	751,200
EXPENSES			
Conservation Initiatives and Misc Operating	48,228	100,000	933,667
Purchase of Water Rights	-	-	-
Capital Projects	1,066,667	-	-
TOTAL EXPENSES	1,114,895	100,000	933,667
ENDING WORKING CAPITAL	5,946,944	273,231	90,764
CONTRIBUTION TO/(FROM) RESERVES	\$(20,507)	\$(93,900)	\$(182,467)

SEWER FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	4,019,782	4,513,978	4,961,646
Operating and Maintenance	4,725,639	4,998,475	5,397,268
Non-Operating	5,466,356	3,580,932	3,369,803
Capital	3,114,082	2,595,974	4,597,057
TOTAL	\$17,325,859	\$15,689,359	\$18,325,774

FUND DESCRIPTION

The Sewer Fund pays for all costs associated with delivering sewer services to Longmont customers. Those services include collection of raw sewage, treatment of the sewage, treatment of the solid waste resulting from treatment of raw sewage, and maintenance of the City's wastewater collection system. The largest source of revenue to pay for those expenses is payments of monthly bills from sewer customers.

The Sewer Fund includes 10 budget services:

- ◆ Public Works and Natural Resources Director
- ◆ Wastewater Administration/Engineering
- ◆ Industrial Pretreatment
- ◆ Collection System
- ◆ Wastewater Treatment Plant
- ◆ Wastewater Quality Laboratory
- ◆ Engineering/Survey Technical Services
- ◆ Construction Inspection
- ◆ Regulatory Compliance
- ◆ Meter Reading

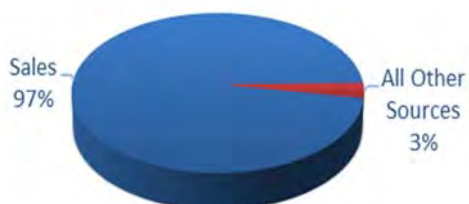
Sewer System

The approximate value of the wastewater collection system is \$52 million. The system includes 328 miles of sewer lines and buildings. Approximately 1% to 3% of the value of the system is rehabilitated each year.

SEWER FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$11,244,718	\$12,287,502	\$8,110,613
COMMITTED WORKING CAPITAL	-	4,697,943	-
SOURCES OF FUNDS			
REVENUES			
Charges for Services	15,590,285	15,704,700	15,798,900
Developer Contribution	-	-	-
Intergovernmental	67,680	-	-
Interest - Operating	229,693	40,700	38,000
Interest - Debt Service	8	-	-
Miscellaneous	(39,565)	-	-
Operating Transfers	3,491,958	465,013	464,588
Bond Proceeds	-	-	-
Estimated Revenue Revisions	-	-	-
Adjustment for GAAP Revenue	(971,416)	-	-
TOTAL FUNDS	18,368,643	16,210,413	16,301,488
EXPENSES BY BUDGET SERVICE			
Business Services	3,279,669	5,449,644	5,645,138
Natural Resources	3,089	7,908	8,077
Engineering Services	6,347,236	2,893,153	2,973,807
Operations	4,985,160	5,151,422	5,458,125
CIP Projects	2,710,705	2,187,232	4,240,627
TOTAL OPERATING EXPENSES	17,325,859	15,689,359	18,325,774
Adjustment for GAAP Expenses	-	-	-
TOTAL ADJUSTED EXPENSES	17,325,859	15,689,359	18,325,774
ENDING WORKING CAPITAL	12,287,502	8,110,613	6,086,327
CONTRIBUTION TO/(FROM) RESERVES	\$1,042,784	\$521,054	\$(2,024,286)

SEWER FUND - SOURCE OF FUNDS



- ◆ The Sewer Fund will receive 97% of its operating revenues from sales to the City's wastewater customers in 2022.
- ◆ The 2022 Budget will require a contribution from fund balance of \$2,024,286, primarily for capital projects.

ESTIMATING MAJOR SOURCES OF FUNDS

Sewer Sales: The Public Works and Natural Resources department estimates charges for sewer services based on customer classification, the estimated number of customers in each classification and the estimated average monthly bill in each class.

OPERATING REVENUE	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Sales	\$15,390,157	\$15,704,700	\$15,798,900
Industrial Sewer Surcharge	200,128	-	-
Developer Contribution	-	-	-
Intergovernmental Revenue	67,680	-	-
Interest Income	229,693	40,700	38,000
Interest on Debt Service	8	-	-
Operating Transfers	3,491,958	465,013	464,588
Other Revenue	(39,565)	-	-
Bond Proceeds	-	-	-
Contribution from/(to) Fund Balance	(1,042,784)	(521,054)	2,024,286
TOTAL FUNDS NEEDED TO MEET EXPENSES	\$17,325,859	\$15,689,359	\$18,325,774

WASTEWATER BUSINESS SERVICES DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	1,147,957	1,380,120	1,473,655
Operating and Maintenance	504,388	757,843	742,652
Non-Operating	1,602,901	3,311,681	3,311,431
Capital	24,422	-	117,400
TOTAL	\$3,279,669	\$5,449,644	\$5,645,138



PUBLIC WORKS AND NATURAL RESOURCES ADMINISTRATION

FUND: SEWER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The Public Works and Natural Administration service is responsible for administering City policies, developing departmental policies and procedures, and assuring effective management of the financial and operational condition of the utilities and funds, including the development of adequate rates, preparation and monitoring of the annual budget, and effective supervision of personnel.

SERVICE: PUBLIC WORKS AND NATURAL RESOURCES ADMINISTRATION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Deputy City Manager	0.10	0.10	0.10
Executive Director of Consolidated Services	0.00	0.00	0.10
PWNR Director Business & Environmental Services	0.00	0.20	0.00
PWNR Asst Director of Business Services	0.00	0.20	0.20
PWNR Business & Strategic Planning Manager	0.20	0.00	0.00
PWNR Communications & Marketing Manager	0.20	0.20	0.10
PWNR Rate Analyst Manager	0.20	0.00	0.00
Grant Coordinator	0.00	0.00	0.05
Social Equity Coordinator	0.00	0.00	0.02
Neighborhood Resource Coordinator	0.00	0.00	0.02
Business Analyst	0.20	0.20	0.40
Business Process Improvement Coordinator	0.00	0.20	0.20
Citywide Branding and Digital Communications Spe-	0.00	0.00	0.09
Communications and Marketing Specialist	0.00	0.00	0.30
Customer Service and Administration Manager	0.00	0.00	0.05
Executive Assistant	0.20	0.20	0.20
Customer Services Representative	0.05	0.05	0.10
Administrative Supervisor	0.05	0.05	0.00
Administrative Assistant	0.10	0.85	1.00
TOTAL	1.30	2.25	2.93

PUBLIC WORKS AND NATURAL RESOURCES ADMINISTRATION

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	151,291	265,212	317,127
112	Temporary Wages	-	27,046	27,046
121	Overtime Wages	-	150	150
122	Longevity Compensation	108	108	219
126	RHS Plan	872	903	1,172
128	FICA	-	1,677	1,677
129	Medicare Contribution	3,168	2,821	3,486
131	MOPC	7,154	9,694	12,047
132	Employee Insurance	20,669	31,985	38,501
133	GERP Retirement	11,661	16,277	21,622
135	Compensation Insurance	122	93	112
136	Unemployment Insurance	63	64	78
137	Staff Training and Conference	4,633	1,450	1,800
142	Food Allowance	37	425	425
	SUBTOTAL	199,777	357,905	425,462
OPERATING AND MAINTENANCE				
210	Supplies	456	772	1,160
216	Reference Books and Materials	-	100	100
217	Dues and Subscriptions	1,451	856	1,162
218	NonCapital Equip and Furniture	2,872	582	2,096
240	Repair and Maintenance	2,984	14,030	14,068
245	Mileage Allowance	251	580	580
246	Liability Insurance	361	315	408
250	Prof and Contracted Services	82,346	156,032	131,439
252	Ads and Legal Notices	685	1,300	1,860
256	Refunds	118	-	-
261	Telephone Charges	125	-	-
269	Other Services and Charges	250	20,000	20,000
273	Fleet Lease Operating and Mtc	1,993	1,351	1,216
274	Fleet Lease Replacement	2,328	1,152	1,151
	SUBTOTAL	96,220	197,070	175,240
NON-OPERATING EXPENSE				
922	Interest Current Bond Issue	1,599,945	1,529,825	1,444,575
923	Bond Principal Current	-	1,780,000	1,865,000
970	Transfers to Other Funds	1,856	1,856	1,856
	SUBTOTAL	1,601,801	3,311,681	3,311,431
	SERVICE TOTAL	\$1,897,797	\$3,866,656	\$3,912,133

INDUSTRIAL PRETREATMENT

FUND: SEWER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service, in compliance with federal regulation 40 CFR part 35 and part 403, protects the City's wastewater treatment system and the St. Vrain River from adverse effects due to industrial discharges. Permits, which limit the pollutant loads that may be released to the sewage system, are issued to industries with the potential to impact the wastewater system. Testing and reporting requirements for the permits assure compliance with local and federal regulations. The Pretreatment program also conducts compliance monitoring testing and site inspections to further verify that permit conditions are met, as required by the U.S. Environmental Protection Agency and the Colorado Department of Health.

SERVICE: INDUSTRIAL PRETREATMENT

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Industrial Pre-treatment Coordinator	1.00	1.00	1.00
TOTAL	1.00	1.00	1.00

**INDUSTRIAL PRETREATMENT
LINE ITEM BUDGET**

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	92,132	89,975	94,055
126	RHS Plan	1,243	400	400
129	Medicare Contribution	1,117	1,305	1,364
131	MOPC	4,533	4,499	4,703
132	Employee Insurance	14,581	14,846	15,049
133	GERP Retirement	7,259	7,558	8,465
135	Compensation Insurance	1,033	902	1,052
136	Unemployment Insurance	44	30	31
137	Staff Training and Conference	639	500	500
	SUBTOTAL	122,581	120,015	125,619
OPERATING AND MAINTENANCE				
210	Supplies	1,717	6,501	5,001
216	Reference Books and Materials	-	500	500
217	Dues and Subscriptions	724	700	700
218	NonCapital Equip and Furniture	770	500	500
240	Repair and Maintenance	-	7,000	7,000
246	Liability Insurance	191	291	282
247	Safety Expenses	-	200	200
250	Prof and Contracted Services	330	15,500	15,500
252	Ads and Legal Notices	26	200	150
259	Licenses and Permits	132	300	200
261	Telephone Charges	640	1,000	1,000
263	Postage	345	600	500
264	Printing Copying and Binding	105	500	300
273	Fleet Lease Operating and Mtc	2,521	1,881	132
274	Fleet Lease Replacement	4,952	5,183	5,183
	SUBTOTAL	12,452	40,856	37,148
	SERVICE TOTAL	\$135,033	\$160,871	\$162,767

WASTEWATER QUALITY LABORATORY

FUND: SEWER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The Water Quality Laboratory is a comprehensive scientific resource for the City of Longmont Water/Wastewater Utilities. Its goal is to support the utilities in meeting all state and federal requirements for drinking water and wastewater treatment. As such, the laboratory's primary concern is to provide timely and cost-effective sampling and testing services that result in legally defensible data of known precision and accuracy. In addition, the laboratory serves as a technical source of information for water quality issues, regulatory issues, and related subjects. In accordance with the City's customer service goals, the laboratory provides other services as needed or requested to its drinking water customers. The laboratory strives to continuously improve upon its community and interdepartmental communications.

- ◆ Specifically, the laboratory provides chemical and biological testing services for the utilities and other City departments. The following services are provided for the utilities:
- ◆ Testing for the water and wastewater treatment plants to monitor compliance with state health department and U.S. Environmental Protection Agency requirements and to assist with process control
- ◆ Testing of samples from industrial dischargers to verify compliance with the requirements of the Industrial Pretreatment Program
- ◆ Sampling and testing of St. Vrain Creek to study the effects of wastewater treatment plant effluent on the creek
- ◆ Metals and nutrient testing on digested wastewater treatment plant sludge and compost to ensure that all requirements for beneficial use of biosolids are met.

Finally, the laboratory provides, for a fee, testing services to other municipalities and water/sanitation districts in the Boulder County and Larimer County area that do not have laboratory facilities.

SERVICE: WASTEWATER QUALITY LABORATORY

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Water Quality Lab Supervisor	0.55	0.55	0.55
Water Quality Specialist II	0.00	1.10	1.10
Water Quality Specialist I	0.00	0.55	0.55
Water Quality Analyst II	1.65	2.20	2.20
Laboratory Technician II	2.20	0.00	0.00
Laboratory Support Technician	0.00	0.56	0.55
Office Assistant	0.28	0.00	0.00
TOTAL	4.68	4.96	4.95

WASTEWATER QUALITY LABORATORY
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	314,341	351,512	369,550
112	Temporary Wages	16,595	24,750	41,144
121	Overtime Wages	4,244	18,000	18,000
122	Longevity Compensation	2,142	1,243	-
126	RHS Plan	2,407	1,984	1,980
128	FICA	1,046	1,535	2,551
129	Medicare Contribution	4,007	5,048	5,954
131	MOPC	15,072	17,575	18,476
132	Employee Insurance	53,373	58,000	59,129
133	GERP Retirement	24,132	29,526	33,258
135	Compensation Insurance	2,634	4,031	4,609
136	Unemployment Insurance	162	117	121
137	Staff Training and Conference	479	2,200	2,200
141	Uniforms Protective Clothing	-	127	127
142	Food Allowance	-	55	55
SUBTOTAL		440,633	515,703	557,154
OPERATING AND MAINTENANCE				
210	Supplies	85,358	73,675	88,800
216	Reference Books and Materials	437	330	330
217	Dues and Subscriptions	1,276	660	2,806
218	NonCapital Equip and Furniture	5,223	3,190	3,520
240	Repair and Maintenance	32,089	57,105	73,330
246	Liability Insurance	510	664	725
247	Safety Expenses	950	550	550
250	Prof and Contracted Services	127,795	168,791	110,825
252	Ads and Legal Notices	210	-	-
261	Telephone Charges	690	825	1,100
263	Postage	-	69	69
264	Printing Copying and Binding	46	-	-
269	Other Services and Charges	-	55	55
273	Fleet Lease Operating and Mtc	1,919	4,087	2,201
274	Fleet Lease Replacement	3,915	3,915	6,430
SUBTOTAL		260,417	313,916	290,741
CAPITAL OUTLAY				
440	Machinery and Equipment	24,422	-	113,125
SUBTOTAL		24,422	-	113,125
SERVICE TOTAL		\$725,472	\$829,619	\$961,020

ENGINEERING AND TECHNICAL SERVICES

FUND: SEWER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service provides surveying, GIS/mapping, supervision and technical support services. This includes maintaining and updating GIS and maps, surveying services, and technical support for development and capital improvement programs for the Public Works and Natural Resources Department. Surveying services also are provided to other City departments. Other activities include staffing, supervision and evaluation of employees. This service coordinates the sale of maps to the public and provides technical information to the public. This is a shared service with the General, Streets, Storm Drainage, and Water funds.

SERVICE: ENGINEERING / SURVEY TECHNICAL SERVICES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Technical Services Manager	0.15	0.15	0.15
Engineering & Surveying Technician Sup	0.15	0.15	0.15
Lead GIS Analyst	0.15	0.15	0.15
Technical Functional Analyst	0.15	0.15	0.15
Sr GIS Analyst	0.15	0.15	0.15
GIS/Mapping Technician	0.15	0.15	0.15
Engineering Technician	0.30	0.30	0.30
Sr Engineering Technician	0.15	0.15	0.15
TOTAL	1.35	1.35	1.35

ENGINEERING AND TECHNICAL SERVICES

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	119,823	108,551	114,700
121	Overtime Wages	-	250	250
126	RHS Plan	618	540	540
129	Medicare Contribution	1,352	1,575	1,663
131	MOPC	5,433	5,425	5,735
132	Employee Insurance	17,857	17,905	18,346
133	GERP Retirement	8,699	9,112	10,317
135	Compensation Insurance	474	551	617
136	Unemployment Insurance	54	36	37
137	Staff Training and Conference	219	2,700	2,700
141	Uniforms Protective Clothing	-	45	45
SUBTOTAL		154,528	146,690	154,950
OPERATING AND MAINTENANCE				
210	Supplies	219	1,140	4,698
216	Reference Books and Materials	-	15	15
217	Dues and Subscriptions	89	233	233
218	NonCapital Equip and Furniture	3,256	14,610	21,650
240	Repair and Maintenance	22,885	25,117	32,183
246	Liability Insurance	228	213	204
247	Safety Expenses	-	150	150
250	Prof and Contracted Services	280	15,757	24,632
260	Utilities	-	-	4,500
261	Telephone Charges	4,285	5,976	5,976
264	Printing Copying and Binding	-	75	75
273	Fleet Lease Operating and Mtc	2,241	1,480	2,071
274	Fleet Lease Replacement	2,042	897	896
SUBTOTAL		35,525	65,663	97,283
CAPITAL OUTLAY				
440	Machinery and Equipment	-	-	4,275
SUBTOTAL		-	-	4,275
SERVICE TOTAL		\$190,054	\$212,353	\$256,508

REGULATORY COMPLIANCE

FUND: SEWER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The Regulatory Compliance Service is part of the Environmental Services Division and provides assistance, oversight, analysis, evaluation and management of programs related to compliance with federal, state and local environmental requirements, including laws, regulations and permits. Services are provided primarily to internal customers, although compliance and enforcement activities sometimes involve residents and other external customers.

Services include:

- ◆ Providing technical evaluations and direction on environmental requirements for internal and external customers
- ◆ Planning for future regulatory requirements Coordinating watershed management activities, including monitoring, sampling and data evaluation.
- ◆ Managing the the stormwater quality program to meet the requirements of the City's Municipal Separate Stormwater System Permit issued by the Colorado Department of Public Health and Environment (CDPHE)
- ◆ Monitoring and tracking regulatory requirements for drinking water, wastewater treatment, stormwater quality, air quality and solid waste.
- ◆ Providing assistance and support to Operations in meeting CDPHE permit conditions and federal and state safe drinking water requirements
- ◆ Managing the department's water conservation program
- ◆ Coordinating compliance activities between divisions and departments
- ◆ Providing enforcement response to environmental violations
- ◆ Coordinating involvement in regional environmental initiatives and programs
- ◆ Providing outreach and education on environmental issues related to City activities
- ◆ Directing the City's sustainability program
- ◆ Providing primary staff support to the Board of Environmental Affairs

SERVICE: REGULATORY COMPLIANCE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Environmental Services Manager	0.35	0.35	0.28
Sr Civil Engineer	0.50	0.50	0.50
Civil Engineer II	0.35	0.35	0.00
TOTAL	1.20	1.20	0.78

REGULATORY COMPLIANCE

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	136,403	138,341	98,576
112	Temporary Wages	1,883	1,108	20,530
126	RHS Plan	813	480	312
128	FICA	117	69	1,273
129	Medicare Contribution	1,791	2,021	1,728
131	MOPC	6,485	6,917	4,929
132	Employee Insurance	22,361	22,826	15,772
133	GERP Retirement	10,382	11,621	8,872
135	Compensation Insurance	1,013	46	946
136	Unemployment Insurance	68	46	32
137	Staff Training and Conference	11	4,200	4,200
SUBTOTAL		181,326	187,675	157,170
OPERATING AND MAINTENANCE				
210	Supplies	85	1,100	1,100
216	Reference Books and Materials	-	200	200
217	Dues and Subscriptions	23,884	25,642	25,642
218	NonCapital Equip and Furniture	1,660	400	400
235	Station Maintenance	8,605	-	-
240	Repair and Maintenance	-	20,000	20,000
245	Mileage Allowance	-	1,000	1,000
246	Liability Insurance	204	117	159
247	Safety Expenses	-	200	200
250	Prof and Contracted Services	19,108	46,000	46,000
259	Licenses and Permits	30,343	33,900	33,900
261	Telephone Charges	149	-	-
SUBTOTAL		84,038	128,559	128,601
NON-OPERATING EXPENSE				
970	Transfers to Other Funds	1,100	-	-
SUBTOTAL		1,100	-	-
SERVICE TOTAL		\$266,464	\$316,234	\$285,771

METER READING

FUND: SEWER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

Meter Reading is responsible for reading approximately 70,000 electric and water meters monthly throughout the City utility service area (49 square miles) for the purpose of billing customer usage. This service collects usage information via visual reading, radio transmission, and other technologies. This is a shared service with the Electric and Water Funds.

SERVICE: METERING READING

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Meter Reading Supervisor	0.10	0.10	0.10
Metering & Application Support Coord	0.04	0.00	0.00
Administrative Analyst	0.00	0.00	0.10
Senior Meter Reader	0.10	0.00	0.08
Meter Reader	0.72	0.60	0.40
TOTAL	0.96	0.70	0.68

METER READING
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	23,008	36,408	38,445
112	Temporary Wages	8,484	-	-
121	Overtime Wages	39	-	-
126	RHS Plan	1,227	280	270
128	FICA	527	-	-
129	Medicare Contribution	437	530	558
131	MOPC	1,209	1,821	1,922
132	Employee Insurance	8,481	6,009	6,152
133	GERP Retirement	1,935	3,060	3,460
135	Compensation Insurance	3,627	3,017	2,019
136	Unemployment Insurance	26	14	14
137	Staff Training and Conference	-	870	300
141	Uniforms Protective Clothing	100	123	160
142	Food Allowance	11	-	-
SUBTOTAL		49,111	52,132	53,300
OPERATING AND MAINTENANCE				
210	Supplies	68	140	140
218	NonCapital Equip and Furniture	232	155	100
240	Repair and Maintenance	2,005	2,504	3,000
246	Liability Insurance	470	428	323
247	Safety Expenses	128	210	240
250	Prof and Contracted Services	3,423	200	200
261	Telephone Charges	143	144	162
264	Printing Copying and Binding	6	30	30
270	Administrative and Management	3,109	2,839	3,811
273	Fleet Lease Operating and Mtc	4,413	4,128	4,633
274	Fleet Lease Replacement	1,739	1,001	1,000
SUBTOTAL		15,737	11,779	13,639
SERVICE TOTAL		\$64,848	\$63,911	\$66,939

WASTEWATER NATURAL RESOURCES DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	704	2,529	2,644
Operating and Maintenance	2,386	5,379	5,433
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$3,089	\$7,908	\$8,077

NATURAL RESOURCES ADMINISTRATION

FUND: SEWER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

Natural Resources Administration, part of the Public Works and Natural Resources Department, manages the Natural Resources Division, which includes the following services: parks, forestry, greenways, mountain preserves, city lands, wildlife management, vector control, Button Rock and Union reservoirs, and open space. Responsibilities include, but are not limited to, representing the division at City Council and advisory board meetings, preparing employee work schedules, supervising and evaluating employees, purchasing, and budget preparation and control. This service also is responsible for resolving residents' concerns and problems.

SERVICE: NATURAL RESOURCES ADMINISTRATION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Sr Natural Resource Technician	0.00	0.03	0.03
Weed Technician	0.03	0.00	0.00
TOTAL	0.03	0.03	0.03

NATURAL RESOURCES ADMINISTRATION
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	327	1,914	2,001
126	RHS Plan	12	12	12
129	Medicare Contribution	5	28	29
131	MOPC	16	96	100
132	Employee Insurance	316	316	320
133	GERP Retirement	26	161	180
135	Compensation Insurance	1	1	1
136	Unemployment Insurance	1	1	1
SUBTOTAL		704	2,529	2,644
OPERATING AND MAINTENANCE				
210	Supplies	125	-	-
222	Chemicals	47	-	-
240	Repair and Maintenance	25	-	-
246	Liability Insurance	28	34	2
250	Prof and Contracted Services	89	1,960	1,960
261	Telephone Charges	1	-	-
273	Fleet Lease Operating and Mtc	1,541	2,285	2,025
274	Fleet Lease Replacement	530	1,100	1,446
SUBTOTAL		2,386	5,379	5,433
SERVICE TOTAL		\$3,089	\$7,908	\$8,077

WASTEWATER ENGINEERING DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	725,056	813,934	1,014,887
Operating and Maintenance	1,758,724	1,809,968	1,895,260
Non-Operating	3,863,455	269,251	58,372
Capital	-	-	5,288
TOTAL	\$6,347,236	\$2,893,153	\$2,973,807

ENGINEERING

FUND: SEWER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service provides engineering assistance to the department's Water Utility. Activities include planning for development and capital improvement programs, as well as staffing, supervision and evaluation of employees.

SERVICE: WASTEWATER ENGINEERING

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Director of Engineering Services	0.15	0.15	0.15
PWNR Engineering Administrator	0.80	0.80	0.80
Sr Civil Engineer	1.75	1.75	1.75
Civil Engineer II	1.60	1.60	1.60
Civil Engineer I	0.00	0.00	0.00
Natural Resources Specialist	0.00	0.00	0.00
Planning Technician	0.12	0.12	0.12
Project Manager II	0.10	0.10	0.10
Administrative Assistant	0.43	0.43	0.43
TOTAL	4.95	4.95	4.95

ENGINEERING
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	454,714	505,882	650,922
112	Temporary Wages	(3)	7,500	7,500
121	Overtime Wages	150	-	-
122	Longevity Compensation	1,040	1,836	-
123	Leave Expense	-	9,000	9,000
126	RHS Plan	15,990	1,980	2,415
128	FICA	356	465	465
129	Medicare Contribution	6,073	7,444	9,546
131	MOPC	22,502	25,293	32,547
132	Employee Insurance	83,079	83,401	104,093
133	GERP Retirement	36,032	42,423	58,509
135	Compensation Insurance	292	243	196
136	Unemployment Insurance	252	167	213
137	Staff Training and Conference	375	5,500	7,000
141	Uniforms Protective Clothing	-	100	100
142	Food Allowance	41	300	400
SUBTOTAL		620,892	691,534	882,906
OPERATING AND MAINTENANCE				
210	Supplies	2,465	6,000	6,840
216	Reference Books and Materials	-	500	500
217	Dues and Subscriptions	1,712	1,705	1,700
218	NonCapital Equip and Furniture	5,106	2,400	-
240	Repair and Maintenance	8,954	12,220	12,220
245	Mileage Allowance	-	200	200
246	Liability Insurance	1,030	1,044	989
247	Safety Expenses	-	1,000	1,000
250	Prof and Contracted Services	12,398	70,300	125,300
252	Ads and Legal Notices	-	400	400
259	Licenses and Permits	250	250	250
261	Telephone Charges	1,899	3,500	4,160
263	Postage	304	500	500
264	Printing Copying and Binding	-	500	500
269	Other Services and Charges	72,262	70,000	70,000
270	Administrative and Management	999,366	985,503	1,018,447
271	Franchise Equivalency	629,056	628,188	631,956
273	Fleet Lease Operating and Mtc	2,504	3,202	1,994
274	Fleet Lease Replacement	7,644	7,644	2,836
275	Building Permits To LDDA	348	-	-
SUBTOTAL		1,745,297	1,795,056	1,879,792
NON-OPERATING EXPENSE				
922	Interest Current Bond Issue	(152,284)	-	-
950	Bad Debt	114	2,000	2,000
970	Transfers to Other Funds	4,015,625	267,251	56,372
SUBTOTAL		3,863,455	269,251	58,372
SERVICE TOTAL		\$6,229,644	\$2,755,841	\$2,821,070

CONSTRUCTION INSPECTION

FUND: SEWER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service provides inspection of public improvement construction to ensure compliance with City standards. This includes inspecting both development and City-funded projects. Inspectors field check conformance with plans and specifications and assist in review of construction and development plans. This service also provides inspection of all work performed under the street-work-in-the-right-of-way permit program to ensure compliance with City standards and inspects work related to storm water management permits. This is a shared service with the Streets, Storm Drainage, and Water funds.

SERVICE: CONSTRUCTION INSPECTION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Construction Inspection Supervisor	0.15	0.15	0.15
Sr Construction Inspector	0.30	0.30	0.60
Construction Inspector	0.60	0.60	0.30
TOTAL	1.05	1.05	1.05

CONSTRUCTION INSPECTION
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	74,590	76,671	92,019
112	Temporary Wages	-	10,500	100
121	Overtime Wages	4,176	9,000	9,000
122	Longevity Compensation	333	342	-
126	RHS Plan	1,439	420	480
128	FICA	-	651	6
129	Medicare Contribution	797	1,101	1,335
131	MOPC	3,612	3,835	4,604
132	Employee Insurance	12,549	12,651	14,722
133	GERP Retirement	5,783	6,439	8,283
135	Compensation Insurance	548	45	652
136	Unemployment Insurance	38	25	30
137	Staff Training and Conference	-	600	600
141	Uniforms Protective Clothing	300	120	150
	SUBTOTAL	104,165	122,400	131,981
OPERATING AND MAINTENANCE				
210	Supplies	266	1,050	1,176
216	Reference Books and Materials	-	30	30
217	Dues and Subscriptions	-	150	150
218	NonCapital Equip and Furniture	1,415	1,425	1,937
222	Chemicals	-	150	150
240	Repair and Maintenance	9	75	75
246	Liability Insurance	581	253	242
247	Safety Expenses	-	225	225
249	Operating Leases and Rentals	-	600	600
250	Prof and Contracted Services	95	-	-
260	Utilities	47	-	-
261	Telephone Charges	64	990	1,089
264	Printing Copying and Binding	-	90	90
273	Fleet Lease Operating and Mtc	8,686	7,610	7,213
274	Fleet Lease Replacement	2,263	2,264	2,491
	SUBTOTAL	13,427	14,912	15,468
CAPITAL OUTLAY				
432	Vehicles	-	-	5,288
	SUBTOTAL	-	-	5,288
	SERVICE TOTAL	\$117,591	\$137,312	\$152,737

WASTEWATER OPERATIONS DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	2,146,064	2,317,395	2,470,460
Operating and Maintenance	2,460,141	2,425,285	2,753,923
Non-Operating	-	-	-
Capital	378,955	408,742	233,742
TOTAL	\$4,985,160	\$5,151,422	\$5,458,125

WASTEWATER COLLECTIONS

FUND: SEWER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The Wastewater Collection System collects wastewater discharged by residences, commercial businesses and industries in the municipal service area. Utility Operations and Maintenance Collection System personnel provide regular maintenance, including manhole repair, jetting/line cleaning operations, televising of the system to determine locations of breaks and joint failures, and root control, as well as maintenance and repair of approximately 326 miles of sewer lines.

SERVICE: WASTEWATER COLLECTION SYSTEM

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Utility and Streets Operations & Maintenance Man- System Operations Supervisor	0.30	0.00	0.00
Utility O&M Manager	0.30	0.30	0.30
Utility & Streets Maintenance Supervisor	0.00	0.45	0.45
Operations and Maintenance Technician Lead	0.40	0.40	0.40
Water Utility Technician Lead	0.60	0.60	0.60
Water Utility Technician	2.00	2.00	2.00
Public Works Technician II	3.25	3.25	3.25
Administrative Supervisor	0.30	0.00	0.00
Administrative Assistant	0.20	0.00	0.00
TOTAL	7.60	7.00	7.00

WASTEWATER COLLECTIONS

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	368,740	473,705	499,084
112	Temporary Wages	25,363	55,800	50,000
121	Overtime Wages	27,865	20,400	15,000
126	RHS Plan	11,389	2,800	2,800
128	FICA	1,660	3,227	3,100
129	Medicare Contribution	5,187	7,625	7,962
131	MOPC	17,861	23,685	24,956
132	Employee Insurance	82,202	78,104	79,843
133	GERP Retirement	28,600	39,732	44,904
135	Compensation Insurance	9,974	7,941	7,741
136	Unemployment Insurance	249	155	163
137	Staff Training and Conference	1,952	1,567	1,567
141	Uniforms Protective Clothing	3,046	5,250	5,250
142	Food Allowance	138	200	200
SUBTOTAL		584,227	720,191	742,570
OPERATING AND MAINTENANCE				
210	Supplies	9,113	13,826	13,826
215	Audiovisual Materials	-	100	100
216	Reference Books and Materials	107	300	300
217	Dues and Subscriptions	2,588	10,666	10,666
218	NonCapital Equip and Furniture	65,547	11,300	51,300
220	Gas and Oil	-	50	50
222	Chemicals	-	5,000	5,000
240	Repair and Maintenance	51,988	119,275	119,275
245	Mileage Allowance	-	400	400
246	Liability Insurance	158,359	106,788	113,357
247	Safety Expenses	3,974	7,500	7,500
249	Operating Leases and Rentals	324	500	500
250	Prof and Contracted Services	137,619	140,000	130,000
252	Ads and Legal Notices	-	300	300
259	Licenses and Permits	2,213	1,850	1,850
260	Utilities	16,490	13,715	13,715
261	Telephone Charges	3,001	1,586	1,586
263	Postage	11	-	-
264	Printing Copying and Binding	-	1,000	1,000
269	Other Services and Charges	74	1,850	1,850
273	Fleet Lease Operating and Mtc	74,724	83,074	114,577
274	Fleet Lease Replacement	170,343	210,753	204,990
SUBTOTAL		696,475	729,833	792,142
CAPITAL OUTLAY				
440	Machinery and Equipment	55,135	30,217	30,217
481	Taps	-	1,200	1,200
486	Meters	297,585	347,325	172,325
SUBTOTAL		352,720	378,742	203,742
SERVICE TOTAL		\$1,633,422	\$1,828,766	\$1,738,454

WASTEWATER TREATMENT PLANT

FUND: SEWER FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The Wastewater Treatment Plant treats domestic, industrial and commercial wastewater generated within the city, in order to protect human health and the environment. The facility operates under the Colorado Discharge Permit System, which is administered by the Colorado Department of Public Health and Environment. Plant effluent is discharged to the St. Vrain River after it is treated to meet or exceed all standards set forth by federal and state regulatory agencies. Employees closely monitor the performance of the various treatment processes and make necessary adjustments to ensure that all regulatory requirements are met. Biosolids generated at the plant are treated and beneficially reused through two methods: primary and secondary sludges are anaerobically digested and the biosolids produced are applied to permitted farmland sites at agronomic rates and some of the raw primary sludge is dewatered and trucked to a private composting operation. The composted biosolids are then distributed as a soil amendment.

SERVICE: WASTEWATER TREATMENT PLANT

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Director of Operations	0.25	0.25	0.25
Treatment Operations Manager	0.50	0.50	0.50
Treatment Operations Assistant Manager	0.00	0.00	0.70
Treatment Operations Supervisor	1.00	2.00	1.00
Maintenance Supervisor	0.70	0.70	0.70
Field Engineer	0.50	0.00	0.50
Civil Engineer I	0.00	0.50	0.00
Sr Electrical and Control Systems Engineer	0.50	0.50	0.50
Operations and Maintenance Technician Lead	8.50	7.50	8.50
Administrative Assistant	0.70	0.00	0.00
Electrician	0.50	0.50	0.50
Control Systems Operations Supervisor	0.50	0.50	0.50
Instrumentation Technician	1.00	1.00	1.00
TOTAL	14.65	13.95	14.65

WASTEWATER TREATMENT PLANT

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	1,114,032	1,133,265	1,239,136
112	Temporary Wages	-	15,000	15,000
121	Overtime Wages	21,966	26,000	26,000
126	RHS Plan	9,512	5,580	5,860
128	FICA	(3)	930	930
129	Medicare Contribution	14,081	16,652	18,183
131	MOPC	54,373	56,661	61,952
132	Employee Insurance	187,094	186,991	198,258
133	GERP Retirement	87,058	95,193	111,520
135	Compensation Insurance	58,826	31,361	26,444
136	Unemployment Insurance	567	371	407
137	Staff Training and Conference	5,749	19,000	14,000
141	Uniforms Protective Clothing	8,332	9,600	9,600
142	Food Allowance	250	600	600
	SUBTOTAL	1,561,837	1,597,204	1,727,890
OPERATING AND MAINTENANCE				
210	Supplies	43,898	37,280	42,280
215	Audiovisual Materials	-	100	100
216	Reference Books and Materials	135	1,300	1,300
217	Dues and Subscriptions	2,553	5,000	5,000
218	NonCapital Equip and Furniture	26,467	40,000	25,000
220	Gas and Oil	3,630	5,000	5,000
222	Chemicals	148,666	120,000	250,000
240	Repair and Maintenance	270,640	307,919	293,205
245	Mileage Allowance	73	700	700
246	Liability Insurance	7,567	8,636	6,709
247	Safety Expenses	15,032	16,000	16,000
249	Operating Leases and Rentals	-	1,000	1,000
250	Prof and Contracted Services	492,996	510,500	592,500
252	Ads and Legal Notices	250	500	500
259	Licenses and Permits	41,129	25,130	53,880
260	Utilities	621,350	542,000	582,000
261	Telephone Charges	5,214	5,000	5,000
263	Postage	268	-	-
264	Printing Copying and Binding	114	200	200
269	Other Services and Charges	-	150	150
273	Fleet Lease Operating and Mtc	34,559	23,404	26,137
274	Fleet Lease Replacement	49,127	45,633	55,120
	SUBTOTAL	1,763,666	1,695,452	1,961,781
CAPITAL OUTLAY				
440	Machinery and Equipment	26,235	30,000	30,000
	SUBTOTAL	26,235	30,000	30,000
	SERVICE TOTAL	\$3,351,738	\$3,322,656	\$3,719,671

CAPITAL IMPROVEMENT PROGRAM PROJECTS

SEWER FUND PROJECTS	2022 BUDGET
SWR053 Sanitary Sewer Rehabilitation and Improvements	\$1,348,350
SWR128 Collection System Capacity Improvements	1,190,000
SWR154 WWTP Miscellaneous Infrastructure Improvements	1,250,000
SWR155 Digester No. 4	405,405
WTR150 Automatic Meter Reading	45,000
PBF082 Municipal Buildings HVAC Replacement	1,872
TOTAL	\$4,240,627

SEWER CONSTRUCTION FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	-	-	-
Operating and Maintenance	119,542	-	-
Non-Operating	519,962	465,013	464,588
Capital	94,217	2,393,500	4,473,405
TOTAL	\$733,721	\$2,858,513	\$4,937,993

FUND DESCRIPTION

The Sewer Construction Fund was created in 1994 to account separately for sewer development fees and related expenses.

SEWER CONSTRUCTION FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$10,150,094	\$11,744,654	\$9,163,550
COMMITTED WORKING CAPITAL	-	947,491	-
SOURCES OF FUNDS			
REVENUES			
Charges for Services	2,058,511	1,177,000	788,600
Developer Participation Fees	-	-	-
Miscellaneous	160	-	-
Interest	159,033	47,900	38,100
Operating Transfers	57,997	-	-
Estimated Revenue Revisions	-		
TOTAL FUNDS	2,275,701	1,224,900	826,700
EXPENSES			
Operating and Maintenance	119,542	-	-
Non-Operating	519,962	465,013	464,588
Capital Projects	94,217	2,393,500	4,473,405
Estimated Expense Revision	(52,580)		
TOTAL EXPENSES	681,141	2,858,513	4,937,993
ENDING WORKING CAPITAL	11,744,654	9,163,550	5,052,257
CONTRIBUTION TO/(FROM) RESERVES	1,594,560	(1,633,613)	(4,111,293)

CAPITAL IMPROVEMENT PROGRAM PROJECTS

SEWER CONSTRUCTION FUND PROJECTS	2022 BUDGET
SWR128 Collection System Capacity Improvements	\$1,240,000
SWR153 WWTP Regulation 85 Improvements	2,828,000
SWR155 Digester No. 4	405,405
TOTAL	\$4,473,405

STREET SYSTEM MAINTENANCE AND IMPROVEMENT FUND

- FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	4,089,597	4,556,393	4,822,046
Operating and Maintenance	5,322,645	6,360,698	6,592,239
Non-Operating	407,113	909,218	884,860
Capital	15,290,940	15,000,425	22,616,894
TOTAL	\$25,110,295	\$26,826,734	\$34,916,039

FUND DESCRIPTION

The Street System Maintenance and Improvement Fund pays for all maintenance and improvements to the City's street system. The fund's major revenue source is a portion of the City's sales and use tax receipts.

The City's total sales and use tax rate is 3.53% of which 0.75% goes into the Street Maintenance and Improvement Fund. The City sales and use tax revenue designated to the Street Maintenance and Improvement Fund was initially approved by Longmont voters in 1986 for a five-year period and renewed several times after that. Other revenue sources include a portion of the state's highway use tax and a percentage of the county road and bridge property tax.

The Street Maintenance and Improvement Fund includes 14 budget services and several CIP projects. The services are:

- ◆ Public Works and Natural Resources Director
- ◆ Concrete Repair
- ◆ Construction Inspection
- ◆ Snow and Ice Removal
- ◆ Street and Alley Maintenance
- ◆ Street Cleaning
- ◆ Street Improvements
- ◆ Street Rehabilitation
- ◆ Street Signing and Marking
- ◆ Traffic Signals
- ◆ Transportation Engineering
- ◆ Transportation System Management
- ◆ Regulatory Compliance
- ◆ Engineering/Survey Technical Services

2022-2026 CAPITAL IMPROVEMENT PROGRAM

Expenditures for some of the capital projects include the City's annual Street Rehabilitation Program, Transportation System Management, St. Vrain Greenway, Pavement Management Program, Boston Avenue Connection, Railroad Quiet Zones, and Coffman St Busway Improvements. Detailed descriptions for all capital projects are included in the 2022-2026 Capital Improvement Program.

STREET SYSTEM MAINTENANCE AND IMPROVEMENT FUND
- FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING FUND BALANCE	\$16,594,974	\$14,040,833	\$6,680,996
COMMITTED WORKING CAPITAL	-	6,787,428	-
SOURCES OF FUNDS			
REVENUES			
Taxes	21,227,248	20,914,498	23,399,097
Licenses and Permits	121,068	15,000	15,000
Intergovernmental	1,504,548	3,356,186	10,050,326
Developer Participation	145,954	-	-
Interest	256,270	32,378	42,255
Miscellaneous	32,504	10,000	10,000
Estimated Revenue Adjustment	-	1,926,263	-
Adjustment for GAAP Revenue	(731,439)	-	-
TOTAL FUNDS	22,556,153	26,254,325	33,516,678
EXPENSES BY BUDGET SERVICE			
Business Services	572,450	640,732	797,027
Natural Resources	7,417	11,983	13,018
Engineering Services	5,188,541	6,335,318	6,805,839
Operations	4,125,795	5,005,817	5,018,552
CIP Projects	15,216,092	14,832,884	22,281,603
Adjustment for GAAP Expenses	-	-	-
TOTAL EXPENSES	25,110,295	26,826,734	34,916,039
ENDING WORKING CAPITAL	14,040,833	6,680,996	5,281,635
CONTRIBUTION TO/(FROM) RESERVES	\$(2,554,142)	\$(572,409)	\$(1,399,361)

STREET SYSTEM MAINTENANCE AND IMPROVEMENT FUND

SOURCES OF FUNDS



- ◆ Approximately 57% of revenues in the Street Fund for 2022 will come from collections of the City's sales and use tax. Another 28.5% will come from intergovernmental sources
- ◆ The 2022 Budget will require a contribution from fund balance of \$1,399,361, primarily for capital projects.

ESTIMATING MAJOR SOURCES OF FUNDS

Sales and Use Taxes: Sales and Use Taxes: From Finance Department projections. There has been actual revenue growth of 14.4% through the first six months of 2021. Projections for year-end 2021 are a combined increase for sales and use tax of 8.59%. Projections for 2022 are a 3.0% increase in sales and use tax revenue over the projected collections for 2021.

State Highway Use Tax: From Colorado Municipal League projections. Annual estimate of total state receipts allocated to municipalities.

Boulder County Road and Bridge: This is a tax levied and collected by Boulder County. It is distributed based on each city's total valuation.

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
OPERATING REVENUE			
Sales and Use Tax	\$17,138,568	\$16,684,508	\$19,169,107
Automobile Tax	1,416,587	1,379,990	1,379,990
State Highway Use Tax	2,672,093	2,850,000	2,850,000
Intergovernmental	938,650	2,866,910	9,561,050
County Road/Bridge Maintenance	181,622	105,000	105,000
State Highway Maintenance	72,336	72,336	72,336
State Traffic Control Maintenance	311,940	311,940	311,940
Street Cut Permit/Inspection Fee	121,068	15,000	15,000
Street Improvement Fee	-	-	-
Other Transfers	145,954	-	-
Other Revenue	32,504	10,000	10,000
Interest Income	256,270	32,378	42,255
Contribution from/(to) Fund Balance	2,554,142	572,409	1,399,361
TOTAL FUNDS NEEDED TO MEET EXPENSES	\$25,110,295	\$26,826,734	\$34,916,039

STREET BUSINESS SERVICES DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	445,576	535,457	652,397
Operating and Maintenance	99,349	100,298	132,528
Non-Operating	27,525	4,977	4,977
Capital	-	-	7,125
TOTAL	\$572,450	\$640,732	\$797,027



PUBLIC WORKS AND NATURAL RESOURCES ADMINISTRATION

FUND: STREET FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The Public Works and Natural Administration service is responsible for administering City policies, developing departmental policies and procedures, and assuring effective management of the financial and operational condition of the utilities and funds, including the development of adequate rates, preparation and monitoring of the annual budget, and effective supervision of personnel.

SERVICE: PUBLIC WORKS AND NATURAL RESOURCES ADMINISTRATION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Deputy City Manager	0.10	0.10	0.10
Executive Director of Consolidated Services	0.00	0.00	0.10
PWNR Director Business & Environmental Services	0.00	0.20	0.00
PWNR Asst Director of Business Services	0.00	0.20	0.20
PWNR Business & Strategic Planning Manager	0.20	0.00	0.00
PWNR Communications & Marketing Manager	0.20	0.20	0.25
Multi Media/Marketing Specialist	0.25	0.50	0.00
PWNR Rate Analyst Manager	0.20	0.00	0.00
Sustainability Grant & Program Coordinator	0.00	0.13	0.00
Business Analyst	0.20	0.20	0.35
Citywide Branding and Digital Communications Spe-	0.00	0.00	0.09
Communications and Marketing Specialist	0.00	0.00	0.50
Business Process Improvement Coordinator	0.00	0.00	0.05
Executive Assistant	0.20	0.20	0.20
Grant Coordinator	0.19	0.00	0.20
Neighborhood Resource Coordinator	0.00	0.00	0.06
Social Equity Coordinator	0.00	0.00	0.06
Data & Innovation Analyst	0.00	0.00	0.15
Customer Service and Administration Manager	0.00	0.00	0.05
Customer Service Representative	0.05	0.05	0.10
Administrative Supervisor	0.05	0.05	0.00
Administrative Assistant	0.10	0.10	0.05
TOTAL	1.74	1.93	2.51

PUBLIC WORKS AND NATURAL RESOURCES ADMINISTRATION

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	142,804	215,450	301,918
112	Temporary Wages	-	16,400	16,400
121	Overtime Wages	-	250	250
122	Longevity Compensation	108	108	219
126	RHS Plan	872	573	1,004
128	FICA	-	1,017	1,017
129	Medicare Contribution	5,140	1,973	3,176
131	MOPC	7,138	7,300	11,509
132	Employee Insurance	22,652	24,085	36,814
133	GERP Retirement	11,633	12,255	20,701
135	Compensation Insurance	122	96	89
136	Unemployment Insurance	69	48	76
137	Staff Training and Conference	4,589	1,450	1,500
142	Food Allowance	37	425	425
	SUBTOTAL	195,162	281,430	395,098
OPERATING AND MAINTENANCE				
210	Supplies	400	572	1,184
217	Dues and Subscriptions	1,433	980	1,286
218	NonCapital Equip and Furniture	2,918	582	1,232
240	Repair and Maintenance	3	3,600	3,600
245	Mileage Allowance	274	580	580
246	Liability Insurance	321	322	339
250	Prof and Contracted Services	24,917	17,698	17,605
252	Ads and Legal Notices	935	800	1,160
261	Telephone Charges	125	-	-
264	Printing Copying and Binding	151	-	-
273	Fleet Lease Operating and Mtc	1,347	1,351	1,216
274	Fleet Lease Replacement	2,465	1,152	1,152
	SUBTOTAL	35,289	27,637	29,354
NON-OPERATING EXPENSE				
928	Interest Notes and Contracts	21,948	-	-
970	Transfers to Other Funds	4,977	4,977	4,977
	SUBTOTAL	26,925	4,977	4,977
	SERVICE TOTAL	\$257,376	\$314,044	\$429,429

REGULATORY COMPLIANCE

FUND: STREET FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The Regulatory Compliance Service is part of the Environmental Services Division and provides assistance, oversight, analysis, evaluation and management of programs related to compliance with federal, state and local environmental requirements, including laws, regulations and permits. Services are provided primarily to internal customers, although compliance and enforcement activities sometimes involve residents and other external customers.

Services include:

- ◆ Providing technical evaluations and direction on environmental requirements for internal and external customers
- ◆ Planning for future regulatory requirements Coordinating watershed management activities, including monitoring, sampling and data evaluation.
- ◆ Managing the the stormwater quality program to meet the requirements of the City's Municipal Separate Stormwater System Permit issued by the Colorado Department of Public Health and Environment (CDPHE)
- ◆ Monitoring and tracking regulatory requirements for drinking water, wastewater treatment, stormwater quality, air quality and solid waste.
- ◆ Providing assistance and support to Operations in meeting CDPHE permit conditions and federal and state safe drinking water requirements
- ◆ Managing the department's water conservation program
- ◆ Coordinating compliance activities between divisions and departments
- ◆ Providing enforcement response to environmental violations
- ◆ Coordinating involvement in regional environmental initiatives and programs
- ◆ Providing outreach and education on environmental issues related to City activities
- ◆ Directing the City's sustainability program
- ◆ Providing primary staff support to the Board of Environmental Affairs

SERVICE: PUBLIC WORKS AND NATURAL RESOURCES ADMINISTRATION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Environmental Svs Mgr	0.05	0.05	0.00
TOTAL	0.05	0.05	0.00

REGULATORY COMPLIANCE
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	8,977	6,978	-
112	Temporary Wages	380	1,108	-
126	RHS Plan	20	20	-
128	FICA	24	69	-
129	Medicare Contribution	137	117	-
131	MOPC	449	349	-
132	Employee Insurance	1,129	1,151	-
133	GERP Retirement	719	586	-
135	Compensation Insurance	321	-	3
136	Unemployment Insurance	3	2	-
SUBTOTAL		12,158	10,380	3
OPERATING AND MAINTENANCE				
210	Supplies	1	-	-
218	NonCapital Equip and Furniture	332	-	-
246	Liability Insurance	65	-	9
250	Prof and Contracted Services	2,646	-	-
261	Telephone Charges	21	-	-
SUBTOTAL		3,066	-	9
NON-OPERATING EXPENSE				
970	Transfers to Other Funds	600	-	-
SUBTOTAL		600	-	-
SERVICE TOTAL		\$15,824	\$10,380	\$12

ENGINEERING AND TECHNICAL SERVICES

FUND: STREET FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service provides surveying, GIS/mapping, supervision and technical support services. This includes maintaining and updating GIS and maps, surveying services, and technical support for development and capital improvement programs for the Public Works and Natural Resources Department. Surveying services also are provided to other City departments. Other activities include staffing, supervision and evaluation of employees. This service coordinates the sale of maps to the public and provides technical information to the public. This is a shared service with the General, Sewer, Storm Drainage, and Water funds.

SERVICE: ENGINEERING / SURVEY TECHNICAL SERVICES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Technical Services Manager	0.25	0.25	0.25
Engineering & Surveying Technician Sup	0.25	0.25	0.25
Lead GIS Analyst	0.25	0.25	0.25
Technical Functional Analyst	0.25	0.25	0.25
Sr GIS Analyst	0.25	0.25	0.25
GIS/Mapping Technician	0.25	0.25	0.25
Sr Engineering Technician	0.50	0.50	0.25
Engineering Technician	0.25	0.25	0.50
TOTAL	2.25	2.25	2.25

ENGINEERING AND TECHNICAL SERVICES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	181,099	180,919	191,170
121	Overtime Wages	-	417	417
126	RHS Plan	1,030	900	900
129	Medicare Contribution	2,253	2,623	2,771
131	MOPC	9,056	9,044	9,560
132	Employee Insurance	29,761	29,840	30,578
133	GERP Retirement	14,499	15,184	17,192
135	Compensation Insurance	103	84	69
136	Unemployment Insurance	90	61	64
137	Staff Training and Conference	365	4,500	4,500
141	Uniforms Protective Clothing	-	75	75
SUBTOTAL		238,256	243,647	257,296

OPERATING AND MAINTENANCE

210	Supplies	366	1,900	9,334
216	Reference Books and Materials	-	25	25
217	Dues and Subscriptions	112	388	388
218	NonCapital Equip and Furniture	5,305	11,572	26,864
240	Repair and Maintenance	39,025	41,860	44,759
246	Liability Insurance	380	355	274
247	Safety Expenses	-	250	250
250	Prof and Contracted Services	466	2,700	7,075
261	Telephone Charges	8,221	9,960	9,960
264	Printing Copying and Binding	-	125	125
273	Fleet Lease Operating and Mtc	3,716	2,032	2,616
274	Fleet Lease Replacement	3,404	1,494	1,495
SUBTOTAL		60,995	72,661	103,165

CAPITAL OUTLAY

440	Machinery and Equipment	-	-	7,125
SUBTOTAL		-	-	7,125
SERVICE TOTAL		\$299,250	\$316,308	\$367,586

STREET NATURAL RESOURCES DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	5,506	8,196	8,572
Operating and Maintenance	1,911	3,787	4,446
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$7,417	\$11,983	\$13,018



NATURAL RESOURCES ADMINISTRATION

FUND: STREET FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

Natural Resources Administration, part of the Public Works and Natural Resources Department, manages the Natural Resources Division, which includes the following services: parks, forestry, greenways, mountain preserves, city lands, wildlife management, vector control, Button Rock and Union reservoirs, and open space. Responsibilities include, but are not limited to, representing the division at City Council and advisory board meetings, preparing employee work schedules, supervising and evaluating employees, purchasing, and budget preparation and control. This service also is responsible for resolving residents' concerns and problems.

SERVICE: NATURAL RESOURCES ADMINISTRATION

BUDGETED POSITIONS	2019 BUDGET	2020 BUDGET	2021 BUDGET
Project Manager II	0.00	0.05	0.05
Sr Natural Resources Technician	0.00	0.03	0.03
Natural Resources Specialist	0.05	0.00	0.00
Weed Technician	0.03	0.00	0.00
TOTAL	0.08	0.08	0.08

NATURAL RESOURCES ADMINISTRATION
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	4,038	6,212	6,494
126	RHS Plan	32	32	32
129	Medicare Contribution	51	90	94
131	MOPC	202	311	325
132	Employee Insurance	855	1,025	1,039
133	GERP Retirement	323	522	584
135	Compensation Insurance	2	2	2
136	Unemployment Insurance	3	2	2
SUBTOTAL		5,506	8,196	8,572
OPERATING AND MAINTENANCE				
210	Supplies	55	-	-
222	Chemicals	47	-	-
240	Repair and Maintenance	25	-	-
246	Liability Insurance	55	65	74
250	Prof and Contracted Services	89	-	-
261	Telephone Charges	22	-	-
273	Fleet Lease Operating and Mtc	1,089	2,338	2,433
274	Fleet Lease Replacement	530	1,384	1,939
SUBTOTAL		1,911	3,787	4,446
SERVICE TOTAL		\$7,417	\$11,983	\$13,018

STREET ENGINEERING DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	2,365,684	2,573,789	2,720,577
Operating and Maintenance	2,368,421	2,690,288	2,958,754
Non-Operating	379,588	904,241	879,883
Capital	74,848	167,000	246,625
TOTAL	\$5,188,541	\$6,335,318	\$6,805,839

CONSTRUCTION INSPECTION

FUND: STREET FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service provides inspection of public improvement construction to ensure compliance with City standards. This includes inspecting both development and City-funded projects. Inspectors field check conformance with plans and specifications and assist in review of construction and development plans. This service also provides inspection of all work performed under the street-work-in-the-right-of-way permit program to ensure compliance with City standards and inspects work related to storm water management permits. This is a shared service with the Sewer, Storm Drainage, and Water funds.

SERVICE: CONSTRUCTION INSPECTION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Construction Inspection Supervisor	0.50	0.50	0.50
Sr Construction Inspector	1.00	1.00	2.00
Construction Inspector	2.00	2.00	1.50
TOTAL	3.50	3.50	4.00

CONSTRUCTION INSPECTION
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	248,372	255,573	306,727
112	Temporary Wages	-	35,000	100
121	Overtime Wages	13,805	30,000	30,000
122	Longevity Compensation	1,110	1,140	-
126	RHS Plan	4,795	1,400	1,600
128	FICA	-	2,170	6
129	Medicare Contribution	2,769	3,673	4,450
131	MOPC	12,038	12,781	15,336
132	Employee Insurance	41,831	42,169	49,077
133	GERP Retirement	19,276	21,469	27,606
135	Compensation Insurance	16,279	3,480	3,371
136	Unemployment Insurance	127	84	101
137	Staff Training and Conference	520	2,000	2,000
141	Uniforms Protective Clothing	507	400	500
142	Food Allowance	-	200	400
SUBTOTAL		361,428	411,539	441,274

OPERATING AND MAINTENANCE

210	Supplies	4,449	3,500	3,920
216	Reference Books and Materials	-	100	100
217	Dues and Subscriptions	625	500	500
218	NonCapital Equip and Furniture	10,340	4,750	6,458
240	Repair and Maintenance	313	275	275
246	Liability Insurance	2,853	3,451	3,297
247	Safety Expenses	304	750	750
249	Operating Leases and Rentals	2,177	2,000	2,000
250	Prof and Contracted Services	318	-	-
252	Ads and Legal Notices	228	-	-
260	Utilities	143	-	-
261	Telephone Charges	5,600	3,300	3,630
263	Postage	1	-	-
264	Printing Copying and Binding	1,369	300	300
273	Fleet Lease Operating and Mtc	25,841	23,545	19,665
274	Fleet Lease Replacement	23,668	23,667	24,431
SUBTOTAL		78,228	66,138	65,326

CAPITAL OUTLAY

432	Vehicles	-	-	17,625
SUBTOTAL		-	-	17,625
SERVICE TOTAL		\$439,656	\$477,677	\$524,225

TRANSPORTATION ENGINEERING

FUND: STREET FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service provides management, administration, and supervision of the Transportation Engineering and Construction Inspection Division of the City's Public Works and Natural Resources Department. Activities include planning for development and capital project programs as well as administrative support for the division and staff supervision. In addition, this service provides traffic engineering services and supervision of Traffic Signal services. Traffic engineering services include traffic counts, traffic signal timing, accident and safety studies, determining the need for traffic control devices, coordinating the school safety program, staff support to the Transportation Advisory Board and the Neighborhood Traffic Mitigation Program, and coordination with other agencies, including DRCOG, RTD and CDOT.

SERVICE: TRANSPORTATION ENGINEERING

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Traffic Engineering Administrator	1.00	1.00	1.00
Sr Civil Engineer	1.00	1.00	1.00
Civil Engineer II	1.00	1.00	1.00
Transportation Engineering Assistant	1.00	1.00	1.00
Administrative Assistant	0.52	0.52	0.52
TOTAL	4.52	4.52	4.52

TRANSPORTATION ENGINEERING
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	389,498	409,737	442,658
112	Temporary Wages	-	11,000	18,500
121	Overtime Wages	200	800	800
123	Leave Expense	-	10,800	13,899
126	RHS Plan	4,910	1,808	1,843
128	FICA	-	682	1,147
129	Medicare Contribution	5,127	6,101	6,685
131	MOPC	19,321	20,486	22,133
132	Employee Insurance	67,491	67,606	70,827
133	GERP Retirement	30,937	34,418	39,839
135	Compensation Insurance	252	204	161
136	Unemployment Insurance	205	137	146
137	Staff Training and Confer-	485	10,000	10,000
141	Uniforms Protective Clothing	-	100	100
142	Food Allowance	41	500	500
	SUBTOTAL	518,466	574,379	629,238
OPERATING AND MAINTENANCE				
210	Supplies	7,519	13,000	13,000
216	Reference Books and Mate-	225	100	100
217	Dues and Subscriptions	1,205	2,500	2,500
218	NonCapital Equip and Furni-	4,482	5,500	17,500
240	Repair and Maintenance	8,867	14,244	15,644
245	Mileage Allowance	-	100	100
246	Liability Insurance	5,924	6,278	6,204
247	Safety Expenses	-	1,100	1,100
250	Prof and Contracted Services	164,989	23,000	240,500
252	Ads and Legal Notices	-	3,000	3,000
260	Utilities	-	700	700
261	Telephone Charges	4,827	5,388	5,388
263	Postage	4,525	2,300	2,300
264	Printing Copying and Binding	25	2,100	2,100
273	Fleet Lease Operating and	9,994	11,041	8,483
274	Fleet Lease Replacement	18,454	18,454	-
	SUBTOTAL	231,037	108,805	318,619
	SERVICE TOTAL	\$749,503	\$683,184	\$947,857

STREET IMPROVEMENTS

FUND: STREET FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service is responsible for the planning, design, construction and contract administration of major street construction projects identified through the Capital Improvement Program. In addition to the activities for capital projects, this service reviews development plans for street planning and construction.

SERVICE: STREET IMPROVEMENTS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Director of Engineering Services	0.40	0.40	0.40
PWNR Engineering Administrator	0.95	0.95	0.95
Sr Civil Engineer	1.30	1.30	1.30
Civil Engineer II	2.30	2.55	2.55
Construction Inspector	0.35	0.35	0.35
Project Manager II	0.25	0.25	0.25
TOTAL	5.55	5.80	5.80

STREET IMPROVEMENTS
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	558,833	611,436	639,858
112	Temporary Wages	12,787	-	-
121	Overtime Pay	1,608	-	-
126	RHS Plan	3,608	2,320	2,320
128	FICA	808	-	-
129	Medicare Contribution	7,663	8,865	9,279
131	MOPC	27,788	30,571	31,994
132	Employee Insurance	96,292	100,839	102,336
133	GERP Retirement	44,497	51,312	57,534
135	Compensation Insurance	11,683	10,940	11,424
136	Unemployment Insurance	292	202	211
137	Staff Training and Conference	105	4,100	4,100
142	Food Allowace	-	100	100
SUBTOTAL		765,965	820,685	859,156
OPERATING AND MAINTENANCE				
210	Supplies	1,218	500	500
217	Dues and Subscriptions	234	100	200
218	NonCapital Equip and Furniture	3,570	2,000	2,000
240	Repair and Maintenance	-	570	570
246	Liability Insurance	1,156	1,102	1,097
250	Prof and Contracted Services	5,432	2,000	2,000
252	Ads and Legal Notices	-	300	300
261	Telephone Charges	815	2,000	2,000
263	Postage	-	-	-
269	Other Services and Charges	120	-	-
270	Administrative Mgmt Services	855,881	940,874	881,955
SUBTOTAL		868,426	949,446	890,622
NON-OPERATING EXPENSE				
910	ROW Maintenance	246,293	246,441	253,191
927	Principal Notes and Contracts	-	280,997	453,462
970	Transfers to Other Funds	133,295	376,803	173,230
SUBTOTAL		379,588	904,241	879,883
SERVICE TOTAL		\$2,013,979	\$2,674,372	\$2,629,661

STREET REHABILITATION

FUND: STREET FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service is responsible for the planning and engineering involved in the City's annual street rehabilitation program and coordinating contracted construction efforts with the City's internal maintenance efforts in order to provide the best overall life cycle for the city's streets and sidewalks. Duties include condition rating of streets, updating the City's pavement management system database, developing long range rehabilitation plans, construction management of contracted portions of the program, and coordinating work with other divisions and departments. The contracted portion of the program includes concrete repair of broken sidewalks and curbs, crack sealing, pavement seal costs, pavement overlays and pavement reconstruction.

SERVICE: STREET REHABILITATION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Sr Civil Engineer	1.50	1.50	1.50
TOTAL	1.50	1.50	1.50

**STREET REHABILITATION
LINE ITEM BUDGET**

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	168,856	165,435	175,575
126	RHS Plan	2,144	600	600
129	Medicare Contribution	2,170	2,399	2,546
131	MOPC	8,392	8,271	8,778
132	Employee Insurance	26,937	27,297	28,092
133	GERP Retirement	13,437	13,897	15,801
135	Compensation Insurance	3,281	2,952	3,091
136	Unemployment Insurance	82	55	58
137	Staff Training and Conference	548	-	-
SUBTOTAL		225,845	220,906	234,541
OPERATING AND MAINTENANCE				
210	Supplies	-	1,100	1,100
217	Dues and Subscriptions	750	700	700
218	NonCapital Equip and Furniture	-	-	-
246	Liability Insurance	194	194	8,613
247	Safety Expenses	-	100	100
SUBTOTAL		944	2,094	10,513
SERVICE TOTAL		\$226,789	\$223,000	\$245,054

TRANSPORTATION SYSTEM MANAGEMENT

FUND: STREET FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service develops and manages the transportation system management (TSM) program, which includes traffic safety and capacity projects, pedestrian and bicycle improvements connected with the street network, and management of the City’s neighborhood traffic mitigation program. This service is responsible for the planning, design and contract management of TSM projects identified in the Capital Improvement Program. The projects consist primarily of safety and capacity improvements, pedestrian/bicycle/multimodal enhancements, and design and construction of projects identified through the City’s neighborhood traffic mitigation program.

SERVICE: TRANSPORTATION SYSTEM MANAGEMENT

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Sr Civil Engineer	0.50	0.50	0.50
TOTAL	0.50	0.50	0.50

TRANSPORTATION SYSTEM MANAGEMENT
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	54,660	54,225	58,525
112	Temporary Wages	108,282	152,320	152,320
126	RHS Plan	200	200	200
128	FICA	6,710	9,444	9,444
129	Medicare Contribution	2,324	2,995	3,058
131	MOPC	2,733	2,711	2,926
132	Employee Insurance	8,947	8,947	9,364
133	GERP Retirement	4,376	4,555	5,267
135	Compensation Insurance	36,079	18,838	14,098
136	Unemployment Insurance	27	18	19
SUBTOTAL		224,338	254,253	255,221
OPERATING AND MAINTENANCE				
210	Supplies	110	4,850	4,850
217	Dues and Subscriptions	8,601	11,500	14,000
246	Liability Insurance	468	446	443
247	Safety Expenses	180	500	500
250	Prof and Contracted Services	528,711	896,965	875,000
252	Ads and Legal Notices	-	150	150
264	Printing Copying and Binding	-	5,000	5,000
269	Other Services and Charges	51,684	60,000	65,000
SUBTOTAL		589,754	979,411	964,943
SERVICE TOTAL		\$814,092	\$1,233,664	\$1,220,164

TRAFFIC SIGNALS

FUND: STREET FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service is responsible for maintaining the City's traffic signal system and school flashers, installing overhead signs, and managing and coordinating contracted work for traffic signal installation and upgrade/improvement projects. This includes design, planning and purchase of materials and equipment; repairs to and preventive maintenance of traffic signals, video detection systems, school flashers, and driver feedback speed systems; and installation of overhead signs at signalized intersections.

SERVICE: TRAFFIC SIGNALS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Sr Traffic Signal Technician	1.00	1.00	1.00
Traffic Signal Technician II	2.00	2.00	2.00
TOTAL	3.00	3.00	3.00

TRAFFIC SIGNALS
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	171,175	192,384	198,967
112	Temporary Wages	6,825	-	-
121	Overtime Wages	29,416	33,000	33,000
126	RHS Plan	1,845	1,200	1,200
128	FICA	423	-	-
129	Medicare Contribution	2,533	2,790	2,885
131	MOPC	8,543	9,619	9,947
132	Employee Insurance	31,401	31,743	31,834
133	GERP Retirement	13,677	16,160	17,907
135	Compensation Insurance	2,521	4,038	4,211
136	Unemployment Insurance	95	63	66
137	Staff Training and Conference	50	-	-
141	Uniforms Protective Clothing	1,139	830	830
142	Food Allowance	-	200	300
SUBTOTAL		269,641	292,027	301,147
OPERATING AND MAINTENANCE				
210	Supplies	4,499	3,000	3,500
217	Dues and Subscriptions	470	300	300
218	NonCapital Equip and Furniture	2,623	2,500	2,500
240	Repair and Maintenance	204,730	81,725	125,500
246	Liability Insurance	11,276	14,903	4,905
247	Safety Expenses	614	1,600	1,600
250	Prof and Contracted Services	290,206	397,375	465,000
260	Utilities	36,514	25,500	59,900
261	Telephone Charges	1,127	3,220	3,220
263	Postage	312	1,000	1,000
273	Fleet Lease Operating and Mtc	17,736	23,345	11,380
274	Fleet Lease Replacement	29,926	29,926	29,926
SUBTOTAL		600,032	584,394	708,731
CAPITAL OUTLAY				
440	Machinery and Equipment	74,848	167,000	229,000
SUBTOTAL		74,848	167,000	229,000
SERVICE TOTAL		\$944,521	\$1,043,421	\$1,238,878

STREET OPERATIONS DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	1,272,831	1,438,951	1,440,500
Operating and Maintenance	2,852,964	3,566,325	3,496,511
Non-Operating	-	-	-
Capital	-	541	81,541
TOTAL	\$4,125,795	\$5,005,817	\$5,018,552

STREET CLEANING

FUND: STREET FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service is responsible for maintaining clean and debris-free City streets and alleys. Streets are swept periodically on a rotating basis. Traffic islands and medians are flushed/washed with water annually. During drought conditions, the traffic island and median flushing/washing is suspended. This service also responds to special requests for sweeping due to dirt, glass, spills, and other debris generated by incidents such as traffic accidents and construction. Street sweeping provided by this service has a positive impact on the City's air quality by reducing the amount of dust particulates in the air that are generated from street dust and dirt.

SERVICE: STREET CLEANING

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Utility & Streets Maintenance Supervisor	0.20	0.20	0.20
Operations Support Specialist	1.00	1.00	0.30
Public Works Technician I	0.50	0.50	0.50
TOTAL	1.70	1.70	1.00

**STREET CLEANING
LINE ITEM BUDGET**

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	81,334	106,760	65,704
112	Temporary Wages	2,656	-	-
121	Overtime Wages	2,845	2,000	2,000
126	RHS Plan	712	680	400
128	FICA	165	-	-
129	Medicare Contribution	1,067	1,548	953
131	MOPC	4,067	5,337	3,286
132	Employee Insurance	17,615	17,616	10,512
133	GERP Retirement	6,509	8,968	5,913
135	Compensation Insurance	1,841	2,212	2,196
136	Unemployment Insurance	53	35	22
141	Uniforms Protective Clothing	-	1,272	1,272
SUBTOTAL		118,864	146,428	92,258
OPERATING AND MAINTENANCE				
210	Supplies	-	3,000	3,000
216	Reference Books and Materials	-	50	50
218	NonCapital Equip and Furniture	-	3,000	3,000
240	Repair and Maintenance	4,923	32,000	32,000
246	Liability Insurance	4,148	5,614	5,360
247	Safety Expenses	-	1,000	1,000
249	Operating Leases and Rentals	-	400	400
250	Prof and Contracted Services	107,813	185,000	170,000
252	Ads and Legal Notices	-	1,000	1,000
260	Utilities	7,970	9,500	9,500
261	Telephone Charges	-	1,800	1,800
269	Other Services and Charges	-	250	250
273	Fleet Lease Operating and Mtc	111,868	74,256	46,871
274	Fleet Lease Replacement	216,100	163,626	163,626
SUBTOTAL		452,821	480,496	437,857
SERVICE TOTAL		\$571,685	\$626,924	\$530,115

STREET AND ALLEY MAINTENANCE

FUND: STREET FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The function of the Street and Alley Maintenance service is to repair, grade, patch, clear of debris, and generally service all streets and alleys in the street system. This includes performing weed control along street rights-of-way. The primary functions provided are alley maintenance, alley reconstruction, and minor asphalt overlaying of streets in conjunction with the Street Rehabilitation program. This service also incorporates a recycled asphalt crushing and diversion program.

SERVICE: STREET AND ALLEY MAINTENANCE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Director of Operations	0.20	0.20	0.20
Utility & Streets Operations & Maintenance Man-	0.20	0.00	0.00
Utility & Streets Maintenance Supervisor	0.50	0.50	0.50
Transportation System Maintenance Manager	0.00	0.90	0.90
System Operations Supervisor	0.30	0.30	0.30
Business Process Improvement Coordinator	0.00	0.05	0.00
Public Works Technician II	2.90	3.90	3.90
Public Works Technician I	2.80	2.80	2.80
Sr Engineering Technician	0.00	0.00	1.00
Field Engineer	1.00	1.00	0.00
Administrative Supervisor	0.10	0.00	0.00
TOTAL	8.00	9.65	9.60

STREET AND ALLEY MAINTENANCE
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	569,636	648,156	675,644
112	Temporary Wages	20,104	35,600	35,600
121	Overtime Wages	3,940	15,000	15,000
124	Skill Based Overtime Pay	-	2,500	2,500
126	RHS Plan	9,314	3,860	3,840
128	FICA	1,253	2,207	2,207
129	Medicare Contribution	7,395	9,916	10,314
131	MOPC	28,082	32,408	33,783
132	Employee Insurance	84,309	106,947	108,103
133	GERP Retirement	44,960	54,448	60,807
135	Compensation Insurance	13,971	12,655	14,723
136	Unemployment Insurance	255	215	222
137	Staff Training and Conference	2,811	10,066	10,066
141	Uniforms Protective Clothing	7,420	8,000	8,000
142	Food Allowance	319	300	300
SUBTOTAL		793,769	942,278	981,109
OPERATING AND MAINTENANCE				
210	Office Supplies	23,224	38,950	38,950
216	Reference Books and Materials	-	250	250
217	Dues and Subscriptions	662	250	250
218	NonCapital Equip and Furniture	7,413	14,000	14,000
222	Chemicals	314	-	-
232	Building Repair and Maintenance	263,502	-	-
240	Repair and Maintenance	-	341,500	335,000
242	Street Repair and Maintenance	-	30,087	30,087
245	Mileage Allowance	-	200	200
246	Liability Insurance	34,383	42,359	50,070
247	Safety Expenses	6,163	8,000	8,000
249	Operating Leases and Rentals	757	20,000	20,000
250	Prof and Contracted Services	51,931	234,759	230,000
252	Ads and Legal Notices	125	500	500
260	Utilities	18,276	38,200	38,200
261	Telephone Charges	4,382	1,320	1,320
263	Postage	1,829	-	-
264	Printing Copying and Binding	1,241	750	750
269	Other Services and Charges	-	3,000	3,000
273	Fleet Lease Operating and Mtc	118,278	186,060	179,982
274	Fleet Lease Replacement	533,471	481,941	418,892
SUBTOTAL		1,065,951	1,442,126	1,369,451
CAPITAL OUTLAY				
440	Machinery and Equipment	-	541	541
SUBTOTAL		-	541	541
SERVICE TOTAL		\$1,859,720	\$2,384,945	\$2,351,101

SNOW AND ICE REMOVAL

FUND: STREET FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The purpose of the Snow and Ice Removal service is to clear and remove snow and ice from designated streets according to the approved snow and ice control plan. This service treats all major city streets and intersections with plowing and liquid/granular deicing materials, aiding the safe and smooth flow of traffic during the winter months. The snow and ice control plan includes over 1,135 lane miles of streets within the 305 miles of the City's street system. In certain extreme conditions, all streets in the city receive plowing.

SERVICE: SNOW AND ICE REMOVAL

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Public Works Supervisor	0.00	0.00	0.00
Utility & Streets Maintenance Supervisor	0.25	0.25	0.25
Development Project Administrator	0.00	0.00	0.09
Public Works Technician I	2.20	2.20	2.20
TOTAL	2.45	2.45	2.54

SNOW AND ICE REMOVAL
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	160,699	134,724	142,714
112	Temporary Wages	14,569	11,500	11,500
121	Overtime Wages	42,581	55,240	55,240
126	RHS Plan	1,018	980	980
128	FICA	954	713	713
129	Medicare Contribution	2,793	2,121	2,237
131	MOPC	7,909	6,736	7,136
132	Employee Insurance	22,229	22,230	22,834
133	GERP Retirement	12,673	11,317	12,844
135	Compensation Insurance	4,025	3,873	3,917
136	Unemployment Insurance	67	45	47
142	Food Allowance	89	500	500
	SUBTOTAL	269,606	249,979	260,662
OPERATING AND MAINTENANCE				
210	Supplies	16,215	43,300	43,300
218	NonCapital Equip and Furniture	572	-	-
222	Chemicals	495,484	320,000	320,000
240	Repair and Maintenance	72,590	54,000	54,000
242	Street Repair and Maintenance	-	3,343	3,343
246	Liability Insurance	34,260	15,992	19,444
249	Operating Leases and Rentals	-	1,000	1,000
250	Prof and Contracted Services	34,464	115,000	139,000
252	Ads and Legal Notices	29	-	-
261	Telephone Charges	-	264	264
273	Fleet Lease Operating and Mtc	21,442	40,829	40,741
274	Fleet Lease Replacement	103,967	111,933	113,503
	SUBTOTAL	779,023	705,661	734,595
CAPITAL OUTLAY				
432	Vehicles	-	-	62,000
440	Machinery and Equipment	-	-	19,000
	SUBTOTAL	-	-	81,000
	SERVICE TOTAL	\$1,048,629	\$955,640	\$1,076,257

CONCRETE REPAIR

FUND: STREET FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service is responsible for the repair and replacement of damaged and broken concrete curbs, gutters, sidewalks and cross-pans. The concrete repair work is performed in response to citizen requests and in accordance with the City's damage assessment and repair rating program. This service is typically involved in repair and replacement when use of contractors is not feasible due to time constraints, scheduling conflicts, or on smaller projects that are not economical to complete by contract. This service also grinds and repairs sidewalk panels that are out of alignment and present tripping hazards and performs maintenance and repairs of the 38 guard rail installations.

SERVICE: CONCRETE REPAIR

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Public Works Technician I	0.50	0.50	0.50
TOTAL	0.50	0.50	0.50

CONCRETE REPAIR
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	11,249	26,106	27,294
121	Overtime Wages	(222)	1,000	1,000
126	RHS Plan	93	200	200
129	Medicare Contribution	131	379	396
131	MOPC	550	1,305	1,365
132	Employee Insurance	4,308	4,308	4,367
133	GERP Retirement	884	2,193	2,456
135	Compensation Insurance	1,892	1,623	1,261
136	Unemployment Insurance	13	9	9
SUBTOTAL		18,900	37,123	38,348
OPERATING AND MAINTENANCE				
210	Office Supplies	334	2,500	2,500
218	NonCapital Equip and Furniture	-	4,000	4,000
240	Repair and Maintenance	997	31,500	31,500
246	Liability Insurance	3,320	3,051	7,668
247	Safety Expenses	-	500	500
249	Operating Leases and Rentals	-	500	500
250	Prof and Contracted Services	41,294	40,000	40,000
273	Fleet Lease Operating and Mtc	18,826	38,517	24,097
274	Fleet Lease Replacement	79,262	82,122	102,395
SUBTOTAL		144,033	202,690	213,160
SERVICE TOTAL		\$162,933	\$239,813	\$251,508

STREET SIGNING AND MARKING

FUND: STREET FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service maintains the City's transportation signing and markings. Activities include manufacturing many of the City of Longmont's new traffic signs and special signs for other City departments; installing and maintaining all regulatory, warning guide, and informational signs; replacing signs that are vandalized, faded, knocked down or stolen; providing and maintaining year-round pavement markings that are visible and reflective to help ensure safe and user-friendly roadways for motorists, cyclists and pedestrians; and providing a five-year maintenance, repair and service cycle that proactively addresses all crosswalks, stop bars and pavement marking symbols within the street network.

SERVICE: STREET SIGNING AND MARKING

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Public Works Supervisor	0.00	0.00	0.00
Utility and Streets Maintenance Supervisor	0.25	0.25	0.25
Public Works Technician I	0.50	0.50	0.50
TOTAL	0.75	0.75	0.75

STREET SIGNING AND MARKING
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	53,297	45,962	49,913
112	Temporary Wages	152	-	-
121	Overtime Wages	601	750	750
126	RHS Plan	489	300	300
128	FICA	9	-	-
129	Medicare Contribution	657	667	724
131	MOPC	2,665	2,298	2,496
132	Employee Insurance	7,584	7,584	7,986
133	GERP Retirement	4,269	3,861	4,492
135	Compensation Insurance	1,946	1,705	1,446
136	Unemployment Insurance	23	16	16
SUBTOTAL		71,692	63,143	68,123
OPERATING AND MAINTENANCE				
210	Supplies	16,523	60,000	60,000
218	NonCapital Equip and Furniture	1,140	5,500	5,500
240	Repair and Maintenance	(728)	1,500	1,500
246	Liability Insurance	17,187	11,652	11,593
249	Operating Leases and Rentals	-	250	250
250	Prof and Contracted Services	349,368	635,000	620,000
273	Fleet Lease Operating and Mtc	9,892	3,696	14,928
274	Fleet Lease Replacement	17,753	17,754	27,677
SUBTOTAL		411,135	735,352	741,448
SERVICE TOTAL		\$482,827	\$798,495	\$809,571

CAPITAL IMPROVEMENT PROJECTS

FUND: STREET FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

Capital projects are listed below. Detailed descriptions of each project are included in the 2022-2026 Capital Improvement Program

STREET FUND PROJECTS		2022 BUDGET
DRN028	Spring Gulch #2 Drainage & Greenway Improvements	\$732,250
PBF082	Municipal Buildings HVAC Replacement	1,853
PRO05B	St. Vrain Greenway	1,500,000
TRP001	Pavement Management Program	6,500,000
TRP011	Transportation System Management Program	2,185,000
TRP092	Boston Avenue Connection - Price To Martin	1,000,000
TRP094	Railroad Quiet Zones	2,250,000
TRP105	Missing Sidewalks	500,000
TRP118	Boston Avenue Bridge over St Vrain River	150,000
TRP132	Enhanced Multi-Use Corridor Improvements	100,000
TRP135	Coffman St Busway Improvements	6,650,000
TRP137	Main Street Corridor Plan	575,000
WTR195	Stream Maintenance and Restoration	137,500
TOTAL		\$22,281,603

SANITATION FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	2,537,295	2,791,868	3,004,610
Operating and Maintenance	5,433,063	5,342,634	5,261,016
Non-Operating	672,353	254,074	195,177
Capital	693,058	250,757	1,366,617
TOTAL	\$9,335,770	\$8,639,333	\$9,827,420

FUND DESCRIPTION

The Sanitation Enterprise Fund pays for all costs associated with providing solid waste services to Longmont customers. Those services include weekly curbside pickup of refuse and twice monthly pickup of recyclable materials, contracted services to process marketable recyclable materials, landfill services, household hazardous waste disposal, and special refuse pick-ups. Conversion to a fully automated collection system occurred in 1999. The City closed its own landfill in 1993 when it reached capacity. Refuse is now hauled to a landfill in Erie.

The Sanitation Enterprise Fund includes eight budget services:

- ◆ Public Works and Natural Resources Deputy City Manager
- ◆ Engineering/Survey Technical Services
- ◆ Solid Waste Removal/Disposal
- ◆ Curbside Recycling
- ◆ Curbside Composting
- ◆ Special Trash Pickup
- ◆ Landfill Maintenance
- ◆ Regulatory Compliance

Administration of this fund is provided by the Public Works and Natural Resources Department.

SANITATION FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$3,977,537	\$5,232,905	\$4,758,115
COMMITTED WORKING CAPITAL	-	636,496	-
REVENUES			
Charges for Services	9,122,962	8,737,700	8,677,000
Intergovernmental	304,987	-	-
Interest	62,395	16,339	21,294
Miscellaneous	1,059,784	47,000	2,000
Estimated Revenue Revision	-	-	-
Adjustment for GAAP Revenue	-	-	-
TOTAL FUNDS	10,550,128	8,801,039	8,700,294
EXPENSES BY BUDGET SERVICE			
Business Services	704,104	677,414	788,869
Engineering Services	32,468	1,083	-
Natural Resources	11,905	227,514	248,350
Operations	8,070,574	7,483,322	7,425,766
CIP Projects	516,720	250,000	1,364,435
ESTIMATED EXPENSE ADJUSTMENT	(41,010)	-	-
TOTAL OPERATING EXPENSES	9,294,760	8,639,333	9,827,420
Adjustment for GAAP Expenses	-	-	-
TOTAL ADJUSTED EXPENSES	9,294,760	8,639,333	9,827,420
ENDING WORKING CAPITAL	5,232,905	4,758,115	3,630,989
CONTRIBUTION TO/(FROM) RESERVES	\$1,255,368	\$161,706	\$(1,127,126)

SANITATION FUND - SOURCES OF FUNDS



- ◆ Approximately 99.5% of revenues in the Sanitation Fund for 2022 will come from sales to the City's sold waste customers.
- ◆ The 2022 Budget will require a contribution from fund balance of \$1,127,126, primarily for capital projects.

■ Collection Fees ■ All Other Sources

ESTIMATING MAJOR SOURCES OF FUNDS

Sales Revenue: The Public works and Natural Resources department estimates charges for solid waste services based on the estimated number of customers and the estimated monthly bill in each customer class.

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
OPERATING REVENUE			
Solid Waste Collection Fees	4,943,810	4,500,000	4,514,400
Solid Waste Collection Fees (reduced volume)	2,149,367	2,178,700	2,064,700
Special Trash Collection Fees	72,275	60,000	60,000
Waste Management Fees	1,397,504	1,450,200	1,477,700
Compost Collection	481,414	494,900	521,300
Single Stream Commodity			
Metal Management Revenue	7,333	20,000	5,000
Tree Limb Diversion Fee	33,405	22,000	22,000
Polycart Escrow	37,854	11,900	11,900
Intergovernmental Revenue	304,987		
Other Revenue	979,428	47,000	2,000
Other Transfers	80,356		
Interest Income	62,395	16,339	21,294
Contribution from/(to) Fund Balance	(1,255,368)	(161,706)	1,127,126
TOTAL FUNDS NEEDED TO MEET EXPENSES	\$9,294,760	\$8,639,333	\$9,827,420

SANITATION BUSINESS SERVICES DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	2,537,295	2,791,868	3,004,610
Operating and Maintenance	5,433,063	5,342,634	5,261,016
Non-Operating	672,353	254,074	195,177
Capital	693,058	250,757	1,366,617
TOTAL	\$9,335,770	\$8,639,333	\$9,827,420

PUBLIC WORKS AND NATURAL RESOURCES ADMINISTRATION

FUND: SANITATION FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The Public Works and Natural Administration service is responsible for administering City policies, developing departmental policies and procedures, and assuring effective management of the financial and operational condition of the utilities and funds, including the development of adequate rates, preparation and monitoring of the annual budget, and effective supervision of personnel.

SERVICE: PUBLIC WORKS AND NATURAL RESOURCES DIRECTOR

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Deputy City Manager	0.05	0.05	0.05
Executive Director of Consolidated Services	0.00	0.00	0.05
PWNR Director Business & Environmental Services	0.00	0.15	0.00
PWNR Asst Director of Business Services	0.00	0.16	0.16
PWNR Business & Strategic Planning Manager	0.15	0.00	0.00
PWNR Communications & Marketing Manager	0.15	0.15	0.20
PWNR Rate Analyst Manager	0.15	0.00	0.00
Business Analyst	0.15	0.15	0.40
Executive Assistant	0.15	0.15	0.15
Customer Service Representative	0.60	0.65	1.30
Neighborhood Resource Coordinator	0.00	0.00	0.08
Social Equity Coordinator	0.00	0.00	0.08
Grant Coordinator	0.00	0.00	0.15
Data and Innovation Analyst	0.00	0.00	0.10
Citywide Branding and Digital Communications Specialist	0.00	0.00	0.09
Communications and Marketing Specialist	0.00	0.00	0.40
Business Process Improvement Coordinator	0.60	0.15	0.15
Customer Service and Administration Manager	0.00	0.00	0.20
Administrative Supervisor	0.00	0.65	0.00
Administrative Assistant	1.20	1.25	0.65
TOTAL	3.20	3.51	4.20

PUBLIC WORKS AND NATURAL RESOURCES ADMINISTRATION

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	233,245	287,160	348,080
112	Temporary Wages	-	12,300	12,300
121	Overtime Wages	-	500	500
122	Longevity Compensation	1,296	1,404	255
126	RHS Plan	2,102	1,404	1,680
128	FICA	-	763	763
129	Medicare Contribution	3,348	3,098	3,924
131	MOPC	11,214	12,220	15,162
132	Employee Insurance	34,935	40,216	48,410
133	GERP Retirement	18,059	20,411	27,154
135	Compensation Insurance	173	135	115
136	Unemployment Insurance	106	80	100
137	Staff Training and Conference	4,108	2,350	2,325
142	Food Allowance	35	425	425
SUBTOTAL		308,621	382,466	461,193
OPERATING AND MAINTENANCE				
210	Supplies	322	643	1,070
217	Dues and Subscriptions	1,536	510	740
218	NonCapital Equip and Furniture	10,771	1,588	2,302
240	Repair and Maintenance	1,865	11,500	11,560
245	Mileage Allowance	196	460	460
246	Liability Insurance	413	382	398
250	Prof and Contracted Services	102,372	76,900	75,085
252	Ads and Legal Notices	5,664	20,600	20,420
261	Telephone Charges	83	-	-
263	Postage	-	20,000	15,000
264	Printing and Copying	6,099	15,000	15,000
269	Other Services and Charges	20,000	-	35,520
273	Fleet Lease Operating and Mtc	1,648	1,256	1,085
274	Fleet Lease Replacement	2,054	864	863
SUBTOTAL		153,024	149,703	179,503
NON-OPERATING EXPENSE				
970	Transfers to Other Funds	2,489	2,489	2,489
SUBTOTAL		2,489	2,489	2,489
SERVICE TOTAL		\$464,133	\$534,658	\$643,185

OIL AND GAS

FUND: SANITATION FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service tracks and monitors oil and gas easements and leases, oversees the plugging and abandoning process, coordinates water quality monitoring, and coordinates site inspections.

SERVICE: OIL & GAS

BUDGETED POSITIONS	2019 BUDGET	2020 BUDGET	2021 BUDGET
PWNR Environmental Services Manager	0.00	0.00	0.03
Air Quality Oil and Gas Coordinator	0.00	0.22	0.22
TOTAL	0.00	0.22	0.25

OIL AND GAS
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	16,867	21,003	26,251
121	Overtime Wages	-	-	-
126	RHS Plan	88	88	100
129	Medicare Contribution	197	305	380
131	MOPC	759	1,050	1,313
132	Employee Insurance	2,517	3,466	4,201
133	GERP Retirement	1,215	1,764	2,362
135	Compensation Insurance	-	-	142
136	Unemployment Insurance	8	7	8
137	Staff Training and Conference	-	-	462
SUBTOTAL		21,651	27,683	35,219
OPERATING AND MAINTENANCE				
210	Supplies	-	-	44
217	Dues and Subscriptions	-	-	44
246	Liability Insurance	-	-	24
250	Prof and Contracted Services	137,066	-	-
252	Ads and Legal Notices	37	-	-
261	Telephone Charges	69	-	-
SUBTOTAL		137,172	-	112
SERVICE TOTAL		\$158,823	\$27,683	\$35,331

ENGINEERING AND TECHNICAL SERVICES

FUND: SANITATION FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service provides surveying, GIS/mapping, supervision and technical support services. This includes maintaining and updating GIS and maps, surveying services, and technical support for development and capital improvement programs for the Public Works and Natural Resources Department. Surveying services also are provided to other City departments. Other activities include staffing, supervision and evaluation of employees. This service coordinates the sale of maps to the public and provides technical information to the public. This is a shared service with the General, Streets, Storm Drainage, and Water funds.

SERVICE: ENGINEERING SURVEYING TECHNICAL SERVICES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Engineering & Surveying Technician Sup	0.05	0.05	0.05
PWNR Technical Services Manager	0.05	0.05	0.05
Sr Engineering Technician	0.05	0.05	0.05
Engineering Technician	0.10	0.10	0.10
GIS/Mapping Technician	0.05	0.05	0.05
Sr GIS Analyst	0.05	0.05	0.05
Lead GIS Analyst	0.05	0.05	0.05
Technical Functional Analyst	0.05	0.05	0.05
TOTAL	0.45	0.45	0.45

ENGINEERING AND TECHNICAL SERVICES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	38,062	36,183	38,233
121	Overtime Wages	-	83	83
126	RHS Plan	206	180	180
129	Medicare Contribution	450	523	555
131	MOPC	1,811	1,810	1,912
132	Employee Insurance	5,952	5,968	6,116
133	GERP Retirement	2,900	3,037	3,438
135	Compensation Insurance	21	22,523	15,250
136	Unemployment Insurance	18	12	12
137	Staff Training and Conference	73	900	900
141	Uniforms and Protective Clothing	-	15	15
SUBTOTAL		49,493	71,234	66,694
OPERATING AND MAINTENANCE				
210	Supplies	73	380	813
216	Reference Books and Materials	-	5	5
217	Dues and Subscriptions	12	78	78
218	NonCapital Equip and Furniture	971	3,007	13,288
240	Repair and Maintenance	7,717	8,371	8,744
246	Liability Insurance	76	71	68
247	Safety Expenses	-	50	50
250	Prof and Contracted Services	93	540	1,415
261	Telephone Charges	5,658	9,344	9,344
264	Printing and Copying	-	25	25
273	Fleet Lease Operating and Mtc	1,286	1,142	1,534
274	Fleet Lease Replacement	681	299	299
SUBTOTAL		16,566	23,312	35,663
CAPITAL OUTLAY				
440	Vehicles	-	-	1,425
SUBTOTAL		-	-	1,425
SERVICE TOTAL		\$66,059	\$94,546	\$103,782

REGULATORY COMPLIANCE

FUND: SANITATION FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The Regulatory Compliance Service is part of the Environmental Services Division and provides assistance, oversight, analysis, evaluation and management of programs related to compliance with federal, state and local environmental requirements, including laws, regulations and permits. Services are provided primarily to internal customers, although compliance and enforcement activities sometimes involve residents and other external customers.

Services include:

- ◆ Providing technical evaluations and direction on environmental requirements for internal and external customers
- ◆ Planning for future regulatory requirements Coordinating watershed management activities, including monitoring, sampling and data evaluation.
- ◆ Managing the the stormwater quality program to meet the requirements of the City's Municipal Separate Stormwater System Permit issued by the Colorado Department of Public Health and Environment (CDPHE)
- ◆ Monitoring and tracking regulatory requirements for drinking water, wastewater treatment, stormwater quality, air quality and solid waste.
- ◆ Providing assistance and support to Operations in meeting CDPHE permit conditions and federal and state safe drinking water requirements
- ◆ Managing the department's water conservation program
- ◆ Coordinating compliance activities between divisions and departments
- ◆ Providing enforcement response to environmental violations
- ◆ Providing outreach and education on environmental issues related to City activities
- ◆ Directing the City's sustainability program
- ◆ Providing primary staff support to the Board of Environmental Affairs

SERVICE: REGULATORY COMPLIANCE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Sustainability Coordinator	0.20	0.00	0.00
PWNR Environmental Services Manager	0.05	0.05	0.00
Neighborhood Resource Specialist	0.09	0.00	0.00
Sustainability Specialist	0.10	0.00	0.00
TOTAL	0.44	0.05	0.00

REGULATORY COMPLIANCE
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	6,053	6,978	-
112	Temporary Wages	380	4,433	-
126	RHS Plan	20	20	-
128	FICA	24	275	-
129	Medicare Contribution	125	165	-
131	MOPC	403	349	-
132	Employee Insurance	1,129	1,151	-
133	GERP Retirement	646	586	-
135	Compensation Insurance	34	6	8
136	Unemployment Insurance	3	2	-
137	Staff Training and Conference	-	462	462
SUBTOTAL		8,817	14,427	470
OPERATING AND MAINTENANCE				
210	Supplies	1	44	44
217	Dues and Subscriptions	-	44	44
218	NonCapital Equip and Furniture	332	-	-
246	Liability Insurance	68	12	13
250	Prof and Contracted Services	4,440	5,000	5,000
259	Licenses and Permits	309	1,000	1,000
261	Telephone Charges	21	-	-
SUBTOTAL		5,172	6,100	6,101
NON-OPERATING EXPENSE				
970	Transfers to Other Funds	1,100	-	-
SUBTOTAL		1,100	-	-
SERVICE TOTAL		\$15,088	\$20,527	\$6,571

SANITATION NATURAL RESOURCES DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	7,335	206,688	225,932
Operating and Maintenance	4,569	20,826	22,418
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$11,905	\$227,514	\$248,350

NATURAL RESOURCES ADMINISTRATION

FUND: SANITATION FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

Natural Resources Administration, part of the Public Works and Natural Resources Department, manages the Natural Resources Division, which includes the following services: parks, forestry, greenways, mountain preserves, city lands, wildlife management, vector control, Button Rock and Union reservoirs, and open space. Responsibilities include, but are not limited to, representing the division at City Council and advisory board meetings, preparing employee work schedules, supervising and evaluating employees, purchasing, and budget preparation and control. This service also is responsible for resolving residents' concerns and problems.

SERVICE: NATURAL RESOURCES ADMINISTRATION

BUDGETED POSITIONS	2019 BUDGET	2020 BUDGET	2021 BUDGET
Sr Natural Resource Technician	0.00	0.10	0.10
Sr Grounds Maintenance Technician	0.00	1.85	2.85
Grounds Maintenance Technician II	0.00	1.00	0.00
Weed Technician	0.10	0.00	0.00
TOTAL	0.10	2.95	2.95

NATURAL RESOURCES ADMINISTRATION
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	5,903	156,417	170,965
121	Overtime Wages	92	-	-
126	RHS Plan	40	1,180	1,180
129	Medicare Contribution	24	2,268	2,478
131	MOPC	83	7,821	8,548
132	Employee Insurance	1,053	25,809	27,312
133	GERP Retirement	135	13,138	15,332
135	Compensation Insurance	3	3	60
136	Unemployment Insurance	3	52	57
SUBTOTAL		7,335	206,688	225,932

OPERATING AND MAINTENANCE

210	Supplies	377	2,255	2,355
218	NonCapital Equip and Furniture	-	-	-
222	Chemicals	187	2,100	2,210
240	Repair and Maintenance	99	-	-
246	Liability Insurance	117	135	330
250	Prof and Contracted Services	356	9,610	9,910
261	Telephone Charges	7	-	-
273	Fleet Lease Operating and Mtc	1,659	3,063	2,525
274	Fleet Lease Replacement	1,768	3,663	5,088
SUBTOTAL		4,569	20,826	22,418
SERVICE TOTAL		\$11,905	\$227,514	\$248,350

SANITATION ENGINEERING DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	32,322	1,055	-
Operating and Maintenance	146	28	-
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$32,468	\$1,083	\$-

ENGINEERING

FUND: SANITATION FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service provides engineering assistance to the department's Water Utility. Activities include planning for development and capital improvement programs, as well as staffing, supervision and evaluation of employees.

SERVICE: ENGINEERING

BUDGETED POSITIONS	2019 BUDGET	2020 BUDGET	2021 BUDGET
Civil Engineer II	0.25	0.00	0.00
TOTAL	0.25	0.00	0.00

ENGINEERING
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	24,043	-	-
126	RHS Plan	100	-	-
129	Medicare Contribution	367	-	-
131	MOPC	1,191	-	-
132	Employee Insurance	3,938	-	-
133	GERP Retirement	1,906	-	-
135	Compensation Insurance	766	555	-
137	Staff Training and Conference	-	500	-
136	Unemployment Insurance	12	-	-
SUBTOTAL		32,322	1,055	-
OPERATING AND MAINTENANCE				
246	Liability Insurance	41	28	-
261	Telephone Charges	105	-	-
SUBTOTAL		146	28	-
SERVICE TOTAL		\$32,468	\$1,083	\$-

SANITATION OPERATIONS DIVISION OVERVIEW

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	2,109,057	2,088,315	2,215,102
Operating and Maintenance	5,116,414	5,142,665	5,017,219
Non-Operating	668,764	251,585	192,688
Capital	176,338	757	757
TOTAL	\$8,070,574	\$7,483,322	\$7,425,766

SOLID WASTE REMOVAL AND DISPOSAL

FUND: SANITATION FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service conducts weekly collection and disposal of household refuse generated at approximately 26,848 residences. Single family residences select a 40/48- or 96-gallon container; multiple family dwellings that pay the applicable refuse collection fees are provided a 4-cubic-yard dumpster. This service also collects and disposes of the refuse accumulated at City facilities and City parks. Included in this service are the disposal of division-collected refuse and other City division-hauled refuse. This service also provides for the safe disposal of household hazardous wastes such as paints, solvents, cleaners, etc.

SERVICE: SOLID WASTE REMOVAL/DISPOSAL

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Director of Operations	0.25	0.25	0.25
Sanitation Supervisor	0.00	0.00	1.00
Parks Mtce & Solid Waste Operations Manager	0.00	0.00	0.00
Waste Services Manager	0.50	0.50	0.50
Operations Support Specialist	1.00	1.00	1.00
Public Works Technician II	3.00	3.00	3.00
Public Works Technician I	8.25	8.25	8.25
Sr Grounds Maintenance Technician	0.45	0.00	0.00
Grounds Maintenance Technician II	0.65	0.00	0.00
Administrative Assistant	0.25	0.25	0.25
TOTAL	14.35	13.25	14.25

SOLID WASTE REMOVAL AND DISPOSAL
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	843,664	774,301	886,375
112	Temporary Wages	12,425	50,000	25,000
121	Overtime Wages	26,841	30,000	25,000
123	Leave Expense	-	8,000	8,295
124	Skill Based Overtime Pay	-	2,500	2,500
126	RHS Plan	6,995	5,300	5,700
128	FICA	791	3,100	1,550
129	Medicare Contribution	10,664	11,951	13,220
131	MOPC	40,368	38,717	44,316
132	Employee Insurance	135,898	127,708	141,776
133	GERP Retirement	64,634	64,992	79,720
135	Compensation Insurance	58,679	21,018	20,301
136	Unemployment Insurance	412	255	290
137	Staff Training and Conference	4,062	11,000	11,000
141	Uniforms and Protective Clothing	5,826	16,000	16,000
142	Food Allowance	146	2,000	2,000
SUBTOTAL		1,211,403	1,166,842	1,283,043
OPERATING AND MAINTENANCE				
210	Supplies	18,399	20,000	20,000
217	Dues and Subscriptions	697	750	750
218	NonCapital Equip and Furniture	119,232	110,000	110,000
232	Building Repair and Maintenance	73,354	-	-
240	Repair and Maintenance	-	25,000	125,000
246	Liability Insurance	49,657	67,963	64,473
247	Safety Expenses	10,005	3,500	3,500
250	Prof and Contracted Services	568,744	644,200	643,200
260	Utilities	54,516	28,000	28,000
261	Telephone Charges	1,893	2,501	2,501
263	Postage	56	-	-
269	Other Services and Charges	43,128	25,000	25,000
270	Administrative and Management	692,993	742,462	590,971
273	Fleet Lease Operating and Mtc	757,650	851,805	496,485
274	Fleet Lease Replacement	890,620	864,644	896,460
SUBTOTAL		3,280,943	3,385,825	3,006,340
NON-OPERATING EXPENSE				
950	Bad Debt	1,612	19,000	19,000
970	Transfers To Other Funds	667,152	232,585	173,688
SUBTOTAL		668,764	251,585	192,688
CAPITAL OUTLAY				
432	Vehicles	176,338	-	-
440	Machinery and Equipment	-	757	757
SUBTOTAL		176,338	757	757
SERVICE TOTAL		\$5,337,448	\$4,805,009	\$4,482,828

CURBSIDE RECYCLING

FUND: SANITATION FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service provides weekly collection of recyclables to single and multifamily dwellings. Individual or shared-use recycling containers are provided for each household. Materials accepted for recycling include newspaper, junk mail, magazines, metal and glass food and beverage containers, #1 and #2 plastic containers, used motor oil, and automotive batteries. This service provides contract payments to a vendor for processing, marketing and educational services.

SERVICE: CURBSIDE RECYCLING

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Waste Services Manager	0.50	0.50	0.50
Public Works Technician I	4.50	4.50	4.50
Administrative Assistant	0.40	0.40	0.40
TOTAL	5.40	5.40	5.40

CURBSIDE RECYCLING
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	318,251	310,174	326,685
112	Temporary Wages	-	15,000	15,000
121	Overtime Wages	8,251	10,000	10,000
126	RHS Plan	2,619	2,160	2,160
128	FICA	-	930	930
129	Medicare Contribution	4,058	4,716	4,957
131	MOPC	15,574	15,510	16,333
132	Employee Insurance	51,020	51,101	52,201
133	GERP Retirement	24,937	25,975	29,315
135	Compensation Insurance	8,321	7,786	7,965
136	Unemployment Insurance	155	102	107
SUBTOTAL		433,186	443,454	465,653
OPERATING AND MAINTENANCE				
210	Supplies	-	5,000	5,000
218	NonCapital Equip and Furniture	49,912	50,000	50,000
240	Repair and Maintenance	-	555	555
246	Liability Insurance	16,979	15,580	14,330
247	Safety Expenses	-	500	500
250	Prof and Contracted Services	413,220	370,000	469,000
260	Utilities	2,901	-	-
273	Fleet Lease Operating and Mtc	234,198	218,501	165,762
274	Fleet Lease Replacement	206,596	207,164	206,594
SUBTOTAL		923,806	867,300	911,741
SERVICE TOTAL		\$1,356,992	\$1,310,754	\$1,377,394

SPECIAL TRASH PICKUP

FUND: SANITATION FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service collects and disposes of trash items that are too large, bulky or hazardous for regular collection crews. Pickups are scheduled by appointment. Other services include cleaning alleys as requested by Street Operations, tree limb collection service by appointment for residents who have tree limbs that are too large to be transported to the Waste Diversion Center, Christmas tree recycling, wood waste mulching, annual household chemical collection program, free resident landfill days, leaf collection program in the fall, and an annual spring cleanup program.

SERVICE: SPECIAL TRASH PICKUP

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Public Works Technician II	1.00	1.00	1.00
Public Works Technician I	1.50	2.00	2.00
Sr Grounds Maintenance Technician	1.40	0.00	0.00
Grounds Maintenance Technician II	0.35	0.00	0.00
Customer Service Representative	2.00	1.00	1.00
Administrative Assistant	0.25	0.25	0.25
TOTAL	6.50	4.25	4.25

SPECIAL TRASH PICKUP
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	281,711	221,881	231,947
112	Temporary Wages	-	40,000	30,000
121	Overtime Wages	6,215	15,000	10,000
126	RHS Plan	2,261	1,700	1,700
128	FICA	-	2,480	1,860
129	Medicare Contribution	3,656	3,798	3,799
131	MOPC	14,248	11,093	11,597
132	Employee Insurance	55,481	36,562	37,069
133	GERP Retirement	22,813	18,587	20,821
135	Compensation Insurance	11,310	10,497	7,506
136	Unemployment Insurance	168	74	75
SUBTOTAL		397,864	361,672	356,374
OPERATING AND MAINTENANCE				
210	Supplies	7,560	2,000	2,000
246	Liability Insurance	3,846	3,076	2,487
247	Safety Expenses	-	1,000	1,000
250	Prof and Contracted Services	454,662	510,000	560,000
261	Telephone Charges	509	-	-
273	Fleet Lease Operating and Mtc	60,754	46,034	61,978
274	Fleet Lease Replacement	34,647	29,217	78,702
SUBTOTAL		561,979	591,327	706,167
SERVICE TOTAL		\$959,842	\$952,999	\$1,062,541

LANDFILL MAINTENANCE

FUND: SANITATION FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service provides post-closure maintenance for the City of Longmont Municipal Landfill located off Hwy. 119 approximately three miles east of Longmont. Activities include fence repair; cleaning and maintenance of drainage structures and access roads, vegetation and cover; and maintenance of containment berms. Quarterly groundwater monitoring has been reduced to two times per year per approval of the state and county Department of Public Health and Environment. Explosive gas monitoring continues to be performed quarterly.

Line Item Budget

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
112	Temporary Wages	-	-	-
	SUBTOTAL	-	-	-
OPERATING AND MAINTENANCE				
250	Prof and Contracted Services	-	30,000	30,000
	SUBTOTAL	-	30,000	30,000
CAPITAL OUTLAY				
440	Machinery and Equipment	-	-	-
	SUBTOTAL	-	-	-
	SERVICE TOTAL	\$-	\$30,000	\$30,000

COMPOSTING

FUND: SANITATION FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service provides every-other-week collection of yard waste and organic materials, such as food waste, at single-family residences. The program is voluntary and provided only to those who sign up and agree to pay the monthly collection fee. Organic waste is hauled to a local composting facility where it is processed for beneficial reuse.

SERVICE: COMPOSTING

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Public Works Technician I	0.75	1.25	1.25
Administrative Assistant	0.10	0.10	0.10
TOTAL	0.85	1.35	1.35

COMPOSTING
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	49,569	71,810	74,038
121	Overtime Pay	1,273	20,000	10,000
126	RHS Plan	707	540	540
129	Medicare Contribution	643	1,041	1,074
131	MOPC	2,367	3,591	3,702
132	Employee Insurance	7,308	11,830	11,829
133	GERP Retirement	3,792	6,012	6,642
135	Compensation Insurance	924	1,499	2,182
136	Unemployment Insurance	22	24	25
SUBTOTAL		66,605	116,347	110,032
OPERATING AND MAINTENANCE				
210	Supplies	1,643	1,700	1,700
218	NonCapital Equip and Furniture	21,029	20,000	20,000
246	Liability Insurance	1,979	2,446	2,545
250	Prof and Contracted Services	210,581	175,100	255,100
273	Fleet Lease Operating and Mtc	62,956	3,615	18,274
274	Fleet Lease Replacement	51,499	65,352	65,352
SUBTOTAL		349,686	268,213	362,971
SERVICE TOTAL		\$416,291	\$384,560	\$473,003

CAPITAL IMPROVEMENT PROGRAM PROJECTS

SANITATION FUND PROJECTS	2022 BUDGET
PBF082 Municipal Buildings HVAC Replacement	935
SAN004 Waste Diversion Center Upgrades	1,363,500
TOTAL	\$1,364,435

AFFORDABLE HOUSING FUND - Fund Summary

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	296,518	249,787	378,303
Operating and Maintenance	813,188	755,295	1,203,528
Non-Operating	-	-	-
Capital	-	305,520	300,000
TOTAL	\$1,109,705	\$1,310,602	\$1,881,831

FUND DESCRIPTION

The Affordable Housing Fund provides private and nonprofit housing developers with funding to support, construct, provide or reinvest in housing that is affordable to the city's lower income workforce and those living in poverty. Each year that sufficient funds are available, funding proposals are requested. The Affordable Housing Technical Review Group and the Housing and Human Services Advisory Board review the requests for project funding and make funding recommendations. These recommendations are then presented to City Council for formal approval. Some funds are set aside to offset water/sewer system development fees for developers providing a substantial amount of affordable housing in their developments. Administration of this fund is provided by the Community Services Department.

SERVICE: AFFORDABLE HOUSING ADMINISTRATION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
CDBG Disaster Recovery Manager	0.50	0.80	0.70
Accountant	0.15	0.25	0.70
Associate Planner	0.00	0.00	1.00
Housing/Community Investment Prog Spec	0.90	1.05	1.00
TOTAL	1.55	2.10	3.40

AFFORDABLE HOUSING FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$1,739,089	\$2,526,940	\$1,690,962
COMMITTED WORKING CAPITAL	-	1,111,919	-
SOURCES OF FUNDS			
REVENUES			
Fees	26,264	-	-
Interest	51,010	-	-
Miscellaneous	560,543	175,000	350,000
Operating Transfers	1,259,739	1,411,543	1,506,543
Estimated Revenue Revision	-	-	-
TOTAL FUNDS	1,897,556	1,586,543	1,856,543
EXPENDITURES			
Personal Services	296,518	249,787	378,303
Operating and Maintenance	813,188	755,295	1,203,528
Non- Operating	-	-	-
Capital Projects	-	305,520	300,000
Adjustment for GAAP Expenses	-	-	-
TOTAL ADJUSTED EXPENDITURES	1,109,705	1,310,602	1,881,831
ENDING WORKING CAPITAL	2,526,940	1,690,962	1,665,674
CONTRIBUTION TO/(FROM) RESERVES	\$787,851	\$275,941	\$(25,288)

AFFORDABLE HOUSING ADMINISTRATION

FUND: AFFORDABLE HOUSING FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

This service develops and administers affordable housing projects using local funds provided to the Affordable Housing Fund, as well as oversees the Housing Incentive and Fee Reduction Programs. Activities include developing project proposals, administering the monies allocated for these projects, using creative techniques to obtain additional project funding, monitoring progress of all projects, following all required procedures, maintaining accurate records of projects, and providing written documentation as required or otherwise requested by City Council. This service provides funding for housing projects for low- and moderate-income households, approves and monitors the use of development fee waivers, qualifies potential affordable home buyers, and educates the real estate and lending communities about the City's affordable housing programs. This service also supports the City's participation on the Longmont Housing Opportunity Team (LHOT), the administration of all homeless assistance programs, the administration of the City's Pilot Poverty Initiative, and the city's participation in the Boulder County Circles Campaign, and administers the Human Service Agency funding process.

AFFORDABLE HOUSING ADMINISTRATION
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	204,735	187,775	286,380
123	Leave Expense	-	1,210	1,210
126	RHS Plan	1,851	840	1,360
129	Medicare Contribution	2,548	2,662	4,060
131	MOPC	10,237	9,178	13,995
132	Employee Insurance	60,278	30,287	44,786
133	GERP Retirement	16,403	15,420	25,192
135	Compensation Insurance	256	1,404	928
136	Unemployment Insurance	187	61	92
137	Staff Training and Conference	22	750	200
142	Food Allowance	-	200	100
SUBTOTAL		296,518	249,787	378,303
OPERATING AND MAINTENANCE				
210	Supplies	45	750	250
217	Dues and Subscriptions	1,282	1,000	-
218	NonCapital Equip and Furniture	1,012	701	300
240	Repair and Maintenance	(5,531)	-	-
245	Mileage Allowance	121	500	200
246	Liability Insurance	605	160	478
249	Operating Leases and Rentals	845	1,200	-
250	Prof and Contracted Services	16,555	736,734	1,200,000
252	Ads and Legal Notices	-	350	100
263	Postage	998	1,200	200
264	Printing Copying and Binding	663	1,200	500
269	Other Services and Charges	796,593	11,500	1,500
SUBTOTAL		813,188	755,295	1,203,528
CAPITAL OUTLAY				
440	Machinery and Equipment	-	5,520	-
471	Land	-	300,000	300,000
SUBTOTAL		-	305,520	300,000
SERVICE TOTAL		\$1,109,705	\$1,310,602	\$1,881,831

AIRPORT FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	136,045	143,539	209,101
Operating and Maintenance	186,754	330,429	325,612
Non-Operating	948	-	272
Capital	496,495	-	102,100
TOTAL	\$820,242	\$473,968	\$637,085

FUND DESCRIPTION

The Airport Enterprise Fund pays for all expenses associated with maintaining and improving Vance Brand Municipal Airport. The major revenue to the Airport Enterprise Fund is payment of leases for hangar space at the airport. The City's airport manager oversees operations and administers construction projects. The Airport Enterprise Fund includes one budget service, Airport Operations. Administration of this fund is provided by the External Services Department.

SERVICE: AIRPORT OPERATIONS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Airport Manager	1.00	1.00	1.00
Airport Operations and Maintenance Technician	0.00	0.00	1.00
TOTAL	1.00	1.00	2.00

AIRPORT FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$570,317	\$876,346	\$565,211
COMMITTED WORKING CAPITAL	-	365,089	-
SOURCES OF FUNDS			
REVENUES			
Charges for Services	508,387	512,922	540,132
Grants and Donations	604,721	15,000	77,000
Interest	9,535	-	-
Miscellaneous	(28,709)	-	-
Operating Transfers	5,500		
Adjustment for GAAP Revenue	26,837	-	-
TOTAL FUNDS	1,126,271	527,922	617,132
EXPENSES			
Airport Operations	322,799	473,968	534,713
Transfers to Other Funds	948	-	272
CIP Projects	496,495	-	102,100
Estimated Expense Adjustment	-	-	-
TOTAL OPERATING EXPENSES	820,242	473,968	637,085
Adjustment for GAAP Expenses	-	-	-
TOTAL ADJUSTED EXPENSES	820,242	473,968	637,085
ENDING WORKING CAPITAL	876,346	565,211	545,258
CONTRIBUTION TO/(FROM) RESERVES	\$306,029	\$53,954	\$(19,953)

AIRPORT OPERATIONS

FUND: AIRPORT FUND

DEPARTMENT: EXTERNAL SERVICES

SERVICE DESCRIPTION:

This service is responsible for the management, administration and operation of Vance Brand Municipal Airport. Airport Operations Service responsibilities include lease negotiation and enforcement, capital improvement and budget preparation, facility maintenance, project design and management, revenue collections, FAA and state grant applications and administration, enforcement of airport rules and regulations, emergency response and coordination with local and federal agencies, scheduling and coordinating special events, and community relations.



**AIRPORT OPERATIONS
LINE ITEM BUDGET**

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	102,675	105,441	152,980
121	Overtime Wages	557	1,300	1,300
126	RHS Plan	400	400	800
129	Medicare Contribution	1,224	1,495	2,182
131	MOPC	5,193	5,154	7,525
132	Employee Insurance	17,006	17,007	24,079
133	GERP Retirement	8,316	8,658	13,544
135	Compensation Insurance	622	50	41
136	Unemployment Insurance	52	34	50
137	Staff Training and Conference	-	3,500	6,100
142	Food Allowance	-	500	500
SUBTOTAL		136,045	143,539	209,101
OPERATING AND MAINTENANCE				
210	Supplies	218	5,700	10,164
217	Dues and Subscriptions	1,318	1,285	2,815
218	NonCapital Equip and Furniture	4,497	9,000	6,200
240	Repair and Maintenance	25,982	100,000	100,000
245	Mileage Allowance	-	150	150
246	Liability Insurance	6,059	5,273	12,435
250	Prof and Contracted Services	42,515	83,950	68,750
252	Ads and Legal Notices	829	1,850	500
260	Utilities	14,969	14,000	15,000
261	Telephone Charges	654	720	740
263	Postage	-	100	100
264	Printing Copying and Binding	-	2,205	200
270	Administrative Mgmt Services	68,140	95,780	77,744
273	Fleet Lease Operating and Mtc	21,574	10,416	30,066
274	Fleet Lease Replacement	-	-	748
SUBTOTAL		186,754	330,429	325,612
NON-OPERATING EXPENSE				
970	Transfers to Other Funds	948	-	272
SUBTOTAL		948	-	272
CAPITAL OUTLAY				
432	Vehicles	-	-	42,100
SUBTOTAL		-	-	42,100
SERVICE TOTAL		\$323,747	\$473,968	\$577,085

CAPITAL IMPROVEMENT PROGRAM PROJECTS

AIRPORT FUND PROJECTS	2022 BUDGET
TRP012 Vance Brand Airport Improvements	\$60,000
TOTAL	\$60,000

ART IN PUBLIC PLACES FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	92,009	100,012	105,044
Operating and Maintenance	31,729	103,930	132,279
Non-Operating	-	-	-
Capital	51,943	100,000	265,000
TOTAL	\$175,681	\$303,942	\$502,323

FUND DESCRIPTION

The Art in Public Places Special Revenue Fund was created in 1988 to accumulate monies for the purchase of art to be displayed in public places. Revenues are received through transfers from other City operating funds equal to 1% of the construction costs for capital projects exceeding \$50,000. The Art in Public Places Commission plans and develops various art projects with these funds. Through this program, more than 50 public art projects have been installed at 6th Avenue Plaza, the Library, the Civic Center, the Safety and Justice Center, Garden Acres Park, along the St. Vrain Greenway, at the Senior Center, throughout downtown, at the Youth Center, Kensington Park, Ute Creek Golf Course, Roosevelt Park and the Quail Campus. Administration of this fund is provided by the Community Services Department and the Longmont Museum.

SERVICE: ART IN PUBLIC PLACES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Art in Public Places Administrator	1.00	1.00	1.00
Registrar	0.25	0.25	0.25
TOTAL	1.25	1.25	1.25

ART IN PUBLIC PLACES - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$1,232,903	\$1,280,513	\$1,456,268
COMMITTED WORKING CAPITAL	-	953	-
SOURCES OF FUNDS			
REVENUES			
Interest	17,384	-	-
Transfers from Other Funds	205,907	480,650	364,311
Estimated Revenue Revision	-	-	-
TOTAL FUNDS	223,291	480,650	364,311
EXPENDITURES			
Personal Services	92,009	100,012	105,044
Operating and Maintenance	31,729	103,930	132,279
Capital	51,943	100,000	265,000
Adjustment for GAAP Expenses	-	-	-
TOTAL EXPENDITURES	175,681	303,942	502,323
ENDING WORKING CAPITAL	1,280,513	1,456,268	1,318,256
CONTRIBUTION TO/(FROM) RESERVES	\$47,610	\$176,708	\$(138,012)

ART IN PUBLIC PLACES

FUND: ART IN PUBLIC PLACES FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

Art in Public Places is dedicated to enhancing the Longmont community by providing a diverse collection of public art. The Art in Public Places Commission, appointed by City Council, with staffing and support provided through the Longmont Museum and the Community Services Department, oversees the use of this fund for the creation and maintenance of a permanent public art collection, a program of temporary public art, and building community awareness of Longmont's public art.



ART IN PUBLIC PLACES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	69,554	73,830	77,628
126	RHS Plan	99	500	500
129	Medicare Contribution	780	1,046	1,101
131	MOPC	3,478	3,608	3,793
132	Employee Insurance	11,908	11,908	12,140
133	GERP Retirement	5,569	6,062	6,829
135	Compensation Insurance	13	34	28
136	Unemployment Insurance	36	24	25
137	Staff Training and Conference	573	3,000	3,000
SUBTOTAL		92,009	100,012	105,044

OPERATING AND MAINTENANCE

210	Supplies	3,029	13,500	13,500
216	Reference Books and Materials	176	200	300
217	Dues and Subscriptions	1,538	4,500	4,500
218	Non Capital Equipment and Furniture	-	-	1,200
225	Freight	-	1,000	1,000
240	Repair and Maintenance	578	20,000	25,000
246	Liability Insurance	282	230	279
250	Prof and Contracted Services	24,582	53,500	75,000
252	Ads and Legal Notices	105	2,000	2,000
261	Telephone Charges	851	3,000	3,500
263	Postage	228	2,000	2,000
264	Printing Copying and Binding	361	4,000	4,000
SUBTOTAL		31,729	103,930	132,279

CAPITAL OUTLAY

473	Building and Facility Developmnt	51,943	100,000	265,000
SUBTOTAL		51,943	100,000	265,000
SERVICE TOTAL		\$175,681	\$303,942	\$502,323

CALLAHAN HOUSE FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	95,111	99,017	104,130
Operating and Maintenance	15,510	29,359	36,581
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$110,620	\$128,376	\$140,711

FUND DESCRIPTION

The Callahan House, built in 1892, is on the National Register of Historic Places. It was donated to the City in 1938 by the Callahan family to be used for meetings and social events.

The Callahan House Fund was created in 1995 as a result of the City assuming direct responsibility for managing the facility. Previously, the City was responsible for only the maintenance and operational costs of the facility and providing funds for the house manager's salary on a contract basis. Administration of this fund is provided by the Community Services Department.



SERVICE: CALLAHAN HOUSE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Callahan House Manager	1.00	1.00	1.00
TOTAL	1.00	1.00	1.00

CALLAHAN HOUSE FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$44,326	\$37,322	\$34,385
COMMITTED WORKING CAPITAL	-	-	-
SOURCES OF FUNDS			
REVENUES			
Charges for Services	14,296	39,650	47,900
Grants and Donations	70	-	-
Interest	625	200	200
Miscellaneous	-	-	-
Transfers from Other Funds	88,625	85,589	89,666
Estimated Revenue Revision	-	-	-
TOTAL FUNDS	103,616	125,439	137,766
EXPENDITURES			
Personal Services	95,111	99,017	104,130
Operating and Maintenance	15,510	29,359	36,581
TOTAL EXPENDITURES	110,620	128,376	140,711
ENDING WORKING CAPITAL	37,322	34,385	31,440
CONTRIBUTION TO/(FROM) RESERVES	\$(7,004)	\$(2,937)	\$(2,945)

CALLAHAN HOUSE

FUND: CALLAHAN HOUSE FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

The Callahan House is used for various events, from business meetings to wedding receptions.

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	65,432	66,431	69,460
112	Temporary Wages	8,465	10,500	11,500
126	RHS Plan	400	400	400
128	FICA	525	651	713
129	Medicare Contribution	896	1,094	1,151
131	MOPC	3,272	3,247	3,395
132	Employee Insurance	10,715	10,715	10,863
133	GERP Retirement	5,238	5,455	6,110
135	Compensation Insurance	137	503	516
136	Unemployment Insurance	32	21	22
SUBTOTAL		95,111	99,017	104,130
OPERATING AND MAINTENANCE				
210	Supplies	2,038	2,300	3,773
217	Dues and Subscriptions	369	700	1,000
218	NonCapital Equip and Furniture	729	1,500	1,500
240	Repair and Maintenance	468	3,050	3,350
245	Mileage Allowance	(0)	970	1,138
246	Liability Insurance	149	158	158
250	Prof and Contracted Services	1,245	9,000	13,500
252	Ads and Legal Notices	9,345	9,500	9,700
259	Licenses and Permits	394	481	450
261	Telephone Charges	426	500	500
263	Postage	-	300	500
264	Printing Copying and Binding	347	900	1,012
SUBTOTAL		15,510	29,359	36,581
SERVICE TOTAL		\$110,620	\$128,376	\$140,711

COMMUNITY DEVELOPMENT BLOCK GRANT FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	339,351	303,473	179,542
Operating and Maintenance	11,571,345	519,566	429,137
Non-Operating	-	-	-
Capital	8,420,863	6,480	-
TOTAL	\$ 20,331,560	\$ 829,519	\$ 608,679

FUND DESCRIPTION

The Community Development Block Grant Fund tracks the City's use of federal grants from the U.S. Department of Housing and Urban Development (HUD) and various state grants. City staff assemble a proposed spending program for the annual grants from HUD, and the Housing and Human Services Advisory Board reviews the requests for project funding. These recommendations are then presented to City Council for formal approval. At least two public hearings are held to solicit comments from the public as per HUD requirements. Administration of this fund is provided by the Community Services Department.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$(182,557)	\$(1,319,112)	\$(1,322,095)
COMMITTED WORKING CAPITAL	-	2,983	-
SOURCES OF FUNDS			
REVENUES			
Grants	19,423,610	779,519	558,679
Interest	7,689	-	-
Miscellaneous	(62,000)	50,000	50,000
Transfers from other funds	14,017		
Adjustment for GAAP Revenue	(188,311)	-	-
TOTAL FUNDS	19,195,005	829,519	608,679
EXPENDITURES			
Personal Services	339,351	303,473	179,542
Operating and Maintenance	11,571,345	519,566	429,137
Non-Operating	-	-	-
Capital	8,420,863	6,480	-
Adjustment for GAAP Expenses	-	-	-
TOTAL ADJUSTED EXPENDITURES	20,331,560	829,519	608,679
ENDING WORKING CAPITAL	(1,319,112)	(1,322,095)	(1,322,095)
CONTRIBUTION TO/(FROM) RESERVES	\$(1,136,555)	\$-	\$-

CDBG ADMINISTRATION

FUND: COMMUNITY DEVELOPMENT BLOCK GRANT FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

This service develops and administers projects using Community Development Block Grant funds, HOME Investment Partnership funds and any other federal, state and private funds solicited for the City or nonprofit organizations. Activities include developing project proposals, administering the monies allocated for these projects, using creative techniques to obtain additional project funding, monitoring progress of all projects, following all required procedures, maintaining accurate records of projects, and providing written documentation in accordance with the Department of Housing and Urban Development's (HUD) and other regulatory agencies' guidelines. HUD staff review the City's needs, plans and past performance before making its annual allocation of funds. This service provides funding for housing programs for low- and moderate-income households, administers the Down Payment Assistance and other homeownership programs, funds the City's major Neighborhood Revitalization Program and the City's Small Business Revolving Loan fund supporting economic and business development, and performs other duties to further the City's affordable housing and community reinvestment activities.

SERVICE: COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME GRANT ADMINISTRATION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
CDBG Disaster Recovery Manager	0.50	0.20	0.30
Housing/Community Investment Program	1.10	0.95	1.00
Rehabilitation Ins Specialist	0.50	0.00	0.00
Project Manager II	2.00	1.00	0.00
Accountant	0.85	0.75	0.30
TOTAL	4.95	2.90	1.60

CDBG ADMINISTRATION
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	270,928	231,342	136,040
126	RHS Plan	1,716	1,160	640
129	Medicare Contribution	4,255	3,278	1,927
131	MOPC	13,873	11,308	6,648
132	Employee Insurance	26,251	37,314	21,275
133	GERP Retirement	22,251	18,996	11,968
136	Unemployment Insurance	78	75	44
137	Staff Training and Conference	-	-	1,000
SUBTOTAL		339,351	303,473	179,542
OPERATING AND MAINTENANCE				
210	Supplies	29	500	1,000
217	Dues and Subscriptions	940	1,000	2,500
218	NonCapital Equip and Furniture	-	3,874	1,600
245	Mileage Allowance	1,574	300	500
249	Operating Leases and Rentals	-	-	1,200
250	Prof and Contracted Services	413,602	509,232	417,437
252	Ads and Legal Notices	961	250	500
261	Telephone Charges	434	-	-
263	Postage	191	100	1,100
264	Printing Copying and Binding	381	800	1,800
269	Other Services and Charges	11,153,234	3,510	1,500
SUBTOTAL		11,571,345	519,566	429,137
CAPITAL OUTLAY				
440	Machinery and Equipment	-	6,480	-
SUBTOTAL		-	6,480	-
SERVICE TOTAL		\$11,910,697	\$829,519	\$608,679

UTILITY BILLING CUSTOMER INFORMATION FUND - Fund Summary

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	396,254	675,093	661,431
Operating and Maintenance	81,134	601	584
Non-Operating	-	-	-
Capital	-	544,306	-
TOTAL	\$477,388	\$1,220,000	\$662,015

FUND DESCRIPTION

The Utility Billing Customer Information System fund is a special fund. Its purpose is to affect centralized control and accounting over the acquisition, maintenance and operations of the customer information system, including connection, disconnection, billing and payment of utility services.

SERVICE: UTILITY BILLING CIS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Director of Project Deployment	0.00	0.00	0.38
CIS Business Analyst	2.00	2.00	1.00
Technical Functional Analyst	2.00	0.00	0.00
Applications Support Analyst	0.00	2.00	2.00
Sr Customer Service Rep	1.00	1.00	1.00
Customer Service Rep	1.00	1.00	1.00
Billing Specialist	1.00	1.00	1.00
TOTAL	7.00	7.00	6.38

UTILITY BILLING CUSTOMER INFORMATION FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$2,377,918	\$7,232,513	\$7,232,513
COMMITTED WORKING CAPITAL	-	-	-
SOURCES OF FUNDS			
REVENUES			
Other Fund Transfers	5,300,000	1,220,000	-
Interest	31,983	-	-
Adjustment for GAAP Revenue	-	-	-
TOTAL FUNDS	5,331,983	1,220,000	-
EXPENDITURES			
Personal Services	396,254	675,093	661,431
Operating and Maintenance	81,134	601	584
Non-Operating	-	-	-
Capital	-	544,306	-
Adjustment for GAAP Expenses	-	-	-
TOTAL EXPENDITURES	477,388	1,220,000	662,015
ENDING WORKING CAPITAL	7,232,513	7,232,513	6,570,498
CONTRIBUTION TO/(FROM) RESERVES	\$4,854,595	\$-	\$(662,015)

UTILITY BILLING CUSTOMER INFORMATION SYSTEM

FUND: UTILITY BILLING CUSTOMER INFORMATION SYSTEM

FUND

DEPARTMENT: FINANCE

SERVICE DESCRIPTION:

This technology project includes replacement of the existing Utility Billing customer information service (CIS), which is over 20 years old. Included in this service are six full-time, term-limited backfill positions.

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	273,348	513,050	501,405
121	Overtime Wages	43	-	-
126	RHS Plan	1,768	2,800	2,550
129	Medicare Contribution	3,167	7,384	7,270
131	MOPC	13,098	25,467	25,070
132	Employee Insurance	83,330	83,745	79,973
133	GERP Retirement	20,967	42,480	44,803
135	Compensation Insurance	280	-	196
136	Unemployment Insurance	253	167	164
SUBTOTAL		396,254	675,093	661,431
OPERATING AND MAINTENANCE				
210	Supplies	500	-	-
218	NonCapital Equip and Furniture	1,460	-	-
246	Liability Insurance	571	601	584
250	Prof and Contracted Services	78,603	-	-
SUBTOTAL		81,134	601	584
CAPITAL OUTLAY				
440	Machinery and Equipment	-	544,306	-
SUBTOTAL		-	544,306	-
SERVICE TOTAL		\$477,388	\$1,220,000	\$662,015

CONSERVATION TRUST FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	1,884	108,049	108,555
Operating and Maintenance	198,525	128,042	128,114
Non-Operating	-	-	-
Capital	1,170,576	1,752,370	3,733,667
TOTAL	\$1,370,985	\$1,988,461	\$3,970,336

FUND DESCRIPTION

The Conservation Trust Fund's revenues are the City's share of state lottery proceeds. By state law, these funds can be expended only for the acquisition, development and maintenance of new conservation sites.

CAPITAL IMPROVEMENT PROGRAM PROJECTS

CONSERVATION TRUST FUND PROJECT	2022 BUDGET
DRN028 Spring Gulch #2 Drainage & Greenway Improvements	\$732,250
PRO05B St Vrain Greenway	3,001,417
TOTAL	\$3,733,667

CONSERVATION TRUST FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$5,997,294	\$5,706,942	\$4,163,670
COMMITTED WORKING CAPITAL	-	475,042	-
SOURCES OF FUNDS			
REVENUES			
Lottery Proceeds	994,946	900,000	950,000
Interest	85,687	20,231	12,040
Adjustment for GAAP Revenue	-	-	-
TOTAL FUNDS	1,080,633	920,231	962,040
EXPENDITURES			
Personal Services	1,884	108,049	108,555
Operating and Maintenance	198,525	128,042	128,114
Non-Operating	-	-	-
Capital	1,170,576	1,752,370	3,733,667
TOTAL EXPENDITURES	1,370,985	1,988,461	3,970,336
ENDING WORKING CAPITAL	5,706,942	4,163,670	1,155,374
CONTRIBUTION TO/(FROM) RESERVES	\$(290,352)	\$(1,068,230)	\$(3,008,296)

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
112	Temporary Wages	1,267	100,000	100,000
128	FICA	80	6,200	6,200
129	Medicare Contribution	19	1,450	1,450
135	Compensation Insurance	518	399	905
	SUBTOTAL	1,884	108,049	108,555
OPERATING AND MAINTENANCE				
218	NonCapital Equip and Furniture	1,645	-	-
246	Liability Insurance	59	42	114
250	Prof and Contracted Services	196,797	128,000	128,000
261	Telephone Charges	24	-	-
	SUBTOTAL	198,525	128,042	128,114
	SERVICE TOTAL	\$200,409	\$236,091	\$236,669

DOWNTOWN DEVELOPMENT AUTHORITY FUND - Fund Summary

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	318,661	334,956	354,063
Operating and Maintenance	1,696,279	563,995	674,660
Non-Operating	3,093,141	593,474	598,046
Capital	2,000,000	151,074	58,742
TOTAL	\$7,108,080	\$1,643,499	\$1,685,511

FUND DESCRIPTION

A special election of the qualified electors within the district's boundaries was held in October of 1982, and the majority of voters approved the formation of the district and the levy of a property tax of no more than 5 mills to fund the LDDA.

The property tax that is levied on all real and personal property within the LDDA boundaries is accumulated in two funds: Operations and Debt Service. A property tax of 5.000 mills is levied on all real and personal property within the LDDA boundaries and is used to finance LDDA administration out of the Operations Fund. Property Tax increment revenues for property within the LDDA boundaries is the source of funds to pay the debt service payments in the Debt Service Fund. Revenues for building permits are used for construction and maintenance projects within the LDDA district out of the Building Permit Fund.



DOWNTOWN DEVELOPMENT AUTHORITY OPERATIONS FUND

- FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$253,181	\$312,135	\$323,673
COMMITTED WORKING CAPITAL	-	11,897	-
SOURCES OF FUNDS			
REVENUES			
Property Taxes	258,740	261,866	275,440
Automobile Taxes	14,812	13,000	13,000
Intergovernmental Revenue	18,383	-	-
Interest Income	4,723	3,000	2,300
Transfer from DIP	2,500	2,500	2,500
Transfer from Construction	30,100	40,200	32,900
Miscellaneous	352	-	18,000
TOTAL FUNDS	329,610	320,566	344,140
EXPENSES			
Operations	270,656	297,131	327,019
TOTAL EXPENSES	270,656	297,131	327,019
ENDING WORKING CAPITAL	312,135	323,673	340,794
CONTRIBUTION TO/(FROM) RESERVES	\$58,954	\$23,435	\$17,121

DOWNTOWN DEVELOPMENT AUTHORITY CONSTRUCTION FUND

- FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$1,308,303	\$1,908,542	\$352,958
COMMITTED WORKING CAPITAL	-	1,555,584	-
SOURCES OF FUNDS			
REVENUES			
Parking Fee	63,267	58,400	58,400
Miscellaneous Revenue	-	-	-
Interest Income	26,346	-	-
Intergovernmental Revenue	121,387	-	-
Proceeds from Advance	2,767,638	298,864	218,242
TOTAL FUNDS	2,978,638	357,264	276,642
EXPENSES			
Operations	378,399	206,190	217,900
Capital	2,000,000	151,074	58,742
TOTAL EXPENSES	2,378,399	357,264	276,642
ENDING WORKING CAPITAL	1,908,542	352,958	352,958
CONTRIBUTION TO/(FROM) RESERVES	\$600,239	\$-	\$-

DOWNTOWN DEVELOPMENT AUTHORITY DEBT SERVICE FUND

- FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$3,994,490	\$2,201,841	\$2,688,562
COMMITTED WORKING CAPITAL	-	-	-
SOURCES OF FUNDS			
REVENUES			
Property Tax Increment - 1016	1,221,267	1,076,705	1,342,000
Interest Income	46,625	-	-
TOTAL FUNDS	1,267,892	1,076,705	1,342,000
EXPENSES			
Principal	3,058,655	587,984	593,546
Interest and Fiscal Charges	1,886	2,000	2,000
Interfund Transfers	-	-	-
TOTAL EXPENSES	3,060,541	589,984	595,546
ENDING WORKING CAPITAL	2,201,841	2,688,562	3,435,016
CONTRIBUTION TO/(FROM) RESERVES	\$(1,792,649)	\$486,721	\$746,454

DOWNTOWN DEVELOPMENT AUTHORITY BUILDING PERMIT FUND
- FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$396,521	\$314,766	\$300,083
COMMITTED WORKING CAPITAL	-	14,683	-
SOURCES OF FUNDS			
REVENUES			
Intergovernmental	243,133	45,000	50,000
Interest Income	4,388	-	-
TOTAL FUNDS	247,521	45,000	50,000
EXPENSES			
Operations	329,276	45,000	72,500
Capital	-	-	-
TOTAL EXPENSES	329,276	45,000	72,500
ENDING WORKING CAPITAL	314,766	300,083	277,583
CONTRIBUTION TO/(FROM) RESERVES	\$(81,755)	\$-	\$(22,500)

DOWNTOWN DEVELOPMENT AUTHORITY FAÇADE IMPROVEMENT FUND
- FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$814,947	\$90,312	\$90,312
COMMITTED WORKING CAPITAL	-	-	-
SOURCES OF FUNDS			
REVENUES			
Interest Income	5,365	-	-
Transfer from DDA	-	-	-
Proceeds from Advance	-	-	-
Adjustment for GAAP Revenue	-	-	-
TOTAL FUNDS	5,365	-	-
EXPENSES			
Operations	730,000	-	-
Capital	-	-	-
TOTAL EXPENSES	730,000	-	-
ENDING WORKING CAPITAL	90,312	90,312	90,312
CONTRIBUTION TO/(FROM) RESERVES	\$(724,635)	\$-	\$-

DOWNTOWN DEVELOPMENT AUTHORITY ARTS & ENTERTAINMENT FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$50,979	\$55,734	\$54,458
COMMITTED WORKING CAPITAL	-	1,276	-
SOURCES OF FUNDS			
REVENUES			
Intergovernmental Revenue	21,527	5,000	5,000
Charges for Service	30,035	60,000	33,500
Interest Income	1,180	-	-
Grants and Donations	-	-	-
Proceeds from Advance	291,017	289,120	375,304
Transfer from City General Fund	-	-	-
Miscellaneous	204	-	-
TOTAL FUNDS	343,963	354,120	413,804
EXPENSES			
Operations	339,208	354,120	413,804
Adjustment for GAAP Expenses	-	-	-
TOTAL EXPENSES	339,208	354,120	413,804
ENDING WORKING CAPITAL	55,734	54,458	54,458
CONTRIBUTION TO/(FROM) RESERVES	\$4,755	\$-	\$-

DOWNTOWN DEVELOPMENT AUTHORITY OPERATIONS

FUND: DOWNTOWN DEVELOPMENT AUTHORITY OPERATIONS FUND

DEPARTMENT: LONGMONT DOWNTOWN DEVELOPMENT AUTHORITY

SERVICE DESCRIPTION:

The Longmont Downtown Development Authority (LDDA) is a special district created in 1982 for the purpose of stimulating and guiding redevelopment within its boundaries. The service is supported largely by a special property tax levied on all real and personal property located within LDDA boundaries. This service provides for the general operations of the LDDA.

SERVICE: DOWNTOWN DEVELOPMENT AUTHORITY— OPERATIONS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
LDDA Executive Director	0.67	0.67	0.67
Downtown Specialist	0.46	0.46	0.46
LDDA Program Coordinator	0.35	0.35	0.35
TOTAL	1.48	1.48	1.48

DOWNTOWN DEVELOPMENT AUTHORITY OPERATIONS

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	145,480	145,044	151,204
115	One Time Pay	-	3,350	3,350
123	Leave Expense	-	-	892
126	RHS Plan	1,482	591	591
129	Medicare Contribution	1,796	2,087	2,176
131	MOPC	7,107	7,196	7,503
132	Employee Insurance	23,202	23,750	24,009
133	GERP Retirement	11,380	12,090	13,505
136	Unemployment Insurance	70	48	49
137	Staff Training and Conference	695	2,000	2,000
142	Food Allowance	-	150	150
SUBTOTAL		191,212	196,306	205,429
OPERATING AND MAINTENANCE				
210	Supplies	5,080	4,700	5,900
217	Dues and Subscriptions	1,110	1,550	1,700
218	NonCapital Equip and Furniture	2,794	-	-
240	Repair and Maintenance	2,854	5,000	5,750
245	Mileage Allowance	-	250	250
246	Liability Insurance	9,130	9,600	9,900
249	Operating Leases and Rentals	33,133	39,200	40,440
250	Prof and Contracted Services	19,645	34,625	50,000
252	Ads and Legal Notices	42	-	-
260	Utilities	490	750	750
261	Telephone Charges	372	1,500	1,500
263	Postage	232	250	250
264	Printing Copying and Binding	2,463	750	2,500
269	Other Services and Charges	2,100	2,650	2,650
SUBTOTAL		79,443	100,825	121,590
SERVICE TOTAL		\$270,656	\$297,131	\$327,019

DOWNTOWN DEVELOPMENT AUTHORITY ARTS AND ENTERTAINMENT

FUND: DOWNTOWN DEVELOPMENT AUTHORITY ARTS AND ENTERTAINMENT FUND

DEPARTMENT: LONGMONT DOWNTOWN DEVELOPMENT AUTHORITY

SERVICE DESCRIPTION:

The Longmont Downtown Development Authority (LDDA) is a special district created in 1982 for the purpose of stimulating and guiding redevelopment within its boundaries. The service is supported largely by a special property tax levied on all real and personal property located within LDDA boundaries. This service provides for marketing and advertising in the DDA.

SERVICE: DOWNTOWN DEVELOPMENT AUTHORITY
— ARTS AND ENTERTAINMENT

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
LDDA Executive Director	0.18	0.18	0.18
Downtown Specialist	0.14	0.14	0.14
Program Specialist	0.75	0.75	0.00
LDDA Program Coordinator	0.35	0.35	0.35
LDDA Marketing Specialist	0.00	0.00	0.75
TOTAL	1.42	1.42	1.42

DOWNTOWN DEVELOPMENT AUTHORITY ARTS AND ENTERTAINMENT
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	97,050	98,284	105,572
112	Temporary Wages	-	7,500	7,500
115	One Time Payment	-	900	900
123	Leave Expense	-	-	240
126	RHS Plan	809	568	568
128	FICA	-	465	465
129	Medicare Contribution	1,140	1,401	1,615
131	MOPC	4,807	4,833	5,189
132	Employee Insurance	15,796	15,948	16,609
133	GERP Retirement	7,698	8,119	9,342
136	Unemployment Insurance	48	32	34
137	Staff Training and Conference	100	500	500
142	Food Allowance	-	100	100
SUBTOTAL		127,449	138,650	148,634
OPERATING AND MAINTENANCE				
210	Supplies	16,126	14,750	15,750
217	Dues and Subscriptions	5,990	5,920	4,720
218	NonCapital Equip and Furniture	6,034	-	-
245	Mileage Allowance	-	200	200
246	Liability Insurance	400	1,000	1,000
250	Prof and Contracted Services	109,803	135,100	161,100
252	Ads and Legal Notices	33,920	31,500	37,000
260	Utilities	6,387	8,500	8,500
261	Telephone Charges	498	-	-
263	Postage	5,545	3,000	6,000
264	Printing Copying and Binding	23,049	11,500	25,400
269	Other Services and Charges	4,007	4,000	5,500
SUBTOTAL		211,760	215,470	265,170
SERVICE TOTAL		\$339,208	\$354,120	\$413,804

DOWNTOWN PARKING FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	45,961	46,792	48,897
Operating and Maintenance	31,517	33,125	40,675
Non-Operating	-	-	-
Capital	-	-	10,000
TOTAL	\$ 77,478	\$ 79,917	\$ 99,572

FUND DESCRIPTION

The Downtown Parking Special Revenue Fund is a capital improvement fund. Revenue is collected from parking permits sold for the five General Improvement District parking lots in the downtown area.

DOWNTOWN PARKING FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$348,386	\$321,657	\$248,282
COMMITTED WORKING CAPITAL	-	70,458	-
SOURCES OF FUNDS			
REVENUES			
Parking Permits	45,047	75,000	79,000
Intergovernmental Revenue	-	-	-
Interest Income	4,797	2,000	1,500
Miscellaneous	17	-	-
Interfund Transfers	-	-	-
Adjustment for GAAP Revenue	888	-	-
TOTAL FUNDS	50,749	77,000	80,500
EXPENDITURES			
Personal Services	45,961	46,792	48,897
Operating and Maintenance	31,517	33,125	40,675
Non-Operating	-	-	-
Capital	-	-	10,000
Adjustment for GAAP Expenses	-	-	-
TOTAL EXPENDITURES	77,478	79,917	99,572
ENDING WORKING CAPITAL	321,657	248,282	229,210
CONTRIBUTION TO/(FROM) RESERVES	\$(26,729)	\$(2,917)	\$(19,072)

SERVICE: DOWNTOWN PARKING

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
LDDA Executive Director	0.10	0.10	0.10
Downtown Specialist	0.10	0.10	0.10
LDDA Program Coordinator	0.25	0.25	0.25
TOTAL	0.45	0.45	0.45

**DOWNTOWN PARKING
LINE ITEM BUDGET**

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	35,060	35,209	36,690
115	One Time Payment	-	500	500
123	Leave Expense	-	-	133
126	RHS Plan	313	179	179
129	Medicare Contribution	433	504	524
131	MOPC	1,728	1,737	1,810
132	Employee Insurance	5,643	5,733	5,792
133	GERP Retirement	2,767	2,918	3,257
136	Unemployment Insurance	17	12	12
SUBTOTAL		45,961	46,792	48,897
OPERATING AND MAINTENANCE				
210	Supplies	1,947	2,000	2,150
217	Dues and Subscriptions	300	-	-
218	NonCapital Equip and Furniture	56	-	-
240	Repair and Maintenance	375	200	500
246	Liability Insurance	3,915	4,200	4,400
249	Operating Leases and Rentals	6,212	6,975	7,875
250	Prof and Contracted Services	13,439	16,150	21,500
260	Utilities	2,100	1,600	2,250
261	Telephone Charges	154	-	-
263	Postage	35	100	100
264	Printing Copying and Binding	1,557	1,500	1,500
269	Other Services and Charges	1,428	400	400
SUBTOTAL		31,517	33,125	40,675
SERVICE TOTAL		\$77,478	\$79,917	\$89,572

CAPITAL IMPROVEMENT PROGRAM PROJECTS

DOWNTOWN PARKING SPECIAL REVENUE FUND PROJECTS	2022 BUDGET
DTR023 Downtown Parking Lot Improvements	\$10,000
TOTAL	\$10,000

FLEET SERVICES FUND - Fund Summary

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	1,642,576	1,743,734	1,849,886
Operating and Maintenance	2,008,603	2,219,922	2,456,983
Non-Operating	11,591	5,157	15,002
Capital	3,156,572	5,903,207	1,717,490
TOTAL	\$6,819,343	\$9,872,020	\$6,039,361

FUND DESCRIPTION

The Fleet Services Fund pays for all expenses associated with maintaining and replacing all vehicles and related equipment in the City fleet. The revenue to the Fleet Services Fund is actually money transferred from all of the “user” funds in the City. Thus, the Electric and Broadband Utility Enterprise Fund, the Sanitation Enterprise Fund, the General Fund and others all transfer money into the Fleet Services Fund to pay for vehicle and equipment maintenance and replacement. Using a centralized Fleet Services Fund and a fleet maintenance staff provides greater efficiencies and lower costs than if each City fund maintained its own vehicles.

The Fleet Services Fund contains one budget service. Administration of this fund is provided by the Shared Services Department.

FLEET CHARGES FOR SERVICE

The charges assessed to the City’s user funds have two components. Users are charged a maintenance fee based on actual history for the cost of routine maintenance to their vehicles, such as tune-ups, tire replacement and repairs. The Fleet Services Fund accumulates money for each City vehicle in order to purchase the replacement for that vehicle when it has outlived its usefulness. The total amount accumulated is based on an estimated replacement cost at the time the vehicle is initially purchased. Because of the collection of replacement funds, the Fleet Services Fund will usually have a very high fund balance. Most of the fund balance in the Fleet Services Fund represents money already accumulated for vehicles at various stages of their useful life, some very close to replacement (which means there will be a large amount of money accumulated for them) and others that are only a year or two old.

FLEET SERVICES FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$16,879,314	\$21,355,158	\$21,093,461
COMMITTED WORKING CAPITAL	-	1,653,086	-
SOURCES OF FUNDS			
REVENUES			
Transfers from Other Funds	10,465,419	10,713,499	10,877,954
Grants	-	-	-
Interest	313,975	99,910	99,910
Miscellaneous	527,161	450,000	450,000
Adjustment for GAAP Revenues	(11,368)	-	-
TOTAL FUNDS	11,295,187	11,263,409	11,427,864
EXPENSES			
Personal Services	1,642,576	1,743,734	1,849,886
Operating and Maintenance	2,008,603	2,219,922	2,456,983
Non-Operating	11,591	5,157	15,002
Capital	3,156,572	5,903,207	1,717,490
TOTAL OPERATING EXPENSES	6,819,343	9,872,020	6,039,361
Adjustment for GAAP Expenses	-	-	-
TOTAL ADJUSTED EXPENSES	6,819,343	9,872,020	6,039,361
ENDING WORKING CAPITAL	21,355,158	21,093,461	26,481,964
CONTRIBUTION TO/(FROM) RESERVES	\$4,475,844	\$1,391,389	\$5,388,503

Capital Improvement Program Project

FLEET FUND PROJECTS

PBF225 Electric Vehicle Charging Stations

2022 Budget

\$ 25,000

TOTAL

\$ 25,000

FLEET SERVICES

FUND: FLEET SERVICES FUND

DEPARTMENT: SHARED SERVICES

SERVICE DESCRIPTION:

Fleet is responsible for the maintenance, management and replacement of City vehicles and support equipment so that all user departments are better able to serve the public. Services provided include preventive maintenance and repairs, emergency repairs, fueling operations, vehicle specifications, and replacement schedules. Provision of these services is based on economic analyses of cost, operational needs, productivity and technology.



SERVICE: FLEET

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Fleet Manager	1.00	1.00	1.00
Fleet Operations Supervisor	1.00	1.00	1.00
EVT Technician	2.00	2.00	3.00
Master ASE Equipment Technician II	8.00	8.00	8.00
Equipment Technician I	1.00	1.00	0.00
Fleet Analyst	1.00	1.00	1.00
Fleet Warehouse Worker	1.00	1.00	1.00
Fleet Parts Buyer	1.00	1.00	1.00
Fleet Service Coordinator	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
TOTAL	18.00	18.00	18.00

FLEET SERVICES LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	1,091,950	1,239,290	1,326,766
112	Temporary Wages	46,678	-	-
121	Overtime Wages	38,849	25,000	25,000
122	Longevity Compensation	2,400	2,460	2,520
123	Leave Expense	-	5,000	5,000
126	RHS Plan	13,220	7,200	7,200
128	FICA	2,924	-	-
129	Medicare Contribution	14,237	17,564	18,807
131	MOPC	54,900	60,576	64,844
132	Employee Insurance	199,177	199,892	207,489
133	GERP Retirement	87,903	101,765	116,719
135	Compensation Insurance	67,735	53,684	40,609
136	Unemployment Insurance	604	403	432
137	Staff Training and Conference	13,566	22,200	25,700
141	Uniforms Protective Clothing	8,233	8,500	8,500
142	Food Allowance	199	200	300
SUBTOTAL		1,642,576	1,743,734	1,849,886
OPERATING AND MAINTENANCE				
210	Supplies	25,241	23,650	23,650
216	Reference Books and Materials	-	450	450
217	Dues and Subscriptions	338	2,050	2,050
218	NonCapital Equip and Furniture	46,678	22,750	58,083
220	Gas and Oil	540,832	553,590	753,848
221	Parts	542,649	700,000	700,000
225	Freight	17	300	300
240	Repair and Maintenance	156,364	163,176	165,216
246	Liability Insurance	7,890	8,176	5,412
247	Safety Expenses	4,335	5,500	7,000
249	Operating Leases and Rentals	67,575	67,200	68,627
250	Prof and Contracted Services	287,352	340,000	340,000
252	Ads and Legal Notices	168	-	-
259	Licenses and Permits	1,254	1,500	1,500
260	Utilities	18,445	19,000	19,000
261	Telephone Charges	3,072	3,000	3,400
263	Postage	23	500	300
264	Printing Copying and Binding	100	350	350
269	Other Services and Charges	-	-	-
270	Administrative Mgmt Services	306,272	308,730	307,797
SUBTOTAL		2,008,603	2,219,922	2,456,983
NON-OPERATING EXPENSE				
970	Transfers to Other Funds	11,591	5,157	15,002
SUBTOTAL		11,591	5,157	15,002
CAPITAL OUTLAY				
432	Vehicles	2,988,259	5,903,207	1,581,990
440	Machinery and Equipment	168,314	-	110,500
SUBTOTAL		3,156,572	5,903,207	1,692,490
SERVICE TOTAL		\$6,819,343	\$9,872,020	\$6,014,361

GENERAL IMPROVEMENT DISTRICT NO. 1 FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	28,184	28,744	29,694
Operating and Maintenance	79,862	92,910	121,656
Non-Operating	131	-	-
Capital	-	-	-
TOTAL	\$108,177	\$121,654	\$151,350

FUND DESCRIPTION

The Longmont General Improvement District (GID) No. 1 is a special district in the downtown area that was created in the mid 1960s for the primary purposes of financing land acquisition, construction, and maintenance of public parking lots and pedestrian breezeways to provide access to the businesses on Main Street. A property tax of 6.798 mills is levied on all real and personal property within the district and accumulated in the GID No. 1 Fund.

GENERAL IMPROVEMENT DISTRICT NO. 1 FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$168,633	\$224,825	\$266,131
COMMITTED WORKING CAPITAL	-	282	-
SOURCES OF FUNDS			
REVENUES			
Property Taxes	174,359	154,342	157,505
Property Tax Increment - 1016	(22,320)	-	-
Automobile Taxes	7,928	7,500	7,500
Interest Income	3,336	1,400	1,050
Miscellaneous	167	-	-
Adjustment for GAAP Revenue	768	-	-
TOTAL FUNDS	164,238	163,242	166,055
EXPENDITURES			
Personal Services	28,184	28,744	29,694
Operating and Maintenance	79,862	92,910	121,656
Non-Operating	-	-	-
TOTAL OPERATING EXPENSES	108,046	121,654	151,350
TOTAL EXPENDITURES	108,046	121,654	151,350
ENDING WORKING CAPITAL	224,825	266,131	280,836
CONTRIBUTION TO/(FROM) RESERVES	\$56,192	\$41,588	\$14,705

SERVICE: GID

	2020 Budget	2021 Budget	2022 Budget
Budgeted Positions:			
LDDA Executive Director	0.05	0.05	0.05
Downtown Specialist	0.18	0.19	0.19
LDDA Program Coordinator	0.05	0.05	0.05
Administrative Assistant	0.00	0.00	0.00
Total	0.28	0.29	0.29

GENERAL IMPROVEMENT DISTRICT
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	21,510	21,680	22,336
115	One Time Payment	-	250	250
123	Leave Expense	-	-	67
126	RHS Plan	189	114	114
129	Medicare Contribution	272	309	319
131	MOPC	1,063	1,068	1,100
132	Employee Insurance	3,438	3,523	3,521
133	GERP Retirement	1,702	1,793	1,980
136	Unemployment Insurance	10	7	7
SUBTOTAL		28,184	28,744	29,694
OPERATING AND MAINTENANCE				
210	Supplies	7,520	7,200	10,200
218	NonCapital Equip and Furniture	19	-	-
240	Repair and Maintenance	3,308	5,000	5,000
246	Liability Insurance	4,916	5,200	5,400
249	Operating Leases and Rentals	2,071	2,350	2,550
250	Prof and Contracted Services	50,572	62,250	76,500
260	Utilities	28	150	150
261	Telephone Charges	111	-	-
263	Postage	12	-	-
264	Printing Copying and Binding	64	250	150
269	Other Services and Charges	-	250	150
270	Administrative Mgmt Services	11,242	10,260	21,556
SUBTOTAL		79,862	92,910	121,656
NON-OPERATING EXPENSE				
970	Transfers to Other Funds	131	-	-
SUBTOTAL		131	-	-
SERVICE TOTAL		\$108,177	\$121,654	\$151,350

GOLF FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	1,157,081	1,295,478	1,436,317
Operating and Maintenance	1,405,226	1,366,731	1,508,678
Non-Operating	13,657	139,687	150,846
Capital	133,318	100,228	493,600
TOTAL	\$2,709,282	\$2,902,124	\$3,589,441

FUND DESCRIPTION

The Golf Enterprise Fund includes four budget services: Golf Administration, Sunset Golf Course, Twin Peaks Golf Course, and Ute Creek Golf Course. Administration of this fund is provided by the Community Services Department.

This fund's source of revenues are fees for services paid by those who golf, including greens fees, season passes, golf car rentals, and driving range fees.



GOLF FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$1,687,064	\$2,486,304	\$1,910,164
COMMITTED WORKING CAPITAL	-	520,175	-
SOURCES OF FUNDS			
REVENUES			
Intergovernmental Revenue	-	-	-
Charges for Services	3,250,472	2,708,533	2,708,533
Developer Participation	-	-	-
Interest	29,303	8,000	6,015
Miscellaneous	186,213	129,626	129,626
Transfer from Other Funds	38,982	-	-
Estimated Revenue Revision	-	-	-
Adjustment for GAAP Revenue	3,552	-	-
TOTAL FUNDS	3,508,522	2,846,159	2,844,174
EXPENSES BY BUDGET SERVICE			
Golf Administration	400,451	515,329	568,580
Sunset Golf Course	367,188	420,558	495,552
Twin Peaks Golf Course	797,946	802,907	904,616
Ute Creek Golf Course	1,059,378	1,063,102	1,127,093
CIP Projects	84,318	100,228	493,600
TOTAL OPERATING EXPENSES	2,709,282	2,902,124	3,589,441
Adjustment for GAAP Expenses	-	-	-
TOTAL EXPENDITURES	2,709,282	2,902,124	3,589,441
ENDING WORKING CAPITAL	2,486,304	1,910,164	1,164,897
CONTRIBUTION TO/(FROM) RESERVES	\$799,240	\$(55,965)	\$(745,267)

CAPITAL IMPROVEMENT PROGRAM PROJECTS

GOLF FUND PROJECTS	2022 BUDGET
PRO025 Ute Creek Clubhouse	\$400,000
PRO169 Golf Course Cart Path Improvements	42,000
PRO191 Golf Buildings and Golf Courses Rehab	51,600
TOTAL	\$493,600

GOLF ADMINISTRATION

FUND: GOLF FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

Golf Administration provides all administrative and supervisory services for the three City golf courses. Activities include preparing and monitoring the budget; purchasing equipment, supplies and services; preparing usage and revenue reports; revenue forecasting; recommending fees and charges; public relations; marketing; and providing staff support for the Golf Course Advisory Board. This service also includes expenses for the Longmont Junior Golf program.

SERVICE: GOLF ADMINISTRATION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Recreation & Golf Manager	0.40	0.40	0.40
Communications and Marketing Manager	0.00	0.00	0.25
Marketing Coordinator	0.25	0.25	0.00
Administrative Analyst	0.18	0.18	0.18
Administrative Assistant	0.75	0.75	0.75
TOTAL	1.58	1.58	1.58

GOLF ADMINISTRATION
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	118,943	128,616	141,716
123	Leave Expense	-	5,000	5,000
126	RHS Plan	1,021	632	632
129	Medicare Contribution	1,802	1,638	1,809
131	MOPC	5,811	5,648	6,238
132	Employee Insurance	18,637	18,638	19,965
133	GERP Retirement	9,305	9,488	11,231
135	Compensation Insurance	776	807	774
136	Unemployment Insurance	57	38	42
137	Staff Training and Conference	-	2,400	2,400
142	Food Allowance	-	400	400
	SUBTOTAL	156,353	173,305	190,207
OPERATING AND MAINTENANCE				
210	Supplies	1,696	3,240	2,500
216	Reference Books and Materials	-	100	100
217	Dues and Subscriptions	3,500	3,735	3,735
218	NonCapital Equip and Furniture	11,070	2,100	500
240	Repair and Maintenance	-	300	300
245	Mileage Allowance	-	100	100
246	Liability Insurance	958	627	577
250	Prof and Contracted Services	4,183	5,600	5,600
252	Ads and Legal Notices	(5)	14,700	14,700
261	Telephone Charges	995	600	600
263	Postage	254	1,000	1,000
264	Printing Copying and Binding	675	2,000	2,000
270	Administrative Mgmt Services	207,116	168,235	195,815
	SUBTOTAL	230,441	202,337	227,527
NON-OPERATING EXPENSE				
927	Principal Notes and Contracts	-	133,144	133,144
928	Interest Notes and Contracts	3,212	-	-
970	Transfers to Other Funds	10,445	6,543	17,702
	SUBTOTAL	13,657	139,687	150,846
	SERVICE TOTAL	\$400,451	\$515,329	\$568,580

SUNSET GOLF COURSE

FUND: GOLF FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

This service includes the costs for operations, maintenance and improvements at Sunset Golf Course. Activities include clubhouse operation and maintenance, golf professional services, golf course mowing and maintenance, irrigation system maintenance, building maintenance, equipment repair and replacement and course improvement projects.

SERVICE: SUNSET GOLF COURSE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Golf Course Supervisor	0.25	0.25	0.25
Golf Course Equipment Mechanic	0.25	0.25	0.25
Sr Grounds Maintenance Technician	1.00	1.00	1.00
Grounds Maintenance Technician II	1.00	1.00	1.00
TOTAL	2.50	2.50	2.50

SUNSET GOLF COURSE
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	87,538	134,504	142,249
112	Temporary Wages	38,576	45,920	68,955
121	Overtime Wages	445	1,846	1,846
126	RHS Plan	686	1,000	1,000
128	FICA	2,392	2,847	2,847
129	Medicare Contribution	1,748	2,616	2,728
131	MOPC	4,294	6,725	7,112
132	Employee Insurance	22,192	22,193	22,760
133	GERP Retirement	6,877	11,298	12,802
135	Compensation Insurance	14,414	1,146	1,097
136	Unemployment Insurance	67	44	47
141	Uniforms Protective Clothing	-	760	760
SUBTOTAL		179,228	230,899	264,203
OPERATING AND MAINTENANCE				
210	Supplies	6,983	3,520	5,785
218	NonCapital Equip and Furniture	-	3,000	3,718
222	Chemicals	11,500	12,000	13,100
240	Repair and Maintenance	15,160	23,600	23,600
246	Liability Insurance	4,741	4,820	5,109
247	Safety Expenses	271	600	600
249	Operating Leases and Rentals	13,919	11,280	38,660
250	Prof and Contracted Services	50,400	50,400	50,400
259	Licenses and Permits	-	200	200
260	Utilities	9,228	9,000	9,000
261	Telephone Charges	1,320	1,800	1,800
264	Printing Copying and Binding	212	2,200	2,200
269	Other Services and Charges	16,362	10,500	10,500
273	Fleet Lease Operating and Mtc	7,826	7,601	5,173
274	Fleet Lease Replacement	50,038	49,138	61,504
SUBTOTAL		187,960	189,659	231,349
SERVICE TOTAL		\$367,188	\$420,558	\$495,552

TWIN PEAKS GOLF COURSE

FUND: GOLF FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

This service includes the costs for operations, maintenance and improvements at Twin Peaks Golf Course. Activities include clubhouse operation and maintenance, golf professional services, golf course mowing and maintenance, irrigation system maintenance, building maintenance, equipment repair and replacement and course improvement projects.

SERVICE: TWIN PEAKS GOLF COURSE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Golf Course Supervisor	0.75	0.75	0.75
Golf Course Equipment Mechanic	0.75	0.75	0.75
Sr Grounds Maintenance Technician	1.00	1.00	1.00
Grounds Maintenance Technician II	1.00	1.00	1.00
TOTAL	3.50	3.50	3.50

TWIN PEAKS GOLF COURSE

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	200,570	201,069	215,110
112	Temporary Wages	67,568	97,758	125,808
121	Overtime Wages	2,740	2,834	2,834
126	RHS Plan	1,791	1,400	1,400
128	FICA	4,195	6,061	6,061
129	Medicare Contribution	3,353	4,332	4,536
131	MOPC	9,545	10,053	10,756
132	Employee Insurance	33,175	33,177	34,418
133	GERP Retirement	15,280	16,889	19,359
135	Compensation Insurance	15,036	13,130	9,305
136	Unemployment Insurance	101	66	71
141	Uniforms Protective Clothing	812	1,400	1,400
SUBTOTAL		354,167	388,169	431,058
OPERATING AND MAINTENANCE				
210	Supplies	25,726	17,720	15,985
218	NonCapital Equip and Furniture	741	4,000	8,868
222	Chemicals	29,061	27,000	29,700
240	Repair and Maintenance	61,132	62,110	62,110
246	Liability Insurance	14,739	15,876	21,385
247	Safety Expenses	2,093	1,400	1,400
249	Operating Leases and Rentals	23,625	26,160	72,780
250	Prof and Contracted Services	71,729	63,600	63,600
259	Licenses and Permits	103	200	200
260	Utilities	45,230	43,000	43,000
261	Telephone Charges	3,804	2,700	2,700
264	Printing Copying and Binding	1,136	2,900	2,900
269	Other Services and Charges	34,372	16,500	16,500
273	Fleet Lease Operating and Mtc	16,331	18,423	13,869
274	Fleet Lease Replacement	97,625	113,149	118,561
SUBTOTAL		427,448	414,738	473,558
CAPITAL OUTLAY				
432	Vehicles	16,332	-	-
SUBTOTAL		16,332	-	-
SERVICE TOTAL		\$797,946	\$802,907	\$904,616

UTE CREEK GOLF COURSE

FUND: GOLF FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

This service includes the costs for operations, maintenance and improvements at Ute Creek Golf Course. Activities include clubhouse operation and maintenance, golf professional services, golf course mowing and maintenance, irrigation system maintenance, building maintenance, equipment repair and replacement and course improvement projects.

SERVICE: UTE CREEK GOLF COURSE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Golf Course Supervisor	1.00	1.00	1.00
Golf Course Equipment Mechanic	1.00	1.00	1.00
Sr Grounds Maintenance Technician	1.00	1.00	1.00
Grounds Maintenance Technician II	1.00	1.00	1.00
TOTAL	4.00	4.00	4.00

UTE CREEK GOLF COURSE

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	223,484	234,348	251,541
112	Temporary Wages	134,953	159,526	190,316
121	Overtime Wages	2,012	2,834	2,834
122	Longevity Compensation	2,570	2,400	-
126	RHS Plan	3,247	1,600	1,600
128	FICA	8,378	9,891	9,891
129	Medicare Contribution	3,818	4,552	5,960
131	MOPC	11,755	11,718	12,577
132	Employee Insurance	38,666	38,668	40,246
133	GERP Retirement	18,817	19,685	22,638
135	Compensation Insurance	18,952	16,106	11,463
136	Unemployment Insurance	117	77	83
141	Uniforms Protective Clothing	565	1,700	1,700
SUBTOTAL		467,333	503,105	550,849
OPERATING AND MAINTENANCE				
210	Supplies	17,261	18,240	17,260
218	NonCapital Equip and Furniture	3,509	8,000	13,108
222	Chemicals	28,882	28,000	34,200
240	Repair and Maintenance	72,126	72,050	72,050
246	Liability Insurance	11,914	9,639	11,379
247	Safety Expenses	820	1,500	1,500
249	Operating Leases and Rentals	76,759	66,480	66,480
250	Prof and Contracted Services	70,989	70,800	70,800
259	Licenses and Permits	-	200	200
260	Utilities	56,241	51,000	51,000
261	Telephone Charges	1,686	3,240	3,240
263	Postage	319	-	-
264	Printing Copying and Binding	2,875	2,600	2,600
269	Other Services and Charges	47,944	23,500	23,500
273	Fleet Lease Operating and Mtc	32,052	29,351	22,625
274	Fleet Lease Replacement	136,000	175,397	186,302
SUBTOTAL		559,377	559,997	576,244
CAPITAL OUTLAY				
432	Vehicles	32,668	-	-
SUBTOTAL		32,668	-	-
SERVICE TOTAL		\$1,059,378	\$1,063,102	\$1,127,093

LIBRARY SERVICES FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	57	2,000	2,000
Operating and Maintenance	35,175	46,500	46,500
Non-Operating	20,180	20,500	20,500
Capital	-	-	-
TOTAL	\$55,412	\$69,000	\$69,000

FUND DESCRIPTION

The Library Services Fund was created to receive funds donated or granted to the Longmont Public Library. Additional revenues include funds from the Friends of the Library. These funds are used primarily to supplement book purchases in the General Fund and for special library programming.

LIBRARY SERVICES FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$102,643	\$157,466	\$122,266
COMMITTED WORKING CAPITAL	-	-	-
SOURCES OF FUNDS			
REVENUES			
Interest	1,248	1,800	1,350
Grants and Donations	95,756	26,000	31,000
Miscellaneous	13,231	6,000	12,000
Adjustment for GAAP Revenue	-	-	-
TOTAL FUNDS	110,235	33,800	44,350
EXPENSES BY BUDGET SERVICE			
Personal Services	57	2,000	2,000
Operating and Maintenance	35,175	46,500	46,500
Non-Operating	20,180	20,500	20,500
Capital	-	-	-
TOTAL OPERATING EXPENSES	55,412	69,000	69,000
Adjustment for GAAP Expenses	-	-	-
TOTAL EXPENDITURES	55,412	69,000	69,000
ENDING WORKING CAPITAL	157,466	122,266	97,616
CONTRIBUTION TO/(FROM) RESERVES	\$54,823	\$(35,200)	\$(24,650)

LIBRARY SERVICES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
142	Food Allowance	57	2,000	2,000
SUBTOTAL		57	2,000	2,000
OPERATING AND MAINTENANCE				
210	Supplies	7,524	-	-
211	Adult Books	602	13,000	13,000
212	Children's Books	10,702	12,000	12,000
215	Audiovisual Materials	21	5,000	5,000
216	Reference Books and Materials	2,997	4,500	4,500
218	NonCapital Equip and Furniture	4,375	-	-
250	Prof and Contracted Services	2,094	12,000	12,000
263	Postage	6	-	-
269	Other Services and Charges	6,854	-	-
SUBTOTAL		35,175	46,500	46,500
NON-OPERATING EXPENSE				
970	Transfers to Other Funds	20,180	20,500	20,500
SUBTOTAL		20,180	20,500	20,500
SERVICE TOTAL		\$55,412	\$69,000	\$69,000

LODGERS TAX FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	-	-	-
Operating and Maintenance	261,048	150,000	300,000
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$333,913	\$150,000	\$300,000

FUND DESCRIPTION

The Lodgers' Tax Revenue Fund was created for the purpose of promoting tourism, conventions, and related activities and acquiring related facilities. One hundred percent of the expense is paid to Visit Longmont.

LODGERS TAX FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$102,059	\$47,601	\$47,601
COMMITTED WORKING CAPITAL	-	-	-
SOURCES OF FUNDS			
REVENUES			
Taxes	206,297	150,000	300,000
Interest	293	-	-
Adjustment for GAAP Revenue	-	-	-
TOTAL FUNDS	206,590	150,000	300,000
EXPENDITURES			
Operating and Maintenance	261,048	150,000	300,000
Non-Operating	-	-	-
Capital	-	-	-
TOTAL EXPENDITURES	261,048	150,000	300,000
ENDING WORKING CAPITAL	47,601	47,601	47,601
CONTRIBUTION TO/(FROM) RESERVES	\$(54,458)	\$-	\$-

LODGERS TAX LINE ITEM BUDGET

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
OPERATING AND MAINTENANCE			
250 Prof and Contracted Services	261,048	150,000	300,000
SUBTOTAL	261,048	150,000	300,000
SERVICE TOTAL	\$261,048	\$150,000	\$300,000

LONGMONT URBAN RENEWAL FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	-	-	-
Operating and Maintenance	-	-	-
Non-Operating	2,370,800	2,275,033	2,037,620
Capital	-	-	-
TOTAL	\$2,370,800	\$2,275,033	\$2,037,620

FUND DESCRIPTION

A special revenue fund designated as the Village at the Peaks COP Special Revenue Fund for the purpose of identifying, accounting for, and controlling all revenues and expenses attributable to the following activities: certificate of participation issuance, expenditures for certificates of participation funds, collection of special revenue for the payment of base rentals and additional rentals, if any, on certificate of participation.

LONGMONT URBAN RENEWAL FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$14,276	\$18,744	\$18,744
COMMITTED WORKING CAPITAL	-	-	-
SOURCES OF FUNDS			
REVENUES			
Property Tax Increment	2,004,258	2,000,000	1,780,000
Sales Tax Increment	366,542	275,033	257,620
Interest	4,468	-	-
Transfers from Other Funds	-	-	-
Estimated Revenue Revision	-	-	-
TOTAL FUNDS	2,375,268	2,275,033	2,037,620
EXPENDITURES			
Personal Services	-	-	-
Operating and Maintenance	-	-	-
Non-Operating	2,370,800	2,275,033	2,037,620
Capital	-	-	-
TOTAL EXPENDITURES	2,370,800	2,275,033	2,037,620
ENDING WORKING CAPITAL	18,744	18,744	18,744
CONTRIBUTION TO/(FROM) RESERVES	\$4,468	\$-	\$-

MUSEUM GRANTS DONATIONS AND SERVICES FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	138,967	131,236	300,529
Operating and Maintenance	396,300	575,607	545,077
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$535,267	\$706,843	\$845,606

FUND DESCRIPTION

The Museum Services Fund was created to receive funds donated or granted to the Longmont Museum. Additional revenues include programming fees. This fund administers expenses related to fee based

MUSEUM GRANTS DONATIONS AND SERVICES FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$290,535	\$454,512	\$362,541
COMMITTED WORKING CAPITAL	-	84,195	-
SOURCES OF FUNDS			
REVENUES			
Intergovernmental Revenue	129,488	187,000	189,500
Charges for Services	58,143	98,500	100,900
Grants and Donations	195,088	93,900	309,658
Interest	4,785	3,192	3,192
Miscellaneous	1,960	1,960	1,300
Other Funds Transfer	309,780	314,515	224,134
Estimated Revenue Revision	-	-	-
Adjustment for GAAP Revenue	-	-	-
TOTAL FUNDS	699,244	699,067	828,684
EXPENSES BY BUDGET SERVICE			
Personal Services	138,967	131,236	300,529
Operating and Maintenance	396,300	575,607	545,077
Non-Operating	-	-	-
Capital Projects	-	-	-
Estimated Expense Revision	-	-	-
TOTAL EXPENDITURES	535,267	706,843	845,606
ENDING WORKING CAPITAL	454,512	362,541	345,619
CONTRIBUTION TO/(FROM) RESERVES	\$163,977	\$(7,776)	\$(16,922)

MUSEUM SERVICES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	62,546	58,176	203,008
112	Temporary Wages	46,413	50,312	32,312
121	Overtime Wages	1,146	-	-
126	RHS Plan	400	400	1,200
128	FICA	2,949	3,119	2,003
129	Medicare Contribution	1,462	1,573	1,966
131	MOPC	3,127	2,909	9,969
132	Employee Insurance	15,596	9,599	31,899
133	GERP Retirement	5,007	4,887	17,944
135	Compensation Insurance	286	242	162
136	Unemployment Insurance	35	19	66
SUBTOTAL		138,967	131,236	300,529
OPERATING AND MAINTENANCE				
210	Supplies	16,781	59,825	57,289
217	Dues and Subscriptions	2,089	-	1,000
218	NonCapital Equip and Furniture	16,442	-	10,200
240	Repairs and Maintenance	1,402	-	-
245	Mileage Allowance	57	-	-
246	Liability Insurance	189	179	123
249	Operating Leases and Rentals	2,447	15,333	16,550
250	Prof and Contracted Services	24,864	95,941	142,731
252	Ads and Legal Notices	-	17,380	22,150
261	Telephone Charges	111	-	-
263	Postage	12	15,200	15,000
264	Printing Copying and Binding	3,263	23,300	26,900
269	Other Services and Charges	19,767	33,934	29,000
270	Administrative Mgmt Services	308,877	314,515	224,134
SUBTOTAL		396,300	575,607	545,077
SERVICE TOTAL		\$535,267	\$706,843	\$845,606

SERVICE: MUSEUM SERVICES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Museum Program Leader	1.00	1.00	1.00
Museum Manager of Fund Development	0.00	0.00	1.00
Volunteer and Evaluation Coordinator	0.00	0.00	1.00
Registrar	0.25	0.00	0.00
TOTAL	1.25	1.00	3.00

MUSEUM TRUST FUND - Fund Summary

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	-	-	-
Operating and Maintenance	16,158	23,245	23,300
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$16,158	\$23,245	\$23,300

FUND DESCRIPTION

The Museum Trust Fund is an expendable trust created for the purpose of receiving bequests to the Longmont Museum. Additional revenues include gift shop revenues. This fund administers expenses related to resale merchandise for the Museum's gift shop, Museum advertising, and collections acquisition, and provides additional support for exhibits and special programming of the Longmont Museum.

MUSEUM TRUST FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$72,925	\$97,930	\$104,685
COMMITTED WORKING CAPITAL	-	-	-
SOURCES OF FUNDS			
REVENUES			
Sales	37,159	30,000	30,000
Interest	1,068	-	-
Grants and Donations	2,600	-	-
Miscellaneous	336	-	-
TOTAL FUNDS	41,163	30,000	30,000
EXPENSES BY BUDGET SERVICE			
Personal Services	-	-	-
Operating and Maintenance	16,158	23,245	23,300
Non-Operating Expense	-	-	-
TOTAL EXPENDITURES	16,158	23,245	23,300
ENDING WORKING CAPITAL	97,930	104,685	111,385
CONTRIBUTION TO/(FROM) RESERVES	\$25,005	\$6,755	\$6,700

MUSEUM TRUST
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
112	Temporary Wages	-	-	-
SUBTOTAL		-	-	-
OPERATING AND MAINTENANCE				
210	Supplies	120	-	-
224	Resale Merchandise	11,373	23,000	23,000
250	Prof and Contracted Services	2,355	-	-
264	Printing Copying and Binding	2,140	-	-
269	Other Services and Charges	169	245	300
SUBTOTAL		16,158	23,245	23,300
SERVICE TOTAL		\$16,158	\$23,245	\$23,300

OPEN SPACE FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	498,781	649,480	769,951
Operating and Maintenance	694,386	577,247	747,349
Non-Operating	2,862,531	2,690,419	2,414,499
Capital	3,397,612	101,063	1,046,000
TOTAL	\$7,453,311	\$4,018,209	\$4,977,799

FUND DESCRIPTION

In November 2000, Longmont voters approved increasing the sales and use tax rate by 0.2 cents for 20 years for the acquisition and maintenance of open space. Administration of this fund is provided by the Public Works and Natural Resources Department.

CAPITAL IMPROVEMENT PROGRAM PROJECTS

OPEN SPACE FUND PROJECTS	2022 BUDGET
DRN028 Spring Gulch #2 Drainage & Greenway Improvements	\$732,250
WTR195 Stream Maintenance and Restoration	\$138,750
TOTAL	\$871,000

OPEN SPACE FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$8,673,763	\$8,684,046	\$5,440,490
COMMITTED WORKING CAPITAL	-	5,273,232	-
SOURCES OF FUNDS			
REVENUES			
Taxes	4,570,296	4,449,202	5,111,762
Intergovernmental Revenue	92,727	177,957	-
Developer Participation	-	-	-
Interest	101,028	30,000	110,465
Miscellaneous	171,418	55,000	50,000
Bond Proceeds	2,516,625	-	-
Other Funds Transfer	11,400	-	-
Estimated Revenue Adjustment	-	1,335,726	-
Adjustment for GAAP Revenue	100	-	-
TOTAL FUNDS	7,463,594	6,047,885	5,272,227
EXPENDITURES			
Personal Services	498,781	649,480	769,951
Operating and Maintenance	694,386	577,247	747,349
Non-Operating	2,862,531	2,690,419	2,414,499
Capital	3,397,612	101,063	1,046,000
Adjustment for GAAP Expense	-	-	-
TOTAL EXPENDITURES	7,453,311	4,018,209	4,977,799
ENDING WORKING CAPITAL	8,684,046	5,440,490	5,734,918
CONTRIBUTION TO/(FROM) RESERVES	\$10,283	\$2,029,676	\$294,428

OPEN SPACE AND TRAILS

FUND: OPEN SPACE FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service includes the costs for administration, acquisition, improvement, maintenance and preservation of the City's open space.

SERVICE: OPEN SPACE AND TRAILS

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Director of Parks & Natural Resources	0.00	0.35	0.35
PWNR Environmental Services Manager	0.00	0.00	0.08
PWNR Natural Resources Manager	0.35	0.00	0.00
Project Manager II	0.00	0.50	0.90
PWNR Project Manager II/Volunteer Coord	0.25	0.25	0.00
PWNR Volunteer Coordinator	0.00	0.00	0.35
Land Program Administrator	0.90	0.90	0.90
Natural Resources Specialist	0.50	0.00	0.00
Sr Natural Resource Technician	0.00	0.92	0.92
Natural Resources Technician	0.50	0.00	2.00
Natural Resources Analyst	0.15	0.15	0.15
Air Quality Oil and Gas Coordinator	0.00	0.59	0.59
Sustainability Grant and Program Coord	0.00	0.06	0.00
Neighborhood Resource Coordinator	0.00	0.00	0.02
Social Equity Coordinator	0.00	0.00	0.02
Weed Technician	0.42	0.00	0.00
Grant Coordinator	0.09	0.00	0.10
Executive Assistant	0.20	0.20	0.20
TOTAL	3.36	3.92	6.58

OPEN SPACE AND TRAILS

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	317,492	365,140	556,951
112	Temporary Wages	60,379	127,000	-
121	Overtime Wages	358	500	500
123	Leave Expense	-	2,000	2,000
126	RHS Plan	2,573	1,569	2,632
128	FICA	3,751	6,634	-
129	Medicare Contribution	6,068	6,729	7,935
131	MOPC	15,875	17,847	27,362
132	Employee Insurance	54,886	58,894	87,560
133	GERP Retirement	25,420	29,983	49,252
135	Compensation Insurance	5,341	4,540	5,815
136	Unemployment Insurance	167	119	181
137	Staff Training and Conference	5,090	9,039	10,278
141	Uniforms Protective Clothing	1,041	5,100	5,100
142	Food Allowance	172	600	600
SUBTOTAL		498,613	635,694	756,166
OPERATING AND MAINTENANCE				
210	Supplies	4,983	20,568	20,797
214	Pamphlets and Documents	295	300	300
216	Reference Books and Materials	167	1,000	1,000
217	Dues and Subscriptions	4,475	1,018	1,136
218	NonCapital Equip and Furniture	6,570	8,082	6,531
221	Parts	442	500	500
222	Chemicals	1,027	4,380	4,600
240	Repair and Maintenance	4,440	84,500	84,500
244	Assessments	30,607	-	-
245	Mileage Allowance	118	-	-
246	Liability Insurance	4,143	6,454	8,202
247	Safety Expenses	354	900	900
249	Operating Leases and Rentals	456	1,400	1,400
250	Prof and Contracted Services	209,177	207,870	257,620
252	Ads and Legal Notices	99	100	100
260	Utilities	85	-	-
261	Telephone Charges	4,667	4,592	4,592
263	Postage	45	300	300
264	Printing Copying and Binding	534	1,500	1,500
269	Other Services and Charges	121,803	2,150	2,150
270	Administrative Mgmt Services	222,425	171,160	311,617
273	Fleet Lease Operating and Mtc	26,238	21,403	8,740
274	Fleet Lease Replacement	50,049	31,255	23,049
SUBTOTAL		693,199	569,432	739,534
NON-OPERATING EXPENSE				
922	Interest Current Bond Issue	1,294,718	1,090,689	926,350
923	Bond Principal Current	1,510,000	1,560,000	1,445,000
970	Transfers to Other Funds	57,813	39,730	43,149
SUBTOTAL		2,862,531	2,690,419	2,414,499
CAPITAL OUTLAY				
432	Vehicles	13,216	-	-
440	Machinery and Equipment	-	-	175,000
SUBTOTAL		13,216	-	175,000
SERVICE TOTAL		\$4,067,559	\$3,895,545	\$4,085,199

OPEN SPACE SANDSTONE RANCH

FUND: OPEN SPACE FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

This service includes the costs for operations and programming at the Sandstone Ranch House.

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
112	Temporary Wages	-	12,800	12,800
128	FICA	-	794	794
129	Medicare Contribution	-	186	186
135	Compensation Insurance	168	6	5
	SUBTOTAL	168	13,786	13,785
OPERATING AND MAINTENANCE				
210	Supplies	757	5,500	5,500
246	Liability Insurance	16	15	15
250	Prof and Contracted Services	414	2,000	2,000
263	Postage	-	300	300
	SUBTOTAL	1,187	7,815	7,815
	SERVICE TOTAL	\$1,355	\$21,601	\$21,600

PARK AND GREENWAY MAINTENANCE FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	-	-	-
Operating and Maintenance	75,533	76,000	201,000
Operating and Maintenance - Flood	58,002	-	-
Non-Operating	110	5,000	5,000
Capital - Maintenance	665,065	1,181,298	478,429
Capital - Flood	76,040	-	-
TOTAL	\$874,750	\$1,262,298	\$684,429

FUND DESCRIPTION

The Park and Greenway Maintenance Fund's primary revenue source is the Park and Greenway Maintenance fee. The fee is used to support maintenance, operations, and repair and replacement of playgrounds, sport courts, sport fields, pool facilities, and park and greenway buildings and facilities, including restrooms, shelters and pump stations, and landscaping located in City parks and greenways.

CAPITAL IMPROVEMENT PROGRAM PROJECTS

PARK AND GREENWAY MAINTENANCE FUND PROJECTS	2022 BUDGET
PRO136 Park Bridge Replacement Program	\$ 339,679
WTTR195 Stream Maintenance and Restoration	\$ 138,750
TOTAL	\$ 478,429

PARK AND GREENWAY MAINTENANCE FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL MAINTENANCE FEE	\$3,123,543	\$3,372,355	\$1,509,171
COMMITTED WORKING CAPITAL - MAINTENANCE	-	1,588,990	-
COMMITTED WORKING CAPITAL - FLOOD	-	-	-
SOURCES OF FUNDS			
REVENUES			
Park and Greenway Maintenance Fee	1,039,836	978,638	989,438
Park and Greenway Maintenance Flood Fee	-	-	-
Intergovernmental Revenue - Flood	28,011	-	-
Interest - Maintenance	29,786	9,466	7,102
Interest - Flood	16,786	-	-
Miscellaneous	9,143	-	-
TOTAL FUNDS	1,123,562	988,104	996,540
EXPENDITURES			
Personal Services	-	-	-
Operating and Maintenance	75,533	76,000	201,000
Operating and Maintenance - Flood	58,002	-	-
Non-Operating	110	5,000	5,000
Capital Projects - Maintenance	665,065	1,181,298	478,429
Capital Projects - Flood	76,040	-	-
TOTAL EXPENDITURES	874,750	1,262,298	684,429
Estimated Revisions	-	-	-
ENDING WORKING CAPITAL MAINTENANCE FEE	3,372,355	1,509,171	1,821,282
CONTRIBUTION TO/(FROM) RESERVES	\$248,812	\$(274,194)	\$312,111

PARKS GRANTS AND DONATIONS FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	-	-	-
Operating and Maintenance	2,500	3,600	3,600
Capital	-	-	-
TOTAL	\$2,500	\$3,600	\$3,600

FUND DESCRIPTION

The Parks Grants and Donations Fund was created to receive funds donated or granted to the City for development or improvement of parks.

PARKS GRANTS AND DONATIONS FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL MAINTENANCE FEE	\$684,778	\$694,939	\$94,339
COMMITTED WORKING CAPITAL	-	600,600	-
SOURCES OF FUNDS			
REVENUES			
Grants and Donations	2,800	3,600	3,600
Miscellaneous	-	-	-
Interest	9,861	-	-
TOTAL FUNDS	12,661	3,600	3,600
EXPENDITURES			
Personal Services	-	-	-
Operating and Maintenance	2,500	3,600	3,600
Non-Operating	-	-	-
Capital Projects	-	-	-
TOTAL EXPENDITURES	2,500	3,600	3,600
ENDING WORKING CAPITAL MAINTENANCE FEE	694,939	94,339	94,339
CONTRIBUTION TO/(FROM) RESERVES	\$10,161	\$-	\$-

PARK IMPROVEMENT FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	-	-	-
Operating and Maintenance	-	-	-
Non-Operating	-	-	-
Capital	1,526,090	976,010	4,583,411
TOTAL	\$1,526,090	\$976,010	\$4,583,411

FUND DESCRIPTION

The Park Improvement Fund's primary revenue source is Park Improvement fees, which are assessed when a building permit is issued. Park Improvement funds are designated for the purchase of land and for development and improvements to neighborhood and community parks. These funds cannot be used for maintenance or improvements to existing parks (Longmont Municipal Code, Chapter 14.36).

CAPITAL IMPROVEMENT PROGRAM PROJECTS

PARK IMPROVEMENT FUND PROJECT	2022 BUDGET
DRN028 Spring Gulch #2 Drainage & Greenway Improvements	\$732,250
PRO010 Union Reservoir Master Planned Improvements	1,089,161
PRO44B Sandstone Ranch Community Park	641,000
PRO049 Dry Creek Community Park	2,121,000
TOTAL	\$4,583,411

PARK IMPROVEMENT FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$ 18,292,190	\$ 19,562,748	\$ 15,496,603
COMMITTED WORKING CAPITAL	-	4,611,351	-
SOURCES OF FUNDS			
REVENUES			
Building Permit Fees	2,521,851	1,448,900	1,448,900
Interest	274,383	72,316	69,841
Intergovernmental Revenue	-	-	-
Transfer from Other Funds	414	-	-
Estimated Revenue Adjustment	-	-	-
Adjustment for GAAP Revenue	-	-	-
TOTAL FUNDS	2,796,648	1,521,216	1,518,741
EXPENDITURES			
Personal Services	-	-	-
Operating and Maintenance	-	-	-
Non-Operating	-	-	-
Capital Projects	1,526,090	976,010	4,583,411
Adjustment for GAAP Expense	-	-	-
TOTAL EXPENDITURES	1,526,090	976,010	4,583,411
ENDING WORKING CAPITAL	19,562,748	15,496,603	12,431,933
CONTRIBUTION TO/(FROM) RESERVES	\$ 1,270,558	\$ 545,206	\$ (3,064,670)

PROBATION SERVICES FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	46,235	84,143	88,066
Operating and Maintenance	7,717	8,556	8,634
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$53,952	\$92,699	\$96,700

FUND DESCRIPTION

A Probation Services Fund shall exist for the special public purpose of defraying the costs of Municipal Court probation services, including expenses associated with obtaining the services of probation officers.

PROBATION SERVICES FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$132,386	\$144,654	\$117,655
COMMITTED WORKING CAPITAL	-	800	-
SOURCES OF FUNDS			
REVENUES			
Court Surcharges	60,635	65,000	60,000
Interest	2,061	1,500	1,128
Transfer from Other Funds	3,524	-	-
Estimated Revenue Revision	-	-	-
TOTAL FUNDS	66,220	66,500	61,128
EXPENDITURES			
Personal Services	46,235	84,143	88,066
Operating and Maintenance	7,717	8,556	8,634
Non-Operating	-	-	-
Capital	-	-	-
TOTAL EXPENDITURES	53,952	92,699	96,700
ENDING WORKING CAPITAL	144,654	117,655	82,083
CONTRIBUTION TO/(FROM) RESERVES	\$12,268	\$(26,199)	\$(35,572)

SERVICE: Probation Services

Budgeted Positions:	2020 Budget	2021 Budget	2022 Budget
Probation Officer	1.00	1.00	1.00
Total	1.00	1.00	1.00

PROBATION SERVICES

FUND: PROBATION SERVICES FUND

DEPARTMENT: COMMUNITY SERVICES

SERVICE DESCRIPTION:

The Probation Division provides pre-sentence investigations, supervision and monitoring of probationers, assessment and referral to local and state resources, and restitution investigation for victims.

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	30,462	64,343	67,072
121	Overtime Wages	741	-	-
126	RHS Plan	164	400	400
129	Medicare Contribution	385	913	951
131	MOPC	1,523	3,148	3,278
132	Employee Insurance	9,991	10,194	10,450
133	GERP Retirement	2,439	5,086	5,848
135	Compensation Insurance	499	39	45
136	Unemployment Insurance	30	20	22
SUBTOTAL		46,235	84,143	88,066
OPERATING AND MAINTENANCE				
240	Repair and Maintenance	112	300	300
246	Liability Insurance	405	405	483
250	Prof and Contracted Services	7,200	7,851	7,851
SUBTOTAL		7,717	8,556	8,634
SERVICE TOTAL		\$53,952	\$92,699	\$96,700

PUBLIC BUILDINGS COMMUNITY INVESTMENT FEE FUND - FUND SUMMARY

	2020 Actual	2021 Budget	2022 Budget
Personal Services	-	-	-
Operating and Maintenance	-	-	-
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ -	\$ -	\$ -

FUND DESCRIPTION

The Public Buildings Community Investment Fee Fund was created in 1993 to provide funding for acquiring, constructing and making capital improvements to public buildings and public building sites. The Public Buildings Community Investment Fee (CIF) is levied on all new construction (residential, commercial and industrial) within the city to provide a portion of the capital to meet the demand that new development creates for public facilities in excess of current levels of service (Longmont Municipal Code, Chapter 14.46). This fee was repealed in May 2016, however there is still a minor fund balance remaining in this fund.

PUBLIC BUILDINGS COMMUNITY INVESTMENT FEE FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$ 521,135	\$ 528,656	\$ 528,656
COMMITTED WORKING CAPITAL	-	-	-
SOURCES OF FUNDS			
REVENUES			
Developer Participation	-	-	-
Interest	7,521	-	-
Miscellaneous	-	-	-
TOTAL FUNDS	7,521	-	-
EXPENDITURES			
Non-Operating	-	-	-
Capital	-	-	-
TOTAL EXPENDITURES	-	-	-
ENDING WORKING CAPITAL	528,656	528,656	528,656
CONTRIBUTION TO/(FROM) RESERVES	\$ 7,521	\$ -	\$ -

PUBLIC IMPROVEMENT FUND - Fund Summary

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	82,987	128,067	134,613
Operating and Maintenance	40,926	58,000	58,111
Non-Operating	2,043,988	2,167,050	2,037,550
Capital	5,248,604	4,235,028	8,848,649
TOTAL	\$7,416,505	\$6,588,145	\$11,078,923

FUND DESCRIPTION

The Public Improvement Fund was established to pay for capital construction projects that build, expand or improve buildings or other public facilities. Most of those facilities are under the direction of City departments in the General Fund, such as the Civic Center, the St. Vrain Memorial Building, the Senior Center, parks and pools. The major source of revenue to the Public Improvement Fund is a portion of the City's sales and use tax receipts. The City's total sales and use tax rate is 3.53%.

PUBLIC IMPROVEMENT FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$33,740,277	\$36,327,248	\$601,985
COMMITTED WORKING CAPITAL	-	36,055,617	-
SOURCES OF FUNDS			
REVENUES			
Taxes	6,800,409	6,632,548	7,629,000
Intergovernmental Revenue	21,374	-	-
Grants and Donations	5,927	-	-
Interest	655,087	143,067	144,724
Miscellaneous	20,679	-	-
Operating Transfers	2,500,000	-	3,940,000
Bond Proceeds	-	-	-
Estimated Revenue Revision	-	142,884	-
Adjustment for GAAP Revenue	-	-	-
TOTAL FUNDS	10,003,476	6,918,499	11,713,724
EXPENDITURES			
Personal Services	82,987	128,067	134,613
Operating and Maintenance	40,926	58,000	58,111
Non-Operating	2,043,988	2,167,050	2,037,550
Capital	5,248,604	4,235,028	8,848,649
TOTAL EXPENDITURES	7,416,505	6,588,145	11,078,923
ENDING WORKING CAPITAL	36,327,248	601,985	1,236,786
CONTRIBUTION TO/(FROM) RESERVES	\$2,586,971	\$330,354	\$634,801

PROJECT MANAGEMENT

FUND: PUBLIC IMPROVEMENT FUND

DEPARTMENT: EXTERNAL SERVICES

SERVICE DESCRIPTION:

This service provides project management for projects that are funded within this fund.

SERVICE: PUBLIC IMPROVEMENT FUND

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Sr Project Manager	1.00	1.00	1.00
TOTAL	1.00	1.00	1.00

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	58,779	97,662	102,124
126	RHS Plan	-	400	400
129	Medicare Contribution	761	1,384	1,447
131	MOPC	2,939	4,773	4,991
132	Employee Insurance	15,752	15,752	15,971
133	GERP Retirement	4,708	8,019	8,984
135	Compensation Insurance	-	45	663
136	Unemployment Insurance	48	32	33
	SUBTOTAL	82,987	128,067	134,613

OPERATING AND MAINTENANCE

246	Liability Insurance	-	-	111
250	Prof and Contracted Services	20,395	-	-
269	Other Services and Charges	17,567	51,000	51,000
275	Building Permits to DDA	2,964	7,000	7,000
	SUBTOTAL	40,926	58,000	58,111

NON-OPERATING EXPENSE

922	Interest Current Bond Issue	1,434,048	1,052,050	1,002,550
923	Bond Principal Current	605,000	990,000	1,035,000
927	Principal Notes and Contracts	-	125,000	-
928	Interest Notes and Contracts	4,941	-	-
	SUBTOTAL	2,043,988	2,167,050	2,037,550
	SERVICE TOTAL	\$2,167,901	\$2,353,117	\$2,230,274

CAPITAL IMPROVEMENT PROGRAM PROJECTS

PUBLIC IMPROVEMENT FUND PROJECTS		2022 BUDGET
DTR035	Downtown/City Center Lighting Improvements	\$105,000
PBF001	Municipal Buildings Roof Improvements	23,000
PBF002	Municipal Facilities ADA Improvements	136,250
PBF02B	Municipal Facilities ADA Improvements - Parks	31,664
PBF037	Fire Stations Improvements	40,000
PBF080	Municipal Buildings Boiler Replacement	282,441
PBF082	Municipal Buildings HVAC Replacement	666,631
PBF109	Municipal Facilities Parking Lot Rehabilitation	98,980
PBF119	Municipal Buildings Flooring Replacement	419,362
PBF145	Community Services Specialized Equipment	511,720
PBF160	Municipal Buildings Auto Door and Gate Replacement	35,000
PBF163	Municipal Buildings Keyless Entry	20,000
PBF165	Municipal Buildings Emergency Generators	1,063,500
PBF181	Municipal Buildings UPS Repair and Replacement	35,000
PBF186	Longmont Recreation Center Fitness Improvements	407,788
PBF189	Municipal Buildings Exterior Maintenance	25,000
PBF190	Municipal Buildings Interior Maintenance	20,000
PBF204	Sunset Campus Expansion	115,000
PBF216	Firehouse Arts Center Facility Improvements	61,105
PRO102	Swimming and Wading Pools Maintenance	547,208
PRO113	Park Irrigation Pump Systems Rehabilitation	75,000
PRO149	Bohn Farm Pocket Park	240,000
PRO204	Sustainable Landscape Conversions	47,500
PRO208	Wayfinding Signage Project	50,000
TRP131	1st and Main Transit Station Area Improvements	3,700,000
WTR173	Raw Water Irrigation Planning and Construction	91,500
TOTAL		\$8,848,649

SENIOR SERVICES FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	86,811	56,305	70,575
Operating and Maintenance	64,663	144,994	130,025
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$151,474	\$201,299	\$200,600

FUND DESCRIPTION

The Senior Services Fund was created to receive funds donated or granted to Longmont Senior Services. The majority of the revenue in this fund comes from fees paid by participants in Senior Services recreation programs, which are administered out of this fund. Additional revenues may include support from the Friends of the Senior Center for programs or equipment purchases.

SENIOR SERVICES FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$145,412	\$61,476	\$52,965
COMMITTED WORKING CAPITAL	-	-	-
SOURCES OF FUNDS			
REVENUES			
Charge for Services	20,766	132,688	140,500
Interest	1,510	-	-
Miscellaneous	64	100	100
Grants and Donations	44,978	60,000	60,000
Transfers from Other Funds	220	-	-
TOTAL FUNDS	67,538	192,788	200,600
EXPENDITURES			
Personal Services	86,811	56,305	70,575
Operating and Maintenance	64,663	144,994	130,025
Non-Operating	-	-	-
Capital	-	-	-
TOTAL EXPENDITURES	151,474	201,299	200,600
ENDING WORKING CAPITAL	61,476	52,965	52,965
CONTRIBUTION TO/(FROM) RESERVES	\$(83,936)	\$(8,511)	\$-

SENIOR SERVICES

SERVICE: SENIOR SERVICES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Marketing Coordinator	0.50	0.00	0.00
Communications and Marketing Manager	0.00	0.25	0.25
Seniors Resource Specialist	0.25	0.25	0.25
TOTAL	0.75	0.50	0.50

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	43,362	33,901	40,689
112	Temporary Wages	26,682	10,000	15,000
126	RHS Plan	200	200	200
128	FICA	1,657	620	930
129	Medicare Contribution	910	625	795
131	MOPC	2,166	1,658	1,989
132	Employee Insurance	8,314	5,468	6,364
133	GERP Retirement	3,467	2,784	3,579
135	Compensation Insurance	28	39	16
136	Unemployment Insurance	25	10	13
137	Staff Training and Conference	-	1,000	1,000
	SUBTOTAL	86,811	56,305	70,575

OPERATING AND MAINTENANCE

210	Supplies	7,592	30,850	20,632
217	Dues and Subscriptions	130	500	500
218	NonCapital Equip and Furniture	8,210	16,664	14,946
245	Mileage Allowance	-	400	400
246	Liability Insurance	578	585	514
247	Safety Expenses	-	50	50
250	Prof and Contracted Services	30,654	75,000	75,000
261	Telephone Charges	-	100	100
264	Printing Copying and Binding	947	4,500	3,500
269	Other Services and Charges	(406)	500	500
273	Fleet Lease Operating and Mtc	3,656	2,543	580
274	Fleet Lease Replacement	13,302	13,302	13,303
	SUBTOTAL	64,663	144,994	130,025
	SERVICE TOTAL	\$151,474	\$201,299	\$200,600

STORM DRAINAGE FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	1,960,865	2,244,645	2,384,718
Operating and Maintenance	1,861,717	2,020,564	2,055,646
Non-Operating	1,464,020	2,871,698	2,688,450
Capital	3,383,934	50,969	21,934
TOTAL	\$8,670,537	\$7,187,876	\$7,150,748

FUND DESCRIPTION

The Storm Drainage Enterprise Fund pays for all costs associated with maintaining and improving the City's storm drainage system. City staff includes crews to clean and repair drainage lines and engineering staff to plan improvements and to project future demands on the drainage system. The major source of revenue is a monthly fee billed to all residential and commercial utility users in the city. Residential utility customers pay a flat rate per month, and the rate for commercial and industrial utility customers is based on square footage of building space.

The Storm Drainage Enterprise Fund includes seven budget services: Public Works and Natural Resources Director, Storm Drainage Engineering, Storm Drainage Maintenance, Storm Drainage Quality Laboratory, Construction Inspection, Regulatory Compliance, and Engineering/Survey Technical Services. Administration of this fund is provided by the Public Works and Natural Resources Department.

CAPITAL IMPROVEMENT PROGRAM PROJECTS

STORM DRAINAGE FUND PROJECTS	2022 BUDGET
PBF082 Municipal Buildings HVAC Replacement	\$1,404
TOTAL	\$1,404

STORM DRAINAGE FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$9,241,695	\$9,022,408	\$3,100,204
COMMITTED WORKING CAPITAL	-	6,470,628	-
SOURCES OF FUNDS			
REVENUES			
Charges for Services	7,497,070	7,548,000	7,594,900
Capital Investment Fee	460,587	182,500	156,945
Intergovernmental Revenue	480,198	-	-
Interest	164,609	200	-
Miscellaneous	(2,298)	5,600	5,600
Bond Proceeds	-	-	-
Transfer from Other Funds	65,751	-	-
Estimated Revenue Adjustment	-	-	-
Adjustment for GAAP Revenue	-	-	-
TOTAL FUNDS	8,665,917	7,736,300	7,757,445
EXPENSES BY BUDGET SERVICE			
Business Services	2,397,578	4,011,048	3,927,035
Natural Resources	86,356	138,302	141,225
Engineering Services	3,609,897	1,708,527	1,751,449
Operations	986,045	1,279,247	1,329,635
CIP Projects	1,590,660	50,752	1,404
Total Operating Expenses	8,670,537	7,187,876	7,150,748
Adjustment for GAAP Expenses	214,667	-	-
TOTAL EXPENDITURES	8,885,204	7,187,876	7,150,748
ESTIMATED REVISIONS			
ENDING WORKING CAPITAL	9,022,408	3,100,204	3,706,901
CONTRIBUTION TO/(FROM) RESERVES	\$(219,287)	\$548,424	\$606,697

PUBLIC WORKS AND NATURAL RESOURCES ADMINISTRATION

FUND: STORM DRAINAGE FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The Public Works and Natural Administration service is responsible for administering City policies, developing departmental policies and procedures, and assuring effective management of the financial and operational condition of the utilities and funds, including the development of adequate rates, preparation and monitoring of the annual budget, and effective supervision of personnel.

SERVICE: PUBLIC WORKS AND NATURAL RESOURCES DIRECTOR

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Deputy City Manager	0.10	0.10	0.10
Executive Director of Consolidated Services	0.00	0.00	0.10
PWNR Director Business & Environmental Services	0.00	0.10	0.00
PWNR Asst Director of Business Services	0.00	0.10	0.10
PWNR Business & Strategic Planning Manager	0.10	0.00	0.00
PWNR Communications & Marketing Manager	0.10	0.10	0.10
Multi Media/Marketing Specialist	0.25	0.50	0.00
PWNR Rate Analyst Manager	0.10	0.00	0.00
Business Analyst	0.10	0.10	0.20
Communications and Marketing Specialist	0.00	0.00	0.20
Business Process Improvement Coordinator	0.00	0.00	0.05
Executive Assistant	0.10	0.10	0.10
Administrative Assistant	0.00	0.25	0.25
TOTAL	0.85	1.35	1.20

PUBLIC WORKS AND NATURAL RESOURCES ADMINISTRATION

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	80,639	124,134	157,007
112	Temporary Wages	-	19,398	19,398
121	Overtime Wages	-	100	100
126	RHS Plan	502	343	482
128	FICA	-	1,203	1,203
129	Medicare Contribution	2,470	1,222	1,666
131	MOPC	3,802	4,445	6,028
132	Employee Insurance	11,281	14,674	19,246
133	GERP Retirement	6,292	7,470	10,795
135	Compensation Insurance	82	48	55
136	Unemployment Insurance	34	30	38
137	Staff Training and Conference	3,984	1,025	1,050
142	Food Allowance	35	425	425
SUBTOTAL		109,122	174,517	217,493

OPERATING AND MAINTENANCE

210	Supplies	236	545	545
217	Dues and Subscriptions	924	510	740
218	NonCapital Equip and Furniture	2,547	450	628
240	Repair and Maintenance	880	5,500	5,500
245	Mileage Allowance	251	460	460
246	Liability Insurance	228	163	201
250	Prof and Contracted Services	11,304	23,985	30,985
252	Legal Notices and Advertising	514	600	420
261	Telephone Charges	84	-	-
264	Printing Copying and Binding	195	-	-
269	Other Services and Charges	829	-	-
273	Fleet Lease Operating and Mtc	1,195	1,162	954
274	Fleet Lease Replacement	2,054	575	576
SUBTOTAL		21,240	33,950	41,009

NON-OPERATING EXPENSE

922	Interest Current Bond Issue	879,571	589,938	546,938
923	Bond Principal Current	-	860,000	905,000
927	Principal Notes and Contracts	-	140,499	173,665
928	Interest Notes and Contracts	(51,714)	-	-
970	Transfers to Other Funds	632,875	271,161	48,347
SUBTOTAL		1,460,731	1,861,598	1,673,950
SERVICE TOTAL		\$1,591,093	\$2,070,065	\$1,932,452

STORMWATER QUALITY LABORATORY

FUND: STORM DRAINAGE FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The Water Quality Laboratory is a comprehensive scientific resource for the Water/Wastewater Division. Its goal is to support the utilities in meeting all state and federal requirements for drinking water and wastewater treatment. As such, the laboratory's primary concern is to provide timely and cost effective sampling and testing services that result in legally defensible data of known precision and accuracy. In addition, the laboratory serves as a technical source of information for water quality issues, regulatory issues, and related subjects. The laboratory provides testing to monitor compliance with state health department and U.S. Environmental Protection Agency requirements, testing of samples from industrial dischargers to verify compliance with the requirements of the Industrial Pretreatment Program, sampling and testing of St. Vrain Creek to study the effects of the wastewater treatment plant effluent on the creek, and metals and nutrient testing on digested wastewater treatment plant sludge and compost to ensure that all requirements for beneficial use of biosolids are met.

SERVICE: STORM DRAINAGE QUALITY LABORATORY

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Water Quality Lab Supervisor	0.10	0.10	0.10
Water Quality Analyst II	0.00	0.40	0.40
Water Quality Analyst I	0.30	0.00	0.00
Water Quality Specialist II	0.00	0.20	0.20
Water Quality Specialist I	0.00	0.10	0.10
Laboratory Tech II	0.40	0.00	0.00
Laboratory Support Technician	0.00	0.10	0.10
Office Assistant	0.05	0.00	0.00
TOTAL	0.85	0.90	0.90

STORMWATER QUALITY LABORATORY
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	57,128	63,821	67,194
112	Temporary Wages	2,251	4,500	7,480
121	Overtime Pay	772	500	500
122	Longevity Compensation	383	222	-
126	RHS Plan	437	360	360
128	FICA	120	279	464
129	Medicare Contribution	718	917	1,082
131	MOPC	2,739	3,190	3,361
132	Employee Insurance	9,698	10,528	10,750
133	GERP Retirement	4,385	5,360	6,048
135	Compensation Insurance	459	31	421
136	Unemployment Insurance	29	21	21
137	Staff Training and Conference	57	400	400
141	Uniforms Protective Clothing	-	23	23
142	Food Allowance	-	10	10
SUBTOTAL		79,176	90,162	98,114

OPERATING AND MAINTENANCE

210	Supplies	13,768	13,250	16,000
216	Reference Books and Materials	30	60	60
217	Dues and Subscriptions	81	120	510
218	NonCapital Equip and Furniture	2,351	580	1,790
240	Repair and Maintenance	3,335	9,110	8,780
246	Liability Insurance	78	106	78
247	Safety Expenses	-	100	100
250	Prof and Contracted Services	21,118	28,416	20,150
252	Ads and Legal Notices	35	-	-
261	Telephone Charges	10	150	200
263	Postage	-	13	13
273	Fleet Lease Operating and Mtc	-	311	450
274	Fleet Lease Replacement	712	712	712
SUBTOTAL		41,516	52,928	48,843

CAPITAL OUTLAY

440	Machinery and Equipment	4,440	-	10,750
SUBTOTAL		4,440	-	10,750
SERVICE TOTAL		\$125,133	\$143,090	\$157,707

REGULATORY COMPLIANCE

FUND: STORM DRAINAGE FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

The Regulatory Compliance Service is part of the Environmental Services Division and provides assistance, oversight, analysis, evaluation and management of programs related to compliance with federal, state and local environmental requirements, including laws, regulations and permits. Services are provided primarily to internal customers, although compliance and enforcement activities sometimes involve residents and other external customers.

Services include:

- ◆ Providing technical evaluations and direction on environmental requirements for internal and external customers
- ◆ Planning for future regulatory requirements Coordinating watershed management activities, including monitoring, sampling and data evaluation.
- ◆ Managing the the stormwater quality program to meet the requirements of the City's Municipal Separate Stormwater System Permit issued by the Colorado Department of Public Health and Environment (CDPHE)
- ◆ Monitoring and tracking regulatory requirements for drinking water, wastewater treatment, stormwater quality, air quality and solid waste.
- ◆ Providing assistance and support to Operations in meeting CDPHE permit conditions and federal and state safe drinking water requirements
- ◆ Managing the department's water conservation program
- ◆ Coordinating compliance activities between divisions and departments
- ◆ Providing enforcement response to environmental violations
- ◆ Coordinating involvement in regional environmental initiatives and programs
- ◆ Providing outreach and education on environmental issues related to City activities
- ◆ Directing the City's sustainability program
- ◆ Providing primary staff support to the Board of Environmental Affairs

SERVICE: REGULATORY COMPLIANCE

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Environmental Services Manager	0.35	0.35	0.16
Sustainability Coordinator	0.00	0.00	0.00
Neighborhood Resource Specialist	0.00	0.00	0.00
Engineering Technician	1.00	0.00	0.00
Stormwater Technician	1.00	0.00	0.00
Sr Civil Engineer	1.00	1.00	1.00
Civil Engineer II	0.20	1.20	1.00
Sustainability Specialist	0.00	0.00	0.00
Environmental Regulatory Specialist	1.00	1.00	2.00
TOTAL	4.55	3.55	4.16

REGULATORY COMPLIANCE
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	288,444	333,782	378,619
112	Temporary Wages	28,947	46,633	-
115	One Time Payment	1,500	1,500	1,500
126	RHS Plan	1,210	1,420	1,664
128	FICA	1,795	2,891	-
129	Medicare Contribution	4,089	5,516	5,490
131	MOPC	14,067	16,688	18,931
132	Employee Insurance	61,412	55,074	60,579
133	GERP Retirement	22,527	28,038	34,076
135	Compensation Insurance	497	347	259
136	Unemployment Insurance	186	111	125
137	Staff Training and Conference	40	4,200	4,200
SUBTOTAL		424,715	496,200	505,443
OPERATING AND MAINTENANCE				
210	Supplies	369	1,100	1,100
216	Reference Books and Materials	-	200	200
217	Dues and Subscriptions	44,100	45,506	48,200
218	NonCapital Equip and Furniture	2,362	900	900
240	Repair and Maintenance	1,619	-	-
245	Mileage Allowance	-	600	600
246	Liability Insurance	942	777	745
247	Safety Expenses	1,309	1,200	1,200
250	Prof and Contracted Services	11,020	56,001	48,101
259	Licenses and Permits	2,771	3,150	3,150
261	Telephone Charges	2,114	1,240	1,240
263	Postage	52	500	500
264	Printing Copying and Binding	929	-	-
269	Other Services and Charges	-	34	34
273	Fleet Lease Operating and Mtc	3,983	9,893	6,734
274	Fleet Lease Replacement	4,656	4,656	4,656
SUBTOTAL		76,226	125,757	117,360
NON-OPERATING EXPENSE				
922	Interest Current Bond Issue	-	225,100	194,500
923	Bond Principal Current	-	765,000	800,000
970	Transfers to Other Funds	1,100	-	-
SUBTOTAL		1,100	990,100	994,500
SERVICE TOTAL		\$502,040	\$1,612,057	\$1,617,303

ENGINEERING AND TECHNICAL SERVICES

FUND: STORM DRAINAGE FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service provides surveying, GIS/mapping, supervision and technical support services. This includes maintaining and updating GIS and maps, surveying services, and technical support for development and capital improvement programs for the Public Works and Natural Resources Department. Surveying services also are provided to other City departments. Other activities include staffing, supervision and evaluation of employees. This service coordinates the sale of maps to the public and provides technical information to the public.

SERVICE: ENGINEERING/SURVEY TECHNICAL SERVICES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Technical Services Manager	0.15	0.15	0.15
PWNR Technology/GIS Coordinator	0.00	0.00	0.00
Engineering & Surveying Technician Sup	0.15	0.15	0.15
Lead GIS Analyst	0.15	0.15	0.15
Sr GIS Analyst	0.15	0.15	0.15
Technical Functional Analyst	0.15	0.15	0.15
PWNR Applications Support Analyst	0.00	0.00	0.00
GIS/Mapping Technician	0.15	0.15	0.15
Sr Engineering Technician	0.15	0.15	0.15
Engineering Technician	0.30	0.30	0.30
TOTAL	1.35	1.35	1.35

ENGINEERING AND TECHNICAL SERVICES
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	114,182	108,551	114,700
121	Overtime Wages	-	250	250
126	RHS Plan	618	540	540
129	Medicare Contribution	1,352	1,575	1,663
131	MOPC	5,433	5,425	5,735
132	Employee Insurance	17,857	17,905	18,346
133	GERP Retirement	8,699	9,112	10,317
135	Compensation Insurance	2,125	946	738
136	Unemployment Insurance	54	36	37
137	Staff Training and Conference	219	2,700	2,700
141	Uniforms and Protective Cloth-	-	45	45
SUBTOTAL		150,538	147,085	155,071
OPERATING AND MAINTENANCE				
210	Supplies	219	1,140	4,698
216	Reference Books and Materials	-	15	15
217	Dues and Subscriptions	389	233	233
218	NonCapital Equip and Furniture	2,913	4,619	11,687
240	Repair and Maintenance	23,063	25,117	26,678
246	Liability Insurance	228	213	204
247	Safety Expenses	-	150	150
250	Prof and Contracted Services	280	1,620	10,495
261	Telephone Charges	1,681	3,024	3,024
264	Printing Copying and Binding	-	75	75
273	Fleet Lease Operating and Mtc	-	1,648	2,071
274	Fleet Lease Replacement	-	897	897
SUBTOTAL		28,773	38,751	60,227
CAPITAL OUTLAY				
440	Machinery and Equipment	-	-	4,275
SUBTOTAL		-	-	4,275
SERVICE TOTAL		\$179,312	\$185,836	\$219,573

NATURAL RESOURCES ADMINISTRATION

FUND: STORM DRAINAGE FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

Natural Resources Administration, part of the Public Works and Natural Resources Department, manages the Natural Resources Division, which includes the following services: parks, forestry, greenways, mountain preserves, city lands, wildlife management, vector control, Button Rock and Union reservoirs, and open space. Responsibilities include, but are not limited to, representing the division at City Council and advisory board meetings, preparing employee work schedules, supervising and evaluating employees, purchasing, and budget preparation and control. This service also is responsible for resolving residents' concerns and problems.

SERVICE: PUBLIC WORKS AND NATURAL RESOURCES DIRECTOR

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Project Manager II	0.00	0.05	0.05
Natural Resources Analyst	0.21	0.21	0.21
Sr Natural Resources Technician	0.00	0.27	0.27
Natural Resources Technician	0.25	0.00	0.00
Natural Resources Specialist	0.05	0.00	0.00
Sr Arborist Tech	0.25	0.25	0.25
Weed Technician	0.02	0.00	0.00
TOTAL	0.78	0.78	0.78

NATURAL RESOURCES ADMINISTRATION
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	49,833	48,855	51,029
112	Temporary Wages	634	9,360	9,360
121	Overtime Wages	384	-	-
126	RHS Plan	212	312	312
128	FICA	40	580	580
129	Medicare Contribution	621	844	875
131	MOPC	2,369	2,442	2,552
132	Employee Insurance	7,891	8,061	8,164
133	GERP Retirement	3,794	4,104	4,592
135	Compensation Insurance	28	25	22
136	Unemployment Insurance	24	15	16
SUBTOTAL		65,829	74,598	77,502
OPERATING AND MAINTENANCE				
210	Supplies	90	5,600	5,600
222	Chemicals	47	-	-
240	Repair and Maintenance	25	-	-
246	Liability Insurance	128	137	200
250	Prof and Contracted Services	4,534	51,455	51,455
261	Telephone Charges	141	-	-
273	Fleet Lease Operating and Mtc	3,724	2,354	2,610
274	Fleet Lease Replacement	2,396	4,158	3,858
SUBTOTAL		11,084	63,704	63,723
CAPITAL OUTLAY				
432	Vehicles	9,443	-	-
SUBTOTAL		9,443	-	-
SERVICE TOTAL		\$86,356	\$138,302	\$141,225

ENGINEERING

FUND: STORM DRAINAGE FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service provides engineering assistance to the department's Water Utility. Activities include planning for development and capital improvement programs, as well as staffing, supervision and evaluation of employees.

SERVICE: STORM DRAINAGE ENGINEERING

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Director of Engineering Services	0.15	0.15	0.15
PWNR Engineering Administrator	0.45	0.45	0.45
Development Project Administrator	0.00	0.00	0.09
Sr Civil Engineer	1.75	1.75	1.75
Civil Engineer II	1.10	1.35	1.35
Construction Inspector	0.25	0.25	0.25
Environmental Project Specialist	0.10	0.10	0.10
Project Manager II	0.25	0.25	0.25
Administrative Assistant	0.12	0.12	0.12
TOTAL	4.17	4.42	4.51

ENGINEERING
LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	432,283	454,566	484,960
112	Temporary Wages	(371)	2,500	2,500
121	Overtime Wages	365	-	-
126	RHS Plan	2,271	1,768	1,803
128	FICA	809	155	155
129	Medicare Contribution	5,372	6,627	7,067
131	MOPC	20,325	22,728	24,248
132	Employee Insurance	70,160	74,974	77,570
133	GERP Retirement	32,545	38,154	43,616
135	Compensation Insurance	3,330	425	313
136	Unemployment Insurance	213	149	161
137	Staff Training and Conference	370	7,000	7,000
141	Uniforms and Protective Clothing	-	100	100
142	Food Allowance	-	300	300
	SUBTOTAL	567,672	609,446	649,793
OPERATING AND MAINTENANCE				
210	Supplies	308	2,850	2,850
216	Reference Books and Materials	-	100	100
217	Dues and Subscriptions	1,204	500	1,020
218	NonCapital Equip and Furniture	3,727	2,500	2,500
240	Repair and Maintenance	5,928	6,650	6,350
245	Mileage Allowance	-	50	50
246	Liability Insurance	1,740	2,840	2,969
247	Safety Expenses	-	100	100
250	Prof and Contracted Services	379,231	275,000	300,000
252	Ads and Legal Notices	-	200	200
260	Utilities	481	1,300	1,300
261	Telephone Charges	1,480	1,870	1,870
263	Postage	-	100	100
264	Printing Copying and Binding	-	175	175
270	Administrative Mgmt Services	766,829	667,273	629,426
273	Fleet Lease Operating and Mtc	594	410	-
	SUBTOTAL	1,161,522	961,918	949,010
CAPITAL OUTLAY				
480	Building and Facility Development	1,764,391	-	-
	SUBTOTAL	1,764,391	-	-
	SERVICE TOTAL	\$3,493,585	\$1,571,364	\$1,598,803

CONSTRUCTION INSPECTION

FUND: STORM DRAINAGE FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service provides inspection of public improvement construction to ensure compliance with City standards. This includes inspecting both development and City-funded projects. Inspectors field check conformance with plans and specifications and assist in review of construction and development plans. This service also provides inspection of all work performed under the street-work-in-the-right-of-way permit program to ensure compliance with City standards and inspects work related to storm water management permits.

SERVICE: CONSTRUCTION INSPECTION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Construction Inspection Supervisor	0.15	0.15	0.15
Sr Construction Inspector	0.30	0.30	0.60
Construction Inspector	0.60	0.60	0.45
TOTAL	1.05	1.05	1.20

CONSTRUCTION INSPECTION

LINE ITEM BUDGET

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	74,590	76,671	92,019
112	Temporary Wages	-	10,500	100
121	Overtime Wages	4,176	9,000	9,000
122	Longevity Compensation	333	342	-
126	RHS Plan	1,439	420	480
128	FICA	-	651	6
129	Medicare Contribution	797	1,101	1,335
131	MOPC	3,612	3,835	4,604
132	Employee Insurance	12,549	12,651	14,722
133	GERP Retirement	5,783	6,439	8,283
135	Compensation Insurance	548	45	652
136	Unemployment Insurance	38	25	30
137	Staff Training and Conference	-	600	600
141	Uniforms and Protective Clothing	-	120	150
SUBTOTAL		103,865	122,400	131,981

OPERATING AND MAINTENANCE

210	Supplies	35	1,050	1,176
216	Reference Books and Materials	-	30	30
217	Dues and Subscriptions	-	150	150
218	NonCapital Equip and Furniture	713	1,425	1,937
240	Repair and Maintenance	-	75	75
246	Liability Insurance	544	253	299
247	Safety Expenses	-	225	225
249	Operating Leases and Rentals	-	600	600
250	Prof and Contracted Services	95	-	-
260	Utilities	47	-	-
261	Telephone Charges	64	990	1,089
264	Printing Copying and Binding	-	90	90
273	Fleet Lease Operating and Mtc	8,685	7,610	7,215
274	Fleet Lease Replacement	2,263	2,265	2,491
SUBTOTAL		12,447	14,763	15,377

CAPITAL OUTLAY

432	Vehicles	-	-	5,288
SUBTOTAL		-	-	5,288
SERVICE TOTAL		\$116,312	\$137,163	\$152,646

MAINTENANCE AND REPAIR

FUND: STORM DRAINAGE FUND

DEPARTMENT: PUBLIC WORKS AND NATURAL RESOURCES

SERVICE DESCRIPTION:

This service is responsible for maintaining and repairing all open channel and closed drainage facilities, including ditches, channels, culverts, catch basins, detention basins and storm sewers. This service also maintains certain sections of private ditches that provide storm drain benefits to the city. There are 104.36 miles of storm drain lines, 26.45 miles of open channels and ditches, and 3,015 catch basins in the City's storm drain system.

SERVICE: CONSTRUCTION INSPECTION

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Director of Operations	0.05	0.05	0.05
Utility & Streets Operations & Mtce Manager	0.05	0.00	0.00
Utility & Streets Maintenance Supervisor	0.00	0.40	0.00
Transportation System Maintenance Manager	0.00	0.10	0.10
System Operations Supervisor	0.30	0.30	0.30
Utility/Streets Maintenance Supervisor	0.40	0.00	0.40
Operations Support Specialist	0.80	0.80	0.80
Water Utility Technician Lead	0.75	0.75	0.75
Water Utility Technician	1.80	1.80	1.80
Public Works Technician II	0.80	0.80	0.80
Public Works Technician I	0.30	0.30	0.30
Business Process Improvement Coordinator	0.00	0.05	0.00
Administrative Supervisor	0.20	0.00	0.00
Administrative Assistant	0.25	0.00	0.00
TOTAL	5.70	5.35	5.30

**MAINTENANCE AND REPAIR
LINE ITEM BUDGET**

PERSONAL SERVICES		2020 ACTUAL	2021 BUDGET	2022 BUDGET
111	Salaries and Wages	308,858	349,346	364,178
112	Temporary Wages	26,104	46,250	46,250
121	Overtime Wages	3,687	5,000	5,000
123	Leave Expense	-	4,800	4,866
126	RHS Plan	4,990	2,140	2,120
128	FICA	1,620	2,868	2,868
129	Medicare Contribution	4,117	5,736	5,951
131	MOPC	14,516	17,467	18,210
132	Employee Insurance	60,222	57,596	58,269
133	GERP Retirement	23,237	29,294	32,777
135	Compensation Insurance	8,651	3,631	2,718
136	Unemployment Insurance	182	115	120
137	Staff Training and Conference	270	2,750	2,750
141	Uniforms Protective Clothing	3,412	3,044	3,044
142	Food Allowance	83	200	200
	SUBTOTAL	459,949	530,237	549,321
OPERATING AND MAINTENANCE				
210	Supplies	5,549	11,145	11,145
216	Reference Books and Materials	-	200	200
217	Dues and Subscriptions	8	200	200
218	NonCapital Equip and Furniture	66,379	4,100	4,100
240	Repair and Maintenance	42,825	133,400	133,400
245	Mileage Allowance	-	200	200
246	Liability Insurance	17,462	15,710	13,495
247	Safety Expenses	3,348	5,000	5,000
249	Operating Leases and Rentals	324	7,000	7,000
250	Prof and Contracted Services	61,323	182,602	182,602
252	Ads and Legal Notices	75	250	250
259	Licenses and Permits	2,043	2,000	2,000
260	Utilities	13,292	13,960	13,960
261	Telephone Charges	3,371	1,200	1,200
263	Postage	6	-	-
264	Printing Copying and Binding	-	200	200
269	Other Services and Charges	34,948	29,450	29,450
273	Fleet Lease Operating and Mtc	65,882	126,111	95,960
274	Fleet Lease Replacement	192,073	196,065	259,735
	SUBTOTAL	508,908	728,793	760,097
NON-OPERATING EXPENSE				
950	Bad Debt	2,188	20,000	20,000
	SUBTOTAL	2,188	20,000	20,000
CAPITAL OUTLAY				
440	Machinery and Equipment	15,000	217	217
	SUBTOTAL	15,000	217	217
	SERVICE TOTAL	\$986,045	\$1,279,247	\$1,329,635

SPECIAL RETAIL MARIJUANA TAX FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	-	-	-
Operating and Maintenance	-	-	-
Non-Operating	284,474	542,558	750,000
Capital	-	-	-
TOTAL	\$284,474	\$542,558	\$750,000

FUND DESCRIPTION

The Special Retail Marijuana Sales Tax Fund is for the collection of funds from the 3.0 percent of the price charged on the sale of retail marijuana and retail marijuana products. The funds will be used to pay the expenses of operating the City and for capital improvements. Per City Council direction, 50% of the amount collected from the tax will be transferred to the Affordable Housing Fund to address affordable housing issues in Longmont. The other 50% is

SPECIAL RETAIL MARIJUANA TAX FUND - Fund Statement

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$139,866	\$423,374	\$290,816
COMMITTED WORKING CAPITAL	-	-	-
SOURCES OF FUNDS			
REVENUES			
Taxes	562,917	410,000	600,000
Interest	5,065	-	-
Adjustment for GAAP Revenue	-	-	-
TOTAL FUNDS	567,982	410,000	600,000
EXPENDITURES			
Personal Services	-	-	-
Operating and Maintenance	-	-	-
Non-Operating	284,474	542,558	750,000
Capital	-	-	-
TOTAL EXPENDITURES	284,474	542,558	750,000
ENDING WORKING CAPITAL	423,374	290,816	140,816
CONTRIBUTION TO/(FROM) RESERVES	\$283,508	\$(132,558)	\$(150,000)

SUSTAINABILITY FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	420,114	504,745	752,065
Operating and Maintenance	213,418	358,740	315,661
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$633,531	\$863,485	\$1,067,726

FUND DESCRIPTION

The Sustainability Program is dedicated to achieving the City's sustainability vision of becoming an engaged community that promotes environmental stewardship, economic vitality, and social equity to create a sustainable and thriving future for all. The Sustainability Program, with staffing and support provided through the Public Works and Natural Resources Department, oversees the use of this fund for the purpose of implementing the City's Sustainability Plan and other sustainability-related efforts.

SUSTAINABILITY FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$-	\$212,019	\$94,519
COMMITTED WORKING CAPITAL	-	117,500	-
SOURCES OF FUNDS			
REVENUES			
Intergovernmental Revenue	125,800	120,000	120,000
Transfer From Funds	728,233	743,485	853,207
Interest	-	-	-
TOTAL FUNDS	854,033	863,485	973,207
EXPENDITURES			
Personal Services	420,114	504,745	752,065
Operating and Maintenance	213,418	358,740	315,661
Non-Operating	-	-	-
Capital	-	-	-
Adjustment for GAAP Expense	8,483		
TOTAL EXPENDITURES	633,531	863,485	1,067,726
ENDING WORKING CAPITAL	212,019	94,519	(0)
CONTRIBUTION TO/(FROM) RESERVES	\$212,019	\$0	\$(94,519)

SUSTAINABILITY

SERVICE: SUSTAINABILITY

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
PWNR Environmental Services Manager	0.00	0.00	0.14
Economic Sustainability Specialist	0.75	1.00	1.00
Equity and Engagement Specialist	0.00	0.00	1.00
Grant Coordinator	0.38	0.00	0.00
Neighborhood Resource Specialist	0.50	0.50	1.00
Sustainability Program Manager	1.00	1.00	1.00
Sustainability Program Coordinator	0.00	0.00	1.00
Sustainability Grant & Program Coordinator	0.00	0.75	0.00
Sustainability Specialist	0.00	0.00	1.00
Water Conservation & Sustainability Specialist	0.50	1.00	0.00
TOTAL	3.13	4.25	6.14

LINE ITEM BUDGET

		2020 ACTUAL	2021 BUDGET	2022 BUDGET
PERSONAL SERVICES				
111	Salaries and Wages	308,259	344,192	515,061
112	Temporary Wages	18,666	45,255	59,000
126	RHS Plan	1,400	1,700	2,456
128	FICA	1,157	2,806	3,658
129	Medicare Contribution	4,283	5,535	8,198
131	MOPC	15,413	16,826	25,310
132	Employee Insurance	44,923	55,378	80,702
133	GERP Retirement	24,682	28,116	45,182
135	Compensation Insurance	-	128	731
136	Unemployment	135	109	167
137	Staff Training and Conference	150	2,750	6,000
142	Food Allowance	1,046	1,950	5,600
SUBTOTAL		420,114	504,745	752,065
OPERATING AND MAINTENANCE				
210	Supplies	7,946	16,600	16,600
216	Reference Books and Materials	-	200	200
217	Dues and Subscriptions	12,136	11,300	11,300
218	Non Capital Equipment and Furniture	1,663	1,000	2,750
240	Repair and Maintenance	-	2,000	2,000
245	Mileage Allowance	-	500	500
246	Liability Insurance	-	-	444
250	Prof and Contracted Services	184,626	227,550	199,980
264	Printing Copying and Binding	4,152	7,500	7,500
269	Other Services and Charges	2,895	92,090	74,387
SUBTOTAL		213,418	358,740	315,661
SERVICE TOTAL		\$633,531	\$863,485	\$1,067,726

TRAFFIC SAFETY FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	9,135	-	13,640
Operating and Maintenance	5,548	-	-
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$14,682	\$-	\$13,640

TRAFFIC SAFETY FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$24,445	\$23,039	\$9,949
COMMITTED WORKING CAPITAL	-	13,090	-
SOURCES OF FUNDS			
REVENUES			
Traffic Safety Surcharge	12,924	-	13,000
Interest	308	-	-
Adjustment for GAAP Revenue	44	-	-
TOTAL FUNDS	13,276	-	13,000
EXPENDITURES			
Personal Services	9,135	-	13,640
Operating and Maintenance	5,548	-	-
Non-Operating	-	-	-
Capital	-	-	-
TOTAL EXPENDITURES	14,682	-	13,640
ENDING WORKING CAPITAL	23,039	9,949	9,309
CONTRIBUTION TO/(FROM) RESERVES	\$(1,406)	\$-	\$(640)

**TRAFFIC SAFETY
LINE ITEM BUDGET**

		2020 ACTUAL	2021 BUDGET	2022 BUDGET
PERSONAL SERVICES				
111	Salaries and Wages	518	-	10,393
112	Temporary Wages	8,131	-	-
126	RHS Plan	-	-	50
128	FICA	294	-	-
129	Medicare Contribution	124	-	147
131	MOPC	26	-	508
132	Employee Insurance	-	-	1,625
133	GERP Retirement	42	-	914
136	Unemployment	-	-	3
SUBTOTAL		9,135	-	13,640
OPERATING AND MAINTENANCE				
210	Supplies	1,463	-	-
250	Prof and Contracted Services	4,085	-	-
SUBTOTAL		5,548	-	-
SERVICE TOTAL		\$14,682	\$-	\$13,640

SERVICE: TRAFFIC SAFETY

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Traffic Safety Coordinator	0.00	0.00	0.13
TOTAL	0.00	0.00	0.13

TRANSPORTATION COMMUNITY INVESTMENT FEE FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	-	-	-
Operating and Maintenance	20,000	-	-
Non-Operating	-	-	-
Capital	2,219,664	1,475,000	1,500,000
TOTAL	\$2,239,664	\$1,475,000	\$1,500,000

FUND DESCRIPTION

The Transportation Community Investment Fee (CIF) Fund was created in 1993 to provide funding for oversizing of arterial street construction and improvements, landscaping, and arterial intersection improvements. Transportation community investment fees are levied on all new construction (residential, commercial and industrial) within the city to provide a portion of the capital to meet the demand that new development creates for arterial street and intersection improvements.

TCIF technical documentation provides information on the specific oversizing projects that are included in CIP as Arterial Improvements. Prioritization of projects will be determined as development and traffic necessitate. Administration of this fund is provided by the Public Works and Natural Resources Department.

CAPITAL IMPROVEMENT PROGRAM PROJECTS

TRANSPORTATION COMMUNITY INVESTMENT FEE FUND PROJECT	2022 BUDGET
TRP092 Boston Avenue Connection - Price To Martin	\$ 1,500,000
TOTAL	\$ 1,500,000

TRANSPORTATION COMMUNITY INVESTMENT FEE FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$5,156,354	\$4,309,587	\$1,440,896
COMMITTED WORKING CAPITAL	-	2,191,923	-
SOURCES OF FUNDS			
REVENUES			
Street Improvement Fee	1,321,554	791,814	715,934
Interest	71,343	6,418	6,720
Adjustment for GAAP Revenue	-	-	-
TOTAL FUNDS	1,392,897	798,232	722,654
EXPENDITURES			
Personal Services	-	-	-
Operating and Maintenance	20,000	-	-
Non-Operating	-	-	-
Capital	2,219,664	1,475,000	1,500,000
TOTAL EXPENDITURES	2,239,664	1,475,000	1,500,000
ENDING WORKING CAPITAL	4,309,587	1,440,896	663,550
CONTRIBUTION TO/(FROM) RESERVES	\$(846,767)	\$(676,768)	\$(777,346)

VILLAGE AT THE PEAKS FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	-	-	-
Operating and Maintenance	-	5,000	5,000
Non-Operating	2,176,644	2,173,033	2,188,708
Capital	-	-	-
TOTAL	\$2,176,644	\$2,178,033	\$2,193,708

FUND DESCRIPTION

The Village at the Peaks Fund was established for the purpose of identifying, accounting for and controlling all revenues and expenses attributable to the Twin Peaks Mall Urban Renewal Area, including the certificates of participation issuance, expenditures of certificates of participation funds, collection of special revenue for the payment of base rentals and additional rentals, if any, on certificates of participation.

VILLAGE AT THE PEAKS FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$1,841,006	\$1,866,426	\$1,798,426
COMMITTED WORKING CAPITAL	-	-	-
SOURCES OF FUNDS			
REVENUES			
Intergovernmental Revenue	238,676	250,000	223,000
Interest	8,753	5,000	1,000
Transfer from Other Funds	1,954,635	1,855,033	1,622,620
TOTAL FUNDS	2,202,064	2,110,033	1,846,620
EXPENDITURES			
Personal Services	-	-	-
Operating and Maintenance	-	5,000	5,000
Non-Operating	2,176,644	2,173,033	2,188,708
Capital	-	-	-
TOTAL EXPENDITURES	2,176,644	2,178,033	2,193,708
ESTIMATED REVISIONS	-	-	-
ENDING WORKING CAPITAL	1,866,426	1,798,426	1,451,338
CONTRIBUTION TO/(FROM) RESERVES	\$25,420	\$(68,000)	\$(347,088)

YOUTH SERVICES FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	72,585	750	750
Operating and Maintenance	28,438	7,050	7,050
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$101,022	\$7,800	\$7,800

FUND DESCRIPTION

The Youth Service Special Revenue Fund was created to receive funds donated or granted to Longmont Youth Services. This fund administers expenses related to grants and special projects of Children and Youth Resources.

YOUTH SERVICES FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$338,687	\$429,685	\$276,216
COMMITTED WORKING CAPITAL	-	147,669	-
SOURCES OF FUNDS			
REVENUES			
Charges for Services	2,825	-	-
Grants and Donations	181,553	1,600	1,600
Interest	2,273	400	300
Miscellaneous	-	-	-
Transfer from Other Funds	793	-	-
Adjustment for GAAP Revenue	4,576	-	-
TOTAL FUNDS	192,020	2,000	1,900
EXPENDITURES			
Personal Services	72,585	750	750
Operating and Maintenance	28,438	7,050	7,050
Non-Operating	-	-	-
Capital	-	-	-
Adjustment for GAAP Expenses	-	-	-
TOTAL EXPENDITURES	101,022	7,800	7,800
ENDING WORKING CAPITAL	429,685	276,216	270,316
CONTRIBUTION TO/(FROM) RESERVES	\$90,998	\$(5,800)	\$(5,900)

YOUTH SERVICES
LINE ITEM BUDGET

		2020 ACTUAL	2021 BUDGET	2022 BUDGET
PERSONAL SERVICES				
111	Salaries and Wages	11,042	-	-
112	Temporary Wages	55,388	-	-
128	FICA	3,434	-	-
129	Medicare Contribution	946	-	-
131	MOPC	541	-	-
132	Employee Insurance	321	-	-
133	GERP Retirement	868	-	-
135	Compensation Insurance	21	-	-
137	Staff Training and Conference	24	750	750
SUBTOTAL		72,585	750	750
OPERATING AND MAINTENANCE				
210	Supplies	685	5,550	5,550
229	Materials and Supplies	12,338	-	-
246	Liability Insurance	60	-	-
250	Prof and Contracted Services	581	1,000	1,000
261	Telephone Charges	-	500	500
269	Other Services and Charges	14,774	-	-
SUBTOTAL		28,438	7,050	7,050
SERVICE TOTAL		\$101,022	\$7,800	\$7,800

SERVICE: YOUTH SERVICES

BUDGETED POSITIONS	2020 BUDGET	2021 BUDGET	2022 BUDGET
Child/Youth/Family Counselor	1.00	0.00	0.00
TOTAL	1.00	0.00	0.00

JUDICIAL WEDDING FUND - FUND SUMMARY

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
Personal Services	-	2,000	2,000
Operating and Maintenance	-	-	-
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$-	\$2,000	\$2,000

FUND DESCRIPTION

A Judicial Fund is created for the special public purpose of defraying the costs and services of the municipal judicial system, including the payment of expenses associated with obtaining the special services of temporarily appointed judges, court and staff training, procurement of services and material used in furtherance of the judicial process, and for court-appointed counsel for indigent defendants. This fund is currently used to provide for training costs for the Judge.

JUDICIAL WEDDING FUND - FUND STATEMENT

	2020 ACTUAL	2021 BUDGET	2022 BUDGET
BEGINNING WORKING CAPITAL	\$14,916	\$16,746	\$16,746
COMMITTED WORKING CAPITAL	-	-	-
SOURCES OF FUNDS			
REVENUES			
Charges for Services	1,600	2,000	2,000
Interest	230	-	-
TOTAL FUNDS	1,830	2,000	2,000
EXPENDITURES			
Personal Services	-	2,000	2,000
Operating and Maintenance	-	-	-
Non-Operating	-	-	-
TOTAL EXPENDITURES	-	2,000	2,000
ENDING WORKING CAPITAL	16,746	16,746	16,746
CONTRIBUTION TO/(FROM) RESERVES	\$1,830	\$-	\$-

Capital Improvement Program

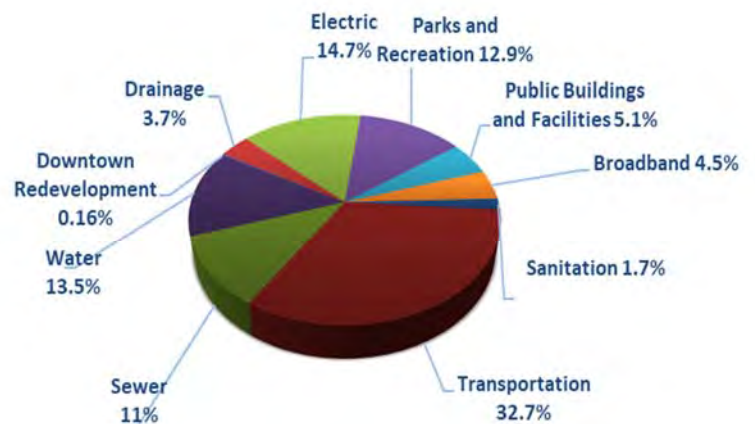
Since 1988, The City of Longmont has prepared a five-year Capital Improvement Program (CIP) as the first step in developing the annual operating budget. A capital project is defined as a new, replacement of, or improvements to infrastructure that has a minimum life expectancy of five years and a minimum cost of \$10,000. Among the financial policies adopted by the City Council, several pertain to the preparation, implementation, monitoring and financing of capital improvement projects. These include *Maintenance of Capital Assets, Use of Long Term Debt, Debt Payment, Lease Purchase and Straight Lease of Capital Items, and Subdivider's Escrow*, as well as the entire CAPITAL IMPROVEMENT POLICIES section. Details on these and all other Financial Policies can be found under the Budget Process and Policies section of this document.

The annual Capital Improvement Program update began in March with a kickoff meeting and the distribution of a workbook containing a calendar of key CIP dates and instructions to be used in preparing the capital projects. The City's CIP contains all capital projects that staff have identified and groups them by category into funded, partially funded and unfunded status. All projects, regardless of the funding status, are required to be updated. Updates include project description, project justification, project costs and operating impacts. It is important that project costs, especially those in the next budget year, be estimated as closely as possible to avoid having to request additional funds due to shortfalls. A draft document is then prepared and distributed to staff for review, and funding decisions are made.

After the CIP is finalized, the projects that are designated to be funded in 2022 are included in the City's 2022 Operating Budget, and a 2022-2026 Capital Improvement Program document is created. CIP projects in 2022 are grouped into the following categories with the associated dollars:

2022 CIP Expenditures by Project Category

Downtown Redevelopment	125,000
Drainage	2,929,000
Electric	11,633,694
Parks and Recreation	10,145,565
Public Buildings and Facilities	4,036,138
Broadband	3,574,204
Sanitation	1,363,500
Transportation	25,810,000
Sewer	8,667,160
Water	10,639,050
Total	78,923,311



Operating Budget Impact

CIP projects can affect the City's Operating Budget by increasing or decreasing expenditures, or by increasing revenues. Projects that replace or rehabilitate existing facilities, such as new water lines, may decrease the cost of maintaining the system. Projects that build completely new infrastructure, such as a new park or fire station, will almost always increase expenditures, since more staff will be needed to operate and maintain the new facility. A new facility like a recreation center will increase City revenues by offering a new service that will generate new fee-paying customers, but it also will increase the City's operating expenses. By timing the construction of new facilities to coincide with staff needs and training, operational impacts can be spread over a couple of years rather than impacting the budget all at once.

Projects that are financed using debt also will increase the operating budget by generating a debt service that must be paid off. The amount of required debt service relative to the size of the annual budget is an important indicator since debt service expenditures reduce the amount of funds available for other operating or capital uses. The City has used debt financing for major capital projects, but the majority of the projects included in this year's and prior years' CIPs are financed on a pay-as-you go basis using a variety of revenue sources such as sales and use tax, community investment fees, and developer participation, as well as some grants. The City's outstanding debt is well under the limit set by City Charter. Detailed debt service information can be found in the Exhibits section of this document.

Specific operating impacts of 2022 capital projects are below and in the accompanying table titled "2022-2026 Capital Improvement Funded Projects – Anticipated Operating Costs."

Downtown Redevelopment Projects: The funded Downtown Redevelopment projects are not expected to generate additional operating needs.

Drainage Projects: In 2008, 2014 and 2016 revenue bonds were issued to fund storm drainage projects. The annual principal and interest payment for 2022 is \$2,446,438, which will be paid from the Storm Drainage Fund.

Electric Projects: None of the ten funded Electric projects are expected to generate additional operating needs.

Parks and Recreation Projects: This category has several projects that are ongoing maintenance of existing infrastructure. Construction of new landscaping, trails and trail connections tend to impact the operating budget in a "lumpy" fashion. Dollars were added to the Parks Maintenance budget for operating supplies for 2021. Revenue bonds were issued for the purchase of additional open space, and the annual principal and interest payment for 2022 of \$2,371,350 will be paid from the Open Space Fund.

Public Buildings and Facilities Projects: This category also has several projects that are ongoing maintenance of existing facilities that are not expected to impact the operating budget significantly, but which may, in fact, decrease operational needs. These projects are replacement of HVAC and boiler systems and upgrades to aging equipment. Budgets have not been reduced since the actual amount of savings is difficult to determine. In 2010, the City spent just under \$2.3 million on energy efficiency upgrades at five City facilities. The City has financed these upgrades over a 15-year period (2021 payment is \$328,078), and over this period it is estimated that the City will save \$3.9 million on utility bills and operating and maintenance costs.

Prior public building projects have been completed using revenue and GO bonds. Revenue bonds paid for construction of a new recreation center, a new museum and cultural center, and the remodel of the Roosevelt Park campus in 2001/02. Debt service on these bonds for 2021 is \$2,037,550. This debt is paid from the Public Improvement Fund.

Broadband Projects: There are seven projects planned for 2022. The annual principal and interest payment for 2022 of \$4,456,001 will be paid from the Electric and Broadband Fund.

Sanitation Projects: There is one project planned for 2021. This project is not expected to have an operating budget impact.

Transportation Projects: Most of the projects planned in this category are multiyear road widening and rehabilitation projects that will not have any major impact to the operating budget in 2022.

Sewer Projects: Five sewer projects will be funded in 2022. In 2010, 2013, and 2015, the City issued bonds for improvements at the Wastewater Treatment Plant. Debt payment on these bonds for 2022 is \$3,309,575.

Water Projects: 2022 water projects are expected to have minimal operating impact, as these are mostly upgrades to or replacement of current infrastructure. Several projects are expected to be revenue neutral, and one major project, the Windy Gap Firing Project, has unknown operating costs at this time. A loan for construction of the Nelson-Flanders Water Treatment Plant from the Colorado Resources and Power Authority is currently being paid from the Water Fund. The total 2022 principal and interest payment of \$6,573,572 will be paid from the Water Fund.

Funded Projects by Category

	2022	2023	2024	2025	2026	2022-2026 Total
Downtown Redevelopment	125,000	-	-	-	-	125,000
Drainage	2,929,000	175,000	-	-	-	3,104,000
Electric	11,633,694	6,466,955	5,959,382	5,289,568	4,559,610	33,909,209
Parks and Recreation	10,145,565	10,285,215	5,213,983	6,521,685	778,173	32,944,621
Public Buildings and Facilities	4,036,138	2,634,785	3,084,223	4,500,621	8,312,868	22,568,635
Broadband	3,574,204	3,326,580	2,642,740	2,409,740	2,133,740	14,087,004
Sanitation	1,363,500	-	-	-	-	1,363,500
Transportation	25,810,000	18,980,000	11,936,000	10,128,000	11,765,900	78,619,900
Sewer	8,667,160	9,400,690	1,211,500	1,161,500	909,000	21,349,850
Water	10,639,050	3,915,338	4,858,838	3,016,858	4,278,348	26,708,432
Total	78,923,311	55,184,563	34,906,666	33,027,972	32,737,639	234,780,151

Funded Projects by Fund

	2022	2023	2024	2025	2026	2022-2026 Total
Airport	60,000	-	-	-	-	60,000
Conservation Trust	3,733,667	1,284,908	870,000	-	-	5,888,575
Downtown Parking	10,000	-	-	-	-	10,000
Electric and Broadband Fund	15,097,762	10,550,653	7,801,375	6,990,819	6,401,240	46,841,849
Electric CIF	769,494	-	1,160,882	849,568	339,610	3,119,554
Fleet	25,000	218,864	222,281	-	-	466,145
Golf	493,600	42,900	35,000	53,750	20,000	645,250
LDDA	-	-	-	-	-	-
Open Space	871,000	-	-	-	-	871,000
Open Space Bonds	-	-	-	-	-	-
Park Improvement	4,583,411	6,658,100	1,393,000	5,162,000	292,900	18,089,411
Park and Greenway	478,429	1,400,598	1,487,749	-	-	3,366,776
Park and Greenway - Flood	-	-	-	-	-	-
Public Buildings CIF	-	-	-	-	-	-
Parks Grants	-	-	-	-	-	-
Public Improvement	8,848,649	3,215,010	3,883,798	5,598,303	8,959,422	30,505,182
Public Safety	-	97,000	-	-	-	97,000
Sanitation	1,364,435	-	8,257	5,939	-	1,378,631
Sewer	4,240,627	5,256,095	1,181,867	1,228,863	940,171	12,847,623
Sewer Bonds	-	-	-	-	-	-
Sewer Construction	4,473,405	4,144,595	50,000	-	-	8,668,000
Storm Drainage	1,404	-	19,705	27,403	13,915	62,427
Storm Drainage - CDBG	-	-	-	-	-	-
Storm Drainage Bonds	-	-	-	-	-	-
Street	22,281,603	17,180,000	11,926,807	10,047,696	11,488,110	72,924,216
Transportation CIF	1,500,000	1,250,000	-	-	-	2,750,000
Water Acquisition	-	-	-	-	-	-
Water	9,498,325	3,605,340	4,765,445	2,963,131	4,181,771	25,014,012
Water Construction	592,500	280,500	100,500	100,500	100,500	1,174,500
Water Storage Fund	-	-	-	-	-	-
Total	78,923,311	55,184,563	34,906,666	33,027,972	32,737,639	234,780,151

2022-2026 Capital Improvement Funded Projects - Capital Costs

Project Category	Project Description	2022	2023	2024	2025	2026	5 Year Total	
Downtown Redevelopment projects								
DTR023	Downtown Parking Lot Improvements	Improvements to parking lots in the downtown area	10,000	-	-	-	10,000	
DTR030	Downtown Alley Planning	Upgrades to downtown alleyways	10,000	-	-	-	10,000	
DTR035	Downtown/City Center Lighting Improvements	Assess and make repairs to lighting systems in the Downtown Development Area and City Center Municipal Buildings	105,000	-	-	-	105,000	
Total		125,000	-	-	-	-	125,000	
Drainage projects								
DRN028	Spring Gulch #2 Drainage & Greenway Improvements	Design and construction of missing greenway and drainage connection along Spring Gulch.	2,929,000	-	-	-	2,929,000	
DRN039	Resilient St Vrain Project	This project includes land acquisition and widening of the St. Vrain Creek channel to increase stormflow capacity to carry the 100 year flood flows.	-	175,000	-	-	175,000	
Total		2,929,000	175,000	-	-	-	3,104,000	
Electric projects								
ELE009	Electric Feeder Underground Conversion	Convert main feeder overhead lines to underground	231,000	245,955	300,000	350,000	400,000	1,526,955
ELE014	Electric System Capacity Increases	New main feeder extensions built as development generates a need to expand.	731,886	-	410,882	799,568	339,610	2,281,946
ELE016	Electric Substation Expansion	Expansion and enhancements to substations occur as a result of new business growth and development that require an increase in substation capacity.	37,608	-	750,000	50,000	-	837,608
ELE017	Electric Substation Upgrades	Improvements to County Line Road and Terry Street substations.	168,000	136,000	148,500	50,000	50,000	552,500
ELE044	Electric Reliability and Grid Modernization	Enhance existing facilities through improved operating conditions and system reliability.	645,000	600,000	625,000	650,000	675,000	3,195,000
ELE091	Street Lighting Program	Conversion of unmetered porch lights to street lighting.	25,000	25,000	25,000	25,000	25,000	125,000
ELE097	Electric Aid To Construction	Installation or upgrades for residential and commercial customers.	4,824,200	3,095,000	2,840,000	2,500,000	2,200,000	15,459,200
ELE099	Advanced Metering	New electric meters for data collection and analysis	4,040,000	1,515,000	-	-	-	5,555,000
ELE102	Electric System Rehabilitation and Improvements	Replacement of aging infrastructure	431,000	330,000	330,000	330,000	330,000	1,751,000
ELE103	Distributed Energy Resources Innovation & Solutions	Developing and deploying distributed energy resources (DERs).	450,000	450,000	450,000	450,000	450,000	2,250,000
ELE104	Electric Vehicle Charging Stations	Purchase and installation of EV charging stations at strategic locations throughout the City	50,000	70,000	80,000	85,000	90,000	375,000
Total		11,633,694	6,466,955	5,959,382	5,289,568	4,559,610	33,909,209	
Parks and Recreation projects								
PRO05B	St. Vrain Greenway	Multiphase trail corridor along the St Vrain River.	4,501,417	-	870,000	-	-	5,371,417
PRO010	Union Reservoir Master Planned Improvements	Development of loop trail on the west and south sides of Union reservoir	1,089,161	-	-	-	-	1,089,161
PRO025	Ute Creek Clubhouse	Development of phase 2 of the Ute Creek Golf Course clubhouse	400,000	-	-	-	-	400,000
PRO044B	Sandstone Ranch Community Park	Redevelopment of Sandstone Ranch Community Park identified in Parks Recreation and Trails Master Plan	641,000	6,475,100	-	-	-	7,116,100
PRO049	Dry Creek Community Park	Improvement of existing features in the park	2,121,000	-	1,090,000	5,050,000	-	8,261,000

Parks and Recreation projects

PRO077	McIntosh Lake District Park	Phased development of McIntosh Lake and surrounding property for recreational use	-	130,000	-	-	-	130,000
PRO102	Swimming and Wading Pools Maintenance	Renovation, replacement and upkeep of the aquatics facilities.	547,208	438,100	438,340	326,625	345,673	2,095,946
PRO113	Park Irrigation Pump Systems Rehabilitation	Renovation of the park irrigation systems.	75,000	75,000	100,000	100,000	110,000	460,000
PRO136	Park Bridge Replacement Program	Replacement and repair of park, greenway, and trail bridges	339,679	38,934	245,477	-	-	624,090
PRO146	Roosevelt Park Improvements	Redevelopment of Roosevelt park to complete the improvements started in 2001.	-	-	191,035	-	-	191,035
PRO149	Bohn Farm Pocket Park	Development of small neighborhood park in the Bohn Farm Neighborhood.	240,000	-	-	-	-	240,000
PRO169	Golf Course Cart Path Improvements	Improvements to golf course cart path systems.	42,000	42,900	35,000	20,000	20,000	159,900
PRO184	Alta Park Master Planned Improvements	New restroom and lighting improvements at Alta Park	-	-	431,631	-	-	431,631
PRO186	Park Infrastructure Rehabilitation and Replacement	Renewing aging park infrastructure.	-	1,697,273	1,412,000	975,060	252,500	4,336,833
PRO191	Golf Buildings & Golf Courses Rehab	Rehabilitation and repairs to golf course clubhouses and maintenance buildings.	51,600	-	-	-	-	51,600
PRO201	Dog Park #2 Relocation	Reallocation of dog park	-	1,284,908	-	-	-	1,284,908
PRO204	Sustainable Landscape Conversions	Converting areas within neighborhood parks, not being used by the public, to pollinator gardens	47,500	-	47,500	-	-	95,000
PRO206	Sisters Community Park	Transforming agricultural land into a temporary bike skills area	-	53,000	303,000	-	-	356,000
PRO208	Wayfinding Signage Project	Long term city wide formalized signage and wayfinding to assist residents and visitors	50,000	50,000	50,000	50,000	50,000	250,000
Total			10,145,565	10,285,215	5,213,983	6,521,685	778,173	32,944,621

Public Buildings and Facilities projects

PBF001	Municipal Buildings Roof Improvements	Roof replacement and repair at various City facilities based on annual evaluation.	23,000	27,600	48,070	203,265	486,512	788,447
PBF002	Municipal Facilities ADA Improvements	Improvements to City buildings for accessibility for the handicapped.	136,250	262,500	146,350	287,750	55,000	887,850
PBF02B	Municipal Facilities ADA Improvements - Parks	Improvements to City buildings for accessibility for the handicapped.	31,664	433,909	70,946	35,430	309,853	881,802
PBF037	Fire Stations Improvements	General improvements, maintenance and repairs at the City's fire stations.	40,000	40,000	40,000	40,000	40,000	200,000
PBF080	Municipal Buildings Boiler Replacement	Boiler replacement and repair at various City facilities based on annual evaluation.	282,441	179,861	431,553	235,305	206,460	1,335,620
PBF082	Municipal Buildings HVAC Replacement	HVAC replacement and repair at various City facilities based on annual evaluation.	685,328	587,406	986,645	990,158	504,445	3,753,982
PBF109	Municipal Facilities Parking Lot Rehabilitation	Overlay and restriping of parking lots at various City buildings and parks.	98,980	240,420	190,890	109,080	152,510	791,880
PBF119	Municipal Buildings Flooring Replacement	Carpet and flooring replacement at various City buildings based on industry standards and condition evaluations.	419,362	161,600	163,620	178,770	45,000	968,352
PBF145	Community Services Specialized Equipment	Scheduled replacement for a variety of recreational and customer service equipment.	511,720	430,390	444,400	474,300	479,900	2,340,710
PBF160	Municipal Buildings Auto Door and Gate Replacement	Replacement of powered and automatic doors and gates.	35,000	15,000	15,000	15,000	15,000	95,000
PBF163	Municipal Buildings Keyless Entry	Retrofit doors and gates throughout the City with keyless entry.	20,000	15,000	15,000	15,000	15,000	80,000
PBF165	Municipal Buildings Emergency Generators	Municipal Buildings Emergency Generators	1,063,500	-	-	-	-	1,063,500
PBF181	Municipal Buildings UPS Repair and Replacement	Repairs and replacement of existing UPS systems throughout the City.	35,000	20,600	15,000	15,000	39,200	124,800
PBF186	Longmont Recreation Center Fitness Improvements	Rehab of arcade/ending room to workspace for fitness and personal trainers.	407,788	-	-	-	-	407,788
PBF189	Municipal Buildings Exterior Maintenance	Repairs, updates or replacements to exterior of buildings to maintain integrity.	25,000	15,000	15,000	15,000	15,000	85,000

Public Buildings and Facilities projects

PBF190	Municipal Buildings Interior Maintenance	Repairs, updates or replacements to interior of buildings to maintain integrity.	20,000	18,000	18,000	18,000	18,000	92,000
PBF200	Civic Center Rehabilitation	Foundational replacement or repairs at the Civic Center.	-	-	-	858,563	5,780,988	6,639,551
PBF204	Sunset Campus Expansion	Design and build out of Parks/Natural Resources Complex (Sunset Complex)	115,000	-	-	-	-	115,000
PBF205	Facilities Condition Assessments	Assessment of other facilities that may be in need of foundational rehab.	-	-	150,000	1,010,000	150,000	1,310,000
PBF206	LPC Vehicle Storage Structure	Parking structure to protect equipment from severe weather conditions	-	-	150,000	-	-	150,000
PBF216	Firehouse Arts Center Facility Improvements	Repairs and renovations at the Firehouse Arts Center.	61,105	-	-	-	-	61,105
PBF225	Electric Vehicle Charging Stations	Design and construction of electric vehicle charging stations at various City facilities	25,000	187,499	183,749	-	-	396,248
Total			4,036,138	2,634,785	3,084,223	4,500,621	8,312,868	22,568,635

Sanitation projects

SAN004	Waste Diversion Center Upgrades	Redevelop entry area to enhance security and customer access	1,363,500	-	-	-	-	1,363,500
Total			1,363,500	-	-	-	-	1,363,500

Broadband projects

BRB002	Fiber Aid to Construction	Construction and installation for residential and commercial customers	30,000	30,000	30,000	30,000	30,000	150,000
BRB005	Fiber Reliability Improvements	Equipment providing additional capacity	50,000	275,000	50,000	50,000	50,000	475,000
BRB006	Fiber Underground Conversion	Redevelopment of undergrounding lines	31,000	81,000	46,000	46,000	46,000	250,000
BRB007	Fiber System Rehabilitation & Improvements	Replacement of aging infrastructure	135,900	65,900	65,900	65,900	65,900	399,500
BRB008	Fiber Construction	Construction for residential and commercial customers where facilities are not yet built.	1,692,360	1,616,680	1,355,840	1,245,840	1,070,840	6,981,560
BRB009	Fiber Installation	Installation of services to newly built single family and multi-tenant units.	1,234,944	1,258,000	1,095,000	972,000	871,000	5,430,944
BRB010	Mesh Network for St Vrain Valley School District	To implement a wireless mesh network that will provide robust internet service to underserved income-qualified students	400,000	-	-	-	-	400,000
Total			3,574,204	3,326,580	2,642,740	2,409,740	2,133,740	14,087,004

Transportation projects

TRP001	Pavement Management Program	Ongoing component of the pavement management plan involving maintenance and rehabilitation of pavements.	6,505,000	6,825,000	7,166,000	7,524,000	7,900,000	35,920,000
TRP011	Transportation System Management Program	Ongoing replacement program to upgrade existing damaged or deteriorating distribution system.	2,244,000	760,000	2,260,000	760,000	760,000	6,784,000
TRP012	Vance Brand Airport Improvements	Various improvements and maintenance of existing infrastructure	60,000	-	-	-	-	60,000
TRP092	Boston Avenue Connection - Price To Martin	Improvements from S Pratt Pkwy to Price Road	2,669,000	-	-	-	-	2,669,000
TRP094	Railroad Quiet Zones	Construction of supplemental safety measures required to implement quiet zones along BNSF railroad	2,250,000	2,170,000	1,820,000	-	-	6,240,000
TRP105	Missing Sidewalks	Design and construct various gaps in the City's sidewalk system	505,000	135,000	130,000	50,000	230,000	1,050,000
TRP106	Hover Street Rehabilitation	Improve structural condition and smoothness of aging Hover Street concrete pavement from Pike Rd to SH 66	-	-	350,000	-	-	350,000
TRP117	Hover Street Bridge over St Vrain Creek	Hover Street Bridge improvements	-	5,400,000	-	-	-	5,400,000
TRP118	Boston Avenue Bridge over St Vrain River	This project will replace the existing bridge with a longer bridge that has increased hydraulic capacity.	161,500	-	-	-	-	161,500

Transportation projects

TRP119	3rd Avenue Westbound Bridge Rehabilitation	Rehab of concrete deck that is reaching the end of its life.	11,500	250,000	-	1,510,000	-	1,771,500
TRP124	Nelson Rd & Hover St Intersection Improvements	Intersection traffic capacity improvements	119,000	3,150,000	-	-	-	3,269,000
TRP128	County Rd 26 & Trail Improvements	Widening and upgrading of the chip seal access road.	-	-	-	224,000	2,765,900	2,989,900
TRP131	1st and Main Transit Station Area Improvements	This project will implement the adopted 2012 1st and Main Station Transit & Revitalization Plan	3,700,000	-	-	-	-	3,700,000
TRP132	Enhanced Multi-Use Corridor Improvements	Improvements for various corridors that have been identified in the Enhanced Multi-Use Corridors Plan	110,000	60,000	110,000	60,000	110,000	450,000
TRP135	Coffman St Busway Improvements	Design and construction of a dedicated, center-lane busway on Coffman Street	6,895,000	-	-	-	-	6,895,000
TRP137	Main Street Corridor Plan	Transportation improvements identified in the Main Street Corridor Plan	580,000	230,000	100,000	-	-	910,000
Total			25,810,000	18,980,000	11,936,000	10,128,000	11,765,900	78,619,900

Sewer projects

SWR053	Sanitary Sewer Rehabilitation and Improvements	Replacement program to upgrade existing damaged or deteriorating portions of the collection system	1,348,350	1,161,500	1,161,500	1,161,500	909,000	5,741,850
SWR128	Collection System Capacity Improvements	Capacity improvements in the sanitary sewer collection system due to increase in flow from new development	2,430,000	50,000	50,000	-	-	2,530,000
SWR153	WWTP Regulation 85 Improvements	Improvements to the wastewater treatment facility	2,828,000	-	-	-	-	2,828,000
SWR154	WWTP Miscellaneous Infrastructure Improvements	Improvements, repairs and rehabilitation of the wastewater treatment plant	1,250,000	-	-	-	-	1,250,000
SWR155	Digester No. 4	Improvements to the wastewater treatment plant's anaerobic digestion process to increase redundancy and capacity	810,810	8,189,190	-	-	-	9,000,000
Total			8,667,160	9,400,690	1,211,500	1,161,500	909,000	21,349,850

Water projects

WTR066	Water Distribution Rehabilitation and Improvements	Replacement program to upgrade existing damaged or deteriorating portions of the distribution system	2,820,590	1,846,600	1,875,850	1,166,370	1,743,860	9,453,270
WTR112	North St Vrain Pipeline Replacement	Replace/repair sections of the North St Vrain Pipeline	1,414,000	-	-	-	-	1,414,000
WTR137	Union Reservoir Land Acquisition Program	Acquisition of land adjacent to Union reservoir for existing and future uses of the reservoir.	50,000	50,000	50,000	50,000	50,000	250,000
WTR150	Automatic Meter Reading	The water utility is currently converting meters from analog to digital RF.	180,000	-	-	-	-	180,000
WTR155	Water Treatment Plant Improvements	Improvements at Nelson-Flanders and Wade Gaddis treatment plants.	100,000	100,000	100,000	100,000	100,000	500,000
WTR173	Raw Water Irrigation Planning and Construction	System improvements for the delivery of raw water supplies to parks, open space and golf courses.	457,500	147,488	147,488	147,488	147,488	1,047,452
WTR179	Water System Oversizing	Developer reimbursements for oversizing water lines ahead of City's schedule.	50,500	50,500	50,500	50,500	50,500	252,500
WTR181	Raw Water Transmission Rehabilitation & Improvements	Addresses rehabilitation and improvements of raw water infrastructure and facilities.	3,682,460	855,750	1,260,000	277,500	1,161,500	7,237,210
WTR182	Flow Monitoring Program	Installation of State Engineers Office approved flow monitoring stations on raw water intake points.	25,000	25,000	425,000	425,000	25,000	925,000

Water projects

WTR188	Regional Potable Water Interconnections	This project will include studies, planning, design, permitting and construction of regional potable water interconnections with adjacent water districts.	20,000	-	-	-	-	20,000
WTR191	Montgomery Tank Replacement	Demolition of existing and construction of new 8 million gallon above ground concrete storage tank	830,000	550,000	-	-	-	1,380,000
WTR193	Nelson-Flanders WTP Redundant Electrical Supply	The NFWTP redundant electrical supply project has been identified to reduce the risk of consolidating the City's treatment capacity at one facility	444,000	-	-	-	-	444,000
WTR194	Ralph Price Reservoir Improvements	Improvements to extend the useful life of the facility and reduce operating and maintenance costs	150,000	290,000	950,000	800,000	1,000,000	3,190,000
WTR195	Stream Maintenance and Restoration	completing stream maintenance and restoration projects on streams that City owns and maintains as identified in the Natural Channel Maintenance Plan	415,000	-	-	-	-	415,000
Total			10,639,050	3,915,338	4,858,838	3,016,858	4,278,348	26,708,432
2022-2026 Funded Projects Totals			78,923,311	55,184,563	34,906,666	33,027,972	32,737,639	234,780,151

2022-2026 Capital Improvement Funded Projects - Anticipated Operating Costs

Project Category	Operating Description	2022	2023	2024	2025	2026	5 Year Total
Downtown Redevelopment projects							
DTR023	Downtown Parking Lot Improvements	No impact to operating budget.	-	-	-	-	-
DTR030	Downtown Alley Planning	No impact to operating budget.	-	-	-	-	-
DTR035	Downtown/City Center Lighting	No impact to operating budget.	-	-	-	-	-
Total		-	-	-	-	-	-
Drainage projects							
DRN028	Spring Gulch #2 Drainage & Greenway Improvements	No impact to operating budget.	-	-	-	-	-
DRN039	Resilient St Vrain Project	No impact to operating budget.	-	-	-	-	-
Debt	Debt payments for prior year's projects.	2,446,438	2,444,188	2,448,488	2,448,938	2,450,938	12,238,990
Total		2,446,438	2,444,188	2,448,488	2,448,938	2,450,938	12,238,990
Electric projects							
ELE009	Electric Feeder Underground Conversion	No impact to operating budget.	-	-	-	-	-
ELE014	Electric System Capacity Increases	No impact to operating budget.	-	-	-	-	-
ELE016	Electric Substation Expansion	No impact to operating budget.	-	-	-	-	-
ELE017	Electric Substation Upgrades	No impact to operating budget.	-	-	-	-	-
ELE044	Electric Reliability and Grid Modernization	No impact to operating budget.	-	-	-	-	-
ELE091	Street Lighting Program	No impact to operating budget.	-	-	-	-	-
ELE097	Electric Aid To Construction	No impact to operating budget.	-	-	-	-	-
ELE099	Advanced Metering	No impact to operating budget.	-	-	-	-	-
ELE102	Electric System Rehabilitation and Improvements	No impact to operating budget.	-	-	-	-	-
ELE103	Distributed Energy Resources Innovation & Solutions	No impact to operating budget.	-	-	-	-	-
ELE104	Electric Vehicle Charging Stations	No impact to operating budget.	-	-	-	-	-
Total		-	-	-	-	-	-
Parks and Recreation projects							
PRO05B	St. Vrain Greenway	Staff and operating supplies to maintain greenway.	-	5,400	-	-	5,400
PRO010	Union Reservoir Master Planned Improvements	Staff and operating supplies to maintain improvements.	20,931	-	-	-	20,931
PRO025	Ute Creek Clubhouse	Minimal impact to operating budget.	-	100,000	-	-	100,000
PRO44B	Sandstone Ranch Community Park	Minimal impact to operating budget.	-	28,143	-	-	28,143
PRO049	Dry Creek Community Park	Minimal impact to operating budget.	-	-	160,000	-	160,000
PRO077	McIntosh Lake District Park	No impact to operating budget.	-	-	-	-	-
PRO102	Swimming and Wading Pools Maintenance	No impact to operating budget.	-	-	-	-	-
PRO113	Park Irrigation Pump Systems Rehabilitation	No impact to operating budget.	-	-	-	-	-
PRO136	Park Bridge Replacement Program	No impact to operating budget.	-	-	-	-	-
PRO146	Roosevelt Park Improvements	Minimal impact to operating budget.	-	-	1,530	-	1,530
PRO149	Bohn Farm Pocket Park	Minimal impact to operating budget.	-	5,150	-	-	5,150
PRO169	Golf Course Cart Path Improvements	No impact to operating budget.	-	-	-	-	-
PRO184	Alta Park Master Planned Improvements	No impact to operating budget.	-	-	-	-	-
PRO186	Park Infrastructure Rehabilitation and Replacement	No impact to operating budget.	-	-	-	-	-
PRO191	Golf Buildings & Golf Courses Rehab	No impact to operating budget.	-	-	-	-	-
PRO201	Dog Park #2 Relocation	Minimal impact to operating budget.	-	-	9,090	-	9,090

Parks and Recreation projects

PRO204	Sustainable Landscape Conversions	Minimal impact to operating budget.	1,000	-	1,000	-	-	2,000
PRO206	Sisters Community Park	Minimal impact to operating budget.	10,300	-	-	-	-	10,300
PRO208	Wayfinding Signage Project	No impact to operating budget.	-	-	-	-	-	-
Debt		Debt payments for prior year's projects.	2,371,350	2,370,800	2,372,813	2,372,150	2,368,825	11,855,938
Total			2,403,581	2,509,493	2,544,433	2,372,150	2,368,825	12,198,482

Public Buildings and Facilities projects

PBF001	Municipal Buildings Roof Improvements	No impact to operating budget.	-	-	-	-	-	-
PBF002	Municipal Facilities ADA Improvements	No impact to operating budget.	-	-	-	-	-	-
PBF02B	Municipal Facilities ADA Improvements - Parks	No impact to operating budget.	-	-	-	-	-	-
PBF037	Fire Stations Improvements	No impact to operating budget.	-	-	-	-	-	-
PBF080	Municipal Buildings Boiler Replacement	No impact to operating budget.	-	-	-	-	-	-
PBF082	Municipal Buildings HVAC Replacement	No impact to operating budget.	-	-	-	-	-	-
PBF109	Municipal Facilities Parking Lot Rehabilitation	No impact to operating budget.	-	-	-	-	-	-
PBF119	Municipal Buildings Flooring Replacement	No impact to operating budget.	-	-	-	-	-	-
PBF145	Community Services Specialized Equipment	No impact to operating budget.	-	-	-	-	-	-
PBF160	Municipal Buildings Auto Door and Gate Replacement	No impact to operating budget.	-	-	-	-	-	-
PBF163	Municipal Buildings Keyless Entry	No impact to operating budget.	-	-	-	-	-	-
PBF165	Municipal Buildings Emergency Generators	Generators will require semi-annual service	2,400	2,800	3,200	3,600	-	12,000
PBF181	Municipal Buildings UPS Repair and Replacement	No impact to operating budget.	-	-	-	-	-	-
PBF186	Longmont Recreation Center Fitness Improvements	No impact to operating budget.	-	-	-	-	-	-
PBF189	Municipal Buildings Exterior Maintenance	No impact to operating budget.	-	-	-	-	-	-
PBF190	Municipal Buildings Interior Maintenance	No impact to operating budget.	-	-	-	-	-	-
PBF200	Civic Center Rehabilitation	No impact to operating budget.	-	-	-	-	-	-
PBF204	Sunset Campus Expansion	Minimal impact to operating	-	2,000	2,000	2,000	-	6,000
PBF205	Facilities Condition Assessments	No impact to operating budget.	-	-	-	-	-	-
PBF206	LPC Vehicle Storage Structure	No impact to operating budget.	-	-	-	-	-	-
PBF216	Firehouse Arts Center Facility Improvements	No impact to operating budget.	-	-	-	-	-	-
PBF225	Electric Vehicle Charging Stations	Minimal impact to operating budget.	-	2,000	-	-	-	2,000
Debt		Debt payments for prior year's projects.	2,037,550	2,040,800	2,041,300	2,038,400	2,040,150	10,198,200
Lease		Energy performance contract lease payment.	328,078	328,078	328,078	328,078	-	1,312,312
Savings		Energy performance contract savings.	(231,362)	(231,362)	(231,362)	(231,362)	-	(925,448)
Total			2,136,666	2,144,316	2,143,216	2,140,716	2,040,150	10,218,200

Sanitation projects

SAN004	Waste Diversion Center Upgrades	No impact to operating budget.	-	-	-	-	-	-
Total			-	-	-	-	-	-

Broadband projects

BRB002	Fiber Aid to Construction	No impact to operating budget.	-	-	-	-	-	-
BRB005	Fiber Reliability Improvements	No impact to operating budget.	-	-	-	-	-	-
BRB006	Fiber Underground Conversion	No impact to operating budget.	-	-	-	-	-	-
BRB007	Fiber System Rehabilitation & Improvements	No impact to operating budget.	-	-	-	-	-	-
BRB008	Fiber Construction	No impact to operating budget.	-	-	-	-	-	-
BRB009	Fiber Installation	No impact to operating budget.	-	-	-	-	-	-
BRB010	Mesh Network for St Vrain Valley School District	Minimal impact to operating budget.	400,000	-	-	-	-	400,000
Debt		Debt payments for prior year's projects.	4,456,001	4,452,201	4,445,101	4,434,651	4,434,651	22,222,605
Total			4,856,001	4,452,201	4,445,101	4,434,651	4,434,651	22,622,605

Transportation projects

TRP001	Pavement Management Program	No impact to operating budget.	-	-	-	-	-	-
TRP011	Transportation System Management Program	No impact to operating budget.	-	-	-	-	-	-
TRP012	Vance Brand Airport Improvements	No impact to operating budget.	-	-	-	-	-	-
TRP092	Boston Avenue Connection - Price To Martin	No impact to operating budget.	-	-	-	-	-	-
TRP094	Railroad Quiet Zones	No impact to operating budget.	-	-	-	-	-	-
TRP105	Missing Sidewalks	No impact to operating budget.	-	-	-	-	-	-
TRP106	Hover Street Rehabilitation	No impact to operating budget.	-	-	-	-	-	-
TRP117	Hover Street Bridge over St Vrain Creek	No impact to operating budget.	-	-	-	-	-	-
TRP118	Boston Avenue Bridge over St Vrain River	No impact to operating budget.	-	-	-	-	-	-
TRP119	3rd Avenue Westbound Bridge Rehabilitation	No impact to operating budget.	-	-	-	-	-	-
TRP124	Nelson Rd & Hover St Intersection Improvements	No impact to operating budget.	-	-	-	-	-	-
TRP128	County Rd 26 & Trail Improvements	No impact to operating budget.	-	-	-	-	-	-
TRP131	1st and Main Transit Station Area Improvements	No impact to operating budget.	-	-	-	-	-	-
TRP132	Enhanced Multi-Use Corridor Improvements	No impact to operating budget.	-	-	-	-	-	-
TRP135	Coffman St Busway Improvements	No impact to operating budget.	-	-	-	-	-	-
TRP137	Main Street Corridor Plan	No impact to operating budget.	-	-	-	-	-	-
Total			-	-	-	-	-	-

Sewer projects

SWR053	Sanitary Sewer Rehabilitation and Improvements	No impact to operating budget.	-	-	-	-	-	-
SWR128	Collection System Capacity Improvements	No impact to operating budget.	-	-	-	-	-	-
SWR153	WWTP Regulation 85 Improvements	No impact to operating budget.	-	-	-	-	-	-
SWR154	WWTP Miscellaneous Infrastructure Improvements	No impact to operating budget.	-	-	-	-	-	-
SWR155	Digester No. 4	No impact to operating budget.	-	-	-	-	-	-
Debt	Debt payments for prior year's projects.		3,309,575	3,315,175	3,316,125	3,332,425	3,343,125	16,616,425
Total			3,309,575	3,315,175	3,316,125	3,332,425	3,343,125	16,616,425

Water projects

WTR066	Water Distribution Rehabilitation and Improvements	No impact to operating budget.	-	-	-	-	-	-
WTR112	North St Vrain Pipeline Replacement	No impact to operating budget.	-	-	-	-	-	-
WTR137	Union Reservoir Land Acquisition Program	No impact to operating budget.	-	-	-	-	-	-
WTR150	Automatic Meter Reading	Annual cost for a hosted meter reading site and costs for backhauling data to hosted site	56,064	65,684	68,000	68,000	68,000	325,748
WTR155	Water Treatment Plant Improvements	No impact to operating budget.	-	-	-	-	-	-
WTR173	Raw Water Irrigation Planning and Construction	No impact to operating budget.	-	-	-	-	-	-
WTR179	Water System Oversizing	No impact to operating budget.	-	-	-	-	-	-
WTR181	Raw Water Transmission Rehabilitation & Improvements	No impact to operating budget.	-	-	-	-	-	-
WTR182	Flow Monitoring Program	No impact to operating budget.	-	-	-	-	-	-
WTR188	Regional Potable Water Interconnections	No impact to operating budget.	-	-	-	-	-	-
WTR191	Montgomery Tank Replacement	No impact to operating budget.	-	-	-	-	-	-
WTR193	Nelson-Flanders WTP Redundant Electrical Supply	No impact to operating budget.	-	-	-	-	-	-
WTR194	Ralph Price Reservoir Improvements	No impact to operating budget.	-	-	-	-	-	-
WTR195	Stream Maintenance and Restoration	No impact to operating budget.	-	-	-	-	-	-
Debt	Debt payments for prior year's projects.		6,573,572	6,600,009	5,271,838	5,269,763	5,273,388	28,988,570
Total			6,629,636	6,665,693	5,339,838	5,337,763	5,341,388	29,314,318

2022-2026 Funded Projects Totals			21,781,897	21,531,066	20,237,201	20,066,643	19,979,077	103,209,020
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1 ATTEST:

2 *[Signature]*
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4
5 CITY CLERK
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7
8 NOTICE: THE COUNCIL WILL HOLD A PUBLIC HEARING ON THIS ORDINANCE AT
9 7:00 P.M. ON THE 26th DAY OF October , 2021 , AT THE LONGMONT CITY
10 COUNCIL MEETING.
11

12 APPROVED AS TO FORM:

13
14 *[Signature]*
Jaime Rolon (Oct 21, 2021 15:40 MDT)

Oct 21, 2021

15
16 SENIOR ASSISTANT CITY ATTORNEY

DATE

17 *Cristi Campbell*
18 *[Signature]*
Cristi Campbell (Oct 11, 2021 09:45 MDT)

Oct 11, 2021

19
20 PROOFREAD

DATE

21
22
23 APPROVED AS TO FORM AND SUBSTANCE:

24 *Teresa Molloy*
25 *[Signature]*

Oct 21, 2021

26
27 BUDGET MANAGER

DATE

28
29 CA File: 21-001430

1 of the City of Longmont and for all other expenses, including compensation, of the electric and
2 broadband enterprise system.

3 ELECTRIC COMMUNITY INVESTMENT FEE FUND: \$769,494, for the purpose of
4 electric utility capital improvement projects related to growth, as designated by the City Council
5 of the City of Longmont.

6 WATER FUND: \$34,333,709, for the maintenance, improvement and expansion of the
7 water enterprise system of the City of Longmont and for all other expenses, including
8 compensation, of the water enterprise system.

9 WATER CONSTRUCTION FUND: \$3,482,227, for the purpose of making improvements
10 to the City's water enterprise system.

11 WATER ACQUISITION FUND: \$933,667, for the purpose of acquiring additional water
12 rights for the City as needed to support its water enterprise system.

13 RAW WATER STORAGE FUND: \$0, for the purpose of developing the City's winter
14 water supply as part of the City's water enterprise system.

15 SEWER FUND: \$18,325,774, for the maintenance, improvement and expansion of the
16 sewer enterprise system of the City of Longmont and for the compensation paid to employees of
17 the Sewer Department and for all other expenses of said department.

18 SEWER CONSTRUCTION FUND: \$4,937,993, for the maintenance, improvement and
19 expansion of the sewer enterprise system of the City of Longmont and for all other expenses,
20 including compensation, of the sewer enterprise system.

21 STORM DRAINAGE FUND: \$7,150,748, for the maintenance, improvement and
22 expansion of the storm drainage enterprise system of the City of Longmont and for all other
23 expenses, including compensation, of the storm drainage enterprise system.

1 AIRPORT FUND: \$637,085, for the purpose of paying any authorized expenditures for
2 the Vance Brand Municipal Airport as designated by the City Council of the City of Longmont,
3 including compensation.

4 PUBLIC IMPROVEMENT FUND: \$11,078,923, for the purpose of paying the cost of any
5 public improvements as designated by the City Council of the City of Longmont.

6 PROBATION SERVICES FUND: \$96,700, for the purposes of paying any authorized
7 expenditures for municipal court probation services as designated by the City Council of the City
8 of Longmont, including compensation.

9 JUDICIAL WEDDING FUND: \$2,000, for the purposes of paying any authorized
10 expenditures for municipal court services as designated by the City Council of the City of
11 Longmont.

12 COMMUNITY DEVELOPMENT BLOCK GRANT/HOME FUND: \$608,679, for the
13 purpose of paying any authorized CDBG and HOME grant expenditures as designated by the City
14 Council of the City of Longmont, including compensation.

15 AFFORDABLE HOUSING FUND: \$1,881,831, for the purposes of paying any authorized
16 expenditures for affordable housing as designated by the City Council of the City of Longmont,
17 including compensation.

18 DOWNTOWN PARKING FUND: \$99,572, for the purpose of paying any authorized
19 expenditures for downtown parking as designated by the City Council of the City of Longmont.

20 STREET SYSTEM MAINTENANCE AND IMPROVEMENT FUND: \$34,916,039, for
21 the purpose of paying any authorized expenditures for street system maintenance or improvements
22 as designated by the City Council of the City of Longmont, including compensation.

23 YOUTH SERVICES FUND: \$7,800, for the purposes of paying any authorized

1 expenditures for youth services as designated by the City Council of the City of Longmont.

2 LIBRARY SERVICES FUND: \$69,000, for the purposes of paying any authorized
3 expenditures for library services as designated by the City Council of the City of Longmont.

4 MUSEUM SERVICES FUND: \$845,606, for the purposes of paying any authorized
5 expenditures for museum services as designated by the City Council of the City of Longmont.

6 CALLAHAN HOUSE FUND: \$140,711, for the purpose of paying any authorized
7 expenditures for the Callahan House as designated by the City Council of the City of Longmont.

8 SENIOR SERVICES FUND: \$200,600, for the purposes of paying any authorized
9 expenditures for senior services as designated by the City Council of the City of Longmont.

10 ART IN PUBLIC PLACES FUND: \$502,323, for the purpose of paying any authorized
11 expenditures for art in public places as designated by the City Council of the City of Longmont.

12 PARK IMPROVEMENT FUND: \$4,583,411, for the acquisition and development of
13 additional parks in the City of Longmont as designated by the City Council of the City of
14 Longmont.

15 TRANSPORTATION COMMUNITY INVESTMENT FEE FUND: \$1,500,000, for the
16 purpose of transportation capital improvement projects related to growth, as designated by the City
17 Council of the City of Longmont.

18 OPEN SPACE FUND: \$4,977,799, for the purposes of paying any authorized expenditures
19 for open space as designated by the City Council of the City of Longmont, including compensation.

20 PUBLIC SAFETY FUND: \$16,210,148, for the purposes of paying any authorized
21 expenditures for public safety as designated by the City Council of the City of Longmont, including
22 compensation.

23 LODGERS TAX FUND: \$300,000 for the purposes of paying any authorized expenditures

1 for expanding tourism as designated by the City Council of the City of Longmont.

2 CONSERVATION TRUST FUND: \$3,970,336, for the acquisition, development and
3 maintenance of new conservation sites as designated by the City Council of the City of Longmont.

4 MUSEUM TRUST FUND: \$23,300, for the purposes of paying any authorized
5 expenditures for museum services as designated by the City Council of the City of Longmont.

6 GENERAL IMPROVEMENT DISTRICT #1 FUND: \$151,350, for the purpose of paying
7 any authorized expenditures for the General Improvement District # 1 as designated by the City
8 Council of the City of Longmont.

9 DOWNTOWN DEVELOPMENT AUTHORITY FUND: \$1,685,511, for the purpose of
10 paying any authorized expenditures for the Downtown Development Authority as designated by
11 the City Council of the City of Longmont, including compensation.

12 FLEET SERVICE FUND: \$6,039,361, for the maintenance, operation and replacement of
13 the City of Longmont's fleet and for all other expenses, including compensation, of the fleet.

14 PARK AND GREENWAY MAINTENANCE FUND: \$684,429, for the maintenance,
15 operations, repair and renewal of city-owned parks, greenways and pools.

16 VILLAGE AT THE PEAKS FUND: \$2,193,708, for the purpose of paying any authorized
17 expenditures of tax increment revenues to pay the debt service on certificates of participation
18 issued to finance Village at the Peaks public improvements.

19 LONGMONT URBAN RENEWAL FUND: \$2,037,620, for the purpose of paying any
20 authorized expenditures of tax increment revenues of the Longmont Urban Renewal Authority.

21 PARKS GRANTS AND DONATIONS FUND: \$3,600, for the development or
22 improvement of parks.

23 UTILITY BILLING CUSTOMER INFORMATION SYSTEM FUND: \$662,015, for

1 acquisition, maintenance and operations of the customer information system, including
2 connection, disconnection, billing and payment of utility services.

3 SPECIAL RETAIL MARIJUANA TAX FUND: \$750,000, for the payment of the
4 expenses of operating the city and for capital improvements.

5 SUSTAINABILITY FUND: \$1,067,726, for funding and implementing
6 sustainability initiatives.

7 TRAFFIC SAFETY FUND: \$13,640, for implementing traffic safety initiatives.

8 Section 2

9 The Council finds that every contract funded in this ordinance for charitable, industrial,
10 education, or benevolent purposes or with any denominational or sectarian institution or
11 association serves a public purpose.

12 Section 3

13 To the extent only that they conflict with this ordinance, the Council repeals any conflicting
14 ordinances or parts of ordinances. The provisions of this ordinance are severable, and invalidity
15 of any part shall not affect the validity or effectiveness of the rest of this ordinance.

16 Introduced this 12th day of October , 2021 .

17 Passed and adopted this 26th day of October , 2021 .

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ATTEST:



CITY CLERK





Brian J. Bagley (Oct 28, 2021 10:33 MDT)

MAYOR

1 NOTICE: THE COUNCIL WILL HOLD A PUBLIC HEARING ON THIS ORDINANCE AT
2 7:00 P.M. ON THE 26th DAY OF October , 2021 , AT THE LONGMONT CITY
3 COUNCIL MEETING.

4
5 APPROVED AS TO FORM:

6
7  Oct 14, 2021
8 Jaime Rol (Oct 14, 2021 11:38 MDT)

9 _____ DATE

10 SENIOR ASSISTANT CITY ATTORNEY

11 *Cristi Campbell* Oct 11, 2021
12 Cristi Campbell (Oct 14, 2021 09:47 MDT)

13 _____ DATE

14 PROOFREAD

15
16 APPROVED AS TO FORM AND SUBSTANCE:

17 *Teresa Molloy* Oct 14, 2021
18

19 _____ DATE

20 BUDGET MANAGER

21
22 CA File: 21-001430

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Introduced this 12th day of October , 2021 .

Passed and adopted this 26th day of October , 2021 .

BJ
Brian J. Bagley (Oct 28, 2021 10:32 MDT)

MAYOR



ATTEST:
[Signature]

CITY CLERK

NOTICE: THE COUNCIL WILL HOLD A PUBLIC HEARING ON THIS ORDINANCE AT 7:00 P.M. ON THE 26th DAY OF October , 2021 , AT THE LONGMONT CITY COUNCIL MEETING.

APPROVED AS TO FORM:

[Signature] Oct 14, 2021
Jaime Rol (Oct 14, 2021 11:07 MDT)

SENIOR ASSISTANT CITY ATTORNEY DATE

[Signature] Oct 11, 2021
Cristi Campbell (Oct 11, 2021 09:40 MDT)

PROOFREAD DATE

APPROVED AS TO FORM AND SUBSTANCE:
[Signature] Oct 14, 2021

BUDGET MANAGER DATE

CA File: 21-001427

1 Section 3

2 To the extent only that they conflict with this ordinance, the Council repeals any conflicting
3 ordinances or parts of ordinances. The provisions of this ordinance are severable, and invalidity
4 of any part shall not affect the validity or effectiveness of the rest of this ordinance.

5 Introduced this 12th day of October , 2021 .

6 Passed and adopted this 26th day of October , 2021 .

10 Bj
11 Brian J. Bagley (Oct 28, 2021 10:32 MDT)

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MAYOR



16 ATTEST:

17 [Signature]

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19
20 CITY CLERK

23 NOTICE: THE COUNCIL WILL HOLD A PUBLIC HEARING ON THIS ORDINANCE AT
24 7:00 P.M. ON THE 26th DAY OF October , 2021 , AT THE LONGMONT CITY
25 COUNCIL MEETING.

26 APPROVED AS TO FORM:

28
29 [Signature]
30 Jaime Rot (Oct 14, 2021 11:08 MDT)

Oct 14, 2021

31 SENIOR ASSISTANT CITY ATTORNEY

DATE

32 Cristi Campbell
33 Cristi Campbell (Oct 11, 2021 09:42 MDT)

Oct 11, 2021

34
35 PROOFREAD

DATE

1 APPROVED AS TO FORM AND SUBSTANCE:

2 *Teresa Molloy*

3
4 Oct 14, 2021

5 _____
6 BUDGET MANAGER

7 _____
DATE

CA File: 21-001427

1 RESOLUTION R-2021- 105

2
3 A RESOLUTION AMENDING THE FINANCIAL POLICIES OF THE CITY OF
4 LONGMONT FOR 2022
5

6 WHEREAS the City Council has adopted the Financial Policies of the City of Longmont
7 and periodically reviews the operational implementation of these policies; and

8 WHEREAS it is now deemed advisable to amend the existing Financial Policies.

9 NOW, THEREFORE, THE COUNCIL OF THE CITY OF LONGMONT, COLORADO,
10 HEREBY RESOLVES:

11 Section 1

12 The Financial Policies of the City of Longmont shall be as set forth in the City of Longmont
13 Financial Policies dated October 26, 2021, now before the Council. The Financial Policies adopted
14 by this resolution shall become effective January 1, 2022.

15 Section 2

16 The Financial Policies of the City of Longmont adopted by this resolution shall replace all
17 prior Financial Policies adopted by the Council.

18 Passed and adopted this 26th day of October , 2021 .

19
20
21 
22 Brian J. Bagley (Oct 28, 2021 10:26 MDT)
23

24
MAYOR



1 ATTEST:
2 *[Signature]*
3
4
5
6 CITY CLERK

9 APPROVED AS TO FORM

10
11 *[Signature]*
12 Jaime Rodriguez (Oct 26, 2021 09:47 MDT)

Oct 26, 2021

13 SENIOR ASSISTANT CITY ATTORNEY

DATE

14 *Cristi Campbell*
15 Cristi Campbell (Oct 26, 2021 07:33 MDT)

Oct 26, 2021

16
17 PROOFREAD

DATE

19
20 APPROVED AS TO FORM AND SUBSTANCE:

21 *Teresa Molloy*
22

Oct 26, 2021

23
24 ORIGINATING DEPARTMENT

DATE

25
26 CA File: 21-001449

1 RESOLUTION LGID 2021-04

2
3 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LONGMONT GENERAL
4 IMPROVEMENT DISTRICT NO. 1 ADOPTING THE ANNUAL BUDGET FOR THE
5 DISTRICT FOR THE FISCAL YEAR 2022

6
7 BE IT RESOLVED, that the Board of Directors of Longmont General Improvement
8 District No. 1 does hereby adopt the annual budget for the District for the fiscal year 2022 showing
9 the: estimated beginning fund balance in the amount of \$266,131; estimated revenues in the
10 amount of \$166,055; and estimated expenses in the amount of \$151,350.

11 Passed and adopted this 26th day of October , 2021 .

12
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14 

15 Brian J. Bagley (Oct 28, 2021 10:20 MDT)

16
17 GENERAL IMPROVEMENT DISTRICT
18 PRESIDING OFFICER

19
20
21 ATTEST:

22 

23
24
25 CITY CLERK



1 APPROVED AS TO FORM:

2
3 
4 Jaime Rotundo (Oct 26, 2021 09:44 MDT)

Oct 26, 2021

5 SENIOR ASSISTANT CITY ATTORNEY

DATE

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7 
8 Michelle Blankas (Oct 26, 2021 08:22 MDT)

Oct 26, 2021

9 PROOFREAD

DATE

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12 APPROVED AS TO FORM AND SUBSTANCE:

13 *Teresa Molloy*

Oct 26, 2021

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15
16 BUDGET MANAGER

DATE

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18 CA file: 21-001441

1 RESOLUTION LGID 2021-03

2
3 A RESOLUTION FIXING AND LEVYING TAXES ON THE REAL AND PERSONAL
4 PROPERTY WITHIN THE LONGMONT GENERAL IMPROVEMENT DISTRICT NO. 1
5 FOR THE YEAR 2021 TO PAY BUDGETED EXPENSES OF THE DISTRICT FOR THE
6 2022 FISCAL YEAR

7
8 BE IT RESOLVED that the Board of Directors of Longmont General Improvement District
9 No. 1 does hereby fix and levy upon the taxable real and personal property within the corporate
10 limits of Longmont General Improvement District No. 1 (District), according to the assessed
11 valuation thereof for the fiscal year 2021, a tax of 6.798 mills on each dollar of said valuation for
12 the purposes of paying and providing for the payment of the budgeted expenses of the District for
13 the fiscal year beginning January 1, 2022. All prior actions by the officers and staff of the City
14 relating to the authorization and certification of the District's mill levy in this and each prior year
15 are hereby ratified, approved, and confirmed.

16 Passed and adopted this 26th day of October, 2021.

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24 ATTEST:

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28 CITY CLERK



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30 Brian J. Bagley (Oct 28, 2021 10:20 MDT)

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APPROVED AS TO FORM:



Jaime Rotundo (Oct 26, 2021 09:45 MDT)

Oct 26, 2021

SENIOR ASSISTANT CITY ATTORNEY

DATE



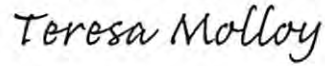
Michelle Blankas (Oct 26, 2021 08:22 MDT)

Oct 26, 2021

PROOFREAD

DATE

APPROVED AS TO FORM AND SUBSTANCE:



Oct 26, 2021

BUDGET MANAGER

DATE

CA file: 21-001441

1 RESOLUTION R-2021- 106

2
3 A RESOLUTION OF THE LONGMONT CITY COUNCIL APPROVING THE CITY OF
4 LONGMONT 2022 CLASSIFICATION AND PAY PLAN FOR CITY EMPLOYEES
5

6 THE COUNCIL OF THE CITY OF LONGMONT, COLORADO, RESOLVES:

7 Section 1

8 The Council finds:

9 Section 3.04.080 of the Longmont Municipal Code requires City Council approval of the
10 City's classification plan; and

11 Section 3.04.090 of the Longmont Municipal Code prohibits employment of any person to
12 fill a position with any classification or pay range not included in the approved classification plan
13 until the Council amends the plan to include such classification or pay range; and

14 Pursuant to sections 3.04.100 and 3.04.120 of the Longmont Municipal Code, the City
15 Manager recommends the City of Longmont 2022 Classification and Pay Plan to the Council.

16 Section 2

17 Pursuant to sections 3.04.080, 3.04.100 and 3.04.120 of the Longmont Municipal Code,
18 the Council approves the City Manager's proposed City of Longmont 2022 Classification and Pay
19 Plan now before Council, effective as to each respective employee beginning December 27, 2021.

20 Section 3

21 The Council repeals all resolutions or parts of resolutions in conflict with this resolution,
22 but only to the extent of such inconsistency. The provisions of this resolution are severable, and
23 invalidity of any part shall not affect the validity or effectiveness of the rest of this resolution.

1 Passed and adopted this 26th day of October , 2021 .

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Brian J. Bagley
Brian J. Bagley (Oct 28, 2021 10:19 MDT)

MAYOR



ATTEST:

Debra

CITY CLERK

APPROVED AS TO FORM

Jaime Rot
Jaime Rot (Oct 26, 2021 09:46 MDT)

Oct 26, 2021

SENIOR ASSISTANT CITY ATTORNEY

DATE

Cristi Campbell
Cristi Campbell (Oct 26, 2021 09:23 MDT)

Oct 26, 2021

PROOFREAD

DATE

APPROVED AS TO FORM AND SUBSTANCE:

Joanne Zeas
Joanne Zeas (Oct 26, 2021 15:49 MDT)

Oct 26, 2021

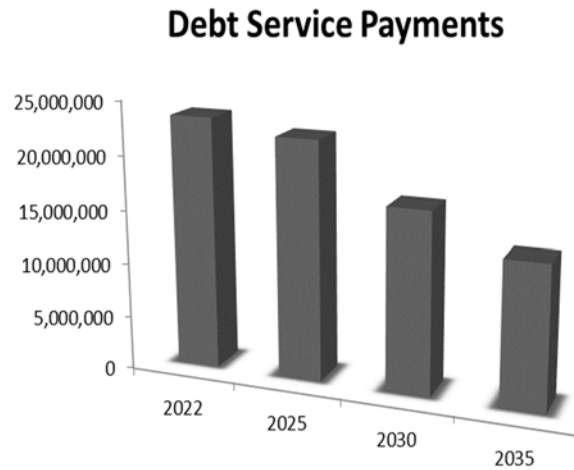
ORIGINATING DEPARTMENT

DATE

CA File: 21-001449

2022 Debt Service

The City's 2022 debt service payments total \$23,383,193, which is 6.0% of total budgeted expenditures. The Longmont City Charter limits the amount of debt that the City can have outstanding at any one time to the equivalent of 3% of the community's actual value of all taxable property.



As of the end of 2020, the actual value of taxable property within the city totaled \$15.308 billion. The 3% limitation equaled \$459,249,487. The City had no outstanding debt applicable to the debt limitation and meets the 3% limitation stipulation. Further information can be found on page 38 and pages 79-83 of the City's 2020 Comprehensive Annual Financial Report.

2021 Debt Service Payments by Fund

	Principal	Interest	Total Payment	Maturity Date
SEWER FUND				
Series 2013 Revenue Bonds	385,000	168,600	553,600	2032
Series 2015 Revenue Bonds	975,000	998,275	1,973,275	2035
Series 2020 Refunding Bonds	505,000	277,700	782,700	2030
WATER FUND				
2003 Series A Loan	1,210,678	91,650	1,302,328	2023
2021 Revenue Bonds	1,645,000	1,659,100	3,304,100	2041
2021A Revenue Bonds	795,000	1,172,144	1,967,144	2041
PUBLIC IMPROVEMENT FUND				
Series 2019 Revenue Bonds	1,035,000	1,002,550	2,037,550	2039
OPEN SPACE FUND				
Series 2018 Revenue Bonds	345,000	247,450	592,450	2033
2020 Revenue Refunding Bonds	1,100,000	678,900	1,778,900	2034
STORM DRAINAGE FUND				
2014 Revenue Bonds	905,000	546,938	1,451,938	2034
Series 2016 Rev Refunding Bonds	800,000	194,500	994,500	2028
ELECTRIC AND BROADBAND FUND				
2014 Revenue Bonds	2,860,000	852,263	3,712,263	2029
2017 Revenue Bonds	575,000	168,738	743,738	2029
VILLAGE AT THE PEAKS FUND				
2014A Certificates of Participation	1,070,000	1,118,708	2,188,708	2037
TOTAL ALL FUNDS	14,205,678	9,177,515	23,383,193	

2021 Debt Service Payments by Fund

SEWER FUND

The **Series 2013 Sewer Revenue Bonds** for the amount of \$7,740,000 will be used for improvements at the wastewater treatment plant. The debt service will be paid from the Sewer Fund. This bond received a rating of AA from Standard and Poor's.

Series 2013 Revenue Bonds (Maturity 2032)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
2022	385,000	168,600	553,600
2023	395,000	153,200	548,200
2024	405,000	137,400	542,400
2025	420,000	121,200	541,200
2026	435,000	104,400	539,400
2027	450,000	91,350	541,350
2028	470,000	77,850	547,850
2029	490,000	63,750	553,750
2030	510,000	49,050	559,050
2031	530,000	33,750	563,750
2032	550,000	17,188	567,188

Series 2015 Revenue Bonds (Maturity 2035)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
2022	975,000	998,275	1,973,275
2023	1,030,000	949,525	1,979,525
2024	1,090,000	898,025	1,988,025
2025	1,155,000	843,525	1,998,525
2026	1,225,000	785,775	2,010,775
2027	1,280,000	724,525	2,004,525
2028	1,330,000	660,525	1,990,525
2029	1,390,000	594,025	1,984,025
2030	1,455,000	552,325	2,007,325
2031	2,490,000	508,675	2,998,675
2032	2,585,000	427,750	3,012,750
2033	3,260,000	343,738	3,603,738
2034	3,390,000	237,788	3,627,788
2035	3,525,000	123,375	3,648,375

The **Series 2015 Sewer Revenue Bonds** for the amount of \$31,100,000 will be used for improvements at the wastewater treatment plant. The debt service will be paid from the Sewer Fund. This bond received a rating of AA from Standard and Poor's.

Series 2020 Refunding Bonds (Maturity 2030)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
2022	505,000	277,700	782,700
2023	535,000	252,450	787,450
2024	560,000	225,700	785,700
2025	595,000	197,700	792,700
2026	625,000	167,950	792,950
2027	665,000	136,700	801,700
2028	705,000	103,450	808,450
2029	740,000	68,200	808,200
2030	780,000	31,200	811,200

The **Series 2020 Sewer Revenue Refunding Bonds** for the amount of \$6,670,000 will be used for wastewater projects. The debt service will be paid from the Sewer Fund. This bond received a rating of AA from Standard and Poor's.

WATER FUND

2003 Series A Loan (Maturity 2023)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
2022	1,210,678	91,650	1,302,328
2023	1,282,546	47,850	1,330,396

The **Series A** is a \$14,998,044 loan from the Colorado Water Resources and Power Authority for replacement of aging infrastructure, including water treatment capacity, treated water storage, and raw water transmission lines. The loan is to be repaid from the revenues of the Water Fund.

2021 Revenue Bond (Maturity 2041)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
2022	1,645,000	1,659,100	3,304,100
2023	1,710,000	1,593,300	3,303,300
2024	1,780,000	1,524,900	3,304,900
2025	1,850,000	1,453,700	3,303,700
2026	1,925,000	1,379,700	3,304,700
2027	2,000,000	1,302,700	3,302,700
2028	2,080,000	1,222,700	3,302,700
2029	2,165,000	1,139,500	3,304,500
2030	2,250,000	1,052,900	3,302,900
2031	2,340,000	962,900	3,302,900
2032	2,435,000	869,300	3,304,300
2033	2,535,000	771,900	3,306,900
2034	2,610,000	695,850	3,305,850
2035	2,685,000	617,550	3,302,550
2036	2,765,000	537,000	3,302,000
2037	2,850,000	454,050	3,304,050
2038	2,935,000	368,550	3,303,550
2039	3,025,000	280,500	3,305,500
2040	3,115,000	189,750	3,304,750
2041	3,210,000	96,300	3,306,300

The **Series 2021 Water Revenue Bonds** for the amount of \$47,910,000 will be used for the Nelson Flanders Treatment Plant Expansion and Price Park Tank Replacement. The loan is to be repaid from the revenues of the Water Fund.

2021A Revenue Bond (Maturity 2041)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
2022	795,000	1,172,144	1,967,144
2023	1,050,000	916,313	1,966,313
2024	1,090,000	876,938	1,966,938
2025	1,130,000	836,063	1,966,063
2026	1,175,000	793,688	1,968,688
2027	1,220,000	749,625	1,969,625
2028	1,265,000	703,875	1,968,875
2029	1,310,000	656,438	1,966,438
2030	1,360,000	607,313	1,967,313
2031	1,410,000	556,313	1,966,313
2032	1,465,000	503,438	1,968,438
2033	1,520,000	448,500	1,968,500
2034	1,575,000	391,500	1,966,500
2035	1,625,000	340,313	1,965,313
2036	1,670,000	295,625	1,965,625
2037	1,720,000	249,700	1,969,700
2038	1,765,000	202,400	1,967,400
2039	1,815,000	153,863	1,968,863
2040	1,865,000	103,950	1,968,950
2041	1,915,000	52,663	1,967,663

The **Series 2021A Water Revenue Bonds** for the amount of \$28,740,000 will be used for Windy Gap Firming Project (Chimney Hollow Reservoir).

OPEN SPACE FUND

The **Series 2018 Open Space Revenue Bonds** for the amount of \$8,150,000 will be used for the acquisition of and improvements for open space purposes. This bond received a rating of A from Standard and Poor's.

Series 2018 Revenue Bonds (Maturity 2033)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
2022	345,000	247,450	592,450
2023	390,000	233,650	623,650
2024	425,000	218,050	643,050
2025	465,000	201,050	666,050
2026	510,000	182,450	692,450
2027	545,000	162,050	707,050
2028	605,000	140,250	745,250
2029	670,000	122,100	792,100
2030	735,000	102,000	837,000
2031	815,000	79,950	894,950
2032	885,000	55,500	940,500
2033	965,000	28,950	993,950

The **Series 2020 Open Space Revenue Refunding and Improvement Bonds** for the amount of \$17,810,000 will be used for open space acquisitions.

Series 2020 Revenue Refunding Bonds (Maturity 2034)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
2022	1,100,000	678,900	1,778,900
2023	1,115,000	632,150	1,747,150
2024	1,145,000	584,763	1,729,763
2025	1,170,000	536,100	1,706,100
2026	1,190,000	486,375	1,676,375
2027	1,225,000	435,800	1,660,800
2028	1,240,000	383,738	1,623,738
2029	1,245,000	331,038	1,576,038
2030	1,255,000	278,125	1,533,125
2031	1,250,000	224,788	1,474,788
2032	1,255,000	174,788	1,429,788
2033	1,250,000	124,588	1,374,588
2034	2,295,000	74,588	2,369,588

STORM DRAINAGE FUND

The **Series 2014 Revenue Bonds** for the amount of \$20.50 million will be used for storm drainage projects. The debt service will be paid from the Storm Drainage Fund. This bond received a rating of AA from Standard and Poor's.

Series 2014 Revenue Bonds (Maturity 2034)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
2022	905,000	546,938	1,451,938
2023	950,000	501,688	1,451,688
2024	995,000	454,188	1,449,188
2025	1,045,000	404,438	1,449,438
2026	1,085,000	362,638	1,447,638
2027	1,130,000	319,238	1,449,238
2028	1,165,000	285,338	1,450,338
2029	1,200,000	250,388	1,450,388
2030	1,235,000	214,388	1,449,388
2031	1,275,000	175,794	1,450,794
2032	1,315,000	134,356	1,449,356
2033	1,360,000	91,619	1,451,619
2034	1,405,000	47,419	1,452,419

The **Series 2016 Revenue Refunding Bonds** for the amount of \$8,530,000 will be used for storm drainage projects. The debt service will be paid from the Storm Drainage Fund. This bond received a rating of AA by

Series 2016 Rev Refunding Bonds (Maturity 2028)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
2022	800,000	194,500	994,500
2023	830,000	162,500	992,500
2024	870,000	129,300	999,300
2025	905,000	94,500	999,500
2026	945,000	58,300	1,003,300
2027	975,000	39,400	1,014,400
2028	995,000	19,900	1,014,900

ELECTRIC AND BROADBAND FUND

The **Series 2014 Revenue Bonds** for the amount of \$38.035 million will be used for a citywide fiber to premise build out. The debt service will be paid from the Electric and Broadband Fund. This bond received an insured rating of AA and an underlying rating of A from Standard and Poor's.

Series 2017 Revenue Bonds (Maturity 2029)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
2022	575,000	168,738	743,738
2023	590,000	145,738	735,738
2024	610,000	122,138	732,138
2025	625,000	97,738	722,738
2026	645,000	72,738	717,738
2027	665,000	53,388	718,388
2028	685,000	38,424	723,424
2029	710,000	21,300	731,300

Series 2014 Revenue Bonds (Maturity 2029)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
2022	2,860,000	852,263	3,712,263
2023	2,950,000	766,463	3,716,463
2024	3,035,000	677,963	3,712,963
2025	3,125,000	586,913	3,711,913
2026	3,255,000	461,913	3,716,913
2027	3,360,000	356,125	3,716,125
2028	3,465,000	246,925	3,711,925
2029	3,590,000	125,650	3,715,650

The **Series 2017 Revenue Bonds** for the amount of \$7.265 million will be used for completion of the community broadband network. The debt service will be paid from the Electric and Broadband Fund. This bond received an insured rating of AA and an underlying rating of A from Standard and Poor's.

VILLAGE AT THE PEAKS FUND

Series 2014A and Series 2014B Certificates of Participation (Maturity 2037)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
2022	1,070,000	1,118,708	2,188,708
2023	1,115,000	1,070,808	2,185,808
2024	1,175,000	1,027,828	2,202,828
2025	1,230,000	974,148	2,204,148
2026	1,285,000	931,780	2,216,780
2027	1,345,000	870,358	2,215,358
2028	1,425,000	806,065	2,231,065
2029	1,495,000	738,000	2,233,000
2030	1,570,000	681,340	2,251,340
2031	1,645,000	604,765	2,249,765
2032	1,725,000	537,903	2,262,903
2033	1,810,000	453,805	2,263,805
2034	1,910,000	365,563	2,275,563
2035	2,010,000	272,478	2,282,478
2036	2,110,000	185,915	2,295,915
2037	2,200,000	94,928	2,294,928

The **Series 2014A and Series 2014B Certificates of Participation** for the amount of \$29.5 million will be used to reimburse developer demolition and improvements in the Twin Peaks Urban Renewal Area.

PUBLIC IMPROVEMENT FUND

Series 2019 Revenue Bonds (Maturity 2039)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
2022	1,035,000	1,002,550	2,037,550
2023	1,090,000	950,800	2,040,800
2024	1,145,000	896,300	2,041,300
2025	1,165,000	873,400	2,038,400
2026	1,225,000	815,150	2,040,150
2027	1,285,000	753,900	2,038,900
2028	1,350,000	689,650	2,039,650
2029	1,420,000	622,150	2,042,150
2030	1,475,000	565,350	2,040,350
2031	1,535,000	506,350	2,041,350
2032	1,595,000	444,950	2,039,950
2033	1,660,000	381,150	2,041,150
2034	1,710,000	331,350	2,041,350
2035	1,760,000	280,050	2,040,050
2036	1,810,000	227,250	2,037,250
2037	1,865,000	172,950	2,037,950
2038	1,920,000	117,000	2,037,000
2039	1,980,000	59,400	2,039,400

The **Series 2019 Sales and Use Tax Revenue Bonds** of \$28,620,000 will be used on facility rehabilitation and golf irrigation systems. This bond carries the AA+ rating by Standard and Poor's.

2022 Lease-Purchase Payments by Fund

General Fund

Energy Conservation Program Equipment	\$	328,078
TOTAL ALL FUNDS	\$	328,078

BUDGET GLOSSARY

ACCRUAL BASIS OF ACCOUNTING: A method of accounting in which transactions are recorded at the time they occur, rather than when cash is received or disbursed. Revenues are recorded when earned and expenses are recorded when goods are received or services performed.

ADMINISTRATIVE TRANSFER FEE: A fee paid to the General Fund by all other City funds to pay for administrative services provided from the General Fund, such as personnel, legal, information services, accounting and general management services.

APPROPRIATION: Legal authorization by the City Council to make expenditures and to incur obligations for specific purposes. Appropriations are made for fixed amounts by fund and are granted in the operating budget for a one-year period for all funds, except the Public Improvement Fund, where appropriations remain in force until the projects for which they were designated are completed.

AIPP: Art in Public Places

APPROPRIATION ORDINANCE: The official, legal authorization by City Council for the expenditure of funds.

ASSESSED VALUATION: A valuation set upon real or personal property that serves as the basis for levying property taxes. Assessed values in Longmont are established by the Boulder or Weld County Assessor's Office. A percentage is applied to the appropriate market value in order to arrive at the assessed value. The percentage used depends on the type of property and is set periodically by the state legislature.

AUDIT: An examination of the City's financial records by an independent certified public accountant to determine the accuracy and validity of records and reports and the conformity of procedures to established policies. The General Accounting Standards Board (GASB) sets standards for financial reporting for units of government which are referred to as Generally Accepted Accounting Principles (G.AAP).

BALANCED BUDGET: A budget in which operating revenues are equal to or greater than operating expenditures. Fund balances are used as a revenue source in the General Fund to fund capital and one-time expenditures only.

BONDED DEBT: The portion of an issuer's total indebtedness represented by outstanding bonds.

BUDGET: The official written statement of the City's comprehensive financial program that is adopted annually by the City Council and consists of proposed expenditures for specified purposes and the proposed means to finance those expenditures.

BUDGET CALENDAR: The schedule followed by the City of Longmont during the preparation and adoption of the annual budget.

BUDGET MESSAGE: A general discussion of the budget that is presented as part of the budget document. The budget message explains principal budget issues within the context of the City's financial experience of recent years and presents the City Manager's recommendations.

BUDGETARY CONTROL: The standard practices established to monitor departmental compliance with approved budgets. The City's budgetary control practices include regular review of purchase orders and monthly reports of actual to budgeted expenses. Budgetary compliance is also one of the standards included in each director's performance review.

CAFR: Comprehensive Annual Financial Report.

CAMP: Capital Assets Maintenance Plan.

CAPITAL IMPROVEMENT PROGRAM (CIP): A planning document that presents the City's capital infrastructure needs for a five year period. In Longmont, the CIP is revised every year. The first year of the CIP is included in that year's operating budget.

CAPITAL ITEM: Any single item that the City purchases with a value of \$1,500 or greater and has an expected useful life of two years or more. Capital expenditures are listed in the 400 series of the line item budget.

CAPITAL OUTLAYS: Expenditures for the acquisition, construction or improvement of capital projects or for the acquisition of capital items.

CAPITAL PROJECT: New infrastructure (buildings, roads, parks, etc.) or replacement of, or improvements to existing infrastructure which has a minimum life expectancy of five years and a minimum expense of \$10,000.

CAPITAL PROJECT FUND: Used to account for the financial resources to be used for the acquisition or construction of major capital facilities (other than those funded by proprietary funds). Longmont's capital project fund is the Public Improvement Fund. It is the only fund in which expenditures do not lapse at the end of the fiscal year.

CASH BASIS OF ACCOUNTING: A method of accounting in which transactions are recognized only when cash is received or disbursed.

CDBG: Community Development Block Grant.

COMMUNITY INVESTMENT FEE (C19): A fee on new construction which is collected for the purpose of paying for growth-related infrastructure construction and improvements. The City of Longmont has established three community investment fees.

for transportation, public buildings and electric.

DEBT SERVICE: Payment of principal and interest on an obligation resulting from the issuance of bonds and notes according to a predetermined payment schedule.

DEPARTMENT: A major administrative section of the City government. Longmont has nine departments: City Manager, City Attorney, Human and Cultural Services, Community Development, Finance, Police, Fire, Power and Communications, and Water/Wastewater

DEPRECIATION: The allocation of the cost of a tangible asset over its estimated useful life. The City does not budget for depreciation.

DIP – Downtown Improvement Program, a program in which building permit revenues originating within the downtown area is granted to downtown business owners for the purpose of making improvements to their properties

DIVISION: An administrative section within a department that performs a particular function. In Longmont, examples of divisions include: the Accounting Division in the Finance Department; the Planning Division in the Community Development Department; and the Museum in the Human and Cultural Services Department.

DUI: Driving Under the Influence.

ENTERPRISE FUND: A fund in which the services provided are financed and operated similarly to a private business. An enterprise fund is operated so that the costs (i.e. expenses, including depreciation) of providing goods or services to the public are financed or recovered primarily through user fees or charges. In Longmont, examples of enterprise funds include the Golf, Electric, Water, Sewer and Airport funds.

EXPENDITURE: The actual outlay of funds from the City treasury.

EXPENSE: The cost of the goods and services used up in the process of providing City services.

FICA: Federal Insurance Contributions Act, a payroll tax which funds social security.

FISCAL YEAR: The twelve month period designated in the City Charter which establishes the beginning and ending period for recording financial transactions. The fiscal year of the City of Longmont is January 1 to December 31.

FRANCHISE FEE: A fee charged for the privilege of using public rights-of-way and property within the City for public or private purposes. The City charges franchise fees to natural gas, telephone, cable television, electric, telecommunications and wastewater

utilities.

FULL TIME EQUIVALENT (FTE) POSITIONS: All regular (non-temporary) positions in the City are calculated on the formula of working 52 weeks at 40 hours per week (2,080 hours). Position counts for budgetary purposes are based on the total number of hours worked rather than the number of individuals working those hours.

FUND: An accounting concept used to separate or subdivide the financial activity of a city for legal and managerial purposes. All financial activity of a municipality must be classified in relation to a fund. The City's budget consists of a general fund, special revenue funds, debt service fund, capital project funds, enterprise funds, internal service funds and fiduciary funds.

FUND BALANCE: The difference between the assets and liabilities of a particular fund.

GENERAL FUND: The general operating fund of the City which accounts for all financial resources whose use is not restricted to any specific purpose(s). Included in the General Fund are services such as Police, Fire, Parks, Recreation, Library, Finance, Human Resources and others.

GENERAL OBLIGATION BOND: A type of debt which is based on the full faith and credit pledge of a city to pay and is issued for the purpose of financing city obligations or debt over a long term period. An unconditional promise (backed by the municipal taxing power) is made to pay the interest and retire the principal.

GFOA: Government Finance Officers Association.

GID – General Improvement District

INFRASTRUCTURE: The physical assets of the City, such as streets, water and sewer lines, public buildings and parks.

INTERGOVERNMENTAL REVENUES: Revenue the City receives from other governments in the form of grants, entitlements, shared revenues or payments in lieu of taxes.

INTERNAL SERVICE FUND: A fund used to account for the financing of goods and services provided by one department or agency to other departments or agencies of the City or to other governments, on a cost-reimbursement basis. In Longmont, the Fleet Fund is an example of an internal service fund.

LAEC: Longmont Area Economic Council.

LAVA – Longmont Area Visitors Association

LCJP – Longmont Community Justice Partnership

LDDA: Longmont Downtown Development Authority.

LEGI – Longmont Economic Gardening Initiative, a City run program whose purpose is to assist small businesses thrive by making available business related data-bases, education and counseling.

LSBA – Longmont Small Business Association

LSO – Longmont Symphony Orchestra

LINE ITEM BUDGET: A budget in which expenditures are classified by detailed expense categories.

MILL LEVY: A percentage that is applied to the assessed value of real property to calculate the property tax. The mill levy in Longmont is 13.42 mills, or 1.342 percent of assessed value.

MODIFIED ACCRUAL BASIS OF ACCOUNTING: A method of accounting in which revenues are recorded when earned and expenses are recorded when the liability is incurred.

NPDES: National Pollutant Discharge Elimination System.

NON-OPERATING EXPENDITURES: A category of expenditures that does not include routine operations. Non-operating expenditures include debt service payments, transfers to other funds and contingencies. They are listed in the 300 series of the line item budget.

NPDES: National Pollutant Discharge Elimination System.

OPERATING AND MAINTENANCE: A category of expenditures that includes routine operating expenses for items such as office supplies, safety expenses and utility payments. They are listed in the 200 series of the line item budget.

OPERATING BUDGET: The comprehensive financial and service plan of the City which, in its most basic form, consists of a listing of anticipated revenues and proposed expenditures for each function of government for the designated fiscal year. The budget contains appropriations for such expenditures as personnel, supplies, utilities, materials, training and capital. The budget also addresses such issues as service levels, departmental performance, expected costs and the nature and anticipated amounts of all types of revenue.

ORDINANCE: A formal enactment of law by the City Council.

PERSONAL SERVICES: A category of expenditures that includes such items as salaries and wages, employee benefits and uniforms. They are listed in the 100 series of the line item budget.

PRPA: Platte River Power Authority.

RESERVE: The portion of a fund balance that is legally restricted to a specific future use or is not available for appropriation or expenditure.

RESOLUTION: A formal expression of opinion, will or intent passed by the City Council. Unlike an ordinance, a resolution does not have the force of law.

REVENUE: Funds that the government receives as income, such as tax payments, fees for providing specific services, receipts from other governments, fines, forfeitures, grants and interest income.

ROW: Right-of-Way

SALES AND USE TAX: A tax imposed on the sale or use of all tangible personal property. The City's sales and use tax rate for 2003 is 2.95% and is allocated to the General Fund (1.63 cents), Street Fund (.75 cents), Public Improvement Fund (.37 cents), and Open Space Fund (.20 cents).

SERVICE: A specific function performed by the City. In reviewing this budget, it is important to distinguish between a *service*, a *division* and a *department*. Departments and divisions are administrative entities, while services represent actual functions performed by those entities. For example, the Community Development Department, which is organized into five divisions, performs services including code enforcement (within the Building Inspection Division), parks maintenance (within the Parks and Recreation Division) and planning (within the Planning Division).

SPECIAL REVENUE FUND: A separate fund used to account for the proceeds of specific revenue sources that are legally restricted for specific expenditures. In Longmont, the Park Improvement Fund, the Street Improvement Fund and the Art in Public Places Fund are all examples of special revenue funds.

TAX: Compulsory charges levied by a governmental unit for the purpose of raising revenue. Tax revenues are used to pay for services or improvements provided for the benefit of the general public. The City's primary sources of taxes are from property and sales.

USER FEES/CHARGES: The charges for services provided to users who benefit from using the service. The City's primary source of revenue from fees is user charges for utility services.