



2024

Proposed

OPERATING BUDGET

City of Longmont, Colorado

August 29, 2023





City of Longmont, Colorado **2024 PROPOSED OPERATING BUDGET**



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Council Member At-Large



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Council Member At-Large



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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Longmont
Colorado**

For the Fiscal Year Beginning

January 01, 2023

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 placed over the name in the "FROM:" field.

DATE: August 29, 2023

SUBJECT: 2024 Proposed Operating Budget Summary

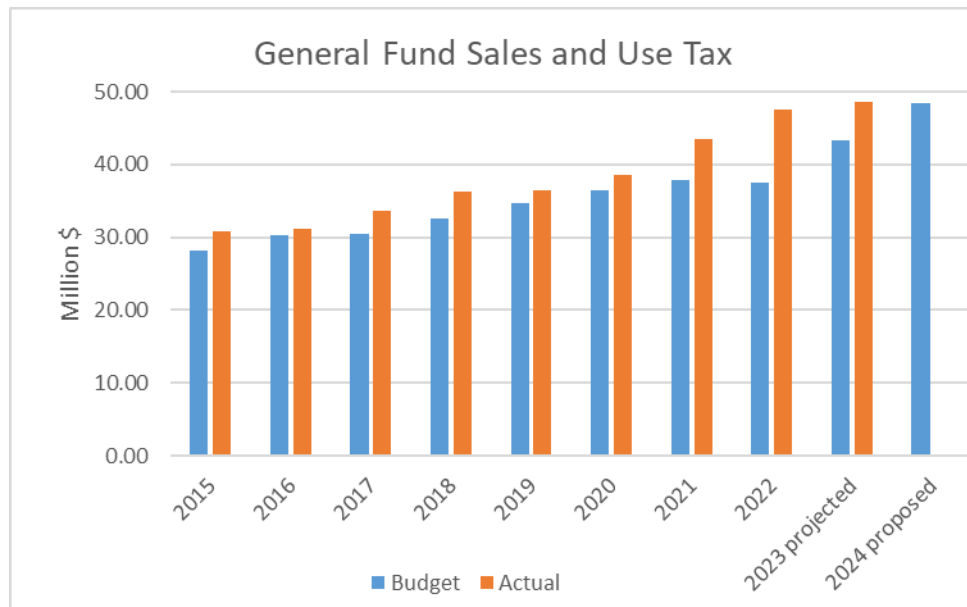
I hereby present to you the 2024 Proposed Operating Budget for the City of Longmont, as required by the Longmont City Charter. It is a balanced budget with no tax rate increases. The total proposed operating budget for 2024, including all funds, is \$444.53 million, which is \$31.44 million more than the budget adopted for 2023. This is a 7.61% increase from the 2023 budget of \$413.09 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 4% in water rates, an average increase of 9% in sewer rates, and an average increase of 12.9% in storm drainage rates, that were approved in separate ordinances previously adopted by the City Council. Approximately \$28.38 million in accumulated fund balances will be drawn down in 2024, primarily to meet capital improvement needs.

The \$31.44 million increase in the total operating budget for 2024 is driven by growth of over \$26 million in three individual funds, the General Fund, the Electric & Broadband Fund and the Open Space Fund. The General Fund growth of \$11.5 million is addressed in the next paragraph. The Electric & Broadband Fund growth of \$8.6 million is mostly from a \$6 million spenddown of fund balance on capital projects but it is also due to a \$3.25 million increase in purchased power expense. Likewise, the Open Space Fund growth of \$5.9 million is also due mostly to expense of fund balance with over \$5 million budgeted for the St Vrain Greenway project in 2024.

The General Fund for 2024 includes \$121.39 million in sources of revenue and expenses. This is an increase of 10.5% or \$11,493,564 from the adopted 2023 budget. Much of the growth is occurring in ongoing expenses. There are \$112.9 million of ongoing expenses in the 2024 General Fund budget compared to \$104.2 million in 2023. One-time expenses increased from \$5,666,429 in 2023 to a total of \$8,439,170 for capital and other one-time expenses in the 2024 budget. The growth in revenues is mostly made up of \$7 million of property tax, \$2 million of sales & use tax, \$650,000 of interest income, and \$400,000 of franchise fees from Xcel.

Projected growth in sales and use tax revenue and property tax revenue in this proposed budget allows our operating funds to maintain service levels and provide market pay adjustments to employees despite these expenses being significantly impacted by inflationary pressures. The revenue growth has also funded some service level enhancements for 2024. 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.

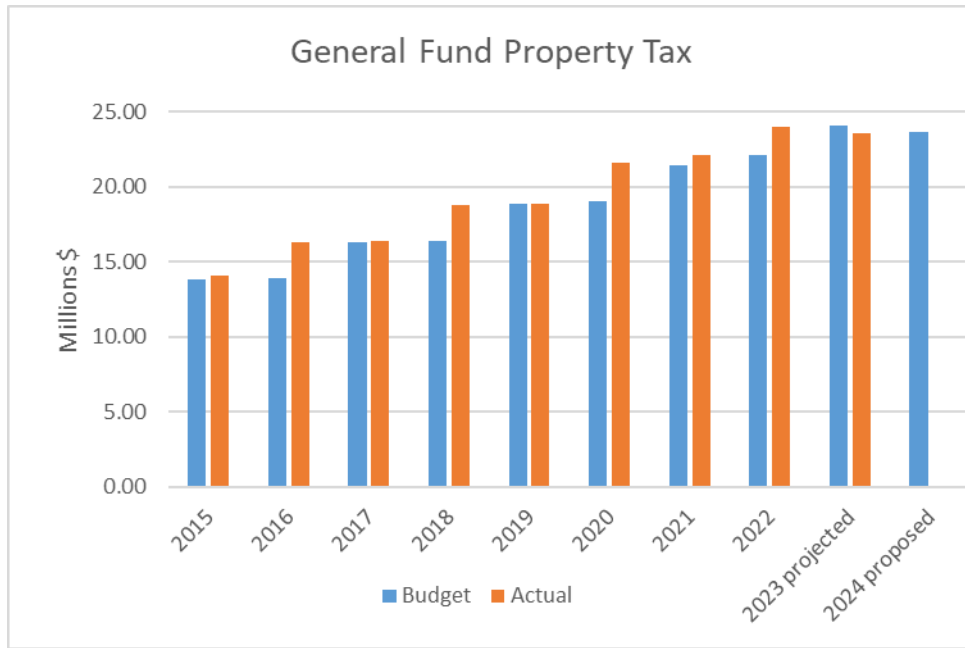
Other than charges for services in the enterprise funds, sales and use tax and property tax are the two key drivers of resources in our proposed budget. The performance of these two tax sources has a significant impact on the City’s annual budget, particularly for the General Fund. It is important to understand what influences the performance of both of these tax sources and how they are being projected and budgeted for 2024.



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 that began in 2008-09. While 2016 appears to show very little growth, it was actually stronger because the tax rate between the General Fund and the Public Improvement Fund was reset and also there was 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 budget for sales and use tax growth for 2021 was actually a 2.65% decline, the actual growth in 2021 was 12.4%. The conservative projecting for 2021 was due to coming out of the restrictions associated with the pandemic. Projections for 2022 were also somewhat conservative leaving us with a budget for 2023 that is 1.71% above actual 2022 sales and use tax revenue.

Sales and use tax activity in 2023 is up 1.4% through six months. The first four months of 2023 were hampered by strong to significant declines in use tax and even one month with a 2.2% decline in sales tax. The opening of Costco in May along with increased construction use tax, partially due to new roofs from hail storms, all have contributed to finally putting our overall growth for 2023 into the positive territory after six months. There are a number of slow or negative trends still occurring through the first six months while at the same time there should be continued growth from Costco through the first quarter of 2024. In considering the revenue projections we were cognizant of all these trends and outliers as well as the slowing of inflation. For this

proposed 2024 budget there is \$2,047,881 of new ongoing sales and use tax revenue for the General Fund. That is compared to \$5,590,109 in the 2023 budget. Further, of that \$2,047,881 increase in budgeted sales & use tax revenue, \$1,062,500 is budgeted to be used to repay the loan to the Fleet Fund for the financing of the Costco public improvements.



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 property tax revenue growth of \$2.45 million in 2016, \$2.47 million in 2018, \$2.42 million in 2020, and \$1.8 million in 2022. The first 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. For the 2022 budget there was \$2,705,999 of new property tax revenue in the General Fund. Knowing that 2023 was not a reassessment year from a revenue perspective staff proposed that \$2,327,345 of the new property tax be treated as one-time revenue in 2022 so that it would be available to be used as new ongoing revenue in 2023.

Once again, 2023 is a reassessment year in which the final assessed values will initially impact the 2024 budget. In May of this year the County Assessor released preliminary values that indicated an increase of 36.5% for 2023 values. The values were to represent value as of June 30th, 2022, which may have been a peak period of time for the housing market on the Colorado Front Range. The State legislature passed Senate Bill 23-303 to put on the November ballot Proposition HH that would reduce property taxes and voter-approved revenue change. Initial reports referred to the potential for the proposition to reduce the potential growth in residential values by up to

50%. If even accurate, that was a statewide estimate. Individual entities will each have their own impacts based on the mix and values of the properties within the entity. The Assessor Offices throughout the State received a great many appeals in response to the preliminary values. In Boulder County around 75% of the appeals have been denied but those can be further appealed to the County Board of Equalization. On August 28th we received a preliminary assessed valuation that results in an increase of 35.1%. Unfortunately, with the proposed budget to be presented on August 29th, this information was unavailable when the staff had to finalize decisions for the proposed budget. Ultimately, the final assessed valuations will be determined by a number of factors including the outcome of the vote on Proposition HH and the appeals to the CBE. The earliest we will find out the final assessed valuations would be November 21st but if Proposition HH were to pass then that could be delayed until December 29th.

For Longmont, a 36.5% increase in property tax revenue would result in \$8.28 million of new revenue. In building this proposed budget, staff utilized \$3.5 million of new property tax revenue for ongoing expenses. This was a rough projection based on the limited information on the impacts of HH and the expectation that at least 25% of the appeals were granted. The proposed budget also includes \$3.5 million more of new property tax revenue for one time expenses. Staff considers about \$3.0 million of this amount to be dependent on the outcome of Proposition HH and resolution of the remaining appeals. Whatever amount of new 2024 property tax in excess of \$3.5 million that there ultimately is can then be available to be used as new ongoing revenue in 2025.

The combined new ongoing revenue in the General Fund for 2024 from sales and use tax and property tax is \$5,547,881 but \$1,062,500 will go toward repaying the Fleet loan leaving \$4,485,381 available for funding ongoing O&M expenses of the General Fund. That amount compares to \$7,501,210 in the 2023 budget and \$4,557,479 in the 2022 budget. These resources are enabling us to provide market pay adjustments in 2024, fund over \$2 million of level 1 inflationary cost increases, add 13.5 new FTE in the General Fund, provide funding toward Council work plan items, and fund expenses that in some cases increase existing service levels.

When compared to 2022, Longmont is actually experiencing increased construction activity in 2023. Overall permits are up 69.1% through July and valuations are up 48.0%. We are on track to meet budget for building permit fees and possibly for building permit use tax. New residential construction value is 101% above 2022 after seven months with 2023 experiencing strong multifamily growth. The number of single-family dwellings is up 36.3% with strong growth in single family attached. Total overall new dwelling units are up 127.3%. There is a decline in valuation for commercial permits of 19.2%. The total use tax generated by building permit activity through June is 6.6% less in 2023 than it was for the same period in 2022.

Revenue activity through July 2023 for other General Fund sources has had mostly good results. Franchise revenue from Xcel Energy is up 31.1% and will exceed budget. The cable franchise fee is down 2.5% and it may not meet budget. Interest rates are still rising in 2023. In 2022 the gains were more than offset by a paper loss due to declines in market value for some of our investments. In 2023 that has not been the case at all and so most of our funds will receive a strong boost from unbudgeted investment earnings. Recreation revenues have increased in 2023 and we are projecting that they may reach budget for the year. Revenue from court activity and fines continues to slow causing us to have to lower budget projections from this source. Union Reservoir revenues are down 6.5% but will exceed budget once again.

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 1.4% from 2022 collections. Our budgeted projection of sales and use tax growth for 2023 turned out to be 1.71% above the actual level of 2022 collections. We have analyzed the year-to-date results carefully and project to end 2023 with a combined increase in sales and use tax of 2.23%. Sales tax growth has begun to climb some with the opening of Costco and we expect that to continue in the second half of 2023. On the other hand, use tax is down 13.3% through June and we project that to get a little worse in the remaining six months of the year. Continued uncertainty about a recession also lead to a conservative revenue projecting approach.

Revenue estimates included in this 2024 budget are based on actual revenue activity through July 2023 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 \$7,000,000 increase in budgeted property tax revenues based on estimated property valuations received from the county assessor
- A projected 3.49% increase in sales and use tax revenue in 2024 over the projected collections for 2023
- A projection of 750 building permits for dwelling units for 2024, including 50 single-family units and 700 multifamily units.

The overall sales and use tax increase for 2024 is projected to be 3.49%. Sales tax alone is expected to increase 3.15% in 2024. Our general approach to retail was a 1.7% population growth and 1.6% economic or inflationary growth. No gain or loss of primary jobs or the loss of any other key businesses is considered in this sales tax projection. We are projecting an 11.6% increase in use tax for 2024 from construction activity from the projected 2024 activity due mainly to increased valuations. We anticipate an increase in primary employer use tax of 1.6% due to economic or inflationary growth. Auto sales outside the city are projected to increase by 3.3%. These assumptions combine for a projected overall use tax increase of 5.7% in 2024. Together these projections combine to form the overall increase in sales and use tax of 3.49% that we are using for this 2024 budget.

In early 2022 an internal loan was authorized and executed from the Fleet Fund to the Harvest Junction East Fund in the amount of \$12,083,968 to finance the public improvements for the Costco project. The proposal at that time was to repay that loan with 50% of the 2% non-earmarked city sales tax generated by the development. After two months of activity we have projected that 50% repayment for 2024 at \$1,250,000. The sales tax revenue is actually revenue to the General Fund and the Public Improvement Fund under the City financial policy. Staff will propose a financial policy amendment or a new financial policy to direct the transfer of the 50% of the 2% non-earmarked city sales tax generated by the development to the Harvest Junction East Fund from which it will be used to repay the loan from the Fleet Fund. If the revenues are on track to exceed the \$1,250,000 staff will propose an additional appropriation during 2024 to true up the transfer to cover the revenues generated.

Sales tax revenue from Village at the Peaks (VATP) should exceed \$6.2 million in 2023. The payments due on the Certificates of Participation (COP) for 2024 will be \$2,048,131. The property tax from the Twin Peaks Metro District and the Twin Peaks Urban Renewal Authority tax increment in 2023 should be over \$1.78 million. We are projecting \$1,790,375 from those sources toward the COP payments in 2024. The covenants of the COP require a 10% reserve to be maintained which would be \$204,813. The actual reserve on hand is projected to exceed \$700,000 at the end of 2023. The covenants do require that the pledged sales tax rate be rounded to the nearest tenth of a percent so staff is recommending the pledged sales tax rate be lowered from the 0.20% level in 2023 to 0.10% in 2024. This would result in a drawdown of about \$70,000 from the reserve in 2024 to

meet the debt service payment. The intention is to not allow the reserves to get 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 COP payment in 2024 should be limited with 87.4% of the payment expected to come from property tax. Thus it is projected that only \$160,437 of the 2024 VATP sales tax TIF will need to go to the reserve for paying the COP payments.

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 2024 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 \$6.4 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 proposed 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 2022 is 32.6% of 2023 budgeted operating expenditures and 30.1% of the 2024 proposed 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 \$17.1 million to \$22.3 million. We have reached and exceeded the lower end of this goal with a stabilization reserve of 4.87%. This proposed 2024 budget sets aside \$2.5 million for the reserve, which would raise the reserve balance to \$21.56 million and would fully fund the 8% reserve Committed to Emergencies as well as fund 6.08% of operating expenditures toward the Stabilization Reserve. The reserve increase funding is mostly a result of 2022 operations in the General Fund with various sources of revenue exceeding budget and expenditures coming in under budget.

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 2024 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 2024 development revenues based on 750 dwelling units there will be \$399,062 of incremental development revenue included as a part of the 2024 proposed 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; in 2020 to \$5.02 million; in 2021 to \$4.17 million; but in 2022 it rose up to \$5.9 million. We projected it to be \$4.97 million in 2023 and it is currently on pace to reach it. Projections for 2024 have it at \$5.08 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 budget since 2019 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 proposed 2024 budget.

The City Council vision and work plan for Longmont is a driver in the formation of this proposed budget and is stated below:

Longmont will be the world's greatest village, where children are most fortunate to be born and raised, older adults 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

Longmont's quality of life and economic vitality includes safe mobility options that connect our community. We enjoy 100% renewable power while addressing the effects of climate change over time. There is a vibrant Main Street, and a river corridor stretching from the Sugar Mill to the Fairgrounds that is a residential, cultural and entertainment epicenter that sustainably respects the natural environment.

City Council Priorities:

- Climate Action
- Places & Amenities
- Transportation
- Early Childhood Care and Education
- Housing for All
- Equity, Safety, Sustainability
- Core Services

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

- \$400,000 of one-time resources & \$350,000 of ongoing funding for attainable housing
- \$505,000 of one-time resources for 1st & Main transit station project
- \$648,060 of one-time resources from the Streets Fund for planning and establishment of a micro transit bus system
- \$400,000 of one-time funding for Sugar Mill, wetlands, river corridor and updated studies
- \$575,000 of ongoing funding for the Humane Society contract
- \$150,000 of one-time resources from the Streets Fund for completion of the Roadway/Multimodal Plan Update

- \$150,000 of one-time resources from the Streets Fund to complete the update to Vision Zero Action Plan
- \$76,000 of ongoing funding and \$68,000 of one time funding from the Public Safety Fund for the Smart City camera project
- \$240,000 of one time funding for ice rink replacement/repair
- \$60,000 of one-time funding for plugged and abandoned well investigations
- \$179,196 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. Pending the outcome of HH this could be further increased by up to \$105,000.
- \$115,000 of ongoing funding for Longmont Public Media
- \$70,000 of ongoing funding for CARES rebates of property tax and sales tax.
- \$40,000 of ongoing funding for I Have A Dream, Boulder County Program Cohort

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 resources in this 2024 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 proposed 2024 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 continues the reconstruction of the greenway trail and other areas damaged by the 2013 flood. 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 section was completed earlier in 2023. The City has also completed design for replacement of the Boston Avenue bridge, which is planned to start construction in late 2023. 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 depending on funding availability. A voter authorized bond issuance for the stretch from South Sunset Street to Hover Street will be leveraged if efforts to secure grant funding are not successful.

The Parks & Natural Resources division has undertaken an ambitious project to build eight parks in five years. The first three parks on this initiative will include Clover Meadows and Fox Meadows neighborhood parks as well as the new synthetic turf fields at Dry Creek Community Park. Clover Meadows neighborhood park and the synthetic turf fields at Dry Creek Community Park are currently in the design development phase. Design for Clover Meadows will extend into early 2024 and has an expected construction completion of fall of 2024. The synthetic fields at Dry Creek Community Park design phase extends through spring of 2024 with a construction completion projected for late 2024. The Fox Meadows neighborhood park is currently in the master planning and public input phase. Following this phase, design will continue through spring of 2024 and then construction is expected to be completed in early 2025. Looking ahead, the Sandstone Ranch Phase 4 projects to add new ballfields is expected to kick off the design phase in 2024. The St Vrain Greenway Phase 13 project, which will extend east from Sandstone Ranch and connect to St Vrain State Park kicked off design in 2022. Construction will start in 2024 and completion will be by mid-2025.

In addition to the 8:5 initiative, the Nino Gallo neighborhood park has recently completed the design phase and will be going out to bid for construction in the fall of 2023 with an expected completion of late 2024/early 2025. Concurrent with these new parks that are underway infrastructure at existing parks will continue to be replaced to address concerns regarding safety and accessibility. Currently the Spangler Park pedestrian bridge is undergoing replacement to be completed in September of 2023. The Kensington Park restroom repair construction will commence in September 2023 with an expected completion towards the end of 2023. Thompson Park renewal (playground, shelter, and ADA improvements) will start the design and public input

phase fall of 2023 with construction completed expected in 2024. Upcoming 2024 renewal projects include a playground replacement and ADA improvements at Roosevelt Park as well as improvements to the city-wide trail system to infill gaps and make improvements to existing trails pending funding approvals. 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.

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 \$335,874 in 2024, 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 \$1.4 million in 2021, \$1.3 million in 2022 and currently up to \$1,587,170 in 2024. The TIF revenue for 2024 in the proposed budget is projected at \$1.649 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 proposed 2024 budget it will provide funding of \$397,974 to the Arts & Entertainment Fund and \$782,161 for programs and projects from the DDA Construction Fund. The LDDA is also receiving funding from the City of \$11,500 to support the holiday lighting program.

A Complete, Balanced and Connected Transportation System

As a city nearing buildout of existing land uses, the restructuring of our transportation systems and options is critical. This proposed 2024 budget includes \$183,700 for the FLEX bus program providing bus service between Longmont and Fort Collins. Additionally, VIA is again funded at \$150,000, and RideFree Longmont (plus pay-as-you-go Access-a-Ride payments) is funded at \$224,000, and \$648,060 of new funding was requested to support the creation and operation of the Micro Transit System. Total transit program funding in the proposed 2024 budget is \$1,205,760.

Capital work planned for 2024 in the transportation area includes the annual Street Rehabilitation Program, continuing work on the Coffman Street Busway Improvement Project and the Boston Avenue Railroad Crossing. 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, traffic mitigation work on Gay Street 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 2024. 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 proposed 2024 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 and housing providers to preserve affordability or create approximately 100 affordable homes. 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 \$275,000 for 2024. 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. Rising costs associated with administering Affordable Housing programs with the addition of the Inclusionary Housing Program, the anticipated close out of CDBG-DR funding, an influx of new federal and state sources of competitive funding, and continued decreases in CDBG and Home administrative funding have necessitated a change to how staff sets aside revenue to cover administrative costs. Beginning in 2024, a revised financial policy is proposed to allow up to 20% of all revenues deposited into the Affordable Housing Fund to be accessed to cover administrative expenses associated with the City's Affordable Housing programs.

In 2022 the City Council directed staff to begin to focus on helping to bring attainable housing to the City. As part of the response to this direction this proposed budget includes \$600,000 of ongoing funding and \$400,000 of one time funding for this purpose. Similar to the Affordable Housing Fund, a revised financial policy will allow up to 20% of revenue to cover administrative expenses to implement the program.

One of the current financial policies of the City Council is that 3% 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 this proposed 2024 budget the 3% will provide funding of \$2,648,046 for human service agencies, which is \$179,196 more of ongoing resources than in 2023. Pending the outcome of Proposition HH and pending property valuation appeals this could increase by an estimated \$105,000.

The City Council directed that the non-earmarked 50% of the Special Marijuana Sales Tax be used for mental health and addiction. In this proposed 2024 budget there is \$275,000 from this source and the proposal is that funds are allocated for outreach and therapeutic services. This would include services to support our unhoused community members. Mental Health and Addiction are areas that the City has been working on prior to the COVID-19 Pandemic. The mental health and substance use concerns that were present during the COVID-19 crisis continue to affect many adults, even as many try to move beyond the pandemic. Census data show nearly 4 in 10 (39.3%) of adults reported symptoms of anxiety and depression in February of 2021, compared to 32.3% in 2023; not much of a marked decrease post pandemic. In 2021, Supporting Action for Mental Health (SAMH) was integrated into the Children, Youth and Families (CYF) division and moved from Community Services Administration after the conclusion of a SAMH grant. SAMH, with CYF's leadership and support, held a well-attended virtual mental health conference in December of 2021.

Since that time, SAMH carryover funds were used to host a de-escalation training, by Ryan Dowd, for city staff who interact with unhoused individuals. A training on the impacts of secondary trauma for employees from CYF, Senior Services, Community & Neighborhood Resources and Longmont Housing Authority was also provided in August of 2022. It is anticipated that continued training and taking a broader citywide and cross departmental approach to supporting unhoused individuals is necessary. It is also recognized that the mental health crisis hitting our nation shows no sign of abating, with provisional numbers for 2022 showing suicide rates rose by another 2.6% last year. That follows an overall 5% increase in suicides since 2021 according to the U.S. Center for Disease Control and Prevention. Since the City and the Longmont Housing Authority began partnering together in 2020, it has become clear that there is a need to support formerly unhoused residents living in the City's permanent supportive housing communities with a more robust level of service to support their successful move into housing and self-sufficiency. This is critical, particularly for those experiencing mental health

challenges. As part of the 2024 budget, staff proposes using this funding to hire additional clinicians to better support the formerly unhoused. This model could include but is not limited to the development of high quality community-focused supportive mental health services to support individuals who may be living with serious or persistent mental health issues or conditions. This will be done through a collaborative cross-departmental approach and by leveraging our collective resources.

In 2023, Recreation Services revenue, although not back to 2019 levels, are over \$400,000 ahead of 2022. In 2023, attendance at the Recreation Center has averaged 891 people per day as compared to 653 people per day in 2022. The proposed 2024 budget is maintained at the same level as 2022 which is effectively \$1 million below what was originally budgeted for 2021. Throughout 2024, 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.

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. 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 approval of the tax has allowed for the addition of a total of 111.03 FTE through 2023 including 15 FTE in the Office of the Chief which includes Emergency Management and Emergency Communications, 52 FTE in Police Services, 24 FTE in Fire Services, 20.65 FTE in Collaborative Services, 2 FTE in Children, Youth and Families for Gang Intervention, 1 Legal Advisor in the City Attorney's Office and .38 FTE in Natural Resources for Graffiti Removal. It has also provided financing for Fire Station #1, which opened in 2009, and the Firing Range, which opened in 2012. The tax has also provided funding for implementation of the body worn camera program and over \$4.5 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, funding toward the take home car program, 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 \$17.2 million of funding for public safety in this 2024 budget, including new ongoing resources of three Firefighters and one Victims Advocate. The tax is also funding \$509,674 of new ongoing expenses and \$1,059,966 of one-time expenses including \$144,000 for the Smart City camera project, \$200,000 for hazards studies and modeling, \$135,345 for Public Safety radio replacements, and \$200,000 for the Safety & Justice Center rehabilitation project.

The proposed 2024 General Fund budget includes over \$47.1 million of funding for public safety services, which includes 257.65 FTE. New resources for Public Safety from the General Fund are ongoing expenses of \$939,531 and \$1,777,731 of one-time expenses which includes \$1,213,660 toward the take home car program, \$300,000 for Public Safety radio replacements, \$104,820 for ballistic vests replacement, \$109,163 for overtime and \$575,000 for funding of the Longmont Humane Society

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 2024 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 2024 proposed budget you will receive a copy of the proposed 2024-2028 CIP. The CIP is broken into major categories of capital projects. For the year 2024, those categories are proposed to be funded with the following dollar levels of capital projects. A list of the projects proposed to be funded from the 2024 Public Improvement Fund can be found under the *Other Funds* section of this proposed budget. Some highlights on specific infrastructure projects are below. For detail on individual projects please refer to the proposed 2024-2028 CIP.

Downtown Redevelopment projects	\$ 385,000
Drainage projects	760,350
Electric projects	10,354,594
Parks, Recreation and Open Space projects	10,853,382
Public Buildings and Facilities projects	5,506,515
Broadband projects	2,689,258
Sanitation projects	989,800
Transportation projects	20,553,934
Wastewater projects	3,215,340
Water projects	7,975,150

Construction has begun at the Wastewater Treatment Plant for 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. Construction of the phosphorus and nitrogen improvements are anticipated to be complete by the end of 2024. Other projects currently underway include the replacement of existing blowers with more energy efficient blowers and the installation of a solar array with battery storage to help reduce peak loads at the treatment plant. Other infrastructure renewal projects at the wastewater plant will continue into 2024. 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.

Voter approval in 2018, followed by the sale of bonds in 2019 provided resources to fund repairs and rehabilitate several major City facilities. Work has been completed on the Civic Center and Library rehabilitations and is currently underway on the Safety and Justice Center which had a budget from the bond of up to \$3 million. Amounts unspent from the Civic Center & Library budgets are being used on the Safety & Justice project and additional funding has also been provided from the Public Safety Fund. The bond also provided \$9.4 million toward the replacement of Fire Station #2 and Fire Station #6 which are essentially complete 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 proposed in the 2024 budget for annual rehab and replacement of core building infrastructure at or within City facilities, including \$48,070 for roofs, \$840,674 for HVAC systems, \$837,795 for boilers, \$330,270 for flooring, \$18,000 for interior maintenance, \$65,650 for exterior maintenance, \$15,000 for keyless entry, \$15,000 for auto door and gate replacements, \$15,000 for UPS repair and replacement, and \$209,070 for parking lots. There is also \$359,465 for ADA improvements at municipal buildings. Other projects funded in the Public Improvement Fund for 2024 include \$1,394,141 for parks

infrastructure rehabilitation and replacement, \$728,840 of specialized equipment replacements for Recreation and other Community Services facilities, \$482,174 for maintenance of swimming pools and wading pools, \$75,750 for Firehouse Art Center facility improvements, \$74,252 for parks ADA improvements, \$350,000 for rehabilitation of park irrigation pump systems, \$322,900 for greenway connections, \$238,150 for Roosevelt Park improvements, \$225,000 for downtown/city center lighting improvements, \$50,000 for wayfinder signage, \$47,500 for pollinator gardens and \$40,000 for fire station improvements.

The Northern Colorado Municipal Subdistrict continues construction work on the Chimney Hollow Reservoir Project. The City of Longmont is participating in this water storage project that will provide Longmont with 7,500 acre-feet of storage to be used to firm the yield of the City's existing shares of Windy Gap water, 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 two years.

Expansion of the Nelson-Flanders Water Treatment Plant was recommended in the Integrated Treated Water Supply Master Plan as the preferred alternative over continued maintenance of the Wade Gaddis Water Treatment Plant as well as to meet water demand forecasted for build-out of the Longmont Planning Area. The City recently conducted engineering studies to determine the best way to replace Wade Gaddis' 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. Due to construction cost increases, the expansion project has been delayed until a revised financial plan is established.

An updated Wastewater Collection System Master Plan was presented to Council in 2021 and informed a wastewater rate study that was presented to Council in fall 2022. The financial plan adopted by Council included an issuance of bonds associated with the construction of Digester #4 which will require authorization in a future election. Updated storm drainage rates have been adopted by Council for the period of 2022 to 2024. They will support the issuance of voter authorized bonds to complete the Hover Reach of the Resilient St Vrain Project and 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.

Strategic Integration has a full time Grant Coordinator who is monitoring notices of funding opportunities to leverage availability from state, federal, and local sources to maintain and improve Longmont's infrastructure. The Bipartisan Infrastructure Legislation and the Inflation Reduction Act are both significant sources of available federal funding that can potentially benefit local governments by providing funding for infrastructure and for improvements that align with Longmont's climate goals. Maximizing external funding in the form of grants can help to reduce the costs paid by rates over time.

In 2016, the invasive insect Emerald Ash Borer (EAB) was found in Longmont. The arrival of this devastating insect 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, seven 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 ten 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 the summer 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 Equitable Climate Action Team 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 the majority of which are underway.

Work underway in 2023 includes: 1) finalizing a Universal Recycling Ordinance and hiring a fixed term position to support the roll-out, 2) ongoing collaboration with the Museum for the Climate Sunday Series and the Senior Center for quarterly sustainability presentations, 3) finalizing the Climate Risk mapping tool, 4) launching the new Longmont Indicators webpage, 5) continuing the Equitable Climate Action Team (ECAT) to provide insight and feedback on the implementation of equity-based climate action recommendations, 6) two projects focused on extreme heat resilience, and 7) continued coordination of the Longmont Sustainability Coalition. The 2024 proposed budget includes new continued funding for the implementation of the Universal Recycling Ordinance, as well as continuing funding for the above efforts.

The City receives annual funding 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 to make use of the funding. The 2023 Sustainability Tax included continued funding extreme heat demonstration projects, zero waste efforts including additional Green Star Schools and the installation of recycling bins in specific park locations, and contributing to the solar and battery storage project at the wastewater treatment plant. The projected grant amount for 2024 is approximately \$195,000 with a cash match of \$48,750.

NextLight™, Longmont's nationally recognized and community-owned fiber-optic internet service, offers symmetrical internet with speeds up to 10 gigabit and digital voice phone service citywide. NextLight, with over 26,000 customers, has recently been recognized by PC Magazine as being one of the fastest internet providers in the country and #1 in customer satisfaction. Ensuring access for all, NextLight participates in the national Affordable Connectivity Program providing deeply discounted services for income-qualifying households.

Longmont received voter approval in 2011 to offer these services and began building and serving customers in 2014. 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 2024 amount budgeted to continue building the network and installing customers is \$3.1 million.

Longmont Power & Communications (LPC) focuses 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. The largest Electric project is Aid to Construction, funded at \$3.1 million in 2024, which is offset by developer payments and is revenue neutral. LPC staff designs and constructs the electric infrastructure associated with new development and major redevelopments. LPC maintains high standards by performing both the design and construction and ensures the reliability and resilience of the new infrastructure. The Electric System Reliability and Rehabilitation project enables LPC to maintain reliability by deploying animal protection devices, installing fault indication equipment, and completing area capacity and switching improvements. This project also includes proactively replacing aging infrastructure and repairing and replacing damaged electrical equipment. The Electric Feeder Underground Conversion project also contributes to improved reliability and overall system backup capabilities by converting main feeder overhead lines to underground.

The Electric Grid Modernization project includes distribution technologies that automate switching and outage response, as well as updates existing system to optimize functionality and ensure system security. The Distributed Energy Resources Innovation & Solutions project enables LPC to undertake activities that support both distribution grid and consumer-facing technologies and programming advancements that move the community closer to its goal of 100% renewable electric supply by 2030. The project includes the city's first community solar project and collaboration on the city's first solar plus storage endeavor, and supports the tools necessary to leverage forthcoming AMI data and integrate distributed energy resources in ways that serve our customers and support Platte River Power Authority's move into a regional energy market. Each Electric CIP project has a role in moving the utility to an energy future by 2030 that can accommodate expanding electric load while balancing that load against the increasingly dynamic electricity supply associated with renewable energy generation.

Longmont's utility systems continually work to update and modernize service delivery. Efforts in this area include the implementation of Advanced Metering Infrastructure (AMI) for the electric system, which is expected to be completed in 2025. In 2023, LPC is also establishing a roadmap for other operating technology upgrades that will be required to support the 2030 goal. The Customer Information System (CIS), which is the software system used for billing utilities to residents and businesses, will be updated through a project which will be ongoing through 2025. NextLight has taken the initial steps to implement Customer Relationship Management software, which can be leveraged across City services in the years to come. The 2024 budget includes funding to identify processes to automate using this new tool, leading to improved customer experience and efficient service delivery.

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 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 priority focus area 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, STEAM, Sugar Factory, and the First & Main Transit Station.

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

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 2024 budget. The proposed budget includes \$60,000 for the Small Business Grant Program, \$64,500 for the Boulder County Small Business Development Center, \$30,000 for the Latino Chamber, and \$400,500 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 targeted efforts to retain and attract primary employers. The Lodgers' Tax is projected to provide \$550,000 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." New resources added to this 2024 budget in the area of governance are ongoing expenses of \$1,137,115 and \$877,820 of one-time expenses which includes \$365,343 for new CIS maintenance agreement, \$365,000 for VMware server refresh production, \$235,000 for L3 ring switch replacement, \$97,661 for PRPA maintenance of the existing CIS, and \$82,463 for PC replacement funding.

Within this proposed 2024 budget there is \$8,515,739 for the replacement of 130 vehicles and motorized equipment from the Fleet Fund. These include 48 police vehicles, 32 parks & forestry vehicles 12 water/wastewater/storm drainage utility vehicles, 11 streets vehicles and 8 LPC vehicles.

As indicated earlier, the City is working to increase its General Fund reserves in accordance with its financial policy. In that regard there is \$2.5 million of fund balance that is recommended to be added to the reserves raising the overall reserve balance of the General Fund to \$21.56 million.

Other Expenses

While the categories of desired results identified reflect much of the City's budget, this proposed budget for 2024 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. One of the most significant issues that the organization has faced in recent years is filling vacancies. This situation is not unique to Longmont and there are numerous national articles that discuss the challenges of hiring qualified individuals. The level of competition in the north metro area has increased dramatically over the last few years. Our competition has been moving very fast and we are seeing local governments do things that are more aligned with what you would see from private employers. It is not uncommon to now see hiring bonuses, significant changes to vacation and how it is accrued, and entities adjust their compensation in the middle of the fiscal year. Like Longmont, the majority of cities that we compete with for staff have recently undertaken compensation studies.

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.

In 2023 the City contracted with Mercer to conduct a compensation study for open range positions for the City of Longmont. The study consisted of four parts:

- Compensation assessment
- Review of current pay plan
- Review of the City's paid leave
- Recommendations for consideration

Compensation assessment – 151 jobs were selected by the City & Mercer to be benchmarked. Mercer was able to successfully match 106 jobs to comparable survey data. The Human Resources (HR) department was able to match an additional 102 jobs through the back slotting process. The following surveys were used: Mercer Benchmark Database (general industry & high-tech industry), Mercer IHN Healthcare Survey, and Willis Towers Watson (general industry & high-tech industry). Positions were matched to the market 50th percentile to keep consistency with the City's compensation philosophy. Because these surveys are national data Mercer utilized a geographical differential of 10% for the cost of labor differential. The HR department is confident that starting next year additional jobs will be matched to the Mercer & Willis Towers Watson data once the City has access to the full surveys.

Review of current pay plan – After reviewing the City’s current pay plan Mercer determined it is the second most common pay structure used in the market. The current structure is an excellent match for the City of Longmont’s compensation philosophy. Jobs are very closely aligned to market and evaluated yearly to ensure they remain competitive. All these factors contribute to the high level of confidence around the internal pay equity within the City.

Review of the City’s paid leave – Mercer reviewed the current accrual amounts for vacation, sick, holiday, and personal day. Mercer determined the current accrual in sick, holiday and personal days leave plans offered by the City are equal to or richer than market average. Mercer did indicate that the current accrual amounts for vacation time were low for the 15 year and over employees. Mercer has recommended that the City consider offering Parental Leave. Staff has accepted this recommendation and is working on the plan design.

Recommendations

- Update the current ranges to be +/- 10% so the midpoint will truly be the middle of the range. The 2024 proposed pay plan includes a job range of 90%-110%.
- Update midpoints for positions where current midpoint is below the target market range.
- Mercer recommended the implementation of a compensation software program to manage the City’s compensation plan including survey data. Staff selected Pay Factors software because of its vast capabilities. In addition to compensation management Pay Factors also has a large internal database of survey information. Pay Factors has both peer and market data for public and private entities within their surveys.
- Mercer has recommended the City participate in and purchase robust published data sets to maintain the results of the compensation study going forward. The City has participated in both Mercer and Willis Towers Watson surveys and intends to purchase the data.

Positions included in the compensation study were benchmarked to public or private data according to the prevalence of each position in the labor market. Where applicable, a mixture of public and private data was used. Additional positions within the City benchmark to 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.

Currently the City has approximately 133 jobs that are considered municipal in nature. Historically these positions have been benchmarked each year to a municipal salary survey conducted by Employers Council. At the beginning of 2023 the City was notified by Employers Council they would no longer be collecting survey data for positions. Additionally, we were informed that Pay Factors would be collecting the information on the positions that were formally benchmarked by the Employers Council. Due to the late notice from Employers Council, there wasn’t enough time to collect updated and valid information from Pay Factors to review for 2024 market movement. Staff identified that there would be an issue obtaining the necessary survey data to analyze positions for 2024. During the planning process for the 2024 budget, the HR staff set up an ongoing meeting with compensation representatives for cities and counties across the Front Range to address this issue and work towards a solution. Based on the information obtained from these meetings city staff made the decision to age the 2023 data for the 2024 pay plan. The data would be aged by the projected market increase percentage from 2023 to the 2024 market.

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. Mercer projected a 4.2% market increase for 2024. The HR department surveyed 17 cities and 5 counties across the Front Range to see what percent increase they were projecting to use for 2024. Based on the results received the average increase was 4.64%. Staff made the decision to use the 4.64% increase for 2024 market movement.

This proposed budget includes funding to implement 5 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 proposed 2024 budget has pay budgeted at 101% of market. We are still targeting 102% of market, however we will not reach that in 2024.

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 proposed 2024 budget includes all non-collectively bargained open range salaries budgeted at 101% and allows for performance-based movement within the open range for open range employees who are below the 2024 position pay range midpoint. Performance-based movement through the range will be reviewed and is allowed, as long as the movement does not take the employee's salary beyond 101% of the 2024 position midpoint.

This proposed 2024 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 110% 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 proposed 2024 budget includes the increases that were negotiated in those contracts.

The 2024 budget includes \$243,646 to continue the bilingual pay compensation program. This program recognizes regular, temporary and part time non-benefitted 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 3.79%. 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 15.0% of budgeted salary in 2023, and the Health Benefits Fund fund balance is expected to slightly increase in 2023 from \$10.3 million to \$11.5 million. In the last two years the fund balance has been growing with growth in compensation, and thus, city contributions to the Health Benefit Fund which are made based on budget. Expenses have been less than projected due to vacant positions. Due to recent claims experience there will be a 5% increase in the Kaiser health premium cost for 2024. Even with the increase in premiums, we project that the level of contributions to the Health Benefit Fund can be lowered to 14.5%, which would still increase the fund balance at the end of 2024 to a projected \$12.5 million. Thus, this proposed budget for 2024 includes the budgeted contributions at 14.5% of budgeted salary. Besides employee insurance benefits and related administrative and consulting costs there are three additional ongoing uses for the Health Benefits Fund: Public Safety wellness exams at a cost of up to \$50,000; Public Safety counseling expenses of approximately \$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 used from 2019 through 2021 and propose to do so again in 2023 and 2024 is as a means to reduce the unfunded liability for the defined benefit pension plans. 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 9.0% City, 6.6% for pre-2012 employees and 5.6% 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. In 2011 the GERP Board made changes to plan benefits to control costs and increase plan funding. The changes to the plan design were for new employees only as of the beginning of 2012. Since then the GERP Board has also made recommended changes to the funding policy and actuarial assumptions, all geared towards properly valuing liabilities and moving toward eventually reaching full funding in 2045.

Investment performance in 2022 was poor with a market value loss of 14.5%. From an actuarial perspective, gains and losses are recognized over five years. Thus, due to prior gains the actuarial value return was 4.3% in 2022. As indicated above, the actuarial assumption is a 7.0% annual return. Besides the actuarial loss in 2022 on investment returns there was also an actuarial loss on pay projections. These resulted in an overall actuarial loss in 2022. In August the City received the 2023 actuary study, and the actuarially required contribution increased from 14.9% to 15.4% while the funded ratio decreased from 86.3% to 82.8%.

In order to move the GERP toward a fully funded status this proposed budget for 2024 increases the level of required contributions to the plan as follows: City contributions from 9.0% to 9.4%; Pre-2012 employees from 6.6% to 7%; and post-2011 employees from 5.6% to 6.0%. With the employee blended percentage at 5.9% the total of 15.3% is still below the 15.4% requirement. In the years 2019 through 2021, because of the losses at the end of the 2018 and the resultant rise in the unfunded liability and contribution requirements, staff recommended that a lump sum contribution of \$400,000, \$400,000 and \$200,000 be made from the Health Benefits Fund to the GERP during 2019, 2020 and 2021 respectively. Those amounts were the amount of the projected contribution deficit each year per the actuary report. Once again, staff is recommending another lump sum contribution in 2023 in the amount of the projected contribution deficit of \$700,000. A similar contribution in the amount of \$200,000 is recommended for 2024.

The City also sponsors two old hire defined benefit retirement plans for police and fire employees hired before April 8, 1978. As of January 1, 2023 there were only 7 participants remaining in the police plan and 8 participants in the fire plan. The 2023 actuary studies for these plans find the police plan at 92.4% funding while the fire plan is at 129.3% funding. For 2023, staff recommends a lump sum contribution of \$20,000 be made from the Health Benefits Fund to the police plan. There is also a contribution of \$12,267 from the General Fund included as a part of the 2024 proposed budget.

In July of 2021 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 Police & Fire defined contribution retirement plans to make a one-time irrevocable choice to enter into the Colorado Fire and Police Pension Association (FPPA) system. Of the Police participants, 38 chose to go to the FPPA plan while 109 chose to stay in the City plan. Of the Fire participants, 55 chose to go to the FPPA plan while 36 chose to stay in the City plan. All sworn Police & Fire hires after November 9, 2021 become members of the FPPA defined benefit plan.

For 2024, the FPPA defined benefit plan requires an employer contribution of 10.95% for re-entry employees while the FPPA hybrid plan requires an employer contribution of 12.85%. In order to be fair and competitive the City agreed to make employer contributions to the City Police & Fire defined contributions plans of 12.85% in 2024. The City contribution requirement to FPPA for all new hires after November 9, 2021 is 10.0% in 2024.

2024 Operating Budget Overview

The General Fund for 2024 is balanced with \$121.39 million in sources of revenue and expenses, which is an increase of 10.46% or \$11,493,564 above the adopted 2023 budget. The growth is occurring in ongoing expenses as well as one-time expenses. There are \$112.9 million of ongoing expenses in the 2024 General Fund budget compared to \$104.2 million in 2023, an 8.4% increase. One-time expenses have grown from \$5,666,429 in 2023 to a total of \$8,439,170 for capital and other one-time expenses in the 2024 budget.

Net changes in ongoing expenses in the General Fund are increasing \$8,720,823 in this proposed 2024 budget. Major changes include level 1 increases of \$2,027,762, level 2 increases of \$439,671, ongoing increases related to one-time expenses of \$17,160, new positions at a cost of \$1,267,223, Attainable Housing funding of \$350,000, Human Service Agency increases of \$248,196, Fleet loan repayment of \$1,062,500, Smucker's business personal property tax rebate of \$160,833, and Longmont Public Media funding of \$115,000. There are \$734,385 of increases in pay for the Police and Fire bargaining units along with \$234,146 of step pay increases. Net pay increases for other General Fund employees require \$1,740,251 of additional budget. Also for 2023 there is an increase in liability insurance of \$44,847 and fleet lease charges of \$141,768. Inflation is a factor of the increases that affect the General Fund for 2024. Specifically, the amount of funding that was required for level 1 increases is directly connected to the cost of goods and services. Also, inflation has some impact on the pay increases as well.

Net changes in ongoing budgeted revenue in the General Fund for 2024 has increased by \$8,720,823, and this also is made up of a number of changes. The largest source of the increased revenue is \$3,506,877 from property tax. This is the portion of property tax from the 2023 assessed valuation which is being used as ongoing revenue in the 2024 budget. Another significant source of increased revenue is \$2,047,881 of sales and use tax. Other sources of increased revenue are \$1,058,394 from administrative transfer fees, \$244,577 from City enterprise franchise revenues, \$650,000 of interest revenue, \$259,000 of recreation revenue, \$400,000 from the natural gas franchise revenue, \$220,363 from building permit revenue, \$197,376 from plan check fees, \$144,143 from Union Reservoir fees, \$30,000 from purchasing card rebates, \$20,000 from land development fees, \$30,000 from sales tax commission, \$9,000 of museum revenue, \$92,650 in other intergovernmental revenue, and \$30,180 from miscellaneous charges for services. Sources of ongoing revenue that decreased include \$50,000 from state marijuana tax, \$39,554 from court fines and revenues, \$42,000 from disconnect tag fees, \$30,000 from cigarette taxes, \$20,000 from credit card convenience fees, \$10,000 from cable TV franchise revenue, \$15,000 from marijuana tax transfer and \$15,114 from miscellaneous revenues.

There are a total of 34.0 new FTE being added in this budget: 13.50 in the General Fund, 4.94 in the Streets Fund, 4.31 in the Electric & Broadband Fund, 4.0 in the Public Safety Fund, 2.10 in the Open Space Fund, 2.04 in the Fleet Fund, 1.0 in the Attainable Housing Fund, 0.67 in the Storm Drainage Fund, 0.50 in the Sustainability Fund, 0.49 in the Water Fund, 0.31 in the Sewer Fund, and 0.14 in the Sanitation Fund. New positions included in this budget are:

- 1.0 FTE Redevelopment Manager-fixed term: from the General Fund
- 1.0 FTE Device Specialist-fixed term: from the General Fund
- 1.0 FTE Senior Code Enforcement Zoning & Housing Inspector: from the General Fund
- 3.0 FTE Custodian-offset by \$60,242 reduction in contract services: from the General Fund
- 1.0 FTE Youth Program Specialist-REWiND: from the General Fund
- 1.0 FTE Youth Program Specialist-Family Engagement: from the General Fund

- 1.0 FTE Senior Recreation Program Coordinator: from the General Fund
- 1.0 FTE Grounds Maintenance Technician II: from the General Fund
- 1.0 FTE Parks Supervisor: from the General Fund
- 1.0 FTE Senior Parks & Open Space Ranger-Union Reservoir: from the General Fund
- 1.0 FTE Public Information Officer-offset by \$49,608 reduction in temp wages: from the General Fund
- 1.0 FTE Neighborhood Resource Specialist-Vision Zero: from the Streets Fund
- 1.0 FTE Alternative Transportation Planner-Vision Zero: from the Streets Fund
- 1.0 FTE Senior GIS Mapping Tech-Vision Zero: from the Streets Fund
- 1.0 FTE Transportation Engineering Assistant-Vision Zero: from the Streets Fund
- 1.0 FTE Administrative Analyst-fixed term: from the Streets Fund & Storm Drainage Fund
- 1.0 FTE PMO Manager-fixed term: funded by 10 different funds
- 1.0 FTE Administrative Analyst-fixed term: funded by 10 different funds
- 1.0 FTE Outreach Victim’s Advocate: from the Public Safety Fund
- 3.0 FTE Firefighter: from the Public Safety Fund
- 1.0 FTE Natural Resources Technician II-Plant Ecologist: from the Open Space Fund
- 1.0 FTE Natural Resources Technician II-Plant Weeds: from the Open Space Fund
- 1.0 FTE Master ASE Technician II: from the Fleet Fund
- 1.0 FTE Fleet Service Coordinator Assistant-offset by \$26,799 reduction in temp wages: from the Fleet Fund
- 1.0 FTE Homeownership Specialist: from the Attainable Housing Fund
- 1.0 FTE Data Analyst: for Broadband from the Electric & Broadband Fund
- 1.0 FTE Journey Substation Worker: for Electric from the Electric & Broadband Fund
- 1.0 FTE Energy Efficiency & Education Specialist: from the Sustainability Fund and Electric & Broadband Fund
- 1.0 FTE Technical Functional Analyst: for Electric from the Electric & Broadband Fund
- 1.0 FTE Technical Functional Analyst CRM & Special Projects: from the Sanitation, Water, Sewer, Storm Drainage and Electric & Broadband Funds

The overall impact of all changes to FTEs in this budget is an increase of 34.0 FTE, which brings the total budgeted positions to 1,147.815.

One-time expenses from the General Fund are \$8,439,170 in this proposed 2024 budget. Of this amount, \$4,436,260 is coming from projected available fund balance. The rest is coming from one-time revenues including \$3,500,000 of property tax, \$434,830 of transfers from other funds, \$115,000 from tree mitigation revenue, and \$60,000 of oil and gas royalties.

This proposed 2024 budget for the City is one that is able to address a number of needs for the City. Within the General Fund, two primary reasons for that are property tax revenue and sales & use tax revenue. From an ongoing perspective, 2024 is benefitted by a property tax reassessment year as it provided a significant boost in ongoing revenue. With Proposition HH on the November ballot, and knowing that 2025 will only receive new property tax revenue from new construction, this proposed budget only utilizes \$3.5 million of new property tax revenue on ongoing expenses. Another \$3.5 million of property tax has been budgeted for one-time expenses with only \$500,000 of it designated for a specific use so far. Until the outcome of Proposition HH and the property valuation appeals are known staff recommends holding off on designating the use of those revenues pending their availability. Utilizing those monies for one-time expenses in 2024 keeps those amounts available to be utilized as ongoing revenue in the 2025 budget instead. The impact of sales and use tax for 2024 was limited due to the slowing of our economy that we have experienced so far in 2023. We have tried to remain

conservative in projecting those revenues for the rest of 2023 and into 2024. Our conservative approach to projecting sales & use tax revenue has helped generate fund balances for one-time expenses in recent budgets. More importantly, it has kept us from being seriously impacted by the sales & use tax revenue slowdown here in 2023. One-time resources for 2024 are strong because of the sales tax in 2022 exceeding projections and because the General Fund generated significant expenditure savings in 2022. These all contributed to significant fund balances that allowed us to address one-time expenses in this proposed 2024 budget.

Looking beyond 2024, our ability to fund adequate service levels will likely always be a challenge. Providing services is a labor-intensive effort. In 2024, 68.0% 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. 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. Current rates of inflation have pushed that formula to the limit in 2023 and 2024. The property tax cycle does not always match up well with those changing 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 that had an impact on this proposed 2024 budget is the effect of SB21-293 that was passed at the end of the 2021 regular session. This bill temporarily reduced the assessment rate for most residential real property from 7.15% to 6.95% for the property tax years 2022 and 2023. It also reduced the assessment rate for some commercial property from 29% to 26.4%. The last year of impact is the revenue year of 2024. The impact of that bill was over \$500,000 in 2023. Currently the bill only impacts the assessment rates for two years so in theory that amount would return to the City budget in 2025. Another uncertainty is from the 2023 legislative session. As indicated earlier in this budget message, Senate Bill 23-303 put Proposition HH on the November ballot. If passed it will also impact our property tax revenue. Projections vary widely but in either case we should become aware of the impacts by late December.

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 addition of the Costco warehouse in 2023 was a critical addition to our sales tax base. 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 was boosted by the pandemic conditions and it continues to grow reflecting a major change in shopping habits that appears to be here to stay. 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. The City joined the state internet portal for online filing primarily by out-of-state retailers and it will generate well over \$2 million of sales tax in 2023. 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. The Costco development has a similar arrangement with the need to repay the internal loan from the Fleet Fund with 50% of the 2% non-earmarked city sales tax generated by the development.

Other threats to our revenue base include the declines we have been experiencing in franchise revenues and the volatility of development-related revenues. Cable franchising revenues and PEG fees have been negatively impacted in recent years by alternative methods to secure video services. Revenues from telephone occupation taxes have declined as landlines are eliminated. Cigarette tax has been declining for a number of years. We do not project these to bounce back. Court fines and related revenues have not returned to pre-pandemic levels. More recently, marijuana tax revenue has declined over the last year. Gas franchise revenues are volatile and have tended to rise and fall in the past. 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. In 2022 we introduced an equity insight to capture anecdotal information regarding each program's ability to influence equity in both the City organization and the community. In 2023 we further expanded that to move the equity insight to a basic program attribute which incorporated it into the overall program scoring. The City's Priority Based Budgeting Results are tied to the goals from Envision Longmont. As Envision Longmont gets updated and the goals from that comprehensive plan are updated or new goals are created, we will need to revisit the PBB desired results with the City Council and the community to align to an updated Envision Longmont. This will include the need to 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.

The revenue projections in this proposed budget are believed to be conservative, but they do assume some growth from the local economy during 2024. It is always possible that our local economy may suffer declines in the future with the loss of existing primary or service industry jobs. Small businesses have struggled since the pandemic and some have not survived. 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

We will provide you with more detailed information on many of the issues identified in this budget message. You will receive budget review packets in your weekly Council packets in September. To make it easier for future references, this information will be consecutively numbered.

Budget Presentation Schedule

We will provide an overview of the Proposed 2024 Operating Budget to you on August 29th. At other scheduled meetings in September, we will present specific issues identified in this budget. Included in the Supplemental Information section is the September presentation schedule, the proposed 2024 Classification and Pay Plan, and a list of one-time expenses included in this proposed budget. We do not plan to give a detailed line item presentation of the budget or presentations on each budget service. If you have specific questions on a line item or budget service, please call the Director over that budget service or Jim Golden, Chief Financial Officer, at 303-651-8629.

I thank you for your time, attention and guidance in preparing the City's operating budget for 2024. This is one of the most important tasks that you undertake each year as members of the Longmont City Council. The staff and I look forward to discussing the proposed budget with you in greater detail.

2024 Budget Presentations

August 29 - Study Session

2024 Budget Overview

September 5 – Regular Meeting

2024 – 2028 Proposed CIP

Attainable Housing

Affordable Housing Fund

Transportation Fund

September 12 - Regular Meeting

Employee Compensation & Benefits

General Fund Budget Summary

Public Safety Fund Budget Summary

September 19 - Study Session

Property tax revenue

New positions

One-time Expenses

Human Service Agency Funding

LDDA Budget

Supporting Actions for Mental Health

Early Childhood Capacity Building

Grants/External funding sources

September 26 - Regular Meeting

Financial Policies

Public Hearing

October 3 – Study Session

Second Public Hearing

Final Direction from Council

October 10 - Regular Meeting

Budget Ordinances

October 24 - Regular Meeting

Budget Ordinances and Resolutions

BUDGET PROCESS AND POLICIES

OVERVIEW

This proposed operating budget is the City of Longmont’s comprehensive financial and operational plan for 2024. 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 2024 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 (2022 actual, 2023 budget and 2024 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 proposed 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 2024-2028 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 2024 are included in the 2024 Proposed 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 [Annual Comprehensive 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 Annual Comprehensive Financial Report.

ACCOUNTING BASIS

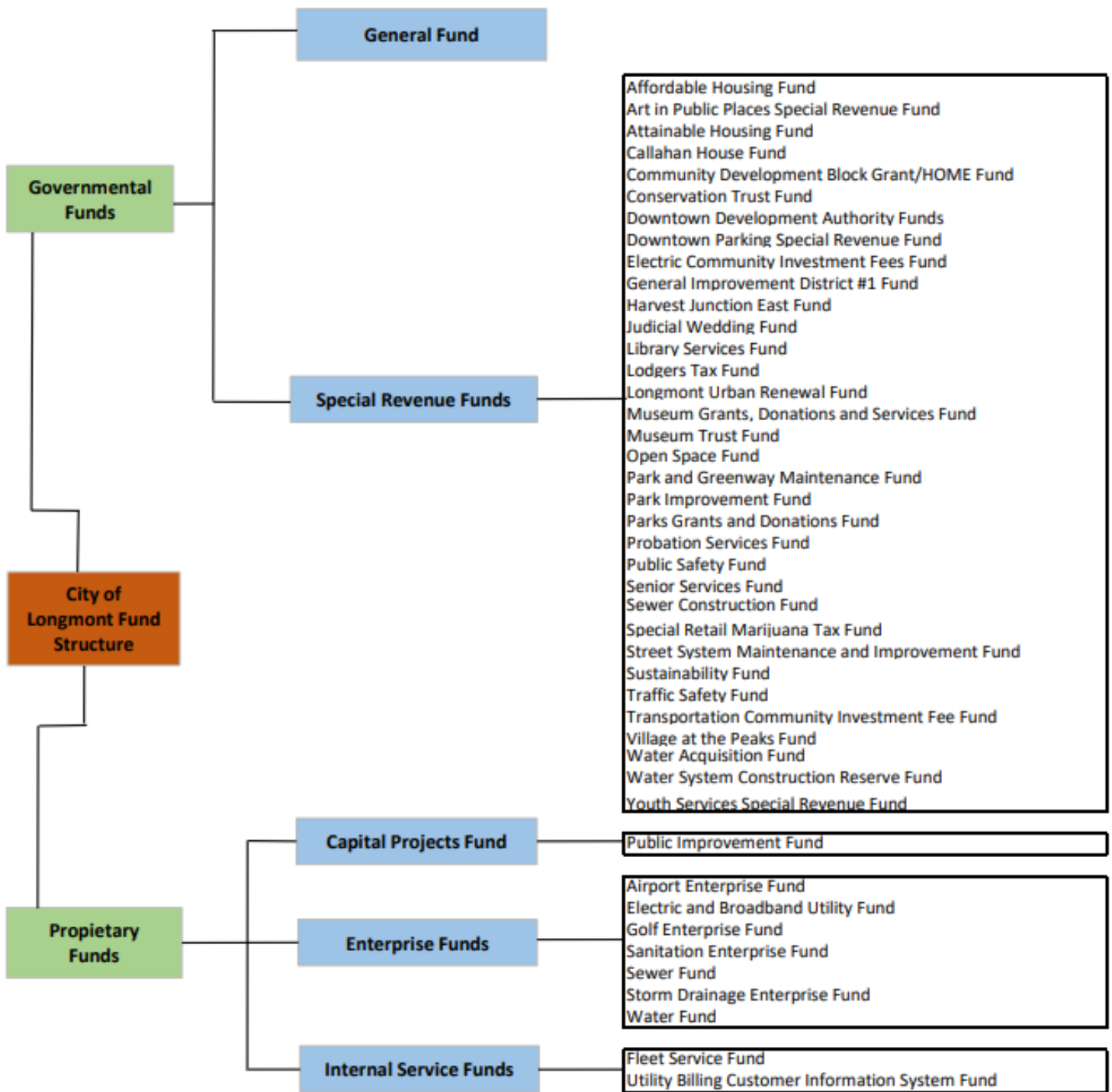
The basis of accounting for governmental funds is on a modified accrual basis: revenues are recognized when they become susceptible to accrual, expenditures are recognizable when the fund liability is incurred, except for non-current, accumulated unpaid vacation and sick pay, which are not accrued, and 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.



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 proposed, 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 2024-2028 Capital Improvement Program document.

CITIZEN INVOLVEMENT IN THE BUDGET PROCESS

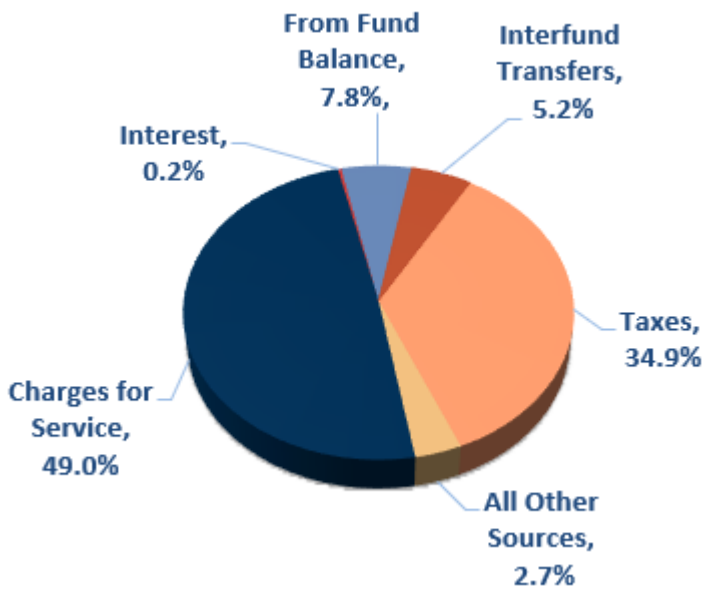
Citizen involvement is a way of making decisions that ensures the participation of the people affected by those decisions. Community involvement is necessary in the creation of our Priority Based Budgeting results. Staff members who serve as liaisons to the City's 22 citizen boards and commissions request 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.

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 29	City Council Meeting: Presentation of the proposed Operating Budget and Capital Improvement Program (CIP)
Tuesday, September 5	City Council Meetings: Budget presentations
Tuesday, September 12	
Tuesday, September 19	
Tuesday, September 26	City Council Meeting: Budget presentation; public hearing on the proposed Operating Budget and CIP
Tuesday, October 3	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 10	City Council Regular Meeting: First reading of the Operating Budget adoption and appropriation ordinances and ordinances adopting any fee increases
Tuesday, October 24	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.

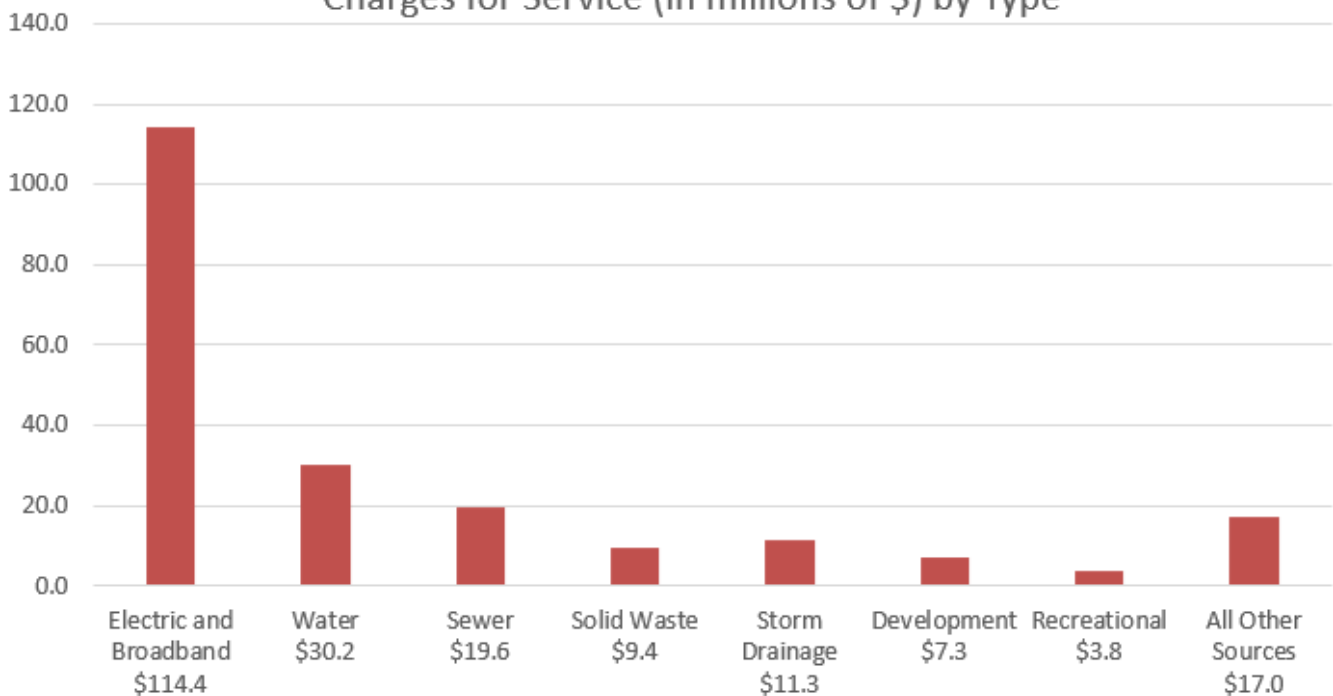
2024 OPERATING BUDGET: Sources of Funds



Revenue and other sources used to support the City's programs and projects in 2024 will come from a variety of sources and total \$444,527,968 which includes fund balance. This is 7.6% above the total revenues in the 2023 budget of \$413.09 million.

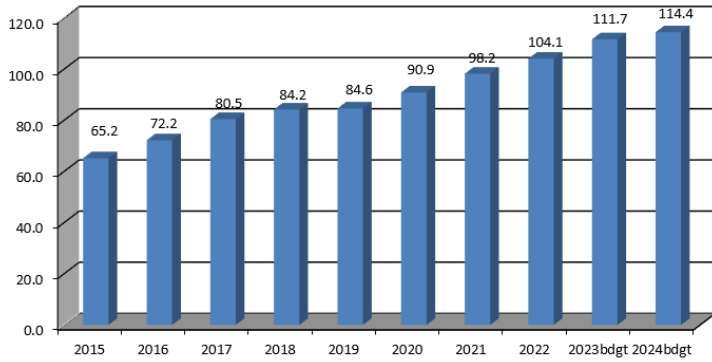
Charges for Services, Licenses and Permits represent 49.1% or \$218.26 million of the City's budgeted resources. These are charges for electric, water, sewer, solid waste and storm drainage utility fees; development-related services; recreational activities, including swimming, athletic leagues, golf, etc.; and various other fees for service.

Charges for Service (in millions of \$) by Type



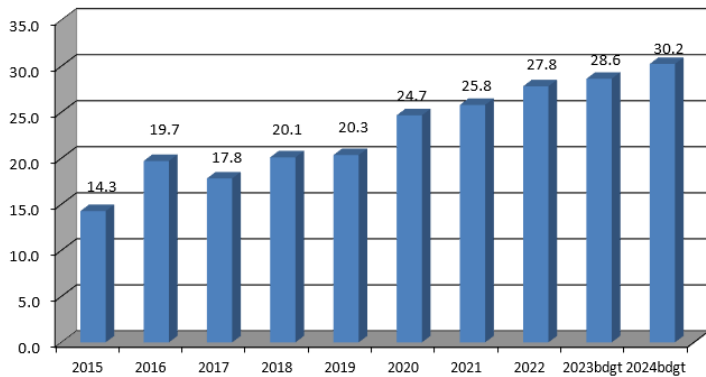
Utility user charges reflect the cost of service and are established so that operating revenues are at least equal to operating expenditures. A portion of user rates is designed to cover replacement of utility facilities. The utilities periodically conduct a comprehensive rate study. In each of the intervening 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. The 2024 estimate is based on projections from the Building Inspection and Planning staffs and year-to-date collections. Permit estimates include 50 single-family dwelling units, 150 townhouse/condo units, and 550 multifamily units. Recreational fees are established by financial policy to be 80% self-supporting with several activity fees set to recover 100% of expenditures.

Electric



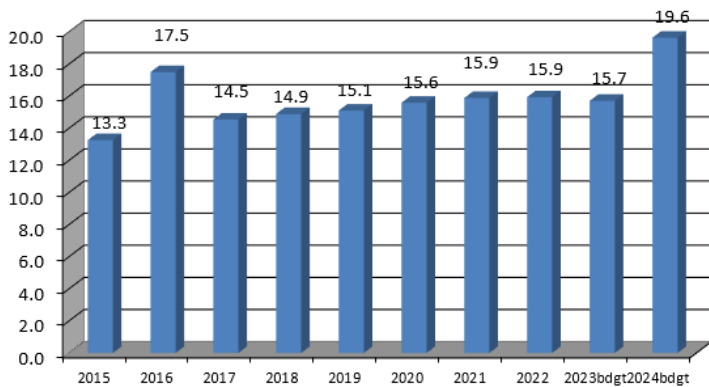
In 2015 the Electric and Telecommunications Utility Enterprise Funds were combined into the Electric and Broadband Utility Enterprise Fund. In 2024, Electric and Broadband utility revenues equal 99.5% of all electric and broadband revenues.

Water



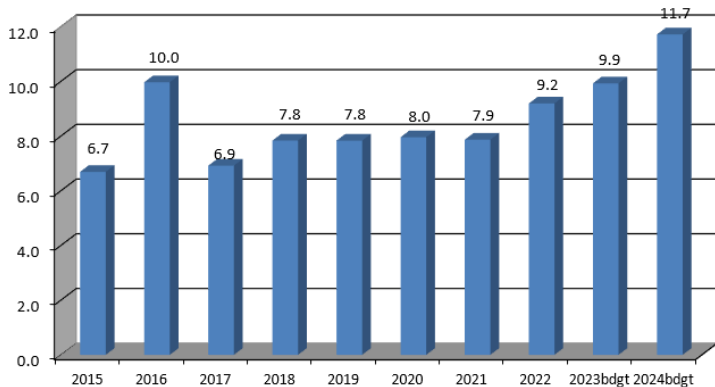
In 2024, charges for water services represent 93.2% of all water revenues. The 2024 budget includes an average 4% increase in Water rates.

Sewer



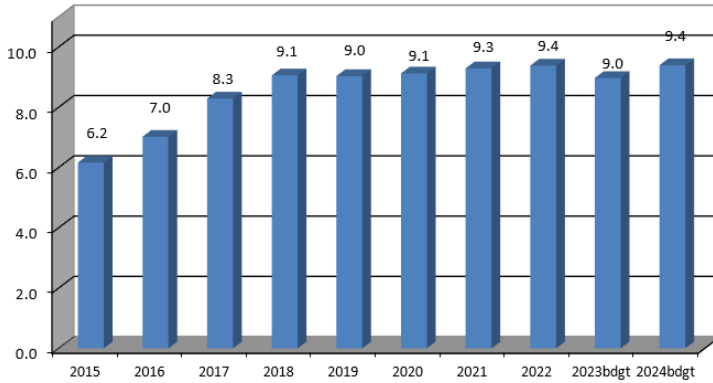
The sewer utility will receive 97.5% of its revenue from charges for services in 2024. The 2024 budget includes an average 9% increase in Sewer rates.

Storm Drainage



In 2024, Storm Drainage will receive 99.6% of its revenue from charges for services. The 2024 budget includes an average 12.9% increase in Storm Drainage rates.

Sanitation

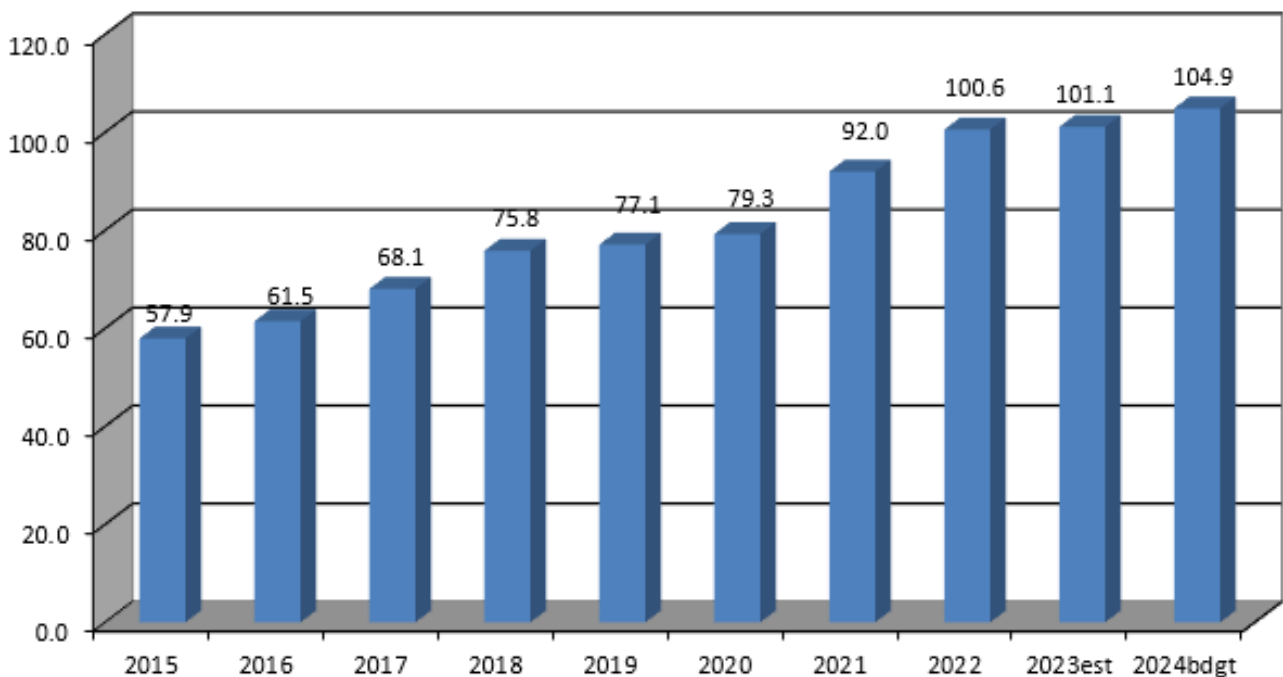


Sanitation will receive 99.7% of its 2024 revenues from charges for service.

Taxes represent 35.2%, or \$156.6 million, and include citywide sales and use, property, cigarette, and franchise taxes.

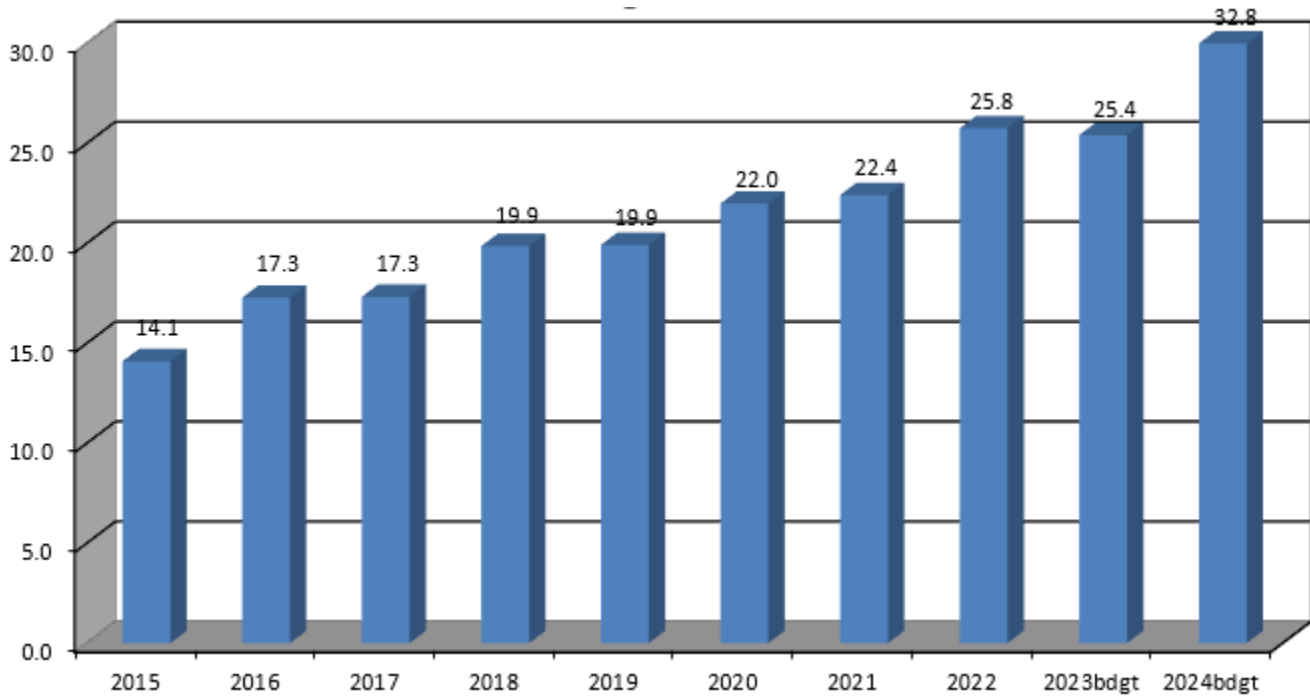
Sales and Use Tax originated on January 1, 1969, at 2%. In June 1985 the sales and use tax was increased by 0.75% for exclusive use on street system expenditures. Further, in November 2000 voters approved an initiative to increase sales and use tax by 0.2% for the acquisition and maintenance of open 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 57.1% 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 22.4% of the General Fund’s 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 2024 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 2024, \$28,106,095, or 6.3%, of the total sources of funds will come from the use of fund balance.

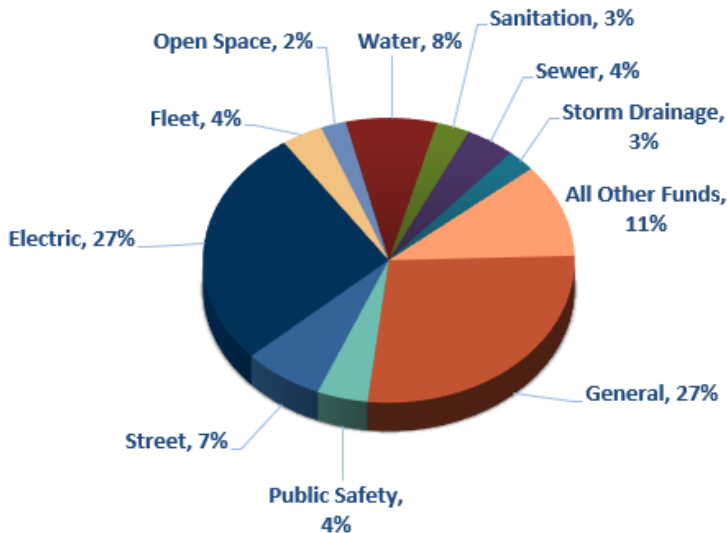
Interfund Transfers are payments from the City's enterprise funds for services provided by the General Fund. These include services such as utility billing, accounting, purchasing, human resources, permitting, city clerk functions, and city attorney services. This revenue is based on an estimate of time 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 0.73% of the General Fund's total revenues.

Interest and Other Sources are 3.2% of the City's sources of funds. Interest earnings are estimated at \$1,472,092 for 2024, and all other sources are \$15.86 million and include intergovernmental funds from Boulder County, state and federal governments; fines; proceeds from bonds and advances; and miscellaneous sources.

2024 OPERATING BUDGET: Use of Funds

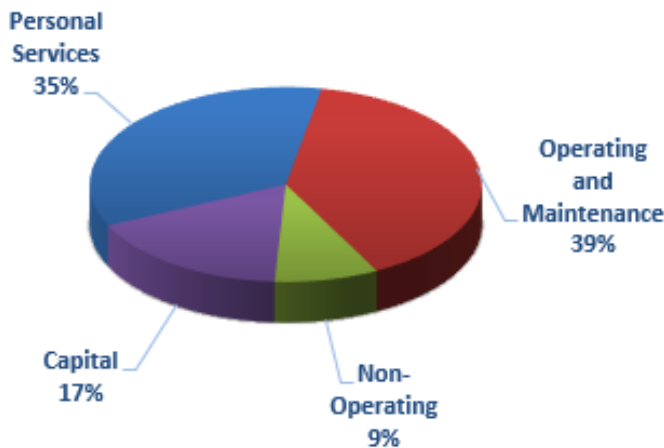
The City of Longmont’s 2024 Operating Budget totals \$444,527,968

Expenditures by Fund



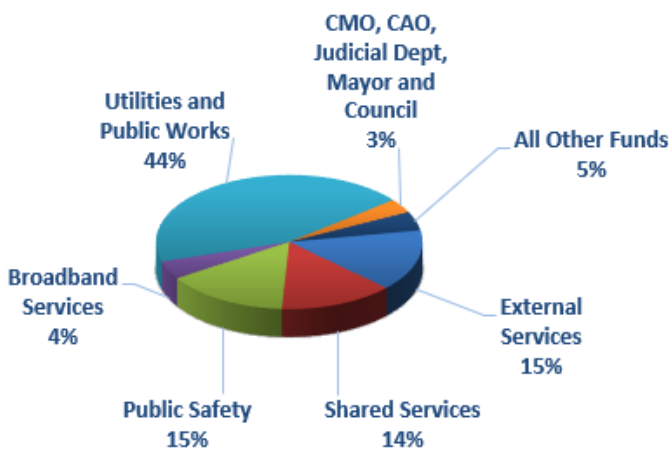
Expenditures in the largest funds include General Fund, \$121.4 million; Electric Fund, \$121 million; Water Fund, \$35.1 million; and Street Fund, \$31.2 million. These funds will account for 69.4% of all City expenditures in 2024. Other funds include Sewer, \$19.3 million; Storm Drainage, \$11.1 million; Open Space, \$6 million; Public Improvement, \$10.2 million; Sanitation, \$12.9 million; Fleet, \$16 million; Public Safety, \$18.5 million; and several minor funds.

Expenditures by Category



Budgeted expenditures, by category, are personal services, \$155 million, which includes salaries, wages and benefits; operating and maintenance, \$175.1 million, which includes routine operating expenditures; non-operating, \$38.2 million, which include interfund transfers and interest payments; and capital, \$76.2 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 Utilities and Public Works, \$195.6 million (includes Water, Sewer, Sanitation, Storm Drainage, Streets, Transportation Community Investment Fee, and Sustainability); Broadband Services, \$19.4 million; and the Public Safety Department, \$66.8 million (which includes both the General Fund and the Public Safety Fund)

Expenditures by Department continued:

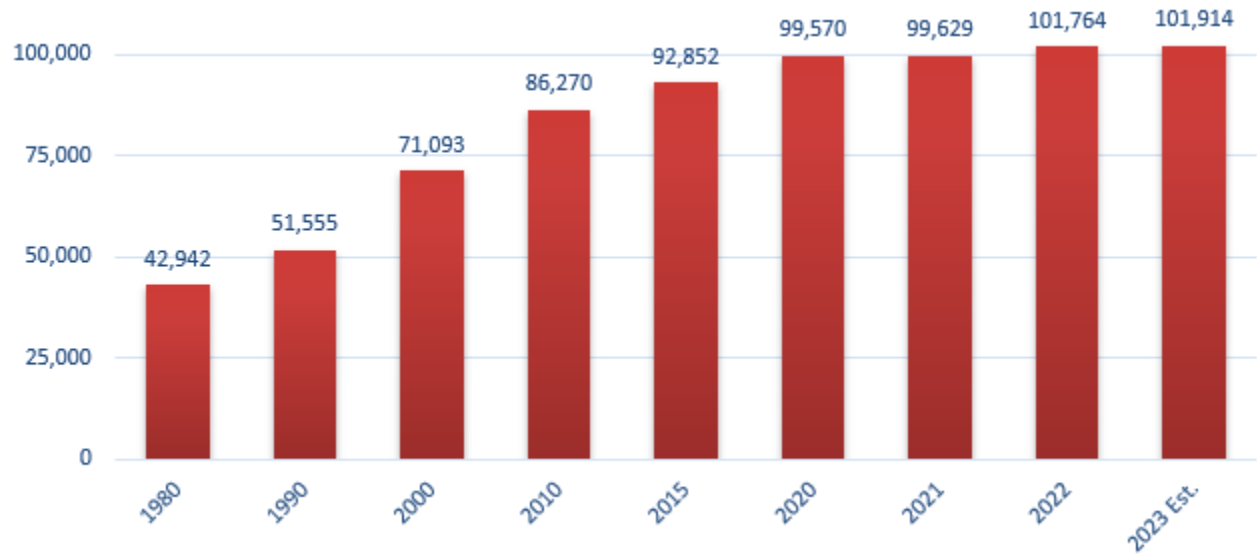
Shared Services Department, \$61.8 million (services include Accounting, Budget, Enterprise Technology Services, Purchasing and Contracts, Risk Management, Utility Billing, Recovery Office, City Clerks Office, Human Resources, Communications and Fleet); External Services Department, \$65.8 million (services include Parks and Natural Resources, Airport, Redevelopment, Economic Development Programs, Planning & Development Services, 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, \$1.4 million; City Attorneys Office, \$2 million; Judicial Department, \$1.2 million; and Mayor and Council, \$10.3 million. The remaining funds total \$20.3 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.

2020 - 2024 Budgeted FTE Positions by Department

Department	2020	2021	2022	2022	2023	2023	2024	New FTE Added for 2024
	Budget	Budget	Budget	Mid-Year Changes	Budget	Mid-Year Changes	Budget	
Mayor and Council	7.000	7.000	7.000		7.000		7.000	0.000
City Manager	8.750	9.000	9.330	-0.500	5.750	-4.750	1.000	0.000
City Attorney	10.000	10.000	10.000		11.000		11.000	0.000
Human Resources	8.000	0.000	0.000		0.000		0.000	0.000
Judicial Department	8.500	8.500	8.500		8.500		8.500	0.000
Shared Services	93.630	101.370	108.000	2.030	115.580	67.420	194.000	11.000
Community Services	0.000	117.500	122.300	2.500	129.201	-129.201	0.000	0.000
External Services	156.750	63.500	67.400	0.905	69.300	180.200	264.500	15.000
Electric and Broadband Utilities	108.040	111.900	122.530	4.250	127.690	-127.690	0.000	0.000
Public Safety	354.000	354.000	359.000		368.000	-0.725	371.275	4.000
NextLight	0.000	0.000	0.000		0.000	54.000	55.000	1.000
Utilities and Public Works	0.000	0.000	0.000		0.000	228.750	231.750	3.000
Public Works and Natural Resources	249.460	225.360	241.070	2.595	251.753	-251.753	0.000	0.000
Downtown Development Authority	3.630	3.630	3.630	0.250	3.881	-0.091	3.790	0.000
TOTAL	1007.760	1011.760	1058.760	12.030	1097.655	16.160	1147.815	34.000

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 - 2023



Summary of Financing Sources and Uses

	2022 Actual	2023 Budget	2024 Budget
<u>Revenues and Other Financing Sources</u>			
Taxes	142,550,770	144,126,836	156,597,764
Licenses and Permits	6,408,752	3,468,910	5,227,208
Intergovernmental Revenue	12,215,505	5,584,749	8,642,447
Charges for Service	199,183,232	199,623,628	213,034,815
Fines and Forfeits	766,148	671,041	1,068,087
Interest Earnings	(6,391,272)	730,447	1,472,092
Interfund Transfers	25,973,696	21,588,097	24,226,429
Miscellaneous	15,949,907	4,155,658	4,972,896
Proceeds from Advance	12,677,514	926,340	1,180,135
Proceeds from Bonds	-	-	-
Contribution from/(to) Fund Balance	(46,038,267)	32,215,110	28,106,095
TOTAL SOURCES	\$ 363,295,985	\$ 413,090,816	\$ 444,527,968

Expenditures and Other Financing Uses

Personal Services	121,229,853	142,080,081	155,011,798
Operating and Maintenance	146,439,097	153,943,352	175,118,484
Non-Operating	27,897,434	39,255,093	38,213,545
Capital	67,729,600	77,812,290	76,184,141
TOTAL USES	\$ 363,295,985	\$ 413,090,816	\$ 444,527,968

2024 CONSOLIDATED FUND STATEMENT

Sources of Funds and Expenses

The 2024 Consolidated Fund Statement on the following pages includes the sources of funds and expenses by category for each fund included in the 2024 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.

2024 Consolidated Fund Statement

	General Fund	Electric and Broadband Utility Enterprise Fund	Water Fund	Sewer Fund
<i>BEGINNING</i>				
<i>FUND BALANCE</i>	\$ 26,512,332	\$ 14,274,259	\$ 25,601,275	\$ 4,604,478
 SOURCES OF FUNDS				
Taxes	91,768,196	-	-	-
Licenses and Permits	2,374,883	-	-	-
Intergovernmental Revenue	1,625,909	-	-	-
Charges for Service	17,892,240	114,418,707	30,231,296	19,642,400
Fines and Forfeits	631,487	-	-	-
Interest Earnings	-	85,000	152,600	35,900
Interfund Transfers	891,326	330,001	1,841,143	466,633
Miscellaneous	1,875,037	157,500	200,000	-
Proceeds from Advance	-	-	-	-
Proceeds from Bonds	-	-	-	-
 TOTAL SOURCES OF FUNDS	 117,059,078	 114,991,208	 32,425,039	 20,144,933
 EXPENSES BY CATEGORY				
Personal Services	82,505,765	18,512,095	9,387,511	5,996,072
Operating and Maintenance	32,377,521	84,274,542	11,953,196	6,520,204
Non-Operating	4,746,482	5,612,249	5,516,736	3,394,950
Capital	1,758,650	12,620,027	8,281,422	3,357,677
 TOTAL EXPENSES	 121,388,418	 121,018,913	 35,138,865	 19,268,903
 <i>ENDING</i>				
<i>FUND BALANCE</i>	\$ 22,182,992	\$ 8,246,554	\$ 22,887,449	\$ 5,480,508
Contribution to/(from) Fund Balance	(4,329,340)	(6,027,705)	(2,713,826)	876,030

*Fund balance in aggregate is (>or<) 10% one time expenses purchase power and CIP CIP revenue

*Footnote: If fund balances in the aggregate are anticipated to increase or decline by more than 10% they are noted here.

2024 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>	\$ 3,803,130	\$ 6,503,905	\$ 1,295,949	\$ 7,119,657
 <i>SOURCES OF FUNDS</i>				
Taxes	27,040,333	-	-	-
Licenses and Permits	50,000	-	-	-
Intergovernmental Revenue	2,695,043	-	-	-
Charges for Service	-	9,396,400	3,034,386	11,279,600
Fines and Forfeits	-	-	-	436,600
Interest Earnings	11,787	26,809	6,015	44,700
Interfund Transfers	-	-	-	-
Miscellaneous	10,000	2,000	143,191	1,000
Proceeds from Advance	-	-	-	-
Proceeds from Bonds	-	-	-	-
TOTAL SOURCES OF FUNDS	29,807,163	9,425,209	3,183,592	11,761,900
 <i>EXPENSES BY CATEGORY</i>				
Personal Services	6,140,262	3,924,547	1,690,540	3,072,089
Operating and Maintenance	8,363,930	7,566,088	1,703,300	2,808,920
Non-Operating	805,281	361,492	406,543	2,808,151
Capital	15,882,799	1,006,423	250,925	2,454,420
TOTAL EXPENSES	31,192,272	12,858,550	4,051,308	11,143,580
 <i>ENDING</i>				
<i>FUND BALANCE</i>	\$ 2,418,021	\$ 3,070,564	\$ 428,233	\$ 7,737,977
Contribution to/(from) Fund Balance	(1,385,109)	(3,433,341)	(867,716)	\$ 618,320

*Fund balance in aggregate is (>or<) 10%

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2024 Consolidated Fund Statement

	Fleet Service Fund	Airport Enterprise Fund	Public Improvement Fund	CDBG/HOME Fund
<i>BEGINNING</i>				
<i>FUND BALANCE</i>	\$ 5,158,328	\$ 721,964	\$ 3,559,195	\$ 27,962
 <i>SOURCES OF FUNDS</i>				
Taxes	-	-	8,891,645	-
Licenses and Permits	-	-	-	-
Intergovernmental Revenue	-	-	-	1,268,475
Charges for Service	-	635,050	-	-
Fines and Forfeits	-	-	-	-
Interest Earnings	152,678	-	175,000	-
Interfund Transfers	12,908,674	-	505,000	-
Miscellaneous	450,000	668,668	-	5,000
Proceeds from Advance	-	-	-	-
Proceeds from Bonds	-	-	-	-
TOTAL SOURCES OF FUNDS	13,511,352	1,303,718	9,571,645	1,273,475
 <i>EXPENSES BY CATEGORY</i>				
Personal Services	2,321,385	240,323	-	123,701
Operating and Maintenance	3,675,429	470,560	558,000	1,149,774
Non-Operating	26,775	183	2,228,800	-
Capital	9,991,059	816,834	7,402,699	-
TOTAL EXPENSES	16,014,648	1,527,900	10,189,499	1,273,475
 <i>ENDING</i>				
<i>FUND BALANCE</i>	\$ 2,655,032	\$ 497,782	\$ 2,941,341	\$ 27,962
Contribution to/(from) Fund Balance	(2,503,296)	(224,182)	(617,854)	-

*Fund balance in aggregate is (>or<) 10%

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2024 Consolidated Fund Statement

	Park Improvement Fund	Conservation Trust Fund	Electric CIF Fund	Transportation CIF Fund
<i>BEGINNING</i>				
<i>FUND BALANCE</i>	\$ 6,637,356	\$ 327	\$ 1,330,087	\$ 2,439,712
 SOURCES OF FUNDS				
Taxes	-	-	-	-
Licenses and Permits	2,727,325	-	-	-
Intergovernmental Revenue	-	1,000,000	-	-
Charges for Service	-	-	953,910	909,440
Fines and Forfeits	-	-	-	-
Interest Earnings	38,462	100,000	25,000	13,506
Interfund Transfers	-	-	-	-
Miscellaneous	-	-	-	-
Proceeds from Advance	-	-	-	-
Proceeds from Bonds	-	-	-	-
 TOTAL SOURCES OF FUNDS	 2,765,787	 1,100,000	 978,910	 922,946
 EXPENSES BY CATEGORY				
Personal Services	356,642	236,447	-	-
Operating and Maintenance	-	74,395	-	-
Non-Operating	-	-	-	-
Capital	95,023	521,645	2,168,594	400,000
 TOTAL EXPENSES	 451,665	 832,487	 2,168,594	 400,000
 <i>ENDING</i>				
<i>FUND BALANCE</i>	\$ 8,951,478	\$ 267,840	\$ 140,403	\$ 2,962,658
Contribution to/(from) Fund Balance	2,314,122	267,513	(1,189,684)	522,946

*Fund balance in aggregate is (>or<) 10%

revenue

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revenue

2024 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>	\$ (10,755)	\$ 800,946	\$ 2,780,780	\$ 2,931,360
 SOURCES OF FUNDS				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Charges for Service	-	-	1,290,000	1,429,700
Fines and Forfeits	-	-	-	-
Interest Earnings	-	-	46,200	15,300
Interfund Transfers	-	267,640	-	-
Miscellaneous	-	-	-	-
Proceeds from Advance	-	-	-	-
Proceeds from Bonds	-	-	-	-
 TOTAL SOURCES OF FUNDS	 -	 267,640	 1,336,200	 1,445,000
 EXPENSES BY CATEGORY				
Personal Services	-	177,522	-	-
Operating and Maintenance	-	188,299	-	-
Non-Operating	-	-	466,633	1,841,143
Capital	-	240,000	310,070	600,500
 TOTAL EXPENSES	 -	 605,821	 776,703	 2,441,643
 <i>ENDING</i>				
<i>FUND BALANCE</i>	\$ (10,755)	\$ 462,765	\$ 3,340,277	\$ 1,934,717
Contribution to/(from) Fund Balance	-	(338,181)	559,497	(996,643)

*Fund balance in aggregate is (>or<) 10%

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2024 Consolidated Fund Statement

	Raw Water Storage Reserve Fund	Water Acquisition Fund	Callahan House Fund	DDA Fund
<i>BEGINNING</i>				
<i>FUND BALANCE</i>	\$ 26,683	\$ 2,835,580	\$ 66,660	\$ 5,418,289
 SOURCES OF FUNDS				
Taxes	-	-	-	2,000,328
Licenses and Permits	-	-	-	-
Intergovernmental Revenue	-	-	-	60,000
Charges for Service	-	5,000	54,900	153,100
Fines and Forfeits	-	-	-	-
Interest Earnings	-	12,500	2,000	31,000
Interfund Transfers	-	-	99,854	23,340
Miscellaneous	-	-	-	30,700
Proceeds from Advance	-	-	-	1,180,135
Proceeds from Bonds	-	-	-	-
TOTAL SOURCES OF FUNDS	-	17,500	156,754	3,478,603
 EXPENSES BY CATEGORY				
Personal Services	-	-	112,612	432,768
Operating and Maintenance	-	2,375,000	46,709	847,455
Non-Operating	-	-	-	1,209,308
Capital	-	-	-	496,221
	-	-	-	-
TOTAL EXPENSES	-	2,375,000	159,321	2,985,752
 <i>ENDING</i>				
<i>FUND BALANCE</i>	\$ 26,683	\$ 478,080	\$ 64,093	\$ 5,911,140
Contribution to/(from) Fund Balance	-	(2,357,500)	(2,567)	\$ 492,851

*Fund balance in aggregate is (>or<) 10%

windy gap

2024 Consolidated Fund Statement

	GID #1 Fund	Downtown Parking Special Revenue Fund	Affordable Housing Fund	Attainable Housing Fund
<i>BEGINNING</i>				
<i>FUND BALANCE</i>	\$ 285,089	\$ 198,740	\$ 1,422,167	\$ -
 <i>SOURCES OF FUNDS</i>				
Taxes	196,416	-	-	
Licenses and Permits	-	75,000	-	
Intergovernmental Revenue	-	-	-	
Charges for Service	-	-	-	
Fines and Forfeits	-	-	-	
Interest Earnings	2,000	5,000	-	-
Interfund Transfers	-	-	1,481,543	1,000,000
Miscellaneous	-	-	1,355,000	
Proceeds from Advance	-	-	-	
Proceeds from Bonds	-	-	-	
TOTAL SOURCES OF FUNDS	198,416	80,000	2,836,543	1,000,000
 <i>EXPENSES BY CATEGORY</i>				
Personal Services	45,744	61,725	628,599	184,818
Operating and Maintenance	143,276	57,045	2,207,944	815,182
Non-Operating	-	-	-	-
Capital	-	10,000	-	-
TOTAL EXPENSES	189,020	128,770	2,836,543	1,000,000
 <i>ENDING</i>				
<i>FUND BALANCE</i>	\$ 294,485	\$ 149,970	\$ 1,422,167	\$ -
Contribution to/(from) Fund Balance	9,396	(48,770)	-	-

*Fund balance in aggregate is (>or<) 10%

operating

2024 Consolidated Fund Statement

	Open Space Fund	Youth Services Special Revenue Fund	Senior Services Fund	Public Safety Fund
<i>BEGINNING</i>				
<i>FUND BALANCE</i>	\$ 5,630,379	\$ 364,286	\$ 11,382	\$ 8,254,762
 SOURCES OF FUNDS				
Taxes	5,943,807	-	-	17,237,039
Licenses and Permits	-	-	-	-
Intergovernmental Revenue	-	3,500	40,000	1,066,120
Charges for Service	-	-	182,300	39,423
Fines and Forfeits	-	-	-	-
Interest Earnings	-	-	1,500	178,135
Interfund Transfers	-	-	-	-
Miscellaneous	50,000	-	50	-
Proceeds from Advance	-	-	-	-
Proceeds from Bonds	-	-	-	-
 TOTAL SOURCES OF FUNDS	 5,993,807	 3,500	 223,850	 18,520,717
 EXPENSES BY CATEGORY				
Personal Services	1,127,105	750	18,510	15,437,100
Operating and Maintenance	995,573	7,050	130,081	3,589,038
Non-Operating	2,438,002	-	-	63,269
Capital	5,379,595	-	-	553,749
 TOTAL EXPENSES	 9,940,275	 7,800	 148,591	 19,643,156
 <i>ENDING</i>				
<i>FUND BALANCE</i>	\$ 1,683,911	\$ 359,986	\$ 86,641	\$ 7,132,323
Contribution to/(from) Fund Balance	(3,946,468)	(4,300)	75,259	(1,122,439)

*Fund balance in aggregate is (>or<) 10%

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operating

operating

2024 Consolidated Fund Statement

	Library Services Fund	Museum Grants Donations Services Fund	Museum Trust Fund	Probation Services Fund
<i>BEGINNING</i>				
<i>FUND BALANCE</i>	\$ 89,708	\$ 302,955	\$ 150,447	\$ 85,855
 SOURCES OF FUNDS				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Intergovernmental Revenue	9,300	418,500	-	-
Charges for Service	-	314,920	38,000	40,000
Fines and Forfeits	-	-	-	-
Interest Earnings	-	4,000	-	4,000
Interfund Transfers	-	291,445	-	-
Miscellaneous	24,000	750	-	-
Proceeds from Advance	-	-	-	-
Proceeds from Bonds	-	-	-	-
 TOTAL SOURCES OF FUNDS	 33,300	 1,029,615	 38,000	 44,000
 EXPENSES BY CATEGORY				
Personal Services	2,000	391,904	41,413	98,115
Operating and Maintenance	46,500	773,579	32,174	8,729
Non-Operating	20,500	-	-	-
Capital	-	-	-	-
 TOTAL EXPENSES	 69,000	 1,165,483	 73,587	 106,844
 <i>ENDING</i>				
<i>FUND BALANCE</i>	\$ 54,008	\$ 167,087	\$ 114,860	\$ 23,011
Contribution to/(from) Fund Balance	(35,700)	(135,868)	(35,587)	(62,844)

*Fund balance in aggregate is (>or<) 10%

revenue

operating

operating

operating

2024 Consolidated Fund Statement

	Judicial Wedding Fund	Park Grants and Donations Fund	Park and Greenway Maintenance Fund	Lodgers Tax Fund
<i>BEGINNING</i>				
<i>FUND BALANCE</i>	\$ 23,065	\$ 79,814	\$ 1,750,928	\$ 96,594
 SOURCES OF FUNDS				
Taxes	-	-	-	570,000
Licenses and Permits	-	-	-	-
Intergovernmental Revenue	-	3,600	-	-
Charges for Service	1,500	-	1,084,543	-
Fines and Forfeits	-	-	-	-
Interest Earnings	-	-	-	-
Interfund Transfers	-	-	13,155	-
Miscellaneous	-	-	-	-
Proceeds from Advance	-	-	-	-
Proceeds from Bonds	-	-	-	-
 TOTAL SOURCES OF FUNDS	 1,500	 3,600	 1,097,698	 570,000
 EXPENSES BY CATEGORY				
Personal Services	2,000	-	-	-
Operating and Maintenance	-	3,600	291,000	570,000
Non-Operating	-	-	15,000	-
Capital	-	-	1,585,809	-
 TOTAL EXPENSES	 2,000	 3,600	 1,891,809	 570,000
 <i>ENDING</i>				
<i>FUND BALANCE</i>	\$ 22,565	\$ 79,814	\$ 956,817	\$ 96,594
Contribution to/(from) Fund Balance	(500)	-	(794,111)	-

*Fund balance in aggregate is (>or<) 10%

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2024 Consolidated Fund Statement

	Village at the Peaks Fund	Longmont Urban Renewal Fund	Harvest Junction Fund	Utility Billing CIS Fund
<i>BEGINNING</i>				
<i>FUND BALANCE</i>	\$ 713,770	\$ 22,037	\$ 3,118,893	\$ 787,037
 SOURCES OF FUNDS				
Taxes	-	2,400,000	-	-
Licenses and Permits	-	-	-	-
Intergovernmental Revenue	257,000	-	-	-
Charges for Service	-	-	-	-
Fines and Forfeits	-	-	-	-
Interest Earnings	300,000	3,000	-	-
Interfund Transfers	1,693,812	-	1,250,000	-
Miscellaneous	-	-	-	-
Proceeds from Advance	-	-	-	-
Proceeds from Bonds	-	-	-	-
 TOTAL SOURCES OF FUNDS	 2,250,812	 2,403,000	 1,250,000	 -
 EXPENSES BY CATEGORY				
Personal Services	-	-	-	785,701
Operating and Maintenance	3,500	-	-	1,336
Non-Operating	2,048,131	2,403,000	1,250,000	-
Capital	-	-	-	-
 TOTAL EXPENSES	 2,051,631	 2,403,000	 1,250,000	 787,037
 <i>ENDING</i>				
<i>FUND BALANCE</i>	\$ 912,951	\$ 22,037	\$ 3,118,893	\$ -
Contribution to/(from) Fund Balance	199,181	-	-	(787,037)

*Fund balance in aggregate is (>or<) 10% operating

2024 Consolidated Fund Statement

	Sustainability Fund	Traffic Safety Fund	Special Retail Marijuana Tax Fund	GRAND TOTAL, ALL FUNDS
<i>BEGINNING</i>				
<i>FUND BALANCE</i>	\$ 185,253	\$ 6,828	\$ 107,670	\$ 148,127,117
 SOURCES OF FUNDS				
Taxes	-	-	550,000	156,597,764
Licenses and Permits	-	-	-	5,227,208
Intergovernmental Revenue	195,000	-	-	8,642,447
Charges for Service	-	8,000	-	213,034,815
Fines and Forfeits	-	-	-	1,068,087
Interest Earnings	-	-	-	1,472,092
Interfund Transfers	1,162,863	-	-	24,226,429
Miscellaneous	-	-	-	4,972,896
Proceeds from Advance	-	-	-	1,180,135
Proceeds from Bonds	-	-	-	-
 TOTAL SOURCES OF FUNDS	 1,357,863	 8,000	 550,000	 416,421,873
 EXPENSES BY CATEGORY				
Personal Services	941,230	14,803	-	155,011,798
Operating and Maintenance	489,530	25	-	175,118,484
Non-Operating	917	-	550,000	38,213,545
Capital	-	-	-	76,184,141
 TOTAL EXPENSES	 1,431,677	 14,828	 550,000	 444,527,968
 <i>ENDING</i>				
<i>FUND BALANCE</i>	\$ 111,439	\$ (0)	\$ 107,670	\$ 120,021,022
Contribution to/(from) Fund Balance	(73,814)	(6,828)	-	(28,106,095)
<hr/>				
*Fund balance in aggregate is (>or<) 10%	operating			

New Resources in the 2024 Proposed Budget and Alignment with Council Priorities and Envision Longmont Goals and Priority Based Budgeting Results

		TOTALS						Council Priorities							Envision Longmont Goals/Priority Based Budgeting Results						
		12,711,958	22,751,026	3,496,829	525,061	39,484,874	Core Services	Climate Action	Places & Amenities	Transportation	Early Childhood and Education	Housing for All	Equity, Safety, Sustainability	Council Vision	Livable Centers, Corridors and Neighborhoods	Housing, Services, Amenities and Opportunities for All	Job Growth and Economic Vitality through Innovation and Collaboration	Responsible Stewardship of our Resources	A Complete, Balanced and connected Transportation System	A Safe, Healthy and Adaptable Community	Responsible Internal Operations and Governance
Department	Division	Request Title	Request type	Fund(s)	Ongoing Funded	Overtime Funded	Ongoing Position Costs	One Time Position Costs	Total Funded												
City Attorney	City Attorney	Westlaw Legal Research Software - Contractual Annual Increase	level 1	General	6,886				6,886	X											X
External Services	Facilities	Custodial supplies	level 1	General	16,550				16,550	X											X
External Services	Facilities	UPS - Preventative agreement	level 1	General	1,030				1,030	X											X
External Services	Facilities	Vendor Contracted Services - Labor Rate Increases	level 1	General	6,442				6,442	X											X
External Services	Facilities	Parking Lot annual lease increases for St. Johns	level 1	General	490				490	X											X
External Services	Facilities	Overtime wages increase	level 1	General	2,091				2,091	X											X
External Services	Facilities	Utilities increase	level 1	General	54,520				54,520	X											X
External Services	Facilities	Custodial Overtime	level 1	General	10,000				10,000	X											X
External Services	Human Services	Senior Center - Dues and Subscriptions	level 1	General	2,000				2,000	X					X						
External Services	Human Services	Senior Center - Copier Lease	level 1	General	1,000				1,000	X					X						
External Services	Human Services	Increase budget for after school meal program	level 1	General	3,100				3,100	X	X		X								X
External Services	Resources	Increase to ditch assessments	level 1	Open Space	32,600				32,600	X							X				
External Services	Resources	New safety equipment for new employees	level 1	General	225				225	X			X				X				
External Services	Resources	Increase Mosquito Control Budget per contract stipulations	level 1	General	2,039				2,039	X			X				X				
External Services	Resources	Contracted Services Budget for Prairie Dog Control	level 1	Various Conservation	17,500	157,500			175,000	X							X				
External Services	Resources	Inflation increase for contractors	level 1	Trust	4,777				4,777	X							X				
External Services	Resources	Inflation increase for contractors	level 1	General	21,592				21,592	X							X				
External Services	Resources	Inflation increase for contractors	level 1	General	55,682				55,682	X							X				
External Services	Resources	Inflation increase for supplies	level 1	General	9,493				9,493	X							X				
External Services	Resources	Inflation increase for supplies	level 1	General	400				400	X							X				
External Services	Resources	Increase in abandoned property contracted collection	level 1	General	30,000				30,000	X			X		X						X
External Services	Resources	Inflationary increase to supplies, chemicals, and contractors	level 1	Sanitation	1,082				1,082	X							X				
External Services	Resources	Inflationary increase to supplies, chemicals, and contractors	level 1	Water	6,222				6,222	X							X				
External Services	Resources	Inflationary increases to supplies, chemicals, and contractors	level 1	Sewer	673				673	X							X				
External Services	Resources	Inflationary increase to supplies, chemicals, and contractors	level 1	Storm	5,131				5,131	X							X				
External Services	Resources	Inflationary increase to supplies	level 1	Steet General Water	70				70	X							X				
External Services	Resources	Increase to Supplies Allowance	level 1	Open Space	200				200	X							X				
External Services	Resources	Increase Temporary Natural Resources Technician - Weeds Wages	level 1	Open Space	29,793				29,793	X			X				X				
External Services	Development Services	Ongoing Cost For Axon Cameras	level 1	General	6,334				6,334	X			X								X
External Services	Development Services	Ongoing Cost For Axon Cameras	level 1	General	2,112				2,112	X			X								X
External Services	Development Services	Increase to abatement budget for meth board-ups	level 1	General	10,000				10,000	X			X								X
External Services	Services	Request for OnBase Concurrent Licenses	level 1	General	7,859				7,859	X											
External Services	Recreation and Culture	Increase in printing costs - Museum	level 1	General	3,000				3,000	X					X						
External Services	Recreation and Culture	Increase in cost for Audio/Visual (A/V) contractors - Museum	level 1	General	3,750				3,750	X					X						
External Services	Recreation and Culture	Increase to databases budget - Library	level 1	General	1,600				1,600	X					X						
External Services	Recreation and Culture	Increase to Repair and Maintenance - Library	level 1	General	21,000				21,000	X					X						X
External Services	Recreation and Culture	Increase to mileage allowance - Library	level 1	General	2,786				2,786	X			X		X						
External Services	Recreation and Culture	Increase to Telephone Charges	level 1	General	492				492	X					X						
External Services	Recreation and Culture	Other Services and Charges	level 1	Golf	74,500				74,500	X					X						
External Services	Recreation and Culture	Telephone charges	level 1	Golf	2,100				2,100	X					X						
External Services	Recreation and Culture	Operating Lease and Rentals	level 1	Golf	61,660				61,660	X					X						
External Services	Recreation and Culture	Chemicals	level 1	Golf	10,820				10,820	X					X						
External Services	Recreation and Culture	Supplies	level 1	Golf	10,277				10,277	X					X						

New Resources in the 2024 Proposed Budget and Alignment with Council Priorities and Envision Longmont Goals and Priority Based Budgeting Results

		TOTALS							Council Priorities							Envision Longmont Goals/Priority Based Budgeting Results							
		Request type	Fund(s)	Ongoing Funded	Overtime Funded	Ongoing Position Costs	One Time Position Costs	Total Funded	Core Services	Climate Action	Places & Amenities	Transportation	Early Childhood and Education	Housing for All	Equity, Safety, Sustainability	Council Vision	Liveable Centers, Corridors and Neighborhoods	Housing Services, Amenities and Opportunities for All	Job Growth and Economic Vitality through Innovation and Collaboration	Responsible Stewardship of our Resources	A Complete, Balanced and connected Transportation System	A Safe, Healthy and Adaptable Community	Responsible Internal Operations and Governance
Shared Services	Finance	Annual audit fees	level 1	General	20,325			20,325	X														X
Utilities and Public Works	Water and Waste	Increase in Water Distribution Contracted Services - Right of Way Repairs	level 1	Water	30,000			30,000	X											X			
Utilities and Public Works	Water and Waste	Increase in Water Distribution Contracted Services - Valve Exercising	level 1	Water	48,000			48,000	X											X			
Utilities and Public Works	Water and Waste	Increase in Water Distribution Contracted Services - Hydrant Painting	level 1	Water	5,000			5,000	X											X			
Shared Services	Resources	Payment Card Industry (PCI) Compliance	level 1	General	500			500	X														X
Shared Services	Departmental Non	Coronavirus Aid, Relief, and Economic Security Act (CARES) Rebate	level 1	General	70,000			70,000	X						X								X
Shared Services	Departmental Non	Smucker's personal property tax rebate increase	level 1	General	160,833			160,833	X														X
Shared Services	Departmental	Transfer to Harvest Junction East	level 1	PIF	1,250,000			1,250,000	X														X
Shared Services	Purchasing	Amazon Business Citywide Fee	level 1	General	3,500			3,500	X														X
Shared Services	Purchasing	Increase to Part-time Non-benefitted rate	level 1	General	1,751			1,751	X														X
Utilities and Public Works	Water and Waste	Additional Overtime for Water Utility Technician On-Call	level 1	Water	40,000			40,000	X											X			
Utilities and Public Works	Water and Waste	Meter Maintenance Program - Meters	level 1	Water	100,000			100,000	X											X			
Utilities and Public Works	Water and Waste	Increase in Water Distribution Contracted Services - Meters	level 1	Sewer	100,000			100,000	X											X			
Utilities and Public Works	Water and Waste	Additional Overtime for Water Utility Technician On-Call	level 1	Sewer	20,000			20,000	X											X			
Utilities and Public Works	Water and Waste	Distribution System Utility Costs	level 1	Water	10,000			10,000	X											X			
Utilities and Public Works	Water and Waste	Increases in Collection System Utility Costs	level 1	Sewer	7,000			7,000	X											X			
Utilities and Public Works	Water and Waste	Temporary Labor for Regulatory Compliance Support in Lab	level 1	Water	40,000			40,000	X											X			
Utilities and Public Works	Water and Waste	Temp Labor for Regulatory Compliance Support in Operations	level 1	Sewer	100,000			100,000	X											X			
Utilities and Public Works	Water and Waste	Water Treatment Plant Chemicals	level 1	Water	55,000			55,000	X											X			
Utilities and Public Works	Water and Waste	Wastewater Treatment Plant Chemicals for Reg 85	level 1	Sewer	230,000			230,000	X											X			
Utilities and Public Works	Water and Waste	Wastewater Treatment Plant Hauling Costs Increase	level 1	Sewer	60,000			60,000	X											X			
Utilities and Public Works	Water and Waste	Wastewater Treatment Plant Utilities Costs Increase	level 1	Sewer	105,000			105,000	X											X			
Utilities and Public Works	Water and Waste	Water Right Assessments	level 1	Water	52,928			52,928	X											X			
Utilities and Public Works	Water and Waste	Waste Services Employee Safety Expenses - Increased Costs	level 1	Sanitation	10,500			10,500	X											X			
Utilities and Public Works	Water and Waste	Waste Services Inflation On Landfill Tipping Fees	level 1	Sanitation	30,000			30,000	X											X			
Utilities and Public Works	Water and Waste	Waste Services Disposal Fees For Ditch Cleaning	level 1	Sanitation	17,000			17,000	X											X			
Utilities and Public Works	Water and Waste	Waste Services Illegal Camp Clean Up Inflation Increases	level 1	Sanitation	11,500			11,500	X											X			
Utilities and Public Works	Water and Waste	Water/Sewer Increase In Ionics Supervisory Control and Data Acquisition (SCADA) Control Fees	level 1	Water	20,000			20,000	X											X			
Utilities and Public Works	Water and Waste	Waste Services Inflationary Increase To Hhw And Leaf Collection	level 1	Sewer	40,000			40,000	X											X			
Utilities and Public Works	Water and Waste	Waste Services Compost Tipping Fee Increase	level 1	Sanitation	100,000			100,000	X	X										X			
Utilities and Public Works	Water and Waste	Waste Services Misc. Supplies Cost Increase	level 1	Sanitation	5,000			5,000	X											X			
Utilities and Public Works	Water and Waste	Waste Services Janitorial Services Cost Increase	level 1	Sanitation	5,000			5,000	X											X			
Shared Services	Strategic	Staff Training	level 1	Various	23,350			23,350	X														X
Shared Services	Strategic	Supplies	level 1	Various	1,350			1,350	X														X
Shared Services	Strategic	Reference Books and Materials	level 1	Various	205			205	X														X
Shared Services	Strategic	Printing, Copying and Binding	level 1	Various	625			625	X														X
Shared Services	Strategic	Repair and Maintenance	level 1	Various	97,956			97,956	X														X
Shared Services	Strategic	Professional & Contracted Services	level 1	Various	82,149			82,149	X														X
Shared Services	Strategic	Increase in Contract Costs for Oil & Gas Monitoring	level 1	General	40,801			40,801		X					X					X			X
Shared Services	Strategic	Increase General Fund Contribution to Sustainability Fund	level 1	General	25,000			25,000		X					X								X
Shared Services	Strategic	Data and Analytics - Training	level 1	Various	4,100			4,100	X														X

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		12,711,958	22,751,026	3,496,829	525,061	39,484,874																		
Department	Division	Request Title	Request type	Fund(s)	Ongoing Funded	Onetime Funded	Ongoing Position Costs	One Time Position Costs	Total Funded	Core Services	Climate Action	Places & Amenities	Transportation	Early Childhood and Education	Housing for All	Equity, Safety, Sustainability	Council Vision	Livable Centers, Corridors and Neighborhoods	Housing, Services, Amenities and Opportunities for All	Job Growth and Economic Vitality through Innovation and Collaboration	Responsible Stewardship of our Resources	A Complete, Balanced and connected Transportation System	A Safe, Healthy and Adaptable Community	Responsible Internal Operations and Governance
Shared Services	Strategic Integration	Data and Analytics - Software	level 1	Various	2,052				2,052	X														X
Shared Services	Strategic Integration	Maintenance for new Customer Information System (CIS) for MDM	level 1	Electric	183,058				183,058	X														X
Utilities and Public Works	Water and Waste	Waste Services Inflationary Cost to Lease Office Equipment	level 1	Sanitation	2,000				2,000	X											X			
Utilities and Public Works	Water and Waste	Consulting Services for Wastewater Treatment Plant Regulatory Compliance	level 1	Sewer	14,000				14,000	X						X					X			
Utilities and Public Works	Water and Waste	Northern Water Emerging Contaminants Program	level 1	Water	2,500				2,500	X						X					X			
Utilities and Public Works	Water and Waste	Consulting Services for Drinking Water Compliance	level 1	Water	14,000				14,000	X						X					X			
Utilities and Public Works	Electric	Purchased Power - 5% rate increase from Platte River Power Authority (PRPA) plus growth	level 1	Electric	3,250,355				3,250,355	X	X										X			
Utilities and Public Works	Electric	Contracted services for electric boring projects/Operations	level 1	Electric	150,000				150,000	X											X			
Utilities and Public Works	Electric	Contracted services increase in transformer testing due to aging equipment/Engineering	level 1	Electric	15,000				15,000	X											X			
Utilities and Public Works	Electric	Contracted services - increase in engineering consulting from Platte River Power Authority (PRPA)	level 1	Electric	5,000				5,000	X											X			
Utilities and Public Works	Electric	Contracted services - weed abatement at substations/Engineering	level 1	Electric	5,000				5,000	X											X			
Utilities and Public Works	Electric	Non-capital equipment related to adding distributed generation technologies/ESS	level 1	Electric	100,000				100,000	X	X										X			
Utilities and Public Works	Electric	Repair and Maintenance - Utility Application Programming Interface (API) Portal/ESS	level 1	Electric	30,000				30,000	X											X			
Utilities and Public Works	Electric	Contracted services - Distributed Energy Resource Management System (DERMS) architecture, program analytics, M&V	level 1	Electric	75,000				75,000	X	X										X			
Utilities and Public Works	Electric	Res Energy Rebates - increase in residential efficiency programs	level 1	Electric	50,000				50,000	X	X										X			
Utilities and Public Works	Electric	Rebates - increase in residential rebates	level 1	Sustainability	25,000				25,000	X	X					X					X			
Utilities and Public Works	Electric	Supplies - truck stock	level 1	Electric	22,000				22,000	X											X			
NextLight	NextLight	Network Ops Repair and Maintenance - support costs for routing and transport vendors	level 1	Broadband	283,718				283,718	X											X			
NextLight	NextLight	Network Ops Professional contracted services - support for HVAC	level 1	Broadband	21,930				21,930	X											X			
NextLight	NextLight	Outside Plant Prof Services - increase due to bore and locates	level 1	Broadband	93,000				93,000	X											X			
NextLight	NextLight	Customer Service community sponsorships, marketing and swag	level 1	Broadband	32,600				32,600	X									X		X			
NextLight	NextLight	Digital Ops Repair and Maintenance - Licenses increase, ticketing system, data warehouse	level 1	Broadband	194,719				194,719	X											X			
NextLight	NextLight	Digital Ops Other services - credit card fee increase	level 1	Broadband	135,400				135,400	X											X			
NextLight	NextLight	Digital Ops bad debt	level 1	Broadband	60,000				60,000	X											X			
Shared Services	Communications	Public Information Officer additional half FTE with benefits	level 2	General			142,192		142,192	X														
Shared Services	Neighborhood Equity Resources	Neighborhood Resource Specialist	level 2	Street Electric Water Sewer			113,524		113,524	X			X					X			X		X	X
Shared Services	Enterprise Technology Services	Technical/Functional Analyst - Customer Relationship Management (CRM) and Special Projects	level 2	Sanitation	394	2,275	151,690		154,359	X														X
Shared Services	Finance	Contract auditing for sales tax	level 2	General	80,000				80,000	X														X
Shared Services	Finance	Increase in current position, Risk Admin	level 2	General			8,575		8,575	X														X
Shared Services	Fleet	Additional Technician to Assist Lead Technician	level 2	Fleet			113,542		113,542	X						X								X
Utilities and Public Works	Electric	New Journey Substation Worker	level 2	Electric	12,792	2,400	162,258		177,450	X											X			
Utilities and Public Works	Electric	Energy Efficiency and Education Specialist	level 2	Sustainability	4,158	123,908			128,066	X	X				X	X			X					
Utilities and Public Works	Public Works	Transportation Engineering Assistant	level 2	Street		3,110	86,554		89,664	X			X		X	X						X		
Utilities and Public Works	Public Works	Micro Transit Bus System	level 2	Street	648,060				648,060	X		X			X	X						X		
Utilities and Public Works	Public Works	Storm Drainage Criteria Manual Update	level 2	Storm	100,000				100,000	X						X								
External Services	Facilities	Custodians	level 2	General	1,476	3,750	178,615		183,841	X											X			
External Services	Community Housing and Investment	Homeownership Specialist (Housing & Community Investment Specialist)	level 2	Affordable Housing		2,900	110,524		113,424	X					X	X			X					
External Services	Community Housing and Investment	Senior Accountant - 100% to Affordable Housing Fund	level 2	Affordable Housing			62,793		62,793	X					X	X								X
External Services	Human Services	Senior Center Friends Transfer to General Fund - Staff Salaries	level 2	General			54,620		54,620	X							X		X					

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		TOTALS		12,711,958	22,751,026	3,496,829	525,061	39,484,874									Envision Longmont Goals/Priority Based Budgeting Results							
Funded Budget Requests									Council Priorities								Envision Longmont Goals/Priority Based Budgeting Results							
Department	Division	Request Title	Request type	Fund(s)	Ongoing Funded	Overtime Funded	Ongoing Position Costs	One Time Position Costs	Total Funded	Core Services	Climate Action	Places & Amenities	Transportation	Early Childhood and Education	Housing for All	Equity, Safety, Sustainability	Council Vision	Livable Centers, Corridors and Neighborhoods	Housing, Services, Amenities and Opportunities for All	Job Growth and Economic Vitality through Innovation and Collaboration	Responsible Stewardship of our Resources	A Complete, Balanced and connected Transportation System	A Safe, Healthy and Adaptable Community	Responsible Internal Operations and Governance
External Services	Human Services	Senior Center - Expanded Hours, temp wages (Evenings and Saturday)	level 2	General	83,600				83,600	X						X	X		X					
External Services	Human Services	Senior Center - Programmer	level 2	General			2,500	90,293	92,793	X									X					
External Services	Human Services	New Youth Program Specialist - REWIND	level 2	General			2,500	98,339	100,839	X					X	X	X							X
External Services	Human Services	New Youth Program Specialist - Family Engagement	level 2	General			2,500	98,339	100,839	X				X		X	X							X
External Services	Natural Resources	Increase to overtime wages	level 2	Open Space	3,500				3,500	X											X			
External Services	Natural Resources	Increase to dues and subscriptions	level 2	Open Space	1,000				1,000	X											X			
External Services	Natural Resources	Additional Non-capital equipment	level 2	General	150				150	X											X			
External Services	Natural Resources	Additional postage for additional staff	level 2	General	350				350	X											X			
External Services	Natural Resources	Additional printing funds for new staff	level 2	General	3,000				3,000	X											X			
External Services	Natural Resources	Additional training for new staff	level 2	General	6,000				6,000	X						X					X			
External Services	Natural Resources	Senior Union Ranger	level 2	General Conservation	2,492	48,938	105,464		156,894	X		X				X					X			
External Services	Natural Resources	Additional Temp Staff	level 2	Trust Sanitation Water	29,469				29,469	X						X					X			
External Services	Natural Resources	Budget for contracting goats for weed control	level 2	Open Space General Water Storm	15,000				15,000	X	X					X					X			
External Services	Natural Resources	Budget for Aquatic Nuisance Species Signs	level 2	Open Space	5,000				5,000	X						X					X			
External Services	Natural Resources	Additional Grounds Maintenance Tech II	level 2	General	250	41,700	76,355		118,305	X		X						X						
External Services	Natural Resources	Additional Parks Supervisor	level 2	General Water Storm		43,700	124,354		168,054	X		X						X						
External Services	Natural Resources	Restoration operating budget for Sr Plant Ecologist	level 2	Open Space	100,000				100,000	X	X					X					X			
External Services	Natural Resources	Natural Resources Technician III - Weeds - Level II	level 2	Open Space	3,955	24,110	91,764		119,829	X	X					X					X			
External Services	Natural Resources	Natural Resources Technician III - Plant Ecologist - Level II	level 2	Open Space	3,955	24,110	91,764		119,829	X	X					X					X			
External Services	Natural Resources	Increase to Dues and Subscriptions Allowance	level 2	Open Space General Water	140				140	X											X			
External Services	Natural Resources	Increase in Professional and Contracted Services Allowance	level 2	Open Space Water	2,500				2,500	X											X			
External Services	Natural Resources	Increase in Food Allowance	level 2	Open Space	490				490	X											X			
External Services	Natural Resources	Create career series for existing Natural Resources Techs - to Natural Resources Tech II	level 2	Various			30,948		30,948	X											X			
External Services	Development Services	Senior Code Enforcement/Zoning and Housing Inspector	level 2	General	2,200	46,450	104,493		153,143	X					X	X			X					X
External Services	Development Services	Increase to Safety Budget- Ballistic Vests	level 2	General	4,500				4,500	X						X								X
External Services	Development Services	Safety Budget Increase- Ballistic Vests	level 2	General	1,500				1,500	X						X								X
External Services	Development Services	Alternative Transportation Planner	level 2	Street		5,798	141,737		147,535	X			X		X	X						X		
External Services	Development Services	Community Enforcement Manager	level 2	General			0		0	X		X			X	X		X	X					
External Services	Development Services	Redevelopment Manager (5-yr fixed term)	level 2	General			172,534		172,534	X		X	X		X			X	X	X				
External Services	Recreation and Culture	Recreation Aquatics 200 Free Community Swim Lessons	level 2	General	15,000				15,000	X						X								
External Services	Recreation and Culture	Staff Training and Conference	level 2	Golf	5,000				5,000	X									X					
Judicial	Court	Temp Wage Increase	level 2	General	23,851				23,851	X											X			
Judicial	Court	Additional Overtime	level 2	General	2,620				2,620	X											X			
Mayor and Council	Mayor and Council	4th of July Firework Signs	level 2	General	4,500				4,500	X						X								X
Mayor and Council	Mayor and Council	I Have A Dream, Boulder County Program Cohort	level 2	General	40,000				40,000	X				X		X								X
NextLight	NextLight	Data Analyst	level 2	Broadband	3,540	4,158	147,176		154,874	X									X	X				
Public Safety	Chief	Neighborhood Resource Officer	level 2	Chief	8,392	95,900	-18,764		85,528	X		X				X		X	X	X				X
Public Safety	Chief	Hazard Studies and Modeling	level 2	Public Safety		200,000			200,000	X	X					X								X
Public Safety	Chief	West Net Fire Toning Application	level 2	Public Safety	8,500				8,500	X														X
Public Safety	Collaborative Services	Staff Training	level 2	General	3,000				3,000	X														X
Public Safety	Collaborative Services	Position Reclassification - Public Safety Tech Support to Sr Public Safety Tech Support	level 2	General			23,710		23,710	X						X								X

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				Fund(s)	Ongoing Funded																		
Shared Services	Enterprise Technology Services	VMware Server refresh production	one time	General	365,000		365,000	X															X
Shared Services	Enterprise Technology Services	Dell Tape Library - Munis Backups	one time	General	28,000		28,000	X															X
Shared Services	Enterprise Technology Services	John Sedgwick Fixed term employee	one time	General			169,769	169,769	X														X
Shared Services	Finance	Munirevs Sales & Use Tax System - Lodger Tax Returns added	one time	General	1,000	5,200		6,200	X														X
Utilities and Public Works	Electric	81123 upgrade	one time	Electric		3,000		3,000	X										X				
Utilities and Public Works	Electric	Increase in Gross Vehicle Weight Requirement (GVWR)	one time	Electric		60,000		60,000	X										X				
Utilities and Public Works	Electric	Crew truck upgrade to diesel	one time	Electric		12,500		12,500	X										X				
Utilities and Public Works	Electric	Renewable Power Purchase Program Projects	one time	Electric		100,000		100,000	X	X									X				
Utilities and Public Works	Electric	8125 - Substation Truck	one time	Electric		4,500		4,500	X										X				
Utilities and Public Works	Electric	Temp Wages - Sr Electrical Inspector	one time	Electric		150,600		150,600	X										X				
Utilities and Public Works	Electric	Consulting Services	one time	Electric		50,000		50,000	X										X				
Utilities and Public Works	Public Works	Vision Zero Action Plan	one time	Street		150,000		150,000	X			X							X			X	
Utilities and Public Works	Public Works	Update to Roadway/Multimodal Plan	one time	Street		150,000		150,000	X			X							X			X	
Utilities and Public Works	Public Works	Spring Gulch Floodplain Analysis (Sugar Mill)	one time	Storm		225,000		225,000	X					X	X				X				
Shared Services	Fleet	Computer Replacements	one time	Fleet		15,200		15,200	X														X
Shared Services	Fleet	Tool Boxes	one time	Fleet		14,100		14,100	X														X
Shared Services	Fleet	Golf Cart	one time	Fleet		25,000		25,000	X														X
Shared Services	Fleet	Vehicle Replacements	one time	Fleet		8,515,739		8,515,739	X														X
Shared Services	Non Departmental	Attainable Housing	one time	General	350,000	400,000		750,000						X	X				X				X
Shared Services	Non Departmental	TRP131 - 1st and Main transit station	one time	General		505,000		505,000				X							X		X		X
Shared Services	Non Departmental	1/2 of projected property tax increase (holding due to Prop HH)	one time	General		3,000,000		3,000,000	X														X
Shared Services	Non Departmental	City Manager Contingency	one time	General		250,000		250,000	X														X
External Services	Human Services	Snow Blower Storage	one time	General		4,500		4,500	X										X				
External Services	Natural Resources	Hot pressure washer for aquatic nuisance species decontamination	one time	Open Space Water		5,000		5,000	X										X				
External Services	Natural Resources	Tractor GPS	one time	Open Space Water		17,000		17,000	X										X				
External Services	Natural Resources	Ag sprayer for tractor	one time	Open Space General		23,000		23,000	X										X				
External Services	Natural Resources	Wildlife Acoustic Monitoring Equipment	one time	Open Space General		9,000		9,000	X										X				
External Services	Natural Resources	3rd Ave Prairie Dog Relocation	one time	Street		15,000		15,000	X			X							X				
External Services	Natural Resources	Microsoft Licensing	one time	General		1,200		1,200	X										X				
External Services	Natural Resources	Spider Lift	one time	General		35,000		35,000	X										X				
External Services	Natural Resources	Replacement of faulty Kubotas	one time	General		14,000		14,000	X										X				
External Services	Natural Resources	Invasive Species Contracted work	one time	General		115,000		115,000	X										X				
External Services	Development Services	Purchase of new vehicle for Chief Building Official use.	one time	General		32,500		32,500	X														X
External Services	Development Services	Redevelopment Consultant (includes Sugar Mill)	one time	General		100,000		100,000	X		X			X					X				
External Services	Development Services	Sugar Mill wetlands, river corridor and updated studies	one time	General		400,000		400,000	X		X			X					X				
External Services	Recreation and Culture	New laptop for auditorium concession sales - Museum	one time	General		2,400		2,400	X														
External Services	Recreation and Culture	Replacement Computers	one time	Golf		14,000		14,000	X														X
External Services	Recreation and Culture	Replacement of Concessions Van with an electric vehicle	one time	General		30,000		30,000	X	X									X				
External Services	Recreation and Culture	Rotary Spreaders	one time	Golf		3,000		3,000	X										X				

New Resources in the 2024 Proposed Budget and Alignment with Council Priorities and Envision Longmont Goals and Priority Based Budgeting Results

		TOTALS						Council Priorities							Envision Longmont Goals/Priority Based Budgeting Results						
		12,711,958	22,751,026	3,496,829	525,061	39,484,874	Core Services	Climate Action	Places & Amenities	Transportation	Early Childhood and Education	Housing for All	Equity, Safety, Sustainability	Council Vision	Livable Centers, Corridors and Neighborhoods	Housing, Services, Amenities and Opportunities for All	Job Growth and Economic Vitality through Innovation and Collaboration	Responsible Stewardship of our Resources	A Complete, Balanced and connected Transportation System	A Safe, Healthy and Adaptable Community	Responsible Internal Operations and Governance
Department	Division	Request Title	Request type	Fund(s)	Ongoing Funded	Ongoing Position	One Time Position	Total Funded													
External Services	Recreation and Culture	Laptop for program instructor - Art n Sip	one time	Museum Services			2,400	2,400	X												
External Services	Recreation and Culture	Laptop for program instructor - Summer camp & Discovery Days	one time	Museum Services			2,400	2,400	X			X									
External Services	Recreation and Culture	Recreation Portion of new event trailer	one time	General			27,000	27,000	X												
External Services	Recreation and Culture	Ice Rink replacement/repair	one time	General			240,000	240,000	X						X			X			
External Services	Transportation	Airport Expo Funding	one time	Airport			37,000	37,000	X								X		X		
NextLight	NextLight	Upgrade 2 Ford Rangers to Alt Fuel Vehicles	one time	Broadband General			50,000	50,000	X									X			
Public Safety	Chief	Public Safety Radio Replacements	one time	Public Safety			435,345	435,345	X				X								X
Public Safety	Chief	Safety and Justice Center Rehabilitation Project	one time	Public Safety			200,000	200,000	X				X								X
Public Safety	Collaborative Services	Central Square Records Management System (RMS) Interfaces	one time	Public Safety			90,000	90,000	X												X
Public Safety	Collaborative Services	Document Scanners for Records	one time	General			7,000	7,000	X												X
Public Safety	Services	Cradlepoint Replacements	one time	Public Safety			35,620	35,620	X									X			X
Public Safety	Collaborative Services	Computers Replacements: Community Service Officer (CSO)/Animal Control (AC), Crisis Outreach Response and Engagement (CORE), School Resource Officers (SRO) and DNR	one time	General			23,051	23,051	X												X
Public Safety	Collaborative Services	Computers Replacements: Community Service Officer (CSO)/Animal Control (AC), Crisis Outreach Response and Engagement (CORE), School Resource Officers (SRO) and DNR	one time	Public Safety General			19,610	19,610	X												X
Public Safety	Collaborative Services	Portable In-Car Printers	one time	Public Safety General	10,000		25,500	35,500	X												X
Public Safety	Collaborative Services	Fujitsu Replacements - Fire Services	one time	Public Safety General			65,253	65,253	X												X
Public Safety	Fire Services	Equipment Replacement, Reserve Engines	one time	General			46,000	46,000	X				X								X
Public Safety	Fire Services	Narcotics Safe	one time	General			8,200	8,200	X												X
Public Safety	Fire Services	Water Rescue Boat	one time	General			7,900	7,900	X				X								X
Public Safety	Police Services	Firing Range Golf Cart	one time	Public Safety General			20,000	20,000	X												X
Public Safety	Police Services	Take-home car program	one time	Public Safety General	9,360		1,292,154	1,301,514	X	X											X
Public Safety	Police Services	Ballistic vest replacements	one time	Public Safety General			140,820	140,820	X				X								X
Public Safety	Police Services	Bearcat Purchase	one time	Public Safety General			75,000	75,000	X				X								X
Public Safety	Police Services	Replacement Sniper Rifles	one time	Public Safety General			29,000	29,000	X				X								X
Public Safety	Police Services	Laptops/computer upgrades	one time	General			7,569	7,569	X												X
Shared Services	Integration Strategic	Non-Capitol Equipment and Furniture	one time	Various			23,030	23,030	X												X
Shared Services	Integration Strategic	Subsurface Investigations	one time	General			60,000	60,000	X				X								X
Shared Services	Integration Strategic	Geographic Information Systems (GIS) Intern	one time	Various			22,800	22,800	X												X
Shared Services	Integration Strategic	Geographic Information Systems (GIS) Intern	one time	Various			22,800	22,800	X												X
Shared Services	Integration Strategic	Customer Satisfaction Survey	one time	General			30,000	30,000	X												X
Shared Services	Integration Strategic	Service Center-improvement to Wi-Fi project room	one time	Various			2,000	2,000	X												X
Shared Services	Integration Strategic	Transportation Data Foundations	one time	Street			60,000	60,000	X						X						X
Shared Services	Integration Strategic	Zero Waste/Universal Recycling Ordinance Implementation Support	one time	Sanitation			25,000	25,000	X	X			X				X				X
Shared Services	Integration Strategic	Computer Replacements	one time	Various			215,300	215,300	X												X
Shared Services	Integration Strategic	Centralized Data Repository Implementation	one time	Various			120,000	120,000	X												X
Shared Services	Integration Strategic	Infor API integrations	one time	Various			67,640	67,640	X									X			X
Shared Services	Integration Strategic	Project Management Office (PMO) - PMO Manager	one time	Various			8,370	172,791	181,161	X		X	X								X
Shared Services	Integration Strategic	Project Management Office - Administrative Analyst	one time	Various			9,020	86,449	95,469	X		X	X								X
Utilities and Public Works	Water and Waste	Lead Service Line Inventory	one time	Water			400,000	400,000	X									X			X
Utilities and Public Works	Water and Waste	Water Resources Consulting Services	one time	Water			60,000	60,000	X									X			
Utilities and Public Works	Water and Waste	Regulatory Potable Water Backflow Device Replacement - City Facilities	one time	Water			250,000	250,000	X				X					X			X
Utilities and Public Works	Water and Waste	Water Treatment Plant Residual Pond Cleaning	one time	Water			450,000	450,000	X				X					X			

New Resources in the 2024 Proposed Budget and Alignment with Council Priorities and Envision Longmont Goals and Priority Based Budgeting Results

		TOTALS														Envision Longmont Goals/Priority Based Budgeting Results								
		12,711,958	22,751,026	3,496,829	525,061	39,484,874																		
Department	Division	Funded Budget Requests						Council Priorities							Envision Longmont Goals/Priority Based Budgeting Results									
		Request type	Fund(s)	Ongoing Funded	Onetime Funded	Ongoing Position Costs	One Time Position Costs	Total Funded	Core Services	Climate Action	Places & Amenities	Transportation	Early Childhood and Education	Housing for All	Equity, Safety, Sustainability	Council Vision	Livable Centers, Corridors and Neighborhoods	Housing Services, Amenities and Opportunities for All	Job Growth and Economic Vitality through Innovation and Collaboration	Responsible Stewardship of our Resources	A Complete, Balanced and connected Transportation System	A Safe, Healthy and Adaptable Community	Responsible Internal Operations and Governance	
Utilities and Public Works	Water and Waste	Desktop Computer and Monitor for Microbiological Laboratory	one time	Water Sewer Storm		2,000		2,000	X															
Utilities and Public Works	Water and Waste	Windy Gap Firming Project Federal Settlement Cost	one time	Water Acquisition		1,833,000		1,833,000	X															
Utilities and Public Works	Water and Waste	Upgrade to titration system	one time	Sewer		44,000		44,000	X															
Utilities and Public Works	Water and Waste	Tecta B16 Automated Microbiological Platform	one time	Water		40,000		40,000	X							X								

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

2024 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 2024 budget, that amount is \$19,063,903.

The General Fund budget includes an increase of 13.50 FTE. The total FTEs in the General Fund are 607.565.

GENERAL FUND - FTE Additions/Reductions

Department/Division	Position	FTE
FTE Additions		
<i>External Services - Development Services</i>	Redevelopment Manager	1.00
<i>External Services - Development Services</i>	Sr Code Enforcement Zoning and Housing Inspector	1.00
<i>External Services - Facilities</i>	Custodian	3.00
<i>External Services - Human Services</i>	Youth Program Specialist - REWiND	1.00
<i>External Services - Human Services</i>	Youth Program Specialist - Family Engagement	1.00
<i>External Services - Human Services</i>	Seniors Recreation Program Coordinator	1.00
<i>External Services - Natural Resources</i>	Grounds Maintenance Tech II	1.00
<i>External Services - Natural Resources</i>	Parks Supervisor	1.00
<i>External Services - Natural Resources</i>	Sr Parks and Open Space Ranger (Union)	1.00
<i>Shard Services - Communications</i>	Public Information Officer	1.00
<i>Shared Services - Enterprise Technology Services</i>	Device Specialist	1.00
<i>Shared Services - Strategic Integration</i>	Project Management Office Manager	0.25
<i>Shared Services - Strategic Integration</i>	Project Management Office Administrative Analyst	0.25
FTE Reductions		0.00
Net FTE Change to the General Fund		13.50

GENERAL FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
SOURCES OF FUNDS			
REVENUES			
Taxes	81,295,172	82,108,861	91,768,196
Licenses and Permits	2,802,442	2,152,470	2,374,883
Intergovernmental	3,198,627	1,583,260	1,625,909
Charges for Service	14,968,252	16,247,222	17,892,240
Fines and Forfeits	725,208	671,041	631,487
Interest and Miscellaneous	1,191,685	1,155,150	1,875,037
Interfund Transfers	843,725	736,555	891,326
TOTAL REVENUES	\$105,025,110	\$104,654,559	\$ 117,059,078

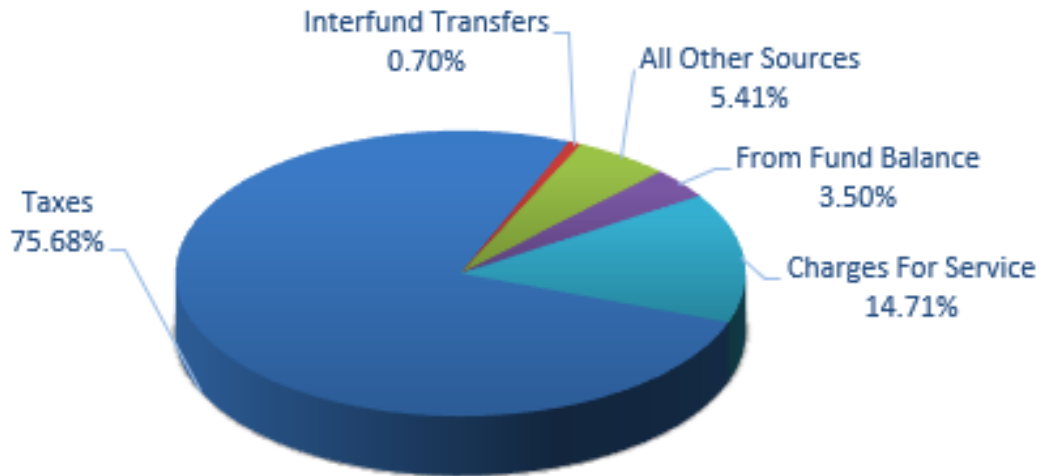
EXPENDITURES BY BUDGET SERVICE

Finance Administration	399,170	513,403	474,210
Accounting	1,482,319	1,669,037	1,775,966
Sales Tax	616,132	581,328	689,001
Treasury	280,948	372,827	400,924
Information Desk	65,624	77,905	82,330
Utility Billing	1,641,118	2,041,051	2,640,777
Mail Delivery	73,343	104,098	89,278
Enterprise Technology Services Operations	3,124,335	3,840,388	4,330,830
Enterprise Technology Services Applications	1,407,359	1,502,003	1,554,105
Risk Management	386,686	673,157	458,419
Safety	167,617	169,100	189,227
Wellness	85,906	95,783	100,965
Purchasing and Contracts	791,151	1,050,343	1,153,707
Budget	597,663	615,871	723,348
Human Resources	1,374,367	1,770,317	1,953,398
Community, Neighborhood, and Equity Resources	633,346	827,310	861,847
Communications	459,729	877,316	1,151,909
Strategic Integration Executive Director	-	95,240	235,097
Strategic Integration Air Quality/Oil and Gas	458,870	946,850	948,300
Strategic Integration Rates and Finance	164,888	239,172	30,099
Strategic Integration Technology	172,712	201,500	173,985
Strategic Integration Customer Service and Administration	-	-	32,692
Strategic Integration Data, Analytics and Performance	-	-	126,331
Strategic Integration Geospatial Data	-	-	151,174
Museum	948,861	1,084,885	1,145,754
Museum Auditorium	259,579	310,330	311,926
Recreation, Golf, Library and Cultural Administration	-	-	287,070
Recreation Administration	550,707	552,107	492,383
Recreation Center	1,653,061	1,937,347	1,938,806

	2022 Actual	2023 Budget	2024 Budget
Athletics and Team Sports	448,579	524,832	591,103
Recreation for Special Needs	16,250	87,310	45,484
General Programs and Facilities	874,296	879,406	940,715
Outdoor Recreation	33,568	30,988	31,064
Aquatics	1,060,793	1,240,297	1,306,514
Concessions	33,722	75,650	69,890
Community Events	168,187	139,477	166,477
Seasonal Ice Rink	163,813	167,369	170,624
Youth Recreation Programs	39,136	48,209	38,368
Sports Field Maintenance	329,466	348,385	361,564
Recreation Union	-	-	38,355
Library Administration	562,385	593,483	656,234
Adult Services	1,043,391	1,106,058	1,171,236
Children's and Teen Services	607,154	699,444	756,702
Technical Services	830,366	1,116,569	1,107,270
Circulation	857,329	975,832	1,000,793
Chief Administration	728,436	875,688	1,111,090
Neighborhood Resource Team	277,503	272,022	435,693
Emergency Communication Center	1,914,894	2,403,669	2,770,679
Emergency Management	276,739	229,203	111,818
Collaborative Services Administration	886,835	922,071	1,042,613
Outreach	117,448	127,071	29,947
Volunteer Programs	28,850	31,337	8,996
CORE Program	200,872	217,075	308,758
Recruitment and Hiring	1,799,516	1,361,433	544,780
Public Safety Information and Technology Services	750,534	897,694	1,015,578
Records Unit	561,743	734,441	771,633
Case Management	-	-	132,521
Police Services Administration	-	-	469,295
Detective Operations	3,247,523	3,519,905	3,785,800
SWAT Team	521,774	439,396	437,316
Police Training	-	-	502,137
Special Operations	374,203	533,765	-
Special Enforcement Unit	482,613	351,527	-
Special Investigations Unit	-	-	161,037
School Resource Officers	762,662	775,800	901,489
Patrol	12,663,038	13,763,993	14,519,407
Animal Control	588,953	618,329	1,221,510
Traffic Unit	1,259,495	1,366,971	1,422,403
Fire Services Administration	555,691	606,501	1,197,720
Fire Training	-	-	392,929
Fire Codes and Planning	481,302	573,869	589,287
Fire Suppression	12,915,390	13,040,452	13,255,241
Human Services Admin	1,826,064	2,257,427	514,021
Human Service Agencies	2,278,342	2,468,850	2,753,046
Housing and Community Investment	80,054	114,090	118,925
Senior Services	1,025,003	1,188,437	1,430,247

	2022 Actual	2023 Budget	2024 Budget
Youth Services	1,176,007	1,627,949	1,309,988
Redevelopment	232,429	283,622	879,620
Economic Development Programs	588,815	838,838	999,671
Development and Planning Services	1,857,535	2,039,522	2,084,326
Building Permits and Inspections	1,515,908	1,784,027	1,834,238
Transportation Planning	199,429	368,758	441,365
Code Enforcement	652,955	880,589	985,674
Parking Enforcement	152,988	234,428	159,101
Facility Maintenance	2,211,847	2,429,188	2,535,722
Facility Operations	1,666,748	2,110,524	2,241,028
Facility Project Management	136,665	320,484	329,372
Parks Administration	722,662	622,229	673,198
Parks Maintenance	2,251,781	2,394,265	2,897,981
Parks Development and Improvement	213,001	247,826	279,798
Forestry Maintenance	983,093	1,078,225	1,185,542
Municipal Grounds Maintenance	338,364	350,264	381,253
Right of Way Maintenance	546,290	670,025	599,095
Union Reservoir	427,087	525,790	618,016
Parks Resource Management	145,214	204,023	233,723
Mayor and City Council	475,992	475,913	521,459
City Manager	1,481,956	1,360,015	1,431,905
Non-Departmental	5,375,498	5,235,809	9,741,903
Recovery Office	128,120	224,685	210,570
City Clerk	522,730	635,918	681,622
Elections and Voter Registration	67,909	126,677	128,006
City Attorney	1,487,675	1,897,113	1,987,431
Judicial Department	645,491	690,187	729,697
Probation	336,401	364,968	374,947
TOTAL EXPENDITURES	\$ 98,009,992	\$109,894,854	\$ 121,388,418
CONTRIBUTION TO/(FROM)	\$ 7,015,118	\$ (5,240,295)	\$ (4,329,340)
FUND BALANCE			

GENERAL FUND - Sources of Funds



The General Fund will receive 75.68% (\$91.8 million) of its total sources of funds from taxes in 2024. Sales and use tax collections will total \$50.4 million, or 57.1% of all taxes collected.

- ◆ Interfund transfers will account for 0.7% 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 \$8,439,170 of one-time revenues and a contribution from the General Fund's fund balance of \$4.3 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 1.4% through the first six months of 2023. Projections for year-end 2023 are a combined increase for sales and use tax of 2.23%. Projections for 2024 are a 3.49% increase in sales and use tax revenue over the projected collections for 2023.

Property Taxes: Estimates are based on early estimates from both Weld and Boulder County Assessors Offices.

Building Permits: The 2024 estimate is based on projections from the Building Inspection and Planning staffs and year-to-date collections. Permit estimates include 50 single-family dwelling units, 150 townhouse/condo units, and 550 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 2024	\$	112,949,248
2024 estimated revenues and use of fund balance other than property taxes	\$	85,775,090
Total revenue needed from property taxes	\$	27,174,158

Mill levy to raise revenue needed from property taxes **13.420**

Estimated assessed valuation for the tax year 2023, collected in 2024:		
Boulder County	\$	1,910,785,130
Weld County	\$	114,114,870

Average collection rate of property taxes:		
2024 est		98.5%
2023 est		98.5%
2022		102.9%
2021		102.6%
2020		101.0%
2019		99.2%
2018		98.9%
2017		98.6%
2016		98.6%
2015		98.5%

The value of real and personal property in Longmont is provided by the Boulder County and Weld County assessors. The 2024 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 2023 and the projected General Fund cash surplus for 2023.

	2023 Adopted Budget	2023 Projected Actual
Beginning Available Fund Balance	\$ 29,718,646	\$ 29,718,646
Revenues		
Sales Tax	40,691,258	41,984,838
Use Tax	7,646,844	6,614,522
Property Tax	23,667,281	23,674,158
All Other	32,649,176	33,371,021
TOTAL REVENUES	\$ 104,654,559	\$ 105,644,539
TOTAL EXPENSES	\$ 109,894,854	\$ 108,850,853
Ending Available Fund Balance	\$ 24,478,351	\$ 26,512,332

Projected 2024 Ending Available Fund Balance

2024 General Operating Expenditures	\$ 112,949,248	
TABOR Reserve		\$ 5,654,646
Emergency Reserve		13,409,257
Fund Balance used in 2024 budget		4,280,402
2024 Available for Emergency Reserve		2,500,000
<i>Projected ending available fund balance</i>		\$ 668,027

	2022 Actual	2023 Budget	2024 Budget
TAXES			
Property Taxes-Current	24,005,251	23,667,281	27,174,158
Property Taxes-Delinquent	1,096		
Sales Taxes	39,722,408	40,691,258	43,396,691
Use Taxes	7,774,629	7,646,844	6,989,292
Cigarette Taxes	138,137	160,000	130,000
Natural Gas Franchise	1,231,377	900,000	1,300,000
Cable Television Franchise	617,410	610,000	600,000
Telephone Franchise	119,505	119,210	126,593
Electric Franchise	6,504,765	7,106,109	7,114,850
Broadband Franchise	6,622	6,131	6,307
Water Franchise	542,014	573,644	613,181
Wastewater Franchise	631,956	628,384	817,124
<i>Taxes Subtotal</i>	<i>81,295,172</i>	<i>82,108,861</i>	<i>88,268,196</i>
LICENSES AND PERMITS			
Liquor Licenses	9,856	10,000	10,000
Marijuana Licenses	72,600	60,000	60,000
Sales Tax Business Permits	21,075	22,000	20,000
Business Licenses	4,832	5,000	5,000
Building Permits	2,560,618	1,505,489	1,793,829
Building Permits (IDR used for ongoing)	-	420,706	352,729
Wood Burning Exemption Permits	10		
Contractor Licenses	124,314	120,475	124,925
Parade Licenses	350	400	400
Use of Public Places Permit	6,713	6,700	6,500
Alcohol in Public Places Permits	2,075	1,700	1,500
<i>Licenses and Permits Subtotal</i>	<i>2,802,442</i>	<i>2,152,470</i>	<i>2,374,883</i>
INTERGOVERNMENTAL			
Federal Grants	101,266	224,685	210,570
Nongrant Federal Revenue	298,112		
Federal Mineral Lease Distribution	36,206		
State Grants	33,525		
Nongrant State Revenue	2,163		
State Severance Tax	266,712	6,000	30,000
State Marijuana Tax	284,279	300,000	250,000
Local Government Grants	28,883		
Nongrant Local Revenue	343,240	144,163	169,769
Boulder County	-	154,872	
St. Vrain Valley School District	148,914		159,148
Longmont Housing Authority	579,663	688,540	714,422
Town of Frederick	-		
City of Lafayette	-		
Boulder County Fire IGA	-		
Hazmat Authority	32,896	20,000	32,000
Boulder County Shared Fines	61,899	45,000	60,000
Weld County Shared Fines	387	-	-
Mtn View Fire Protection	-	-	-
<i>Intergovernmental Subtotal</i>	<i>2,218,146</i>	<i>1,583,260</i>	<i>1,625,909</i>

	2022 Actual	2023 Budget	2024 Budget
CHARGES FOR SERVICE			
Land Development	92,589	60,000	80,000
Parks Maintenance Fee	-	-	-
Metro District Review Fee	-	-	-
Liquor Application Fee	35,900	30,000	35,000
Marijuana Application Fee	-	-	-
Marijuana Modification Fee	-	7,000	10,000
Maps and Publications	277	150	275
Sales Tax Commission	78,572	45,000	75,000
Purchasing Card Rebates	122,844	125,000	155,000
Rebates	-	-	-
Criminal Justice Records	38,726	29,000	38,000
Cell Tower	-	-	-
Extra Duty Police Officer Reimbursement	150,762	-	-
Sex Offender Registration Fees	9,375	11,500	8,000
Vehicle Impound Fees	3,260	4,000	3,000
Fingerprinting	-	-	-
Peer Support	5,198	-	-
Fireworks Stand Fees	7,000	7,000	7,000
Fire Inspection Fees	86,087	80,000	82,000
Emergency Dispatching	31,381	-	-
Unbilled Utility Revenue	14,980	-	-
Work in R-O-W Permits	4,933	3,000	3,000
Plan Check Fees	943,716	276,621	475,861
Plan Check Fees (IDR used for ongoing)	-	48,197	46,333
Variance and Appeals Board	-	-	-
Elevator Inspection Fees	58,295	46,000	55,200
Right of Way Maintenance	253,191	274,168	282,423
GID Maintenance	-	-	-
Shutoff Reconnect Fees	161,133	150,000	150,000
Disconnect Tag Fees	156,045	412,000	370,000
Recreation Center - Admission/Passes	1,032,568	1,377,362	1,377,362
Recreation Center - Athletic Fees	-	-	-
Recreation Center - Aquatic Fees	99,331	100,000	115,000
Recreation Center - Activity Fees	129,278	94,250	139,250
Recreation Center - Rentals	42,353	38,575	44,575
Recreation Center - Concessions	7,159	12,375	12,375
Recreation Center - Resale Merchandise	12,484	15,125	15,125
Silver Sneakers Program	165,823	127,500	177,500
Pool Fees/Passes/Lessons	405,219	512,457	514,457
Recreation Non-Resident Fees	35,714	31,185	37,185
Recreation Community Events	115,448	108,764	115,764
Union Reservoir Fees	758,516	463,290	607,433
Ice Rink Program Fees	170,532	152,910	154,910
Mobile Stage Setup	2,955	3,394	3,394
Athletic Program Fees	349,402	282,691	352,691
Recreation Activity Fees	458,902	526,803	526,803
Senior Services Subscriptions	167	250	250
Outdoor Recreation Activity Fees	46,516	62,765	62,765
Special Recreation Activity Fees	12,736	23,086	24,086
Concessions-Sandstone Ranch #2	270	-	-
Concessions-Sandstone Ranch #1	75	-	-
Concessions-Centennial Pool	485	825	825

	2022 Actual	2023 Budget	2024 Budget
CHARGES FOR SERVICE (Continued)			
Concession-Clark Park	1,430	-	-
Concessions-Roosevelt Park	-	389	389
Concessions-Sunset Pool	6,288	43,932	43,932
Concessions-Memorial Building	955	1,403	1,403
Concessions-Garden Acres	430	-	-
Concessions-Union Reservoir	-	-	-
Concessions-Ice Rink	34	2,772	2,772
Ice Rink Rentals	43,859	34,835	36,835
Memorial Building Rentals	39,005	43,777	43,777
Willow Barn Rental	43,856	21,250	38,250
Senior Center Rentals	2,205	6,000	2,200
Swimming Pool Rentals	61,131	56,225	64,225
Other Facility Rentals	160,533	146,250	167,250
Batting Cage Licensing Fee	1,500	3,000	3,000
Park Shelter Rentals	48,562	42,383	49,383
Museum Special Events Fee	59,051	70,000	70,000
Museum Auditorium ticket sales	79,353	110,000	110,000
Museum Auditorium rental fees	59,675	65,000	65,000
Museum Auditorium beverage sales	21,624	19,000	28,000
NSF Check	4,380	2,000	4,000
Garnishments Fee	697	800	700
Credit Card Convenience Fee	-	120,000	100,000
Admin Mgmt Fee Sanitation Fund	582,222	690,896	949,663
Admin Mgmt Fee Golf Fund	192,265	245,576	191,150
Admin Mgmt Fee Electric Fund	1,878,928	2,306,106	2,536,491
Admin Mgmt Fee Broadband Fund	485,082	564,727	616,936
Admin Mgmt Fee Water Fund	1,638,985	1,900,484	2,286,987
Admin Mgmt Fee Sewer Fund	1,015,728	1,273,721	1,193,882
Admin Mgmt Fee Storm Drainage Fund	624,734	771,734	886,521
Admin Mgmt Fee Airport Fund	77,744	82,794	99,917
Admin Mgmt Fee Street Fund	877,580	1,087,097	1,142,780
Admin Mgmt Fee Museum Services Fund	224,134	241,481	291,445
Admin Mgmt Fee Open Space Fund	311,617	297,594	254,941
Admin Mgmt Fee General Imprvmnt District	21,556	15,100	27,656
Admin Mgmt Fee Fleet Fund	302,915	369,078	423,107
Admin Mgmt Fee Oil and Gas	-	7,075	1,806
<i>Charges for Service Subtotal</i>	<i>14,968,252</i>	<i>16,184,722</i>	<i>17,892,240</i>

	2022 Actual	2023 Budget	2024 Budget
FINES AND FORFEITS			
Parking Fines	109,796	102,000	106,000
Court Fines	291,245	300,000	290,000
Court Refunds	50		
Bond Forfeitures	5,780	9,000	6,200
Court Education Fees	9,817	11,000	10,000
Home Detention Services	-		
Probation Monitoring Fees	15,963	17,000	15,500
Substance Abuse Group	230	500	250
Surcharge on Violations	29,405	35,000	30,000
Court Costs	46,290	55,000	46,000
Outside Judgments/Warrants-City	1,655	4,000	1,600
Library Fines/Penalties	51,241	-	
Code Enforcement Admin Penalty	600	1,200	600
Miscellaneous Penalties	340	500	350
False Alarm Fines	9,600	10,000	4,000
Tree Mitigation Fine	114,820	78,841	81,987
Civil Penalty Abatement	24,295	23,000	24,000
Nuisance Abatements	-	-	-
Weed Cutting	14,081	24,000	15,000
<i>Fines and Forfeits Subtotal</i>	<i>725,208</i>	<i>671,041</i>	<i>631,487</i>
INTEREST AND MISCELLANEOUS			
Miscellaneous Revenue	26,826	25,000	16,537
Miscellaneous Revenue-Police	30,262	15,000	15,000
Miscellaneous Revenue-Library	4,086	2,000	4,000
Miscellaneous Revenue-Court	595	100	300
Miscellaneous Revenue-City Clerk	1,592	700	500
Miscellaneous Revenue-Fire	1,000	-	-
Sale of Equipment	51,126	25,000	25,000
Sale of Equipment - Cell phones	32,189	10,000	-
Academy Leased Resource	182	-	-
Prior Years Revenue/Expenses	3,186	-	-
Interest Income	335,417	100,000	750,000
Unrealized Gain/Loss	(1,214,239)	-	-
Lease of Real Property	-	-	-
Oil and Gas Lease Royalties	1,891,106	886,850	888,300
Fire Community Room Rental Fee	436	500	400
Private Grant/Donations	20,040	-	-
Arbor Day Tree Sales	7,880	-	-
Developer Participation	-	-	-
Lease Purchase Proceeds	-	-	-
<i>Miscellaneous Revenue Subtotal</i>	<i>1,191,685</i>	<i>1,065,150</i>	<i>1,700,037</i>

	2022 Actual	2023 Budget	2024 Budget
INTERFUND TRANSFERS			
Transfer from Electric-Tree Planting	23,000	23,000	23,000
Transfer from Electric-Rec Sponsorships	5,000	-	-
Transfer from Library Services Fund	20,500	20,500	20,500
Transfer from Senior Services Fund	-	-	-
Transfer from Special Retail Marijuana Tax	-	290,000	275,000
Transfer from Self Insurance Fund	-	-	-
Transfer from Workers Comp Fund	129,421	129,421	137,996
<i>Interfund Transfers Subtotal</i>	<i>177,921</i>	<i>462,921</i>	<i>456,496</i>
TOTAL ONGOING REVENUES	103,378,825	104,228,425	112,949,248
ONE TIME REVENUES			
One time Property Tax	-	-	3,500,000
One time Use Tax	-	-	-
Incremental Development Revenue	-	-	-
Boulder County	-	-	-
ARPA	-	-	-
Union Reservoir Fees	-	62,500	-
Oil and Gas Royalties	-	60,000	60,000
Tree Mitigation Fees	-	30,000	115,000
Metro Football Stadium Distribution	980,481	-	-
One Time Transfers from Special Retail Marijuana Tax	437,500	-	-
One Time Transfers from Other Funds	228,304	273,634	434,830
Fund Balance Reserved for Bohn Farm	-	-	-
Fund Balance Reserved for Union Reservoir	-	-	48,938
Contribution from/(to) Fund Balance	(7,015,118)	5,240,295	4,280,402
TOTAL ONE TIME REVENUES	(5,368,833)	5,666,429	8,439,170
TOTAL FUNDS NEEDED TO MEET EXPENSES	98,009,992	109,894,854	121,388,418

Mayor and City Council Overview

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.

Goals:

Responsible internal operations and governance

- Council Meeting Administration - Overall Quality of Life - 85% of respondents give a 4 or 5 ("excellent" or "good") rating in customer satisfaction survey
- Citywide Projects Support – City Council - Place to Live - 85% of respondents give a 4 or 5 ("excellent or good" rating in customer satisfaction survey
- Council Administrative Support - Watch a City Council meeting online - 5% of respondents give a 4 or 5 ("very or somewhat frequently") rating in customer satisfaction survey

A Safe Healthy and Adaptable Community

- Regional Air Quality Council – Support the Regional Air Quality Council in their work: <https://raqc.org/about/>
- Public Information Event Sponsorship and Support – City Council – Give public opportunity to meet with Council at 3 Citywide Community Events (Cinco de Mayo, Rhythm on the River and Unity in the Community)

Housing, services, amenities and opportunities for all

- Firehouse Arts Studio - Support the Firehouse Arts Studio in their mission: <https://firehouseart.org/mission-and-history/> Specific goals in their contract.

Job Growth and Economic Vitality Through Innovation and Collaboration

- Sister Cities - Support Sister Cities in their mission: <https://www.longmontsistercities.com/about-lsca.html> Specific goals in their contract.

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

Mayor and City Council

	2022 Actual	2023 Budget	2024 Budget
Personal Services	109,865	172,297	157,299
Operating and Maintenance	366,127	238,616	292,660
Non-Operating	-	65,000	71,500
Capital	-	-	-
TOTAL	\$ 475,992	\$ 475,913	\$ 521,459

SERVICE: Mayor and City Council

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Mayor	1.000	1.000	1.000
Council Member	6.000	6.000	6.000
Total	7.000	7.000	7.000

**Mayor and City Council
Line Item Budget**

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	78,845	90,000	90,000
128	FICA	4,892	5,580	5,580
129	Medicare Contribution	1,144	1,305	1,305
135	Compensation Insurance	34	32	34
137	Staff Training and Conference	19,805	66,880	51,880
142	Food Allowance	5,145	8,500	8,500
	<i>Subtotal</i>	<i>109,865</i>	<i>172,297</i>	<i>157,299</i>
Operating and Maintenance				
210	Supplies	4,185	5,923	5,923
216	Reference Books and Materials	75	300	300
217	Dues and Subscriptions	128,300	97,808	111,427
218	NonCapital Equip and Furniture	3,461	-	-
240	Repair and Maintenance	1,506	4,410	4,410
245	Mileage Allowance	-	600	600
246	Liability Insurance	3,707	4,283	208
250	Prof and Contracted Services	208,031	117,020	161,520
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	1,826	4,600	4,600
263	Postage	4,218	500	500
264	Printing Copying and Binding	5,620	3,172	3,172
269	Other Services and Charges	5,199	-	-
	<i>Subtotal</i>	<i>366,127</i>	<i>238,616</i>	<i>292,660</i>
Non-Operating Expense				
970	Transfers To Other Funds	-	5,000	11,500
971	Contingency	-	60,000	60,000
	<i>Subtotal</i>	<i>-</i>	<i>65,000</i>	<i>71,500</i>
Capital Outlay				
440	Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 475,992	\$ 475,913	\$ 521,459

City Manager Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	1,280,429	1,313,232	1,395,636
Operating and Maintenance	201,528	46,783	36,269
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 1,481,956	\$ 1,360,015	\$ 1,431,905

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 with the Communications Division. 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;
- 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:	2022 Budget	2023 Budget	2024 Budget
City Manager	1.000	1.000	1.000
Assistant City Manager	2.000	2.000	2.000
Communications Manager	1.000	0.000	0.000
Public Information Officer	0.500	0.000	0.000
Public Information Specialist	0.500	0.000	0.000
Business Analyst	1.000	1.000	1.000
Special Projects Manager	0.000	0.000	0.000
Website Coordinator	1.000	0.000	0.000
Training Coordinator	0.750	0.750	0.750
Citywide Branding & Digital Communications Specialist	0.330	0.000	0.000
Communications & Marketing Manager	0.250	0.000	0.000
Executive Assistant	1.000	1.000	1.000
Total	9.330	5.750	5.750

City Manager
Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	887,403	916,031	995,458
112	Temporary Wages	35,466	78,515	55,001
115	One Time Payment	24,000	-	-
121	Overtime Wages	1,606	4,398	4,398
126	RHS Plan	10,432	2,300	2,300
128	FICA	1,673	3,628	3,410
129	Medicare Contribution	11,865	14,112	15,214
131	MOPC	43,260	45,737	49,708
132	Employee Insurance	145,625	136,850	137,427
133	GERP Retirement	79,168	82,326	93,452
135	Compensation Insurance	449	846	701
136	Unemployment Insurance	306	301	379
137	Staff Training and Conference	37,285	25,488	35,488
142	Food Allowance	1,891	2,700	2,700
	<i>Subtotal</i>	<i>1,280,429</i>	<i>1,313,232</i>	<i>1,395,636</i>
Operating and Maintenance				
210	Supplies	5,448	1,500	1,500
216	Reference Books and Materials	390	150	150
217	Dues and Subscriptions	7,076	6,574	6,574
218	NonCapital Equip and Furniture	7,723	3,600	3,600
245	Mileage Allowance	5,047	5,430	5,430
246	Liability Insurance	1,336	4,771	4,257
250	Prof and Contracted Services	112,153	14,768	4,768
252	Ads and Legal Notices	14,337	-	-
261	Telephone Charges	3,170	880	880
263	Postage	1,375	1,110	1,110
264	Printing Copying and Binding	42,919	-	-
269	Other Services and Charges	553	8,000	8,000
	<i>Subtotal</i>	<i>201,528</i>	<i>46,783</i>	<i>36,269</i>
	SERVICE TOTAL	\$ 1,481,956	\$ 1,360,015	\$ 1,431,905

Non-Departmental

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		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	102,744	987,859	801,628
112	Temporary Wages	2,527	28,160	28,160
123	Leave Expense	-	190,000	190,000
126	RHS Plan	1,752	-	-
128	FICA	156	-	-
129	Medicare Contribution	1,422	-	-
142	Food Allowance	4,447	-	-
	<i>Subtotal</i>	<i>113,048</i>	<i>1,206,019</i>	<i>1,019,788</i>
Operating and Maintenance				
210	Supplies	14,070	-	-
218	NonCapital Equip and Furniture	-	130,242	-
240	Repair and Maintenance	-	11,844	240,000
250	Prof and Contracted Services	263,500	607,077	312,077
256	Refunds	188,228	10,000	70,000
264	Printing Copying and Binding	309	-	-
269	Other Services and Charges	-	20,150	3,395,150
274	Fleet Lease Replacemnt	-	292,596	-
275	Building Permits to DDA	122,799	-	-
290	Rebates	88,802	240,000	250,000
	<i>Subtotal</i>	<i>677,708</i>	<i>1,311,909</i>	<i>4,267,227</i>
Non-Operating Expense				
927	Principal Notes and Contracts	-	130,000	130,000
928	Interest Notes and Contracts	2,782	-	-
950	Bad Debt	82,559	9,400	9,400
970	Transfers To Other Funds	4,499,401	1,241,481	4,065,488
971	Contingency	-	500,000	250,000
	<i>Subtotal</i>	<i>4,584,741</i>	<i>1,880,881</i>	<i>4,454,888</i>
Capital Outlay				
432	Vehicles	-	837,000	-
	<i>Subtotal</i>	<i>-</i>	<i>837,000</i>	<i>-</i>
	SERVICE TOTAL	\$ 5,375,498	\$ 5,235,809	\$ 9,741,903

Line Item Notes:

#111 - Annual allocation for all General Fund employees for exceptional pay, and other pay related items.

#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 Attorney Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	1,343,358	1,733,202	1,819,400
Operating and Maintenance	144,317	163,911	168,031
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 1,487,675	\$ 1,897,113	\$ 1,987,431

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:	2022 Budget	2023 Budget	2024 Budget
City Attorney	1.000	1.000	1.000
Deputy City Attorney	1.000	1.000	1.000
Sr Assistant City Attorney	1.000	2.000	2.000
Assistant City Attorney II	2.000	2.000	2.000
Prosecuting Attorney II	1.000	1.000	1.000
Legal Administrator/Paralegal	1.000	1.000	1.000
Administrative Assistant	2.000	2.000	2.000
Total	9.000	10.000	10.000

**City Attorney
Line Item Budget**

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	995,860	1,317,261	1,391,051
112	Temporary Wages	-	6,292	6,292
121	Overtime Wages	-	150	150
126	RHS Plan	4,894	4,000	4,000
128	FICA	-	390	390
129	Medicare Contribution	12,544	18,974	20,045
131	MOPC	49,471	65,113	68,803
132	Employee Insurance	166,829	194,709	190,096
133	GERP Retirement	104,047	117,203	129,349
135	Compensation Insurance	490	486	503
136	Unemployment Insurance	346	429	526
137	Staff Training and Conference	8,495	7,895	7,895
142	Food Allowance	383	300	300
	<i>Subtotal</i>	<i>1,343,358</i>	<i>1,733,202</i>	<i>1,819,400</i>
Operating and Maintenance				
210	Supplies	1,882	3,141	2,823
216	Reference Books and Materials	1,063	2,463	2,463
217	Dues and Subscriptions	57,638	3,955	3,955
218	NonCapital Equip and Furniture	8,129	4,959	600
240	Repair and Maintenance	2,656	10,735	10,735
245	Mileage Allowance	3,786	4,000	4,000
246	Liability Insurance	1,147	12,593	14,504
250	Prof and Contracted Services	59,858	62,522	62,522
252	Ads and Legal Notices	350	-	-
255	Jury and Witness Fees	-	550	550
261	Telephone Charges	925	617	617
263	Postage	760	1,224	1,224
264	Printing Copying and Binding	6,123	3,210	3,210
269	Other Services and Charges	-	53,942	60,828
	<i>Subtotal</i>	<i>144,317</i>	<i>163,911</i>	<i>168,031</i>
	SERVICE TOTAL	\$ 1,487,675	\$ 1,897,113	\$ 1,987,431

Judicial Department Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	829,501	901,468	954,347
Operating and Maintenance	152,391	153,687	150,297
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 981,892	\$ 1,055,155	\$ 1,104,644

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.

Municipal Court

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:	2022 Budget	2023 Budget	2024 Budget
Municipal Judge	1.000	1.000	1.000
Court Administrator	1.000	1.000	1.000
Administrative Assistant	2.000	2.000	2.000
Total	4.000	4.000	4.000

Municipal Court Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	373,778	412,901	424,845
112	Temporary Wages	3,332	3,293	27,220
121	Overtime Wages	5,480	2,600	5,220
126	RHS Plan	1,600	1,600	1,600
128	FICA	207	204	209
129	Medicare Contribution	4,717	6,035	6,209
131	MOPC	18,663	20,645	21,241
132	Employee Insurance	58,399	61,215	58,538
133	GERP Retirement	33,593	37,161	39,936
135	Compensation Insurance	428	245	159
136	Unemployment Insurance	121	135	162
137	Staff Training and Conference	861	501	2,000
142	Food Allowance	488	-	-
	<i>Subtotal</i>	<i>501,667</i>	<i>546,535</i>	<i>587,339</i>
Operating and Maintenance				
210	Supplies	7,237	7,314	7,314
216	Reference Books and Materials	713	500	900
217	Dues and Subscriptions	4,179	800	2,705
218	NonCapital Equip and Furniture	11,477	7,598	7,598
240	Repair and Maintenance	1,559	1,903	1,903
245	Mileage Allowance	-	-	-
246	Liability Insurance	404	762	967
250	Prof and Contracted Services	108,428	115,475	111,671
255	Jury and Witness Fees	62	200	200
263	Postage	760	2,500	2,500
264	Printing Copying and Binding	2,111	600	600
269	Other Services and Charges	6,895	6,000	6,000
	<i>Subtotal</i>	<i>143,825</i>	<i>143,652</i>	<i>142,358</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 645,491	\$ 690,187	\$ 729,697

Probation

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:	2022 Budget	2023 Budget	2024 Budget
Chief Probation Officer	1.000	1.000	1.000
Probation Officer	1.000	1.000	1.000
Probation Program Specialist	0.500	0.500	0.500
Administrative Assistant	1.000	1.000	1.000
Total	3.500	3.500	3.500

**Probation
Line Item Budget**

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	246,373	264,813	275,592
112	Temporary Wages	2,130	2,973	2,973
115	One Time Payment	-	-	-
121	Overtime Wages	1,148	800	1,100
126	RHS Plan	2,104	1,400	1,400
128	FICA	132	184	184
129	Medicare Contribution	2,885	3,883	4,039
131	MOPC	12,310	13,241	13,779
132	Employee Insurance	38,056	39,002	37,440
133	GERP Retirement	22,159	23,833	25,907
135	Compensation Insurance	163	418	391
136	Unemployment Insurance	77	86	103
137	Staff Training and Conference	298	4,300	4,100
	<i>Subtotal</i>	327,835	354,933	367,008
Operating and Maintenance				
210	Supplies	2,970	2,180	2,180
216	Reference Books and Materials	-	150	50
217	Dues and Subscriptions	210	150	150
218	NonCapital Equip and Furniture	2,050	1,600	2,150
240	Equipment Repair and Maintenance	-	80	80
245	Mileage Allowance	53	150	100
246	Liability Insurance	1,193	1,293	1,420
247	Safety Expenses	252	400	100
250	Prof and Contracted Services	700	900	900
261	Telephone Charges	-	-	-
263	Postage	141	300	200
264	Printing Copying and Binding	963	500	400
273	Fleet Lease Operating and Mtc	33	2,332	209
	<i>Subtotal</i>	8,566	10,035	7,939
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 336,401	\$ 364,968	\$ 374,947

External Services Department Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	18,878,174	22,467,108	24,456,362
Operating and Maintenance	11,418,614	12,858,310	13,304,566
Non-Operating	1,296,209	1,302,513	99,854
Capital	115,926	329,427	252,500
TOTAL	\$ 31,708,923	\$ 36,957,358	\$ 38,113,282

The External 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:

- Redevelopment
- Economic Development Programs
- Public Facilities
- Transportation Planning
- Parks and Natural Resources
- Housing and Community Investment
- Development Services
- Human Services
- Recreation, Golf, Library, and Culture

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 External Services Director also oversees the funding and monitoring process for human services agencies.

Redevelopment Services Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	142,529	155,261	351,207
Operating and Maintenance	89,901	128,361	528,413
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 232,429	\$ 283,622	\$ 879,620

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:	2022 Budget	2023 Budget	2024 Budget
Redevelopment Revitalization Manager	1.000	1.000	2.000
Total	1.000	1.000	2.000

Redevelopment

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	104,117	113,979	265,340
126	RHS Plan	400	400	800
129	Medicare Contribution	1,319	1,653	3,848
131	MOPC	5,206	5,699	13,268
132	Employee Insurance	16,685	17,097	36,768
133	GERP Retirement	9,370	10,258	24,942
135	Compensation Insurance	37	37	39
136	Unemployment Insurance	34	38	102
137	Staff Training and Conference	5,361	6,050	6,050
142	Food Allowance	-	50	50
	<i>Subtotal</i>	<i>142,529</i>	<i>155,261</i>	<i>351,207</i>
Operating and Maintenance				
210	Supplies	32	100	100
217	Dues and Subscriptions	2,998	2,500	2,500
245	Mileage Allowance	200	300	300
246	Liability Insurance	111	211	263
250	Prof and Contracted Services	62,038	115,000	515,000
261	Telephone Charges	-	150	150
264	Printing Copying and Binding	-	100	100
269	Other Services and Charges	24,521	10,000	10,000
	<i>Subtotal</i>	<i>89,901</i>	<i>128,361</i>	<i>528,413</i>
	SERVICE TOTAL	\$ 232,429	\$ 283,622	\$ 879,620

Economic Development Programs Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	-	-	-
Operating and Maintenance	588,815	838,838	999,671
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 588,815	\$ 838,838	\$ 999,671

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		2022 Actual	2023 Budget	2024 Budget
250	Prof and Contracted Services	252,236	366,725	366,725
269	Other Services and Charges	336,579	472,113	632,946
	<i>Subtotal</i>	<i>588,815</i>	<i>838,838</i>	<i>999,671</i>
	SERVICE TOTAL	\$ 588,815	\$ 838,838	\$ 999,671

Public Facilities Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	2,045,426	2,408,107	2,668,921
Operating and Maintenance	1,969,834	2,341,037	2,437,201
Non-Operating	-	-	-
Capital	-	111,052	-
TOTAL	\$ 4,015,260	\$ 4,860,196	\$ 5,106,122

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:	2022 Budget	2023 Budget	2024 Budget
Facilities Manager	1.000	1.000	1.000
Facilities Maintenance Supervisor	1.000	1.000	1.000
Facilities Maintenance Technician II	4.000	4.000	4.000
Total	6.000	6.000	6.000

Facilities Maintenance

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	441,474	459,955	487,715
115	One Time Payment	-	-	-
121	Overtime Wages	19,889	41,897	43,988
126	RHS Plan	3,431	2,400	2,400
129	Medicare Contribution	5,717	6,669	7,072
131	MOPC	22,074	22,998	24,388
132	Employee Insurance	69,433	68,993	67,584
133	GERP Retirement	39,733	41,396	45,844
135	Compensation Insurance	10,376	3,036	2,653
136	Unemployment Insurance	147	152	188
137	Staff Training and Conference	-	3,600	3,600
141	Uniforms Protective Clothing	2,278	2,700	2,700
	<i>Subtotal</i>	<i>614,552</i>	<i>653,796</i>	<i>688,132</i>
Operating and Maintenance				
210	Supplies	7,499	7,754	7,734
217	Dues and Subscriptions	533	472	492
218	NonCapital Equip and Furniture	2,675	5,029	5,029
240	Repair and Maintenance	118,098	151,747	147,462
246	Liability Insurance	5,351	934	12,208
247	Safety Expenses	519	1,900	1,900
248	Lease Purchase Installments	328,078	280,439	280,439
249	Operating Leases and Rentals	26,464	28,267	28,757
250	Prof and Contracted Services	186,410	268,363	274,805
260	Utilities	859,170	938,309	992,829
261	Telephone Charges	3,800	4,438	4,438
263	Postage	46	-	-
264	Printing Copying and Binding	-	-	-
273	Fleet Lease Operating and Mtc	21,050	17,245	47,564
274	Fleet Lease Replacement	37,602	16,770	43,933
	<i>Subtotal</i>	<i>1,597,295</i>	<i>1,721,667</i>	<i>1,847,590</i>
Capital Outlay				
432	Vehicles	-	53,725	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>53,725</i>	<i>-</i>
	SERVICE TOTAL	\$ 2,211,847	\$ 2,429,188	\$ 2,535,722

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:	2022 Budget	2023 Budget	2024 Budget
Facilities Operations and CIP Manager	1.000	1.000	1.000
Custodial Supervisor	0.000	1.000	1.000
Lead Custodian	1.000	1.000	1.000
Custodian	18.000	18.000	21.000
Total	20.000	21.000	24.000

Facilities Operations

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	933,540	1,067,553	1,213,457
112	Temporary Wages	-	-	-
115	One Time Payment	-	-	800
121	Overtime Wages	55,929	44,000	54,000
122	Longevity Compensation	-	-	-
126	RHS Plan	7,317	8,400	9,600
128	FICA	-	-	-
129	Medicare Contribution	12,345	15,480	17,596
131	MOPC	45,390	53,378	60,671
132	Employee Insurance	149,055	159,143	172,376
133	GERP Retirement	81,701	96,080	114,064
135	Compensation Insurance	6,080	6,309	7,068
136	Unemployment Insurance	317	350	468
137	Staff Training and Conference	-	-	-
141	Uniforms Protective Clothing	2,535	2,000	2,000
	<i>Subtotal</i>	<i>1,294,209</i>	<i>1,452,693</i>	<i>1,652,100</i>
Operating and Maintenance				
210	Supplies	153,745	163,908	180,609
218	NonCapital Equip and Furniture	317	20,807	19,100
228	Janitorial Supplies	-	-	-
240	Repair and Maintenance	32,562	20,484	20,484
245	Mileage Allowance	1,108	-	-
246	Liability Insurance	228	7,625	8,834
247	Safety Expenses	-	-	-
250	Prof and Contracted Services	172,929	392,213	330,797
261	Telephone Charges	3,260	3,400	4,876
273	Fleet Lease Operating and Mtc	2,674	3,941	11,323
274	Fleet Lease Replacement	5,716	6,453	12,905
	<i>Subtotal</i>	<i>372,539</i>	<i>618,831</i>	<i>588,928</i>
Capital Outlay				
432	Vehicles	-	39,000	-
	<i>Subtotal</i>	<i>-</i>	<i>39,000</i>	<i>-</i>
	SERVICE TOTAL	\$ 1,666,748	\$ 2,110,524	\$ 2,241,028

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:	2022 Budget	2023 Budget	2024 Budget
Sr Project Manager	1.000	2.000	2.000
Total	1.000	2.000	2.000

Facilities Project Management

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	104,324	230,016	252,658
115	One Time Payment	-	-	-
126	RHS Plan	400	800	800
129	Medicare Contribution	1,293	3,336	3,664
131	MOPC	5,216	11,500	12,632
132	Employee Insurance	15,971	34,502	35,010
133	GERP Retirement	9,389	20,702	23,750
135	Compensation Insurance	37	686	79
136	Unemployment Insurance	35	76	96
	<i>Subtotal</i>	<i>136,665</i>	<i>301,618</i>	<i>328,689</i>
Operating and Maintenance				
210	Supplies	-	-	-
246	Liability Insurance	-	539	683
	<i>Subtotal</i>	<i>-</i>	<i>539</i>	<i>683</i>
Capital Outlay				
432	Vehicles	-	18,327	-
	<i>Subtotal</i>	<i>-</i>	<i>18,327</i>	<i>-</i>
	SERVICE TOTAL	\$ 136,665	\$ 320,484	\$ 329,372

Transportation Planning Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	199,300	338,332	358,005
Operating and Maintenance	129	30,426	83,360
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 199,429	\$ 368,758	\$ 441,365

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:	2022 Budget	2023 Budget	2024 Budget
Transportation Planning Manager	1.000	1.000	1.000
Transportation Planner	1.000	1.000	1.000
Traffic Safety Coordinator	0.375	0.375	0.375
Total	2.375	2.375	2.375

Transportation Planning

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	141,813	258,507	270,504
126	RHS Plan	2,375	950	950
129	Medicare Contribution	1,780	3,748	3,922
131	MOPC	7,014	12,925	13,525
132	Employee Insurance	33,623	38,776	37,485
133	GERP Retirement	12,626	23,266	25,427
135	Compensation Insurance	-	75	89
136	Unemployment Insurance	69	85	103
137	Staff Training and Conference	-	-	6,000
	<i>Subtotal</i>	<i>199,300</i>	<i>338,332</i>	<i>358,005</i>
Operating and Maintenance				
217	Dues and Subscriptions	-	-	1,350
246	Liability Insurance	-	426	597
250	Prof and Contracted Services	-	30,000	80,638
261	Telephone Charges	129	-	775
	<i>Subtotal</i>	<i>129</i>	<i>30,426</i>	<i>83,360</i>
	SERVICE TOTAL	\$ 199,429	\$ 368,758	\$ 441,365

Parks and Natural Resources Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	2,896,198	3,419,026	3,939,111
Operating and Maintenance	2,699,451	2,621,721	2,809,495
Non-Operating	-	-	-
Capital	31,843	51,900	120,000
TOTAL	\$ 5,627,492	\$ 6,092,647	\$ 6,868,606

Parks and Natural Resources includes eight budget services:

- ◆ Parks Administration
- ◆ Parks Maintenance
- ◆ Parks Development and Improvement
- ◆ Forestry Maintenance
- ◆ Municipal Grounds Maintenance
- ◆ Right-of-way Maintenance
- ◆ Union Reservoir
- ◆ Parks Resource Management

Parks Administration

FUND: General Fund

DEPARTMENT: External Services

Service Description:

Parks Administration, part of the External Services Department, manages the Parks and 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: Parks Administration

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Director of Parks and Natural Resources	0.449	0.449	0.449
Ecosystem Manager	0.000	0.050	0.040
Sr Parks and Open Space Ranger	0.300	0.300	0.300
Parks Open Space Ranger II	0.000	1.000	1.000
Parks Open Space Ranger I	3.000	2.000	2.000
Sr Project Manager	0.400	0.400	0.566
Project Manager II	0.500	0.200	0.250
Volunteer Coordinator	0.300	0.300	0.300
Executive Assistant	0.650	0.650	0.650
Total	5.599	5.349	5.555

Parks Administration

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	368,754	431,378	455,728
121	Overtime Wages	1,291	800	800
126	RHS Plan	7,378	2,240	2,222
129	Medicare Contribution	4,540	6,255	6,606
131	MOPC	18,374	21,569	22,787
132	Employee Insurance	67,088	64,707	63,151
133	GERP Retirement	33,072	38,824	42,838
135	Compensation Insurance	525	151	3,195
136	Unemployment Insurance	139	142	173
137	Staff Training and Conference	5,164	4,070	5,070
141	Uniform Allowance	325	-	550
142	Food Allowance	591	500	1,100
	<i>Subtotal</i>	<i>507,240</i>	<i>570,636</i>	<i>604,220</i>
Operating and Maintenance				
210	Supplies	13,674	6,505	7,365
214	Pamphlets and Documents	-	-	75
216	Reference Books and Materials	-	250	350
217	Dues and Subscriptions	6,940	478	6,597
218	NonCapital Equip and Furniture	-	179	379
222	Chemicals	9,522	-	-
240	Repair and Maintenance	1,516	11,940	5,806
245	Mileage Allowance	117	100	100
246	Liability Insurance	1,369	1,955	1,662
247	Safety Expenses	102	-	100
249	Operating Leases and Rentals	492	2,391	2,391
250	Prof and Contracted Services	120,677	12,251	18,891
252	Ads and Legal Notices	362	550	550
261	Telephone Charges	1,501	1,200	1,200
263	Postage	14	600	650
264	Printing Copying and Binding	299	220	520
269	Other Services and Charges	10,505	-	-
273	Fleet Lease Operating and Mtc	8,119	10,614	6,781
274	Fleet Lease Replacement	8,368	2,360	15,561
	<i>Subtotal</i>	<i>183,579</i>	<i>51,593</i>	<i>68,978</i>
Capital Outlay				
432	Vehicles	31,843	-	-
	<i>Subtotal</i>	<i>31,843</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 722,662	\$ 622,229	\$ 673,198

Parks Maintenance

FUND: General Fund

DEPARTMENT: External Services

Service Description:

The Parks Maintenance service is part of the Parks and 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 wheelchair accessible paths, spray grounds, etc. This service includes vandalism and graffiti repair in the City parks.

SERVICE: Parks Maintenance

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Parks Superintendent	0.700	0.700	0.700
Parks Supervisor	1.250	1.250	2.250
Sr Grounds Maintenance Technician	9.300	9.300	9.300
Grounds Maintenance Techniciann II	0.000	0.000	1.000
Graffiti Removal Specialist	0.620	0.620	0.620
Total	11.870	11.870	13.870

Parks Maintenance

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	744,157	832,690	1,054,602
112	Temporary Wages	231	32,035	32,772
121	Overtime Wages	15,698	30,250	30,250
122	Longevity Compensation	1,080	1,110	1,140
126	RHS Plan	7,557	4,748	5,548
128	FICA	14	1,986	2,032
129	Medicare Contribution	9,470	12,539	15,769
131	MOPC	37,152	41,634	52,729
132	Employee Insurance	120,065	124,364	145,891
133	GERP Retirement	66,874	74,943	99,131
135	Compensation Insurance	30,605	18,308	11,990
136	Unemployment Insurance	250	274	406
137	Staff Training and Conference	12,075	11,000	10,500
141	Uniforms Protective Clothing	5,321	5,525	5,500
142	Food Allowance	282	299	299
	<i>Subtotal</i>	<i>1,050,830</i>	<i>1,191,705</i>	<i>1,468,559</i>
Operating and Maintenance				
210	Supplies	8,960	9,741	10,541
216	Reference Books and Materials	-	50	-
217	Dues and Subscriptions	2,380	4,604	4,504
218	NonCapital Equip and Furniture	4,466	20,250	58,550
222	Chemicals	9,887	5,000	5,000
240	Repair and Maintenance	172,846	136,610	138,503
246	Liability Insurance	74,780	120,291	128,658
247	Safety Expenses	4,578	5,500	5,450
249	Operating Leases and Rentals	871	2,500	2,500
250	Prof and Contracted Services	578,047	532,357	686,454
259	Licenses and Permits	794	706	706
260	Utilities	-	-	-
261	Telephone Charges	14,356	13,064	13,064
263	Postage	-	200	175
264	Printing Copying and Binding	266	500	350
269	Other Services and Charges	-	10,500	10,500
273	Fleet Lease Operating and Mtc	133,246	109,628	122,775
274	Fleet Lease Replacement	195,474	179,159	164,692
	<i>Subtotal</i>	<i>1,200,951</i>	<i>1,150,660</i>	<i>1,352,422</i>
Capital Outlay				
432	Vehicles	-	51,900	77,000
	<i>Subtotal</i>	<i>-</i>	<i>51,900</i>	<i>77,000</i>
	SERVICE TOTAL	\$ 2,251,781	\$ 2,394,265	\$ 2,897,981

Parks Resources Management

FUND: General Fund

DEPARTMENT: External Services

Service Description:

Parks Resources Management is part of the Parks and 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:	2022 Budget	2023 Budget	2024 Budget
Sr Natural Resources Technician	0.000	0.000	0.740
Natural Resources Technician	0.850	0.850	0.000
Total	0.850	0.850	0.740

Parks Resources Management

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	35,910	53,199	59,360
126	RHS Plan	340	340	296
129	Medicare Contribution	413	771	861
131	MOPC	1,796	2,660	2,968
132	Employee Insurance	7,920	7,980	8,226
133	GERP Retirement	3,232	4,788	5,580
135	Compensation Insurance	-	420	393
136	Unemployment Insurance	16	18	24
137	Staff Training and Conference	-	-	-
141	Uniforms Protective Clothing	76	600	600
	<i>Subtotal</i>	<i>49,702</i>	<i>70,776</i>	<i>78,308</i>
Operating and Maintenance				
210	Supplies	7,473	1,600	1,600
218	NonCapital Equip and Furniture	-	200	1,400
240	Repair and Maintenance	537	5,300	5,300
246	Liability Insurance	-	306	363
249	Operating Leases and Rentals	-	3,810	3,810
250	Prof and Contracted Services	87,260	112,999	131,538
261	Telephone Charges	241	800	800
269	Other Services and Charges	-	1,269	1,269
273	Fleet Lease Operating and Mtc	-	2,714	2,557
274	Fleet Lease Replacement	-	4,249	6,778
	<i>Subtotal</i>	<i>95,511</i>	<i>133,247</i>	<i>155,415</i>
	SERVICE TOTAL	\$ 145,214	\$ 204,023	\$ 233,723

Municipal Grounds Maintenance

FUND: General Fund

DEPARTMENT: External Services

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:	2022 Budget	2023 Budget	2024 Budget
Parks Supervisor	0.250	0.250	0.250
Parks Superintendant	0.100	0.100	0.100
Sr Grounds Maintenance Technician	2.850	2.850	2.850
Total	3.200	3.200	3.200

Municipal Grounds Maintenance

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	189,413	217,545	235,126
112	Temporary Wages	-	248	248
121	Overtime Wages	4,541	-	-
122	Longevity Compensation	1,080	1,110	1,140
126	RHS Plan	1,592	1,280	1,280
128	FICA	-	15	-
129	Medicare Contribution	2,447	3,158	3,408
131	MOPC	9,471	10,877	11,757
132	Employee Insurance	31,338	32,632	32,584
133	GERP Retirement	17,047	19,579	22,101
135	Compensation Insurance	2,188	1,945	1,923
136	Unemployment Insurance	66	72	89
	<i>Subtotal</i>	<i>259,182</i>	<i>288,461</i>	<i>309,656</i>
Operating and Maintenance				
210	Supplies	-	300	300
222	Chemicals	-	-	-
240	Repair and Maintenance	2,458	150	150
246	Liability Insurance	8,471	6,012	6,323
250	Prof and Contracted Services	48,124	30,726	45,613
261	Telephone Charges	861	-	-
273	Fleet Lease Operating and Mtc	9,457	14,804	9,721
274	Fleet Lease Replacement	9,811	9,811	9,490
	<i>Subtotal</i>	<i>79,182</i>	<i>61,803</i>	<i>71,597</i>
	SERVICE TOTAL	\$ 338,364	\$ 350,264	\$ 381,253

Right-of-way Maintenance

FUND: General Fund

DEPARTMENT: External Services

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:	2022 Budget	2023 Budget	2024 Budget
Parks Supervisor	0.500	0.500	0.500
Parks Superintendant	0.200	0.200	0.200
Sr Grounds Maintenance Technician	2.000	2.000	2.000
Total	2.700	2.700	2.700

Right-of-way Maintenance

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	178,863	198,409	212,868
112	Temporary Wages	-	140	140
121	Overtime Wages	3,615	-	-
126	RHS Plan	6,148	1,080	1,080
128	FICA	-	9	-
129	Medicare Contribution	2,341	2,879	3,088
131	MOPC	8,744	9,920	10,643
132	Employee Insurance	28,689	29,761	29,496
133	GERP Retirement	15,739	17,857	20,010
135	Compensation Insurance	2,730	2,679	2,760
136	Unemployment Insurance	60	65	82
	<i>Subtotal</i>	246,928	262,799	280,167
Operating and Maintenance				
210	Supplies	-	3,200	3,200
222	Chemicals	-	-	-
240	Repair and Maintenance	-	3,820	3,820
246	Liability Insurance	5,542	5,921	4,842
249	Operating Leases and Rentals	-	260	260
250	Prof and Contracted Services	163,278	244,776	161,474
261	Telephone Charges	930	-	-
264	Printing Copying and Binding	-	100	100
273	Fleet Lease Operating and Mtc	51,239	62,756	63,704
274	Fleet Lease Replacement	78,373	86,393	81,528
	<i>Subtotal</i>	299,362	407,226	318,928
	SERVICE TOTAL	\$ 546,290	\$ 670,025	\$ 599,095

Parks Development and Improvement

FUND: General Fund

DEPARTMENT: External Services

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:	2022 Budget	2023 Budget	2024 Budget
Sr Project Manager	1.600	1.600	1.600
Total	1.600	1.600	1.600

Parks Development and Improvement

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	151,702	184,013	202,126
126	RHS Plan	9,282	640	640
129	Medicare Contribution	1,822	2,668	2,931
131	MOPC	7,470	9,201	10,106
132	Employee Insurance	25,554	27,602	28,008
133	GERP Retirement	13,445	16,561	19,000
135	Compensation Insurance	1,382	1,356	1,360
136	Unemployment Insurance	53	61	77
137	Staff Training and Conference	-	-	6,000
142	Food Allowance	-	400	400
	<i>Subtotal</i>	<i>210,710</i>	<i>242,502</i>	<i>270,648</i>
Operating and Maintenance				
210	Supplies	20	800	800
217	Dues and Subscriptions	125	770	770
218	NonCapital Equip and Furniture	-	230	380
246	Liability Insurance	174	324	425
247	Safety Expenses	-	150	375
261	Telephone Charges	619	850	850
263	Postage	17	200	550
264	Printing Copying and Binding	1,335	2,000	5,000
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	<i>2,291</i>	<i>5,324</i>	<i>9,150</i>
	SERVICE TOTAL	\$ 213,001	\$ 247,826	\$ 279,798

Forestry Maintenance

FUND: General Fund

DEPARTMENT: External Services

Service Description:

The Forestry Maintenance budget service is a part of the Parks and 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:	2022 Budget	2023 Budget	2024 Budget
City Forester	1.000	1.000	1.000
Natural Resources Analyst	0.430	0.430	0.430
Sr Arborist Technician	1.250	1.250	1.250
Arborist Technician II	1.000	1.000	2.000
Arborist Technician I	2.000	2.000	1.000
Total	5.680	5.680	5.680

Forestry Maintenance

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	239,597	374,642	395,874
112	Temporary Wages	-	18,078	13,603
121	Overtime Wages	2,108	5,000	5,000
126	RHS Plan	1,072	2,272	2,272
128	FICA	-	1,121	843
129	Medicare Contribution	2,937	5,694	5,936
131	MOPC	11,930	18,732	19,794
132	Employee Insurance	56,547	56,196	54,858
133	GERP Retirement	21,473	33,718	37,212
135	Compensation Insurance	5,420	6,890	5,932
136	Unemployment Insurance	119	124	151
137	Staff Training and Conference	1,469	3,000	3,000
141	Uniforms Protective Clothing	1,800	1,000	1,000
142	Food Allowance	144	150	150
	<i>Subtotal</i>	344,614	526,617	545,625
Operating and Maintenance				
210	Supplies	3,672	2,000	2,000
216	Reference Books and Materials	462	150	150
217	Dues and Subscriptions	1,773	1,320	1,320
218	NonCapital Equip and Furniture	14,598	4,000	4,000
222	Chemicals	250	3,000	3,000
240	Repair and Maintenance	4,790	500	500
241	Grounds Maintenance	29,505	30,000	-
243	NonCapital Equip and Furniture	-	-	-
246	Liability Insurance	14,724	14,918	15,701
247	Safety Expenses	4,843	3,000	3,000
250	Prof and Contracted Services	378,294	308,461	445,053
252	Ads and Legal Notices	672	-	-
261	Telephone Charges	4,142	6,348	6,348
263	Postage	29	-	-
264	Printing Copying and Binding	373	500	500
273	Fleet Lease Operating and Mtc	63,150	48,909	51,336
274	Fleet Lease Replacement	117,202	128,502	107,009
	<i>Subtotal</i>	638,479	551,608	639,917
	SERVICE TOTAL	\$ 983,093	\$ 1,078,225	\$ 1,185,542

Union Reservoir

FUND: General Fund

DEPARTMENT: External Services

Service Description:

Union Reservoir Recreation Management is provided in part by both the Parks and Natural Resources Division and the Recreation 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.

This budget service details Union Reservoir Recreation Management provided by the Parks and Natural Resources Division.

SERVICE: Union Reservoir

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Sr Parks and Open Space Ranger	0.600	0.600	1.600
Parks Open Space Ranger II	0.000	1.000	1.000
Total	0.600	1.600	2.600

Union Reservoir

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	104,180	111,099	197,236
112	Temporary Wages	68,021	108,151	110,638
121	Overtime Wages	496	700	700
126	RHS Plan	400	640	1,040
128	FICA	4,244	6,476	6,860
129	Medicare Contribution	2,171	3,125	4,463
131	MOPC	5,161	5,555	9,862
132	Employee Insurance	16,583	16,665	27,331
133	GERP Retirement	9,289	9,999	18,540
135	Compensation Insurance	1,789	1,629	1,728
136	Unemployment Insurance	34	37	76
141	Uniforms Protective Clothing	14,477	1,314	3,314
142	Food Allowance	146	140	140
	<i>Subtotal</i>	<i>226,991</i>	<i>265,530</i>	<i>381,928</i>
Operating and Maintenance				
210	Supplies	20,588	4,143	4,818
214	Pamphlets and Documents	681	1	1
218	NonCapital Equip and Furniture	19,890	18,500	6,263
220	Gas and Oil	-	100	100
222	Chemicals	-	400	400
224	Resale Merchandise	598	1,500	1,500
240	Repair and Maintenance	19,577	57,289	12,289
246	Liability Insurance	8,969	12,146	12,806
247	Safety Expenses	3,836	2,944	2,944
249	Operating Leases and Rentals	4,125	80,276	80,276
250	Prof and Contracted Services	28,233	9,000	9,000
252	Ads and Legal Notices	800	50	50
260	Utilities	3,330	-	-
261	Telephone Charges	2,486	1,764	2,256
263	Postage	21	20	20
264	Printing Copying and Binding	2,000	1,900	1,900
269	Other Services and Charges	360	135	135
273	Fleet Lease Operating and Mtc	40,150	24,539	11,809
274	Fleet Lease Replacement	44,451	45,553	46,521
	<i>Subtotal</i>	<i>200,096</i>	<i>260,260</i>	<i>193,088</i>
Capital Outlay				
432	Vehicles	-	-	43,000
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>43,000</i>
	SERVICE TOTAL	\$ 427,087	\$ 525,790	\$ 618,016

Housing and Community Investment Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	78,629	114,090	118,724
Operating and Maintenance	1,425	-	201
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 80,054	\$ 114,090	\$ 118,925

Housing and Community Investment

FUND: General Fund

DEPARTMENT: External Services

Service Description:

The mission of Housing and Community Investment (HCI) is to connect residents with safe, affordable housing options, support small businesses with opportunities for economic growth, and form partnerships to create and maintain vibrant neighborhoods within the community.

HCI identifies the housing, community and economic development needs of Longmont's low and moderate income residents, and funds programs that help meet those needs. These programs include the Down Payment Assistance Program and Housing Rehabilitation Program. HCI also facilitates and invests in the addition of affordable housing to the City housing stock.

SERVICE: Housing and Community Investment

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Housing Compliance Manager	0.000	1.000	1.000
Executive Assistant	1.000	1.000	0.000
Total	1.000	2.000	1.000

Housing and Community Investment

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	59,975	87,130	91,174
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
126	RHS Plan	400	400	400
128	FICA	-	-	-
129	Medicare Contribution	745	1,263	1,322
131	MOPC	2,999	4,357	4,559
132	Employee Insurance	9,112	13,069	12,634
133	GERP Retirement	5,398	7,842	8,570
135	Compensation Insurance	-	-	30
136	Unemployment Insurance	-	29	35
	<i>Subtotal</i>	<i>78,629</i>	<i>114,090</i>	<i>118,724</i>
Operating and Maintenance				
246	Liability Insurance	-	-	201
264	Printing Copying and Binding	1,425	-	-
	<i>Subtotal</i>	<i>1,425</i>	<i>-</i>	<i>201</i>
	SERVICE TOTAL	\$ 80,054	\$ 114,090	\$ 118,925

Development Services Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	3,551,729	4,099,441	4,347,659
Operating and Maintenance	627,656	709,325	640,180
Non-Operating	-	-	-
Capital	-	129,800	75,500
TOTAL	\$ 4,179,385	\$ 4,938,566	\$ 5,063,339

Development Services includes four budget services:

- ◆ Planning and Development Services
- ◆ Building Services
- ◆ Code Enforcement
- ◆ Parking Enforcement

Planning and Development Services Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	1,626,267	1,897,791	1,986,105
Operating and Maintenance	231,268	141,731	98,221
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 1,857,535	\$ 2,039,522	\$ 2,084,326

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:	2022 Budget	2023 Budget	2024 Budget
Planning and Development Services Director	0.000	1.000	1.000
Planning Director	1.000	0.000	0.000
Planning Manager	1.000	1.000	1.000
Principal Planner	3.000	3.000	3.000
Sr Environmental/Sustainability Planner	1.000	1.000	1.000
Sr Planner	1.000	1.000	1.000
Planning Technician	0.750	0.750	0.750
Associate Planner	2.000	2.000	2.000
Development Project Administrator	0.650	0.650	0.650
GIS Analyst	1.000	1.000	1.000
Technical Functional Analyst	1.000	1.000	1.000
Administrative Supervisor	1.000	1.000	1.000
Administrative Assistant	0.500	0.500	0.500
Office Assistant	1.000	1.000	1.000
Total	14.900	14.900	14.900

Planning and Development Services

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	1,196,014	1,423,766	1,505,987
112	Temporary Wages	-	5,000	5,000
115	One Time Payment	6,000	-	-
121	Overtime Wages	39	600	600
126	RHS Plan	16,809	5,960	5,960
128	FICA	-	310	310
129	Medicare Contribution	14,931	20,718	21,911
131	MOPC	59,063	71,188	75,298
132	Employee Insurance	213,653	213,565	208,687
133	GERP Retirement	106,312	128,139	141,564
135	Compensation Insurance	2,446	2,357	494
136	Unemployment Insurance	445	469	575
137	Staff Training and Conference	10,016	25,019	19,019
142	Food Allowance	540	700	700
	<i>Subtotal</i>	<i>1,626,267</i>	<i>1,897,791</i>	<i>1,986,105</i>
Operating and Maintenance				
210	Supplies	10,503	10,780	10,780
216	Reference Books and Materials	101	600	600
217	Dues and Subscriptions	6,764	8,052	6,702
218	NonCapital Equip and Furniture	7,780	2,760	2,760
240	Repair and Maintenance	36,893	47,550	55,409
245	Mileage Allowance	15	550	550
246	Liability Insurance	2,296	3,542	4,936
247	Safety Expenses	-	25	25
250	Prof and Contracted Services	112,371	7,777	7,777
252	Ads and Legal Notices	1,570	1,875	1,875
261	Telephone Charges	1,882	2,125	1,350
263	Postage	289	2,507	2,507
264	Printing and Copying	405	2,950	2,950
269	Other Services and Charges	50,400	50,638	-
	<i>Subtotal</i>	<i>231,268</i>	<i>141,731</i>	<i>98,221</i>
	SERVICE TOTAL	\$ 1,857,535	\$ 2,039,522	\$ 2,084,326

Building Services Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	1,257,625	1,464,107	1,484,492
Operating and Maintenance	258,283	319,920	317,246
Non-Operating	-	-	-
Capital	-	-	32,500
TOTAL	\$ 1,515,908	\$ 1,784,027	\$ 1,834,238

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 Inspection and Permitting

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Chief Building Official	1.000	1.000	1.000
Assistant Chief Building Official	1.000	1.000	1.000
Sr Plans Examiner/Sr Project Manager	1.000	1.000	1.000
Sr Building Inspector	2.000	2.000	2.000
Sr Plans Examiner	0.000	1.000	1.000
Plans Examiner	2.000	1.000	1.000
Sr Electrical Inspector	2.000	2.000	1.000
Electrical Inspector	0.000	0.000	1.000
Building Permit Tech II	2.000	2.000	2.000
Administrative Assistant	1.000	1.000	1.000
Total	12.000	12.000	12.000

Building Services

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	891,149	1,028,348	1,073,254
112	Temporary Wages	47,961	83,809	56,404
115	One Time Payment	6,000	-	-
121	Overtime Wages	2,005	15,584	10,584
126	RHS Plan	4,503	4,800	4,800
128	FICA	2,974	5,196	3,497
129	Medicare Contribution	11,717	16,126	16,378
131	MOPC	44,412	51,417	53,663
132	Employee Insurance	151,188	153,712	148,222
133	GERP Retirement	79,941	92,551	100,885
135	Compensation Insurance	381	380	1,550
136	Unemployment Insurance	315	338	409
137	Staff Training and Conference	11,648	7,477	10,477
141	Uniforms Protective Clothing	3,270	4,200	4,200
142	Food Allowance	162	169	169
	<i>Subtotal</i>	<i>1,257,625</i>	<i>1,464,107</i>	<i>1,484,492</i>
Operating and Maintenance				
210	Supplies	3,044	5,108	5,108
216	Reference Books and Materials	2,345	4,674	7,674
217	Dues and Subscriptions	1,690	2,590	2,590
218	NonCapital Equip and Furniture	7,649	14,280	8,280
240	Repair and Maintenance	23,937	31,249	25,249
245	Mileage Allowance	-	100	100
246	Liability Insurance	2,754	4,096	15,067
247	Safety Expenses	-	497	497
250	Prof and Contracted Services	79,856	88,050	88,050
252	Ads and Legal Notices	286	200	200
261	Telephone Charges	6,040	10,500	10,500
263	Postage	19	2,276	2,276
264	Printing Copying and Binding	1,002	2,262	2,262
269	Other Services and Charges	99,686	120,000	120,000
273	Fleet Lease Operating and Mtc	14,287	13,882	15,478
274	Fleet Lease Replacement	15,688	20,156	13,915
	<i>Subtotal</i>	<i>258,283</i>	<i>319,920</i>	<i>317,246</i>
Capital Outlay				
431	Furniture and Fixtures	-	-	-
432	Vehicles	-	-	32,500
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>32,500</i>
	SERVICE TOTAL	\$ 1,515,908	\$ 1,784,027	\$ 1,834,238

Code Enforcement Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	667,838	737,543	877,062
Operating and Maintenance	138,105	247,674	224,713
Non-Operating	-	-	-
Capital	-	129,800	43,000
TOTAL	\$ 805,942	\$ 1,115,017	\$ 1,144,775

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:	2022 Budget	2023 Budget	2024 Budget
Code Enforcement Manager	1.000	1.000	1.000
Sr Code Enforcement Housing Inspector	1.000	1.000	2.000
Code Enforcement Inspector	4.000	4.000	4.000
Administrative Assistant	0.000	0.375	0.375
Total	6.000	6.375	7.375

Code Enforcement

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	391,398	448,593	549,500
112 Temporary Wages	-	7,616	7,616
115 One Time Payment	18,000	-	-
121 Overtime Wages	574	1,837	1,837
126 RHS Plan	9,826	2,550	2,950
128 FICA	-	472	472
129 Medicare Contribution	4,895	6,615	8,076
131 MOPC	19,136	22,430	27,474
132 Employee Insurance	64,913	66,929	75,809
133 GERP Retirement	34,445	40,373	51,653
135 Compensation Insurance	4,520	4,414	4,747
136 Unemployment Insurance	138	147	210
137 Staff Training and Conference	5,801	6,000	6,000
141 Uniforms Protective Clothing	1,269	2,925	9,225
142 Food Allowance	176	360	360
<i>Subtotal</i>	<i>555,092</i>	<i>611,261</i>	<i>745,929</i>
Operating and Maintenance			
210 Supplies	1,500	5,000	7,450
216 Reference Books and Materials	49	200	200
217 Dues and Subscriptions	720	1,501	1,501
218 NonCapital Equip and Furniture	1,130	2,200	5,100
230	-	300	300
240 Repair and Maintenance	17,305	26,349	34,795
246 Liability Insurance	2,660	1,961	4,319
247 Safety Expenses	2,434	3,462	3,462
250 Prof and Contracted Services	32,191	43,964	53,964
261 Telephone Charges	3,554	5,400	5,400
263 Postage	2,207	1,977	1,977
264 Printing Copying and Binding	506	1,422	1,422
269 Other Services and Charges	-	25,000	25,000
273 Fleet Lease Operating and Mtc	27,754	10,621	15,883
274 Fleet Lease Replacement	5,854	10,171	35,972
<i>Subtotal</i>	<i>97,863</i>	<i>139,528</i>	<i>196,745</i>
Capital Outlay			
432 Vehicles	-	129,800	43,000
<i>Subtotal</i>	<i>-</i>	<i>129,800</i>	<i>43,000</i>
SERVICE TOTAL	\$ 652,955	\$ 880,589	\$ 985,674

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:	2022 Budget	2023 Budget	2024 Budget
Parking Enforcement Officer	1.000	1.750	1.750
Total	1.000	1.750	1.750

Parking Enforcement

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	86,937	94,427	98,809
112	Temporary Wages	-	-	-
126	RHS Plan	400	700	700
128	FICA	-	-	-
129	Medicare Contribution	1,036	1,369	1,433
131	MOPC	4,347	4,721	4,940
132	Employee Insurance	11,855	14,164	13,692
133	GERP Retirement	7,824	8,498	9,288
135	Compensation Insurance	28	172	33
136	Unemployment Insurance	24	31	38
137	Staff Training and Conference	-	1,100	1,100
141	Uniforms Protective Clothing	295	1,100	1,100
142	Food Allowance	-	-	-
	<i>Subtotal</i>	<i>112,746</i>	<i>126,282</i>	<i>131,133</i>
Operating and Maintenance				
210	Supplies	1,571	3,870	3,870
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	7,169	68,010	2,010
240	Repair and Maintenance	4,286	16,751	16,751
245	Mileage Allowance	-	-	-
246	Liability Insurance	486	323	387
250	Prof and Contracted Services	-	-	-
261	Telephone Charges	1,603	2,300	2,300
263	Postage	1,206	1,150	1,150
264	Printing Copying and Binding	29	900	900
269	Other Services and Charges	1,232	600	600
273	Fleet Lease Operating and Mtc	12,462	4,044	-
274	Fleet Lease Replacement	10,197	10,198	-
	<i>Subtotal</i>	<i>40,242</i>	<i>108,146</i>	<i>27,968</i>
	SERVICE TOTAL	\$ 152,988	\$ 234,428	\$ 159,101

Human Services Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	2,151,370	2,684,907	2,793,500
Operating and Maintenance	2,947,504	3,626,538	3,213,802
Non-Operating	1,206,543	1,206,543	-
Capital	-	24,675	-
TOTAL	\$ 6,305,417	\$ 7,542,663	\$ 6,007,302

Human Services includes four budget services:

- ◆ Human Services Administration
- ◆ Human Services Agencies
- ◆ Senior Services
- ◆ Children, Youth, and Families Resources

Human Services Administration Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	541,551	799,302	443,973
Operating and Maintenance	2,356,313	2,720,432	2,823,094
Non-Operating	1,206,543	1,206,543	-
Capital	-	-	-
TOTAL	\$ 4,104,406	\$ 4,726,277	\$ 3,267,067

Human Services Administration includes two budget services: Human Services Administration and Human Services Agencies.

Human Services Administration Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	541,551	799,302	443,973
Operating and Maintenance	2,356,313	2,720,432	2,823,094
Non-Operating	1,206,543	1,206,543	-
Capital	-	-	-
TOTAL	\$ 4,104,406	\$ 4,726,277	\$ 3,267,067

FUND: General Fund

DEPARTMENT: External Services

Service Description:

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

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Director of Community Services	1.000	0.000	0.000
Director of Human Services	0.000	1.000	1.000
Community Service Project Coordinator	1.000	1.000	1.000
Executive Assistant	0.000	0.000	1.000
Total	2.000	2.000	3.000

Human Services Administration

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	375,684	606,488	337,209
112	Temporary Wages	-	2,589	-
121	Overtime Wages	2,214	-	2,589
122	Longevity Compensation	495	-	-
126	RHS Plan	40,001	2,000	1,200
128	FICA	-	-	-
129	Medicare Contribution	4,729	8,794	4,890
131	MOPC	17,872	30,324	16,861
132	Employee Insurance	61,719	90,883	45,979
133	GERP Retirement	32,497	54,584	31,698
135	Compensation Insurance	144	140	120
136	Unemployment Insurance	128	200	127
137	Staff Training and Conference	6,068	2,500	2,500
142	Food Allowance	-	800	800
	<i>Subtotal</i>	<i>541,551</i>	<i>799,302</i>	<i>443,973</i>
Operating and Maintenance				
210	Supplies	2,330	3,267	2,449
217	Dues and Subscriptions	680	505	1,005
218	NonCapital Equip and Furniture	2,024	1,150	-
240	Repair and Maintenance	686	4,935	4,935
245	Mileage Allowance	606	1,000	500
246	Liability Insurance	428	791	1,225
249	Operating Leases and Rentals	1,005	1,350	1,350
250	Prof and Contracted Services	60,617	223,980	43,980
252	Ads and Legal Notices	435	1,645	1,645
261	Telephone Charges	110	-	-
263	Postage	3	400	400
264	Printing Copying and Binding	762	6,809	6,809
269	Other Services and Charges	8,285	5,750	5,750
	<i>Subtotal</i>	<i>77,970</i>	<i>251,582</i>	<i>70,048</i>
Non-Operating Expense				
970	Transfers to Other Funds	1,206,543	1,206,543	-
	<i>Subtotal</i>	<i>1,206,543</i>	<i>1,206,543</i>	<i>-</i>
	SERVICE TOTAL	\$ 1,826,064	\$ 2,257,427	\$ 514,021

Human Services Agencies

FUND: General Fund

DEPARTMENT: External 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

		2022 Actual	2023 Budget	2024 Budget
Operating and Maintenance				
250	Prof and Contracted Services	2,278,342	2,468,850	2,753,046
	<i>Subtotal</i>	<i>2,278,342</i>	<i>2,468,850</i>	<i>2,753,046</i>
Non-Operating Expense				
970	Transfers To Other Funds	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 2,278,342	\$ 2,468,850	\$ 2,753,046

Senior Services Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	867,746	1,055,684	1,284,300
Operating and Maintenance	157,257	132,753	145,947
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 1,025,003	\$ 1,188,437	\$ 1,430,247

Senior Services

FUND: General Fund

DEPARTMENT: External 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:	2022 Budget	2023 Budget	2024 Budget
Seniors Services Manager	1.000	1.000	1.000
Supportive Services Supervisor	0.000	1.000	1.000
Seniors Counseling and Resource Education Coordinator	1.000	0.000	0.000
Seniors Recreation Program Supervisor	1.000	1.000	1.000
Seniors Resource Specialist	2.750	2.750	3.000
Seniors Recreation Program Coordinator	1.000	1.000	2.000
Therapeutic Recreation Coordinator	0.000	0.500	0.500
Seniors Clinician II	1.000	1.000	1.000
Administrative Assistant	1.000	1.000	1.000
Office Assistant	1.000	1.000	1.000
Total	9.750	10.250	11.500

Senior Services

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	584,770	751,616	871,838
112	Temporary Wages	40,940	49,901	119,649
121	Overtime Wages	6,030	4,000	4,000
122	Longevity Compensation	2,110	-	-
126	RHS Plan	15,691	4,100	4,600
128	FICA	2,805	3,094	3,165
129	Medicare Contribution	7,117	11,623	13,384
131	MOPC	28,350	37,580	43,592
132	Employee Insurance	116,322	111,752	120,145
133	GERP Retirement	51,030	67,646	81,954
135	Compensation Insurance	9,198	8,927	16,442
136	Unemployment Insurance	240	245	331
137	Staff Training and Conference	3,143	5,200	5,200
	<i>Subtotal</i>	<i>867,746</i>	<i>1,055,684</i>	<i>1,284,300</i>
Operating and Maintenance				
210	Supplies	17,635	26,444	40,651
216	Reference Books and Materials	215	100	100
217	Dues and Subscriptions	1,705	351	2,351
218	NonCapital Equip and Furniture	11,411	8,175	7,450
232	Building Repair and Maintenance	-	-	-
240	Repair and Maintenance	11,554	21,370	21,370
245	Mileage Allowance	-	50	50
246	Liability Insurance	3,135	3,546	4,476
247	Safety Expenses	466	150	150
249	Operating Leases and Rentals	4,222	4,600	5,600
250	Prof and Contracted Services	31,226	15,758	15,763
252	Ads and Legal Notices	2,280	500	1,000
261	Telephone Charges	-	150	620
263	Postage	1,541	1,500	1,500
264	Printing Copying and Binding	36,604	36,000	36,000
269	Other Services and Charges	22,697	1	1
273	Fleet Lease Operating and Mtc	362	1,854	5,447
274	Fleet Lease Replacement	12,204	12,204	3,418
	<i>Subtotal</i>	<i>157,257</i>	<i>132,753</i>	<i>145,947</i>
	SERVICE TOTAL	\$ 1,025,003	\$ 1,188,437	\$ 1,430,247

Children Youth and Families Resources Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	742,073	829,921	1,065,227
Operating and Maintenance	433,934	773,353	244,761
Non-Operating	-	-	-
Capital	-	24,675	-
TOTAL	\$ 1,176,007	\$ 1,627,949	\$ 1,309,988

Children, Youth and Families Resources

FUND: General Fund

DEPARTMENT: External 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 Youth and Families Resources

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Children Youth and Families Manager	1.000	1.000	1.000
Children Youth and Families Clinician II	2.000	2.000	2.000
Children Youth and Families Community Coordinator	2.000	2.000	2.000
Children Youth and Families Program Leader	2.000	2.000	2.000
Children Youth and Families Program Specialist	0.000	0.000	2.000
Administrative Assistant	1.000	1.000	1.000
Total	8.000	8.000	10.000

Children, Youth and Families

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	546,172	624,813	804,601
112	Temporary Wages	84	3,135	3,207
121	Overtime Wages	3,638	3,732	3,732
126	RHS Plan	9,673	3,200	4,000
128	FICA	5	194	199
129	Medicare	6,876	9,105	11,716
131	MOPC	27,017	31,241	40,230
132	Employee Insurance	92,318	91,292	109,166
133	GERP Retirement	48,630	56,233	75,636
135	Compensation Insurance	4,353	2,775	8,437
136	Unemployment Insurance	190	201	303
137	Staff Training and Conference	3,117	4,000	4,000
	<i>Subtotal</i>	<i>742,073</i>	<i>829,921</i>	<i>1,065,227</i>
Operating and Maintenance				
210	Supplies	57,842	46,375	47,375
217	Dues and Subscriptions	4,537	910	2,910
216		34	-	-
218	NonCapital Equip and Furniture	522	7,900	5,000
229	Materials and Supplies	-	50,000	50,000
240	Repair and Maintenance	-	7,608	7,608
245	Mileage Allowance	-	500	250
246	Liability Insurance	6,997	8,937	2,704
250	Prof and Contracted Services	335,390	297,837	100,937
252	Ads and Legal Notices	474	-	-
261	Telephone Charges	413	-	-
263	Postage	1,410	2,000	250
264	Printing Copying and Binding	614	1,335	1,335
269	Other Services and Charges	-	301,445	1,445
273	Fleet Lease Operating and Mtc	2,211	25,016	1,457
274	Fleet Lease Replacement	23,490	23,490	23,490
	<i>Subtotal</i>	<i>433,934</i>	<i>773,353</i>	<i>244,761</i>
Capital Outlay				
440	Machinery and Equipment	-	17,675	-
475	Building and Facility Improvements	-	7,000	-
974	Art in Public Places	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>24,675</i>	<i>-</i>
	SERVICE TOTAL	\$ 1,176,007	\$ 1,627,949	\$ 1,309,988

Recreation, Golf, Library, and Culture Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	7,812,994	9,247,944	9,879,235
Operating and Maintenance	2,493,899	2,562,064	2,592,243
Non-Operating	89,666	95,970	99,854
Capital	84,083	12,000	57,000
TOTAL	\$ 10,480,642	\$ 11,917,978	\$ 12,628,332

Recreation, Golf, Library, and Culture is a new Division under External Services in 2024. This Division includes 21 budget services:

- ◆ Recreation, Golf, Library, and Culture Administration
- ◆ Library Administration
- ◆ Adult Services
- ◆ Children’s and Teen Services
- ◆ Circulation
- ◆ Technical Services
- ◆ Museum
- ◆ Museum Auditorium
- ◆ Recreation Administration
- ◆ Recreation Center
- ◆ Athletics and Team Sports
- ◆ Aquatics
- ◆ Concessions
- ◆ General Programs and Facilities
- ◆ Outdoor Recreation
- ◆ Recreation for Special Needs
- ◆ Community Events
- ◆ Ice Rink
- ◆ Youth Recreation
- ◆ Sports Field Maintenance
- ◆ Union Reservoir

Recreation, Golf, Library, and Culture Administration Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	-	-	256,646
Operating and Maintenance	-	-	30,424
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ -	\$ -	287,070

Recreation, Golf, Library, and Culture Administration

FUND: General Fund

DEPARTMENT: External Services

Service Description:

The Recreation, Golf, Library, and Administration service administers, supervises, and provides consistent direction for the staff within and services to be provided by the Recreation, Golf, Library, and Cultural Division.

SERVICE: Recreation, Golf, Library and Culture Administration

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Director of Recreation and Culture	0.000	1.000	1.000
Total	0.000	1.000	1.000

Recreation, Golf, Library, and Culture Administration

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	197,451
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	-
126	RHS Plan	-	-	400
128	FICA	-	-	-
129	Medicare Contribution	-	-	2,863
131	MOPC	-	-	9,873
132	Employee Insurance	-	-	27,361
133	GERP Retirement	-	-	18,560
135	Compensation Insurance	-	-	63
136	Unemployment Insurance	-	-	75
	<i>Subtotal</i>	-	-	256,646
Operating and Maintenance				
246	Liability Insurance	-	-	424
250	Prof and Contracted Services	-	-	30,000
	<i>Subtotal</i>	-	-	30,424
	SERVICE TOTAL	\$ -	\$ -	\$ 287,070

Library Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	3,094,674	3,695,861	3,890,094
Operating and Maintenance	721,867	783,525	802,141
Non-Operating	-	-	-
Capital	84,083	12,000	-
TOTAL	\$ 3,900,624	\$ 4,491,386	\$ 4,692,235

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

Library Administration

FUND: General Fund

DEPARTMENT: External 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:	2022 Budget	2023 Budget	2024 Budget
Library Director	1.000	1.000	1.000
Librarian I	1.000	1.000	1.000
Campus Supervisor	1.000	1.000	1.000
Campus Security Attendant	0.000	0.000	0.900
Administrative Assistant	1.000	1.000	1.000
Total	4.000	4.000	4.900

Library Administration

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	294,398	337,414	404,099
112	Temporary Wages	42,610	60,635	34,088
121	Overtime Wages	510	750	750
122	Longevity Compensation	-	-	-
126	RHS Plan	13,425	1,600	1,960
128	FICA	2,649	3,759	2,113
129	Medicare Contribution	4,391	5,772	6,352
131	MOPC	11,769	16,871	20,205
132	Employee Insurance	56,207	50,252	55,663
133	GERP Retirement	25,349	30,367	37,986
135	Compensation Insurance	138	159	276
136	Unemployment Insurance	120	111	154
137	Staff Training and Conference	2,552	5,000	5,000
141	Uniforms Protective Clothing	101	300	300
	<i>Subtotal</i>	<i>454,218</i>	<i>512,990</i>	<i>568,946</i>
Operating and Maintenance				
210	Supplies	26,486	34,000	35,020
217	Dues and Subscriptions	7,248	21,100	21,100
218	NonCapital Equip and Furniture	8,799	8,250	8,000
240	Repair and Maintenance	9,303	8,000	8,000
245	Mileage Allowance	160	32	3,000
246	Liability Insurance	909	1,041	1,026
247	Safety Expenses	180	400	400
249	Operating Leases and Rentals	-	-	-
250	Prof and Contracted Services	5,531	3,000	3,500
252	Ads and Legal Notices	555	-	-
261	Telephone Charges	3,147	2,500	2,992
263	Postage	81	150	2,250
264	Printing Copying and Binding	-	20	-
269	Other Services and Charges	3,330	2,000	2,000
	<i>Subtotal</i>	<i>65,728</i>	<i>80,493</i>	<i>87,288</i>
Capital Outlay				
440	Machinery and Equipment	42,438	-	-
	<i>Subtotal</i>	<i>42,438</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 562,385	\$ 593,483	\$ 656,234

Adult Services

FUND: General Fund

DEPARTMENT: External 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:	2022 Budget	2023 Budget	2024 Budget
Librarian II	1.000	1.000	1.000
Librarian I	4.250	4.250	4.250
Sr Library Technician	1.000	1.000	1.000
Library Technician	2.000	1.500	1.500
Total	8.250	7.750	7.750

Adult Services
Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	486,855	526,768	578,034
112	Temporary Wages	46,251	63,260	64,715
126	RHS Plan	2,994	3,100	3,100
128	FICA	2,872	3,437	4,012
129	Medicare Contribution	6,445	8,442	9,319
131	MOPC	24,339	26,338	28,905
132	Employee Insurance	83,176	78,453	79,516
133	GERP Retirement	43,811	47,409	54,338
135	Compensation Insurance	1,653	1,612	410
136	Unemployment Insurance	173	173	220
	<i>Subtotal</i>	698,569	758,992	822,569
Operating and Maintenance				
209	Ebooks Eaudiobooks	93,106	-	95,000
210	Supplies	4,673	-	-
211	Adult Books	144,646	223,000	134,000
213	Periodicals	21,436	13,000	13,000
214	Pamphlets and Documents	-	-	-
215	Audiovisual Materials	18,243	26,000	20,000
216	Reference Books and Materials	6,324	-	-
217	Dues and Subscriptions	3,551	-	-
240	Repair and Maintenance	-	-	-
245	Mileage Allowance	-	100	-
246	Liability Insurance	643	1,162	1,363
250	Prof and Contracted Services	3,695	4,500	4,500
263	Postage	57	100	-
269	Other Services and Charges	48,447	79,204	80,804
	<i>Subtotal</i>	344,822	347,066	348,667
	SERVICE TOTAL	\$ 1,043,391	\$ 1,106,058	\$ 1,171,236

Children's and Teen Services

FUND: General Fund

DEPARTMENT: External 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 Teen Services

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Librarian II	1.000	1.000	1.000
Librarian I	2.750	3.750	3.750
Library Technician	1.253	1.253	1.500
Total	5.003	6.003	6.250

Children's and Teen Services

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	333,362	415,578	474,481
112	Temporary Wages	56,072	39,449	25,969
126	RHS Plan	12,656	2,401	2,500
128	FICA	3,476	1,924	1,610
129	Medicare Contribution	4,893	6,475	7,256
131	MOPC	16,211	20,779	23,726
132	Employee Insurance	52,618	61,976	65,168
133	GERP Retirement	29,180	37,402	44,604
135	Compensation Insurance	413	129	157
136	Unemployment Insurance	106	136	180
	<i>Subtotal</i>	508,987	586,249	645,651
Operating and Maintenance				
209	Ebooks Eaudiobooks	13,210	-	14,500
210	Supplies	2,353	6,317	6,000
212	Children's Books	76,950	95,000	81,000
213	Periodicals	80	500	500
215	Audiovisual Materials	4,870	8,500	8,000
218	NonCapital Equip and Furniture	313	1,000	-
245	Mileage Allowance	-	50	-
246	Liability Insurance	392	728	1,051
250	Prof and Contracted Services	-	500	-
263	Postage	-	-	-
264	Printing Copying and Binding	-	600	-
269	Other Services and Charges	-	-	-
	<i>Subtotal</i>	98,167	113,195	111,051
	SERVICE TOTAL	\$ 607,154	\$ 699,444	\$ 756,702

Circulation

FUND: General Fund

DEPARTMENT: External 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:	2022 Budget	2023 Budget	2024 Budget
Circulation Desk Manager	1.000	1.000	1.000
Sr Library Technician	1.000	1.000	1.000
Library Assistant	3.463	5.463	6.213
Library Page	5.000	3.500	2.750
Total	10.463	10.963	10.963

Circulation
Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	470,990	546,092	569,528
112	Temporary Wages	205,753	230,356	229,573
126	RHS Plan	4,508	4,385	4,385
128	FICA	12,777	13,614	14,234
129	Medicare Contribution	8,737	11,102	11,587
131	MOPC	23,460	27,305	28,477
132	Employee Insurance	73,146	81,644	78,923
133	GERP Retirement	42,227	49,149	53,535
135	Compensation Insurance	1,218	473	540
136	Unemployment Insurance	150	182	217
	<i>Subtotal</i>	842,966	964,302	990,999
Operating and Maintenance				
210	Supplies	2,581	2,500	2,500
218	NonCapital Equip and Furniture	6,221	2,500	2,500
245	Mileage Allowance	-	32	-
246	Liability Insurance	680	1,298	1,794
250	Prof and Contracted Services	3,627	4,000	3,000
263	Postage	1,253	1,200	-
	<i>Subtotal</i>	14,362	11,530	9,794
	SERVICE TOTAL	\$ 857,329	\$ 975,832	\$ 1,000,793

Technical Services

FUND: General Fund

DEPARTMENT: External 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:	2022 Budget	2023 Budget	2024 Budget
Librarian II	1.000	1.000	1.000
Device Specialist	1.000	1.000	1.000
Sr Library Technician	1.000	1.000	1.000
Library Technician	3.498	4.248	4.000
Library Assistant	1.288	1.288	1.288
Library Page	0.500	1.000	0.500
Total	8.286	9.536	8.788

Technical Services

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	405,442	569,856	566,909
112	Temporary Wages	39,227	121,733	114,303
115	One Time Payment	1,000	-	-
121	Overtime Wages	-	-	-
126	RHS Plan	5,027	3,814	3,515
128	FICA	2,434	3,435	7,087
129	Medicare Contribution	5,691	9,066	9,878
131	MOPC	20,129	28,492	28,347
132	Employee Insurance	74,136	85,118	77,977
133	GERP Retirement	36,233	51,287	53,290
135	Compensation Insurance	462	340	411
136	Unemployment Insurance	153	187	212
	<i>Subtotal</i>	<i>589,934</i>	<i>873,328</i>	<i>861,929</i>
Operating and Maintenance				
210	Supplies	52,250	57,350	52,100
217	Dues and Subscriptions	13,324	18,837	18,837
218	NonCapital Equip and Furniture	(1,300)	2,000	-
240	Repair and Maintenance	125,730	142,006	163,006
246	Liability Insurance	547	1,048	1,598
261	Telephone Charges	55	-	-
263	Postage	638	800	-
264	Printing Copying and Binding	1,447	1,600	2,200
269	Other Services and Charges	6,095	7,600	7,600
	<i>Subtotal</i>	<i>198,787</i>	<i>231,241</i>	<i>245,341</i>
Capital Outlay				
440	Machinery and Equipment	41,645	12,000	-
	<i>Subtotal</i>	<i>41,645</i>	<i>12,000</i>	<i>-</i>
	SERVICE TOTAL	\$ 830,366	\$ 1,116,569	\$ 1,107,270

Museum Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	1,039,359	1,246,147	1,310,338
Operating and Maintenance	169,081	149,068	147,342
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 1,208,440	\$ 1,395,215	\$ 1,457,680

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

Museum

FUND: General Fund

DEPARTMENT: External 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:	2022 Budget	2023 Budget	2024 Budget
Museum Director	1.000	1.000	1.000
Museum Curator	3.000	3.000	3.000
Museum Exhibitions Technician	1.000	1.000	1.000
Executive Assistant	1.000	1.000	1.000
Registrar	0.500	0.503	0.750
Fund Development and Marketing Specialist	0.750	0.750	0.000
Communication and Marketing Specialist	0.000	0.000	0.750
Visitor Services Manager	0.500	0.500	0.500
Office Assistant	0.000	0.000	2.000
Total	7.750	7.753	10.000

Museum

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	541,411	578,661	708,264
112	Temporary Wages	124,277	239,016	129,921
115	One Time Payment	-	-	-
121	Overtime Wages	673	300	300
126	RHS Plan	4,872	3,101	4,000
128	FICA	7,712	14,819	8,055
129	Medicare Contribution	8,441	11,857	12,154
131	MOPC	26,965	28,933	35,416
132	Employee Insurance	87,088	86,799	98,142
133	GERP Retirement	48,537	52,079	66,578
135	Compensation Insurance	1,123	222	658
136	Unemployment Insurance	179	191	272
137	Staff Training and Conference	1,537	-	4,000
	<i>Subtotal</i>	<i>852,814</i>	<i>1,015,978</i>	<i>1,067,760</i>
Operating and Maintenance				
210	Supplies	28,681	30,141	11,878
216	Reference Books and Materials	210	-	-
217	Dues and Subscriptions	4,663	-	1,860
218	NonCapital Equip and Furniture	12,884	-	-
225	Freight	-	1,200	-
240	Repair and Maintenance	4,638	25,528	20,307
245	Mileage Allowance	224	-	-
246	Liability Insurance	1,050	1,717	4,559
247	Safety Expenses	-	-	-
249	Operating Leases and Rentals	2,375	-	1,040
250	Prof and Contracted Services	25,306	5,000	7,500
252	Ads and Legal Notices	1,229	-	-
261	Telephone Charges	420	430	430
263	Postage	4,207	-	3,280
264	Printing Copying and Binding	2,627	-	3,000
269	Other Services and Charges	7,533	4,891	5,000
274	Fleet Lease Replacement	-	-	19,140
	<i>Subtotal</i>	<i>96,046</i>	<i>68,907</i>	<i>77,994</i>
	SERVICE TOTAL	\$ 948,861	\$ 1,084,885	\$ 1,145,754

Museum Auditorium

FUND: General Fund

DEPARTMENT: External Services

Service Description:

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

SERVICE: Museum Auditorium

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Auditorium and Event Manager	1.000	1.000	1.000
Visitor Services Manager	0.500	0.500	0.500
Building Supervisor	0.000	0.000	0.750
Total	1.500	1.500	2.250

Museum Auditorium

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	115,852	110,368	154,099
112	Temporary Wages	33,425	79,421	38,714
121	Overtime Wages	378	-	-
126	RHS Plan	600	600	900
128	FICA	2,097	4,924	2,400
129	Medicare Contribution	1,908	2,752	2,796
131	MOPC	5,749	5,518	7,705
132	Employee Insurance	16,098	16,555	21,353
133	GERP Retirement	10,347	9,933	14,486
135	Compensation Insurance	57	62	66
136	Unemployment Insurance	34	36	59
	<i>Subtotal</i>	<i>186,545</i>	<i>230,169</i>	<i>242,578</i>
Operating and Maintenance				
210	Supplies	2,259	3,785	4,035
216	Reference Books and Materials	37	-	-
217	Dues and Subscriptions	15	-	-
	Non Capital Equipment and Furni-			
218	ture	8,401	-	2,400
224	Resale Merchandise	3,815	12,000	12,000
240	Repair and Maintenance	987	-	-
245	Mileage Allowance	-	-	-
246	Liability Insurance	169	349	438
249	Operating Leases and Rentals	5,695	-	-
250	Prof and Contracted Services	43,533	3,200	3,950
252	Ads and Legal Notices	-	-	-
256	Refunds	4,453	45,000	45,000
259	Licenses and Permits	725	1,525	1,525
263	Postage	2,112	-	-
264	Printing Copying and Binding	833	-	-
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	2,493	-
274	Fleet Lease Replacement	-	11,809	-
	<i>Subtotal</i>	<i>73,034</i>	<i>80,161</i>	<i>69,348</i>
	SERVICE TOTAL	\$ 259,579	\$ 310,330	\$ 311,926

Recreation Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	3,678,961	4,305,936	4,422,157
Operating and Maintenance	1,602,952	1,629,471	1,612,336
Non-Operating	89,666	95,970	99,854
Capital	-	-	57,000
TOTAL	\$ 5,371,578	\$ 6,031,377	\$ 6,191,347

The Recreation Division provides a variety of recreational activities for Longmont residents. There are 13 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
- ◆ Ice Rink
- ◆ Youth Recreation
- ◆ Sports Field Maintenance
- ◆ Union Reservoir

Golf services are not funded from the General Fund.

Recreation Administration

FUND: General Fund

DEPARTMENT: External 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:	2022 Budget	2023 Budget	2024 Budget
Recreation and Golf Manager	0.600	0.600	0.000
Recreation and Golf Superintendent	0.000	0.000	0.570
Recreation Program Supervisor	0.400	0.400	0.370
Communications and Marketing Manager	0.250	0.260	0.000
Administrative Analyst	0.000	0.000	0.920
Administrative Assistant	1.000	1.000	0.000
Total	2.250	2.260	1.860

Recreation Administration

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	185,458	206,076	165,535
112	Temporary Wages	-	10,176	10,410
115	One Time Payment	700	-	-
121	Overtime Wages	1,032	-	-
126	RHS Plan	2,106	904	744
128	FICA	-	631	645
129	Medicare Contribution	2,284	3,136	2,551
131	MOPC	9,273	10,304	8,276
132	Employee Insurance	30,084	30,552	22,633
133	GERP Retirement	16,691	18,546	15,560
135	Compensation Insurance	1,555	1,579	1,715
136	Unemployment Insurance	63	67	62
137	Staff Training and Conference	4,780	2,000	2,000
141	Uniforms Protective Clothing	345	637	637
142	Food Allowance	74	-	-
	<i>Subtotal</i>	<i>254,444</i>	<i>284,608</i>	<i>230,768</i>
Operating and Maintenance				
210	Supplies	11,670	15,000	15,000
216	Reference Books and Materials	-	37	37
217	Dues and Subscriptions	17,941	5,495	5,495
218	NonCapital Equip and Furniture	848	10,025	225
240	Repair and Maintenance	4,383	16,139	16,139
245	Mileage Allowance	451	2,203	2,203
246	Liability Insurance	468	1,634	1,666
247	Safety Expenses	-	222	222
249	Operating Leases and Rentals	1,840	1,425	1,425
250	Prof and Contracted Services	7,794	8,964	8,964
252	Ads and Legal Notices	4,359	1,500	1,500
261	Telephone Charges	780	2,655	2,655
263	Postage	23,086	23,000	23,000
264	Printing Copying and Binding	39,588	18,774	18,774
269	Other Services and Charges	93,390	64,456	64,456
	<i>Subtotal</i>	<i>206,597</i>	<i>171,529</i>	<i>161,761</i>
Non-Operating Expense				
970	Transfers To Other Funds	89,666	95,970	99,854
	<i>Subtotal</i>	<i>89,666</i>	<i>95,970</i>	<i>99,854</i>
	SERVICE TOTAL	\$ 550,707	\$ 552,107	\$ 492,383

Recreation Center

FUND: General Fund

DEPARTMENT: External Services

Service Description:

The Recreation Center is part of the Recreation Division of the External 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:	2022 Budget	2023 Budget	2024 Budget
Recreation Area Supervisor	1.000	1.000	1.000
Recreation Program Supervisor	0.850	0.850	0.340
Recreation Program Coordinator	1.000	2.000	2.000
Pool Technician	0.350	0.350	0.350
Fitness Specialist	1.000	1.000	1.000
Swim Lesson Specialist	0.503	0.503	0.670
Recreation Facility Supervisor	0.000	0.000	0.500
Administrative Assistant	1.000	1.000	1.000
Office Assistant	1.000	1.000	1.000
Total	6.703	7.703	7.860

Recreation Center

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	419,106	543,429	543,392
112	Temporary Wages	672,169	715,952	729,689
115	One Time Payment	2,410	-	-
121	Overtime Wages	1,043	-	-
122	Longevity Compensation	-	-	-
126	RHS Plan	6,339	3,381	3,144
128	FICA	41,709	46,233	44,776
129	Medicare Contribution	15,071	18,693	18,352
131	MOPC	20,453	27,171	27,169
132	Employee Insurance	73,389	81,514	75,297
133	GERP Retirement	36,815	48,908	51,079
135	Compensation Insurance	20,298	17,181	20,470
136	Unemployment Insurance	173	179	207
141	Uniforms Protective Clothing	2,305	2,850	2,850
	<i>Subtotal</i>	<i>1,311,279</i>	<i>1,505,491</i>	<i>1,516,425</i>
Operating and Maintenance				
210	Supplies	12,377	18,000	18,000
217	Dues and Subscriptions	1,990	900	900
218	NonCapital Equip and Furniture	1,232	6,000	6,000
222	Chemicals	22,074	31,329	31,329
224	Resale Merchandise	5,966	4,500	4,500
240	Repair and Maintenance	11,259	21,500	16,500
245	Mileage Allowance	-	350	350
246	Liability Insurance	7,027	8,357	8,882
247	Safety Expenses	108	1,125	1,125
249	Operating Leases and Rentals	2,216	1,275	1,275
250	Prof and Contracted Services	6,857	23,737	18,737
252	Ads and Legal Notices	125	1,000	1,000
260	Utilities	264,818	308,533	308,533
261	Telephone Charges	1,237	-	-
263	Postage	8	1,000	1,000
264	Printing Copying and Binding	4,488	4,000	4,000
269	Other Services and Charges	-	250	250
	<i>Subtotal</i>	<i>341,782</i>	<i>431,856</i>	<i>422,381</i>
	SERVICE TOTAL	\$ 1,653,061	\$ 1,937,347	\$ 1,938,806

Athletics and Team Sports

FUND: General Fund

DEPARTMENT: External 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:	2022 Budget	2023 Budget	2024 Budget
Recreation Program Supervisor	0.600	0.600	0.590
Recreation Program Coordinator	0.800	0.800	0.800
Total	1.400	1.400	1.390

Athletics and Team Sports

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	84,500	102,791	106,690
112	Temporary Wages	133,779	196,073	215,928
115	One Time Payment	450	-	-
121	Overtime Wages	1,022	-	-
126	RHS Plan	7,609	560	556
128	FICA	8,359	12,156	13,388
129	Medicare Contribution	3,021	4,333	4,678
131	MOPC	3,946	5,140	5,334
132	Employee Insurance	15,397	15,419	14,785
133	GERP Retirement	7,103	9,251	10,029
135	Compensation Insurance	5,064	4,283	4,965
136	Unemployment Insurance	32	34	41
141	Uniforms Protective Clothing	-	675	675
	<i>Subtotal</i>	<i>270,281</i>	<i>350,715</i>	<i>377,069</i>
Operating and Maintenance				
210	Supplies	39,584	19,167	19,167
217	Dues and Subscriptions	4,888	200	200
218	NonCapital Equip and Furniture	37	500	500
240	Repair and Maintenance	-	250	250
245	Mileage Allowance	168	375	375
246	Liability Insurance	1,259	1,589	1,795
247	Safety Expenses	287	375	375
250	Prof and Contracted Services	37,035	47,987	47,987
260	Utilities	94,997	100,424	140,135
261	Telephone Charges	42	-	-
263	Postage	-	250	250
264	Printing Copying and Binding	-	500	500
269	Other Services and Charges	-	2,500	2,500
	<i>Subtotal</i>	<i>178,298</i>	<i>174,117</i>	<i>214,034</i>
	SERVICE TOTAL	\$ 448,579	\$ 524,832	\$ 591,103

Aquatics

FUND: General Fund

DEPARTMENT: External 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:	2022 Budget	2023 Budget	2024 Budget
Recreation Area Supervisor	1.000	1.000	1.000
Recreation Program Supervisor	0.600	0.600	0.090
Recreation Program Coordinator	1.200	1.200	1.200
Recreation Facility Supervisor	0.000	0.000	0.500
Aquatic Facility Lead	0.000	2.250	2.000
Swim Lesson Specialist	0.248	0.248	0.330
Pool Technician	0.650	0.650	0.650
Office Assistant	0.750	0.750	0.750
Total	4.448	6.698	6.520

Aquatics

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	286,324	385,083	442,810
112	Temporary Wages	382,600	405,932	411,380
115	One Time Payment	1,790	-	-
121	Overtime Wages	2,184	-	-
122	Longevity Compensation	-	-	-
126	RHS Plan	9,419	2,379	2,608
128	FICA	24,587	29,476	25,041
129	Medicare Contribution	9,359	12,476	12,276
131	MOPC	13,567	19,254	22,139
132	Employee Insurance	45,886	57,762	61,360
133	GERP Retirement	24,420	34,657	41,623
135	Compensation Insurance	35,855	21,670	14,036
136	Unemployment Insurance	116	127	169
141	Uniforms and Protective Clothing	2,491	525	525
142	Food Allowance	111	-	-
	<i>Subtotal</i>	838,709	969,341	1,033,967
Operating and Maintenance				
210	Supplies	20,898	25,000	25,000
217	Dues and Subscriptions	6,792	2,242	6,242
218	NonCapital Equip and Furniture	1,267	1,250	1,250
222	Chemicals	39,713	49,881	49,881
240	Repair and Maintenance	7,042	28,000	23,000
245	Mileage Allowance	-	-	-
246	Liability Insurance	15,666	16,159	18,739
247	Safety Expenses	70	885	885
249	Operating Leases and Rentals	380	-	-
250	Prof and Contracted Services	14,586	11,250	11,250
252	Ads and Legal Notices	2,440	-	-
260	Utilities	100,378	127,773	127,773
261	Telephone Charges	970	-	-
263	Postage	1	100	100
264	Printing Copying and Binding	26	750	750
269	Other Services and Charges	-	250	250
273	Fleet Lease Operating and Mtc	2,307	861	6,177
274	Fleet Lease Replacement	5,305	5,305	-
	<i>Subtotal</i>	222,083	270,956	272,547
	SERVICE TOTAL	\$ 1,060,793	\$ 1,240,297	\$ 1,306,514

Concessions

FUND: General Fund

DEPARTMENT: External 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		2022 Actual	2023 Budget	2024 Budget
112	Temporary Wages	36	19,029	19,467
128	FICA	2	1,180	1,207
129	Medicare Contribution	1	276	282
135	Compensation Insurance	162	152	174
141	Uniforms and Protective Clothing	-	75	75
	<i>Subtotal</i>	<i>201</i>	<i>20,712</i>	<i>21,205</i>
Operating and Maintenance				
210	Supplies	-	844	844
218	NonCapital Equip and Furniture	-	188	188
224	Resale Merchandise	101	10,000	10,000
240	Repair and Maintenance	-	1,000	1,000
246	Liability Insurance	122	148	174
247	Safety Expenses	-	225	225
260	Utilities	31,332	39,711	-
273	Fleet Lease Operating and Mtc	1,967	2,822	6,254
	<i>Subtotal</i>	<i>33,521</i>	<i>54,938</i>	<i>18,685</i>
Capital Outlay				
432	Vehicles	-	-	30,000
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>30,000</i>
	SERVICE TOTAL	\$ 33,722	\$ 75,650	\$ 69,890

General Programs and Facilities

FUND: General Fund

DEPARTMENT: External 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:	2022 Budget	2023 Budget	2024 Budget
Recreation Area Supervisor	1.000	1.000	1.000
Recreation Program Supervisor	0.300	0.300	0.280
Recreation Program Coordinator	1.900	1.900	1.900
Therapeutic Recreation Coordinator	0.000	0.000	0.500
Campus Security Attendant	0.000	0.000	0.100
Administrative Analyst	0.570	0.570	0.550
Administrative Assistant	1.000	1.000	0.800
Total	4.770	4.770	5.130

General Programs and Facilities

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	272,678	337,441	380,005
112	Temporary Wages	200,627	214,575	212,995
115	One Time Payment	1,600	-	-
121	Overtime Wages	1,919	-	-
126	RHS Plan	1,730	1,908	2,052
128	FICA	11,800	13,304	13,206
129	Medicare	6,101	8,004	8,599
131	MOPC	13,512	16,872	19,000
132	Employee Insurance	50,326	50,526	52,590
133	GERP Retirement	24,322	30,370	35,720
135	Compensation Insurance	14,849	13,445	15,361
136	Unemployment Insurance	106	111	144
137	Staff Training and Conference	2,271	-	-
141	Uniforms Protective Clothing	884	375	375
	<i>Subtotal</i>	602,725	686,931	740,047
Operating and Maintenance				
210	Supplies	5,089	8,000	8,000
217	Dues and Subscriptions	612	75	75
218	NonCapital Equip and Furniture	1,915	1,100	1,100
240	Repair and Maintenance	16,998	1,250	1,250
246	Liability Insurance	3,136	2,342	2,787
247	Safety Expenses	455	754	754
249	Operating Leases and Rentals	-	2,362	2,362
250	Prof and Contracted Services	139,024	90,000	90,000
252	Ads and Legal Notices	1,038	175	175
259	Licenses and Permits	750	1,250	1,250
260	Utilities	49,520	51,409	51,409
261	Telephone Charges	3,411	63	63
263	Postage	-	1,000	1,000
264	Printing Copying and Binding	646	975	975
269	Other Services and Charges	300	600	600
273	Fleet Lease Operating and Mtc	5,828	3,912	5,560
274	Fleet Lease Replacement	24,580	27,208	33,308
276	Scholarships	18,271	-	-
	<i>Subtotal</i>	271,571	192,475	200,668
	SERVICE TOTAL	\$ 874,296	\$ 879,406	\$ 940,715

Outdoor Recreation

FUND: General Fund

DEPARTMENT: External 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		2022 Actual	2023 Budget	2024 Budget
112	Temporary Wages	-	1,052	1,076
128	FICA	-	65	67
129	Medicare	-	15	16
135	Compensation Insurance	9	8	10
	<i>Subtotal</i>	9	1,140	1,169
Operating and Maintenance				
210	Supplies	13,230	17,000	17,000
246	Liability Insurance	426	486	533
249	Operating Leases and Rentals	-	300	300
250	Prof and Contracted Services	19,729	11,000	11,000
252	Ads and Legal Notices	168	450	450
259	Licenses and Permits	-	262	262
263	Postage	5	150	150
264	Printing Copying and Binding	-	200	200
	<i>Subtotal</i>	33,559	29,848	29,895
	SERVICE TOTAL	\$ 33,568	\$ 30,988	\$ 31,064

Recreation for Special Needs

FUND: General Fund

DEPARTMENT: External 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:	2022 Budget	2023 Budget	2024 Budget
Recreation Program Coordinator	0.100	0.600	0.100
Total	0.100	0.600	0.100

Recreation for Special Needs

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	5,876	39,728	6,928
112 Temporary Wages	4,778	31,821	32,553
115 One Time Payment	50	-	-
126 RHS Plan	40	240	40
128 FICA	296	1,973	2,018
129 Medicare	139	1,037	572
131 MOPC	294	1,986	346
132 Employee Insurance	999	5,959	960
133 GERP Retirement	529	3,576	651
135 Compensation Insurance	312	308	653
136 Unemployment Insurance	2	13	3
<i>Subtotal</i>	<i>13,313</i>	<i>86,641</i>	<i>44,724</i>
Operating and Maintenance			
210 Supplies	1,556	225	225
218 NonCapital Equip and Furniture	-	250	250
246 Liability Insurance	39	74	165
250 Prof and Contracted Services	1,300	75	75
261 Telephone Charges	42	-	-
264 Printing Copying and Binding	-	45	45
<i>Subtotal</i>	<i>2,937</i>	<i>669</i>	<i>760</i>
SERVICE TOTAL	\$ 16,250	\$ 87,310	\$ 45,484

Community Events

FUND: General Fund

DEPARTMENT: External 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

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	-
112	Temporary Wages	1,255	-	-
128	FICA	78	-	-
129	Medicare	18	-	-
131	MOPC	-	-	-
133	GERP Retirement	-	-	-
135	Compensation Insurance	-	-	-
141	Uniforms and Protective Clothing	1,104	500	500
	<i>Subtotal</i>	<i>2,454</i>	<i>500</i>	<i>500</i>
Operating and Maintenance				
210	Supplies	11,495	3,974	3,974
218	NonCapital Equip and Furniture	-	823	823
246	Liability Insurance	-	-	-
249	Operating Leases and Rentals	35,813	45,000	45,000
250	Prof and Contracted Services	118,087	85,630	85,630
252	Ads and Legal Notices	-	2,500	2,500
263	Postage	-	50	50
264	Printing Copying and Binding	338	1,000	1,000
	<i>Subtotal</i>	<i>165,733</i>	<i>138,977</i>	<i>138,977</i>
Capital Outlay				
432	Vehicles	-	-	27,000
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>27,000</i>
	SERVICE TOTAL	\$ 168,187	\$ 139,477	\$ 166,477

Seasonal Ice Rink

FUND: General Fund

DEPARTMENT: External 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	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	14	-	-
112 Temporary Wages	104,456	102,384	104,739
121 Overtime Wages	1,160	-	-
128 FICA	6,549	6,348	6,494
129 Medicare	1,532	1,485	1,519
135 Compensation Insurance	777	951	934
<i>Subtotal</i>	<i>114,488</i>	<i>111,168</i>	<i>113,686</i>
Operating and Maintenance			
210 Supplies	10,099	4,250	4,250
217 Dues and Subscriptions	244	1,500	1,500
218 NonCapital Equip and Furniture	2,943	2,000	2,000
240 Repair and Maintenance	493	4,213	4,213
246 Liability Insurance	302	535	1,272
247 Safety Expenses	104	112	112
249 Operating Leases and Rentals	-	1,200	1,200
250 Prof and Contracted Services	15,253	13,952	13,952
252 Ads and Legal Notices	-	2,000	2,000
259 Licenses and Permits	-	82	82
260 Utilities	19,885	25,032	25,032
261 Telephone Charges	-	125	125
264 Printing Copying and Binding	-	200	200
<i>Subtotal</i>	<i>49,325</i>	<i>56,201</i>	<i>56,938</i>
SERVICE TOTAL	\$ 163,813	\$ 167,369	\$ 170,624

Youth Recreation Programs

FUND: General Fund

DEPARTMENT: External 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		2022 Actual	2023 Budget	2024 Budget
112	Temporary Wages	13,551	23,342	23,879
128	FICA	836	1,447	1,480
129	Medicare	196	338	346
135	Compensation Insurance	191	187	213
	<i>Subtotal</i>	<i>14,775</i>	<i>25,314</i>	<i>25,918</i>
Operating and Maintenance				
210	Supplies	4,469	2,445	2,445
217	Dues and Subscriptions	230	-	-
246	Liability Insurance	1,681	518	606
273	Fleet Lease Operating and Mtc	1,755	3,706	3,677
274	Fleet Lease Replacement	16,227	16,226	5,722
	<i>Subtotal</i>	<i>24,362</i>	<i>22,895</i>	<i>12,450</i>
	SERVICE TOTAL	\$ 39,136	\$ 48,209	\$ 38,368

Sports Field Maintenance

FUND: General Fund

DEPARTMENT: External 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:	2022 Budget	2023 Budget	2024 Budget
Recreation Program Supervisor	0.250	0.250	0.250
Sr Grounds Maintenance Technician	2.000	2.000	2.000
Total	2.250	2.250	2.250

Sports Field Maintenance

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	131,940	148,694	160,848
112	Temporary Wages	50,542	53,440	54,669
115	One Time Payment	1,000	-	-
121	Overtime Wages	19,031	6,000	6,000
122	Longevity Compensation	2,460	2,520	2,580
126	RHS Plan	1,338	900	900
128	FICA	3,540	3,313	3,389
129	Medicare Contribution	1,815	2,004	2,117
131	MOPC	6,532	7,435	8,042
132	Employee Insurance	21,432	22,304	22,288
133	GERP Retirement	11,758	13,383	15,120
135	Compensation Insurance	2,630	3,146	2,122
136	Unemployment Insurance	44	49	62
137	Staff Training and Conference	875	-	-
141	Uniforms Protective Clothing	1,344	187	187
	<i>Subtotal</i>	<i>256,281</i>	<i>263,375</i>	<i>278,324</i>
Operating and Maintenance				
210	Supplies	36,412	38,000	38,000
240	Repair and Maintenance	1,058	-	-
246	Liability Insurance	2,653	3,447	5,528
250	Prof and Contracted Services	-	-	-
260	Utilities	434	-	-
261	Telephone Charges	420	300	300
273	Fleet Lease Operating and Maintenace	8,481	13,985	13,226
274	Fleet Lease Replacement	23,726	29,278	26,186
	<i>Subtotal</i>	<i>73,185</i>	<i>85,010</i>	<i>83,240</i>
	SERVICE TOTAL	\$ 329,466	\$ 348,385	\$ 361,564

Recreation Union Reservoir

FUND: General Fund

DEPARTMENT: External Services

Service Description:

Union Reservoir Recreation Management is provided in part by both the Parks and Natural Resources Division and the Recreation 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.

This budget service details Union Reservoir Recreation Management provided by the Recreation Division. Recreation Union Reservoir is a new budget service under the Recreation Division.

SERVICE: Union Reservoir

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Recreation and Golf Superintendent	0.000	0.000	0.030
Recreation Program Supervisor	0.000	0.000	0.080
Administrative Analyst	0.000	0.000	0.100
Administrative Assistant	0.000	0.000	0.200
Total	0.000	0.000	0.410

Recreation Union Reservoir

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	-	-	29,468
112 Temporary Wages	-	-	-
115 One Time Payment	-	-	-
121 Overtime Wages	-	-	-
122 Longevity Compensation	-	-	-
126 RHS Plan	-	-	164
128 FICA	-	-	-
129 Medicare Contribution	-	-	428
131 MOPC	-	-	1,474
132 Employee Insurance	-	-	4,040
133 GERP Retirement	-	-	2,769
136 Unemployment Insurance	-	-	12
137 Staff Training and Conference	-	-	-
141 Uniforms Protective Clothing	-	-	-
<i>Subtotal</i>	-	-	38,355
SERVICE TOTAL	\$ -	\$ -	\$ 38,355

Shared Services Department Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	10,520,593	12,753,697	14,171,558
Operating and Maintenance	4,060,830	5,935,342	7,056,319
Non-Operating	-	95,240	120,240
Capital	520,619	467,000	-
TOTAL	\$ 15,102,042	\$ 19,251,279	\$ 21,348,117

The Shared Services Department includes the City Clerk’s Office, Human Resources, Enterprise Technology Services, Purchasing and Contracts, Recovery Office, Communications, Community and Neighborhood Resources, Strategic Integration, Finance, and Fleet Services.

Expenses in the General Fund include only the City Clerk’s Office, Enterprise Technology Services, Purchasing and Contracts, Recovery Office, Communications, Community and Neighborhood Resources, Strategic Integration, and Finance.

City Clerk Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	481,059	507,822	532,679
Operating and Maintenance	109,581	216,773	276,949
Non-Operating	-	-	-
Capital	-	38,000	-
TOTAL	\$ 590,640	\$ 762,595	\$ 809,628

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:	2022 Budget	2023 Budget	2024 Budget
City Clerk	0.850	0.850	0.850
Executive Assistant	1.000	1.000	1.000
Records Manager/Deputy City Clerk	0.950	0.950	0.950
Licensing Coordinator	1.000	1.000	1.000
Total	3.800	3.800	3.800

City Clerk
Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	304,542	338,882	357,310
112	Temporary Wages	28,509	20,962	21,444
115	One Time Payment	-	-	-
121	Overtime Wages	1,552	1,500	1,500
126	RHS Plan	11,597	1,520	1,520
128	FICA	1,780	928	1,330
129	Medicare Contribution	4,213	5,131	5,493
131	MOPC	14,986	16,944	17,866
132	Employee Insurance	49,821	50,526	49,230
133	GERP Retirement	26,976	30,499	33,587
135	Compensation Insurance	118	1,531	2,657
136	Unemployment Insurance	104	111	136
137	Staff Training and Conference	4,929	5,285	5,285
142	Food Allowance	41	300	300
	<i>Subtotal</i>	<i>449,168</i>	<i>474,119</i>	<i>497,658</i>
Operating and Maintenance				
210	Supplies	4,438	3,000	3,000
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	1,674	1,954	1,954
218	NonCapital Equip and Furniture	7,147	-	-
240	Equipment Repair and Maintenance	12,202	33,190	93,190
245	Mileage Allowance	46	200	200
246	Liability Insurance	351	670	835
249	Operating Leases and Rentals	4,662	8,000	8,000
250	Prof and Contracted Services	33,843	32,645	32,645
252	Ads and Legal Notices	(2,308)	28,500	28,500
261	Telephone Charges	777	850	850
263	Postage	788	1,000	1,000
264	Printing and Copying	2,262	1,220	1,220
269	Other Services and Charges	7,682	12,570	12,570
	<i>Subtotal</i>	<i>73,562</i>	<i>123,799</i>	<i>183,964</i>
Capital Outlay				
440	Machinery and Equipment	-	38,000	-
	<i>Subtotal</i>	<i>-</i>	<i>38,000</i>	<i>-</i>
	SERVICE TOTAL	\$ 522,730	\$ 635,918	\$ 681,622

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:	2022 Budget	2023 Budget	2024 Budget
City Clerk	0.150	0.150	0.150
Records Manager/Deputy City Clerk	0.050	0.050	0.050
Total	0.200	0.200	0.200

Elections and Voter Registration

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	23,471	25,267	26,423
115 One Time Payment	-	-	-
121 Overtime Wages	-	600	600
126 RHS Plan	716	80	80
129 Medicare Contribution	290	366	383
131 MOPC	1,163	1,263	1,321
132 Employee Insurance	3,729	3,736	3,611
133 GERP Retirement	2,094	2,274	2,484
135 Compensation Insurance	9	9	9
136 Unemployment Insurance	7	8	10
142 Food Allowance	412	100	100
<i>Subtotal</i>	31,890	33,703	35,021
Operating and Maintenance			
210 Supplies	174	-	-
245 Mileage Allowance	-	200	200
246 Liability Insurance	27	49	60
250 Prof and Contracted Services	34,857	41,000	41,000
252 Ads and Legal Notices	898	11,000	11,000
261 Telephone Charges	63	-	-
263 Postage	-	24,725	24,725
264 Printing Copying and Binding	-	16,000	16,000
<i>Subtotal</i>	36,019	92,974	92,985
SERVICE TOTAL	\$ 67,909	\$ 126,677	\$ 128,006

Human Resources Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	1,065,497	1,435,267	1,600,455
Operating and Maintenance	308,871	335,050	352,943
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 1,374,367	\$ 1,770,317	\$ 1,953,398

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:	2022 Budget	2023 Budget	2024 Budget
Chief Human Resources Officer	1.000	1.000	1.000
Human Resources Assistant Director	1.000	1.000	1.000
Compensation and Benefit Manager	1.000	1.000	1.000
Retirement Plan Specialist	0.000	1.000	1.000
Compensation and Benefit Specialist	1.000	1.000	1.000
Human Resources Partner II	3.000	3.000	3.000
Human Resources Coordinator	0.000	1.000	1.000
Human Resources Administrator	1.000	1.000	1.000
Administrative Assistant	1.000	2.000	2.000
Total	9.000	12.000	12.000

Human Resources

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	769,107	1,063,232	1,189,635
112 Temporary Wages	4,821	612	626
121 Overtime Wages	2,215	300	300
126 RHS Plan	3,732	4,800	4,800
128 FICA	299	38	39
129 Medicare Contribution	9,563	15,426	17,259
131 MOPC	38,223	53,161	59,481
132 Employee Insurance	133,002	159,484	164,514
133 GERP Retirement	68,802	95,691	111,828
135 Compensation Insurance	2,407	2,772	3,119
136 Unemployment Insurance	277	351	454
137 Staff Training and Conference	15,952	9,000	13,000
138 Tuition Reimbursement	16,871	30,000	35,000
142 Food Allowance	226	400	400
<i>Subtotal</i>	<i>1,065,497</i>	<i>1,435,267</i>	<i>1,600,455</i>
Operating and Maintenance			
210 Supplies	8,377	9,887	9,070
215 Audiovisual Materials	(72)	1,500	1,500
216 Reference Books and Materials	-	1,500	1,500
217 Dues and Subscriptions	11,266	12,613	26,863
218 NonCapital Equip and Furniture	4,466	3,850	1,600
240 Repair and Maintenance	810	3,773	3,773
245 Mileage Allowance	232	500	500
246 Liability Insurance	784	3,340	4,290
250 Prof and Contracted Services	253,822	222,350	236,350
252 Advertising and Legal Notices	10,732	48,737	40,497
263 Postage	1,201	3,000	3,000
264 Printing Copying and Binding	3,229	5,000	5,000
269 Other Services and Charges	14,025	19,000	19,000
<i>Subtotal</i>	<i>308,871</i>	<i>335,050</i>	<i>352,943</i>
Capital Outlay			
440 Machinery and Equipment	-	-	-
<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
SERVICE TOTAL	\$ 1,374,367	\$ 1,770,317	\$ 1,953,398

Enterprise Technology Services Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	2,696,443	3,029,072	3,311,707
Operating and Maintenance	1,324,969	1,904,319	2,573,228
Non-Operating	-	-	-
Capital	510,282	409,000	-
TOTAL	\$ 4,531,695	\$ 5,342,391	\$ 5,884,935

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

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:	2022 Budget	2023 Budget	2024 Budget
ETS Director	0.700	0.700	0.700
Lead Infrastructure Analyst	1.000	1.000	1.000
Sr Security Analyst	0.000	1.000	1.000
Security Analyst	1.000	1.000	1.000
Sr Network Analyst	1.000	1.000	1.000
Sharepoint/O365 Architect	1.000	1.000	1.000
Systems Administrator II	2.000	2.000	2.000
Systems Administrator I	3.000	2.000	2.000
Device Specialist	1.000	2.000	3.000
Administrative Analyst	0.500	0.500	0.500
Total	11.200	12.200	13.200

Enterprise Technology Services Operations

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	963,676	1,210,563	1,394,354
112 Temporary Wages	3,649	-	-
115 One Time Payment	1,500	-	-
121 Overtime Wages	932	200	200
122 Longevity Compensation	-	-	-
126 RHS Plan	9,708	4,880	5,280
128 FICA	226	-	-
129 Medicare Contribution	12,262	17,554	20,217
131 MOPC	47,873	60,528	69,719
132 Employee Insurance	162,890	181,585	193,133
133 GERP Retirement	86,170	108,950	131,070
135 Compensation Insurance	1,257	1,366	1,423
136 Unemployment Insurance	338	399	532
137 Staff Training and Conferences	4,275	14,000	14,000
<i>Subtotal</i>	<i>1,294,756</i>	<i>1,600,025</i>	<i>1,829,928</i>
Operating and Maintenance			
210 Supplies	6,785	11,400	10,400
217 Dues and Subscriptions	3,395	1,500	1,500
218 NonCapital Equip and Furniture	367,233	477,776	364,865
225 Freight	103	120	120
240 Repair and Maintenance	686,853	1,039,891	1,834,354
245 Mileage Allowance	137	500	500
246 Liability Insurance	1,208	3,426	3,676
248 Lease Purchase Installment	4,191	1,502	1,502
249 Operating Leases and Rentals	19,389	32,000	32,000
250 Prof and Contracted Services	136,400	188,911	178,911
252 Ads and Legal Notices	2,370	-	-
261 Telephone Charges	83,857	65,941	65,941
263 Postage	12	-	-
269 Other Services and Charges	318	550	550
273 Fleet Lease Operating and Mtc	1,113	1,914	651
274 Fleet Lease Replacement	5,932	5,932	5,932
<i>Subtotal</i>	<i>1,319,297</i>	<i>1,831,363</i>	<i>2,500,902</i>
Capital Outlay			
440 Machinery and Equipment	510,282	409,000	-
<i>Subtotal</i>	<i>510,282</i>	<i>409,000</i>	<i>-</i>
SERVICE TOTAL	\$ 3,124,335	\$ 3,840,388	\$ 4,330,830

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:	2022 Budget	2023 Budget	2024 Budget
ETS Director	0.300	0.300	0.300
Lead ERP Technical Functional Analyst	1.000	1.000	1.000
ERP Technical Functional Analyst	1.000	2.000	1.000
Sr Technical Functional Analyst	0.000	0.000	1.000
Lead Systems Integration Analyst	1.000	1.000	1.000
Database Administrator	1.000	1.000	0.000
Sr Database Administrator	0.000	0.000	1.000
GIS Coordinator	1.000	1.000	0.000
Systems Analyst/DBA	1.000	1.000	1.000
Sr CIS Technical Functional Analyst	1.000	1.000	1.000
CIS Technical Functional Analyst	1.000	0.000	1.000
Administrative Analyst	0.500	0.500	0.500
Total	8.800	8.800	8.800

Enterprise Technology Services Applications

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	1,076,851	1,105,499	1,121,084
112 Temporary Wages	-	9,765	9,765
121 Overtime Wages	-	-	-
126 RHS Plan	10,739	3,520	3,520
128 FICA	-	605	605
129 Medicare Contribution	13,496	14,228	16,398
131 MOPC	53,565	48,575	56,055
132 Employee Insurance	145,875	145,724	155,348
133 GERP Retirement	96,417	87,434	105,383
135 Compensation Insurance	362	568	386
136 Unemployment Insurance	303	321	427
137 Staff Training and Conference	4,079	12,808	12,808
<i>Subtotal</i>	<i>1,401,687</i>	<i>1,429,047</i>	<i>1,481,779</i>
Operating and Maintenance			
210 Supplies	112	610	610
216 Reference Books and Materials	-	650	650
217 Dues and Subscriptions	-	-	-
218 NonCapital Equip and Furniture	-	5,600	5,600
240 Repair and Maintenance	2,145	17,890	17,890
246 Liability Insurance	1,077	3,206	2,576
250 Prof and Contracted Services	1,645	45,000	45,000
261 Telephone Charges	693	-	-
<i>Subtotal</i>	<i>5,672</i>	<i>72,956</i>	<i>72,326</i>
Capital Outlay			
440 Machinery and Equipment	-	-	-
<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
SERVICE TOTAL	\$ 1,407,359	\$ 1,502,003	\$ 1,554,105

Purchasing and Contracts Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	751,924	999,177	1,085,142
Operating and Maintenance	39,227	51,166	68,565
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 791,151	\$ 1,050,343	\$ 1,153,707

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:	2022 Budget	2023 Budget	2024 Budget
Purchasing and Contracts Manager	1.000	1.000	1.000
Procurement Specialist	4.000	4.000	4.000
Contract Specialist	0.000	1.000	1.000
Purchasing Card Administrator	1.000	1.000	1.000
Purchasing Technician	1.000	0.000	0.000
Administrative Analyst	0.000	1.000	1.000
Total	7.000	8.000	8.000

Purchasing and Contracts

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	510,424	718,466	786,559
112	Temporary Wages	44,958	46,424	49,243
115	One Time Payment	1,200	-	-
126	RHS Plan	10,112	3,200	3,200
128	FICA	2,787	2,878	3,053
129	Medicare Contribution	7,073	11,090	12,117
131	MOPC	25,274	35,923	39,328
132	Employee Insurance	93,639	107,770	108,994
133	GERP Retirement	45,494	64,662	73,934
135	Compensation Insurance	347	377	264
136	Unemployment Insurance	197	237	300
137	Staff Training and Conference	10,419	8,150	8,150
142	Food Allowance	-	-	-
	<i>Subtotal</i>	<i>751,924</i>	<i>999,177</i>	<i>1,085,142</i>
Operating and Maintenance				
210	Supplies	1,065	3,015	1,300
217	Dues and Subscriptions	30,025	34,855	40,494
218	NonCapital Equip and Furniture	2,039	5,100	500
232	Building Repair and Maintenance	-	-	-
240	Repair and Maintenance	185	900	800
245	Mileage Allowance	-	100	500
246	Liability Insurance	571	1,268	1,767
249	Operating Leases and Rentals	2,308	2,520	1,050
250	Prof and Contracted Services	796	1,148	19,750
252	Advertising and Legal Notices	1,511	1,200	1,500
261	Telephone Charges	561	660	504
263	Postage	17	100	100
264	Printing Copying and Binding	149	300	300
269	Other Services and Charges	-	-	-
	<i>Subtotal</i>	<i>39,227</i>	<i>51,166</i>	<i>68,565</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 791,151	\$ 1,050,343	\$ 1,153,707

Recovery Office Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	127,989	172,712	158,539
Operating and Maintenance	131	51,973	52,031
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 128,120	\$ 224,685	\$ 210,570

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:	2022 Budget	2023 Budget	2024 Budget
Recovery Officer	0.000	0.275	0.275
Flood Recovery Manager	0.250	0.000	0.000
Sr Accountant	0.750	0.750	0.750
Administrative Analyst	0.250	0.250	0.000
Total	1.250	1.275	1.025

Recovery Office

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	96,689	110,848	100,630
112	Temporary Wages	-	23,706	23,706
121	Overtime Wages	-	-	-
126	RHS Plan	400	510	410
128	FICA	-	1,470	1,470
129	Medicare Contribution	1,097	1,951	1,803
131	MOPC	4,834	5,542	5,031
132	Employee Insurance	16,211	16,627	13,945
133	GERP Retirement	8,702	9,976	9,459
135	Compensation Insurance	23	45	46
136	Unemployment Insurance	33	37	39
137	Staff Training and Conference	-	2,000	2,000
	<i>Subtotal</i>	<i>127,989</i>	<i>172,712</i>	<i>158,539</i>
Operating and Maintenance				
210	Supplies	-	1,500	1,500
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	1,500	1,500
245	Mileage Allowance	-	500	500
246	Liability Insurance	68	253	311
250	Prof and Contracted Services	-	47,220	47,220
261	Telephone Charges	63	850	850
263	Postage	-	150	150
	<i>Subtotal</i>	<i>131</i>	<i>51,973</i>	<i>52,031</i>
	SERVICE TOTAL	\$ 128,120	\$ 224,685	\$ 210,570

Communications Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	349,991	593,921	923,114
Operating and Maintenance	109,737	283,395	228,795
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 459,729	\$ 877,316	\$ 1,151,909

The Communications Division includes one budget service: Communications.

Communications

FUND: General Fund

DEPARTMENT: Shared Services

Service Description: The Communications Division is the voice and ears of the City organization. This team works to communicate with Longmont residents about services, emergencies, developments, events, and civic participation that impact or interest the community, as well as receive feedback and relay comments and concerns from the community. The Communications Division is a centralized entity within the Shared Services Department with expertise that includes:

- media relations and public information
- marketing
- strategic communications
- community involvement
- graphic design
- social media
- website administration
- creative outreach
- emergency and crisis communications

Team members are embedded in divisions and departments across the organization to build relationships and maintain subject matter expertise while pooling skills and resources as needed to support City and Council priorities.

SERVICE: Communications

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Communications and Engagement Director	1.000	1.000	1.000
Assistant Communications and Engagement Director	0.000	0.000	0.090
Public Information Officer	0.500	0.500	1.000
Public Information Specialist	0.500	0.000	0.000
Website Administrator	1.000	1.000	1.000
Citywide Brand and Digital Communications Specialist	0.330	0.330	0.330
Sr Communications and Marketing Manager	0.250	0.350	0.805
Communications and Marketing Specialist	1.000	1.000	2.000
Total	4.580	4.180	6.225

Communications

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	259,592	448,561	680,512
112	Temporary Wages	-	-	25,000
115	One Time Payment	-	-	-
121	Overtime Wages	-	-	-
126	RHS Plan	7,226	1,672	2,490
128	FICA	-	-	4,626
129	Medicare Contribution	3,306	6,504	10,950
131	MOPC	12,773	22,428	34,025
132	Employee Insurance	43,968	66,924	93,966
133	GERP Retirement	22,991	40,370	63,969
135	Compensation Insurance	-	-	-
136	Unemployment Insurance	91	147	261
137	Staff Training and Conference	44	7,315	7,315
142	Food Allowance	-	-	-
	<i>Subtotal</i>	<i>349,991</i>	<i>593,921</i>	<i>923,114</i>
Operating and Maintenance				
210	Supplies	330	17,000	-
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	35,119	2,385	1,100
218	NonCapital Equip and Furniture	3,376	1,400	-
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	-
250	Prof and Contracted Services	55,516	193,774	138,059
252	Ads and Legal Notices	4,803	22,630	22,630
253	Software	-	-	9,800
261	Telephone Charges	332	1,800	1,800
263	Postage	-	250	250
264	Printing Copying and Binding	10,261	44,156	55,156
269	Other Services and Charges	-	-	-
	<i>Subtotal</i>	<i>109,737</i>	<i>283,395</i>	<i>228,795</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 459,729	\$ 877,316	\$ 1,151,909

Community and Neighborhood Resources Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	538,441	750,389	789,931
Operating and Maintenance	94,905	76,921	71,916
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 633,346	\$ 827,310	\$ 861,847

The Community and Neighborhood Resources Division is included in one budget services: Community and Neighborhood Response.

Community and Neighborhood Response

FUND: General Fund

DEPARTMENT: Shared 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:	2022 Budget	2023 Budget	2024 Budget
Community and Neighborhood Resources Director	1.000	1.000	1.000
Community Relations Program Coordinator	1.000	0.000	0.000
Community Relations Specialist	1.000	2.000	2.000
Neighborhood Resource Coordinator	0.650	0.650	0.650
Neighborhood Resource Specialist	0.500	1.000	1.000
Social Equity Coordinator	0.650	0.650	0.650
Administrative Assistant	1.000	1.000	1.000
Total	5.800	6.300	6.300

Community and Neighborhood Response

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	395,865	537,922	571,283
112	Temporary Wages	0	1,930	1,930
126	RHS Plan	1,720	2,520	2,520
128	FICA	-	120	120
129	Medicare Contribution	4,983	7,794	8,313
131	MOPC	19,794	26,780	28,564
132	Employee Insurance	76,022	79,117	77,698
133	GERP Retirement	35,628	48,204	53,701
135	Compensation Insurance	1,117	428	187
136	Unemployment Insurance	158	174	215
137	Staff Training and Conference	1,022	42,800	42,800
142	Food Allowance	2,134	2,600	2,600
	<i>Subtotal</i>	<i>538,441</i>	<i>750,389</i>	<i>789,931</i>
Operating and Maintenance				
210	Supplies	12,622	25,050	24,800
216	Reference Books and Materials	-	1,300	1,300
217	Dues and Subscriptions	1,322	911	1,100
218	NonCapital Equip and Furniture	7,635	4,755	598
240	Repair and Maintenance	168	150	300
245	Mileage Allowance	-	1,850	1,611
246	Liability Insurance	1,271	1,845	1,247
249	Operating Leases and Rentals	1,963	4,765	4,765
250	Prof and Contracted Services	43,750	3,500	3,700
252	Ads and Legal Notices	133	332	332
263	Postage	904	3,215	2,915
264	Printing Copying and Binding	2,067	4,248	4,248
269	Other Services and Charges	23,068	25,000	25,000
		<i>94,905</i>	<i>76,921</i>	<i>71,916</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 633,346	\$ 827,310	\$ 861,847

Strategic Integration Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	288,850	559,643	684,586
Operating and Maintenance	504,493	827,879	892,852
Non-Operating	-	95,240	120,240
Capital	3,127	-	-
TOTAL	\$ 796,469	\$ 1,482,762	\$ 1,697,678

Strategic Integration is a new division under Shared Services.

2022 Actual and 2023 Budget amounts were previously included under Parks and Natural Resources.

Strategic Integration includes seven budget services:

- ◆ Strategic Integration Executive Director
- ◆ Oil and Gas
- ◆ Business Enablement
- ◆ Business Enablement/Technical Services
- ◆ Business Enablement/Customer Service and Administration
- ◆ Data and Analytics
- ◆ Geospatial Data

Strategic Integration Executive Director

FUND: General Fund

DEPARTMENT: Shared Services

Service Description:

The Strategic Integration Executive Director leads the Strategic Integration Division. The Division 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. The goal of Strategic Integration is to use diverse expertise and exceptional customer service to provide and support innovative, effective, and sustainable practices that protect and enhance the community.

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Executive Director of Strategic Integration	0.000	0.086	0.086
Project Management Office Manager	0.000	0.000	0.250
Project Management Office Administrative Analyst	0.000	0.000	0.250
Total	0.000	0.086	0.586

Strategic Integration Executive Director

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	64,809
112	Temporary Wages	-	-	-
121	Overtime	-	-	-
122	Longevity Compensation	-	-	-
126	RHS Plan	-	-	234
128	FICA	-	-	-
129	Medicare Contribution	-	-	940
131	MOPC	-	-	3,241
132	Employee Insurance	-	-	8,981
133	GERP Retirement	-	-	6,093
135	Compensation Insurance	-	-	5
136	Unemployment Insurance	-	-	14
137	Staff Training and Conference	-	-	6,890
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	91,207
Operating and Maintenance				
210	Supplies	-	-	690
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	2,926
240	Repair and Maintenance	-	-	-
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	34
250	Prof and Contracted Services	-	-	20,000
261	Telephone Charges	-	-	-
263	Postage	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	23,650
Non-Operating Expense				
970	Transfers to Other Funds	-	95,240	120,240
	<i>Subtotal</i>	-	95,240	120,240
Capital Outlay				
475	Building and Facility Improvements	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ 95,240	\$ 235,097

Oil and Gas

FUND: General Fund

DEPARTMENT: Shared Services

Service Description:

The Oil and Gas service has a mission to use technical expertise and regulatory involvement to protect the health of Longmont's residents and ecosystems and promote responsible and strategic stewardship of local natural resources. This service coordinates oil and gas legal agreements and reclamation of plugged oil wells, audits oil and gas royalties and negotiates with oil companies, collaborates with other communities on air quality, oil, and gas regulation input, and coordinates with other City staff regarding development. In addition, this service supports the City's Regional Air Quality Study, oversees oil and gas groundwater monitoring, coordinates on surface water monitoring, responds to public inquiries, provides expertise for Sustainability Plan goals, and collaborates state-wide to communicate with the public on air quality.

SERVICE: Oil & Gas

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Air Quality Oil and Gas Coordinator	0.000	1.000	1.000
Total	0.000	1.000	1.000

Oil and Gas
Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	155,347	130,146
112	Temporary Wages	-	-	-
121	Overtime	-	-	-
122	Longevity Compensation	-	-	-
126	RHS Plan	-	480	400
128	FICA	-	-	-
129	Medicare Contribution	-	2,253	1,887
131	MOPC	-	7,767	6,507
132	Employee Insurance	-	23,302	18,034
133	GERP Retirement	-	13,981	12,234
135	Compensation Insurance	-	340	54
136	Unemployment Insurance	-	51	50
137	Staff Training and Conference	-	3,000	3,000
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	206,521	172,312
Operating and Maintenance				
210	Supplies	-	500	500
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	-	500	500
218	NonCapital Equip and Furniture	-	-	-
240	Repair and Maintenance	7,504	25,001	25,001
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	497	359
250	Prof and Contracted Services	450,926	706,756	747,557
261	Telephone Charges	440	-	-
263	Postage	-	-	-
270	Admin Management Services	-	7,075	1,806
273	Fleet Lease Operating and Mtc	-	-	265
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	458,870	740,329	775,988
Non-Operating Expense				
970	Transfers to Other Funds	-	-	-
	<i>Subtotal</i>	-	-	-
Capital Outlay				
475	Building and Facility Improvements	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 458,870	\$ 946,850	\$ 948,300

Business Enablement

FUND: General Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement includes three budget services that provide expertise in specialized areas:

- Business Enablement
- Business Enablement/Technical Services
- Business Enablement/Customer Service and Administration

SERVICE: Business Enablement

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
PWNR Assistant Director of Business Services	0.000	0.078	0.000
Utility Rate and Analysis Manager	0.000	0.000	0.078
Business Analyst	0.000	0.100	0.100
Total	0.000	0.178	0.178

Business Enablement

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	101,778	116,710	20,273
112	Temporary Wages	4,818	30,931	-
121	Overtime	-	-	-
122	Longevity Compensation	228	120	-
126	RHS Plan	5,681	481	71
128	FICA	297	1,298	-
129	Medicare Contribution	1,181	1,911	294
131	MOPC	4,911	5,835	1,014
132	Employee Insurance	20,848	17,470	2,810
133	GERP Retirement	8,879	10,504	1,906
135	Compensation Insurance	33	54	7
136	Unemployment Insurance	45	38	8
137	Staff Training and Conference	104	2,490	620
142	Food Allowance	-	-	-
	<i>Subtotal</i>	<i>148,805</i>	<i>187,842</i>	<i>27,003</i>
Operating and Maintenance				
210	Supplies	1,165	-	-
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	13	-	-
218	NonCapital Equip and Furniture	398	-	-
240	Repair and Maintenance	6	-	-
245	Mileage Allowance	46	-	-
246	Liability Insurance	134	345	48
250	Prof and Contracted Services	12,331	48,599	-
261	Telephone Charges	76	-	-
263	Postage	-	-	-
273	Fleet Lease Operating and Mtc	1,340	803	1,466
274	Fleet Lease Replacement	574	1,583	1,582
	<i>Subtotal</i>	<i>16,083</i>	<i>51,330</i>	<i>3,096</i>
Capital Outlay				
475	Building and Facility Improvements	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 164,888	\$ 239,172	\$ 30,099

Business Enablement/Technical Services

FUND: General Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement /Technical Services provides technical assistance related to software purchasing and implementation for City utilities, manages servers supporting systems for critical infrastructure, manages dedicated hardware for systems supporting City services, and develops reports, subscriptions, and dashboards utilizing business intelligence tools for all systems. This service also supports, develops, and maintains multiple specialized systems and integrations between multiple systems.

SERVICE: Business Enablement/Technical Services

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Technical Services Manager	0.000	0.150	0.150
Technical Functional Analyst	0.000	0.000	0.150
Lead Technical Functional Analyst	0.000	0.125	0.125
Engineering and Surveying Technician Supervisor	0.000	0.150	0.150
Sr Engineering Technician	0.000	0.150	0.150
Engineering Technician	0.000	0.300	0.300
Total	0.000	0.875	1.025

Business Enablement/Technical Services

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	101,782	124,210	113,605
112	Temporary Wages	-	-	-
121	Overtime	-	250	-
126	RHS Plan	3,310	530	410
128	FICA	-	-	-
129	Medicare Contribution	1,267	1,801	1,648
131	MOPC	5,001	6,211	5,681
132	Employee Insurance	18,395	18,618	15,729
133	GERP Retirement	9,002	11,179	10,678
135	Compensation Insurance	738	732	30
136	Unemployment Insurance	38	41	44
137	Staff Training and Conference	511	1,663	970
141	Uniforms Protective Clothing	-	45	-
142	Food Allowance	-	-	-
	<i>Subtotal</i>	<i>140,045</i>	<i>165,280</i>	<i>148,795</i>
Operating and Maintenance				
210	Supplies	1,959	1,125	1,270
216	Reference Books and Materials	-	15	-
217	Dues and Subscriptions	18	248	-
218	NonCapital Equip and Furniture	910	660	424
240	Repair and Maintenance	21,136	21,921	17,050
246	Liability Insurance	204	321	200
247	Safety Expenses	-	150	-
249	Operating Leases and Rentals	-	-	-
250	Prof and Contracted Services	2,330	7,351	1,500
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	72	-
263	Postage	-	-	-
264	Printing Copying and Binding	18	75	-
273	Fleet Lease Operating and Mtc	2,069	1,568	2,031
274	Fleet Lease Replacement	896	2,714	2,715
	<i>Subtotal</i>	<i>29,540</i>	<i>36,220</i>	<i>25,190</i>
Capital Outlay				
440	Machinery and Equipment	3,127	-	-
	<i>Subtotal</i>	<i>3,127</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 172,712	\$ 201,500	\$ 173,985

Business Enablement/Customer Service and Administration

FUND: General Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement /Customer Service and Administration provides a wide range of customer service to City utilities. This includes the management of the call center, providing administrative and utility operations support, processing purchase orders and vendor payments, accounts receivable billing, annual pole attachment and lease invoicing, assisting with backflow testing requirements, providing Council agenda and item support, researching and rectifying utility bill issues, managing calls for electric outages, maintaining water and electric meters, and supporting the Water Board and the Sustainability Advisory Board.

SERVICE: Business Enablement/Customer Service and Admin

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Customer Service and Administration Manager	0.000	0.050	0.050
Customer Service Representative	0.000	0.100	0.100
Sr Customer Service Representative	0.000	0.100	0.100
Executive Assistant	0.000	0.100	0.100
Total	0.000	0.350	0.350

Business Enablement/Customer Service and Administration

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	24,568
112	Temporary Wages	-	-	-
121	Overtime	-	-	-
126	RHS Plan	-	-	140
128	FICA	-	-	-
129	Medicare Contribution	-	-	355
131	MOPC	-	-	1,229
132	Employee Insurance	-	-	3,346
133	GERP Retirement	-	-	2,309
135	Compensation Insurance	-	-	15
136	Unemployment Insurance	-	-	9
137	Staff Training and Conference	-	-	620
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	32,591
Operating and Maintenance				
210	Supplies	-	-	-
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	-
240	Repair and Maintenance	-	-	-
246	Liability Insurance	-	-	101
249	Operating Leases and Rentals	-	-	-
250	Prof and Contracted Services	-	-	-
252	Ads and Legal Notices	-	-	-
263	Postage	-	-	-
264	Printing Copying and Binding	-	-	-
	<i>Subtotal</i>	-	-	101
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 32,692

Data and Analytics

FUND: General Fund

DEPARTMENT: Shared Services

Service Description:

The Data and Analytics service has a mission to grow data culture and best practices across the City through process improvement, capacity-building, infrastructure design, education, and consulting. This service seeks to empower City staff to achieve innovative, effective, and equitable service through quality, trustworthy, useful data and analysis .

SERVICE: Data and Analytics

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Data and Innovation Analyst	0.000	0.500	0.500
Total	0.000	0.500	0.500

Data and Analysis

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	-	-	56,285
112 Temporary Wages	-	-	-
121 Overtime	-	-	-
126 RHS Plan	-	-	200
128 FICA	-	-	-
129 Medicare Contribution	-	-	816
131 MOPC	-	-	2,814
132 Employee Insurance	-	-	7,799
133 GERP Retirement	-	-	5,291
135 Compensation Insurance	-	-	20
136 Unemployment Insurance	-	-	22
137 Staff Training and Conference	-	-	900
142 Food Allowance	-	-	-
<i>Subtotal</i>	-	-	74,147
Operating and Maintenance			
210 Supplies	-	-	-
216 Reference Books and Materials	-	-	-
217 Dues and Subscriptions	-	-	-
218 NonCapital Equip and Furniture	-	-	-
240 Repair and Maintenance	-	-	450
246 Liability Insurance	-	-	134
249 Operating Leases and Rentals	-	-	-
250 Prof and Contracted Services	-	-	51,600
252 Ads and Legal Notices	-	-	-
263 Postage	-	-	-
264 Printing Copying and Binding	-	-	-
<i>Subtotal</i>	-	-	52,184
Capital Outlay			
440 Machinery and Equipment	-	-	-
<i>Subtotal</i>	-	-	-
SERVICE TOTAL	\$ -	\$ -	\$ 126,331

Geospatial Data

FUND: General Fund

DEPARTMENT: Shared Services

Service Description:

The Geospatial Data service has a goal to effectively deliver geospatial data, tools and customer support across all City work spaces to enhance decision making and promote GIS integration into common processes. The Geographic Information System (GIS) Office provides and coordinates staff and resource support for City wide GIS and spatial data needs. Staff members manage the GIS system, support access to GIS, as well data creation / maintenance, electronic mapping, and creation and maintenance of Online maps, dashboards, and mapping applications .

SERVICE: Geospatial Data

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Geospatial Data and Analysis Manager	0.000	0.000	0.150
Lead GIS Analyst	0.000	0.150	0.000
Sr GIS Analyst	0.000	0.150	0.150
GIS Coordinator	0.000	0.000	0.150
Sr GIS Mapping Technician	0.000	0.150	0.600
Total	0.000	0.450	1.050

Geospatial Data

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	104,976
112	Temporary Wages	-	-	-
121	Overtime	-	-	250
126	RHS Plan	-	-	420
128	FICA	-	-	-
129	Medicare Contribution	-	-	1,521
131	MOPC	-	-	5,248
132	Employee Insurance	-	-	14,545
133	GERP Retirement	-	-	9,869
135	Compensation Insurance	-	-	13
136	Unemployment Insurance	-	-	39
137	Staff Training and Conference	-	-	1,650
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	138,531
Operating and Maintenance				
210	Supplies	-	-	300
216	Reference Books and Materials	-	-	15
217	Dues and Subscriptions	-	-	248
218	NonCapital Equip and Furniture	-	-	270
240	Repair and Maintenance	-	-	5,796
246	Liability Insurance	-	-	88
249	Operating Leases and Rentals	-	-	-
250	Prof and Contracted Services	-	-	5,851
252	Ads and Legal Notices	-	-	-
263	Postage	-	-	-
264	Printing Copying and Binding	-	-	75
	<i>Subtotal</i>	-	-	12,643
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 151,174

Finance Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	4,220,400	4,705,694	5,085,405
Operating and Maintenance	1,568,916	2,187,866	2,539,040
Non-Operating	-	-	-
Capital	7,210	20,000	-
TOTAL	\$ 5,796,526	\$ 6,913,560	\$ 7,624,445

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

Finance Administration Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	599,722	709,989	704,380
Operating and Maintenance	415,580	384,742	458,831
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 1,015,302	\$ 1,094,731	\$ 1,163,211

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: Shared Services

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:	2022 Budget	2023 Budget	2024 Budget
Chief Financial Officer	1.000	1.000	1.000
Retirement Administrator	0.500	0.000	0.000
Sr Financial Analyst	0.000	1.000	0.500
Public Information Specialist	0.500	0.000	0.000
Total	2.000	2.000	1.500

Finance Administration

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	207,157	296,221	272,728
112	Temporary Wages	11,901	-	-
126	RHS Plan	1,943	800	600
128	FICA	738	-	-
129	Medicare Contribution	519	1,254	791
131	MOPC	10,218	13,715	13,572
132	Employee Insurance	41,225	41,146	37,612
133	GERP Retirement	19,692	24,688	25,514
135	Compensation Insurance	75	93	102
136	Unemployment Insurance	87	91	104
137	Staff Training and Conference	2,035	9,000	9,000
	<i>Subtotal</i>	<i>295,590</i>	<i>387,008</i>	<i>360,023</i>
Operating and Maintenance				
210	Supplies	1,491	3,673	2,170
216	Reference Books and Materials	-	50	50
217	Dues and Subscriptions	428	1,554	1,254
218	NonCapital Equip and Furniture	-	10,150	150
240	Repair and Maintenance	1,117	4,110	3,000
245	Mileage Allowance	2,400	2,400	2,400
246	Liability Insurance	583	923	1,148
249	Operating Leases and Rentals	1,803	2,050	2,050
250	Prof and Contracted Services	83,454	86,000	90,000
252	Ads and Legal Notices	143	-	-
263	Postage	2	60	60
264	Printing Copying and Binding	-	25	-
269	Other Services and Charges	1,187	500	500
273	Fleet Lease Operating and Mtc	654	4,582	1,087
274	Fleet Lease Replacement	10,318	10,318	10,318
	<i>Subtotal</i>	<i>103,581</i>	<i>126,395</i>	<i>114,187</i>
Non-Operating Expense				
350	Bad Debt	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 399,170	\$ 513,403	\$ 474,210

Sales Tax

FUND: General Fund

DEPARTMENT: Shared Services

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:	2022 Budget	2023 Budget	2024 Budget
Sales Tax Administrator	1.000	1.000	1.000
Sales Tax Accountant	1.000	1.000	1.000
Sales Tax Technician	1.000	1.000	1.000
Total	3.000	3.000	3.000

Sales Tax

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	222,188	232,435	249,932
112	Temporary Wages	10,124	15,601	15,960
115	One Time Payment	-	-	-
121	Overtime Wages	-	115	115
126	RHS Plan	1,200	1,200	1,200
128	FICA	628	967	990
129	Medicare Contribution	2,937	3,596	3,855
131	MOPC	11,077	11,622	12,496
132	Employee Insurance	35,076	34,865	34,633
133	GERP Retirement	19,939	20,919	23,494
135	Compensation Insurance	86	84	86
136	Unemployment Insurance	74	77	96
137	Staff Training and Conference	803	1,500	1,500
	<i>Subtotal</i>	<i>304,133</i>	<i>322,981</i>	<i>344,357</i>
Operating and Maintenance				
210	Supplies	2,187	2,313	2,313
217	Dues and Subscriptions	132	135	135
218	NonCapital Equip and Furniture	-	500	500
240	Repair and Maintenance	90,854	90,970	97,170
246	Liability Insurance	257	476	573
250	Prof and Contracted Services	215,853	160,000	240,000
263	Postage	2,715	3,953	3,953
264	Printing Copying and Binding	-	-	-
	<i>Subtotal</i>	<i>312,000</i>	<i>258,347</i>	<i>344,644</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 616,132	\$ 581,328	\$ 689,001

Accounting Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	1,456,259	1,622,139	1,729,661
Operating and Maintenance	365,421	497,630	529,559
Non-Operating	-	-	-
Capital	7,210	-	-
TOTAL	\$ 1,828,890	\$ 2,119,769	\$ 2,259,220

The Accounting Division maintains the financial accounts and records for the City of Longmont. This division contains three budget services,

Accounting

FUND: General Fund

DEPARTMENT: Shared Services

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:	2022 Budget	2023 Budget	2024 Budget
Accounting Manager	1.000	1.000	1.000
LHA Accounting Supervisor	1.000	1.000	1.000
Lead Accountant	2.000	2.000	2.000
Sr Accountant	1.000	1.000	1.000
Accountant	2.000	2.000	2.000
LHA Accountant	1.000	1.000	1.000
LHA Accounting Technician	1.000	1.000	1.000
Accounting Technician	1.000	1.000	1.000
Payroll Administrator	1.000	1.000	1.000
Total	11.000	11.000	11.000

Accounting

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	874,695	947,937	1,010,480
112	Temporary Wages	-	37,437	38,298
115	One Time Payment	2,000	-	-
121	Overtime Wages	868	465	465
126	RHS Plan	4,436	4,400	4,400
128	FICA	-	2,321	2,374
129	Medicare Contribution	10,718	14,288	15,208
131	MOPC	43,668	47,397	50,522
132	Employee Insurance	141,593	142,190	140,021
133	GERP Retirement	78,603	85,314	94,984
135	Compensation Insurance	237	320	341
136	Unemployment Insurance	293	313	387
137	Staff Training and Conference	55	4,500	4,500
	<i>Subtotal</i>	<i>1,157,166</i>	<i>1,286,882</i>	<i>1,361,980</i>
Operating and Maintenance				
210	Supplies	7,079	6,683	5,865
216	Reference Books and Materials	-	100	100
217	Dues and Subscriptions	550	575	575
218	NonCapital Equip and Furniture	7,374	3,200	1,200
240	Repair and Maintenance	206,238	242,075	255,924
246	Liability Insurance	707	1,803	2,278
250	Prof and Contracted Services	-	32,765	53,090
251	Auditing	84,690	85,100	85,100
261	Telephone Charges	556	-	-
263	Postage	7,946	8,654	8,654
264	Printing Copying and Binding	-	350	350
269	Other Services and Charges	2,802	850	850
	<i>Subtotal</i>	<i>317,943</i>	<i>382,155</i>	<i>413,986</i>
Capital Outlay				
440	Machinery and Equipment	7,210	-	-
	<i>Subtotal</i>	<i>7,210</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 1,482,319	\$ 1,669,037	\$ 1,775,966

Treasury

FUND: General Fund

DEPARTMENT: Shared Services

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: Treasury

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Treasury Supervisor	0.900	0.900	0.900
Head Cashier	1.000	1.000	1.000
Cashier	1.000	1.000	1.000
Total	2.900	2.900	2.900

Treasury

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	159,357	173,110	195,241
112	Temporary Wages	15,823	25,431	26,016
115	One Time Payment	1,260	-	-
121	Overtime Wages	4,813	300	300
126	RHS Plan	1,677	1,160	1,160
128	FICA	1,415	1,577	1,613
129	Medicare Contribution	2,279	2,879	3,208
131	MOPC	7,557	8,655	9,763
132	Employee Insurance	25,646	25,696	26,390
133	GERP Retirement	13,602	15,580	18,353
135	Compensation Insurance	68	3,026	3,374
136	Unemployment Insurance	54	57	72
137	Staff Training and Conference	-	400	400
	<i>Subtotal</i>	<i>233,550</i>	<i>257,871</i>	<i>285,890</i>
Operating and Maintenance				
210	Supplies	3,238	3,265	3,265
217	Dues and Subscriptions	150	-	-
218	NonCapital Equip and Furniture	2,162	100	100
240	Repair and Maintenance	10,682	11,210	11,210
246	Liability Insurance	203	381	459
250	Prof and Contracted Services	30,963	100,000	100,000
263	Postage	1	-	-
	<i>Subtotal</i>	<i>47,398</i>	<i>114,956</i>	<i>115,034</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 280,948	\$ 372,827	\$ 400,924

Information Desk

FUND: General Fund

DEPARTMENT: Shared Services

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:	2022 Budget	2023 Budget	2024 Budget
Treasury Supervisor	0.100	0.100	0.100
Public Information Assistant	1.000	1.000	1.000
Total	1.100	1.100	1.100

Information Desk

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	49,204	53,043	56,740
112	Temporary Wages	-	7,165	7,165
115	One Time Payment	140	-	-
121	Overtime Wages	402	-	-
126	RHS Plan	440	440	440
128	FICA	-	444	444
129	Medicare Contribution	561	873	927
131	MOPC	2,457	2,652	2,837
132	Employee Insurance	7,879	7,956	7,862
133	GERP Retirement	4,423	4,774	5,334
135	Compensation Insurance	22	21	21
136	Unemployment Insurance	16	18	21
	<i>Subtotal</i>	<i>65,543</i>	<i>77,386</i>	<i>81,791</i>
Operating and Maintenance				
210	Supplies	16	300	300
218	NonCapital Equip and Furniture	-	100	100
246	Liability Insurance	65	119	139
	<i>Subtotal</i>	<i>81</i>	<i>519</i>	<i>539</i>
	SERVICE TOTAL	\$ 65,624	\$ 77,905	\$ 82,330

Budget and Fiscal Analysis Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	571,566	587,381	695,188
Operating and Maintenance	26,096	28,490	28,160
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 597,663	\$ 615,871	\$ 723,348

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: Shared Services

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:	2022 Budget	2023 Budget	2024 Budget
Budget Manager	1.000	1.000	1.000
Sr Budget Analyst	2.000	2.000	2.000
Sr Financial Analyst	0.000	0.000	0.500
ERP Business Analyst	1.000	1.000	1.000
Total	4.000	4.000	4.500

Budget and Fiscal Analysis

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	427,612	441,532	526,978
126 RHS Plan	3,775	1,600	1,800
129 Medicare Contribution	5,138	6,403	7,642
131 MOPC	21,324	22,077	26,349
132 Employee Insurance	67,117	66,230	73,023
133 GERP Retirement	38,382	39,738	49,537
135 Compensation Insurance	149	151	153
136 Unemployment Insurance	141	146	202
137 Staff Training and Conference	7,928	9,504	9,504
<i>Subtotal</i>	<i>571,566</i>	<i>587,381</i>	<i>695,188</i>
Operating and Maintenance			
210 Supplies	168	400	200
217 Dues and Subscriptions	708	645	645
218 NonCapital Equip and Furniture	50	400	100
240 Repair and Maintenance	225	50	50
246 Liability Insurance	444	850	1,020
250 Prof and Contracted Services	23,356	25,000	25,000
252 Ads and Legal Notices	-	-	-
264 Printing Copying and Binding	-	-	-
269 Other Services and Charges	1,145	1,145	1,145
<i>Subtotal</i>	<i>26,096</i>	<i>28,490</i>	<i>28,160</i>
Capital Outlay			
440 Machinery and Equipment	-	-	-
<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
SERVICE TOTAL	\$ 597,663	\$ 615,871	\$ 723,348

Risk Management Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	562,301	564,191	639,965
Operating and Maintenance	77,909	373,849	108,646
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 640,209	\$ 938,040	\$ 748,611

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:	2022 Budget	2023 Budget	2024 Budget
Risk Manager	0.710	0.710	0.710
Risk Management Claims Adjuster	1.000	1.000	1.000
Safety Officer	0.200	0.200	0.200
Risk Analyst	0.000	0.000	0.960
Administrative Assistant	0.960	0.960	0.000
Total	2.870	2.870	2.870

Risk Management

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	236,717	257,672	299,094
112	Temporary Wages	15,038	-	-
115	One Time Payment	-	-	-
126	RHS Plan	23,369	1,148	1,148
128	FICA	932	-	-
129	Medicare Contribution	3,146	3,736	4,337
131	MOPC	11,355	12,884	14,955
132	Employee Insurance	37,864	38,651	41,446
133	GERP Retirement	20,440	23,190	28,115
135	Compensation Insurance	87	85	89
136	Unemployment Insurance	80	85	114
137	Staff Training and Conference	1,980	3,700	3,700
	<i>Subtotal</i>	<i>351,008</i>	<i>341,151</i>	<i>392,998</i>
Operating and Maintenance				
210	Supplies	1,483	2,026	2,026
216	Reference Books and Materials	-	50	50
217	Dues and Subscriptions	840	825	825
218	NonCapital Equip and Furniture	2,998	550	550
240	Repair and Maintenance	28,027	35,100	58,400
246	Liability Insurance	258	480	595
250	Prof and Contracted Services	525	290,625	625
261	Telephone Charges	84	-	-
263	Postage	1,127	1,650	1,650
264	Printing Copying and Binding	335	700	700
	<i>Subtotal</i>	<i>35,677</i>	<i>332,006</i>	<i>65,421</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 386,686	\$ 673,157	\$ 458,419

Safety

FUND: General Fund

DEPARTMENT: Shared Services

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:	2022 Budget	2023 Budget	2024 Budget
Risk Manager	0.220	0.220	0.220
Safety Officer	0.800	0.800	0.800
Risk Analyst	0.000	0.000	0.040
Administrative Assistant	0.040	0.040	0.000
Total	1.060	1.060	1.060

Safety

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	99,534	106,168	121,236
115	One Time Payment	-	-	-
126	RHS Plan	1,336	424	424
129	Medicare Contribution	1,174	1,539	1,758
131	MOPC	4,927	5,308	6,061
132	Employee Insurance	15,575	15,925	16,800
133	GERP Retirement	8,869	9,555	11,396
135	Compensation Insurance	36	35	37
136	Unemployment Insurance	32	35	48
	<i>Subtotal</i>	131,483	138,989	157,760
Operating and Maintenance				
210	Supplies	171	350	350
215	Audiovisual Materials	1,330	1,250	1,250
216	Reference Books and Materials	309	100	100
217	Dues and Subscriptions	693	449	449
218	NonCapital Equip and Furniture	14,053	6,353	6,353
240	Repair and Maintenance	810	750	750
246	Liability Insurance	350	386	466
247	Safety Expenses	119	200	200
250	Prof and Contracted Services	16,852	19,745	19,745
261	Telephone Charges	336	478	478
263	Postage	50	50	50
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	1,060	-	1,276
	<i>Subtotal</i>	36,134	30,111	31,467
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 167,617	\$ 169,100	\$ 189,227

Wellness

FUND: General Fund

DEPARTMENT: Shared Services

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:	2022 Budget	2023 Budget	2024 Budget
Risk Manager	0.070	0.070	0.070
Wellness Coordinator	0.750	0.750	0.750
Total	0.820	0.820	0.820

Wellness

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	60,590	63,956	68,293
115	One Time Payment	-	-	-
126	RHS Plan	404	328	328
129	Medicare Contribution	690	927	990
131	MOPC	3,024	3,198	3,415
132	Employee Insurance	9,615	9,593	9,464
133	GERP Retirement	5,444	5,756	6,419
135	Compensation Insurance	22	22	22
136	Unemployment Insurance	20	21	26
142	Food Allowance	-	250	250
	<i>Subtotal</i>	<i>79,809</i>	<i>84,051</i>	<i>89,207</i>
Operating and Maintenance				
210	Supplies	300	400	400
216	Reference Books and Materials	-	50	50
217	Dues and Subscriptions	510	695	695
246	Liability Insurance	65	122	148
250	Prof and Contracted Services	5,222	10,000	10,000
264	Printing and Copying	-	140	140
269	Other Services and Charges	-	325	325
	<i>Subtotal</i>	<i>6,097</i>	<i>11,732</i>	<i>11,758</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 85,906	\$ 95,783	\$ 100,965

Utility Billing Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	1,030,552	1,221,994	1,316,211
Operating and Maintenance	683,909	903,155	1,413,844
Non-Operating	-	-	-
Capital	-	20,000	-
TOTAL	\$ 1,714,461	\$ 2,145,149	\$ 2,730,055

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

Utility Billing

FUND: General Fund

DEPARTMENT: Shared Services

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:	2022 Budget	2023 Budget	2024 Budget
Utility Billing Manager	0.980	0.980	0.980
Utility Billing Customer Service Supervisor	1.000	1.000	1.000
Utility Billing Resource Specialist	0.000	0.000	1.000
Sr Customer Service Representative	1.000	2.000	1.000
Customer Service Representative	7.544	7.870	7.870
Billing Specialist	2.000	2.000	2.000
Total	12.524	13.850	13.850

Utility Billing

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	726,248	875,653	950,713
115	One Time Payment	1,960	-	-
121	Overtime Wages	-	2,000	2,000
126	RHS Plan	9,791	5,540	5,540
129	Medicare Contribution	8,993	12,697	13,788
131	MOPC	36,094	43,782	47,534
132	Employee Insurance	119,206	130,269	130,744
133	GERP Retirement	64,969	78,809	89,366
135	Compensation Insurance	322	317	354
136	Unemployment Insurance	242	287	361
137	Staff Training and Conferences	-	1,500	1,500
	<i>Subtotal</i>	<i>967,825</i>	<i>1,150,854</i>	<i>1,241,900</i>
Operating and Maintenance				
210	Supplies	26,406	32,068	39,250
218	NonCapital Equip and Furniture	2,242	3,500	1,000
240	Repair and Maintenance	25,731	169,398	553,676
246	Liability Insurance	857	1,570	2,646
250	Prof and Contracted Services	372,570	434,661	538,605
263	Postage	244,722	248,000	262,700
264	Printing and Copying	388	-	-
269	Other Services and Charges	377	1,000	1,000
	<i>Subtotal</i>	<i>673,292</i>	<i>890,197</i>	<i>1,398,877</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 1,641,118	\$ 2,041,051	\$ 2,640,777

Mail Delivery

FUND: General Fund

DEPARTMENT: Shared Services

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:	2022 Budget	2023 Budget	2024 Budget
Utility Billing Manager	0.020	0.020	0.020
Mail Room Clerk	1.000	1.000	1.000
Customer Service Representative	0.081	0.130	0.130
Total	1.101	1.150	1.150

Mail Delivery

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	46,450	53,849	56,597
115	One Time Payment	40	-	-
121	Overtime Wages	-	100	100
126	RHS Plan	1,574	461	460
129	Medicare Contribution	553	780	821
131	MOPC	2,280	2,692	2,830
132	Employee Insurance	7,489	8,077	7,842
133	GERP Retirement	4,104	4,846	5,320
135	Compensation Insurance	16	17	19
136	Unemployment Insurance	15	18	22
141	Uniforms Protective Clothing	205	300	300
	<i>Subtotal</i>	<i>62,726</i>	<i>71,140</i>	<i>74,311</i>
Operating and Maintenance				
210	Supplies	884	2,500	2,500
240	Repair and Maintenance	1,921	2,500	2,500
246	Liability Insurance	383	511	576
249	Operating Leases and Rentals	840	1,100	1,100
263	Postage	317	-	-
273	Fleet Lease Operating and Mtc	1,884	1,959	3,903
274	Fleet Lease Replacement	4,388	4,388	4,388
	<i>Subtotal</i>	<i>10,617</i>	<i>12,958</i>	<i>14,967</i>
Capital Outlay				
440	Machinery and Equipment	-	20,000	-
	<i>Subtotal</i>	<i>-</i>	<i>20,000</i>	<i>-</i>
	SERVICE TOTAL	\$ 73,343	\$ 104,098	\$ 89,278

Public Safety Department Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	35,741,124	37,331,020	38,638,295
Operating and Maintenance	5,522,639	6,097,442	7,102,152
Non-Operating	-	-	-
Capital	132,250	233,750	1,506,150
TOTAL	\$ 41,396,013	\$ 43,662,212	\$ 47,246,597

The Public Safety Department comprises the Public Safety Chief’s Office and three major divisions: Police Services, Fire Services, and Collaborative Services. 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, Fire Services Division, Police Services Division, and Collaborative Services Division. Those budget services include:

- ◆ Public Safety Chief — Public Safety Chief Administration, Office of Emergency Management, Neighborhood Resource Team, and Longmont Emergency Communication Center
- ◆ Fire Services Division – Fire Administration, Fire Training, Suppression, and Fire Codes and Planning
- ◆ Police Services Division – Police Administration, Patrol Operations Section, Special Operations Section, Police Training, Animal Control Unit, School Resource Officer Unit (SRO), Traffic Unit, Special Weapons and Tactics (SWAT) Team, Detective Operations Section, Special Enforcement Unit (SEU) , Special Investigations Unit (SIO), and Animal Control
- ◆ Collaborative Services Division – Collaborative Services Administration, Case Management Services, Crisis Outreach Response and Engagement (CORE), Outreach, Volunteer Programs, Public Safety Information Technology, Public Safety Records, and Public Safety Recruitment, Hiring, and Promotions.

Public Safety Office of the Chief Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	2,758,949	3,222,071	3,376,706
Operating and Maintenance	438,623	527,711	671,424
Non-Operating	-	-	-
Capital	-	30,800	381,150
TOTAL	\$ 3,197,571	\$ 3,780,582	\$ 4,429,280

Public Safety Office of the Chief includes four budget services, Public Safety Chief Administration, Office of Emergency Management, Neighborhood Response Team, and Longmont Emergency Communication Center

Public Safety Chief Administration

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, and Collaborative Services Division. 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: Administration

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Chief of Public Safety	1.000	1.000	1.000
Public Safety Communications and Marketing Manager	1.000	1.000	1.000
Police Sergeant	1.000	1.000	1.000
Total	3.000	3.000	3.000

Public Safety Chief Administration

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	392,741	483,669	501,856
121	Overtime Wages	-	-	15,600
126	RHS Plan	2,389	1,600	2,144
127	FPPA Death and Disability	-	-	2,419
129	Medicare Contribution	4,843	7,013	7,278
131	MOPC	19,576	24,183	18,373
132	Employee Insurance	47,491	72,550	70,407
133	GERP Retirement	35,237	43,530	34,542
134	Police and Fire Retirement	-	-	17,441
135	Compensation Insurance	1,611	133	161
136	Unemployment Insurance	99	160	194
137	Staff Training and Conference	2,985	2,500	7,775
141	Uniforms Protective Clothing	996	700	1,400
142	Food Allowance	2,026	1,648	2,548
	<i>Subtotal</i>	<i>509,994</i>	<i>637,686</i>	<i>682,138</i>
Operating and Maintenance				
210	Supplies	3,358	3,035	3,235
215	Audiovisual Materials	-	100	100
216	Reference Books and Materials	66	200	200
217	Dues and Subscriptions	2,939	3,343	3,343
218	NonCapital Equip and Furniture	884	600	1,950
240	Repair and Maintenance	183	1,320	1,320
246	Liability Insurance	2,913	4,213	4,694
250	Prof and Contracted Services	198,121	195,900	249,300
261	Telephone Charges	420	-	-
263	Postage	8,771	11,163	11,163
264	Printing Copying and Binding	788	2,549	2,549
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	1,809	72,327
274	Fleet Lease Replacement	-	13,770	13,771
	<i>Subtotal</i>	<i>218,442</i>	<i>238,002</i>	<i>363,952</i>
Capital Outlay				
432	Vehicles	-	-	65,000
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>65,000</i>
	SERVICE TOTAL	\$ 728,436	\$ 875,688	\$ 1,111,090

Office of Emergency Management

FUND: General Fund

DEPARTMENT: Public Safety

Service Description:

The Office of Emergency Management (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:	2022 Budget	2023 Budget	2024 Budget
Community Health and Diversion Program Manager	1.000	0.000	0.000
Emergency Management Coordinator	1.000	1.000	0.000
Total	2.000	1.000	0.000

Office of Emergency Management

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	138,378	96,418	-
112	Temporary Wages	-	-	-
126	RHS Plan	11,642	400	-
128	FICA	-	-	-
129	Medicare Contribution	1,722	1,398	-
131	MOPC	6,229	4,821	-
132	Employee Insurance	42,033	14,463	-
133	GERP Retirement	11,211	8,678	-
135	Compensation Insurance	1,659	63	-
136	Unemployment Insurance	90	32	-
137	Staff Training and Conference	2,195	5,305	2,555
141	Uniforms and Protective Clothing	-	-	-
142	Food Allowance	20	500	-
	<i>Subtotal</i>	<i>215,179</i>	<i>132,078</i>	<i>2,555</i>
Operating and Maintenance				
210	Supplies	877	1,000	1,000
216	Reference Books and Materials	73	500	500
217	Dues and Subscriptions	768	5,200	4,950
218	NonCapital Equip and Furniture	7,018	3,000	2,500
240	Repair and Maintenance	1,214	2,000	2,000
245	Mileage Allowance	-	400	400
246	Liability Insurance	1,654	2,194	-
250	Prof and Contracted Services	22,781	47,780	47,780
269	Other Services and Charges	7,930	11,934	11,934
273	Fleet Lease Operating and Mtc	5,557	5,944	8,194
274	Fleet Lease Replacement	13,686	17,173	30,005
	<i>Subtotal</i>	<i>61,560</i>	<i>97,125</i>	<i>109,263</i>
	SERVICE TOTAL	\$ 276,739	\$ 229,203	\$ 111,818

Neighborhood Resource Team

FUND: General Fund

DEPARTMENT: Public Safety

Service Description:

The Neighborhood Resource Unit (NRU) reports directly to the Director of Public Safety. NRU Officers work collectively across the City organization and with community partners to address crime and quality of life issues in the community. NRU Officer responsibilities include crime prevention programs, developing and implementing strategies to prevent criminal activity, building strong community partnerships, and project management as assigned by the Director.

SERVICE: Neighborhood Resource Team

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Master Police Officer	0.000	2.000	3.000
Total	0.000	2.000	3.000

Neighborhood Resource Team

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	198,684	206,496	289,535
121	Overtime Wages	4,260	-	25,800
126	RHS Plan	3,846	2,065	2,883
127	FPPA Death and Disability	3,182	3,510	3,866
129	Medicare Contribution	2,775	2,994	4,179
132	Employee Insurance	31,768	30,974	41,791
134	Police and Fire Retirement	24,478	25,915	33,230
135	Compensation Insurance	-	-	78
136	Unemployment Insurance	-	68	115
137	Staff Training and Conference	-	-	4,000
141	Uniforms and Protective Clothing	1,258	-	6,300
142	Food Allowance	475	-	500
	<i>Subtotal</i>	<i>270,726</i>	<i>272,022</i>	<i>412,277</i>
Operating and Maintenance				
210	Supplies	1,467	-	1,000
218	NonCapital Equip and Furniture	1,296	-	7,275
246	Liability Insurance	-	-	523
247	Safety Expenses	-	-	1,000
250	Prof and Contracted Services	4,014	-	1,600
273	Fleet Lease Operating and Mtc	-	-	1,455
274	Fleet Lease Replacement	-	-	10,563
	<i>Subtotal</i>	<i>6,777</i>	<i>-</i>	<i>23,416</i>
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 277,503	\$ 272,022	\$ 435,693

Longmont Emergency Communications Center

FUND: General Fund

DEPARTMENT: Public Safety

Service Description:

The Longmont Emergency Communications Center (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: Longmont Emergency Communication Center

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Communications Center Manager	1.000	1.000	1.000
Communications Shift Supervisor	3.000	3.000	3.000
Communications Specialist	15.000	15.000	15.000
CSO Emergency Comm Tech Systems Support	1.000	1.000	1.000
Sr Technical Functional Analyst	0.000	1.000	1.000
Total	20.000	21.000	21.000

Longmont Emergency Communications Center

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	1,166,624	1,568,018	1,652,006
121 Overtime Wages	134,339	96,285	100,136
126 RHS Plan	24,222	14,114	14,332
128 FICA	77	-	-
129 Medicare Contribution	16,021	22,736	23,450
131 MOPC	57,055	78,401	80,879
132 Employee Insurance	235,410	234,573	231,978
133 GERP Retirement	102,700	141,122	152,048
135 Compensation Insurance	7,836	3,470	3,215
136 Unemployment Insurance	486	516	642
137 Staff Training and Conference	17,259	20,500	20,500
141 Uniforms and Protective Clothing	700	-	-
142 Food Allowance	320	550	550
<i>Subtotal</i>	<i>1,763,050</i>	<i>2,180,285</i>	<i>2,279,736</i>
Operating and Maintenance			
210 Supplies	4,344	4,350	4,350
216 Reference Books and Materials	317	250	250
217 Dues and Subscriptions	4,005	6,700	6,700
218 NonCapital Equip and Furniture	6,137	5,100	5,100
240 Repair and Maintenance	12,997	19,400	19,400
245 Mileage Allowance	400	200	200
246 Liability Insurance	2,120	3,164	3,845
250 Prof and Contracted Services	1,400	6,500	6,500
263 Postage	-	-	-
264 Printing and Copying	-	250	250
269 Other Services and Charges	1,613	2,000	2,000
273 Fleet Lease Operating and Mtc	118,511	144,670	126,198
<i>Subtotal</i>	<i>151,844</i>	<i>192,584</i>	<i>174,793</i>
Capital Outlay			
440 Machinery and Equipment	-	30,800	316,150
<i>Subtotal</i>	<i>-</i>	<i>30,800</i>	<i>316,150</i>
SERVICE TOTAL	\$ 1,914,894	\$ 2,403,669	\$ 2,770,679

Collaborative Services Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	3,545,817	3,281,648	2,894,160
Operating and Maintenance	799,980	1,002,874	960,666
Non-Operating	-	-	-
Capital	-	6,600	-
TOTAL	\$ 4,345,796	\$ 4,291,122	\$ 3,854,826

Within the General Fund, the Collaborative Services Division includes eight budget services: Collaborative Services Administration, Case Management Services, Crisis Outreach Response and Engagement (CORE), Outreach, Volunteer Programs, Public Safety Information Technology, Public Safety Records, and Public Safety Recruitment, Hiring, and Promotions.

Collaborative Services Administration

FUND: General Fund

DEPARTMENT: Public Safety

Service Description:

The Collaborative Services Division encompasses an assortment of areas primarily focused on developing meaningful partnerships to provide specialized support to the Public Safety Department and Longmont community through collaboration, innovation, and stewardship. The Collaborative Services Division includes three sections: Community Services, Internal Services and Facilities/Logistics.

SERVICE: Administration

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Chief of Collaborative Services	0.000	0.000	1.000
Assistant Police Chief	0.000	0.650	0.000
Assistant Fire Chief	1.000	1.000	0.350
Assistant Public Safety Chief	1.000	1.000	0.000
Grant Coordinator	0.000	1.000	1.000
Administrative Analyst	1.000	2.000	2.000
Total	3.000	5.650	4.350

Collaborative Services Administration

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	383,727	397,172	502,736
121	Overtime Wages	26,871	35,007	18,990
122	Longevity Compensation	4,970	-	-
126	RHS Plan	37,476	1,200	1,740
127	FPPA Death and Disability	1,455	2,945	4,564
129	Medicare Contribution	3,284	3,433	7,195
131	MOPC	3,069	3,266	12,135
132	Employee Insurance	58,380	59,306	68,765
133	GERP Retirement	5,525	5,879	22,813
134	Police and Fire Retirement	42,725	45,464	31,458
135	Compensation Insurance	6,948	143	6,443
136	Unemployment Insurance	120	130	189
137	Staff Training and Conference	983	-	750
141	Uniforms and Protective Clothing	1,489	1,950	2,900
142	Food Allowance	390	575	575
	<i>Subtotal</i>	<i>577,412</i>	<i>556,470</i>	<i>681,253</i>
Operating and Maintenance				
210	Supplies	14,666	11,185	12,620
216	Reference Books and Materials	3,704	600	-
217	Dues and Subscriptions	2,974	3,260	1,530
218	NonCapital Equip and Furniture	10,506	5,772	10,670
240	Repair and Maintenance	3,928	17,365	17,365
245	Mileage Allowance	98	200	200
246	Liability Insurance	2,883	2,390	3,236
249	Operating Leases and Rentals	15,566	20,850	20,850
250	Prof and Contracted Services	65,745	77,420	77,720
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	155,553	163,271	171,563
264	Printing and Copying	9,618	8,664	8,664
269	Other Services and Charges	19,486	24,530	24,530
273	Fleet Lease Operating and Mtc	4,694	22,094	4,412
274	Fleet Lease Replacement	-	8,000	8,000
	<i>Subtotal</i>	<i>309,423</i>	<i>365,601</i>	<i>361,360</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
475	Building and Facility Improvements	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 886,835	\$ 922,071	\$ 1,042,613

Case Management Services

FUND: General Fund

DEPARTMENT: Public Safety

Service Description:

This service assists with providing Case Management Services to divisions throughout the Public Safety Department. The Department’s collective harm-reduction and person-centered model prioritizes wellness and quality of life for those enrolled, fostering long-term relationships that explicitly avoid judgment or shame. Specially trained peer case managers work to create individualized intervention plans for those struggling with substance use.

SERVICE: Case Management Services

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Community Health and Diversion Program Manager	1.000	1.000	1.000
Total	1.000	1.000	1.000

Case Management Services

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	100,889
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
126	RHS Plan	-	-	400
128	FICA	-	-	-
129	Medicare Contribution	-	-	1,463
131	MOPC	-	-	5,044
132	Employee Insurance	-	-	13,980
133	GERP Retirement	-	-	9,484
135	Compensation Insurance	-	-	999
136	Unemployment Insurance	-	-	39
	<i>Subtotal</i>	-	-	132,298
Operating and Maintenance				
246	Liability Insurance	-	-	223
	<i>Subtotal</i>	-	-	223
	SERVICE TOTAL	\$ -	\$ -	\$ 132,521

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:	2022 Budget	2023 Budget	2024 Budget
Clinician III	0.000	1.000	1.000
Co-Responder Paramedic	1.000	1.000	2.000
Total	1.000	2.000	3.000

CORE

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	148,993	151,812	227,801
121	Overtime Wages	5,740	-	5,200
126	RHS Plan	800	800	1,200
129	Medicare Contribution	1,884	2,201	3,303
131	MOPC	7,442	7,591	11,391
132	Employee Insurance	21,126	22,772	31,565
133	GERP Retirement	13,395	13,663	21,413
135	Compensation Insurance	1,306	1,315	2,236
136	Unemployment Insurance	46	50	87
137	Staff Training and Conference	-	-	3,500
141	Uniforms and Protective Clothing	-	-	700
	<i>Subtotal</i>	<i>200,732</i>	<i>200,204</i>	<i>308,396</i>
Operating and Maintenance				
210	Supplies	-	-	-
218	NonCapital Equip and Furniture	-	-	-
246	Liability Insurance	140	268	362
250	Prof and Contracted Services	-	16,603	-
	<i>Subtotal</i>	<i>140</i>	<i>16,871</i>	<i>362</i>
	SERVICE TOTAL	\$ 200,872	\$ 217,075	\$ 308,758

Public Safety Outreach

FUND: General Fund

DEPARTMENT: Public Safety

Service Description:

The Public Safety Outreach Unit 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:	2022 Budget	2023 Budget	2024 Budget
Public Safety Outreach Manager	1.000	1.000	0.000
Total	1.000	1.000	0.000

Public Safety Outreach

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	77,751	83,267	-
126	RHS Plan	400	400	-
129	Medicare Contribution	971	1,207	-
131	MOPC	3,887	4,163	-
132	Employee Insurance	12,425	12,490	-
133	GERP Retirement	6,998	7,494	-
135	Compensation Insurance	27	28	863
136	Unemployment Insurance	26	27	-
137		453	1,000	5,500
141	Uniforms and Protective Clothing	-	-	2,200
142	Food Allowance	2,945	825	3,525
	<i>Subtotal</i>	<i>105,883</i>	<i>110,901</i>	<i>12,088</i>
Operating and Maintenance				
210	Supplies	2,224	2,500	5,200
214	Pamphlets and Documents	-	500	-
216	Reference Books and Materials	-	150	-
217	Dues and Subscriptions	-	-	500
218	NonCapital Equip and Furniture	-	3,296	2,496
240	Repair and Maintenance	-	-	-
246	Liability Insurance	262	359	394
264	Printing and Copying	437	150	450
269	Other Services and Charges	1,043	300	800
273	Fleet Lease Operating and Mtc	772	2,088	1,192
274	Fleet Lease Replacement	6,827	6,827	6,827
	<i>Subtotal</i>	<i>11,565</i>	<i>16,170</i>	<i>17,859</i>
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 117,448	\$ 127,071	\$ 29,947

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:

- ◆ 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	2022 Actual	2023 Budget	2024 Budget
137 Staff Training and Conference	704	1,000	-
142 Food Allowance	1,297	2,700	-
<i>Subtotal</i>	<i>2,001</i>	<i>3,700</i>	<i>-</i>
Operating and Maintenance			
210 Supplies	816	1,680	-
217 Dues and Subscriptions	412	70	-
230 Printing Copying Supplies	-	-	-
246 Liability Insurance	-	-	-
250 Prof and Contracted Services	1,737	-	-
273 Fleet Lease Operating and Mtc	4,272	12,540	4,106
274 Fleet Lease Replacement	19,612	13,347	4,890
<i>Subtotal</i>	<i>26,849</i>	<i>27,637</i>	<i>8,996</i>
SERVICE TOTAL	\$ 28,850	\$ 31,337	\$ 8,996

Public Safety Recruitment, Hiring, and Promotion

FUND: General Fund

DEPARTMENT: Public Safety

Service Description:

This budget service 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; and facilitating and coordinating of internal promotional processes.

SERVICE: Public Safety Recruitment, Hiring and Promotions

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Master Police Officer	2.000	1.000	2.000
Police Officer	0.000	1.000	0.000
Total	2.000	2.000	2.000

Public Safety Recruitment, Hiring, and Promotion

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	628,358	610,935	214,756
112 Temporary Wages	2,397	-	-
121 Overtime Wages	713,303	272,271	169,520
122 Longevity Compensation	-	-	-
126 RHS Plan	18,630	5,874	2,148
127 FPPA Death and Disability	7,062	7,551	3,866
129 Medicare Contribution	17,948	8,859	3,114
131 MOPC	3,069	3,176	-
132 Employee Insurance	97,563	91,640	31,140
133 GERP Retirement	5,525	5,717	-
134 Police and Fire Retirement	75,920	74,996	27,872
135 Compensation Insurance	654	820	1,845
136 Unemployment Insurance	202	202	86
137 Staff Training and Conference	52,303	105,211	15,707
141 Uniforms and Protective Clothing	9,627	4,800	1,900
142 Food Allowance	9,935	4,500	5,424
<i>Subtotal</i>	<i>1,642,498</i>	<i>1,196,552</i>	<i>477,378</i>
Operating and Maintenance			
210 Supplies	90,393	72,700	2,550
215 Audiovisual Materials	-	100	-
216 Reference Books and Materials	701	2,500	-
217 Dues and Subscriptions	5,931	9,550	8,000
218 NonCapital Equip and Furniture	8,681	3,000	2,307
240 Repair and Maintenance	-	-	-
246 Liability Insurance	2,596	4,397	3,721
250 Prof and Contracted Services	6,095	13,900	6,200
252 Ads and Legal Notices	379	-	-
269 Other Services and Charges	4,960	18,000	14,250
273 Fleet Lease Operating and Mtc	16,729	22,275	23,382
274 Fleet Lease Replacement	20,553	18,459	6,992
<i>Subtotal</i>	<i>157,018</i>	<i>164,881</i>	<i>67,402</i>
Capital Outlay			
432 Vehicles	-	-	-
440 Machinery and Equipment	-	-	-
<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
SERVICE TOTAL	\$ 1,799,516	\$ 1,361,433	\$ 544,780

Public Safety Information Technology

FUND: General Fund

DEPARTMENT: Public Safety

Service Description:

Information & Technology 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:	2022 Budget	2023 Budget	2024 Budget
Public Safety Technical Services Manager	1.000	1.000	1.000
Sr PS Tech Support	1.000	1.000	2.000
Public Safety Technical Support	1.000	1.000	0.000
PS IT Application Support Analyst	1.000	1.000	1.000
PS Data and Statistical Analyst	1.000	1.000	0.000
Total	5.000	5.000	4.000

Public Safety Information Technology

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	340,865	360,013	394,991
121	Overtime Wages	20,300	15,046	15,648
126	RHS Plan	2,591	1,600	1,600
129	Medicare Contribution	4,515	5,220	5,727
131	MOPC	16,884	18,001	19,750
132	Employee Insurance	53,843	54,002	54,734
133	GERP Retirement	30,392	32,401	37,130
135	Compensation Insurance	122	126	159
136	Unemployment Insurance	110	119	150
137	Staff Training and Conference	1,810	8,000	8,000
142	Food Allowance	56	-	590
	<i>Subtotal</i>	<i>471,487</i>	<i>494,528</i>	<i>538,479</i>
Operating and Maintenance				
210	Supplies	8,681	11,150	33,083
216	Reference Books and Materials	-	875	-
217	Dues and Subscriptions	630	1,380	790
218	NonCapital Equip and Furniture	13,151	65,265	120,859
240	Repair and Maintenance	186,223	243,272	258,274
246	Liability Insurance	489	712	1,061
250	Prof and Contracted Services	65,863	71,990	52,796
261	Telephone Charges	43	-	-
269	Other Services and Charges	123	-	-
273	Fleet Lease Operating and Mtc	3,843	1,922	10,236
	<i>Subtotal</i>	<i>279,047</i>	<i>396,566</i>	<i>477,099</i>
Capital Outlay				
440	Machinery and Equipment	-	6,600	-
	<i>Subtotal</i>	<i>-</i>	<i>6,600</i>	<i>-</i>
	SERVICE TOTAL	\$ 750,534	\$ 897,694	\$ 1,015,578

Public Safety Records

FUND: General Fund

DEPARTMENT: Public Safety

Service Description:

The Records Unit is the primary custodian 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: Public Safety Records

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Public Safety Records Manager	0.000	1.000	1.000
Sr Police Services Technician	3.000	2.000	2.000
Police Services Technician	5.000	6.000	6.000
Total	8.000	9.000	9.000

Public Safety Records

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	382,323	529,913	549,371
112	Temporary Wages	-	-	-
121	Overtime Wages	14,705	17,713	18,422
126	RHS Plan	6,276	4,840	4,902
128	FICA	-	-	-
129	Medicare Contribution	4,989	7,684	7,834
131	MOPC	18,686	26,496	26,884
132	Employee Insurance	79,792	79,487	77,390
133	GERP Retirement	33,635	47,692	50,545
135	Compensation Insurance	5,194	5,082	5,499
136	Unemployment Insurance	164	175	210
137	Staff Training and Conference	-	-	3,000
142	Food Allowance	40	211	211
	<i>Subtotal</i>	<i>545,804</i>	<i>719,293</i>	<i>744,268</i>
Operating and Maintenance				
210	Supplies	7,497	5,800	5,800
216	Reference Books and Materials	243	100	100
217	Dues and Subscriptions	180	200	200
218	NonCapital Equip and Furniture	1,460	1,000	8,000
229	Materials and Supplies	-	-	2,000
245	Mileage Allowance	-	100	100
246	Liability Insurance	557	1,048	1,265
250	Prof and Contracted Services	4,234	4,500	7,500
261	Telephone Charges	219	-	-
264	Printing Copying and Binding	1,548	2,400	2,400
	<i>Subtotal</i>	<i>15,939</i>	<i>15,148</i>	<i>27,365</i>
Capital Outlay				
432	Vehicles	-	-	-
475	Building and Facility Improvements	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 561,743	\$ 734,441	\$ 771,633

Fire Services Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	12,016,140	12,075,691	13,435,843
Operating and Maintenance	1,936,242	1,974,881	1,999,334
Non-Operating	-	-	-
Capital	-	170,250	-
TOTAL	\$ 13,952,383	\$ 14,220,822	\$ 15,435,177

Within the General Fund, the Fire Services Division includes four budget services: Fire Administration, Fire Training, 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 Administration

FUND: General Fund

DEPARTMENT: Public Safety

Service Description:

The Fire Services Division’s primary purpose, as reflected in its mission statement is “to serve the community by protecting life, property and the environment through preparation, prevention and response.” Thus, division personnel concentrate on protecting life, property and the environment through fire suppression, hazardous materials response, emergency medical and rescue services. The Fire Administration service provides direction to other services throughout the Fire Services Division.

SERVICE: Administration

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Fire Chief	0.000	1.000	1.000
Assistant Fire Chief	0.000	0.000	1.000
Fire Captain	2.000	1.000	0.000
Firefighter	0.000	0.000	1.000
Administrative Analyst	1.000	1.000	1.000
Total	3.000	3.000	4.000

Fire Administration

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	452	-	540,871
112	Temporary Wages	-	-	68,727
121	Overtime Wages	292,098	139,354	144,928
126	RHS Plan	5	-	1,995
127	FPPA Death and Disability	-	-	1,430
128	FICA	-	-	4,261
129	Medicare Contribution	4,231	-	6,390
131	MOPC	-	-	3,304
132	Employee Insurance	707	-	75,460
133	GERP Retirement	-	-	6,211
134	Police and Fire Retirement	40	-	54,524
135	Compensation Insurance	1,589	1,558	5,595
136	Unemployment Insurance	-	-	209
137	Staff Training and Conference	30,232	-	-
141	Uniforms and Protective Clothing	-	-	-
142	Food Allowance	77	-	-
	<i>Subtotal</i>	<i>329,431</i>	<i>140,912</i>	<i>913,905</i>
Operating and Maintenance				
210	Supplies	2,918	2,250	2,250
214	Pamphlets and Documents	-	-	-
218	NonCapital Equip and Furniture	9,651	33,875	25,275
229	Materials and Supplies	610	-	-
240	Repair and Maintenance	407	500	5,000
246	Liability Insurance	7,665	3,842	5,393
247	Safety Expenses	-	-	-
250	Prof and Contracted Services	104,643	104,643	104,643
264	Printing Copying and Binding	-	-	-
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	32,200	72,016	36,602
274	Fleet Lease Replacement	67,907	78,213	104,652
	<i>Subtotal</i>	<i>226,260</i>	<i>295,339</i>	<i>283,815</i>
Capital Outlay				
432	Vehicles	-	170,250	-
	<i>Subtotal</i>	<i>-</i>	<i>170,250</i>	<i>-</i>
	SERVICE TOTAL	\$ 555,691	\$ 606,501	\$ 1,197,720

Fire Training

FUND: General Fund

DEPARTMENT: Public Safety

Service Description:

This service provides training to personnel within the Fire Services Division. This includes coordinating training issues and functions; disseminating training information and opportunities; registration, scheduling, and coordination of logistical issues associated with training programs; tracking, auditing, and reporting training fund expenditures; and maintaining training records for all Fire Division personnel.

This is a new budget service in 2024.

SERVICE: Fire Training

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Fire Captain	0.000	1.000	0.000
Fire Lieutenant	0.000	1.000	0.000
Firefighter Engineer	0.000	0.000	1.000
Firefighter	0.000	0.000	1.000
Total	0.000	2.000	2.000

Fire Training

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	201,331
121	Overtime Wages	-	-	97,522
126	RHS Plan	-	-	2,050
127	FPPA Death and Disability	-	-	3,691
129	Medicare Contribution	-	-	2,973
131	MOPC	-	-	-
132	Employee Insurance	-	-	29,728
133	GERP Retirement	-	-	-
134	Police and Fire Retirement	-	-	23,822
135	Compensation Insurance	-	-	3,486
136	Unemployment Insurance	-	-	82
137	Staff Training and Conference	-	-	9,000
141	Uniforms and Protective Clothing	-	-	-
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	373,685
Operating and Maintenance				
210	Supplies	-	-	950
214	Pamphlets and Documents	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	807
240	Repair and Maintenance	-	-	-
246	Liability Insurance	-	-	777
250	Prof and Contracted Services	-	-	2,450
264	Printing Copying and Binding	-	-	-
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	-	4,260
274	Fleet Lease Replacement	-	-	10,000
	<i>Subtotal</i>	-	-	19,244
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 392,929

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:	2022 Budget	2023 Budget	2024 Budget
Assistant Fire Chief Fire Marshall	0.000	1.000	1.000
Assistant Fire Marshal	1.000	1.000	1.000
Sr Fire Code Inspector	1.000	1.000	1.000
Total	2.000	3.000	3.000

Fire Codes and Planning

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	325,445	367,297	392,215
121	Overtime Wages	6,274	6,888	7,163
126	RHS Plan	5,056	1,200	1,200
127	FPPA Death and Disability	1,250	2,727	3,040
129	Medicare Contribution	4,342	5,326	5,687
131	MOPC	10,077	10,344	11,166
132	Employee Insurance	50,567	55,095	54,349
133	GERP Retirement	18,139	18,619	20,991
134	Police and Fire Retirement	13,482	18,288	18,495
135	Compensation Insurance	5,255	4,077	4,243
136	Unemployment Insurance	106	121	150
141	Uniforms and Protective Clothing	1,400	1,500	1,500
142	Food Allowance	30	600	600
	<i>Subtotal</i>	<i>441,423</i>	<i>492,082</i>	<i>520,799</i>
Operating and Maintenance				
210	Supplies	1,654	2,800	2,800
214	Pamphlets and Documents	790	1,400	1,400
217	Dues and Subscriptions	3,837	6,583	7,583
218	NonCapital Equip and Furniture	-	550	550
229	Materials and Supplies	-	-	-
240	Repair and Maintenance	2,664	-	-
246	Liability Insurance	1,861	1,833	2,176
250	Prof and Contracted Services	7,598	18,229	18,229
264	Printing Copying and Binding	-	350	350
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	5,644	34,210	19,568
274	Fleet Lease Replacement	15,832	15,832	15,832
	<i>Subtotal</i>	<i>39,878</i>	<i>81,787</i>	<i>68,488</i>
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 481,302	\$ 573,869	\$ 589,287

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: Fire Suppression

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Assistant Fire Chief	3.000	3.000	3.000
Fire Captain	2.000	2.000	4.000
Fire Lieutenant Shift	17.000	17.000	14.000
Firefighter/Paramedic/Engineer	3.000	3.000	4.000
Firefighter/Engineer	16.000	16.000	14.000
Firefighter/Paramedic	10.000	10.000	11.000
Firefighter	20.000	21.000	23.000
Total	71.000	72.000	73.000

Fire Suppression

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	7,449,405	7,779,598	7,969,732
112	Temporary Wages	-	18,495	-
121	Overtime Wages	958,091	831,396	864,652
122	Longevity Compensation	6,245	2,580	-
126	RHS Plan	127,879	72,046	75,523
127	FPPA Death and Disability	96,644	110,818	125,370
129	Medicare Contribution	110,655	112,427	115,125
131	MOPC	3,067	3,176	-
132	Employee Insurance	1,202,574	1,162,410	1,147,954
133	GERP Retirement	5,520	5,716	-
134	Police and Fire Retirement	983,251	992,736	992,260
135	Compensation Insurance	161,745	162,742	172,670
136	Unemployment Insurance	2,475	2,557	3,168
137	Staff Training and Conference	42,236	118,000	93,000
141	Uniforms and Protective Clothing	94,101	65,000	65,000
142	Food Allowance	1,399	3,000	3,000
	<i>Subtotal</i>	<i>11,245,287</i>	<i>11,442,697</i>	<i>11,627,454</i>
Operating and Maintenance				
210	Supplies	37,450	52,000	52,000
216	Reference Books and Materials	75	-	-
217	Dues and Subscriptions	4,858	13,000	13,000
232	Building Repair and Maintenance	-	-	-
240	Repair and Maintenance	57,388	69,000	69,000
245	Mileage Allowance	98	-	-
246	Liability Insurance	95,637	101,539	105,323
247	Safety Expenses	64,426	34,000	57,400
250	Prof and Contracted Services	50,886	59,000	59,000
261	Telephone Charges	1,373	-	-
263	Postage	283	600	600
264	Printing Copying and Binding	1,167	-	-
269	Other Services and Charges	19,123	3,000	3,000
273	Fleet Lease Operating and Mtc	346,443	300,609	320,972
274	Fleet Lease Replacement	676,002	834,932	803,217
	<i>Subtotal</i>	<i>1,670,104</i>	<i>1,597,755</i>	<i>1,627,787</i>
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 12,915,390	\$ 13,040,452	\$ 13,255,241

Police Services Division

	2022 Actual	2023 Budget	2024 Budget
Personal Services	17,420,218	18,751,610	18,824,666
Operating and Maintenance	2,347,794	2,591,976	3,470,728
Non-Operating	-	-	-
Capital	132,250	26,100	1,125,000
TOTAL	\$ 19,900,263	\$ 21,369,686	\$ 23,420,394

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 10 budget services:

- ◆ Police Administration
- ◆ Police Training
- ◆ Patrol Operations Section
- ◆ Detective Operations Section
- ◆ Animal Control Unit
- ◆ Special Enforcement Unit
- ◆ School Resource Officer Unit
- ◆ Special Operations Section
- ◆ Traffic Unit
- ◆ SWAT Team

Police Administration

FUND: General Fund

DEPARTMENT: Public Safety

Service Description:

The Police Services Division’s purpose, as reflected in its mission statement, is “to protect and serve, with integrity and professionalism, in partnership with the people of Longmont.” Because of this, division personnel concentrate on protecting life and property by keeping the peace, enforcing violations of laws, investigating crime, and arresting those responsible for breaking the law. The Police Administration service provides direction to other services throughout the Police Services Division.

This is a new budget service in 2024.

SERVICE: Administration

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Police Chief	1.000	1.000	1.000
Administrative Analyst	1.000	1.000	1.000
Administrative Assistant	1.000	1.000	1.000
Total	3.000	3.000	3.000

Police Administration

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	351,973
121	Overtime Wages	-	-	5,200
122	Longevity Compensation	-	-	2,100
126	RHS Plan	-	-	1,200
127	FPPA Death and Disability	-	-	-
129	Medicare Contribution	-	-	5,103
131	MOPC	-	-	6,277
132	Employee Insurance	-	-	48,773
133	GERP Retirement	-	-	11,801
134	Police and Fire Retirement	-	-	29,096
135	Compensation Insurance	-	-	3,140
136	Unemployment Insurance	-	-	135
137	Staf Training and Conferences	-	-	1,000
141	Uniforms and Protective Clothing	-	-	700
142	Food Allowance	-	-	500
	<i>Subtotal</i>	-	-	466,998
Operating and Maintenance				
210	Supplies	-	-	425
216	Reference Books and Materials	-	-	100
217	Dues and Subscriptions	-	-	1,000
218	NonCapital Equip and Furniture	-	-	-
240	Repair and Maintenance	-	-	-
246	Liability Insurance	-	-	772
247	Safety Expenses	-	-	-
250	Prof and Contracted Services	-	-	-
252	Ads and Legal Notices	-	-	-
258	Investigative Expenses	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing Copying and Binding	-	-	-
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	2,297
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
475	Building Facility and Improvements	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 469,295

Police Training

FUND: General Fund

DEPARTMENT: Public Safety

Service Description:

This service provides training to personnel within the Police Services Division. This includes coordinating training issues and functions; disseminating training information and opportunities; registration, scheduling, and coordination of logistical issues associated with training programs; tracking, auditing, and reporting training fund expenditures; and maintaining training records for all Police Service Division personnel.

This is a new budget service in 2024.

SERVICE: Police Training

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Police Sergeant	1.000	1.000	1.000
Master Police Officer	1.000	1.000	1.000
Total	2.000	2.000	2.000

Police Training

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	241,763
121	Overtime Wages	-	-	16,120
122	Longevity Compensation	-	-	-
126	RHS Plan	-	-	2,418
127	FPPA Death and Disability	-	-	2,419
129	Medicare Contribution	-	-	3,506
131	MOPC	-	-	-
132	Employee Insurance	-	-	35,056
133	GERP Retirement	-	-	-
134	Police and Fire Retirement	-	-	31,377
135	Compensation Insurance	-	-	2,330
136	Unemployment Insurance	-	-	97
137	Staf Training and Conferences	-	-	78,004
141	Uniforms and Protective Clothing	-	-	4,100
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	417,190
Operating and Maintenance				
210	Supplies	-	-	70,800
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	1,386
240	Repair and Maintenance	-	-	-
246	Liability Insurance	-	-	573
247	Safety Expenses	-	-	-
250	Prof and Contracted Services	-	-	9,000
252	Ads and Legal Notices	-	-	-
258	Investigative Expenses	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing Copying and Binding	-	-	-
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	-	3,188
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	84,947
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
475	Building Facility and Improvements	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 502,137

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:	2022 Budget	2023 Budget	2024 Budget
Assistant Police Chief	0.000	1.000	1.000
Police Commander	2.000	3.000	3.000
Police Sergeant	11.000	10.000	11.000
Master Police Officer	17.000	17.000	8.000
Police Officer	45.000	47.000	55.000
CSO Patrol	4.000	4.000	4.000
Total	79.000	82.000	82.000

Patrol
Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	7,408,920	8,861,579	8,367,659
112	Temporary Wages	13,981	-	-
121	Overtime Wages	876,998	375,234	435,760
122	Longevity Compensation	4,466	4,560	-
126	RHS Plan	154,289	81,215	78,407
127	FPPA Death and Disability	100,993	130,997	134,713
128	FICA	867	-	-
129	Medicare Contribution	105,762	125,789	121,135
131	MOPC	17,293	18,721	14,008
132	Employee Insurance	1,272,639	1,299,641	1,204,368
133	GERP Retirement	31,127	33,698	26,337
134	Police and Fire Retirement	890,460	1,044,649	973,670
135	Compensation Insurance	354,513	349,985	344,031
136	Unemployment Insurance	2,573	2,859	3,328
137	Staf Training and Conferences	25,801	21,120	18,620
138	Tuition Reimbursement	5,250	-	-
141	Uniforms and Protective Clothing	173,977	125,975	161,795
142	Food Allowance	4,975	1,000	1,000
	<i>Subtotal</i>	<i>11,444,882</i>	<i>12,477,022</i>	<i>11,884,831</i>
Operating and Maintenance				
210	Supplies	12,020	18,185	18,185
216	Reference Books and Materials	3,491	3,220	3,120
217	Dues and Subscriptions	1,634	1,000	1,000
218	NonCapital Equip and Furniture	17,654	25,405	64,650
240	Repair and Maintenance	38,318	38,627	12,444
246	Liability Insurance	131,303	190,943	213,999
247	Safety Expenses	7,154	11,340	11,340
248		-	-	106,007
250	Prof and Contracted Services	4,886	5,450	17,693
252	Ads and Legal Notices	-	-	-
258	Investigative Expenses	5,682	500	3,000
261	Telephone Charges	630	-	-
263	Postage	-	-	-
264	Printing Copying and Binding	11,263	11,835	11,835
269	Other Services and Charges	24,965	-	-
273	Fleet Lease Operating and Mtc	388,537	445,071	479,165
274	Fleet Lease Replacement	570,619	509,295	567,138
	<i>Subtotal</i>	<i>1,218,156</i>	<i>1,260,871</i>	<i>1,509,576</i>
Capital Outlay				
432	Vehicles	-	-	1,125,000
440	Machinery and Equipment	-	26,100	-
475	Building Facility and Improvements	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>26,100</i>	<i>1,125,000</i>
	SERVICE TOTAL	\$ 12,663,038	\$ 13,763,993	\$ 14,519,407

Animal Control

FUND: General Fund

DEPARTMENT: Public Safety

Service Description:

The Animal Control Unit 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:	2022 Budget	2023 Budget	2024 Budget
CSO Animal Control	4.000	4.000	4.000
Total	4.000	4.000	4.000

Animal Control

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	227,199	239,085	250,204
121	Overtime Wages	6,386	2,552	2,654
126	RHS Plan	2,272	2,391	2,464
129	Medicare Contribution	2,928	3,467	3,572
131	MOPC	11,360	11,954	12,312
132	Employee Insurance	36,088	35,863	35,708
133	GERP Retirement	20,448	21,518	23,148
135	Compensation Insurance	14,600	9,142	5,255
136	Unemployment Insurance	76	79	100
137	Staff Training and Conference	1,306	1,500	1,500
141	Uniforms and Protective Clothing	2,261	2,875	2,875
	<i>Subtotal</i>	<i>324,924</i>	<i>330,426</i>	<i>339,792</i>
Operating and Maintenance				
210	Supplies	875	800	800
217	Dues and Subscriptions	120	225	225
218	NonCapital Equip and Furniture	893	900	900
246	Liability Insurance	3,169	4,025	2,566
250	Prof and Contracted Services	193,154	201,996	796,996
273	Fleet Lease Operating and Mtc	24,778	51,593	47,608
274	Fleet Lease Replacement	41,039	28,364	32,623
	<i>Subtotal</i>	<i>264,029</i>	<i>287,903</i>	<i>881,718</i>
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 588,953	\$ 618,329	\$ 1,221,510

Traffic Unit

FUND: General Fund

DEPARTMENT: Public Safety

Service Description:

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:	2022 Budget	2023 Budget	2024 Budget
Police Sergeant	1.000	1.000	1.000
Master Police Officer	2.000	3.000	3.000
Police Officer	4.000	1.000	1.000
Sr CSO Field Investigator	0.000	0.000	3.000
CSO Field Investigator	3.000	3.000	0.000
Total	10.000	8.000	8.000

Traffic Unit

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	618,675	800,253	824,584
121	Overtime Wages	77,249	43,964	57,636
126	RHS Plan	8,695	8,005	8,193
127	FPPA Death and Disability	9,027	12,593	13,202
129	Medicare Contribution	8,627	11,604	11,930
131	MOPC	9,360	9,527	11,367
132	Employee Insurance	131,833	119,768	118,778
133	GERP Retirement	16,848	17,148	21,369
134	Police and Fire Retirement	59,439	76,229	74,048
135	Compensation Insurance	48,776	43,218	37,913
136	Unemployment Insurance	273	264	328
137	Staff Training and Conference	12,011	18,980	18,980
141	Uniforms and Protective Clothing	4,182	6,000	6,000
142	Food Allowance	-	-	-
	<i>Subtotal</i>	<i>1,004,995</i>	<i>1,167,553</i>	<i>1,204,328</i>
Operating and Maintenance				
210	Supplies	1,799	2,650	2,650
217	Dues and Subscriptions	639	13,673	13,673
218	NonCapital Equip and Furniture	-	2,700	2,700
240	Repair and Maintenance	2,480	3,300	3,300
246	Liability Insurance	4,840	6,706	20,100
250	Prof and Contracted Services	8	1,000	1,000
258	Investigative Expenses	6,850	37,335	37,335
269	Other Services and Charges	8,222	-	-
273	Fleet Lease Operating and Mtc	28,516	34,817	38,044
274	Fleet Lease Replacement	104,322	97,237	99,273
	<i>Subtotal</i>	<i>157,676</i>	<i>199,418</i>	<i>218,075</i>
Capital Outlay				
440	Machinery and Equipment	96,824	-	-
	<i>Subtotal</i>	<i>96,824</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 1,259,495	\$ 1,366,971	\$ 1,422,403

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 Operations

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Assistant Police Chief	0.000	1.000	1.000
Police Sergeant	2.000	3.000	2.000
Master Police Officer	13.000	13.000	14.000
Police Officer	3.000	3.000	2.000
CSO Property and Evidence Custodian	1.000	1.000	1.000
CSO Crime Scene Investigator	1.000	1.000	1.000
PS Data and Statistical Analyst	0.000	0.000	1.000
Total	20.000	22.000	22.000

Detectives

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	1,997,401	2,184,472	2,386,388
112	Temporary Wages	13,236	-	-
121	Overtime Wages	197,841	176,615	191,058
122	Longevity Compensation	7,005	-	-
126	RHS Plan	61,042	20,636	21,912
127	FPPA Death and Disability	33,561	40,514	43,105
128	FICA	821	-	-
129	Medicare Contribution	27,476	31,675	34,488
131	MOPC	7,092	7,030	11,760
132	Employee Insurance	295,777	326,501	342,828
133	GERP Retirement	12,765	12,655	22,108
134	Police and Fire Retirement	241,285	263,800	270,803
135	Compensation Insurance	49,150	61,992	61,488
136	Unemployment Insurance	704	718	948
137	Staff Training and Conference	22,498	22,800	22,800
141	Uniforms and Protective Clothing	15,682	12,550	12,150
142	Food Allowance	2,083	2,050	2,050
	<i>Subtotal</i>	<i>2,985,418</i>	<i>3,164,008</i>	<i>3,423,886</i>
Operating and Maintenance				
210	Supplies	21,385	16,050	16,050
216	Reference Books and Materials	1,514	975	975
217	Dues and Subscriptions	10,066	44,805	60,476
218	NonCapital Equip and Furniture	12,749	47,427	19,994
240	Repair and Maintenance	3,136	3,000	3,000
246	Liability Insurance	35,161	43,785	24,010
250	Prof and Contracted Services	8,483	9,725	9,725
252	Ads and Legal Notices	1,014	1,500	1,500
258	Investigative Expenses	34,185	36,975	44,475
261	Telephone Charges	494	-	-
264	Printing Copying and Binding	2,674	7,350	7,350
269	Other Services and Charges	2,370	-	-
273	Fleet Lease Operating and Mtc	43,930	59,413	43,889
274	Fleet Lease Replacement	84,943	84,892	130,470
	<i>Subtotal</i>	<i>262,105</i>	<i>355,897</i>	<i>361,914</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 3,247,523	\$ 3,519,905	\$ 3,785,800

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.

The Special Enforcement Unit Budget has been incorporated into other areas in Police Services in 2024.

Special Enforcement Unit

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	86,031	-	-
112	Temporary Wages	-	-	-
121	Overtime Wages	21,603	68,759	-
122	Longevity Compensation	-	-	-
126	RHS Plan	990	-	-
127	FPPA Death and Disability	1,008	-	-
128	FICA	-	-	-
129	Medicare Contribution	1,406	-	-
131	MOPC	-	-	-
132	Employee Insurance	98,305	-	-
133	GERP Retirement	-	-	-
134	Police and Fire Retirement	11,490	-	-
135	Compensation Insurance	13,276	9,588	-
136	Unemployment Insurance	204	-	-
137	Staff Training and Conference	-	-	-
141	Uniforms and Protective Clothing	550	4,200	-
142	Food Allowance	870	2,000	-
	<i>Subtotal</i>	<i>235,732</i>	<i>84,547</i>	<i>-</i>
Operating and Maintenance				
210	Supplies	2,433	1,425	-
216	Reference Books and Materials	580	-	-
217	Dues and Subscriptions	5,257	7,450	-
218	NonCapital Equip and Furniture	9,604	4,475	-
240	Repair and Maintenance	11,237	10,800	-
246	Liability Insurance	28,868	33,986	-
247	Safety Expenses	2,512	4,000	-
250	Prof and Contracted Services	9,830	4,600	-
252	Ads and Legal Notices	-	-	-
258	Investigative Expenses	32,817	34,045	-
261	Telephone Charges	-	-	-
264	Printing Copying and Binding	-	-	-
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	133,480	155,934	-
274	Fleet Lease Replacement	10,265	10,265	-
	<i>Subtotal</i>	<i>246,882</i>	<i>266,980</i>	<i>-</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 482,613	\$ 351,527	\$ -

School Resource Officers

FUND: General Fund

DEPARTMENT: Public Safety

Service Description:

The School Resource Officer Unit’s 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:	2022 Budget	2023 Budget	2024 Budget
Police Sergeant	1.000	1.000	1.000
Master Police Officer	4.000	4.000	3.000
Police Officer	0.000	1.000	2.000
Total	5.000	6.000	6.000

School Resource Officers

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	515,614	542,208	632,237
121	Overtime Wages	49,447	28,563	29,706
126	RHS Plan	8,156	5,422	6,324
127	FPPA Death and Disability	8,233	9,218	11,381
129	Medicare Contribution	6,818	7,862	9,168
132	Employee Insurance	83,416	81,331	91,675
134	Police and Fire Retirement	71,033	74,282	79,940
135	Compensation Insurance	6,422	8,219	7,956
136	Unemployment Insurance	173	179	253
137	Staff Training and Conference	3,697	8,035	8,035
141	Uniforms and Protective Clothing	3,130	3,150	3,150
142	Food Allowance	357	425	425
	<i>Subtotal</i>	<i>756,497</i>	<i>768,894</i>	<i>880,250</i>
Operating and Maintenance				
210	Supplies	2,539	2,800	2,800
217	Dues and Subscriptions	(9)	-	-
218	NonCapital Equip and Furniture	978	1,150	1,150
246	Liability Insurance	2,657	2,956	3,697
274	Fleet Lease Replacement	-	-	13,592
	<i>Subtotal</i>	<i>6,165</i>	<i>6,906</i>	<i>21,239</i>
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 762,662	\$ 775,800	\$ 901,489

Special Operations

FUND: General Fund

DEPARTMENT: Public Safety

Service Description:

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.

The Special Operations Unit Budget was incorporated into other areas in Police Services in 2024.

Special Operations

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	245,102	386,455	-
121	Overtime Wages	14,059	3,260	-
126	RHS Plan	16,249	1,952	-
127	FPPA Death and Disability	3,721	3,980	-
129	Medicare Contribution	3,208	5,604	-
132	Employee Insurance	30,417	57,968	-
134	Police and Fire Retirement	31,981	49,440	-
135	Compensation Insurance	20,465	17,922	-
136	Unemployment Insurance	88	128	-
137	Staff Training and Conference	3,177	1,775	-
141	Uniforms and Protective Clothing	1,526	1,275	-
142	Food Allowance	560	-	-
	<i>Subtotal</i>	<i>370,554</i>	<i>529,759</i>	<i>-</i>
Operating and Maintenance				
210	Supplies	468	200	-
216	Reference Books and Materials	118	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	521	1,350	-
246	Liability Insurance	1,564	2,156	-
250	Prof and Contracted Services	-	300	-
264	Printing Copying and Binding	26	-	-
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	952	-	-
	<i>Subtotal</i>	<i>3,649</i>	<i>4,006</i>	<i>-</i>
Capital Outlay				
475	Building and Facility Improvement	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 374,203	\$ 533,765	\$ -

SWAT Team

FUND: General Fund

DEPARTMENT: Public Safety

Service Description:

The Special Weapons and Tactics (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		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	6,203	-	-
121	Overtime Wages	244,422	133,872	139,227
126	RHS Plan	253	-	-
127	FPPA Death and Disability	87	-	-
128	FICA	3,623	-	-
129	Medicare Contribution	-	-	-
131	MOPC	38	-	-
133	GERP Retirement	69	-	-
134	Police and Fire Retirement	745	-	-
135	Compensation Insurance	14,739	1,779	1,814
137	Staff Training and Conference	20,480	40,900	20,900
141	Uniforms and Protective Clothing	6,067	52,450	44,450
142	Food Allowance	491	400	400
	<i>Subtotal</i>	<i>297,216</i>	<i>229,401</i>	<i>206,791</i>
Operating and Maintenance				
210	Supplies	18,831	23,086	23,086
216	Reference Books and Materials	100	150	150
217	Dues and Subscriptions	3,488	3,775	2,775
229	Materials and Supplies	-	-	-
240	Repair and Maintenance	(7,898)	600	600
246	Liability Insurance	6,759	10,216	22,638
247	Safety Expenses	96	-	-
250	Prof and Contracted Services	116	225	225
264	Printing and Copying	-	100	100
273	Fleet Lease Operating and Mtc	37,175	51,608	49,546
274	Fleet Lease Replacement	127,536	110,435	121,605
	<i>Subtotal</i>	<i>189,133</i>	<i>209,995</i>	<i>230,525</i>
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	35,426	-	-
	<i>Subtotal</i>	<i>35,426</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 521,774	\$ 439,396	\$ 437,316

Special Investigations Unit

FUND: General Fund

DEPARTMENT: Public Safety

Service Description:

The Special Investigations Unit (SIU) is for investigating gang related activity, narcotic investigations and fugitive location and apprehension. SIU also assists the School Resource Unit as well as general Detectives with large scale investigations. These may include crime analysis, pattern crimes, organized criminal activity, and any other types of specialized investigations deemed necessary by the public safety director.

The Special Investigations Unit is a new budget service in 2024.

Special Investigations Unit

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	-
121	Overtime Wages	-	-	-
126	RHS Plan	-	-	-
127	FPPA Death and Disability	-	-	-
129	Medicare Contribution	-	-	-
132	Employee Insurance	-	-	-
134	Police and Fire Retirement	-	-	-
135	Compensation Insurance	-	-	-
136	Unemployment Insurance	-	-	-
141	Uniforms and Protective Clothing	-	-	-
142	Food Allowance	-	-	600
	<i>Subtotal</i>	-	-	600
Operating and Maintenance				
210	Supplies	-	-	-
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	-	-	7,450
218	NonCapital Equip and Furniture	-	-	3,900
240	Repair and Maintenance	-	-	10,800
246	Liability Insurance	-	-	-
247	Safety Expenses	-	-	3,000
250	Prof and Contracted Services	-	-	3,000
258	Investigative Expenses	-	-	23,045
273	Fleet Lease Operating and Mtc	-	-	98,977
274	Fleet Lease Replacement	-	-	10,265
	<i>Subtotal</i>	-	-	160,437
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 161,037

PUBLIC SAFETY FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	12,438,933	14,859,079	15,437,100
Operating and Maintenance	2,796,743	3,007,126	3,589,038
Non-Operating	7,606	5,592	63,269
Capital	384,736	582,000	553,749
TOTAL	\$ 15,622,018	\$ 18,453,797	\$ 19,643,156

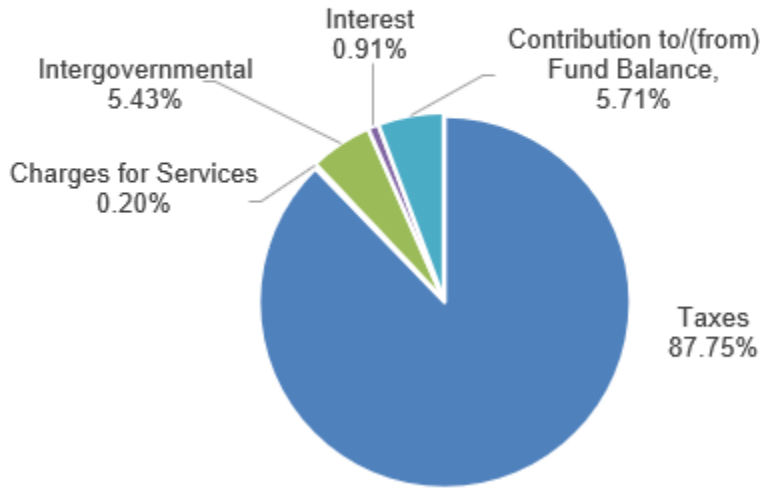
FUND DESCRIPTION

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 Natural Resources.

PUBLIC SAFETY FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 11,378,152	\$ 13,160,971	\$ 8,254,762
Committed Working Capital	-	4,491,830	-
SOURCES OF FUNDS			
REVENUES			
Taxes	16,292,656	16,571,842	17,237,039
Intergovernmental revenue	1,337,093	1,045,100	1,066,120
Charges for Service	36,702	38,650	39,423
Interest	(259,133)	5,000	178,135
Miscellaneous	3,520	-	-
Estimated Revenue Revision	-	378,826	
TOTAL FUNDS	17,410,837	18,039,418	18,520,717
EXPENDITURES			
Personal Services	12,438,933	14,859,079	15,437,100
Operating and Maintenance	2,796,743	3,007,126	3,589,038
Non- Operating	7,606	5,592	63,269
Capital	384,736	582,000	553,749
TOTAL EXPENDITURES	15,628,018	18,453,797	19,643,156
ENDING WORKING CAPITAL	13,160,971	8,254,762	7,132,323
CONTRIBUTION TO/(FROM) RESERVES	\$ 1,782,819	\$ (414,379)	\$ (1,122,439)

PUBLIC SAFETY FUND - Source of Funds



- ◆ The Public Safety Fund will receive 87.75% of its operating revenues from taxes in 2024. Another 5.43% will come from intergovernmental revenues.
- ◆ 6.45% the 2024 operating revenues will come from the Public Safety Fund’s reserves. The 2024 Budget will require a contribution from fund balance of \$1,122,439.

Estimating Major Sources of Funds

Sales and Use Taxes: From Finance Department projections. From Finance Department projections. There has been actual revenue growth of 1.4% through the first six months of 2023. Projections for year-end 2023 are a combined increase for sales and use tax of 2.23%. Projections for 2024 are a 3.49% increase in sales and use tax revenue over the projected collections for 2023.

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.

SOURCES OF FUNDS	2022 Actual	2023 Budget	2024 Budget
Taxes	\$16,292,656	\$ 16,571,842	\$ 17,237,039
Intergovernmental revenue	1,337,093	1,045,100	1,066,120
Charges for Service	36,702	38,650	39,423
Grants and Donations	-	-	-
Interest	(259,133)	5,000	178,135
Miscellaneous	3,520	-	-
Transfers from Other Funds	-	-	-
Contribution to/(from) Fund Balance	(1,782,819)	709,379	1,122,439
TOTAL FUNDS NEEDED TO MEET EXPENSES	\$15,628,018	\$ 18,453,797	\$ 19,643,156

Public Safety Department Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	12,438,933	14,859,079	15,437,100
Operating and Maintenance	2,796,743	3,007,126	3,589,038
Non-Operating	7,606	5,592	63,269
Capital	384,736	582,000	553,749
TOTAL	\$ 15,622,018	\$ 18,453,797	\$ 19,643,156

The Public Safety Department comprises the Public Safety Chief’s Office and three major divisions: Police Services, Fire Services, and Collaborative Services. 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 Public Safety Fund, the Public Safety Department includes budget services for the Public Safety Chief’s Office, Collaborative Services Division, Fire Services Division, Police Services Division, Youth Services, and Parks and Natural Resources. Those budget services include:

- ◆ Public Safety Chief—City Attorney’s Office, Public Safety Chief Administration, Office of Emergency Management, and the Longmont Emergency Communication Center
- ◆ Collaborative Services Division—Collaborative Services Administration, Case Management Services, Crisis Outreach Response and Engagement (CORE), Longmont Ending Violence Initiative (LEVI), Victims Services, Outreach, Volunteer Programs, Public Safety Recruitment, Hiring, and Promotion, Public Safety Information Technology, and Public Safety Records.
- ◆ Fire Services Division – Fire Administration, Fire Training, Fire Suppression, and Fire Codes and Planning
- ◆ Police Services Division – Police Administration, Police Training Patrol Operations Section, Special Operations Section, Animal Control Unit, School Resource Officer Unit, Traffic Unit, Special Weapons and Tactics (SWAT) Team, Detective Operations Section, Special Enforcement Unit, Special Investigations Unit, Firing Range, K9 and Animal Control
- ◆ Youth Services — Children Youth and Families Resources
- ◆ Parks and Natural Resources — Graffiti Removal

Public Safety Office of the Chief Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	1,701,614	1,940,364	1,975,734
Operating and Maintenance	225,274	341,885	298,574
Non-Operating	7,606	5,592	63,269
Capital	70,302	364,000	135,345
TOTAL	\$ 2,004,797	\$ 2,651,841	\$ 2,472,922

Public Safety Office of the Chief includes four budget services, Public Safety Chief Administration, Office of Emergency Management, City Attorney's Office, and Longmont Emergency Communication Center

Public Safety Chief Administration

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 major divisions. 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, and Collaborative Services. 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 Administration

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	69,702	45,272
123	Leave Expense	-	-	20,000
129	Medicare Contribution	-	-	-
135	Compensation Insurance	11	82	-
137	Staff Training and Conference	14,055	14,820	14,820
	<i>Subtotal</i>	<i>14,066</i>	<i>84,604</i>	<i>80,092</i>
Operating and Maintenance				
210	Supplies	265	400	400
218	NonCapital Equip and Furniture	-	55,818	-
240	Repair and Maintenance	-	5,076	-
246	Liability Insurance	-	631	-
250	Prof and Contracted Services	22,719	20,000	26,600
269	Other Services and Charges	137	-	-
273	Fleet Lease Operating and Mtc	1,655	3,155	4,048
274	Fleet Lease Replacement	3,944	199,850	3,944
	<i>Subtotal</i>	<i>28,720</i>	<i>284,930</i>	<i>34,992</i>
Non-Operating Expense				
928	Interest Notes and Contracts	-	-	-
970	Transfers to Other Funds	7,606	5,592	63,269
	<i>Subtotal</i>	<i>7,606</i>	<i>5,592</i>	<i>63,269</i>
Capital Outlay				
432	Vehicles	-	364,000	-
471	Land	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>364,000</i>	<i>-</i>
	SERVICE TOTAL	\$ 50,392	\$ 739,126	\$ 178,353

City Attorney

FUND: Public Safety Fund

DEPARTMENT: Administration

Service Description:

The Public Safety Legal Advisor provides legal advice and support to the Department of Public Safety. 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:	2022 Budget	2023 Budget	2024 Budget
Sr Assistant City Attorney	1.000	1.000	1.000
Total	1.000	1.000	1.000

City Attorney

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	147,831	153,856	161,002
126	RHS Plan	400	400	400
129	Medicare Contribution	1,801	2,231	2,335
131	MOPC	7,392	7,693	8,050
132	Employee Insurance	23,121	23,078	22,310
133	GERP Retirement	13,305	13,847	15,134
135	Compensation Insurance	53	52	58
136	Unemployment Insurance	49	51	62
137	Staff Training and Conference	2,577	2,080	2,080
	<i>Subtotal</i>	<i>196,529</i>	<i>203,288</i>	<i>211,431</i>
Operating and Maintenance				
217	Dues and Subscriptions	-	325	325
246	Liability Insurance	157	293	355
269	Other Services and Charges	-	7,200	7,200
	<i>Subtotal</i>	<i>157</i>	<i>7,818</i>	<i>7,880</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 196,686	\$ 211,106	\$ 219,311

Office of Emergency Management

FUND: Public Safety Fund

DEPARTMENT: Public Safety

Service Description:

The Office of Emergency Management (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:	2022 Budget	2023 Budget	2024 Budget
Assistant Public Safety Chief	1.000	0.000	0.000
Director of Emergency Management	0.000	1.000	1.000
Recovery Officer	0.000	0.725	0.725
Emergency Management Coordinator	2.000	1.275	1.275
Total	3.000	3.000	3.000

Office of Emergency Management

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	277,077	317,049	303,634
112	Temporary Wages	702	20,000	20,000
121	Overtime Wages	9,155	11,511	11,972
126	RHS Plan	18,655	1,200	1,090
128	FICA	44	1,240	1,240
129	Medicare Contribution	3,684	4,887	4,692
131	MOPC	11,350	15,852	15,182
132	Employee Insurance	54,392	47,557	42,074
133	GERP Retirement	23,702	28,534	28,542
135	Compensation Insurance	235	230	3,287
136	Unemployment Insurance	100	105	115
137	Staff Training and Conference	21,518	6,575	6,575
138	Tuition Reimbursement	2,000	-	-
141	Uniforms Protective Clothing	-	1,000	1,000
142	Food Allowance	-	1,000	1,000
	<i>Subtotal</i>	<i>422,615</i>	<i>456,740</i>	<i>440,403</i>
Operating and Maintenance				
210	Supplies	9,512	5,250	13,750
217	Dues and Subscriptions	130	-	-
218	NonCapital Equip and Furniture	14,675	-	-
240	Repair and Maintenance	-	18,636	18,636
246	Liability Insurance	2,470	2,771	1,988
247	Safety Expenses	-	-	-
250	Prof and Contracted Services	133,340	-	200,000
264	Printing Copying and Binding	87	-	-
273	Fleet Lease Operating and Mtc	9,427	3,016	2,318
274	Fleet Lease Replacement	19,258	5,070	5,070
	<i>Subtotal</i>	<i>188,899</i>	<i>34,743</i>	<i>241,762</i>
Capital Outlay				
432	Vehicles	41,559	-	-
440	Machinery and Equipment	28,743	-	-
	<i>Subtotal</i>	<i>70,302</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 681,816	\$ 491,483	\$ 682,165

Longmont Emergency Communications Center

FUND: Public Safety Fund

DEPARTMENT: Public Safety

Service Description:

The Longmont Emergency Communications Center (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: Longmont Emergency Communications Center

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Communications Specialist	10.000	10.000	10.000
Communications Shift Supervisor	1.000	2.000	2.000
Total	11.000	12.000	12.000

Longmont Emergency Communications Center

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	702,588	832,286	868,552
121	Overtime Wages	127,998	89,728	93,317
126	RHS Plan	9,621	8,323	8,572
129	Medicare Contribution	10,305	12,068	12,514
131	MOPC	34,972	41,615	43,160
132	Employee Insurance	112,023	124,843	124,304
133	GERP Retirement	62,949	74,906	81,141
135	Compensation Insurance	807	339	553
136	Unemployment Insurance	229	274	345
137	Staff Training and Conference	6,913	11,350	11,350
	<i>Subtotal</i>	<i>1,068,404</i>	<i>1,195,732</i>	<i>1,243,808</i>
Operating and Maintenance				
210	Supplies	3,280	4,000	4,000
217	Dues and Subscriptions	100	950	950
218	NonCapital Equip and Furniture	2,901	3,960	2,960
240	Repair and Maintenance	-	3,500	3,500
246	Liability Insurance	838	1,584	2,130
269	Other Services and Charges	379	400	400
	<i>Subtotal</i>	<i>7,498</i>	<i>14,394</i>	<i>13,940</i>
Capital Outlay				
440	Machinery and Equipment	-	-	135,345
475	Building and Facility Development	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>135,345</i>
	SERVICE TOTAL	\$ 1,075,902	\$ 1,210,126	\$ 1,393,093

Collaborative Services Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	2,291,305	2,569,306	2,573,873
Operating and Maintenance	1,104,697	949,631	738,605
Non-Operating	-	-	-
Capital	87,995	35,000	-
TOTAL	\$ 3,483,997	\$ 3,553,937	\$ 3,312,478

The Collaborative Services Division includes 10 budget services, including Collaborative Services Administration, Case Management Services, Crisis Outreach Response and Engagement (CORE), Longmont Ending Violence Initiative (LEVI), Victims Services, Outreach, Volunteer Programs, Public Safety Recruitment, Hiring, and Promotion, Public Safety Information Technology, and Public Safety Records.

Collaborative Services Administration

FUND: Public Safety Fund

DEPARTMENT: Public Safety

Service Description:

The Collaborative Services Division encompasses an assortment of areas primarily focused on developing meaningful partnerships to provide specialized support to the Public Safety Department and Longmont community through collaboration, innovation, and stewardship. The Collaborative Services Division includes three sections: Community Services, Internal Services and Facilities/Logistics.

SERVICE: Collaborative Services Administration

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Assistant Police Chief	0.000	0.350	0.000
Assistant Fire Chief	0.000	0.000	0.650
CSO Property and Evidence Custodian	0.000	1.000	1.000
Total	0.000	1.350	1.650

Collaborative Services Administration

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	109,787
121	Overtime Wages	-	85	33
126	RHS Plan	-	-	260
127	FPPA Death and Disability	-	-	1,976
129	Medicare Contribution	-	-	1,592
132	Employee Insurance	-	-	15,213
134	Police and Fire Retirement	-	-	12,022
135	Compensation Insurance	1	-	46
136	Unemployment Insurance	-	-	42
137	Staff Training and Conference	-	-	4,000
141	Uniforms Protective Clothing	-	-	-
	<i>Subtotal</i>	<i>1</i>	<i>85</i>	<i>144,971</i>
Operating and Maintenance				
210	Supplies	-	-	1,500
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	83,469	55,500	48,000
240	Repair and Maintenance	-	-	29,750
246	Liability Insurance	2	-	279
247	Safety Expenses	454	-	-
249	Operating Leases and Rentals	3,068	4,710	43,730
250	Prof and Contracted Services	-	-	76,000
261	Telephone Charges	109,191	115,209	122,201
264	Printing Copying and Binding	2,087	5,560	6,940
269	Other Services and Charges	2,789	-	-
273	Fleet Lease Operating and Mtc	-	-	4,565
274	Fleet Lease Replacement	-	-	10,720
	<i>Subtotal</i>	<i>201,060</i>	<i>180,979</i>	<i>343,685</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
475	Building and Facility Developmnt	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 201,061	\$ 181,064	\$ 488,656

Case Management Services

FUND: Public Safety Fund

DEPARTMENT: Public Safety

Service Description:

This service assists with providing Case Management Services to divisions throughout the Public Safety Department. The Department's collective harm-reduction and person-centered model prioritizes wellness and quality of life for those enrolled, fostering long-term relationships that explicitly avoid judgment or shame. Specially trained peer case managers work to create individualized intervention plans for those struggling with substance use.

SERVICE: Case Management Services

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Case Management Coordinator	1.000	1.000	1.000
Peer Case Manager	2.000	2.000	2.000
Total	3.000	3.000	3.000

Case Management Services

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	456,451	293,906	214,854
112	Temporary Wages	20,278	-	-
121	Overtime Wages	3,062	5,408	5,624
126	RHS Plan	11,108	2,183	1,200
127	FPPA Death and Disability	1,153	1,672	-
128	FICA	1,257	-	-
129	Medicare Contribution	6,104	4,262	3,116
131	MOPC	17,816	9,779	10,742
132	Employee Insurance	76,648	44,086	29,773
133	GERP Retirement	33,425	17,602	20,195
134	Police and Fire Retirement	9,932	13,471	-
135	Compensation Insurance	1,127	1,248	3,608
136	Unemployment Insurance	186	97	81
137	Staff Training and Conference	6,386	-	-
141	Uniforms Protective Clothing	400	-	-
142	Food Allowance	-	-	-
	<i>Subtotal</i>	645,334	393,714	289,193
Operating and Maintenance				
210	Supplies	40,456	-	-
216	Reference Books and Materials	-	-	-
218	NonCapital Equip and Furniture	199	-	-
240	Repair and Maintenance	-	-	-
245	Mileage Allowance	-	-	-
246	Liability Insurance	286	2,882	2,779
249	Operating Leases and Rentals	101,229	-	-
250	Prof and Contracted Services	16,006	-	-
260	Utilities	2,336	-	-
269	Other Services and Charges	6,585	-	-
273	Fleet Lease Operating and Mtc	9,938	8,852	11,369
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	177,035	11,734	14,148
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 822,369	\$ 405,448	\$ 303,341

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 Program

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Police Sergeant	1.000	1.000	1.000
Master Police Officer	1.000	1.000	1.000
Police Officer	0.000	2.000	3.000
Supervising Clinician	1.000	1.000	0.000
Clinician III	1.000	2.000	3.000
Paramedic	2.000	2.000	2.000
Total	6.000	9.000	10.000

CORE

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	514,980	859,829	874,845
112	Temporary Wages	15,096	-	-
121	Overtime Wages	12,128	10,816	11,249
126	RHS Plan	6,892	6,414	6,623
127	FPPA Death and Disability	4,369	6,824	8,318
128	FICA	936	-	-
129	Medicare Contribution	6,530	12,467	12,686
131	MOPC	11,965	22,920	20,637
132	Employee Insurance	91,997	128,975	124,196
133	GERP Retirement	21,537	41,256	38,795
134	Police and Fire Retirement	31,135	49,654	51,573
135	Compensation Insurance	114	5,875	22,340
136	Unemployment Insurance	203	284	341
137	Staff Training and Conference	23,850	22,000	18,500
141	Uniforms Protective Clothing	3,126	16,250	4,500
	<i>Subtotal</i>	<i>744,856</i>	<i>1,183,564</i>	<i>1,194,603</i>
Operating and Maintenance				
210	Supplies	5,617	890	2,540
216	Reference Books and Materials	386	150	-
217	Dues and Subscriptions	-	2,000	500
218	NonCapital Equip and Furniture	66,901	16,600	2,600
246	Liability Insurance	339	1,698	2,011
249	Operating Leases and Rentals	17,400	-	-
250	Prof and Contracted Services	122,540	-	-
264	Printing Copying and Binding	740	135	635
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	7,425	23,493	26,369
274	Fleet Lease Replacement	-	56,387	54,745
	<i>Subtotal</i>	<i>221,347</i>	<i>101,353</i>	<i>89,400</i>
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	35,000	-
	<i>Subtotal</i>	<i>-</i>	<i>35,000</i>	<i>-</i>
	SERVICE TOTAL	\$ 966,204	\$ 1,319,917	\$ 1,284,003

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		2022 Actual	2023 Budget	2024 Budget
112	Temporary Wages	22,351	35,000	35,000
128	FICA	1,386	2,170	2,170
129	Medicare Contribution	324	508	508
135	Compensation Insurance	13	13	-
137	Staff Training and Conference	200	-	-
	<i>Subtotal</i>	<i>24,274</i>	<i>37,691</i>	<i>37,678</i>
Operating and Maintenance				
210	Supplies	499	-	-
246	Liability Insurance	40	71	-
269	Other Services and Charges	418	-	-
	<i>Subtotal</i>	<i>957</i>	<i>71</i>	<i>-</i>
	SERVICE TOTAL	\$ 25,230	\$ 37,762	\$ 37,678

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:	2022 Budget	2023 Budget	2024 Budget
Victim Service Manager	0.000	1.000	1.000
Outreach Victim's Advocate	1.000	2.000	3.000
Total	1.000	3.000	4.000

Victim Services

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	137,620	223,901	310,535
112	Temporary Wages	56,104	-	-
121	Overtime Wages	563	-	20,815
126	RHS Plan	7,373	1,200	1,600
128	FICA	3,488	-	-
129	Medicare Contribution	2,549	3,247	4,502
131	MOPC	6,635	11,195	15,528
132	Employee Insurance	18,299	33,585	42,033
133	GERP Retirement	11,943	20,151	29,191
135	Compensation Insurance	843	1,423	2,433
136	Unemployment Insurance	65	74	115
137	Staff Training and Conference	4,810	1,500	3,500
141	Uniforms Protective Clothing	1,310	1,000	3,000
	<i>Subtotal</i>	<i>251,603</i>	<i>297,276</i>	<i>433,252</i>
Operating and Maintenance				
210	Supplies	3,776	1,050	4,011
216	Reference Books and Materials	69	200	-
217	Dues and Subscriptions	1,512	1,000	750
218	Non Capital Furniture and Equipment	514	1,000	2,500
240	Repair and Maintenance	-	-	2,000
245	Mileage Allowance	-	-	2,000
246	Liability Insurance	2,164	3,083	759
261	Telephone Charges	-	800	-
264	Printing and Copying	333	2,000	2,000
273	Fleet Lease Operating and Mtc	4,611	3,801	4,408
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	<i>12,979</i>	<i>12,934</i>	<i>18,428</i>
Capital Outlay				
432	Vehicles	-	-	-
475	Building and Facility Improvement	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 264,581	\$ 310,210	\$ 451,680

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

Personal Services		2022 Actual	2023 Budget	2024 Budget
121	Overtime Wages	-	-	-
137	Staff Training and Conference	-	-	4,000
141	Uniforms and Protective Clothing	-	-	3,500
142	Food Allowance	-	-	2,200
	<i>Subtotal</i>	-	-	<i>9,700</i>
Operating and Maintenance				
210	Supplies	359	-	1,125
218	NonCapital Equip and Furniture	107	1,500	1,000
250	Prof and Contracted Services	734	1,700	-
252	Ads and Legal Notices	-	1,008	-
264	Printing Copying and Binding	-	-	1,208
269	Other Services and Charges	-	-	-
	<i>Subtotal</i>	<i>1,200</i>	<i>4,208</i>	<i>3,333</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
475	Building and Facility Developmnt	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 1,200	\$ 4,208	\$ 13,033

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:

- ◆ 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

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
137	Staff Training and Conference	5,232	8,000	-
141	Uniforms and Protective Clothing	6,887	5,700	-
142	Food Allowance	1,811	1,200	-
	<i>Subtotal</i>	<i>13,931</i>	<i>14,900</i>	<i>-</i>
Operating and Maintenance				
210	Supplies	9,883	2,825	-
218	NonCapital Equip and Furniture	3,242	300	-
250	Professional Contracted Services	142	-	-
264	Printing/Copying and Binding	580	700	-
	<i>Subtotal</i>	<i>13,847</i>	<i>3,825</i>	<i>-</i>
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 27,778	\$ 18,725	\$ -

Public Safety Recruitment, Hiring, and Promotion

FUND: Public Safety Fund

DEPARTMENT: Public Safety

Service Description:

This budget service 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; and facilitating and coordinating of internal promotional processes.

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	9,753	-	-
121	Overtime Wages	194,138	108,479	-
126	RHS Plan	728	-	-
127	FPPA Death and Disability	184	-	-
129	Medicare Contribution	2,933	-	-
131	MOPC	-	-	-
133	GERP Retirement	-	-	-
134	Police and Fire Retirement	1,318	-	-
135	Compensation Insurance	38	37	-
137	Staff Training and Conference	140,903	202,750	110,850
141	Uniforms Protective Clothing	-	-	-
142	Food Allowance	28	-	-
	<i>Subtotal</i>	<i>350,022</i>	<i>311,266</i>	<i>110,850</i>
Operating and Maintenance				
210	Supplies	102,708	98,315	-
218	NonCapital Equip and Furniture	4,312	4,946	-
240	Repair and Maintenance	-	180	-
246	Liability Insurance	114	211	-
247	Safety Expenses	-	725	-
261	Telephone Charges	-	-	-
	<i>Subtotal</i>	<i>107,134</i>	<i>104,377</i>	<i>-</i>
Capital Outlay				
475	Building and Facility Improvement	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 457,156	\$ 415,643	\$ 110,850

Public Safety Information Technology

FUND: Public Safety Fund

DEPARTMENT: Public Safety

Service Description:

Information & Technology 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:	2022 Budget	2023 Budget	2024 Budget
Technical Functional Analyst	0.000	1.000	1.000
Total	0.000	1.000	1.000

Public Safety Information Technology

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	103,741	116,031
121	Overtime Wages	22,127	18,756	19,506
126	RHS Plan	83	400	400
129	Medicare Contribution	321	1,504	1,682
131	MOPC	-	5,187	5,802
132	Employee Insurance	14,464	15,561	16,078
133	GERP Retirement	-	9,337	10,907
135	Compensation Insurance	58	60	47
136	Unemployment Insurance	29	34	40
	<i>Subtotal</i>	<i>37,082</i>	<i>154,580</i>	<i>170,493</i>
Operating and Maintenance				
210	Supplies	978	8,715	13,713
217	Dues and Subscriptions	-	954	-
	Non Capital Equipment and Furni- ture			
218		31,529	28,406	75,252
240	Repair and Maintenance	172,742	242,973	85,691
246	Liability Insurance	173	336	283
250	Prof and Contracted Services	61,680	243,780	90,000
261	Telephone Charges	-	1,500	-
	<i>Subtotal</i>	<i>267,102</i>	<i>526,664</i>	<i>264,939</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 304,184	\$ 681,244	\$ 435,432

Public Safety Records

FUND: Public Safety Fund

DEPARTMENT: Public Safety

Service Description:

The Records Unit is the primary custodian 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: Public Safety Records

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Digital Media Records Evidence Technician	1.000	1.000	2.000
Total	1.000	1.000	2.000

Public Safety Records

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	176,410	131,324	137,426
112 Temporary Wages	-	1,952	-
121 Overtime Wages	281	1,952	3,982
126 RHS Plan	716	800	800
128 FICA	-	121	-
129 Medicare Contribution	2,214	1,932	1,992
131 MOPC	8,821	6,566	6,872
132 Employee Insurance	19,822	19,699	19,044
133 GERP Retirement	15,877	11,819	12,918
135 Compensation Insurance	21	22	47
136 Unemployment Insurance	41	43	52
<i>Subtotal</i>	<i>224,203</i>	<i>176,230</i>	<i>183,133</i>
Operating and Maintenance			
210 Supplies	-	-	-
218 NonCapital Equip and Furniture	425	3,360	4,360
240 Repair and Maintenance	61,815	-	-
246 Liability Insurance	63	126	312
250 Prof and Contracted Services	39,732	-	-
<i>Subtotal</i>	<i>102,035</i>	<i>3,486</i>	<i>4,672</i>
Capital Outlay			
440 Machinery and Equipment	87,995	-	-
475 Building and Facility Improvement	-	-	-
<i>Subtotal</i>	<i>87,995</i>	<i>-</i>	<i>-</i>
SERVICE TOTAL	\$ 414,233	\$ 179,716	\$ 187,805

Fire Services Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	2,338,358	2,759,647	3,185,505
Operating and Maintenance	389,546	464,736	506,565
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 2,727,904	\$ 3,224,383	\$ 3,692,070

Within the Public Safety Tax Fund, the Fire Services Division includes four budget services: Fire Administration, Fire Training, 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 Administration

FUND: Public Safety Fund

DEPARTMENT: Public Safety

Service Description:

The Fire Services Division’s primary purpose, as reflected in its mission statement is “to serve the community by protecting life, property and the environment through preparation, prevention and response.” Thus, division personnel concentrate on protecting life, property and the environment through fire suppression, hazardous materials response, emergency medical and rescue services. The Fire Administration service provides direction to other services throughout the Fire Services Division.

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	-
121	Overtime Wages	331	13,677	8,007
126	RHS Plan	-	-	-
127	FPPA Death and Disability	-	-	-
129	Medicare Contribution	5	-	-
132	Employee Insurance	-	-	-
134	Police and Fire Retirement	-	-	-
135	Compensation Insurance	96	94	80
136	Unemployment Insurance	-	-	-
137	Staff Training and Conference	-	5,000	-
141	Uniforms Protective Clothing	-	-	-
142	Food Allowance	-	-	-
	<i>Subtotal</i>	<i>431</i>	<i>18,771</i>	<i>8,087</i>
Operating and Maintenance				
210	Supplies	3,295	2,000	-
214	Phamphlets and Documents	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	5,500	5,500
240	Repair and Maintenance	-	-	-
246	Liability Insurance	14	27	18
247	Safety Expenses	-	-	-
248	Lease Purchase Installment	-	-	-
250	Prof and Contracted Services	35,530	35,531	35,531
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	43,204	55,195	49,849
274	Fleet Lease Replacement	-	41,882	41,882
	<i>Subtotal</i>	<i>82,043</i>	<i>140,135</i>	<i>132,780</i>
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 82,475	\$ 158,906	\$ 140,867

Fire Training

FUND: Public Safety Fund

DEPARTMENT: Public Safety

Service Description:

This service provides training to personnel within the Fire Services Division. This includes coordinating training issues and functions; disseminating training information and opportunities; registration, scheduling, and coordination of logistical issues associated with training programs; tracking, auditing, and reporting training fund expenditures; and maintaining training records for all Fire Division personnel.

This is a new budget service in 2024.

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
121	Overtime Wages	-	-	6,217
135	Compensation Insurance	-	-	56
137	Staff Training and Conference	-	-	51,000
	<i>Subtotal</i>	-	-	<i>57,273</i>
Operating and Maintenance				
210	Supplies	-	-	2,000
246	Liability Insurance	-	-	14
250	Prof and Contracted Services	-	-	19,250
	<i>Subtotal</i>	-	-	<i>21,264</i>
	SERVICE TOTAL	\$ -	\$ -	\$ 78,537

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:	2022 Budget	2023 Budget	2024 Budget
Fire Protection Engineer	1.000	1.000	1.000
Total	1.000	1.000	1.000

Fire Codes and Planning

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	96,755	100,799	103,653
121	Overtime Wages	1,109	502	522
126	RHS Plan	404	400	400
127	FPPA Death and Disability	6	-	-
129	Medicare Contribution	1,172	1,462	1,503
131	MOPC	4,819	5,040	5,183
132	Employee Insurance	15,440	15,120	14,363
133	GERP Retirement	8,673	9,072	9,743
134	Police and Fire Retirement	42	-	-
135	Compensation Insurance	3	618	535
136	Unemployment Insurance	32	33	40
	<i>Subtotal</i>	<i>128,455</i>	<i>133,046</i>	<i>135,942</i>
Operating and Maintenance				
217	Dues and Subscriptions	-	1,000	1,000
218	NonCapital Equip and Furniture	-	500	500
240	Repair and Maintenance	-	762	762
246	Liability Insurance	1	197	234
	<i>Subtotal</i>	<i>1</i>	<i>2,459</i>	<i>2,496</i>
	SERVICE TOTAL	\$ 128,456	\$ 135,505	\$ 138,438

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: Fire Suppression

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Fire Captain	1.000	1.000	1.000
Fire Lieutenant	2.000	2.000	5.000
Firefighter/Paramedic/Engineer	1.000	1.000	0.000
Firefighter/Paramedic	4.000	4.000	5.000
Firefighter/Engineer	1.000	1.000	2.000
Firefighter	7.000	10.000	9.000
Total	16.000	19.000	22.000

Fire Suppression

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	1,470,272	1,838,429	2,135,139
121	Overtime Wages	157,775	129,253	134,423
126	RHS Plan	18,486	18,385	21,352
127	FPPA Death and Disability	24,317	31,342	35,836
129	Medicare Contribution	21,767	26,657	30,962
132	Employee Insurance	249,962	275,764	309,596
134	Police and Fire Retirement	191,889	232,359	242,264
135	Compensation Insurance	18,971	20,734	21,474
136	Unemployment Insurance	518	607	857
137	Staff Training and Conference	11,810	16,000	16,000
141	Uniforms Protective Clothing	43,705	17,000	35,000
142	Food Allowance	-	1,300	1,300
	<i>Subtotal</i>	<i>2,209,472</i>	<i>2,607,830</i>	<i>2,984,203</i>
Operating and Maintenance				
210	Supplies	9,624	7,500	7,500
214	Phamphlets and Documents	-	-	-
217	Dues and Subscriptions	32	1,700	1,700
218	NonCapital Equip and Furniture	38,577	54,000	54,000
240	Repair and Maintenance	19,703	15,000	15,000
246	Liability Insurance	14,533	9,286	10,030
247	Safety Expenses	25,723	52,100	58,700
248	Lease Purchase Installment	-	-	-
250	Prof and Contracted Services	2,413	3,000	3,000
269	Other Services and Charges	1,774	-	-
273	Fleet Lease Operating and Mtc	56,457	20,023	47,962
274	Fleet Lease Replacement	138,665	159,533	152,133
	<i>Subtotal</i>	<i>307,502</i>	<i>322,142</i>	<i>350,025</i>
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 2,516,973	\$ 2,929,972	\$ 3,334,228

Police Services Division

	2022 Actual	2023 Budget	2024 Budget
Personal Services	5,937,374	7,360,352	7,462,834
Operating and Maintenance	1,052,117	1,216,082	2,010,710
Non-Operating	-	-	-
Capital	98,698	42,000	162,854
TOTAL	\$ 7,088,190	\$ 8,618,434	\$ 9,636,398

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 13 budget services:

- ◆ Police Administration
- ◆ Police Training Patrol Operations Section
- ◆ Special Operations Section
- ◆ Animal Control Unit
- ◆ School Resource Officer Unit
- ◆ Traffic Unit
- ◆ Special Weapons and Tactics (SWAT) Team
- ◆ Detective Operations Section
- ◆ Special Enforcement Unit
- ◆ Special Investigations Unit
- ◆ Firing Range
- ◆ K9 Unit
- ◆ Animal Control Unit

Police Administration

FUND: Public Safety Fund

DEPARTMENT: Public Safety

Service Description:

The Police Services Division’s purpose, as reflected in its mission statement, is “to protect and serve, with integrity and professionalism, in partnership with the people of Longmont.” Because of this, division personnel concentrate on protecting life and property by keeping the peace, enforcing violations of laws, investigating crime, and arresting those responsible for breaking the law. The Police Administration service provides direction to other services throughout the Police Services Division.

This is a new budget service in 2024.

SERVICE: Police Services Administration

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Administrative Assistant	1.000	1.000	1.000
Total	1.000	1.000	1.000

Police Administration

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	59,468
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	2,520
126	RHS Plan	-	-	400
127	FPPA Death and Disability	-	-	-
129	Medicare Contribution	-	-	-
131	MOPC	-	-	2,973
132	Employee Insurance	-	-	8,240
133	GERP Retirement	-	-	5,590
134	Police and Fire Retirement	-	-	-
135	Compensation Insurance	-	-	534
136	Unemployment Insurance	-	-	23
	<i>Subtotal</i>	-	-	79,748
Operating and Maintenance				
246	Liability Insurance	-	-	131
	<i>Subtotal</i>	-	-	131
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 79,879

Police Training

FUND: Public Safety Fund

DEPARTMENT: Public Safety

Service Description:

This service provides training to personnel within the Police Services Division. This includes coordinating training issues and functions; disseminating training information and opportunities; registration, scheduling, and coordination of logistical issues associated with training programs; tracking, auditing, and reporting training fund expenditures; and maintaining training records for all Police Service Division personnel.

This is a new budget service in 2024.

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	66,371
121	Overtime Wages	-	-	112,818
122	Longevity Compensation	-	-	-
126	RHS Plan	-	-	653
127	FPPA Death and Disability	-	-	-
129	Medicare Contribution	-	-	947
131	MOPC	-	-	-
132	Employee Insurance	-	-	9,472
134	Police and Fire Retirement	-	-	9,407
135	Compensation Insurance	-	-	2,985
136	Unemployment Insurance	-	-	26
137	Staff Training and Conference	-	-	77,400
	<i>Subtotal</i>	-	-	280,079
Operating and Maintenance				
246	Liability Insurance	-	-	734
247	Safety Expenses	-	-	725
	<i>Subtotal</i>	-	-	104,900
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 384,979

Firing Range

FUND: Public Safety Fund

DEPARTMENT: Public Safety

Service Description:

The Firing Range 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: Firing Range

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Police Officer	0.000	0.000	1.000
Range Coordinator	1.000	1.000	0.000
Total	1.000	1.000	1.000

Firing Range
Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	69,406	89,594	73,457
112	Temporary Wages	74,894	84,800	86,750
121	Overtime Wages	286	34,821	36,214
126	RHS Plan	10,248	400	735
127	FPPA Death and Disability	-	-	1,322
128	FICA	4,644	5,258	5,379
129	Medicare Contribution	1,987	2,529	2,323
131	MOPC	3,192	4,480	-
132	Employee Insurance	13,166	13,439	10,651
133	GERP Retirement	5,745	8,063	-
134	Police and Fire Retirement	-	-	7,419
135	Compensation Insurance	7,579	6,858	-
136	Unemployment Insurance	27	30	29
141	Uniforms Protective Clothing	2,733	2,600	2,600
142	Food Allowance	1,204	3,000	3,000
	<i>Subtotal</i>	<i>195,112</i>	<i>255,872</i>	<i>229,879</i>
Operating and Maintenance				
210	Supplies	6,149	4,500	4,500
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	11,429	9,000	29,000
240	Repair and Maintenance	33,546	55,355	55,355
245	Mileage Allowance	648	-	-
246	Liability Insurance	455	443	201
247	Safety Expenses	5,347	7,000	7,000
250	Prof and Contracted Services	67,779	174,845	222,845
260	Utilities	41,418	37,075	37,075
269	Other Services and Charges	6,858	2,500	2,500
273	Fleet Lease Operating and Mtc	898	2,690	1,039
274	Fleet Lease Replacement	374	393	414
	<i>Subtotal</i>	<i>174,901</i>	<i>293,801</i>	<i>359,929</i>
Capital Outlay				
475	Building and Facility Improvement	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 370,012	\$ 549,673	\$ 589,808

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 Operations

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Police Sergeant	1.000	1.000	1.000
Master Police Officer	1.000	1.000	2.000
Police Officer	21.000	17.000	21.000
Total	23.000	19.000	24.000

Patrol

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	1,970,934	2,206,629	2,485,848
121	Overtime Wages	104,353	99,577	103,560
126	RHS Plan	22,531	21,000	23,793
127	FPPA Death and Disability	30,728	35,695	42,637
128	FICA	57	-	-
129	Medicare Contribution	27,046	30,446	34,495
132	Employee Insurance	315,389	314,686	344,684
134	Police and Fire Retirement	245,682	267,044	283,678
135	Compensation Insurance	26,816	23,448	27,271
136	Unemployment Insurance	664	692	953
137	Staff Training and Conference	35,605	35,700	35,700
141	Uniforms Protective Clothing	49,468	34,150	55,150
142	Food Allowance	186	-	-
	<i>Subtotal</i>	<i>2,829,459</i>	<i>3,069,067</i>	<i>3,437,769</i>
Operating and Maintenance				
210	Supplies	2,178	3,550	3,550
216	Reference Books and Materials	2,461	1,580	1,580
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	30,558	18,880	74,698
240	Repair and Maintenance	12,952	21,090	8,736
246	Liability Insurance	8,454	5,686	16,570
247	Safety Expenses	7,498	35	35
248	Lease Purchase Installment	-	-	589,034
250	Prof and Contracted Services	63,209	81,040	-
264	Printing Copying and Binding	1,668	1,670	1,670
273	Fleet Lease Operating and Mtc	100,155	119,912	141,007
274	Fleet Lease Replacement	209,169	156,401	157,991
	<i>Subtotal</i>	<i>438,301</i>	<i>409,844</i>	<i>994,871</i>
Capital Outlay				
432	Vehicles	-	-	87,854
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>87,854</i>
	SERVICE TOTAL	\$ 3,267,760	\$ 3,478,911	\$ 4,520,494

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 Operations

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Police Sergeant	1.000	1.000	1.000
Master Police Officer	2.000	2.000	1.000
Police Officer	2.000	6.000	1.000
CSO Detectives	4.000	3.000	3.000
CSO Crime Scene Investigator	1.000	1.000	1.000
Total	10.000	13.000	7.000

Detectives

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	600,118	885,287	627,804
121	Overtime Wages	22,098	84,258	91,100
122	Longevity Compensation	-	2,460	-
126	RHS Plan	7,139	8,687	6,225
127	FPPA Death and Disability	4,141	8,422	6,225
129	Medicare Contribution	7,249	12,012	9,036
131	MOPC	17,044	19,495	13,863
132	Employee Insurance	123,167	132,253	89,735
133	GERP Retirement	30,679	35,090	26,064
134	Police and Fire Retirement	35,594	59,196	45,111
135	Compensation Insurance	15,326	15,605	19,610
136	Unemployment Insurance	254	291	247
137	Staff Training and Conference	18,949	32,621	28,450
141	Uniforms Protective Clothing	6,082	7,400	7,400
142	Food Allowance	148	800	800
	<i>Subtotal</i>	<i>887,986</i>	<i>1,303,877</i>	<i>971,670</i>
Operating and Maintenance				
210	Supplies	13,105	15,230	15,230
216	Reference Books and Materials	-	340	340
217	Dues and Subscriptions	8,648	11,963	11,963
218	NonCapital Equip and Furniture	15,833	4,662	4,662
240	Repair and Maintenance	1,375	-	-
246	Liability Insurance	5,914	6,019	7,245
249	Operating Leases and Rentals	-	24,000	-
250	Prof and Contracted Services	22,165	24,015	77,477
258	Investigative Expenses	4,148	8,750	8,750
261	Telephone Charges	265	-	-
264	Printing Copying and Binding	145	460	460
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	12,082	19,837	17,582
274	Fleet Lease Replacement	36,566	35,473	47,136
	<i>Subtotal</i>	<i>120,246</i>	<i>150,749</i>	<i>190,845</i>
Capital Outlay				
432	Vehicles	5,698	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>5,698</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 1,013,930	\$ 1,454,626	\$ 1,162,515

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.

The Special Enforcement Unit was incorporated into other areas in Police Services in 2024.

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	-
121	Overtime Wages	-	24,464	-
126	RHS Plan	-	-	-
127	FPPA Death and Disability	-	-	-
129	Medicare Contribution	-	-	-
132	Employee Insurance	-	-	-
134	Police and Fire Retirement	-	-	-
135	Compensation Insurance	242	234	-
136	Unemployment Insurance	-	-	-
137	Staff Training and Conference	-	-	-
141	Uniforms Protective Clothing	-	-	-
142	Food Allowance	-	-	-
	<i>Subtotal</i>	242	24,698	-
Operating and Maintenance				
210	Supplies	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	-
240	Equipment Repair and Maintenance	-	-	-
246	Liability Insurance	1,058	48	-
249	Operating Leases and Rentals	-	-	-
258	Investigative Expenses	-	-	-
264	Printing Copying and Binding	-	-	-
273	Fleet Lease Operating and Mtc	1,433	574	-
274	Fleet Lease Replacement	23,032	23,032	-
	<i>Subtotal</i>	25,523	23,654	-
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 25,765	\$ 48,352	\$ -

Animal Control

FUND: Public Safety Fund

DEPARTMENT: Public Safety

Service Description:

The Animal Control Unit 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:	2022 Budget	2023 Budget	2024 Budget
CSO Animal Control	1.000	1.000	1.000
Total	1.000	1.000	1.000

Animal Control

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	27,796	59,771	62,551
121	Overtime Wages	39	1,721	1,790
126	RHS Plan	1,077	598	603
129	Medicare Contribution	359	867	875
131	MOPC	1,207	2,989	3,017
132	Employee Insurance	9,022	8,966	8,748
133	GERP Retirement	2,172	5,379	5,671
135	Compensation Insurance	583	578	578
136	Unemployment Insurance	19	20	24
137	Staff Training and Conference	-	500	500
141	Uniforms Protective Clothing	1,022	765	765
	<i>Subtotal</i>	<i>43,295</i>	<i>82,154</i>	<i>85,122</i>
Operating and Maintenance				
210	Supplies	51	50	50
218	NonCapital Equip and Furniture	100	100	100
246	Liability Insurance	394	118	142
273	Fleet Lease Operating and Mtc	3,731	1,416	-
274	Fleet Lease Replacement	12,419	12,419	-
	<i>Subtotal</i>	<i>16,695</i>	<i>14,103</i>	<i>292</i>
Capital Outlay				
432	Vehicles	-	-	-
475	Building and Facility Improvement	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 59,990	\$ 96,257	\$ 85,414

K-9

FUND: Public Safety Fund

DEPARTMENT: Public Safety

Service Description: The Patrol Division is a service function of the Police Services. The Patrol Division is a 24 hour a day, seven day a week service, and is responsible for responding to emergency, immediate, crime-related incidents, and routine calls for service.

Recognizing the benefits and special capabilities of a trained police dog, the Patrol Division enlists the help of five K-9 teams. The K-9 teams works varied shifts to ensure consistent coverage during the week and they are supervised by a K-9 Sergeant.

Generally, the K-9 officers have the same duties and responsibilities as any other officer; but because of their K-9 partners, their capabilities are significantly enhanced. Additional duties include conducting building intrusion searches, searching for illegal narcotics and/or contraband, conducting suspect and/or evidence searches, conducting preventative burglary and robbery patrols. K-9 officers and their partners will also visit schools, clubs, businesses, etc., to provide information and demonstrations about the K-9 Unit.

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
137	Staff Training and Conference	229	1,000	1,000
	<i>Subtotal</i>	229	1,000	1,000
Operating and Maintenance				
210	Supplies	1,884	4,000	4,000
217	Dues and Subscriptions	1,240	1,200	1,200
218	NonCapital Equip and Furniture	5,531	2,000	2,000
250	Prof and Contracted Services	5,867	6,800	6,800
	<i>Subtotal</i>	14,522	14,000	14,000
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 14,751	\$ 15,000	\$ 15,000

School Resource Officers

FUND: Public Safety Fund

DEPARTMENT: Public Safety

Service Description:

The School Resource Officer Unit's 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:	2022 Budget	2023 Budget	2024 Budget
Master Police Officer	6.000	6.000	6.000
Police Officer	2.000	2.000	2.000
Total	8.000	8.000	8.000

School Resource Officers

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	431,362	760,752	644,766
121	Overtime Wages	27,986	44,298	46,070
122	Longevity Compensation	1,231	-	-
126	RHS Plan	14,868	7,608	6,450
127	FPPA Death and Disability	10,063	16,443	7,740
129	Medicare Contribution	5,619	11,031	9,349
132	Employee Insurance	117,038	114,113	93,491
134	Police and Fire Retirement	55,685	87,242	75,276
135	Compensation Insurance	8,352	14,841	17,078
136	Unemployment Insurance	242	251	257
137	Staff Training and Conference	1,163	8,160	8,160
141	Uniforms Protective Clothing	3,828	9,750	9,750
	<i>Subtotal</i>	<i>677,437</i>	<i>1,074,489</i>	<i>918,387</i>
Operating and Maintenance				
210	Supplies	1,314	1,900	1,900
218	NonCapital Equip and Furniture	1,887	3,400	3,400
246	Liability Insurance	2,414	1,573	1,860
273	Fleet Lease Operating and Mtc	10,476	24,295	17,351
274	Fleet Lease Replacement	90,315	90,320	79,793
	<i>Subtotal</i>	<i>106,407</i>	<i>121,488</i>	<i>104,304</i>
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 783,844	\$ 1,195,977	\$ 1,022,691

Special Operations

FUND: Public Safety Fund

DEPARTMENT: Public Safety

Service Description:

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.

The Special Operations Unit Budget was incorporated into other areas in Police Services in 2024.

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	55,287	56,472	-
121 Overtime Wages	-	730	-
126 RHS Plan	7,990	140	-
127 FPPA Death and Disability	526	960	-
129 Medicare Contribution	711	819	-
131 MOPC	643	-	-
132 Employee Insurance	9,077	8,471	-
133 GERP Retirement	1,158	-	-
134 Police and Fire Retirement	4,491	7,737	-
135 Compensation Insurance	552	541	-
136 Unemployment Insurance	19	19	-
<i>Subtotal</i>	80,455	75,889	-
Operating and Maintenance			
218 NonCapital Equip and Furniture	-	-	-
246 Liability Insurance	59	110	-
<i>Subtotal</i>	59	110	-
Capital Outlay			
432 Vehicles	-	-	-
475 Building and Facility Developmnt	-	-	-
<i>Subtotal</i>	-	-	-
SERVICE TOTAL	\$ 80,514	\$ 75,999	\$ -

Traffic Unit

FUND: Public Safety Fund

DEPARTMENT: Public Safety

Service Description:

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:	2022 Budget	2023 Budget	2024 Budget
Master Police Officer	1.000	1.000	0.000
Police Officer	0.000	0.000	1.000
CSO Field Investigator	1.000	1.000	1.000
Total	2.000	2.000	2.000

Traffic Unit
Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	50,546	166,759	139,921
121	Overtime Wages	3,708	3,442	4,477
126	RHS Plan	506	1,668	1,363
127	FPPA Death and Disability	-	1,755	1,322
129	Medicare Contribution	684	2,418	1,976
131	MOPC	2,527	3,176	3,140
132	Employee Insurance	24,976	25,014	19,757
133	GERP Retirement	4,549	5,716	5,903
134	Police and Fire Retirement	-	9,809	7,418
135	Compensation Insurance	1,627	1,618	2,292
136	Unemployment Insurance	52	55	54
137	Staff Training and Conference	1,386	1,930	1,930
141	Uniforms Protective Clothing	951	1,530	1,530
	<i>Subtotal</i>	<i>91,512</i>	<i>224,890</i>	<i>191,083</i>
Operating and Maintenance				
210	Supplies	24	80	80
218	NonCapital Equip and Furniture	-	-	-
240	Repair and Maintenance	83	4,500	4,500
246	Liability Insurance	824	329	393
269	Other Services and Charges	-	1,000	1,000
273	Fleet Lease Operating and Mtc	3,399	4,203	-
274	Fleet Lease Replacement	11,446	11,446	6,796
	<i>Subtotal</i>	<i>15,775</i>	<i>21,558</i>	<i>12,769</i>
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	93,001	-	-
	<i>Subtotal</i>	<i>93,001</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 200,288	\$ 246,448	\$ 203,852

SWAT Team

FUND: Public Safety Fund

DEPARTMENT: Public Safety

Service Description:

The Special Weapons and Tactics (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		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	119	-	-
121	Overtime Wages	90,000	50,155	52,161
126	RHS Plan	0	-	-
129	Medicare Contribution	1,307	-	-
134	Police and Fire Retirement	5	-	-
135	Compensation Insurance	492	480	471
137	Staff Training and Conference	840	900	900
141	Uniforms Protective Clothing	11,600	600	600
	<i>Subtotal</i>	<i>104,363</i>	<i>52,135</i>	<i>54,132</i>
Operating and Maintenance				
210	Supplies	10,448	7,600	7,600
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	4,260	7,500	36,500
229	Materials and Supplies	-	100	-
240	Repair and Maintenance	212	562	350
246	Liability Insurance	1,039	98	116
247	Safety Expenses	-	3,200	3,200
273	Fleet Lease Operating and Mtc	9,365	5,547	6,631
274	Fleet Lease Replacement	21,247	26,916	29,970
	<i>Subtotal</i>	<i>46,571</i>	<i>51,523</i>	<i>84,367</i>
Capital Outlay				
432	Vehicles	-	-	75,000
440	Machinery and Equipment	-	42,000	-
	<i>Subtotal</i>	<i>-</i>	<i>42,000</i>	<i>75,000</i>
	SERVICE TOTAL	\$ 150,934	\$ 145,658	\$ 213,499

Special Investigations Unit

FUND: Public Safety Fund

DEPARTMENT: Public Safety

Service Description:

The Special Investigations Unit (SIU) is for investigating gang related activity, narcotic investigations and fugitive location and apprehension. SIU also assists the School Resource Unit as well as general Detectives with large scale investigations. These may include crime analysis, pattern crimes, organized criminal activity, and any other types of specialized investigations deemed necessary by the public safety director.

SERVICE: Special Investigation Unit

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Police Sergeant	1.000	1.000	1.000
Master Police Officer	6.000	6.000	5.000
Police Officer	1.000	1.000	2.000
Total	8.000	8.000	8.000

Special Investigations Unit

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	623,884	819,336	818,189
121	Overtime Wages	102,459	51,408	89,757
126	RHS Plan	11,871	8,193	8,184
127	FPPA Death and Disability	7,956	11,732	12,795
129	Medicare Contribution	9,377	11,880	11,864
132	Employee Insurance	126,051	122,900	118,638
134	Police and Fire Retirement	85,313	104,946	88,023
135	Compensation Insurance	52,607	54,441	55,013
136	Unemployment Insurance	261	270	327
137	Staff Training and Conference	2,923	4,500	4,500
141	Uniforms Protective Clothing	4,207	6,675	6,675
142	Food Allowance	376	-	-
	<i>Subtotal</i>	<i>1,027,284</i>	<i>1,196,281</i>	<i>1,213,965</i>
Operating and Maintenance				
210	Supplies	1,748	2,850	2,850
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	1,174	1,100	1,100
240	Equipment Repair and Maintenance	-	-	-
246	Liability Insurance	6,523	5,060	39,174
249	Operating Leases and Rentals	-	-	-
258	Investigative Expenses	5,488	4,995	4,995
264	Printing Copying and Binding	-	-	-
273	Fleet Lease Operating and Mtc	32,501	53,731	42,137
274	Fleet Lease Replacement	45,682	47,516	54,046
	<i>Subtotal</i>	<i>93,117</i>	<i>115,252</i>	<i>144,302</i>
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 1,120,401	\$ 1,311,533	\$ 1,358,267

Youth Services

Children, Youth and Families Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	147,806	200,193	204,819
Operating and Maintenance	11,390	20,979	21,044
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 159,196	\$ 221,172	\$ 225,863

FUND: Public Safety Fund

DEPARTMENT: External 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 Youth and Families Resources

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Children Youth and Families Program Specialist	2.000	2.000	2.000
Total	2.000	2.000	2.000

Children, Youth and Families

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	104,123	149,071	153,370
126 RHS Plan	4,868	800	800
129 Medicare Contribution	1,287	2,162	2,225
131 MOPC	5,038	7,454	7,668
132 Employee Insurance	21,700	21,641	20,920
133 GERP Retirement	9,067	13,416	14,418
135 Compensation Insurance	1,680	1,601	1,360
136 Unemployment Insurance	44	48	58
137 Staff Training and Conference	-	4,000	4,000
<i>Subtotal</i>	<i>147,806</i>	<i>200,193</i>	<i>204,819</i>
Operating and Maintenance			
210 Supplies	8,435	16,700	17,200
217 Dues and Subscriptions	729	-	2,500
245 Mileage Allowance	-	2,000	250
246 Liability Insurance	155	279	344
263 Postage	181	1,000	250
264 Printing Copying and Binding	1,891	1,000	500
<i>Subtotal</i>	<i>11,390</i>	<i>20,979</i>	<i>21,044</i>
Capital Outlay			
440 Machinery and Equipment	-	-	-
<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
SERVICE TOTAL	\$ 159,196	\$ 221,172	\$ 225,863

Parks and Natural Resources Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	22,475	29,217	34,335
Operating and Maintenance	13,719	13,813	13,540
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 36,193	\$ 43,030	\$ 47,875

FUND: Public Safety Fund

DEPARTMENT: External Services

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:	2022 Budget	2023 Budget	2024 Budget
Graffiti Removal Specialist	0.380	0.380	0.380
Total	0.380	0.380	0.380

Graffiti Eradication

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	15,046	20,338	24,308
112	Temporary Wages	-	1,925	1,925
121	Overtime Wages	418	250	250
126	RHS Plan	-	152	152
128	FICA	-	119	119
129	Medicare Contribution	198	323	380
131	MOPC	752	1,017	1,215
132	Employee Insurance	2,948	3,051	3,525
133	GERP Retirement	1,354	1,830	2,285
135	Compensation Insurance	1,752	205	166
136	Unemployment Insurance	6	7	10
	<i>Subtotal</i>	<i>22,475</i>	<i>29,217</i>	<i>34,335</i>
Operating and Maintenance				
210	Supplies	2,923	6,161	6,161
240	Repair and Maintenance	-	1,000	1,000
246	Liability Insurance	1,104	1,378	103
247	Safety Expenses	-	1,000	1,000
250	Prof and Contracted Services	1,500	1,500	1,500
261	Telephone Charges	-	180	180
273	Fleet Lease Operating and Mtc	7,217	1,618	2,619
274	Fleet Lease Replacement	975	976	977
	<i>Subtotal</i>	<i>13,719</i>	<i>13,813</i>	<i>13,540</i>
Capital Outlay				
432	Vehicles	-	-	-
475	Building and Facility Improvement	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 36,193	\$ 43,030	\$ 47,875

Public Safety Fund

CAPITAL IMPROVEMENT PROGRAM PROJECTS

PUBLIC SAFETY FUND PROJECTS	2024 Budget
PBF201 Safety and Justice Rehabilitation	200,000
PRO211 Prairie Dog Barrier Replacements	55,550
TOTAL	\$ 255,550

ELECTRIC and BROADBAND FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	13,109,150	15,783,381	18,512,095
Operating and Maintenance	72,395,315	79,125,097	84,274,542
Non-Operating	1,790,684	5,316,991	5,612,249
Capital	9,687,321	12,148,845	12,620,027
TOTAL	\$ 96,982,469	\$ 112,374,314	\$ 121,018,913

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 budget services in four departments:

- ◆ External Services—Parks and Natural Resources
- ◆ Shared Services—Communications, Community Neighborhood Resources and Equity, Enterprise Technology Services Applications, and Strategic Integration (Executive Director, Business Enablement Rates and Finance, Business Enablement Customer Service and Administration, Business Enablement Technology, Data and Analytics, and Geospatial Data)
- ◆ Utilities and Public Works—Administration, Electric Administration, Electric Engineering, Electric Strategies and Solutions, Electric Power Delivery and Operations, Electric Meter Reading, and Utilities Warehouse
- ◆ NextLight—Administration, Customer Service, Marketing Product Distribution, Network Field Install, Network Operations, and Network Outside Plant

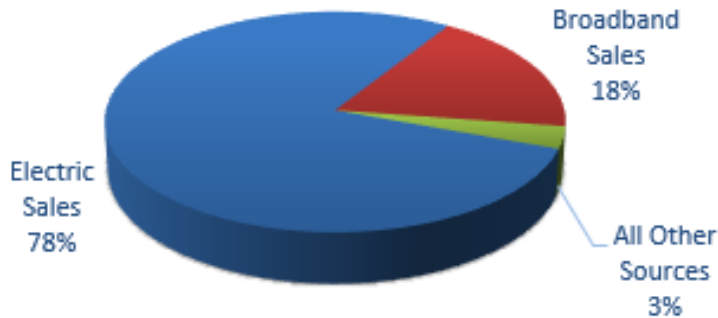
2024-2028 Capital Improvement Program

Capital projects total \$9.15 million for the electric utility and \$2.79 million for the broadband utility. This includes underground conversion, system capacity and reliability improvements, building improvements, and broadband fiber construction and installations. Detailed capital project descriptions are included in the 2024-2028 Capital Improvement Program.

ELECTRIC and BROADBAND FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 17,640,823	\$ 26,955,675	\$ 14,274,259
Committed Working Capital	-	12,530,581	-
SOURCES OF FUNDS			
REVENUES			
Electric Charges for Services	81,057,556	87,926,733	90,244,442
Electric Aid to Underground Construction	3,964,843	3,095,000	3,095,000
Electric Intergovernmental Revenue	99,900	-	-
Electric Interest		80,000	80,000
Electric Miscellaneous	563,077	146,000	142,500
Electric Operating Transfers	511,333	324,465	330,001
Electric Developer Capital Contribution	-	-	-
Broadband Charges for Services	19,052,910	20,541,281	21,009,265
Broadband Aid to Underground Construction	4,914	90,000	70,000
Broadband Intergovernmental Revenue	1,304,110	-	-
Broadband Interest		5,000	5,000
Broadband Miscellaneous	260,019	15,000	15,000
TOTAL FUNDS	106,297,321	112,223,479	114,991,208
EXPENSES BY BUDGET SERVICE			
Electric External Services	-	-	23,243
Electric Shared Services		179,299	4,192,772
Electric Utility and Public Works	77,176,151	84,601,134	87,054,790
Electric CIP Projects	4,527,185	7,122,321	9,154,525
Broadband Shared Services	583,228	670,147	1,215,084
Broadband Administration	4,714,985	8,128,743	8,280,258
Broadband Customer Services	567,141	1,119,777	1,324,170
Broadband Marketing Product Distribution	623,776	816,317	757,447
Broadband Network Services	4,978,098	5,996,047	6,227,366
Broadband CIP Projects	3,816,228	3,740,529	2,789,258
Total Operating Expenses	96,982,469	112,374,314	121,018,913
TOTAL ADJUSTED EXPENSES	96,982,469	112,374,314	121,018,913
ENDING WORKING CAPITAL	26,955,675	14,274,259	8,246,554
CONTRIBUTION TO/(FROM) RESERVES	\$ 9,314,852	\$ (150,835)	\$ (6,027,705)

ELECTRIC and BROADBAND FUND - Sources of Funds



- ◆ The Electric and Broadband Fund will receive 78% of its operating revenues from the sale of electricity and 18% from the sale of broadband services in 2024.
- ◆ The 2024 Budget will require a contribution from fund balance of \$6,027,705.

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.

	2022 Actual	2023 Budget	2024 Budget
SOURCES OF FUNDS			
Electricity Sales	\$ 81,057,556	\$ 87,926,733	\$ 90,244,442
Electric Aid to Underground Construction	3,964,843	3,095,000	3,095,000
Electric Other Revenue	563,077	146,000	142,500
Electric Operating Transfers	511,333	324,465	330,001
Electric Intergovernmental Revenue	99,900	-	-
Electric Interest Income	(395,882)	80,000	80,000
Broadband Sales	19,052,910	20,541,281	21,009,265
Broadband Aid to Underground Construction	4,914	90,000	70,000
Broadband Other Revenue	260,019	15,000	15,000
Broadband Intergovernmental Revenue	1,304,110	-	-
Broadband Interest Income	(125,459)	5,000	5,000
Broadband Operating Transfers	-	-	-
Contribution from/(to) Fund Balance	(9,314,852)	150,835	6,027,705
TOTAL FUNDS NEEDED TO MEET EXPENSES	\$ 96,982,469	\$ 112,374,314	\$ 121,018,913

Parks and Natural Resources

FUND: Electric and Broadband Fund

DEPARTMENT: External Services

Service Description:

Parks and Natural Resources 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.

This budget service is new to the Electric and Broadband Fund in 2024.

SERVICE: Parks Natural Resources

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Sr Arborist Technician	0.250	0.250	0.250
Total	0.250	0.250	0.250

Parks and Natural Resources

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	17,685
126	RHS Plan	-	-	100
129	Medicare Contribution	-	-	256
131	MOPC	-	-	884
132	Employee Insurance	-	-	2,451
133	GERP Retirement	-	-	1,662
135	Compensation Insurance	-	-	159
136	Unemployment Insurance	-	-	7
137	Staff Training and Conference	-	-	-
	<i>Subtotal</i>	-	-	23,204
Operating and Maintenance				
210	Supplies	-	-	-
240	Repair and Maintenance	-	-	-
246	Liability Insurance	-	-	39
250	Prof and Contracted Services	-	-	-
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing and Copying	-	-	-
269	Other Services and Charges	-	-	-
	<i>Subtotal</i>	-	-	39
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 23,243

Electric—Communications

FUND: Electric and Broadband Fund

DEPARTMENT: Shared Services

Service Description:

The Communications Division is the voice and ears of the City organization. This team works to communicate with Longmont residents about services, emergencies, developments, events, and civic participation that impact or interest the community, as well as receive feedback and relay comments and concerns from the community. The Communications Division is a centralized entity within the Shared Services Department with expertise that includes:

- media relations and public information
- marketing
- strategic communications
- community involvement
- graphic design
- social media
- website administration
- creative outreach
- emergency and crisis communications

Team members are embedded in divisions and departments across the organization to build relationships and maintain subject matter expertise while pooling skills and resources as needed to support City and Council priorities.

SERVICE: Communications

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Assistant Communications and Engagement Director	0.000	0.200	0.200
Citywide Brand and Digital Communications Specialist	0.000	0.165	0.165
Public Relations & Marketing Specialist	0.000	0.700	0.700
Total	0.000	1.065	1.065

Electric—Communications

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	(5,513)	90,719	99,113
112	Temporary Wages	73	-	-
126	RHS Plan	-	426	426
128	FICA	5	-	-
129	Medicare Contribution	4	1,315	-
131	MOPC	10	4,536	4,955
132	Employee Insurance	-	13,608	13,734
133	GERP Retirement	18	8,165	9,318
135	Compensation Insurance	18	-	31
136	Unemployment Insurance	-	30	38
137	Staff Training and Conference	-	300	1,000
	<i>Subtotal</i>	<i>(5,386)</i>	<i>119,099</i>	<i>128,615</i>
Operating and Maintenance				
210	Supplies	-	-	2,200
217	Dues and Subscriptions	-	-	2,400
218	NonCapital Equip and Furniture	941	-	-
240	Repair and Maintenance	67	1,900	-
246	Liability Insurance	54	-	210
250	Prof and Contracted Services	-	10,000	10,000
252	Ads and Legal Notices	-	9,500	9,500
261	Telephone Charges	1	-	-
263	Postage	-	26,100	26,100
264	Printing and Copying	-	2,500	2,500
269	Other Services and Charges	-	10,200	8,000
	<i>Subtotal</i>	<i>1,063</i>	<i>60,200</i>	<i>60,910</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ (4,322)	\$ 179,299	\$ 189,525

Electric—Community and Neighborhood Resources and Equity

FUND: Electric and Broadband Fund

DEPARTMENT: Shared 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.

This budget service is new to the Electric and Broadband Fund in 2024.

SERVICE: Community Neighborhood Resources and Equity

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Neighborhood Resource Coordinator	0.070	0.070	0.070
Social Equity Coordinator	0.070	0.070	0.070
Total	0.140	0.140	0.140

Electric—Community and Neighborhood Resources and Equity

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	13,530
126	RHS Plan	-	-	56
129	Medicare Contribution	-	-	196
131	MOPC	-	-	668
132	Employee Insurance	-	-	1,852
133	GERP Retirement	-	-	1,256
135	Compensation Insurance	-	-	4
136	Unemployment Insurance	-	-	6
137	Staff Training and Conference	-	-	-
	<i>Subtotal</i>	-	-	17,568
Operating and Maintenance				
210	Supplies	-	-	-
240	Repair and Maintenance	-	-	-
246	Liability Insurance	-	-	796
250	Prof and Contracted Services	-	-	-
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing and Copying	-	-	-
269	Other Services and Charges	-	-	-
	<i>Subtotal</i>	-	-	796
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 18,364

Electric—Enterprise Technology Services Applications

FUND: Electric and Broadband 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.

This budget service is new to the Electric and Broadband Fund in 2024.

SERVICE: Enterprise Technology Services - Applications

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Technical Functional Analyst CRM and Special Projects	0.000	0.000	0.410
Total	0.000	0.000	0.410

Electric—Enterprise Technology Services Applications

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	47,572
126	RHS Plan	-	-	164
129	Medicare Contribution	-	-	690
131	MOPC	-	-	2,379
132	Employee Insurance	-	-	6,898
133	GERP Retirement	-	-	4,472
135	Compensation Insurance	-	-	-
136	Unemployment Insurance	-	-	18
137	Staff Training and Conference	-	-	-
	<i>Subtotal</i>	-	-	62,193
Operating and Maintenance				
210	Supplies	-	-	275
218	NonCapital Equip and Furniture	-	-	820
240	Repair and Maintenance	-	-	-
246	Liability Insurance	-	-	-
250	Prof and Contracted Services	-	-	-
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing and Copying	-	-	-
269	Other Services and Charges	-	-	-
	<i>Subtotal</i>	-	-	1,095
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 63,288

Electric—Strategic Integration Executive Director

FUND: Electric and Broadband Fund

DEPARTMENT: Shared Services

Service Description:

The Strategic Integration Executive Director leads the Strategic Integration Division. The Division 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. The goal of Strategic Integration is to use diverse expertise and exceptional customer service to provide and support innovative, effective, and sustainable practices that protect and enhance the community.

This budget service is new to the Electric and Broadband Fund in 2024.

SERVICE: Strategic Integration - Executive Director

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Executive Director of Strategic Integration	0.200	0.400	0.400
Project Management Office Manager	0.000	0.000	0.150
Project Management Office Administrative Analyst	0.000	0.000	0.150
Total	0.200	0.400	0.700

Electric—Strategic Integration Executive Director

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	100,449
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	-
123	Leave Expense	-	-	-
126	RHS Plan	-	-	280
128	FICA	-	-	-
129	Medicare Contribution	-	-	1,457
131	MOPC	-	-	5,023
132	Employee Insurance	-	-	14,110
133	GERP Retirement	-	-	9,442
135	Compensation Insurance	-	-	23
136	Unemployment Insurance	-	-	39
137	Staff Training and Conference	-	-	2,446
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	133,269
Operating and Maintenance				
210	Supplies	-	-	410
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	1,730
240	Repair and Maintenance	-	-	-
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	156
250	Prof and Contracted Services	-	-	134,991
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing and Copying	-	-	-
266	Interest On Deposits	-	-	-
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
275	Building Permits to DDA	-	-	-
	<i>Subtotal</i>	-	-	137,287
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 270,556

Electric—Strategic Integration Business Enablement/Rates and Finance

FUND: Electric and Broadband Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement includes three budget services that provide expertise in specialized areas:

- Business Enablement/Rates and Finance
- Business Enablement/Technical Services
- Business Enablement/Customer Service and Administration

This budget service is new to the Electric and Broadband Fund in 2024.

SERVICE: Strategic Integration - Business Enablement - Rates and Finance

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Director of Business Enablement	0.000	0.400	0.400
PWNR Assistant Director of Business Services	0.000	0.371	0.000
Utility Rate and Analysis Manager	0.000	0.000	0.371
Utility Rate Analyst	0.900	0.400	0.800
Business Analyst	1.000	1.180	1.180
Grant Coordinator	0.200	0.200	0.200
Total	2.100	2.551	2.951

Electric—Strategic Integration Business Enablement/Rates and Finance

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	343,071
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	-
123	Leave Expense	-	-	-
126	RHS Plan	-	-	1,180
128	FICA	-	-	-
129	Medicare Contribution	-	-	4,974
131	MOPC	-	-	17,154
132	Employee Insurance	-	-	47,540
133	GERP Retirement	-	-	32,247
135	Compensation Insurance	-	-	97
136	Unemployment Insurance	-	-	132
137	Staff Training and Conference	-	-	6,750
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	453,145
Operating and Maintenance				
210	Supplies	-	-	210
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	370
240	Repair and Maintenance	-	-	-
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	695
250	Prof and Contracted Services	-	-	773
252	Ads and Legal Notices	-	-	500
261	Telephone Charges	-	-	-
263	Postage	-	-	1,000
264	Printing and Copying	-	-	-
266	Interest On Deposits	-	-	15,000
269	Other Services and Charges	-	-	487,103
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
275	Building Permits to DDA	-	-	-
290	Rebates	-	-	189,000
	<i>Subtotal</i>	-	-	694,651
Non-Operating Expense				
950	Bad Debt	-	-	450,000
970	Transfers to Other Funds	-	-	318,865
	<i>Subtotal</i>	-	-	768,865
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 1,916,661

Electric—Business Enablement/Customer Service and Administration

FUND: Electric and Broadband Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement /Customer Service and Administration provides a wide range of customer service to City utilities. This includes the management of the call center, providing administrative and utility operations support, processing purchase orders and vendor payments, accounts receivable billing, annual pole attachment and lease invoicing, assisting with backflow testing requirements, providing Council agenda and item support, researching and rectifying utility bill issues, managing calls for electric outages, maintaining water and electric meters, and supporting the Water Board and the Sustainability Advisory Board.

This budget service is new to the Electric and Broadband Fund in 2024.

SERVICE: Strategic Integration - Business Enablement - Customer Service and Admin

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Customer Service and Administration Manager	0.450	0.400	0.400
Administrative Supervisor	0.900	0.450	0.450
Administrative Analyst	0.900	0.450	0.900
Administrative Assistant	0.900	1.750	1.350
Executive Assistant	0.000	0.400	0.400
Sr Customer Service Representative	0.000	0.050	0.050
Customer Service Representative	0.000	0.100	0.100
CIS and AMI Administrative Analyst	0.000	0.500	0.500
Total	3.150	4.100	4.150

Electric—Business Enablement/Customer Service and Administration

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	288,686
112	Temporary Wages	-	-	26,598
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	1,080
123	Leave Expense	-	-	-
126	RHS Plan	-	-	1,660
128	FICA	-	-	1,649
129	Medicare Contribution	-	-	4,186
131	MOPC	-	-	14,330
132	Employee Insurance	-	-	39,711
133	GERP Retirement	-	-	26,942
135	Compensation Insurance	-	-	102
136	Unemployment Insurance	-	-	108
137	Staff Training and Conference	-	-	7,020
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	412,072
Operating and Maintenance				
210	Supplies	-	-	8,100
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	1,913
240	Repair and Maintenance	-	-	2,000
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	681
250	Prof and Contracted Services	-	-	20,755
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	243
263	Postage	-	-	-
264	Printing and Copying	-	-	-
266	Interest On Deposits	-	-	-
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
275	Building Permits to DDA	-	-	-
	<i>Subtotal</i>	-	-	33,692
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 445,764

Electric—Business Enablement/Technical Services

FUND: Electric and Broadband Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement /Technical Services provides technical assistance related to software purchasing and implementation for City utilities, manages servers supporting systems for critical infrastructure, manages dedicated hardware for systems supporting City services, and develops reports, subscriptions, and dashboards utilizing business intelligence tools for all systems. This service also supports, develops, and maintains multiple specialized systems and integrations between multiple systems.

This budget service is new to the Electric and Broadband Fund in 2024.

SERVICE: Strategic Integration - Business Enablement - Technology

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Technical Services Manager	0.000	0.380	0.380
Sr Programmer Analyst	1.000	0.410	0.410
Lead Technical Functional Analyst	0.000	0.390	0.390
Technical Functional Analyst	0.000	0.000	1.300
Application Support Analyst	0.750	0.410	0.410
Total	1.750	1.590	2.890

Electric—Business Enablement/Technical Services

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	355,953
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	-
123	Leave Expense	-	-	-
126	RHS Plan	-	-	1,156
128	FICA	-	-	-
129	Medicare Contribution	-	-	5,160
131	MOPC	-	-	17,798
132	Employee Insurance	-	-	50,070
133	GERP Retirement	-	-	33,459
135	Compensation Insurance	-	-	64
136	Unemployment Insurance	-	-	135
137	Staff Training and Conference	-	-	5,200
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	468,995
Operating and Maintenance				
210	Supplies	-	-	3,880
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	55,973
240	Repair and Maintenance	-	-	190,658
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	531
250	Prof and Contracted Services	-	-	5,000
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing and Copying	-	-	-
266	Interest On Deposits	-	-	-
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
275	Building Permits to DDA	-	-	-
	<i>Subtotal</i>	-	-	256,042
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 725,037

Electric—Strategic Integration Data and Analytics

FUND: Electric and Broadband Fund

DEPARTMENT: Shared Services

Service Description:

The Data and Analytics service has a mission to grow data culture and best practices across the City through process improvement, capacity-building, infrastructure design, education, and consulting. This service seeks to empower City staff to achieve innovative, effective, and equitable service through quality, trustworthy, useful data and analysis .

This budget service is new to the Electric and Broadband Fund in 2024.

SERVICE: Strategic Integration - Office of Data and Analytics

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Data and Analytics Program Manager	0.000	0.400	0.400
Data and Innovation Analyst	0.000	0.200	0.200
Business Process Improvement Coordinator	1.000	0.400	0.400
Total	1.000	1.000	1.000

Electric— Strategic Integration Data and Analysis

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	117,525
112	Temporary Wages	-	-	18,240
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	-
123	Leave Expense	-	-	-
126	RHS Plan	-	-	400
128	FICA	-	-	1,131
129	Medicare Contribution	-	-	1,967
131	MOPC	-	-	5,864
132	Employee Insurance	-	-	16,253
133	GERP Retirement	-	-	11,024
135	Compensation Insurance	-	-	37
136	Unemployment Insurance	-	-	45
137	Staff Training and Conference	-	-	1,640
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	174,126
Operating and Maintenance				
210	Supplies	-	-	-
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	-
240	Repair and Maintenance	-	-	820
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	248
250	Prof and Contracted Services	-	-	64,200
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing and Copying	-	-	-
266	Interest On Deposits	-	-	-
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
275	Building Permits to DDA	-	-	-
	<i>Subtotal</i>	-	-	65,268
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 239,394

Electric— Strategic Integration Geospatial Data

FUND: Electric and Broadband Fund

DEPARTMENT: Shared Services

Service Description:

The Geospatial Data service has a goal to effectively deliver geospatial data, tools and customer support across all City work spaces to enhance decision making and promote GIS integration into common processes. The Geographic Information System (GIS) Office provides and coordinates staff and resource support for City wide GIS and spatial data needs. Staff members manage the GIS system, support access to GIS, as well data creation / maintenance, electronic mapping, and creation and maintenance of Online maps, dashboards, and mapping applications .

This budget service is new to the Electric and Broadband Fund in 2024.

SERVICE: Strategic Integration - Office of Geospatial Data

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Geospatial Data and Analysis Program Manager	0.000	0.400	0.300
Lead GIS Analyst	0.000	0.300	0.000
Sr GIS Analyst	0.500	0.700	0.300
GIS Coordinator	0.000	0.000	0.300
Sr GIS Mapping Technician	0.500	0.400	1.200
GIS Mapping Technician	0.000	0.300	0.000
Technical Functional Analyst	0.500	0.400	0.000
Total	1.500	2.500	2.100

Electric— Strategic Integration Geospatial Data

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	209,953
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	-
123	Leave Expense	-	-	-
126	RHS Plan	-	-	840
128	FICA	-	-	-
129	Medicare Contribution	-	-	3,047
131	MOPC	-	-	10,496
132	Employee Insurance	-	-	29,095
133	GERP Retirement	-	-	19,736
135	Compensation Insurance	-	-	82
136	Unemployment Insurance	-	-	79
137	Staff Training and Conference	-	-	5,137
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	278,465
Operating and Maintenance				
210	Supplies	-	-	297
216	Reference Books and Materials	-	-	45
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	5,067
240	Repair and Maintenance	-	-	21,550
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	548
250	Prof and Contracted Services	-	-	18,073
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing and Copying	-	-	138
266	Interest On Deposits	-	-	-
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
275	Building Permits to DDA	-	-	-
	<i>Subtotal</i>	-	-	45,718
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 324,183

Electric Administration

FUND: Electric and Broadband Fund

DEPARTMENT: Utilities and Public Works

Service Description:

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: Electric - Administration

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Assistant City Manager - Utilities and Public Works	0.000	0.283	0.284
Director of Electric Services	1.000	1.000	1.000
LPC Safety and Training Specialist	0.700	0.700	0.700
Administrative Assistant	0.000	0.000	0.400
Total	1.700	1.983	2.384

Electric Administration Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	1,153,732	1,588,343	569,202
112	Temporary Wages	52,904	26,500	-
121	Overtime Wages	-	500	-
122	Longevity Compensation	2,958	1,010	-
123	Leave Expense	-	21,000	21,000
126	RHS Plan	24,062	5,225	954
128	FICA	3,275	1,643	-
129	Medicare Contribution	13,968	20,354	5,729
131	MOPC	56,263	70,283	19,755
132	Employee Insurance	208,286	210,488	54,750
133	GERP Retirement	101,359	126,510	37,140
135	Compensation Insurance	455	577	189
136	Unemployment Insurance	435	463	152
137	Staff Training and Conference	20,989	18,500	6,000
142	Food Allowance	385	1,000	1,000
	<i>Subtotal</i>	<i>1,639,070</i>	<i>2,092,396</i>	<i>715,871</i>
Operating and Maintenance				
210	Supplies	10,644	12,327	5,500
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	69,361	56,941	54,660
218	NonCapital Equip and Furniture	14,383	12,216	3,000
240	Repair and Maintenance	18,924	57,381	14,700
245	Mileage Allowance	103	720	720
246	Liability Insurance	1,556	5,621	1,484
250	Prof and Contracted Services	69,070	178,200	73,600
252	Ads and Legal Notices	1,049	-	-
260	Utilities	563	-	-
261	Telephone Charges	939	2,040	1,080
263	Postage	1,137	3,000	-
264	Printing and Copying	-	1,000	-
266	Interest On Deposits	956	15,000	-
269	Other Services and Charges	437,924	400,000	10,000
270	Administrative Mgmt Services	1,720,037	2,066,196	2,284,238
271	Franchise Equivalency	6,504,765	7,086,203	7,114,850
273	Fleet Lease Operating and Mtc	1,578	1,555	3,306
274	Fleet Lease Replacement	2,800	4,431	4,431
275	Building Permits to DDA	422	1,000	1,000
280	Purchased Power General	46,917,576	60,272,529	63,522,884
281	Purchased Power Renewable	9,208,763	-	-
282	Power Wheeling	12,510	15,000	15,000
290	Rebates	-	120,000	-
	<i>Subtotal</i>	<i>64,995,062</i>	<i>70,311,360</i>	<i>73,110,453</i>
Non-Operating Expense				
950	Bad Debt	445,833	400,000	-
970	Transfers to Other Funds	294,958	261,408	108,527
	<i>Subtotal</i>	<i>740,791</i>	<i>661,408</i>	<i>108,527</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 67,374,923	\$ 73,065,164	\$ 73,934,851

Electric Power Delivery Operations

FUND: Electric and Broadband Fund

DEPARTMENT: Utilities and Public Works

Service Description:

This service includes Project Deployment and Power Delivery and Operations. This service 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: Project Deployment

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Director of Project Deployment	0.375	0.625	0.625
Technical Functional Analyst	0.000	1.000	1.000
Total	0.375	1.625	1.625

SERVICE: Electric - Power Delivery and Operations

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Director of Power Delivery and Operations	1.000	1.000	1.000
Electric Operations Manager	0.000	1.000	1.000
AMI Project Manager	1.000	1.000	1.000
Sr Electrical Inspector	0.000	1.000	1.000
Meter Shop Supervisor	1.000	1.000	1.000
Line Crew Supervisor	5.000	5.000	4.000
Journey Lineworker	11.000	11.000	12.000
Apprentice Lineworker	2.000	2.000	2.000
Sr Electric Meter Technician	0.000	0.000	1.000
Electric Meter Technician	3.000	3.000	3.000
Groundworker	1.000	1.000	1.000
Street Light Technician	1.000	1.000	1.000
Total	26.000	28.000	29.000

Electric Power Delivery Operations

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	2,283,853	1,986,421	2,553,359
112	Temporary Wages	6,009	18,615	169,643
121	Overtime Wages	208,791	295,000	295,000
122	Longevity Compensation	-	-	-
126	RHS Plan	16,118	11,180	11,600
128	FICA	373	1,154	10,518
129	Medicare Contribution	37,643	47,872	54,690
131	MOPC	135,472	164,145	180,104
132	Employee Insurance	497,351	492,436	507,108
133	GERP Retirement	243,850	295,461	338,586
135	Compensation Insurance	27,738	24,304	23,855
136	Unemployment Insurance	1,042	1,083	1,395
137	Staff Training and Conference	11,614	29,800	30,800
141	Uniforms Protective Clothing	30,262	36,750	50,400
142	Food Allowance	2,918	2,500	3,125
	<i>Subtotal</i>	3,503,033	3,406,721	4,230,183
Operating and Maintenance				
210	Supplies	204,291	110,000	132,000
216	Reference Books and Materials	6,255	4,000	4,250
217	Dues and Subscriptions	330	-	-
218	NonCapital Equip and Furniture	47,667	45,000	56,500
240	Repair and Maintenance	(89,071)	31,510	32,730
246	Liability Insurance	201,682	191,235	199,232
247	Safety Expenses	52,299	43,000	56,000
249	Operating Leases and Rentals	1,937	15,000	15,000
250	Prof and Contracted Services	575,098	928,500	1,078,500
252	Ads and Legal Notices	2,855	-	-
259	Licenses and Permits	8,472	5,000	10,000
260	Utilities	1,034	1,345	1,345
261	Telephone Charges	11,174	14,280	14,280
263	Postage	2,501	1,000	1,000
264	Printing and Copying	138	250	250
265	Loss on Obsolete Items	20,692	10,000	10,000
269	Other Services and Charges	1,070	-	-
273	Fleet Lease Operating and Mtc	189,292	184,695	250,986
274	Fleet Lease Replacement	380,850	439,493	365,719
	<i>Subtotal</i>	1,618,566	2,024,308	2,227,792
Non-Operating Expense				
970	Transfers to Other Funds	23,207	23,207	23,207
	<i>Subtotal</i>	23,207	23,207	23,207
Capital Outlay				
432	Vehicles	33,876	34,000	75,500
440	Machinery and Equipment	8,390	-	-
480	System Improvements	-	-	-
486	Meters	9,795	50,000	50,000
	<i>Subtotal</i>	52,061	84,000	125,500
	SERVICE TOTAL	\$ 5,196,868	\$ 5,538,236	\$ 6,606,682

Electric Engineering

FUND: Electric and Broadband Fund

DEPARTMENT: Utilities and Public Works

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:	2022 Budget	2023 Budget	2024 Budget
Director of Electric Engineering	1.000	1.000	1.000
Supervising Electrical Engineer	0.000	0.970	0.970
Substation Supervisor	1.000	1.000	1.000
Sr Electric Distribution Field Engineer	4.600	3.880	3.880
Sr Electrical Engineer	2.000	2.000	2.000
Electric Engineering Project Manager	0.000	0.000	0.950
Electric Engineering Project Coordinator	0.900	0.950	0.000
Journey Substation Worker	3.000	3.000	4.000
Total	12.500	12.800	13.800

Electric Engineering

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	1,251,870	1,729,967	1,920,475
112	Temporary Wages	87,721	113,596	130,944
121	Overtime Wages	50,765	65,816	74,765
126	RHS Plan	5,776	5,620	5,520
128	FICA	5,439	7,043	8,119
129	Medicare Contribution	17,748	26,731	29,745
131	MOPC	62,673	86,498	96,027
132	Employee Insurance	239,960	259,495	267,717
133	GERP Retirement	112,811	155,697	180,526
135	Compensation Insurance	9,685	10,149	6,922
136	Unemployment Insurance	505	571	737
137	Staff Training and Conference	16,027	36,200	52,500
141	Uniforms Protective Clothing	4,502	8,100	17,800
142	Food Allowance	402	500	1,000
	<i>Subtotal</i>	1,865,883	2,505,983	2,792,797
Operating and Maintenance				
210	Supplies	15,589	8,000	9,550
216	Reference Books and Materials	1,929	1,000	1,000
217	Dues and Subscriptions	2,521	600	750
218	NonCapital Equip and Furniture	54,981	18,400	22,000
240	Repair and Maintenance	142,814	67,910	70,710
245	Mileage Allowance	37	200	1,000
246	Liability Insurance	2,880	4,666	5,767
247	Safety Expenses	1,769	3,000	3,500
249	Operating Leases and Rentals	2,567	-	-
250	Prof and Contracted Services	51,384	115,150	145,200
252	Ads and Legal Notices	6,258	-	-
261	Telephone Charges	6,455	5,220	5,712
264	Printing and Copying	1,118	-	-
269	Other Services and Charges	1,800	250	500
273	Fleet Lease Operating and Mtc	26,724	8,780	13,488
274	Fleet Lease Replacement	25,892	32,132	15,935
	<i>Subtotal</i>	344,717	265,308	295,112
Capital Outlay				
432	Vehicles	-	50,000	4,500
440	Machinery and Equipment	-	258,935	250,000
	<i>Subtotal</i>	-	308,935	254,500
	SERVICE TOTAL	\$ 2,210,600	\$ 3,080,226	\$ 3,342,409

Electric Meter Reading

FUND: Electric and Broadband Fund

DEPARTMENT: Utilities and Public Works

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: Electric - Meter Reading

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Meter Reading Supervisor	0.600	0.600	0.600
Administrative Analyst	0.600	0.600	0.000
Sr Meter Reader	0.450	0.450	0.000
Meter Reader	2.400	2.400	1.650
Total	4.050	4.050	2.250

Electric Meter Reading

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	93,426	251,777	147,749
112	Temporary Wages	98,620	-	-
121	Overtime Wages	49	300	300
126	RHS Plan	1,087	1,620	900
128	FICA	6,141	-	-
129	Medicare Contribution	2,740	3,651	2,141
131	MOPC	5,282	12,589	7,387
132	Employee Insurance	36,907	37,767	20,473
133	GERP Retirement	9,508	22,660	13,889
135	Compensation Insurance	12,112	5,030	3,423
136	Unemployment Insurance	77	83	56
137	Staff Training and Conference	-	3,030	1,800
141	Uniforms Protective Clothing	567	600	2,880
142	Food Allowance	31	-	-
	<i>Subtotal</i>	<i>266,547</i>	<i>339,107</i>	<i>200,998</i>
Operating and Maintenance				
210	Supplies	770	300	180
218	NonCapital Equip and Furniture	49	300	1,500
240	Repair and Maintenance	3,114	10,885	10,953
246	Liability Insurance	1,936	3,543	1,032
247	Safety Expenses	589	1,440	900
250	Prof and Contracted Services	-	1,200	1,200
261	Telephone Charges	709	972	960
264	Printing and Copying	-	120	72
270	Administrative Mgmt Services	22,867	27,122	20,297
273	Fleet Lease Operating and Mtc	27,797	12,460	25,549
274	Fleet Lease Replacement	6,007	3,201	3,201
	<i>Subtotal</i>	<i>63,838</i>	<i>61,543</i>	<i>65,844</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 330,385	\$ 400,650	\$ 266,842

Utilities Warehouse

FUND: Electric and Broadband Fund

DEPARTMENT: Utilities and Public Works

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:	2022 Budget	2023 Budget	2024 Budget
Warehouse Supervisor	1.000	1.000	1.000
Utility Parts Buyer/Inventory Control Technician	1.000	1.000	1.000
Warehouse Worker I	2.000	2.000	2.000
Warehouse Worker II	1.000	1.000	1.000
Total	5.000	5.000	5.000

Utilities Warehouse

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	296,190	319,154	332,895
112	Temporary Wages	11,352	50,000	51,150
121	Overtime Wages	4,336	8,000	8,000
122	Longevity Compensation	2,280	2,280	2,400
126	RHS Plan	2,458	2,000	2,000
128	FICA	704	3,100	3,171
129	Medicare Contribution	2,967	4,189	4,379
131	MOPC	14,778	15,958	16,525
132	Employee Insurance	46,875	47,513	46,314
133	GERP Retirement	26,600	28,724	31,066
135	Compensation Insurance	4,484	4,432	5,065
136	Unemployment Insurance	98	105	127
137	Staff Training and Conference	5,352	7,190	7,190
141	Uniforms Protective Clothing	-	2,125	2,125
142	Food Allowance	101	200	200
	<i>Subtotal</i>	<i>418,573</i>	<i>494,970</i>	<i>512,607</i>
Operating and Maintenance				
210	Supplies	3,688	10,145	10,145
217	Dues and Subscriptions	200	200	200
218	NonCapital Equip and Furniture	18,540	38,000	23,000
225	Freight	1,269	3,300	3,300
240	Repair and Maintenance	3,026	25,700	25,700
246	Liability Insurance	2,013	2,393	2,057
247	Safety Expenses	1,134	1,500	1,500
250	Prof and Contracted Services	12,331	20,000	20,000
260	Utilities	1,514	-	-
261	Telephone Charges	1,044	2,000	2,000
263	Postage	-	-	-
265	Loss on Obsolete Items	2,067	5,000	20,000
270	Administrative Mgmt Services	136,024	212,788	231,956
273	Fleet Lease Operating and Mtc	3,245	4,674	9,504
274	Fleet Lease Replacement	12,235	13,246	21,468
	<i>Subtotal</i>	<i>198,330</i>	<i>338,946</i>	<i>370,830</i>
Capital Outlay				
475	Building and Facility Developmnt	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 616,904	\$ 833,916	\$ 883,437

Electric Energy Strategies and Solutions

FUND: Electric and Broadband Fund

DEPARTMENT: Utilities and Public Works

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: Electric - Electric Strategies and Solutions

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Director of Electric Strategies and Solutions	0.000	1.000	1.000
Energy Portfolio Development Manager	0.000	1.000	1.000
Sr Key Accounts Manager	2.000	2.000	1.000
Energy Services Specialist	1.000	1.000	1.000
Energy Program Integration Manager	0.000	0.000	1.000
Energy Program Integrator	0.000	0.000	1.000
Energy Efficiency and Education Specialist	0.000	1.000	0.500
Total	3.000	6.000	6.500

Electric Energy Strategies and Solutions

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	552,445	747,511	868,899
112	Temporary Wages	-	-	-
126	RHS Plan	13,472	2,400	2,600
128	FICA	-	-	-
129	Medicare Contribution	6,680	10,839	12,599
131	MOPC	26,336	37,376	43,355
132	Employee Insurance	127,509	112,127	120,457
133	GERP Retirement	47,404	67,276	81,507
135	Compensation Insurance	302	331	361
136	Unemployment Insurance	267	247	331
137	Staff Training and Conference	5,955	10,000	15,800
142	Food Allowance	326	600	600
	<i>Subtotal</i>	<i>780,696</i>	<i>988,707</i>	<i>1,146,509</i>
Operating and Maintenance				
210	Supplies	669	600	1,076
216	Reference Books and Materials	35	500	300
217	Dues and Subscriptions	2,146	1,000	1,450
218	NonCapital Equip and Furniture	12,192	8,240	101,954
240	Repair and Maintenance	13,090	15,975	48,600
246	Liability Insurance	819	1,570	1,985
250	Prof and Contracted Services	126,023	63,568	140,568
252	Ads and Legal Notices	4,026	1,000	1,000
260	Utilities	4,075	-	-
261	Telephone Charges	1,550	2,520	3,240
263	Postage	-	250	250
264	Printing and Copying	888	600	600
269	Other Services and Charges	7,678	9,000	10,300
273	Fleet Lease Operating and Mtc	1,575	4,981	3,306
274	Fleet Lease Replacement	2,801	4,431	4,431
290	Rebates	83,381	50,000	75,000
291	Residential Energy Efficiency Re- bates	184,459	180,000	230,000
292	Commercial Energy Efficiency Re- bates	217,869	350,000	250,000
	<i>Subtotal</i>	<i>663,275</i>	<i>694,235</i>	<i>874,060</i>
Non-Operating Expense				
950	Bad Debt			
970	Transfers to Other Funds	2,500	-	-
	<i>Subtotal</i>	<i>2,500</i>	<i>-</i>	<i>-</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 1,446,471	\$ 1,682,942	\$ 2,020,569

Broadband—Communications

FUND: Electric and Broadband Fund

DEPARTMENT: Shared Services

Service Description:

The Communications Division is the voice and ears of the City organization. This team works to communicate with Longmont residents about services, emergencies, developments, events, and civic participation that impact or interest the community, as well as receive feedback and relay comments and concerns from the community. The Communications Division is a centralized entity within the Shared Services Department with expertise that includes:

- media relations and public information
- marketing
- strategic communications
- community involvement
- graphic design
- social media
- website administration
- creative outreach
- emergency and crisis communications

Team members are embedded in divisions and departments across the organization to build relationships and maintain subject matter expertise while pooling skills and resources as needed to support City and Council priorities.

SERVICE: Communications

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Assistant Communications and Engagement Director	0.000	0.200	0.200
Communications and Marketing Manager	1.000	1.000	1.000
Marketing Coordinator	1.000	1.000	1.000
Citywide Branding and Digital Marketing Manager	0.165	0.165	0.165
Public Relations and Marketing Specialist	0.300	0.300	0.300
Total	2.465	2.665	2.665

Broadband—Communications

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	202,259	245,512	266,145
112	Temporary Wages	-	-	-
126	RHS Plan	920	1,066	1,066
128	FICA	-	-	-
129	Medicare Contribution	2,409	3,560	5,297
131	MOPC	9,770	12,276	13,066
132	Employee Insurance	32,216	36,107	36,214
133	GERP Retirement	17,586	22,096	24,567
135	Compensation Insurance	69	73	85
136	Unemployment Insurance	66	79	101
137	Staff Training and Conference	1,960	5,000	5,000
141	Uniforms Protective Clothing	-	250	250
142	Food Allowance	366	-	-
	<i>Subtotal</i>	<i>267,621</i>	<i>326,019</i>	<i>351,791</i>
Operating and Maintenance				
210	Supplies	1,035	-	-
217	Dues and Subscriptions	4,983	-	-
218	NonCapital Equip and Furniture	3,017	250	250
240	Repair and Maintenance	67	2,500	2,500
246	Liability Insurance	206	412	567
247	Safety Expenses	-	-	-
250	Prof and Contracted Services	160,369	100,000	100,000
252	Ads and Legal Notices	113,807	155,000	155,000
261	Telephone Charges	127	966	966
263	Postage	6,569	10,000	10,000
264	Printing and Copying	14,615	50,000	50,000
269	Other Services and Charges	5,412	21,000	5,000
	<i>Subtotal</i>	<i>310,207</i>	<i>340,128</i>	<i>324,283</i>
Non-Operating Expense				
970	Transfers to Other Funds	5,400	4,000	4,000
	<i>Subtotal</i>	<i>5,400</i>	<i>4,000</i>	<i>4,000</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
470	Planning and Design	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 583,228	\$ 670,147	\$ 680,074

Broadband—Community and Neighborhood Resources and Equity

FUND: Electric and Broadband Fund

DEPARTMENT: Shared 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.

This budget service is new to the Electric and Broadband Fund in 2024.

SERVICE: Community Neighborhood Resources and Equity

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Neighborhood Resource Coordinator	0.040	0.040	0.040
Social Equity Coordinator	0.040	0.040	0.040
Total	0.080	0.080	0.080

Broadband—Community and Neighborhood Resources and Equity

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	7,732
126	RHS Plan	-	-	32
129	Medicare Contribution	-	-	111
131	MOPC	-	-	382
132	Employee Insurance	-	-	1,058
133	GERP Retirement	-	-	718
135	Compensation Insurance	-	-	3
136	Unemployment Insurance	-	-	2
137	Staff Training and Conference	-	-	-
	<i>Subtotal</i>	-	-	10,038
Operating and Maintenance				
210	Supplies	-	-	-
240	Repair and Maintenance	-	-	-
246	Liability Insurance	-	-	17
250	Prof and Contracted Services	-	-	-
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing and Copying	-	-	-
269	Other Services and Charges	-	-	-
	<i>Subtotal</i>	-	-	17
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 10,055

Broadband—Strategic Integration Executive Director

FUND: Electric and Broadband Fund

DEPARTMENT: Shared Services

Service Description:

The Strategic Integration Executive Director leads the Strategic Integration Division. The Division 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. The goal of Strategic Integration is to use diverse expertise and exceptional customer service to provide and support innovative, effective, and sustainable practices that protect and enhance the community.

This budget service is new to the Electric and Broadband Fund in 2024.

SERVICE: Strategic Integration - Executive Director

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Executive Director of Strategic Integration	0.100	0.100	0.100
Project Management Office Manager	0.000	0.000	0.050
Project Management Office Administrative Analyst	0.000	0.000	0.050
Total	0.100	0.100	0.200

Broadband—Strategic Integration Executive Director

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	27,592
126	RHS Plan	-	-	80
129	Medicare Contribution	-	-	400
131	MOPC	-	-	1,380
132	Employee Insurance	-	-	3,888
133	GERP Retirement	-	-	2,593
135	Compensation Insurance	-	-	6
136	Unemployment Insurance	-	-	11
137	Staff Training and Conference	-	-	653
	<i>Subtotal</i>	-	-	36,603
Operating and Maintenance				
210	Supplies	-	-	154
218	NonCapital Equip and Furniture	-	-	648
240	Repair and Maintenance	-	-	-
246	Liability Insurance	-	-	39
250	Prof and Contracted Services	-	-	24,462
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing and Copying	-	-	-
269	Other Services and Charges	-	-	-
	<i>Subtotal</i>	-	-	25,303
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 61,906

Broadband—Strategic Integration Business Enablement/Rates and Finance

FUND: Electric and Broadband Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement includes three budget services that provide expertise in specialized areas:

- Business Enablement/Rates and Finance
- Business Enablement/Technical Services
- Business Enablement/Customer Service and Administration

This budget service is new to the Electric and Broadband Fund in 2024.

SERVICE: Strategic Integration - Business Enablement - Rates and Finance

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Director of Business Enablement	0.000	0.100	0.100
PWNR Assistant Director of Business Services	0.000	0.030	0.000
Utility Rate and Analysis Manager	0.000	0.000	0.030
Utility Rate Analyst	0.100	0.030	0.060
Grant Coordinator	0.100	0.100	0.100
Business Analyst	0.000	0.090	0.090
Total	0.200	0.350	0.380

Broadband—Strategic Integration Business Enablement/Rates and Finance

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	46,349
126	RHS Plan	-	-	152
129	Medicare Contribution	-	-	670
131	MOPC	-	-	2,318
132	Employee Insurance	-	-	6,423
133	GERP Retirement	-	-	4,356
135	Compensation Insurance	-	-	13
136	Unemployment Insurance	-	-	17
137	Staff Training and Conference	-	-	600
	<i>Subtotal</i>	-	-	60,898
Operating and Maintenance				
210	Supplies	-	-	72
218	NonCapital Equip and Furniture	-	-	126
240	Repair and Maintenance	-	-	-
246	Liability Insurance	-	-	88
250	Prof and Contracted Services	-	-	238
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing and Copying	-	-	-
269	Other Services and Charges	-	-	-
	<i>Subtotal</i>	-	-	524
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 61,422

Broadband—Business Enablement/Customer Service and Administration

FUND: Electric and Broadband Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement /Customer Service and Administration provides a wide range of customer service to City utilities. This includes the management of the call center, providing administrative and utility operations support, processing purchase orders and vendor payments, accounts receivable billing, annual pole attachment and lease invoicing, assisting with backflow testing requirements, providing Council agenda and item support, researching and rectifying utility bill issues, managing calls for electric outages, maintaining water and electric meters, and supporting the Water Board and the Sustainability Advisory Board.

This budget service is new to the Electric and Broadband Fund in 2024.

SERVICE: Strategic Integration - Business Enablement - Customer Service and Admin

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Customer Service and Administration Manager	0.050	0.050	0.050
Administrative Supervisor	0.100	0.050	0.050
Administrative Analyst	0.100	0.050	0.100
Administrative Assistant	0.100	0.230	0.230
Executive Assistant	0.000	0.050	0.050
Total	0.350	0.430	0.480

Broadband—Business Enablement/Customer Service and Administration

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	33,092
121	Overtime Wages	-	-	50
122	Longevity Compensation	-	-	120
126	RHS Plan	-	-	192
129	Medicare Contribution	-	-	437
131	MOPC	-	-	1,645
132	Employee Insurance	-	-	4,557
133	GERP Retirement	-	-	3,091
135	Compensation Insurance	-	-	8
136	Unemployment Insurance	-	-	12
137	Staff Training and Conference	-	-	780
	<i>Subtotal</i>	-	-	43,984
Operating and Maintenance				
210	Supplies	-	-	1,113
240	Repair and Maintenance	-	-	2,000
246	Liability Insurance	-	-	55
250	Prof and Contracted Services	-	-	2,307
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	27
263	Postage	-	-	-
264	Printing and Copying	-	-	-
269	Other Services and Charges	-	-	-
	<i>Subtotal</i>	-	-	5,502
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 49,486

Broadband—Business Enablement/Technical Services

FUND: Electric and Broadband Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement /Technical Services provides technical assistance related to software purchasing and implementation for City utilities, manages servers supporting systems for critical infrastructure, manages dedicated hardware for systems supporting City services, and develops reports, subscriptions, and dashboards utilizing business intelligence tools for all systems. This service also supports, develops, and maintains multiple specialized systems and integrations between multiple systems.

This budget service is new to the Electric and Broadband Fund in 2024.

SERVICE: Strategic Integration - Business Enablement - Technology

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Technical Services Manager	0.000	0.100	0.100
Lead Technical Functional Analyst	0.000	0.103	0.104
Technical Functional Analyst	0.000	0.000	0.150
Sr Programmer Analyst	0.000	0.100	0.100
Application Support Analyst	0.250	0.100	0.100
Total	0.250	0.403	0.554

Broadband—Business Enablement/Technical Services

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	69,724
126	RHS Plan	-	-	222
129	Medicare Contribution	-	-	1,011
131	MOPC	-	-	3,485
132	Employee Insurance	-	-	9,661
133	GERP Retirement	-	-	6,554
135	Compensation Insurance	-	-	16
136	Unemployment Insurance	-	-	27
137	Staff Training and Conference	-	-	1,750
	<i>Subtotal</i>	-	-	92,450
Operating and Maintenance				
210	Supplies	-	-	500
218	NonCapital Equip and Furniture	-	-	42,624
240	Repair and Maintenance	-	-	1,900
246	Liability Insurance	-	-	109
250	Prof and Contracted Services	-	-	3,000
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing and Copying	-	-	-
269	Other Services and Charges	-	-	-
	<i>Subtotal</i>	-	-	48,133
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 140,583

Broadband—Strategic Integration Data and Analytics

FUND: Electric and Broadband Fund

DEPARTMENT: Shared Services

Service Description:

The Data and Analytics service has a mission to grow data culture and best practices across the City through process improvement, capacity-building, infrastructure design, education, and consulting. This service seeks to empower City staff to achieve innovative, effective, and equitable service through quality, trustworthy, useful data and analysis .

This budget service is new to the Electric and Broadband Fund in 2024.

SERVICE: Strategic Integration - Office of Data and Analytics

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Data and Analytics Program Manager	0.000	0.050	0.050
Data and Innovation Analyst	0.000	0.025	0.025
Business Process Improvement Coordinator	0.050	0.050	0.050
Total	0.050	0.125	0.125

Broadband— Strategic Integration Data and Analysis

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	-	-	14,691
126 RHS Plan	-	-	50
129 Medicare Contribution	-	-	213
131 MOPC	-	-	733
132 Employee Insurance	-	-	2,032
133 GERP Retirement	-	-	1,379
135 Compensation Insurance	-	-	5
136 Unemployment Insurance	-	-	6
137 Staff Training and Conference	-	-	205
<i>Subtotal</i>	-	-	19,314
Operating and Maintenance			
210 Supplies	-	-	-
240 Repair and Maintenance	-	-	103
246 Liability Insurance	-	-	31
250 Prof and Contracted Services	-	-	4,800
252 Ads and Legal Notices	-	-	-
261 Telephone Charges	-	-	-
263 Postage	-	-	-
264 Printing and Copying	-	-	-
269 Other Services and Charges	-	-	-
<i>Subtotal</i>	-	-	4,934
Capital Outlay			
440 Machinery and Equipment	-	-	-
<i>Subtotal</i>	-	-	-
SERVICE TOTAL	\$ -	\$ -	\$ 24,248

Broadband— Strategic Integration Geospatial Data

FUND: Electric and Broadband Fund

DEPARTMENT: Shared Services

Service Description:

The Geospatial Data service has a goal to effectively deliver geospatial data, tools and customer support across all City work spaces to enhance decision making and promote GIS integration into common processes. The Geographic Information System (GIS) Office provides and coordinates staff and resource support for City wide GIS and spatial data needs. Staff members manage the GIS system, support access to GIS, as well data creation / maintenance, electronic mapping, and creation and maintenance of Online maps, dashboards, and mapping applications .

This budget service is new to the Electric and Broadband Fund in 2024.

SERVICE: Strategic Integration - Office of Geospatial Data

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Geospatial Data and Analysis Program Manager	0.000	0.220	0.150
Technical Functional Analyst	0.500	0.220	0.000
Lead GIS Analyst	0.000	0.200	0.000
Sr GIS Analyst	0.500	0.420	0.150
GIS Coordinator	0.000	0.000	0.150
Sr GIS Mapping Technician	0.500	0.220	0.600
GIS Mapping Technician	0.000	0.200	0.000
Total	1.500	1.480	1.050

Broadband— Strategic Integration Geospatial Data

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	104,978
126	RHS Plan	-	-	420
129	Medicare Contribution	-	-	1,521
131	MOPC	-	-	5,248
132	Employee Insurance	-	-	14,545
133	GERP Retirement	-	-	9,870
135	Compensation Insurance	-	-	50
136	Unemployment Insurance	-	-	39
137	Staff Training and Conference	-	-	5,137
	<i>Subtotal</i>	-	-	141,808
Operating and Maintenance				
210	Supplies	-	-	297
216	Reference Books and Materials	-	-	45
218	NonCapital Equip and Furniture	-	-	5,067
240	Repair and Maintenance	-	-	21,550
246	Liability Insurance	-	-	332
250	Prof and Contracted Services	-	-	18,073
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing and Copying	-	-	138
269	Other Services and Charges	-	-	-
	<i>Subtotal</i>	-	-	45,502
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 187,310

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: Administration

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Executive Director of Nextlight	0.000	1.000	1.000
Digital Operations Manager	0.000	1.000	1.000
Customer Process and Billing Analyst	0.000	1.000	1.000
NextLight Technical Functional Analyst	0.000	0.000	1.000
Data Analyst	0.000	0.000	1.000
Safety and Training Specialist	0.300	0.300	0.000
Sr Electric Distribution Field Engineer	0.000	0.090	0.000
Total	0.300	3.390	5.000

Broadband Network Administration

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	1,046,358	858,985	795,434
112	Temporary Wages	17,643	-	-
121	Overtime Wages	86	1,000	1,000
122	Longevity Compensation	329	106	-
123	Leave Expense	-	5,300	10,000
126	RHS Plan	18,537	2,543	2,000
128	FICA	1,089	-	-
129	Medicare Contribution	13,606	10,719	9,817
131	MOPC	54,649	37,103	33,732
132	Employee Insurance	169,770	110,899	94,208
133	GERP Retirement	98,453	66,786	63,416
135	Compensation Insurance	324	413	197
136	Unemployment Insurance	359	245	258
137	Staff Training and Conference	14,601	8,500	19,000
141	Uniforms Protective Clothing	464	300	300
142	Food Allowance	1,281	500	500
	<i>Subtotal</i>	<i>1,437,550</i>	<i>1,103,399</i>	<i>1,029,862</i>
Operating and Maintenance				
210	Supplies	5,991	2,065	2,950
217	Dues and Subscriptions	3,995	3,500	3,500
218	NonCapital Equip and Furniture	30,517	5,092	3,458
240	Repair and Maintenance	512,241	453,381	648,100
245	Mileage Allowance	103	480	480
246	Liability Insurance	1,164	2,954	1,983
247	Safety Expenses	37	-	-
250	Prof and Contracted Services	379,611	667,051	434,976
252	Ads and Legal Notices	-	-	-
260	Utilities	1,079	950	1,100
261	Telephone Charges	2,704	1,260	1,800
263	Postage	4	250	275
264	Printing and Copying	-	-	-
269	Other Services and Charges	637,057	409,000	544,400
270	Administrative Mgmt Services	668,305	834,897	893,080
271	Franchise Equivalency	6,622	6,131	6,307
273	Fleet Lease Operating and Mtc	1,575	5,526	3,306
274	Fleet Lease Replacement	2,800	4,431	4,431
	<i>Subtotal</i>	<i>2,253,805</i>	<i>2,396,968</i>	<i>2,550,146</i>
Non-Operating Expense				
922	Interest Current Bond Issue	829,083	912,201	800,101
923	Bond Principal Current	-	3,540,000	3,645,000
928	Interest Notes and Contracts	99,023	130,557	130,557
950	Bad Debt	87,002	40,000	100,000
970	Transfers to Other Funds	3,677	5,618	24,592
	<i>Subtotal</i>	<i>1,018,786</i>	<i>4,628,376</i>	<i>4,700,250</i>
Capital Outlay				
432	Vehicles	4,845	-	-
	<i>Subtotal</i>	<i>4,845</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 4,714,985	\$ 8,128,743	\$ 8,280,258

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: Customer Service

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
NextLight Customer Operations Manager	0.000	1.000	1.000
NextLight Customer Sales and Service Supervisor	0.000	0.000	1.000
Digital Navigation Manager	0.000	1.000	1.000
Customer Experience and Community Relations Analyst	0.000	1.000	1.000
Nextlight Load Analyst	0.000	1.000	1.000
NextLight Sr Customer Service Representative	1.000	1.000	1.000
NextLight Customer Service Representative	7.000	7.000	7.000
Total	8.000	12.000	13.000

Broadband Customer Service

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	368,412	790,195	936,647
112	Temporary Wages	25,333	-	-
121	Overtime Wages	11,355	6,000	10,000
126	RHS Plan	2,000	4,800	5,200
128	FICA	1,576	-	-
129	Medicare Contribution	4,987	11,458	13,583
131	MOPC	18,162	39,510	46,471
132	Employee Insurance	78,939	117,449	129,542
133	GERP Retirement	32,691	71,117	87,367
135	Compensation Insurance	128	369	485
136	Unemployment Insurance	160	258	356
137	Staff Training and Conference	1,270	19,000	25,000
141	Uniforms Protective Clothing	637	1,250	1,500
142	Food Allowance	461	1,200	1,200
	<i>Subtotal</i>	<i>546,113</i>	<i>1,062,606</i>	<i>1,257,351</i>
Operating and Maintenance				
210	Supplies	1,536	3,068	5,000
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	13,785	19,700	10,000
240	Repair and Maintenance	2,148	29,200	5,800
246	Liability Insurance	382	1,023	1,839
247	Safety Expenses	-	-	-
250	Prof and Contracted Services	2,287	2,500	2,500
261	Telephone Charges	840	1,680	1,680
269	Other Services and Charges	50	-	32,600
	<i>Subtotal</i>	<i>21,028</i>	<i>57,171</i>	<i>59,419</i>
Non-Operating Expense				
970	Transfers to Other Funds	-	-	7,400
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>7,400</i>
	SERVICE TOTAL	\$ 567,141	\$ 1,119,777	\$ 1,324,170

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: Marketing Product Distribution

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Product Marketing and Distribution Manager	1.000	1.000	0.000
Product Development and Operations Manager	0.000	0.000	1.000
Fiber Service and Quality Assurance Specialist	1.000	1.000	1.000
Sales and Distribution Manager	1.000	1.000	1.000
Sales Engineer	1.000	1.000	1.000
Sales Coordinator	1.000	1.000	1.000
Total	5.000	5.000	5.000

Broadband Marketing Product Distribution

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	432,768	472,820	498,860
112	Temporary Wages	2,700	6,800	6,956
121	Overtime Wages	-	-	-
126	RHS Plan	2,000	2,000	2,000
128	FICA	167	422	431
129	Medicare Contribution	5,284	6,955	7,334
131	MOPC	21,096	23,641	24,854
132	Employee Insurance	65,258	70,654	68,877
133	GERP Retirement	37,973	42,554	46,724
135	Compensation Insurance	97	149	166
136	Unemployment Insurance	137	155	191
137	Staff Training and Conference	4,733	7,600	8,200
141	Uniforms Protective Clothing	-	800	800
142	Food Allowance	287	300	300
	<i>Subtotal</i>	<i>572,500</i>	<i>634,850</i>	<i>665,693</i>
Operating and Maintenance				
210	Supplies	4,523	6,750	6,750
217	Dues and Subscriptions	1,877	1,785	1,785
218	NonCapital Equip and Furniture	-	-	-
240	Repair and Maintenance	641	1,290	1,290
246	Liability Insurance	289	842	1,108
250	Prof and Contracted Services	-	162,000	50,000
261	Telephone Charges	1,471	1,800	1,800
269	Other Services and Charges	10,632	7,000	10,000
274	Fleet Lease Replacement	-	-	19,021
	<i>Subtotal</i>	<i>19,433</i>	<i>181,467</i>	<i>91,754</i>
Capital Outlay				
432	Vehicles	31,843	-	-
	<i>Subtotal</i>	<i>31,843</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 623,776	\$ 816,317	\$ 757,447

Broadband Network Field 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: Network Field Install

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Field Service Supervisor	0.000	0.000	1.000
NextLight Install Technician	5.000	5.000	7.000
NextLight Service Technician	2.000	2.000	1.000
NextLight Bury Utility Technician	0.000	0.000	3.000
Total	7.000	7.000	12.000

Broadband Network Field Installation Operations

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	1,788	26,255	163,218
112	Temporary Wages	-	-	-
121	Overtime Wages	11,735	33,250	33,250
126	RHS Plan	2,084	2,800	4,800
128	FICA	-	-	-
129	Medicare Contribution	5,991	7,267	13,330
131	MOPC	22,522	25,060	45,962
132	Employee Insurance	76,109	75,090	127,379
133	GERP Retirement	40,540	45,108	86,407
135	Compensation Insurance	887	612	380
136	Unemployment Insurance	157	165	348
137	Staff Training and Conference	941	17,500	20,500
141	Uniforms Protective Clothing	6,070	5,600	6,000
142	Food Allowance	118	800	800
	<i>Subtotal</i>	<i>168,942</i>	<i>239,507</i>	<i>502,374</i>
Operating and Maintenance				
210	Supplies	3,999	4,000	4,800
218	NonCapital Equip and Furniture	23,352	20,000	33,000
240	Repair and Maintenance	3,832	6,400	9,600
246	Liability Insurance	1,944	1,523	3,684
247	Safety Expenses	4,242	6,000	7,500
249	Operating Leases and Rentals	359	1,500	1,500
261	Telephone Charges	5,905	3,810	5,640
269	Other Services and Charges	104	-	-
273	Fleet Lease Operating and Mtc	23,332	16,656	37,748
274	Fleet Lease Replacement	43,666	33,069	50,668
	<i>Subtotal</i>	<i>110,736</i>	<i>92,958</i>	<i>154,140</i>
Capital Outlay				
432	Vehicles	31,999	-	-
	<i>Subtotal</i>	<i>31,999</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 311,677	\$ 332,465	\$ 656,514

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: Network Operations

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Sr Network Engineer	1.000	1.000	1.000
Network Engineer	1.000	1.000	1.000
Nextlight Network Operations Manager	1.000	1.000	1.000
Systems Administrator II	2.000	2.000	2.000
NextLight Technical Service Technician	4.000	2.000	5.000
Lead Network Operations Center Technician	0.000	0.000	1.000
Network Operations Center Technician	2.000	4.000	1.000
Total	11.000	11.000	12.000

Broadband Network Operations

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	819,387	1,003,785	1,103,250
112	Temporary Wages	83	-	-
121	Overtime Wages	39,929	20,000	20,000
126	RHS Plan	11,203	4,400	4,800
128	FICA	11	-	-
129	Medicare Contribution	11,061	14,555	15,998
131	MOPC	42,479	50,189	55,165
132	Employee Insurance	161,353	150,568	153,630
133	GERP Retirement	76,462	90,341	103,706
135	Compensation Insurance	24,250	18,876	9,812
136	Unemployment Insurance	337	331	426
137	Staff Training and Conference	12,199	35,000	35,000
141	Uniforms Protective Clothing	1,824	1,980	2,475
142	Food Allowance	498	750	1,250
	<i>Subtotal</i>	<i>1,201,075</i>	<i>1,390,775</i>	<i>1,505,512</i>
Operating and Maintenance				
210	Supplies	26,080	11,000	15,000
218	NonCapital Equip and Furniture	21,690	33,000	33,000
240	Repair and Maintenance	1,360,216	1,734,816	2,018,534
246	Liability Insurance	9,038	14,570	11,010
247	Safety Expenses	154	300	300
250	Prof and Contracted Services	28,541	25,000	46,930
252	Ads and Legal Notices	551	-	-
260	Utilities	3,860	1,800	1,800
261	Telephone Charges	2,594	5,100	6,270
263	Postage	2,568	2,800	2,800
264	Printing Copying and Binding	104	-	-
265	Loss on Obsolete Items	2,964	1,000	1,000
269	Other Services and Charges	27	-	-
273	Fleet Lease Operating and Mtc	4,861	3,528	1,777
274	Fleet Lease Replacement	6,071	6,071	-
	<i>Subtotal</i>	<i>1,469,318</i>	<i>1,838,985</i>	<i>2,138,421</i>
Capital Outlay				
432	Vehicles	4,845	-	-
440	Machinery and Equipment	1,085,056	853,060	256,244
475	Building and Facility Developmnt	-	-	-
	<i>Subtotal</i>	<i>1,089,901</i>	<i>853,060</i>	<i>256,244</i>
	SERVICE TOTAL	\$ 3,760,294	\$ 4,082,820	\$ 3,900,177

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: Network Outside Plant

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Nextlight Network Director	0.000	1.000	1.000
Fiber Outside Plant Manager	1.000	1.000	0.000
Electric Engineering Project Manager	0.100	0.050	0.050
Fiber Construction Coordinator	1.000	1.000	1.000
Fiber Optic Outside Plant Engineer	0.000	1.000	2.000
NextLight Fiber Technician	2.000	2.000	2.000
NextLight Lead Install Technician	0.000	1.000	1.000
Supervising Electrical Engineer	0.000	0.030	0.030
Sr Electric Distribution Field Engineer	0.400	0.030	0.120
Fiber Field Engineer I	0.000	2.000	1.000
Safety and Training Manager	0.000	1.000	0.300
Total	4.500	10.110	8.500

Broadband Outside Plant Operations

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	311,749	703,146	719,170
112	Temporary Wages	-	41,600	-
121	Overtime Wages	537	13,300	13,300
126	RHS Plan	1,754	3,644	3,400
128	FICA	-	2,579	-
129	Medicare Contribution	4,802	13,902	13,242
131	MOPC	19,563	45,860	45,630
132	Employee Insurance	64,909	137,580	127,072
133	GERP Retirement	35,213	82,548	85,779
135	Compensation Insurance	4,290	1,880	2,959
136	Unemployment Insurance	137	303	348
137	Staff Training and Conference	2,925	26,500	26,500
141	Uniforms Protective Clothing	605	5,800	5,800
142	Food Allowance	449	600	600
	<i>Subtotal</i>	<i>446,933</i>	<i>1,079,242</i>	<i>1,043,800</i>
Operating and Maintenance				
210	Supplies	19,695	6,000	6,000
217	Dues and Subscriptions	10	-	-
218	NonCapital Equip and Furniture	20,936	22,700	30,000
240	Repair and Maintenance	29,946	40,000	40,000
246	Liability Insurance	2,690	1,625	2,949
247	Safety Expenses	2,556	2,750	2,750
249	Operating Leases and Rentals	1,346	5,000	5,000
250	Prof and Contracted Services	183,645	281,000	374,000
259	Licenses and Permits	3,039	3,600	3,600
261	Telephone Charges	945	5,640	5,640
269	Other Services and Charges	1,202	5,000	5,000
273	Fleet Lease Operating and Mtc	15,161	21,192	36,314
274	Fleet Lease Replacement	44,764	67,013	75,622
	<i>Subtotal</i>	<i>325,936</i>	<i>461,520</i>	<i>586,875</i>
Capital Outlay				
432	Vehicles	115,487	-	-
440	Machinery and Equipment	17,772	40,000	40,000
	<i>Subtotal</i>	<i>133,259</i>	<i>40,000</i>	<i>40,000</i>
	SERVICE TOTAL	\$ 906,127	\$ 1,580,762	\$ 1,670,675

Capital Improvement Projects

FUND: Electric and Broadband Fund

DEPARTMENT: Utilities and Public Works and NextLight

Service Description:

Capital projects are listed below. Detailed descriptions of each project are included in the 2024-2028 Capital Improvement Program.

CAPITAL IMPROVEMENT PROGRAM PROJECTS

ELECTRIC PROJECTS	2024 Budget
ELE009 Electric Feeder Underground Conversion	1,300,000
ELE017 Electric Substation Upgrades	1,241,000
ELE044 Electric Grid Modernization	450,000
ELE091 Street Lighting Program	450,000
ELE097 Electric Aid To Construction	3,095,000
ELE102 Electric System Reliability and Rehabilitation	1,050,000
ELE103 Distributed Energy Resources Innovation & Solutions	600,000
PBF082 Municipal Buildings HVAC Replacement	194,425
PBF228 Warehouse Yard Paving	19,000
TRP011 Transportation System Management Program	10,100
TRP094 Railroad Quiet Zones	95,000
TRP135 Coffman St Busway Improvements	650,000
TOTAL	\$ 9,154,525
BROADBAND PROJECTS	2024 Budget
BRB002 Fiber Aid to Construction	\$ 70,000
BRB005 Fiber Reliability Improvements	50,000
BRB006 Fiber Underground Conversion	185,000
BRB007 Fiber System Rehabilitation & Improvements	140,900
BRB008 Fiber Construction	1,153,847
BRB009 Fiber Installation	1,089,511
TRP135 Coffman St Busway Improvements	100,000
TOTAL	\$ 2,789,258

ELECTRIC COMMUNITY INVESTMENT FEE FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	-	-	-
Operating and Maintenance	-	-	-
Non-Operating	-	-	-
Capital	842,119	1,693,515	2,168,594
TOTAL	\$ 842,119	\$ 1,693,515	\$ 2,168,594

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.

2024 Budget

The following capital projects are funded in 2024. Detailed capital project descriptions are included in the 2024-2028 Capital Improvement Program.

CAPITAL IMPROVEMENT PROGRAM PROJECTS

ELECTRIC CIF FUND PROJECTS	2024 Budget
ELE014 Electric System Capacity Increases	1,668,594
ELE016 Electric Substation Expansion	500,000
TOTAL	\$ 2,168,594

ELECTRIC COMMUNITY INVESTMENT FEE FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 5,041,000	\$ 4,803,496	\$ 1,330,087
Committed Working Capital	-	2,408,871	-
SOURCES OF FUNDS			
Fees	708,221	603,977	953,910
Interest	(103,606)	25,000	25,000
TOTAL FUNDS	604,615	628,977	978,910
EXPENSES			
Capital Projects	842,119	1,693,515	2,168,594
TOTAL EXPENSES	842,119	1,693,515	2,168,594
ENDING WORKING CAPITAL	4,803,496	1,330,087	140,403
CONTRIBUTION TO/(FROM) RESERVES	\$ (237,504)	\$ (1,064,538)	\$ (1,189,684)

WATER FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	6,614,923	8,325,965	9,387,511
Operating and Maintenance	8,454,015	10,313,126	11,953,196
Non-Operating	2,155,690	10,016,570	5,516,736
Capital	15,404,735	7,480,140	8,281,422
TOTAL	\$ 32,629,364	\$ 36,135,801	\$ 35,138,865

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 budget services in the following departments:

- ◆ External Services—Parks and Natural Resources and Planning and Development Services
- ◆ Shared Services—Communications, Community and Neighborhood Response, Enterprise Technology Services Applications, and Strategic Integration (Executive Director, Oil and Gas, Business Enablement Rates and Finance, Business Enablement Customer Service and Administration, Business Enablement Technical Services, Data and Analytics, and Geospatial Data)
- ◆ Utilities and Public Works—Administration, Meter Reading, Engineering Services, Construction Services, Survey and Engineering Support, Environmental Services, Water Distribution, Water and Wastewater Engineering, Water Treatment Plant, and Water Resources

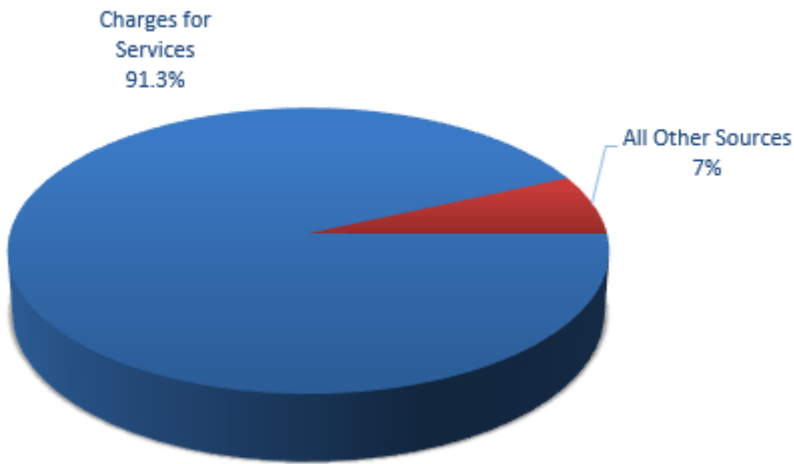
Water System

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

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 102,040,392	\$ 104,896,457	\$ 25,601,275
Committed Working Capital	-	74,506,903	-
SOURCES OF FUNDS			
REVENUES			
Charges for Services	26,570,927	28,294,196	29,862,896
System Development Fees	1,238,363	326,700	368,400
Interest - Operating	(468,662)	73,800	152,600
Intergovernmental	295,322	-	-
Miscellaneous	4,959,752	195,000	200,000
Operating Transfers	2,889,727	2,457,826	1,841,143
Bond Proceeds	-	-	-
TOTAL FUNDS	35,485,429	31,347,522	32,425,039
EXPENSES BY BUDGET SERVICE			
External Services	353,362	420,602	699,459
Shared Services	2,743,032	8,702,544	7,127,184
Electric	165,006	198,789	133,423
Utilities and Public Works	627,779	1,017,378	653,597
Public Works	1,065,417	636,144	719,657
Water and Waste	12,798,426	18,475,564	18,383,531
CIP Projects	14,876,342	6,684,780	7,422,014
Total Operating Expenses	32,629,364	36,135,801	35,138,865
TOTAL ADJUSTED EXPENSES	32,629,364	36,135,801	35,138,865
ENDING WORKING CAPITAL	104,896,457	25,601,275	22,887,449
CONTRIBUTION TO/(FROM) RESERVES	\$ 2,856,065	\$ (4,788,279)	\$ (2,713,826)

WATER FUND - Sources of Funds



- ◆ The Water Fund will receive 91.3% of its operating revenues from the sale of water to the City’s sewer customers in 2024.
- ◆ The 2024 Budget will require a contribution from fund balance of \$2,713,825, primarily for capital projects.

Estimating Major Sources of Funds

Treated Water Sales: Estimates total sales of treated water are based on customer classification, the estimated number of customers in each classification and the estimated average monthly bill in each class.

SOURCES OF FUNDS	2022 Actual	2023 Budget	2024 Budget
Sale of Treated Water	\$ 25,861,466	\$ 27,254,196	\$ 28,822,896
Sale of Raw Water	476,414	1,000,000	1,000,000
Construction Inspection Fees	51,993	-	-
Water Meters	165,289	25,000	25,000
Lab Testing Fees	15,765	15,000	15,000
System Development Fees	1,238,363	326,700	368,400
Intergovernmental Revenue	295,322	-	-
Interest Income	(468,662)	73,800	152,600
Other Revenue	4,959,752	195,000	200,000
Operating Transfers	2,889,727	2,457,826	1,841,143
Bond Proceeds	-	-	-
Contribution from/(to) Fund Balance	(2,856,065)	4,788,279	2,713,826
TOTAL FUNDS NEEDED TO MEET EXPENSES	\$ 32,629,364	\$ 36,135,801	\$ 35,138,865

External Services Department Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	312,814	324,011	608,758
Operating and Maintenance	40,548	96,591	90,701
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 353,362	\$ 420,602	\$ 699,459

Parks and Natural Resources

FUND: Water Fund

DEPARTMENT: External Services

Service Description:

Parks and Natural Resources 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: Parks and Natural Resources

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Director of Parks and Natural Resources	0.201	0.201	0.201
Ecosystem Manager	0.000	0.350	0.285
Open Space Manager	0.100	0.100	0.100
Executive Assistant	0.150	0.150	0.150
Sr Project Manager	0.000	0.000	0.334
Project Manager II	0.750	0.400	0.000
Volunteer Coordinator	0.350	0.350	0.350
Sr Parks and Open Space Ranger	0.000	0.100	0.100
Sr Watershed Ranger	0.000	1.000	1.000
Watershed Ranger II	0.000	1.000	1.000
Sr Arborist Technician	0.250	0.250	0.250
Sr Natural Resources Analyst	0.210	0.210	0.210
Sr Natural Resources Technician	0.650	0.650	0.780
Natural Resources Technician	0.150	0.150	0.000
Total	2.811	4.911	4.760

Parks and Natural Resources

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	233,748	239,670	414,404
112	Temporary Wages	4,852	9,360	9,575
121	Overtime Wages	363	-	-
126	RHS Plan	3,564	1,124	1,904
128	FICA	309	580	594
129	Medicare Contribution	2,881	3,611	6,147
131	MOPC	11,075	11,983	20,721
132	Employee Insurance	35,940	35,950	57,424
133	GERP Retirement	19,936	21,570	38,952
135	Compensation Insurance	71	84	138
136	Unemployment Insurance	76	79	160
	<i>Subtotal</i>	<i>312,814</i>	<i>324,011</i>	<i>550,019</i>
Operating and Maintenance				
210	Supplies	799	6,300	7,182
218	NonCapital Equip and Furniture	160	-	-
222	Chemicals	2,770	-	5,000
240	Repair and Maintenance	152	-	-
246	Liability Insurance	212	1,198	2,180
247	Safety Expenses	-	1,259	1,259
250	Prof and Contracted Services	10,685	46,870	53,432
261	Telephone Charges	971	-	-
273	Fleet Lease Operating and Mtc	5,601	6,897	6,726
274	Fleet Lease Replacement	19,197	34,067	14,822
	<i>Subtotal</i>	<i>40,548</i>	<i>96,591</i>	<i>90,601</i>
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 353,362	\$ 420,602	\$ 640,620

Planning and Development Services

FUND: Water 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.

This budget service is new to the Water Fund in 2024.

SERVICE: Planning and Development Services

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Development Project Administrator	0.090	0.088	0.088
Planning Technician	0.130	0.130	0.130
Administrative Assistant	0.430	0.430	0.430
Total	0.650	0.648	0.648

Planning and Development Services

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	-	-	45,061
112 Temporary Wages	-	-	-
121 Overtime Wages	-	-	-
122 Longevity Compensation	-	-	-
126 RHS Plan	-	-	259
128 FICA	-	-	-
129 Medicare Contribution	-	-	654
131 MOPC	-	-	2,253
132 Employee Insurance	-	-	6,244
133 GERP Retirement	-	-	4,236
135 Compensation Insurance	-	-	15
136 Unemployment Insurance	-	-	17
137 Staff Training and Conference	-	-	-
141 Uniforms Protective Clothing	-	-	-
142 Food Allowance	-	-	-
<i>Subtotal</i>	-	-	58,739
Operating and Maintenance			
210 Supplies	-	-	-
214 Pamphlets and Documents	-	-	-
216 Reference Books and Materials	-	-	-
217 Dues and Subscriptions	-	-	-
218 NonCapital Equip and Furniture	-	-	-
240 Repair and Maintenance	-	-	-
244 Assessments	-	-	-
245 Mileage Allowance	-	-	-
246 Liability Insurance	-	-	100
247 Safety Expenses	-	-	-
249 Operating Leases and Rentals	-	-	-
250 Prof and Contracted Services	-	-	-
252 Ads and Legal Notices	-	-	-
259 Licenses and Permits	-	-	-
260 Utilities	-	-	-
261 Telephone Charges	-	-	-
263 Postage	-	-	-
264 Printing Copying and Binding	-	-	-
269 Other Services and Charges	-	-	-
273 Fleet Lease Operating and Mtc	-	-	-
274 Fleet Lease Replacement	-	-	-
<i>Subtotal</i>	-	-	100
Capital Outlay			
432 Vehicles	-	-	-
<i>Subtotal</i>	-	-	-
SERVICE TOTAL	\$ -	\$ -	\$ 58,839

Shared Services Department Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	36,596	1,350	930,982
Operating and Maintenance	147,192	119,857	801,191
Non-Operating	2,559,244	8,581,337	5,395,011
Capital	-	-	-
TOTAL	\$ 2,743,032	\$ 8,702,544	\$ 7,127,184

Enterprise Technology Services Applications

FUND: Water 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.

This budget service is new to the Water Fund in 2024.

SERVICE: Enterprise Technology Services - Applications

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Technical Functional Analyst CRM and Special Projects	0.000	0.000	0.210
Total	0.000	0.000	0.210

Enterprise Technology Services Applications

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	24,366
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
126	RHS Plan	-	-	84
128	FICA	-	-	-
129	Medicare Contribution	-	-	353
131	MOPC	-	-	1,218
132	Employee Insurance	-	-	1,218
133	GERP Retirement	-	-	2,290
135	Compensation Insurance	-	-	-
136	Unemployment Insurance	-	-	9
137	Staff Training and Conferences	-	-	-
	<i>Subtotal</i>	-	-	29,538
Operating and Maintenance				
210	Supplies	-	-	141
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	420
246	Liability Insurance	-	-	-
250	Prof and Contracted Services	-	-	-
252	Ads and Legal Notices	-	-	-
264	Printing Copying and Binding	-	-	-
	<i>Subtotal</i>	-	-	561
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 30,099

Communications

FUND: Water Fund

DEPARTMENT: Shared Services

Service Description:

The Communications Division is the voice and ears of the City organization. This team works to communicate with Longmont residents about services, emergencies, developments, events, and civic participation that impact or interest the community, as well as receive feedback and relay comments and concerns from the community. The Communications Division is a centralized entity within the Shared Services Department with expertise that includes:

- media relations and public information
- marketing
- strategic communications
- community involvement
- graphic design
- social media
- website administration
- creative outreach
- emergency and crisis communications

Team members are embedded in divisions and departments across the organization to build relationships and maintain subject matter expertise while pooling skills and resources as needed to support City and Council priorities.

SERVICE: Communications

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Assistant Communications and Engagement Director	0.000	0.160	0.160
Citywide Brand and Digital Communications Specialist	0.000	0.085	0.085
Communications and Marketing Specialist	0.000	0.600	0.600
Total	0.000	0.845	0.845

Communications

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	78,320
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
126	RHS Plan	-	-	338
128	FICA	-	-	-
129	Medicare Contribution	-	-	1,136
131	MOPC	-	-	3,916
132	Employee Insurance	-	-	10,852
133	GERP Retirement	-	-	7,362
135	Compensation Insurance	-	-	25
136	Unemployment Insurance	-	-	31
137	Staff Training and Conferences	-	1,350	1,500
	<i>Subtotal</i>	-	1,350	103,480
Operating and Maintenance				
210	Supplies	-	5,090	4,590
217	Dues and Subscriptions	-	12,479	12,479
246	Liability Insurance	-	-	168
250	Prof and Contracted Services	-	25,550	25,300
252	Ads and Legal Notices	-	7,340	7,340
264	Printing Copying and Binding	-	500	1,000
	<i>Subtotal</i>	-	50,959	50,877
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ 52,309	\$ 154,357

Community and Neighborhood Resources

FUND: Water Fund

DEPARTMENT: Shared 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.

This budget service is new to the Water Fund in 2024.

SERVICE: Community Neighborhood Resources

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Neighborhood Resource Coordinator	0.000	0.060	0.060
Social Equity Coordinator	0.000	0.060	0.060
Total	0.000	0.120	0.120

Community and Neighborhood Resources

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	11,598
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
126	RHS Plan	-	-	48
128	FICA	-	-	-
129	Medicare Contribution	-	-	168
131	MOPC	-	-	572
132	Employee Insurance	-	-	1,588
133	GERP Retirement	-	-	1,076
135	Compensation Insurance	-	-	4
136	Unemployment Insurance	-	-	4
137	Staff Training and Conferences	-	-	-
	<i>Subtotal</i>	-	-	15,058
Operating and Maintenance				
210	Supplies	-	-	-
217	Dues and Subscriptions	-	-	-
246	Liability Insurance	-	-	26
250	Prof and Contracted Services	-	-	-
252	Ads and Legal Notices	-	-	-
264	Printing Copying and Binding	-	-	-
	<i>Subtotal</i>	-	-	26
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 15,084

Strategic Integration Executive Director

FUND: Water Fund

DEPARTMENT: Shared Services

Service Description:

The Strategic Integration Executive Director leads the Strategic Integration Division. The Division 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. The goal of Strategic Integration is to use diverse expertise and exceptional customer service to provide and support innovative, effective, and sustainable practices that protect and enhance the community.

SERVICE: Strategic Integration - Executive Director

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Executive Director of Strategic Integration	0.000	0.154	0.154
Project Management Office Manager	0.000	0.000	0.140
Project Management Office Administrative Analyst	0.000	0.000	0.140
Total	0.000	0.154	0.434

Strategic Integration Executive Director

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	54,996
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	-
123	Leave Expense	-	-	-
126	RHS Plan	-	-	174
128	FICA	-	-	-
129	Medicare Contribution	-	-	798
131	MOPC	-	-	2,751
132	Employee Insurance	-	-	7,799
133	GERP Retirement	-	-	5,170
135	Compensation Insurance	-	-	4,437
136	Unemployment Insurance	-	-	21
137	Staff Training and Conference	-	-	2,418
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	78,564
Operating and Maintenance				
210	Supplies	-	-	385
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	1,626
240	Repair and Maintenance	-	-	-
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	1,175
250	Prof and Contracted Services	64,345	68,898	144,899
252	Ads and Legal Notices	-	-	-
256	Refunds	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing Copying and Binding	-	-	-
269	Other Services and Charges	-	-	-
	Fleet Lease Operating and Maintenance	-	-	-
273		-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	64,345	68,898	148,085
Non-Operating Expense				
922	Interest Current Bond Issue	2,551,620	4,168,713	2,401,838
923	Bond Principal Current	-	4,405,000	2,870,000
970	Transfers to Other Funds	7,624	7,624	7,624
	<i>Subtotal</i>	2,559,244	8,581,337	5,279,462
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 2,623,589	\$ 8,650,235	\$ 5,506,111

Oil and Gas

FUND: Water Fund

DEPARTMENT: Shared Services

Service Description:

The Oil and Gas service has a mission to use technical expertise and regulatory involvement to protect the health of Longmont's residents and ecosystems and promote responsible and strategic stewardship of local natural resources. This service coordinates oil and gas legal agreements and reclamation of plugged oil wells, audits oil and gas royalties and negotiates with oil companies, collaborates with other communities on air quality, oil, and gas regulation input, and coordinates with other City staff regarding development. In addition, this service supports the City's Regional Air Quality Study, oversees oil and gas groundwater monitoring, coordinates on surface water monitoring, responds to public inquiries, provides expertise for Sustainability Plan goals, and collaborates state-wide to communicate with the public on air quality.

This budget service is now included in the General Fund.

Oil and Gas

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	25,068	-	-
126	RHS Plan	88	-	-
129	Medicare Contribution	332	-	-
131	MOPC	1,313	-	-
132	Employee Insurance	3,721	-	-
133	GERP Retirement	2,364	-	-
136	Unemployment Insurance	7	-	-
137	Staff Training and Conference	3,704	-	-
	<i>Subtotal</i>	<i>36,596</i>	-	-
Operating and Maintenance				
210	Supplies	-	-	-
217	Dues and Subscriptions	-	-	-
246	Liability Insurance	21	-	-
250	Prof and Contracted Services	82,734	-	-
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	92	-	-
	<i>Subtotal</i>	<i>82,847</i>	-	-
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 119,443	\$ -	\$ -

Strategic Integration Business Enablement/Rates and Finance

FUND: Water Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement includes three budget services that provide expertise in specialized areas:

- Business Enablement/Rates and Finance
- Business Enablement/Technical Services
- Business Enablement/Customer Service and Administration

This budget service is new to the Water Fund in 2024.

SERVICE: Strategic Integration - Business Enablement - Rates and Finance

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Director of Business Enablement	0.000	0.160	0.160
Assistant Director of Business Services	0.000	0.000	0.000
Utility Rate and Analysis Manager	0.000	0.000	0.181
Utility Rate Analyst	0.000	0.180	0.360
Business Analyst	0.000	0.520	0.520
Grant Coordinator	0.000	0.200	0.200
Total	0.000	1.060	1.421

Strategic Integration Business Enablement/Rates and Finance

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	164,346
126	RHS Plan	-	-	568
129	Medicare Contribution	-	-	2,382
131	MOPC	-	-	8,216
132	Employee Insurance	-	-	22,773
133	GERP Retirement	-	-	15,449
135	Compensation Insurance	-	-	46
136	Unemployment Insurance	-	-	63
137	Staff Training and Conference	-	-	4,900
	<i>Subtotal</i>	-	-	218,743
Operating and Maintenance				
210	Supplies	-	-	108
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	189
245	Mileage Allowance	-	-	100
246	Liability Insurance	-	-	307
250	Prof and Contracted Services	-	-	5,636
252	Ads and Legal Notices	-	-	500
261	Telephone Charges	-	-	-
269	Other Services and Charges	-	-	149,241
290	Rebates	-	-	157,140
	<i>Subtotal</i>	-	-	313,221
Non-Operating Expense				
950	Bad Debt	-	-	2,500
970	Transfers to Other Funds	-	-	113,049
	<i>Subtotal</i>	-	-	115,549
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 647,513

Business Enablement/Customer Service and Administration

FUND: Water Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement /Customer Service and Administration provides a wide range of customer service to City utilities. This includes the management of the call center, providing administrative and utility operations support, processing purchase orders and vendor payments, accounts receivable billing, annual pole attachment and lease invoicing, assisting with backflow testing requirements, providing Council agenda and item support, researching and rectifying utility bill issues, managing calls for electric outages, maintaining water and electric meters, and supporting the Water Board and the Sustainability Advisory Board.

This budget service is new to the Water Fund in 2024.

SERVICE: Strategic Integration - Business Enablement - Customer Services and Admin

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Customer Service and Administration Manager	0.000	0.190	0.190
Administrative Supervisor	0.000	0.190	0.190
Administrative Analyst	0.000	0.190	0.380
Executive Assistant	0.000	0.120	0.120
Administrative Assistant	0.000	0.760	0.570
Sr Customer Service Representative	0.000	0.100	0.100
Customer Service Representative	0.000	0.300	0.300
Total	0.000	1.850	1.850

Business Enablement/Customer Service and Administration

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	126,527
121	Overtime Wages	-	-	190
122	Longevity Compensation	-	-	456
126	RHS Plan	-	-	740
129	Medicare Contribution	-	-	1,670
131	MOPC	-	-	6,267
132	Employee Insurance	-	-	17,365
133	GERP Retirement	-	-	11,778
135	Compensation Insurance	-	-	56
136	Unemployment Insurance	-	-	46
137	Staff Training and Conference	-	-	2,964
142	Food Allowance	-	-	760
	<i>Subtotal</i>	-	-	<i>168,819</i>
Operating and Maintenance				
210	Supplies	-	-	2,660
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	808
240	Repair and Maintenance	-	-	2,000
246	Liability Insurance	-	-	371
250	Prof and Contracted Services	-	-	8,763
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	103
	<i>Subtotal</i>	-	-	<i>14,705</i>
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 183,524

Business Enablement/Technical Services

FUND: Water Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement /Technical Services provides technical assistance related to software purchasing and implementation for City utilities, manages servers supporting systems for critical infrastructure, manages dedicated hardware for systems supporting City services, and develops reports, subscriptions, and dashboards utilizing business intelligence tools for all systems. This service also supports, develops, and maintains multiple specialized systems and integrations between multiple systems.

This budget service is new to the Water Fund in 2024.

SERVICE: Strategic Integration - Business Enablement - Technology

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Technical Services Manager	0.000	0.100	0.100
Sr Programmer Analyst	0.000	0.130	0.130
Lead Technical Functional Analyst	0.000	0.103	0.103
Technical Functional Analyst	0.000	0.000	0.100
Application Support Analyst	0.000	0.130	0.130
Total	0.000	0.463	0.563

Business Enablement/Technical Services

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	70,830
126	RHS Plan	-	-	225
129	Medicare Contribution	-	-	1,027
131	MOPC	-	-	3,541
132	Employee Insurance	-	-	9,814
133	GERP Retirement	-	-	6,658
135	Compensation Insurance	-	-	19
136	Unemployment Insurance	-	-	27
137	Staff Training and Conference	-	-	1,560
	<i>Subtotal</i>	-	-	<i>93,701</i>
Operating and Maintenance				
210	Supplies	-	-	3,630
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	28,042
240	Repair and Maintenance	-	-	56,073
246	Liability Insurance	-	-	295
250	Prof and Contracted Services	-	-	75,014
252	Ads and Legal Notices	-	-	-
260	Utilities	-	-	23,400
261	Telephone Charges	-	-	9,222
	<i>Subtotal</i>	-	-	<i>195,676</i>
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 289,377

Data and Analytics

FUND: Water Fund

DEPARTMENT: Shared Services

Service Description:

The Data and Analytics service has a mission to grow data culture and best practices across the City through process improvement, capacity-building, infrastructure design, education, and consulting. This service seeks to empower City staff to achieve innovative, effective, and equitable service through quality, trustworthy, useful data and analysis .

This budget service is new to the Water Fund in 2024.

SERVICE: Strategic Integration - Office of Data & Analytics

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Data and Analytics Program Manager	0.000	0.280	0.280
Business Process Improvement Coordinator	0.000	0.280	0.280
Data and Innovation Analyst	0.000	0.140	0.140
Total	0.000	0.700	0.700

Data and Analytics

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	82,269
112	Temporary Wages	-	-	18,240
126	RHS Plan	-	-	280
128	FICA	-	-	1,131
129	Medicare Contribution	-	-	1,457
131	MOPC	-	-	4,105
132	Employee Insurance	-	-	11,377
133	GERP Retirement	-	-	7,717
135	Compensation Insurance	-	-	26
136	Unemployment Insurance	-	-	31
137	Staff Training and Conference	-	-	1,148
	<i>Subtotal</i>	-	-	<i>127,781</i>
Operating and Maintenance				
210	Supplies	-	-	-
217	Dues and Subscriptions	-	-	-
240	Repair and Maintenance	-	-	574
246	Liability Insurance	-	-	174
250	Prof and Contracted Services	-	-	40,200
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
	<i>Subtotal</i>	-	-	<i>40,948</i>
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 168,729

Geospatial Data

FUND: Water Fund

DEPARTMENT: Shared Services

Service Description:

The Geospatial Data service has a goal to effectively deliver geospatial data, tools and customer support across all City work spaces to enhance decision making and promote GIS integration into common processes. The Geographic Information System (GIS) Office provides and coordinates staff and resource support for City wide GIS and spatial data needs. Staff members manage the GIS system, support access to GIS, as well data creation / maintenance, electronic mapping, and creation and maintenance of Online maps, dashboards, and mapping applications .

This budget service is new to the Water Fund in 2024.

SERVICE: Strategic Integration - Office of Geospatial Data

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Geospatial Data and Analysis Program Manager	0.000	0.100	0.100
Technical Functional Analyst	0.000	0.100	0.000
Lead GIS Analyst	0.000	0.070	0.000
GIS Coordinator	0.000	0.000	0.100
Sr GIS Analyst	0.000	0.170	0.100
Sr GIS Mapping Technician	0.000	0.100	0.400
GIS/Mapping Technician	0.000	0.070	0.000
Total	0.000	0.610	0.700

Geospatial Data

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	69,983
126	RHS Plan	-	-	280
129	Medicare Contribution	-	-	1,016
131	MOPC	-	-	3,498
132	Employee Insurance	-	-	9,696
133	GERP Retirement	-	-	6,577
135	Compensation Insurance	-	-	20
136	Unemployment Insurance	-	-	25
137	Staff Training and Conference	-	-	4,203
	<i>Subtotal</i>	-	-	95,298
Operating and Maintenance				
210	Supplies	-	-	243
216	Reference Books and Materials	-	-	37
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	4,145
240	Repair and Maintenance	-	-	17,632
246	Liability Insurance	-	-	135
250	Prof and Contracted Services	-	-	14,787
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
264	Printing Copying and Binding	-	-	113
	<i>Subtotal</i>	-	-	37,092
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 132,390

Utilities and Public Works Department Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	413,976	839,421	642,493
Operating and Maintenance	213,804	177,957	11,104
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 627,779	\$ 1,017,378	\$ 653,597

Utilities and Public Works Administration

FUND: Water Fund

DEPARTMENT: Utilities and Public Works

Service Description:

The Utilities and Public Works Administration service is responsible for administering City policies, developing departmental policies and procedures, providing effective supervision of personnel, and assuring effective management of the financial and operational condition of the utilities and funds.

SERVICE: Administration

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Assistant City Manager Utilities and Public Works	0.000	0.220	0.220
Director of Operations	0.250	0.250	0.350
Engineering and Operations Administrator	0.000	0.000	0.500
Director of Engineering Services	0.300	0.300	0.300
Sr Electrical and Control Systems Engineer	0.000	0.500	0.500
Administrative Assistant	0.000	0.000	0.190
Total	0.550	1.270	2.060

Utilities and Public Works Administration

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget	
111	Salaries and Wages	276,654	619,924	461,062
112	Temporary Wages	11,774	42,344	43,318
121	Overtime Wages	-	350	350
122	Longevity Compensation	342	521	-
123	Leave Expense	-	20,487	23,000
126	RHS Plan	11,792	2,092	824
128	FICA	708	2,625	2,686
129	Medicare Contribution	3,652	7,457	5,999
131	MOPC	14,655	24,426	18,521
132	Employee Insurance	62,267	73,075	51,328
133	GERP Retirement	26,448	43,966	34,819
135	Compensation Insurance	296	197	-
136	Unemployment Insurance	132	162	141
137	Staff Training and Conferences	4,413	1,370	320
142	Food Allowance	843	425	125
	<i>Subtotal</i>	<i>413,976</i>	<i>839,421</i>	<i>642,493</i>
Operating and Maintenance				
210	Supplies	1,750	1,586	500
216	Reference Books and Materials	-	200	200
217	Dues and Subscriptions	2,698	695	695
218	NonCapital Equip and Furniture	7,422	1,944	1,725
240	Repair and Maintenance	6,080	23,125	500
245	Mileage Allowance	82	820	820
246	Liability Insurance	846	1,386	-
247	Safety Expenses	-	-	-
250	Prof and Contracted Services	57,478	88,537	-
252	Ads and Legal Notices	-	4,500	-
260	Utilities	225	-	-
261	Telephone Charges	297	800	800
263	Postage	2	-	-
264	Printing Copying and Binding	17	-	-
269	Other Services and Charges	134,117	50,000	-
273	Fleet Lease Operating and Mtc	1,349	406	1,907
274	Fleet Lease Replacement	1,440	3,958	3,957
	<i>Subtotal</i>	<i>213,804</i>	<i>177,957</i>	<i>11,104</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 627,779	\$ 1,017,378	\$ 653,597

Electric Services Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	133,086	167,652	100,500
Operating and Maintenance	31,920	31,137	32,923
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 165,006	\$ 198,789	\$ 133,423

Meter Reading

FUND: Water Fund

DEPARTMENT: Utilities and Public Works

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.

SERVICE: Meter Reading

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Meter Reading Supervisor	0.300	0.300	0.300
Sr Meter Reader	0.225	0.225	0.000
Meter Reader	1.200	1.200	0.825
Administrative Analyst	0.300	0.300	0.000
Total	2.025	2.025	1.125

Meter Reading

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	46,718	125,889	73,874
112	Temporary Wages	49,121	-	-
121	Overtime Wages	24	150	150
126	RHS Plan	544	810	450
128	FICA	3,059	-	-
129	Medicare Contribution	1,367	1,825	1,072
131	MOPC	2,641	6,294	3,694
132	Employee Insurance	18,456	18,883	10,236
133	GERP Retirement	4,755	11,330	6,944
135	Compensation Insurance	6,056	614	1,712
136	Unemployment Insurance	39	42	28
137	Staff Training and Conference	-	1,515	900
141	Uniforms Protective Clothing	284	300	1,440
142	Food Allowance	23	-	-
	<i>Subtotal</i>	<i>133,086</i>	<i>167,652</i>	<i>100,500</i>
Operating and Maintenance				
210	Supplies	385	150	90
218	NonCapital Equip and Furniture	24	150	750
240	Repair and Maintenance	1,557	5,442	5,477
246	Liability Insurance	968	383	516
247	Safety Expenses	295	720	450
250	Prof and Contracted Services	-	600	600
261	Telephone Charges	355	486	480
264	Printing Copying and Binding	-	60	36
270	Administrative and Management Services	11,434	13,561	10,149
273	Fleet Lease Operating and Mtc	13,899	7,984	12,774
274	Fleet Lease Replacement	3,003	1,601	1,601
	<i>Subtotal</i>	<i>31,920</i>	<i>31,137</i>	<i>32,923</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 165,006	\$ 198,789	\$ 133,423

Public Works Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	921,591	437,206	655,938
Operating and Maintenance	133,524	196,436	63,719
Non-Operating	-	-	-
Capital	10,302	2,502	-
TOTAL	\$ 1,065,417	\$ 636,144	\$ 719,657

Engineering Services

FUND: Water Fund

DEPARTMENT: Utilities and Public Works

Service Description:

This service provides engineering assistance. Activities include planning for development and capital improvement programs, as well as staffing, supervision and evaluation of employees.

SERVICE: Engineering Services

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Engineering Administrator	0.800	0.050	0.050
Assistant Director of Engineering Services	0.500	0.500	0.000
Assistant Director of Water and Waste	0.000	0.000	0.100
Sr Civil Engineer	2.200	0.600	0.500
Civil Engineer II	2.000	1.100	1.000
Project Manager II	0.150	0.150	0.050
Total	5.650	2.400	1.700

Engineering Services Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	532,212	-	225,452
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	-
126	RHS Plan	-	-	680
128	FICA	-	-	-
129	Medicare Contribution	-	-	3,269
131	MOPC	-	-	11,275
132	Employee Insurance	-	-	31,243
133	GERP Retirement	-	-	21,193
135	Compensation Insurance	-	-	-
136	Unemployment Insurance	-	-	87
137	Staff Training and Conference	2,052	-	2,000
141	Uniforms Protective Clothing	-	-	-
142	Food Allowance	-	-	-
	<i>Subtotal</i>	<i>534,263</i>	-	<i>295,199</i>
Operating and Maintenance				
210	Supplies	4,374	-	3,000
216	Reference Books and Materials	-	-	100
217	Dues and Subscriptions	695	-	425
218	NonCapital Equip and Furniture	7,922	-	2,462
240	Repair and Maintenance	13,123	-	10,426
245	Mileage Allowance	2	-	50
246	Liability Insurance	-	-	-
247	Safety Expenses	50	-	300
249	Operating Leases and Rentals	-	-	-
250	Prof and Contracted Services	3,521	-	5,000
252	Ads and Legal Notices	-	-	-
256	Refunds	-	-	-
259	Licenses and Permits	-	-	-
261	Telephone Charges	1,859	-	1,200
263	Postage	-	-	-
264	Printing Copying and Binding	-	-	250
269	Other Services and Charges	-	-	-
270	Administrative and Management Services	-	-	-
271	Franchise Equivalency	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
275	Building Permits To LDDA	-	-	-
	<i>Subtotal</i>	<i>31,546</i>	-	<i>23,213</i>
Non-Operating Expense				
927	Principal Notes and Contracts	-	-	-
928	Interest Notes and Contracts	-	-	-
950	Bad Debt	-	-	-
970	Transfers to Other Funds	-	-	-
	<i>Subtotal</i>	-	-	-
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
471	Land	-	-	-
475	Building and Facility Improvements	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 565,809	\$ -	\$ 318,412

Construction Inspection

FUND: Water Fund

DEPARTMENT: Utilities and Public Works

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 Services

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Construction Inspection Supervisor	0.200	0.200	0.200
Sr Construction Inspector	0.800	0.800	0.800
Construction Inspector	0.600	1.000	1.000
Total	1.600	2.000	2.000

Construction Inspection

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	113,182	131,897	168,815
112	Temporary Wages	-	100	102
121	Overtime Wages	14,466	12,000	12,000
122	Longevity Compensation	-	-	-
126	RHS Plan	791	640	800
128	FICA	-	6	6
129	Medicare Contribution	1,607	1,914	2,450
131	MOPC	5,739	6,595	8,441
132	Employee Insurance	19,629	19,785	23,393
133	GERP Retirement	10,331	11,871	15,869
135	Compensation Insurance	870	858	1,456
136	Unemployment Insurance	42	44	63
137	Staff Training and Conferences	-	800	600
141	Uniforms Protective Clothing	-	200	300
	<i>Subtotal</i>	<i>166,657</i>	<i>186,710</i>	<i>234,295</i>
Operating and Maintenance				
210	Supplies	1,417	1,400	1,800
216	Reference Books and Materials	-	80	20
217	Dues and Subscriptions	-	200	200
218	NonCapital Equip and Furniture	2,083	1,900	2,300
222	Chemicals	-	400	400
240	Repair and Maintenance	-	120	120
246	Liability Insurance	322	435	586
247	Safety Expenses	-	300	300
249	Operating Leases and Rentals	216	800	600
250	Prof and Contracted Services	-	-	-
260	Utilities	65	-	-
261	Telephone Charges	84	1,856	1,856
264	Printing Copying and Binding	-	120	140
273	Fleet Lease Operating and Mtc	8,351	8,620	7,795
274	Fleet Lease Replacement	3,319	5,436	3,342
	<i>Subtotal</i>	<i>15,856</i>	<i>21,667</i>	<i>19,459</i>
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 182,513	\$ 208,377	\$ 253,754

Survey and Engineering Support

FUND: Water Fund

DEPARTMENT: Utilities and Public Works

Service Description:

This service provides surveying and engineering support. This includes technical support for development and capital improvement programs for the Utilities and Public Works Department, as well as staffing, supervision and evaluation of employees.

SERVICE: Survey and Engineering Support

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Engineering and Surveying Technician Supervisor	0.250	0.250	0.250
Engineering Technician	0.500	0.500	0.500
Sr Engineering Technician	0.250	0.250	0.250
Total	1.000	1.000	1.000

Survey and Engineering Support

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	157,805	187,747	95,801
121	Overtime Wages	-	417	500
126	RHS Plan	5,516	789	400
129	Medicare Contribution	2,137	2,723	1,389
131	MOPC	8,415	9,387	4,782
132	Employee Insurance	30,578	28,140	13,253
133	GERP Retirement	15,147	16,897	8,992
135	Compensation Insurance	136	134	30
136	Unemployment Insurance	65	62	37
137	Staff Training and Conferences	853	4,125	1,200
141	Uniforms Protective Clothing	-	75	60
142	Food Allowance	18	-	-
	<i>Subtotal</i>	<i>220,670</i>	<i>250,496</i>	<i>126,444</i>
Operating and Maintenance				
210	Supplies	8,266	2,125	600
216	Reference Books and Materials	-	25	25
217	Dues and Subscriptions	31	742	100
218	NonCapital Equip and Furniture	19,419	19,200	360
240	Repair and Maintenance	39,077	57,731	5,440
246	Liability Insurance	419	535	198
247	Safety Expenses	-	250	100
250	Prof and Contracted Services	6,899	65,464	7,020
260	Utilities	-	13,500	-
261	Telephone Charges	7,872	9,222	120
264	Printing Copying and Binding	35	125	40
273	Fleet Lease Operating and Mtc	2,610	1,324	2,517
274	Fleet Lease Replacement	1,495	4,526	4,527
	<i>Subtotal</i>	<i>86,123</i>	<i>174,769</i>	<i>21,047</i>
Capital Outlay				
440	Machinery and Equipment	10,302	2,502	-
	<i>Subtotal</i>	<i>10,302</i>	<i>2,502</i>	<i>-</i>
	SERVICE TOTAL	\$ 317,095	\$ 427,767	\$ 147,491

Water and Wastewater Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	4,796,860	6,556,325	6,448,840
Operating and Maintenance	7,887,028	9,691,148	10,953,558
Non-Operating	(403,553)	1,435,233	121,725
Capital	518,092	792,858	859,408
TOTAL	\$ 12,798,426	\$ 18,475,564	\$ 18,383,531

Environmental Services

FUND: Water Fund

DEPARTMENT: Utilities and Public Works

Service Description:

The Environmental Services Division 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 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: Environmental Services

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Environmental Services Manager	0.280	0.300	0.450
Water Quality and Environmental Compliance Coordinator	0.000	0.500	1.000
Water Quality Laboratory Supervisor	0.350	0.350	0.350
Sr Civil Engineer	0.000	0.000	1.000
Civil Engineer II	1.000	1.000	0.000
Water Quality Analyst II	1.400	1.400	1.750
Water Quality Analyst I	0.000	0.350	0.000
Water Quality Specialist II	0.700	0.700	0.700
Water Quality Specialist I	0.350	0.350	0.350
Laboratory Support Technician	0.350	0.350	0.350
Total	4.430	5.300	5.950

Environmental Services

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	339,037	495,584	605,299
112	Temporary Wages	46,683	99,346	121,631
121	Overtime Wages	5,088	8,000	8,000
122	Longevity Compensation	-	-	-
126	RHS Plan	16,334	2,120	2,380
128	FICA	2,894	6,159	7,541
129	Medicare Contribution	5,229	8,628	10,542
131	MOPC	17,401	24,780	30,265
132	Employee Insurance	69,371	74,338	84,332
133	GERP Retirement	31,323	44,603	56,898
135	Compensation Insurance	3,823	4,722	3,250
136	Unemployment Insurance	143	163	231
137	Staff Training and Conference	299	6,174	6,176
141	Uniforms Protective Clothing	30	1,138	1,138
142	Food Allowance	21	35	35
	<i>Subtotal</i>	<i>537,677</i>	<i>775,790</i>	<i>937,718</i>
Operating and Maintenance				
210	Supplies	50,506	55,462	55,285
216	Reference Books and Materials	-	410	410
217	Dues and Subscriptions	1,040	2,466	2,466
218	NonCapital Equip and Furniture	2,586	5,405	3,410
232	Building Repair and Maintenance	-	-	-
240	Repair and Maintenance	43,564	57,205	53,005
245	Mileage Allowance	-	500	500
246	Liability Insurance	546	1,140	1,468
247	Safety Expenses	592	550	550
250	Prof and Contracted Services	98,665	300,675	591,175
252	Ads and Legal Notices	1,033	-	-
259	Licenses and Permits	5,733	12,150	12,150
261	Telephone Charges	1,402	700	700
263	Postage	13	9,044	9,044
264	Printing/Copying and Binding	33	5,000	5,000
269	Other Services and Charges	-	35	35
273	Fleet Lease Operating and Mtc	1,993	2,173	1,631
274	Fleet Lease Replacement	2,492	2,492	2,492
	<i>Subtotal</i>	<i>210,198</i>	<i>455,407</i>	<i>739,321</i>
Capital Outlay				
432	Vehicles	-	4,200	-
440	Machinery and Equipment	16,848	26,250	40,000
	<i>Subtotal</i>	<i>16,848</i>	<i>30,450</i>	<i>40,000</i>
	SERVICE TOTAL	\$ 764,723	\$ 1,261,647	\$ 1,717,039

Water Distribution

FUND: Water Fund

DEPARTMENT: Utilities and Public Works

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:	2022 Budget	2023 Budget	2024 Budget
Engineering Administrator	0.000	0.000	0.250
Utility Operations and Maintenance Manager	0.000	0.000	0.550
System Operations Supervisor	0.000	0.000	1.100
Operations Support Specialist	1.900	0.900	0.900
Operations and Maintenance Technician II	0.000	0.000	0.400
Public Works Technician II	0.300	0.200	0.300
Public Works Technician I	0.200	0.200	0.200
Water Utility Technician Lead	6.250	5.000	0.000
Water Utility Technician III	0.000	1.000	7.750
Water Utility Technician II	0.000	0.000	1.450
Water Utility Technician I	0.000	0.000	2.000
Total	8.650	7.300	14.900

Water Distribution

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	900,169	1,121,765	1,337,683
112	Temporary Wages	31,010	31,800	107,531
115	One Time Payment	-	-	-
121	Overtime Wages	105,310	80,000	120,000
122	Longevity Compensation	-	-	-
126	RHS Plan	5,843	5,860	5,960
128	FICA	1,958	1,972	6,667
129	Medicare Contribution	13,034	16,727	20,955
131	MOPC	44,657	56,088	66,783
132	Employee Insurance	154,266	167,954	185,077
133	GERP Retirement	80,382	100,958	125,546
135	Compensation Insurance	16,829	13,533	8,681
136	Unemployment Insurance	316	370	513
137	Staff Training and Conference	11,325	20,917	20,917
141	Uniforms Protective Clothing	11,753	7,996	7,996
142	Food Allowance	1,174	700	700
	<i>Subtotal</i>	<i>1,378,026</i>	<i>1,626,640</i>	<i>2,015,009</i>
Operating and Maintenance				
210	Supplies	29,330	29,855	29,855
216	Reference Books and Materials	631	500	500
217	Dues and Subscriptions	4,164	29,750	29,750
218	NonCapital Equip and Furniture	5,905	21,800	21,800
220	Gas and Oil	-	100	100
222	Chemicals	8,249	10,000	10,000
240	Repair and Maintenance	414,074	345,000	345,000
245	Mileage Allowance	-	500	500
246	Liability Insurance	68,197	89,452	88,598
247	Safety Expenses	17,041	8,500	8,500
249	Operating Leases and Rentals	757	2,000	2,000
250	Prof and Contracted Services	655,590	500,197	628,197
252	Ads and Legal Notices	142	2,000	2,000
259	Licenses and Permits	1,300	2,620	2,620
260	Utilities	89,569	94,440	104,440
261	Telephone Charges	9,561	6,489	6,489
263	Postage	1,966	-	-
264	Printing Copying and Binding	26	1,000	1,000
269	Other Services and Charges	-	3,000	3,000
273	Fleet Lease Operating and Mtc	126,705	150,517	150,624
274	Fleet Lease Replacement	275,388	274,345	209,870
	<i>Subtotal</i>	<i>1,708,594</i>	<i>1,579,065</i>	<i>1,651,843</i>
Capital Outlay				
440	Machinery and Equipment	60,433	30,433	30,433
455	Building and Facility Developmnt	-	53,000	53,000
481	Taps	-	20,000	20,000
484	Backflow Devices	-	3,000	3,000
486	Meters	432,281	547,975	622,975
	<i>Subtotal</i>	<i>492,714</i>	<i>654,408</i>	<i>729,408</i>
	SERVICE TOTAL	\$ 3,579,334	\$ 3,860,113	\$ 4,396,260

Water and Wastewater Engineering

FUND: Water Fund

DEPARTMENT: Utilities and Public Works

Service Description:

This service provides engineering assistance to the department's Water and Wastewater Utilities. Activities include planning for development and capital improvement programs, as well as staffing, supervision and evaluation of employees.

SERVICE: Water and Wastewater Engineering

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Engineering Administrator	0.000	0.000	0.500
Sr Civil Engineer	0.000	2.100	1.500
Civil Engineer II	0.000	0.900	1.400
Total	0.000	3.000	3.400

Water and Wastewater Engineering Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	815,026
112	Temporary Wages	6,048	7,500
121	Overtime Wages	7,170	250
122	Longevity Compensation	-	-
126	RHS Plan	11,823	2,799
128	FICA	375	465
129	Medicare Contribution	6,769	11,927
131	MOPC	25,958	40,751
132	Employee Insurance	119,974	122,254
133	GERP Retirement	46,724	73,352
135	Compensation Insurance	234	272
136	Unemployment Insurance	250	269
137	Staff Training and Conference	-	8,000
141	Uniforms Protective Clothing	85	125
142	Food Allowance	300	400
	<i>Subtotal</i>	<i>225,710</i>	<i>1,083,390</i>
Operating and Maintenance			
210	Supplies	-	5,600
216	Reference Books and Materials	-	500
217	Dues and Subscriptions	-	1,625
218	NonCapital Equip and Furniture	-	6,850
240	Repair and Maintenance	-	26,945
245	Mileage Allowance	-	200
246	Liability Insurance	1,103	1,983
247	Safety Expenses	-	1,125
249	Operating Leases and Rentals	668	-
250	Prof and Contracted Services	-	56,550
252	Ads and Legal Notices	251	400
256	Refunds	24,861	25,000
259	Licenses and Permits	1,818	2,500
261	Telephone Charges	-	4,585
263	Postage	630	1,000
264	Printing Copying and Binding	-	550
269	Other Services and Charges	92,403	222,004
	Administrative and Management Ser-		
270	vices	1,657,856	1,923,086
271	Franchise Equivalency	542,014	573,644
273	Fleet Lease Operating and Mtc	3,211	11,781
274	Fleet Lease Replacement	2,836	8,929
275	Building Permits To LDDA	500	-
	<i>Subtotal</i>	<i>2,328,151</i>	<i>2,874,857</i>
Non-Operating Expense			
927	Principal Notes and Contracts	-	1,282,546
928	Interest Notes and Contracts	(567,157)	3,661
950	Bad Debt	3,489	2,500
970	Transfers to Other Funds	160,115	146,526
	<i>Subtotal</i>	<i>(403,553)</i>	<i>1,435,233</i>
Capital Outlay			
432	Vehicles	-	-
440	Machinery and Equipment	-	-
471	Land	-	-
475	Building and Facility Improvements	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 2,150,307	\$ 5,393,480
		\$	\$ 3,904,917

Water Treatment

FUND: Water Fund

DEPARTMENT: Utilities and Public Works

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:	2022 Budget	2023 Budget	2024 Budget
Engineering Administrator	0.000	0.250	0.000
Chief Plant Operator	1.000	1.000	1.000
System Operations Supervisor	0.000	1.100	0.000
Control Systems Operations Supervisor	0.000	0.500	0.500
Treatment Operations Supervisor	1.000	1.000	1.000
Maintenance Supervisor	0.300	0.300	0.300
Treatment Operations Manager	0.500	0.500	0.500
Treatment Operations Assistant Manager	0.300	0.300	0.000
Utility Operations and Maintenance Manager	0.000	0.550	0.000
Field Engineer	0.500	0.500	0.500
Electrician II	0.000	0.000	0.500
Electrician	0.500	0.500	0.000
Operations and Maintenance Technician Lead	9.500	7.900	0.000
Operations and Maintenance Technician III	0.000	2.000	2.000
Operations and Maintenance Technician II	0.000	0.000	7.500
Water Utility Technician Lead	0.000	1.250	0.000
Water Utility Technician III	0.000	1.750	0.000
Water Utility Technician	0.000	2.200	0.000
Public Works Technician II	0.000	0.100	0.000
Instrumentation Technician II	0.000	0.500	0.500
Instrumentation Technician II	1.000	0.500	0.500
Total	14.600	22.700	14.800

Water Treatment

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	1,222,780	1,421,239	1,340,286
112	Temporary Wages	-	10,000	10,230
121	Overtime Wages	26,830	31,400	31,400
126	RHS Plan	21,423	6,340	5,920
128	FICA	-	620	634
129	Medicare Contribution	15,694	20,753	19,584
131	MOPC	61,057	71,062	67,013
132	Employee Insurance	209,727	213,186	185,722
133	GERP Retirement	109,901	127,911	125,985
135	Compensation Insurance	13,967	14,836	10,995
136	Unemployment Insurance	434	469	511
137	Staff Training and Conferences	6,211	10,000	10,000
141	Uniforms Protective Clothing	5,252	5,000	5,000
142	Food Allowance	119	1,000	1,000
	<i>Subtotal</i>	<i>1,693,395</i>	<i>1,933,816</i>	<i>1,814,280</i>
Operating and Maintenance				
210	Supplies	56,092	38,226	38,226
216	Reference Books and Materials	-	1,600	1,600
217	Dues and Subscriptions	18,997	16,000	16,000
218	NonCapital Equip and Furniture	6,829	45,000	45,000
220	Gas and Oil	68	1,000	1,000
222	Chemicals	746,273	889,000	944,000
240	Repair and Maintenance	91,281	200,999	200,999
245	Mileage Allowance	-	600	600
246	Liability Insurance	2,531	3,772	17,306
247	Safety Expenses	4,251	7,000	7,000
249	Operating Leases and Rentals	-	1,500	1,500
250	Prof and Contracted Services	121,343	222,750	682,750
259	Licenses and Permits	-	11,500	11,500
260	Utilities	182,432	189,000	189,000
261	Telephone Charges	2,938	1,500	1,500
263	Postage	511	-	-
264	Printing Copying and Binding	-	-	-
273	Fleet Lease Operating and Mtc	1,505	7,675	10,350
274	Fleet Lease Replacement	12,959	30,095	30,469
	<i>Subtotal</i>	<i>1,248,011</i>	<i>1,667,217</i>	<i>2,198,800</i>
Capital Outlay				
440	Machinery and Equipment	-	30,000	30,000
	<i>Subtotal</i>	<i>-</i>	<i>30,000</i>	<i>30,000</i>
	SERVICE TOTAL	\$ 2,941,406	\$ 3,631,033	\$ 4,043,080

Water Resources

FUND: Water Fund

DEPARTMENT: Utilities and Public Works

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:	2022 Budget	2023 Budget	2024 Budget
Assistant Director of Water and Waste	0.000	0.000	0.300
Water Resources Manager	0.000	1.000	1.000
Water Conservation and Sustainability Specialist	0.000	1.000	1.000
Environmental Project Specialist	0.000	0.900	0.000
Water Resources Engineer	0.000	1.000	0.000
Water Resources Analyst	0.000	2.000	3.000
Total	0.000	5.900	5.300

Water Resources

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	659,781	762,144	583,536
112	Temporary Wages	41,285	107,642	256,934
121	Overtime Wages	1,469	5,751	5,751
122	Longevity Compensation	5,360	4,620	2,340
126	RHS Plan	26,690	3,200	2,120
128	FICA	2,615	6,674	10,040
129	Medicare Contribution	6,570	9,234	8,763
131	MOPC	33,997	38,107	29,176
132	Employee Insurance	113,179	114,322	81,767
133	GERP Retirement	61,194	68,593	54,851
135	Compensation Insurance	2,435	550	538
136	Unemployment Insurance	238	252	226
137	Staff Training and Conferences	4,293	13,100	16,100
141	Uniforms Protective Clothing	2,059	2,000	2,000
142	Food Allowance	888	500	1,045
	<i>Subtotal</i>	<i>962,052</i>	<i>1,136,689</i>	<i>1,055,187</i>
Operating and Maintenance				
210	Supplies	6,726	5,201	12,871
214	Pamphlets and Documents	1,487	2,150	2,150
216	Reference Books and Materials	65	100	100
217	Dues and Subscriptions	8,043	8,230	8,300
218	NonCapital Equip and Furniture	15,845	8,800	18,700
222	Chemicals	-	-	1,250
240	Repair and Maintenance	73,564	86,701	86,701
244	Assessments	1,818,679	2,188,472	2,241,400
245	Mileage Allowance	100	300	300
246	Liability Insurance	8,431	20,603	22,247
247	Safety Expenses	2,729	1,200	1,200
249	Operating Leases and Rentals	80,136	82,400	82,400
250	Prof and Contracted Services	294,357	610,737	626,412
252	Ads and Legal Notices	1,538	2,000	2,000
259	Licenses and Permits	179	2,875	2,875
260	Utilities	11,869	17,300	17,300
261	Telephone Charges	4,583	2,400	2,400
263	Postage	157	-	-
264	Printing Copying and Binding	943	2,000	2,000
269	Other Services and Charges	3,965	4,500	4,500
273	Fleet Lease Operating and Mtc	15,014	29,369	31,581
274	Fleet Lease Replacement	43,661	39,264	40,361
	<i>Subtotal</i>	<i>2,392,074</i>	<i>3,114,602</i>	<i>3,207,048</i>
Capital Outlay				
432	Vehicles	8,530	78,000	60,000
	<i>Subtotal</i>	<i>8,530</i>	<i>78,000</i>	<i>60,000</i>
	SERVICE TOTAL	\$ 3,362,656	\$ 4,329,291	\$ 4,322,235

Capital Improvement Program Projects

WATER FUND PROJECTS	2024 Budget
PBF082 Municipal Buildings HVAC Replacement	\$ 40,719
PRO200 Public Education and Interpretive Signage	6,645
WTR066 Water Distribution Rehabilitation and Improvements	3,994,350
WTR155 Water Treatment Plant Improvements	250,000
WTR181 Raw Water Transmission Rehab & Improvements	1,666,500
WTR182 Raw Water Flow Monitoring & Automation	30,000
WTR188 Regional Potable Water Interconnections	1,050,000
WTR194 Ralph Price Reservoir Improvements	383,800
TOTAL	\$ 7,422,014

WATER CONSTRUCTION FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	-	-	-
Operating and Maintenance	-	-	-
Non-Operating	2,889,727	2,457,826	1,841,143
Capital	487,829	630,500	600,500
TOTAL	\$ 3,377,556	\$ 3,088,326	\$ 2,441,643

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

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 23,900,742	\$ 23,095,000	\$ 2,931,360
Committed Working Capital	-	18,391,814	-
SOURCES OF FUNDS			
REVENUES			
Charges for Services	3,062,637	1,300,700	1,429,700
Interest	(490,823)	15,800	15,300
TOTAL FUNDS	2,571,814	1,316,500	1,445,000
EXPENSES			
Non-Operating	2,889,727	2,457,826	1,841,143
Capital Projects	487,829	630,500	600,500
TOTAL EXPENSES	3,377,556	3,088,326	2,441,643
ENDING WORKING CAPITAL	23,095,000	2,931,360	1,934,717
CONTRIBUTION TO/(FROM) RESERVES	\$ (805,742)	\$ (1,771,826)	\$ (996,643)

Capital Improvement Program Projects

WATER CONSTRUCTION FUND PROJECTS	2024 Budget
WTR137 Union Reservoir Land Acquisition Program	\$ 50,000
WTR179 Water System Oversizing	50,500
WTR188 Regional Potable Water Interconnections	450,000
WTR196 Southern Water Supply Project Pipeline II	50,000
TOTAL	\$ 600,500

WATER CASH ACQUISITION FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	-	-	-
Operating and Maintenance	897,560	542,000	2,375,000
Non-Operating	-	-	-
Capital	1,473,584	40,000	-
TOTAL	\$ 2,371,144	\$ 582,000	\$ 2,375,000

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

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 2,814,968	\$ 3,719,288	\$ 2,835,580
Committed Working Capital	-	820,408	-
SOURCES OF FUNDS			
REVENUES			
Cash in Lieu of Water Rights	3,355,428	5,000	5,000
Miscellaneous	-	-	-
Interest	(79,964)	13,700	12,500
Estimated Revenue Revision		500,000	
TOTAL FUNDS	3,275,464	518,700	17,500
EXPENSES			
Conservation Initiatives and Misc Operating	897,560	542,000	2,375,000
Capital Projects	1,473,584	40,000	-
TOTAL EXPENSES	2,371,144	582,000	2,375,000
ENDING WORKING CAPITAL	3,719,288	2,835,580	478,080
CONTRIBUTION TO/(FROM) RESERVES	\$ 904,320	\$ (63,300)	\$ (2,357,500)

SEWER FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	4,195,605	5,379,281	5,996,072
Operating and Maintenance	5,136,141	5,894,083	6,520,204
Non-Operating	1,309,628	3,362,672	3,394,950
Capital	2,260,387	1,781,358	3,357,677
TOTAL	\$ 12,901,762	\$ 16,417,394	\$ 19,268,903

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 budget services in the following departments:

- ◆ External Services—Parks and Natural Resources and Planning and Development Services
- ◆ Shared Services—Communications, Community and Neighborhood Resources, Enterprise Technology Services Applications, and Strategic Integration (Executive Director, Business Enablement Rates and Finance, Business Enablement Customer Service and Administration, Business Enablement Technical Services, Data and Analytics, and Geospatial Data)
- ◆ Utilities and Public Works—Administration, Meter Reading, Engineering Services, Construction Services, Survey and Engineering Support, Environmental Services, Water and Wastewater Engineering, Wastewater Collection, and Wastewater Treatment Plant

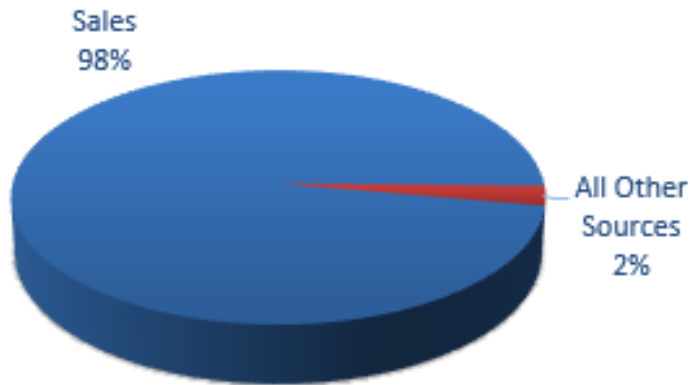
Sewer System

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

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 10,223,137	\$ 13,407,926	\$ 4,604,478
Committed Working Capital	-	8,561,677	-
SOURCES OF FUNDS			
REVENUES			
Charges for Services	15,932,780	15,709,600	19,642,400
Interest - Operating	(383,630)	1,600	35,900
Interest - Debt Service	(1,868)	-	-
Miscellaneous	74,681	-	-
Operating Transfers	464,588	464,423	466,633
TOTAL FUNDS	16,086,551	16,175,623	20,144,933
EXPENSES BY BUDGET SERVICE			
External Services	6,677	8,376	66,075
Shared Services	1,545,213	3,392,487	4,298,384
Electric	55,004	69,890	44,463
Utilities and Public Works	388,970	583,997	540,744
Public Works	948,053	398,783	568,023
Water and Waste	7,921,771	10,513,525	10,748,279
CIP Projects	2,036,074	1,450,336	3,002,935
Total Operating Expenses	12,901,762	16,417,394	19,268,903
TOTAL ADJUSTED EXPENSES	12,901,762	16,417,394	19,268,903
ENDING WORKING CAPITAL	13,407,926	4,604,478	5,480,508
CONTRIBUTION TO/(FROM) RESERVES	\$ 3,184,789	\$ (241,771)	\$ 876,030

SEWER FUND - Source of Funds



- ◆ The Sewer Fund will receive 98% of its operating revenues from sales to the City's wastewater customers in 2024.
- ◆ The 2024 Budget will contribute \$876,030 to the fund balance.

Estimating Major Sources of Funds

Sewer Sales: Estimates charges for sewer services are based on customer classification, the estimated number of customers in each classification and the estimated average monthly bill in each class.

	2022 Actual	2023 Budget	2024 Budget
SOURCES OF FUNDS			
Sales	\$ 15,767,936	\$ 15,709,600	\$ 19,642,400
Industrial Sewer Surcharge	164,844	-	-
System Development Fees	-	-	-
Intergovernmental Revenue	-	-	-
Interest Income	(383,630)	1,600	35,900
Interest on Debt Service	(1,868)	-	-
Operating Transfers	464,588	464,423	466,633
Other Revenue	74,681	-	-
Bond Proceeds	-	-	-
Contribution from/(to) Fund Balance	(3,184,789)	241,771	(876,030)
TOTAL FUNDS NEEDED TO MEET EXPENSES			
	\$ 12,901,762	\$ 16,417,394	\$ 19,268,903

External Services Department Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	2,918	2,830	60,793
Operating and Maintenance	3,759	5,546	5,282
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 6,677	\$ 8,376	\$ 66,075

Parks and Natural Resources

FUND: Sewer Fund

DEPARTMENT: External Services

Service Description:

Parks and Natural Resources 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: Parks Natural Resources

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Sr Natural Resources Technician	0.030	0.030	0.030
Total	0.030	0.030	0.030

Parks and Natural Resources

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	2,244	2,159	2,259
126	RHS Plan	12	12	12
129	Medicare Contribution	29	31	33
131	MOPC	111	108	113
132	Employee Insurance	320	324	313
133	GERP Retirement	200	194	212
135	Compensation Insurance	1	1	1
136	Unemployment Insurance	1	1	1
	<i>Subtotal</i>	<i>2,918</i>	<i>2,830</i>	<i>2,944</i>
Operating and Maintenance				
210	Supplies	42	-	-
222	Chemicals	173	-	-
240	Repair and Maintenance	10	-	-
246	Liability Insurance	2	44	45
250	Prof and Contracted Services	44	2,460	2,460
261	Telephone Charges	17	-	-
273	Fleet Lease Operating and Mtc	2,025	702	1,670
274	Fleet Lease Replacement	1,446	2,340	1,009
	<i>Subtotal</i>	<i>3,759</i>	<i>5,546</i>	<i>5,184</i>
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 6,677	\$ 8,376	\$ 8,128

Planning and Development Services

FUND: Sewer 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.

This budget service is new to the Sewer Fund in 2024.

SERVICE: Planning and Development Services

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Development Project Administrator	0.000	0.088	0.088
Planning Technician	0.120	0.120	0.120
Administrative Assistant	0.430	0.430	0.430
Total	0.550	0.638	0.638

Planning and Development Services

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	44,378
126	RHS Plan	-	-	255
129	Medicare Contribution	-	-	644
131	MOPC	-	-	2,219
132	Employee Insurance	-	-	6,149
133	GERP Retirement	-	-	4,172
135	Compensation Insurance	-	-	15
136	Unemployment Insurance	-	-	17
	<i>Subtotal</i>	-	-	57,849
Operating and Maintenance				
210	Supplies	-	-	-
222	Chemicals	-	-	-
240	Repair and Maintenance	-	-	-
246	Liability Insurance	-	-	98
250	Prof and Contracted Services	-	-	-
261	Telephone Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	98
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 57,947

Shared Services Department Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	-	900	497,658
Operating and Maintenance	63,399	74,556	433,259
Non-Operating	1,481,814	3,317,031	3,367,467
Capital	-	-	-
TOTAL	\$ 1,545,213	\$ 3,392,487	\$ 4,298,384

Enterprise Technology Services Applications

FUND: Sewer 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.

This budget service is new to the Sewer Fund in 2024.

SERVICE: Enterprise Technology Services - Applications

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Technical Functional Analyst CRM and Special Projects	0.000	0.000	0.190
Total	0.000	0.000	0.190

Enterprise Technology Services Applications

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	22,046
126	RHS Plan	-	-	76
129	Medicare Contribution	-	-	320
131	MOPC	-	-	1,102
132	Employee Insurance	-	-	3,197
133	GERP Retirement	-	-	2,072
135	Compensation Insurance	-	-	-
136	Unemployment Insurance	-	-	8
137	Staff Training and Conference	-	-	-
	<i>Subtotal</i>	-	-	28,821
Operating and Maintenance				
210	Supplies	-	-	127
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	380
222	Chemicals	-	-	500
246	Liability Insurance	-	-	-
250	Prof and Contracted Services	-	-	173
252	Ads and Legal Notices	-	-	-
	<i>Subtotal</i>	-	-	1,180
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 30,001

Communications

FUND: Sewer Fund

DEPARTMENT: Shared Services

Service Description:

The Communications Division is the voice and ears of the City organization. This team works to communicate with Longmont residents about services, emergencies, developments, events, and civic participation that impact or interest the community, as well as receive feedback and relay comments and concerns from the community. The Communications Division is a centralized entity within the Shared Services Department with expertise that includes:

- media relations and public information
- marketing
- strategic communications
- community involvement
- graphic design
- social media
- website administration
- creative outreach
- emergency and crisis communications

Team members are embedded in divisions and departments across the organization to build relationships and maintain subject matter expertise while pooling skills and resources as needed to support City and Council priorities.

SERVICE: Communications

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Assistant Communications and Engagement Director	0.000	0.100	0.100
Citywide Brand and Digital Communications Specialist	0.085	0.085	0.085
Communications and Marketing Specialist	0.300	0.300	0.300
Total	0.385	0.485	0.485

Communications

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	45,641
126	RHS Plan	-	-	194
129	Medicare Contribution	-	-	661
131	MOPC	-	-	2,283
132	Employee Insurance	-	-	6,325
133	GERP Retirement	-	-	4,291
135	Compensation Insurance	-	-	15
136	Unemployment Insurance	-	-	18
137	Staff Training and Conference	-	900	1,000
	<i>Subtotal</i>	-	900	60,428
Operating and Maintenance				
210	Supplies	-	60	100
217	Dues and Subscriptions	-	986	986
246	Liability Insurance	-	-	98
250	Prof and Contracted Services	-	3,700	3,000
252	Ads and Legal Notices	-	1,860	2,000
	<i>Subtotal</i>	-	6,606	6,184
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ 7,506	\$ 66,612

Community and Neighborhood Response

FUND: Sewer Fund

DEPARTMENT: Shared 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.

This budget service is new to the Sewer Fund in 2024.

SERVICE: Community Neighborhood Response

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Neighborhood Resource Coordinator	0.020	0.020	0.020
Social Equity Coordinator	0.020	0.020	0.020
Total	0.040	0.040	0.040

Community and Neighborhood Response

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	3,866
126	RHS Plan	-	-	16
129	Medicare Contribution	-	-	57
131	MOPC	-	-	190
132	Employee Insurance	-	-	528
133	GERP Retirement	-	-	358
135	Compensation Insurance	-	-	1
136	Unemployment Insurance	-	-	2
137	Staff Training and Conference	-	-	-
	<i>Subtotal</i>	-	-	5,018
Operating and Maintenance				
210	Supplies	-	-	-
217	Dues and Subscriptions	-	-	-
246	Liability Insurance	-	-	9
250	Prof and Contracted Services	-	-	-
252	Ads and Legal Notices	-	-	-
	<i>Subtotal</i>	-	-	9
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 5,027

Strategic Integration Executive Director

FUND: Sewer Fund

DEPARTMENT: Shared Services

Service Description:

The Strategic Integration Executive Director leads the Strategic Integration Division. The Division 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. The goal of Strategic Integration is to use diverse expertise and exceptional customer service to provide and support innovative, effective, and sustainable practices that protect and enhance the community.

SERVICE: Strategic Integration - Executive Director

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Executive Director of Strategic Integration	0.100	0.050	0.050
Project Management Office Manager	0.000	0.000	0.060
Project Management Office Administrative Analyst	0.000	0.000	0.060
Total	0.100	0.050	0.170

Strategic Integration Executive Director

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	20,743
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	-
126	RHS Plan	-	-	68
128	FICA	-	-	-
129	Medicare Contribution	-	-	300
131	MOPC	-	-	1,037
132	Employee Insurance	-	-	2,951
133	GERP Retirement	-	-	1,950
135	Compensation Insurance	-	-	3
136	Unemployment Insurance	-	-	8
137	Staff Training and Conference	-	-	1,168
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	28,228
Operating and Maintenance				
210	Supplies	-	-	154
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	648
240	Repair and Maintenance	-	-	-
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	20
250	Prof and Contracted Services	62,882	67,950	132,029
252	Ads and Legal Notices	-	-	-
256	Refunds	-	-	-
261	Telephone Charges	-	-	-
264	Printing Copying and Binding	-	-	-
269	Other Services and Charges	250	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	63,132	67,950	132,851
Non-Operating Expense				
922	Interest Current Bond Issue	1,479,958	1,355,175	1,261,125
923	Bond Principal Current	-	1,960,000	2,055,000
970	Transfers to Other Funds	1,856	1,856	1,856
	<i>Subtotal</i>	1,481,814	3,317,031	3,317,981
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 1,544,946	\$ 3,384,981	\$ 3,479,060

Strategic Integration Business Enablement/Rates and Finance

FUND: Sewer Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement includes three budget services that provide expertise in specialized areas:

- Business Enablement/Rates and Finance
- Business Enablement/Technical Services
- Business Enablement/Customer Service and Administration

This budget service is new to the Sewer Fund in 2024.

SERVICE: Strategic Integration - Business Enablement - Rates and Finance

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Director of Business Enablement	0.000	0.110	0.110
Assistant Director of Business Services	0.204	0.080	0.000
Utility Rate and Analysis Manager	0.000	0.000	0.080
Utility Rate Analyst	0.000	0.090	0.180
Grant Coordinator	0.050	0.050	0.050
Business Analyst	0.400	0.250	0.250
Total	0.654	0.580	0.670

Strategic Integration Business Enablement/Rates and Finance

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	78,868
126	RHS Plan	-	-	268
129	Medicare Contribution	-	-	1,143
131	MOPC	-	-	3,944
132	Employee Insurance	-	-	10,930
133	GERP Retirement	-	-	7,415
135	Compensation Insurance	-	-	22
136	Unemployment Insurance	-	-	29
137	Staff Training and Conference	-	-	450
142		-	-	100
	<i>Subtotal</i>	-	-	103,169
Operating and Maintenance				
210	Supplies	-	-	54
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	95
240	Repair and Maintenance	-	-	-
245	Mileage Allowance	-	-	60
246	Liability Insurance	-	-	149
247	Safety Expenses	-	-	-
250	Prof and Contracted Services	-	-	12,758
252	Ads and Legal Notices	-	-	-
259	Licenses and Permits	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	15,000
264	Printing Copying and Binding	-	-	-
269	Other Services and Charges	267	-	95,577
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
290	Rebates	-	-	27,900
	<i>Subtotal</i>	267	-	151,593
Non-Operating Expense				
950	Interest Current Bond Issue	-	-	2,000
970	Transfers to Other Funds	-	-	47,486
	<i>Subtotal</i>	-	-	49,486
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 267	\$ -	\$ 304,248

Business Enablement/Customer Service and Administration

FUND: Sewer Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement /Customer Service and Administration provides a wide range of customer service to City utilities. This includes the management of the call center, providing administrative and utility operations support, processing purchase orders and vendor payments, accounts receivable billing, annual pole attachment and lease invoicing, assisting with backflow testing requirements, providing Council agenda and item support, researching and rectifying utility bill issues, managing calls for electric outages, maintaining water and electric meters, and supporting the Water Board and the Sustainability Advisory Board.

This budget service is new to the Sewer Fund in 2024.

SERVICE: Strategic Integration - Business Enablement - Customer Service and Admin

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Customer Service and Administration Manager	0.050	0.170	0.170
Executive Assistant	0.200	0.100	0.100
Sr Customer Service Representative	0.000	0.050	0.050
Customer Services Representative	0.100	0.100	0.100
Administrative Supervisor	0.000	0.170	0.170
Administrative Analyst	0.000	0.170	0.340
Administrative Assistant	1.000	0.700	0.510
Total	1.350	1.460	1.440

Business Enablement/Customer Service and Administration

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	100,351
121	Overtime Wages	-	-	170
122	Longevity Compensation	-	-	408
126	RHS Plan	-	-	576
129	Medicare Contribution	-	-	1,310
131	MOPC	-	-	4,970
132	Employee Insurance	-	-	13,777
133	GERP Retirement	-	-	9,347
135	Compensation Insurance	-	-	42
136	Unemployment Insurance	-	-	37
137	Staff Training and Conference	-	-	2,652
	<i>Subtotal</i>	-	-	133,640
Operating and Maintenance				
210	Supplies	-	-	3,060
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	723
240	Repair and Maintenance	-	-	-
246	Liability Insurance	-	-	282
247	Safety Expenses	-	-	-
250	Prof and Contracted Services	-	-	7,841
252	Ads and Legal Notices	-	-	-
259	Licenses and Permits	-	-	-
261	Telephone Charges	-	-	92
263	Postage	-	-	-
264	Printing Copying and Binding	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	11,998
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 145,638

Business Enablement/Technical Services

FUND: Sewer Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement /Technical Services provides technical assistance related to software purchasing and implementation for City utilities, manages servers supporting systems for critical infrastructure, manages dedicated hardware for systems supporting City services, and develops reports, subscriptions, and dashboards utilizing business intelligence tools for all systems. This service also supports, develops, and maintains multiple specialized systems and integrations between multiple systems.

This budget service is new to the Sewer Fund in 2024.

SERVICE: Strategic Integration - Business Enablement - Technology

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Technical Services Manager	0.000	0.060	0.060
Lead Technical Functional Analyst	0.000	0.062	0.062
Technical Functional Analyst	0.000	0.000	0.050
Sr Programmer Analyst	0.000	0.090	0.090
Application Support Analyst	0.000	0.090	0.090
Total	0.000	0.302	0.352

Business Enablement/Technical Services

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	44,187
126	RHS Plan	-	-	141
129	Medicare Contribution	-	-	640
131	MOPC	-	-	2,210
132	Employee Insurance	-	-	6,123
133	GERP Retirement	-	-	4,153
135	Compensation Insurance	-	-	85
136	Unemployment Insurance	-	-	16
137	Staff Training and Conference	-	-	970
	<i>Subtotal</i>	-	-	58,525
Operating and Maintenance				
210	Supplies	-	-	1,640
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	20,472
240	Repair and Maintenance	-	-	27,178
246	Liability Insurance	-	-	183
247	Safety Expenses	-	-	-
250	Prof and Contracted Services	-	-	26,799
252	Ads and Legal Notices	-	-	-
259	Licenses and Permits	-	-	-
260	Utilities	-	-	7,800
261	Telephone Charges	-	-	5,976
263	Postage	-	-	-
264	Printing Copying and Binding	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	90,048
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 148,573

Data and Analytics

FUND: Sewer Fund

DEPARTMENT: Shared Services

Service Description:

The Data and Analytics service has a mission to grow data culture and best practices across the City through process improvement, capacity-building, infrastructure design, education, and consulting. This service seeks to empower City staff to achieve innovative, effective, and equitable service through quality, trustworthy, useful data and analysis .

This budget service is new to the Sewer Fund in 2024.

SERVICE: Strategic Integration - Office of Data and Analytics

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Data and Analytics Program Manager	0.000	0.000	0.070
Data and Innovation Analyst	0.000	0.000	0.035
Business Process Improvement Coordinator	0.200	0.200	0.070
Total	0.200	0.200	0.175

Data and Analytics

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	20,567
112	Temporary Wages	-	-	4,560
126	RHS Plan	-	-	70
128	FICA	-	-	283
129	Medicare Contribution	-	-	364
131	MOPC	-	-	1,026
132	Employee Insurance	-	-	2,844
133	GERP Retirement	-	-	1,929
135	Compensation Insurance	-	-	6
136	Unemployment Insurance	-	-	9
137	Staff Training and Conference	-	-	287
	<i>Subtotal</i>	-	-	31,945
Operating and Maintenance				
210	Supplies	-	-	-
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	-
240	Repair and Maintenance	-	-	144
246	Liability Insurance	-	-	43
247	Safety Expenses	-	-	-
250	Prof and Contracted Services	-	-	18,600
252	Ads and Legal Notices	-	-	-
259	Licenses and Permits	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing Copying and Binding	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	18,787
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 50,732

Geospatial Data

FUND: Sewer Fund

DEPARTMENT: Shared Services

Service Description:

The Geospatial Data service has a goal to effectively deliver geospatial data, tools and customer support across all City work spaces to enhance decision making and promote GIS integration into common processes. The Geographic Information System (GIS) Office provides and coordinates staff and resource support for City wide GIS and spatial data needs. Staff members manage the GIS system, support access to GIS, as well data creation / maintenance, electronic mapping, and creation and maintenance of Online maps, dashboards, and mapping applications .

This budget service is new to the Sewer Fund in 2024.

SERVICE: Strategic Integration - Office of Geospatial Data

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Geospatial Data and Analysis Program Manager	0.000	0.050	0.050
Lead GIS Analyst	0.150	0.050	0.000
Technical Functional Analyst	0.150	0.050	0.000
Sr GIS Analyst	0.150	0.100	0.050
GIS Coordinator	0.000	0.000	0.050
Sr GIS Mapping Technician	0.000	0.050	0.200
GIS Mapping Technician	0.150	0.050	0.000
Total	0.600	0.350	0.350

Geospatial Data

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	34,991
126	RHS Plan	-	-	140
129	Medicare Contribution	-	-	505
131	MOPC	-	-	1,750
132	Employee Insurance	-	-	4,849
133	GERP Retirement	-	-	3,289
135	Compensation Insurance	-	-	11
136	Unemployment Insurance	-	-	14
137	Staff Training and Conference	-	-	2,335
	<i>Subtotal</i>	-	-	47,884
Operating and Maintenance				
210	Supplies	-	-	135
216	Reference Books and Materials	-	-	21
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	2,303
240	Repair and Maintenance	-	-	9,796
246	Liability Insurance	-	-	76
247	Safety Expenses	-	-	-
250	Prof and Contracted Services	-	-	8,215
252	Ads and Legal Notices	-	-	-
259	Licenses and Permits	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing Copying and Binding	-	-	63
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	20,609
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 68,493

Utilities and Public Works Department Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	265,539	463,599	505,109
Operating and Maintenance	123,431	120,398	35,635
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 388,970	\$ 583,997	\$ 540,744

Utilities and Public Works Administration

FUND: Sewer Fund

DEPARTMENT: Utilities and Public Works

Service Description:

The Utilities and Public Works Administration service is responsible for administering City policies, developing departmental policies and procedures, providing effective supervision of personnel, and assuring effective management of the financial and operational condition of the utilities and funds.

SERVICE: Administration

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Assistant City Manager Utilities and Public Works	0.000	0.142	0.142
Director of Operations	0.000	0.250	0.350
Engineering and Operations Administrator	0.000	0.000	0.500
Director of Engineering Services	0.000	0.150	0.150
Sr Electrical and Control Systems Engineer	0.000	0.500	0.500
Administrative Assistant	0.000	0.000	0.190
Total	0.000	1.042	1.832

Utilities and Public Works Administration

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	181,221	351,186	377,925
112	Temporary Wages	5,354	27,046	27,668
121	Overtime Wages	-	150	150
122	Longevity Compensation	114	419	-
126	RHS Plan	7,967	1,193	733
128	FICA	320	1,677	1,715
129	Medicare Contribution	2,341	4,056	5,086
131	MOPC	9,451	13,263	16,156
132	Employee Insurance	38,501	39,650	44,770
133	GERP Retirement	17,054	23,872	30,371
135	Compensation Insurance	112	124	87
136	Unemployment Insurance	79	88	123
137	Staff Training and Conference	2,351	450	200
142	Food Allowance	675	425	125
	<i>Subtotal</i>	<i>265,539</i>	<i>463,599</i>	<i>505,109</i>
Operating and Maintenance				
210	Supplies	880	868	300
216	Reference Books and Materials	-	100	100
217	Dues and Subscriptions	1,197	176	200
218	NonCapital Equip and Furniture	2,375	1,519	450
240	Repair and Maintenance	2,828	14,060	205
245	Mileage Allowance	51	580	580
246	Liability Insurance	408	781	675
250	Prof and Contracted Services	26,049	78,677	28,000
252	Ads and Legal Notices	-	-	-
256	Refunds	-	-	-
260	Utilities	150	-	-
261	Telephone Charges	169	-	-
264	Printing Copying and Binding	1,064	-	-
269	Other Services and Charges	85,892	20,000	-
273	Fleet Lease Operating and Mtc	1,216	472	1,959
274	Fleet Lease Replacement	1,151	3,165	3,166
	<i>Subtotal</i>	<i>123,431</i>	<i>120,398</i>	<i>35,635</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 388,970	\$ 583,997	\$ 540,744

Electric Services Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	44,365	55,884	33,497
Operating and Maintenance	10,639	14,006	10,966
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 55,004	\$ 69,890	\$ 44,463

Meter Reading

FUND: Sewer Fund

DEPARTMENT: Utilities and Public Works

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.

SERVICE: Wastewater Meter Reading

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Meter Reading Supervisor	0.100	0.100	0.100
Administrative Analyst	0.100	0.100	0.000
Sr Meter Reader	0.075	0.075	0.000
Meter Reader	0.400	0.400	0.275
Total	0.675	0.675	0.375

Meter Reading

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	15,574	41,963	24,624
112	Temporary Wages	16,374	-	-
121	Overtime Wages	8	50	50
126	RHS Plan	181	270	150
128	FICA	1,019	-	-
129	Medicare Contribution	456	608	357
131	MOPC	880	2,098	1,231
132	Employee Insurance	6,152	6,294	3,412
133	GERP Retirement	1,585	3,777	2,314
135	Compensation Insurance	2,019	205	570
136	Unemployment Insurance	15	14	9
137	Staff Training and Conference	-	505	300
141	Uniforms Protective Clothing	95	100	480
142	Food Allowance	8	-	-
	<i>Subtotal</i>	<i>44,365</i>	<i>55,884</i>	<i>33,497</i>
Operating and Maintenance				
210	Supplies	128	50	30
218	NonCapital Equip and Furniture	8	50	250
240	Repair and Maintenance	519	1,814	1,818
246	Liability Insurance	323	128	172
247	Safety Expenses	98	240	150
250	Prof and Contracted Services	-	200	200
261	Telephone Charges	118	162	160
264	Printing Copying and Binding	-	20	12
270	Administrative and Management Services	3,811	4,520	3,383
273	Fleet Lease Operating and Mtc	4,633	6,289	4,258
274	Fleet Lease Replacement	1,000	533	533
	<i>Subtotal</i>	<i>10,639</i>	<i>14,006</i>	<i>10,966</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 55,004	\$ 69,890	\$ 44,463

Public Works Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	771,253	292,920	515,599
Operating and Maintenance	168,584	104,433	52,424
Non-Operating	-	-	-
Capital	8,217	1,430	-
TOTAL	\$ 948,053	\$ 398,783	\$ 568,023

Engineering Services

FUND: Sewer Fund

DEPARTMENT: Utilities and Public Works

Service Description:

This service provides engineering assistance. Activities include planning for development and capital improvement programs, as well as staffing, supervision and evaluation of employees.

SERVICE: Public Works Engineering

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Assistant Director of Water and Waste	0.000	0.000	0.270
Engineering Administrator	0.000	0.000	0.050
Sr Civil Engineer	0.000	1.900	0.250
Civil Engineer II	0.000	1.100	1.000
Project Manager II	0.000	0.000	0.050
Total	0.000	3.000	1.620

Engineering Services

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	511,534	-	224,570
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	-
123	Leave Expense	-	-	-
126	RHS Plan	-	-	648
128	FICA	-	-	-
129	Medicare Contribution	-	-	3,256
131	MOPC	-	-	11,231
132	Employee Insurance	-	-	31,120
133	GERP Retirement	-	-	21,110
135	Compensation Insurance	-	-	-
136	Unemployment Insurance	-	-	86
137	Staff Training and Conference	1,364	-	2,000
141	Uniforms Protective Clothing	-	-	-
142	Food Allowance	-	-	-
	<i>Subtotal</i>	512,898	-	294,021
Operating and Maintenance				
210	Supplies	3,863	-	3,000
216	Reference Books and Materials	241	-	100
217	Dues and Subscriptions	1,082	-	425
218	NonCapital Equip and Furniture	7,600	-	1,720
240	Repair and Maintenance	9,591	-	10,450
245	Mileage Allowance	2	-	50
246	Liability Insurance	-	-	-
247	Safety Expenses	47	-	300
249	Operating Leases and Rentals	-	-	-
250	Prof and Contracted Services	80,962	-	5,000
252	Ads and Legal Notices	-	-	-
259	Licenses and Permits	-	-	-
261	Telephone Charges	1,898	-	1,000
263	Postage	-	-	-
264	Printing Copying and Binding	-	-	250
269	Other Services and Charges	-	-	-
270	Administrative and Management Services	-	-	-
271	Franchise Equivalency	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
275	Building Permits To LDDA	-	-	-
	<i>Subtotal</i>	105,285	-	22,295
Non-Operating Expense				
922	Interest Current Bond Issue	-	-	-
950	Bad Debt	-	-	-
970	Transfers to Other Funds	-	-	-
	<i>Subtotal</i>	-	-	-
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 618,184	\$ -	\$ 316,316

Construction Inspection

FUND: Sewer Fund

DEPARTMENT: Utilities and Public Works

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 Services

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Construction Inspection Supervisor	0.150	0.150	0.150
Sr Construction Inspector	0.600	0.600	0.600
Construction Inspector	0.300	0.450	0.450
Total	1.050	1.200	1.200

Construction Inspection

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	84,885	98,923	103,514
112	Temporary Wages	-	100	102
121	Overtime Wages	10,849	9,000	9,000
122	Longevity Compensation	-	-	-
126	RHS Plan	593	480	480
128	FICA	-	6	6
129	Medicare Contribution	1,204	1,435	1,500
131	MOPC	4,304	4,946	5,174
132	Employee Insurance	14,722	14,838	14,341
133	GERP Retirement	7,748	8,903	9,731
135	Compensation Insurance	652	644	571
136	Unemployment Insurance	30	33	39
137	Staff Training and Conference	150	600	450
141	Uniforms Protective Clothing	326	150	225
	<i>Subtotal</i>	<i>125,464</i>	<i>140,058</i>	<i>145,133</i>
Operating and Maintenance				
210	Supplies	2,407	1,050	1,350
216	Reference Books and Materials	-	60	15
217	Dues and Subscriptions	-	150	150
218	NonCapital Equip and Furniture	1,000	1,425	1,725
222	Chemicals	-	350	350
240	Repair and Maintenance	-	90	90
246	Liability Insurance	242	326	391
247	Safety Expenses	268	225	225
249	Operating Leases and Rentals	162	600	450
250	Prof and Contracted Services	-	-	-
260	Utilities	52	-	-
261	Telephone Charges	63	1,089	1,089
264	Printing Copying and Binding	-	90	105
273	Fleet Lease Operating and Mtc	7,213	7,737	6,467
274	Fleet Lease Replacement	2,491	4,081	2,507
	<i>Subtotal</i>	<i>13,898</i>	<i>17,273</i>	<i>14,914</i>
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 139,363	\$ 157,331	\$ 160,047

Survey and Engineering Support

FUND: Sewer Fund

DEPARTMENT: Utilities and Public Works

Service Description:

This service provides surveying and engineering support. This includes technical support for development and capital improvement programs for the Utilities and Public Works Department, as well as staffing, supervision and evaluation of employees.

SERVICE: Survey and Engineering Support

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Engineering and Surveying Technician Supervisor	0.150	0.150	0.150
Engineering Technician	0.300	0.300	0.300
Sr Engineering Technician	0.150	0.150	0.150
Total	0.600	0.600	0.600

Survey and Engineering Support

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	94,655	114,201	57,627
121	Overtime Wages	-	250	500
126	RHS Plan	3,310	481	240
129	Medicare Contribution	1,279	1,656	836
131	MOPC	5,048	5,710	2,876
132	Employee Insurance	18,346	17,117	7,973
133	GERP Retirement	9,085	10,278	5,408
135	Compensation Insurance	617	612	18
136	Unemployment Insurance	38	37	22
137	Staff Training and Conference	511	2,475	900
141	Uniforms Protective Clothing	-	45	45
	<i>Subtotal</i>	<i>132,890</i>	<i>152,862</i>	<i>76,445</i>
Operating and Maintenance				
210	Office Supplies	3,987	1,275	450
216	Reference Books and Materials	-	15	15
217	Dues and Subscriptions	18	398	75
218	NonCapital Equip and Furniture	12,170	11,760	270
240	Repair and Maintenance	22,241	28,745	4,080
246	Liability Insurance	204	321	119
247	Safety Expenses	-	150	75
250	Prof and Contracted Services	3,366	29,589	5,265
260	Utilities	-	4,500	-
261	Telephone Charges	4,428	5,976	90
264	Printing Copying and Binding	18	75	30
273	Fleet Lease Operating and Mtc	2,071	1,642	2,031
274	Fleet Lease Replacement	896	2,714	2,715
	<i>Subtotal</i>	<i>49,400</i>	<i>87,160</i>	<i>15,215</i>
Capital Outlay				
440	Machinery and Equipment	8,217	1,430	-
	<i>Subtotal</i>	<i>8,217</i>	<i>1,430</i>	<i>-</i>
	SERVICE TOTAL	\$ 190,507	\$ 241,452	\$ 91,660

Water and Wastewater Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	3,111,530	4,563,148	4,383,416
Operating and Maintenance	4,766,331	5,575,144	5,982,638
Non-Operating	(172,186)	45,641	27,483
Capital	216,096	329,592	354,742
TOTAL	\$ 7,921,771	\$ 10,513,525	\$ 10,748,279

Environmental Services

FUND: Sewer Fund

DEPARTMENT: Utilities and Public Works

Service Description:

The Environmental Services Division 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 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: Environmental Services

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Water Quality Lab Supervisor	0.550	0.550	0.550
Water Quality Specialist II	1.100	1.100	1.100
Water Quality Specialist I	0.550	1.100	0.550
Water Quality Analyst II	2.200	2.200	2.750
Laboratory Support Technician	0.550	0.550	0.550
Environmental Services Manager	0.280	0.300	0.450
Sr Civil Engineer	0.000	0.000	1.000
Water Quality and Environmental Compliance Coordinator	0.000	0.500	0.000
Industrial Pre-treatment Coordinator	1.000	1.000	1.000
Total	6.230	7.300	7.950

Environmental Services

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	473,073	638,081	771,956
112	Temporary Wages	22,480	78,682	100,491
121	Overtime Wages	7,996	18,000	18,000
122	Longevity Compensation	-	-	-
126	RHS Plan	15,694	2,920	3,180
128	FICA	1,394	4,878	6,230
129	Medicare Contribution	6,546	10,393	12,651
131	MOPC	24,039	31,904	38,600
132	Employee Insurance	89,950	95,712	107,424
133	GERP Retirement	43,269	57,427	72,565
135	Compensation Insurance	6,607	6,493	4,069
136	Unemployment Insurance	184	210	297
137	Staff Training and Conference	520	7,175	7,575
141	Uniforms Protective Clothing	47	1,787	1,787
142	Food Allowance	34	55	55
	<i>Subtotal</i>	<i>691,833</i>	<i>953,717</i>	<i>1,144,880</i>
Operating and Maintenance				
210	Supplies	69,364	88,809	86,458
216	Reference Books and Materials	200	1,030	1,030
217	Dues and Subscriptions	28,129	29,148	34,323
218	NonCapital Equip and Furniture	3,775	8,765	5,630
240	Repair and Maintenance	82,094	97,505	92,905
245	Mileage Allowance	-	1,000	600
246	Liability Insurance	1,166	1,652	2,107
247	Safety Expenses	39	950	950
250	Prof and Contracted Services	275,353	305,675	244,676
252	Ads and Legal Notices	215	150	150
259	Licenses and Permits	15,449	34,100	34,100
261	Telephone Charges	1,357	2,100	2,100
263	Postage	405	569	569
264	Printing Copying and Binding	52	200	200
269	Other Services and Charges	-	55	55
273	Fleet Lease Operating and Mtc	2,333	8,170	1,923
274	Fleet Lease Replacement	11,613	11,616	11,616
	<i>Subtotal</i>	<i>491,544</i>	<i>591,494</i>	<i>519,392</i>
Capital Outlay				
432	Vehicles	-	6,600	-
440	Machinery and Equipment	26,475	49,250	56,000
	<i>Subtotal</i>	<i>26,475</i>	<i>55,850</i>	<i>56,000</i>
	SERVICE TOTAL	\$ 1,209,852	\$ 1,601,061	\$ 1,720,272

Water and Wastewater Engineering

FUND: Sewer Fund

DEPARTMENT: Utilities and Public Works

Service Description:

This service provides engineering assistance to the department's Water and Wastewater Utilities. Activities include planning for development and capital improvement programs, as well as staffing, supervision and evaluation of employees.

SERVICE: Water and Waste Engineering

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Engineering Administrator	0.800	0.050	0.500
Assistant Director of Engineering Services	0.000	0.500	0.000
Sr Civil Engineer	1.750	0.350	0.500
Civil Engineer II	1.600	1.000	1.600
Project Manager II	0.100	0.100	0.000
Total	4.250	2.000	2.600

Water and Wastewater Engineering

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	709,749	353,482
112	Temporary Wages	3,633	7,500	7,672
121	Overtime Wages	309	-	-
122	Longevity Compensation	-	-	-
123	Leave Expense	-	9,000	11,000
126	RHS Plan	10,704	2,415	1,040
128	FICA	225	465	476
129	Medicare Contribution	6,127	10,400	5,236
131	MOPC	24,250	35,487	17,674
132	Employee Insurance	104,093	106,462	48,981
133	GERP Retirement	43,650	63,877	33,229
135	Compensation Insurance	196	236	212
136	Unemployment Insurance	216	234	135
137	Staff Training and Conference	-	8,000	6,000
141	Uniforms Protective Clothing	85	125	125
142	Food Allowance	300	400	400
	<i>Subtotal</i>	<i>193,788</i>	<i>954,350</i>	<i>485,662</i>
Operating and Maintenance				
210	Supplies	-	5,900	2,900
216	Reference Books and Materials	-	500	400
217	Dues and Subscriptions	-	1,725	1,300
218	NonCapital Equip and Furniture	-	3,850	2,130
240	Repair and Maintenance	-	19,445	8,995
245	Mileage Allowance	-	200	150
246	Liability Insurance	989	1,639	2,328
247	Safety Expenses	-	1,125	825
249	Operating Leases and Rentals	668	-	-
250	Prof and Contracted Services	-	86,550	86,550
252	Ads and Legal Notices	251	400	400
259	Licenses and Permits	250	250	250
261	Telephone Charges	-	4,285	3,285
263	Postage	13	500	500
264	Printing Copying and Binding	-	550	300
269	Other Services and Charges	986	70,000	70,000
270	Administrative and Management Services	1,018,447	1,274,654	1,193,693
271	Franchise Equivalency	631,956	628,384	817,124
273	Fleet Lease Operating and Mtc	1,994	7,338	3,037
274	Fleet Lease Replacement	2,836	5,606	3,678
275	Building Permits To LDDA	1,055	-	-
	<i>Subtotal</i>	<i>1,659,444</i>	<i>2,112,901</i>	<i>2,197,845</i>
Non-Operating Expense				
922	Interest Current Bond Issue	(231,751)	-	-
950	Bad Debt	3,193	2,000	-
970	Transfers to Other Funds	56,372	43,641	27,483
	<i>Subtotal</i>	<i>(172,186)</i>	<i>45,641</i>	<i>27,483</i>
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	17,296	40,000	40,000
	<i>Subtotal</i>	<i>17,296</i>	<i>40,000</i>	<i>40,000</i>
	SERVICE TOTAL	\$ 1,698,342	\$ 3,152,892	\$ 2,750,990

Wastewater Collections

FUND: Sewer Fund

DEPARTMENT: Utilities and Public Works

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

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Engineering Administrator	0.000	0.000	0.250
Utility Operations and Maintenance Manager	0.000	0.000	0.450
System Operations Supervisor	0.300	0.400	0.700
Operations Support Specialist	0.000	0.300	0.300
Operations and Maintenance Technician II	0.000	0.000	0.600
Water Utility Technician III	0.000	1.000	1.250
Water Utility Technician II	0.000	0.000	2.500
Water Utility Technician I	0.000	0.000	1.500
	0.300	1.700	7.550

Wastewater Collections

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	478,697	564,463	667,374
112	Temporary Wages	4,010	50,000	76,150
121	Overtime Wages	28,438	15,000	35,000
126	RHS Plan	2,509	2,920	3,020
128	FICA	249	3,100	4,721
129	Medicare Contribution	6,308	8,910	10,781
131	MOPC	23,728	28,223	33,288
132	Employee Insurance	79,843	84,422	92,250
133	GERP Retirement	42,710	50,802	62,578
135	Compensation Insurance	7,741	7,067	2,351
136	Unemployment Insurance	164	185	255
137	Staff Training and Conference	6,049	1,567	1,567
141	Uniforms Protective Clothing	6,662	5,250	5,250
142	Food Allowance	465	200	200
	<i>Subtotal</i>	<i>687,571</i>	<i>822,109</i>	<i>994,785</i>
Operating and Maintenance				
210	Supplies	17,131	13,826	13,826
215	Audiovisual Materials	-	100	100
216	Reference Books and Materials	439	300	300
217	Dues and Subscriptions	1,478	10,666	10,666
218	NonCapital Equip and Furniture	17,996	11,300	11,300
220	Gas and Oil	-	50	50
222	Chemicals	-	5,000	5,000
240	Repair and Maintenance	75,002	129,275	129,275
245	Mileage Allowance	-	400	400
246	Liability Insurance	113,357	120,952	144,016
247	Safety Expenses	6,312	7,500	7,500
249	Operating Leases and Rentals	324	500	500
250	Prof and Contracted Services	83,820	130,000	155,000
252	Ads and Legal Notices	142	300	300
259	Licenses and Permits	2,102	1,850	1,850
260	Utilities	17,203	13,715	20,715
261	Telephone Charges	6,191	1,586	1,586
263	Postage	150	-	-
264	Printing Copying and Binding	-	1,000	1,000
269	Other Services and Charges	-	1,850	1,850
273	Fleet Lease Operating and Mtc	114,577	75,926	110,433
274	Fleet Lease Replacement	204,990	214,130	116,913
	<i>Subtotal</i>	<i>661,215</i>	<i>740,226</i>	<i>732,580</i>
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	30,217	30,217
481	Taps	-	1,200	1,200
486	Meters	172,325	172,325	197,325
	<i>Subtotal</i>	<i>172,325</i>	<i>203,742</i>	<i>228,742</i>
	SERVICE TOTAL	\$ 1,521,111	\$ 1,766,077	\$ 1,956,107

Wastewater Treatment Plant

FUND: Sewer Fund

DEPARTMENT: Utilities and Public Works

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:	2022 Budget	2023 Budget	2024 Budget
Engineering Administrator	0.000	0.250	0.000
System Operations Supervisor	0.300	0.300	0.000
Control Systems Operations Supervisor	0.500	0.500	0.500
Treatment Operations Supervisor	1.000	1.000	1.000
Maintenance Supervisor	0.700	0.700	0.700
Treatment Operations Manager	0.500	0.500	0.500
Treatment Operations Assistant Manager	0.700	0.700	0.000
Utility Operations and Maintenance Manager	0.000	0.450	0.000
Chief Plant Operator	0.000	0.000	1.000
Operations and Maintenance Technician Lead	0.600	9.100	0.000
Operations and Maintenance Tech II	0.000	0.000	8.500
Water Utility Technician Lead	2.000	1.000	0.000
Water Utility Technician III	0.000	0.250	0.000
Water Utility Technician	3.250	3.000	0.000
Instrumentation Technician II	0.000	0.500	0.500
Instrumentation Technician I	1.000	0.500	0.500
Field Engineer	0.500	0.500	0.500
Electrician II	0.500	0.500	0.500
Total	11.550	19.750	14.200

Wastewater Treatment Plant

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	1,076,256	1,329,147	1,286,801
112	Temporary Wages	-	15,000	15,345
121	Overtime Wages	34,048	26,000	26,000
126	RHS Plan	19,904	5,860	5,680
128	FICA	-	930	951
129	Medicare Contribution	14,057	19,491	18,883
131	MOPC	54,177	66,457	64,341
132	Employee Insurance	198,258	199,372	178,313
133	GERP Retirement	97,518	119,623	120,956
135	Compensation Insurance	26,444	26,453	16,127
136	Unemployment Insurance	410	439	492
137	Staff Training and Conference	10,030	14,000	14,000
141	Uniforms Protective Clothing	6,489	9,600	9,600
142	Food Allowance	745	600	600
	<i>Subtotal</i>	<i>1,538,337</i>	<i>1,832,972</i>	<i>1,758,089</i>
Operating and Maintenance				
210	Supplies	46,383	42,280	42,280
215	Audiovisual Materials	-	100	100
216	Reference Books and Materials	287	1,300	1,300
217	Dues and Subscriptions	2,638	5,000	5,000
218	NonCapital Equip and Furniture	10,643	25,000	25,000
220	Gas and Oil	2,824	5,000	5,000
222	Chemicals	140,643	270,000	500,000
240	Repair and Maintenance	253,116	313,599	313,599
245	Mileage Allowance	-	700	700
246	Liability Insurance	6,709	11,044	15,048
247	Safety Expenses	15,145	16,000	16,000
249	Operating Leases and Rentals	-	1,000	1,000
250	Prof and Contracted Services	608,330	632,500	702,500
252	Ads and Legal Notices	1,215	500	500
259	Licenses and Permits	42,714	53,880	53,880
260	Utilities	737,451	632,000	737,000
261	Telephone Charges	4,504	5,000	5,000
263	Postage	240	-	-
264	Printing Copying and Binding	-	200	200
269	Other Services and Charges	32	150	150
273	Fleet Lease Operating and Mtc	26,137	38,632	27,666
274	Fleet Lease Replacement	55,120	76,638	80,898
	<i>Subtotal</i>	<i>1,954,128</i>	<i>2,130,523</i>	<i>2,532,821</i>
Capital Outlay				
440	Machinery and Equipment	-	30,000	30,000
	<i>Subtotal</i>	<i>-</i>	<i>30,000</i>	<i>30,000</i>
	SERVICE TOTAL	\$ 3,492,465	\$ 3,993,495	\$ 4,320,910

Capital Improvement Program Projects

SEWER FUND PROJECTS	2024 Budget
PBF082 Municipal Buildings HVAC Replacement	\$ 22,665
SWR053 Sanitary Sewer Rehabilitation and Improvements	1,745,200
SWR128 Collection System Capacity Improvements	410,070
SWR154 WWTP Miscellaneous Infrastructure Improvements	750,000
TRP135 Coffman St Busway Improvements	75,000
TOTAL	\$ 3,002,935

SEWER CONSTRUCTION FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	-	-	-
Operating and Maintenance	-	-	-
Non-Operating	464,588	464,423	466,633
Capital	743,184	3,628,000	310,070
TOTAL	\$ 1,207,772	\$ 4,092,423	\$ 776,703

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

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 12,049,347	\$ 12,238,629	\$ 2,780,780
Committed Working Capital	-	6,186,226	-
SOURCES OF FUNDS			
REVENUES			
Charges for Services	1,631,885	782,100	1,290,000
Developer Participation Fees	32,436	-	-
Interest	(267,267)	38,700	46,200
TOTAL FUNDS	1,397,054	820,800	1,336,200
EXPENSES			
Operating and Maintenance	-	-	-
Non-Operating	464,588	464,423	466,633
Capital Projects	743,184	3,628,000	310,070
TOTAL EXPENSES	1,207,772	4,092,423	776,703
ENDING WORKING CAPITAL	12,238,629	2,780,780	3,340,277
CONTRIBUTION TO/(FROM) RESERVES	189,282	(3,271,623)	559,497

Capital Improvement Program Projects

SEWER CONSTRUCTION FUND PROJECTS	2024 Budget
SWR128 Collection System Capacity Improvements	310,070
TOTAL	\$ 310,070

STREET SYSTEM MAINTENANCE AND IMPROVEMENT FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	4,242,782	5,273,243	6,140,262
Operating and Maintenance	5,350,693	7,201,245	8,363,930
Non-Operating	441,157	920,550	805,281
Capital	10,427,688	21,828,558	15,882,799
TOTAL	\$ 20,462,320	\$ 35,223,596	\$ 31,192,272

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 several CIP projects and budget services in the following departments:

- ◆ External Services—Transportation Planning, Parks and Natural Resources, Code Enforcement, and Planning and Development Services
- ◆ Shared Services—Communication, Community and Neighborhood Response, Strategic Integrations (Executive Director, Business Enablement Rates and Finance, Business Enablement Customer Service and Administration, Business Enablement Technical Services, Data and Analytics, and Geospatial Data)
- ◆ Utilities and Public Works—Administration, Transportation Engineering Services, Street Rehabilitation, Transportation System Management, Traffic Signals, Survey Engineering Support, Snow and Ice Removal, Street and Alley Maintenance, Street Cleaning, Street Improvements, Street Sign and Marking, Concrete Repair, Construction Services, and Water and Wastewater Operations

2024-2028 Capital Improvement Program

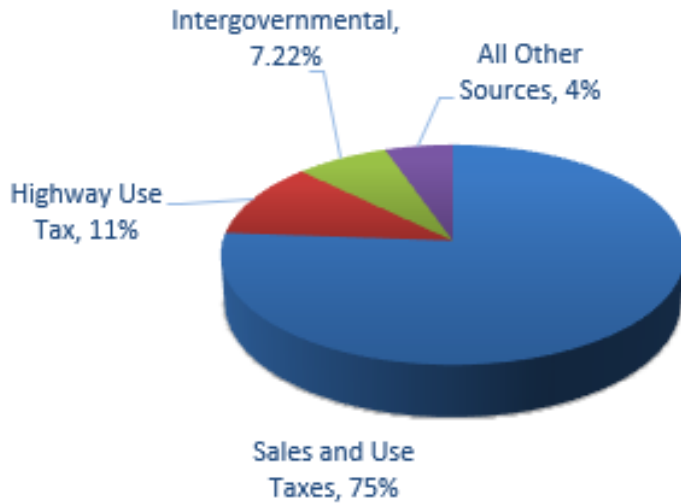
Expenditures for some of the capital projects include the City’s annual Street Rehabilitation Program, Transportation System Management, Pavement Management Program, Boston Avenue Connection, Railroad Quiet Zones, and Coffman St Busway Improvements. Detailed descriptions for all capital projects are included in the 2024-2028 Capital Improvement Program.

STREET SYSTEM MAINTENANCE AND IMPROVEMENT FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING FUND BALANCE	\$ 21,595,688	\$ 28,076,131	\$ 3,803,130
Committed Working Capital	-	15,853,467	-
SOURCES OF FUNDS			
REVENUES			
Taxes	25,623,732	26,067,289	27,040,333
Licenses and Permits	107,837	15,000	50,000
Intergovernmental	1,392,501	543,520	2,695,043
Interest	(596,102)	59,859	11,787
Miscellaneous	414,795	10,000	10,000
Estimated Revenue Adjustment	-	108,394	-
TOTAL FUNDS	26,942,763	26,804,062	29,807,163
EXPENSES BY BUDGET SERVICE			
External Services	13,296	16,621	300,055
Shared Services	7,534	12,983	1,556,236
Utilities and Public Works	9,613,106	13,597,477	13,511,269
Water and Waste Water	604,576	-	211,454
CIP Projects	10,223,807	21,596,515	15,613,258
TOTAL EXPENSES	20,462,320	35,223,596	31,192,272
ENDING WORKING CAPITAL	28,076,131	3,803,130	2,418,021
CONTRIBUTION TO/(FROM) RESERVES	\$ 6,480,443	\$ (8,419,534)	\$ (1,385,109)

STREET SYSTEM MAINTENANCE AND IMPROVEMENT FUND

Sources of Funds



- ◆ Approximately 75% of revenues in the Street Fund for 2024 will come from collections of the City’s sales and use tax. Another 7.22% will come from intergovernmental sources
- ◆ The 2024 Budget will require a contribution from fund balance of \$1,385,109, primarily for capital projects.

Estimating Major Sources of Funds

Sales and Use Taxes: From Finance Department projections. There has been actual revenue growth of 1.4% through the first six months of 2023. Projections for year-end 2023 are a combined increase for sales and use tax of 2.23%. Projections for 2024 are a 3.49% increase in sales and use tax revenue over the projected collections for 2023.

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.

	2022 Actual	2023 Budget	2024 Budget
SOURCES OF FUNDS			
Sales and Use Tax	\$ 21,068,042	\$ 21,429,107	\$ 22,289,274
Automobile Tax	1,455,739	1,500,000	1,500,000
State Highway Use Tax	3,099,951	3,138,182	3,251,059
Intergovernmental	739,629	54,244	2,153,244
County Road/Bridge Maintenance	223,009	105,000	150,000
State Highway Maintenance	117,923	72,336	79,871
State Traffic Control Maintenance	311,940	311,940	311,928
Street Cut Permit/Inspection Fee	107,837	15,000	50,000
Street Improvement Fee	-	-	-
Other Transfers	-	-	-
Other Revenue	414,795	10,000	10,000
Interest Income	(596,102)	59,859	11,787
Contribution from/(to) Fund Balance	(6,480,443)	8,419,534	1,385,109
TOTAL FUNDS NEEDED TO MEET EXPENSES	\$ 20,462,320	\$ 35,223,596	\$ 31,192,272

External Services Department Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	8,544	8,903	288,757
Operating and Maintenance	4,753	7,718	11,298
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 13,296	\$ 16,621	\$ 300,055

Transportation Planning

FUND: Street 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.

This budget service is new to the Street Fund in 2024.

SERVICE: Transportation Planning

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Alternative Transportation Planner	0.000	0.000	1.000
Total	0.000	0.000	1.000

Transportation Planning

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	108,397
126	RHS Plan	-	-	400
129	Medicare Contribution	-	-	1,572
131	MOPC	-	-	5,420
132	Employee Insurance	-	-	15,718
133	GERP Retirement	-	-	10,189
135	Compensation Insurance	-	-	-
136	Unemployment Insurance	-	-	41
	<i>Subtotal</i>	-	-	141,737
Operating and Maintenance				
210	Supplies	-	-	675
218	NonCapital Equip and Furniture	-	-	5,123
222	Chemicals	-	-	-
240	Repair and Maintenance	-	-	-
246	Liability Insurance	-	-	-
250	Prof and Contracted Services	-	-	-
261	Telephone Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	5,798
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 147,535

Parks and Natural Resources

FUND: Street Fund

DEPARTMENT: External Services

Service Description:

Parks and Natural Resources 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: Parks Natural Resources

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Ecosystem Manager	0.000	0.050	0.040
Sr Natural Resources Technician	0.030	0.030	0.030
Parks and Trails Design and Construction Manager	0.000	0.000	0.350
Total	0.030	0.080	0.420

Parks and Natural Resources

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	6,492	6,797	53,522
126	RHS Plan	32	32	168
129	Medicare Contribution	81	99	776
131	MOPC	320	340	2,676
132	Employee Insurance	1,039	1,019	7,417
133	GERP Retirement	576	612	5,031
135	Compensation Insurance	2	2	2
136	Unemployment Insurance	2	2	21
	<i>Subtotal</i>	8,544	8,903	69,613
Operating and Maintenance				
210	Supplies	42	1,000	1,070
222	Chemicals	173	-	-
240	Repair and Maintenance	10	-	-
246	Liability Insurance	74	117	137
250	Prof and Contracted Services	44	-	-
261	Telephone Charges	38	-	-
273	Fleet Lease Operating and Mtc	2,433	3,036	2,387
274	Fleet Lease Replacement	1,939	3,565	1,775
	<i>Subtotal</i>	4,753	7,718	5,369
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 13,296	\$ 16,621	\$ 74,982

Code Enforcement

FUND: Street 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.

This budget service is new to the Street Fund in 2024.

SERVICE: Code Enforcement

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Administrative Assistant	0.000	0.300	0.300
Total	0.000	0.300	0.300

Code Enforcement

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	17,840
126	RHS Plan	-	-	120
129	Medicare Contribution	-	-	259
131	MOPC	-	-	892
132	Employee Insurance	-	-	2,472
133	GERP Retirement	-	-	1,677
135	Compensation Insurance	-	-	6
136	Unemployment Insurance	-	-	7
	<i>Subtotal</i>	-	-	23,273
Operating and Maintenance				
210	Supplies	-	-	-
222	Chemicals	-	-	-
240	Repair and Maintenance	-	-	-
246	Liability Insurance	-	-	39
250	Prof and Contracted Services	-	-	-
261	Telephone Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	39
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 23,312

Planning and Development Services

FUND: Street 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.

This budget service is new to the Street Fund in 2024.

SERVICE: Planning and Development Services

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Development Project Administrator	0.000	0.088	0.088
Administrative Assistant	0.000	0.520	0.520
Total	0.000	0.608	0.608

Planning and Development Services

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	41,525
126	RHS Plan	-	-	243
129	Medicare Contribution	-	-	602
131	MOPC	-	-	2,076
132	Employee Insurance	-	-	5,754
133	GERP Retirement	-	-	3,904
135	Compensation Insurance	-	-	14
136	Unemployment Insurance	-	-	16
	<i>Subtotal</i>	-	-	<i>54,134</i>
Operating and Maintenance				
210	Supplies	-	-	-
222	Chemicals	-	-	-
240	Repair and Maintenance	-	-	-
246	Liability Insurance	-	-	92
250	Prof and Contracted Services	-	-	-
261	Telephone Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	<i>92</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 54,226

Shared Services Department Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	-	900	875,466
Operating and Maintenance	2,557	7,106	202,993
Non-Operating	4,977	4,977	477,777
Capital	-	-	-
TOTAL	\$ 7,534	\$ 12,983	\$ 1,556,236

Communications

FUND: Street Fund

DEPARTMENT: Shared Services

Service Description:

The Communications Division is the voice and ears of the City organization. This team works to communicate with Longmont residents about services, emergencies, developments, events, and civic participation that impact or interest the community, as well as receive feedback and relay comments and concerns from the community. The Communications Division is a centralized entity within the Shared Services Department with expertise that includes:

- media relations and public information
- marketing
- strategic communications
- community involvement
- graphic design
- social media
- website administration
- creative outreach
- emergency and crisis communications

Team members are embedded in divisions and departments across the organization to build relationships and maintain subject matter expertise while pooling skills and resources as needed to support City and Council priorities.

SERVICE: Communications

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Assistant Communications and Engagement Director	0.000	0.100	0.100
Citywide Brand and Digital Communications Specialist	0.085	0.085	0.085
Communications and Marketing Specialist	0.500	0.500	0.500
Total	0.585	0.685	0.685

Communications

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	62,217
126	RHS Plan	-	-	274
129	Medicare Contribution	-	-	901
131	MOPC	-	-	3,111
132	Employee Insurance	-	-	8,621
133	GERP Retirement	-	-	5,849
135	Compensation Insurance	-	-	20
136	Unemployment Insurance	-	-	24
137	Staff Training and Conference	-	900	1,500
	<i>Subtotal</i>	-	900	82,517
Operating and Maintenance				
210	Supplies	-	60	300
217	Dues and Subscriptions	-	986	986
246	Liability Insurance	-	-	133
250	Prof and Contracted Services	-	3,700	4,000
252	Ads and Legal Notices	-	1,160	1,160
	<i>Subtotal</i>	-	5,906	6,579
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ 6,806	\$ 89,096

Community and Neighborhood Resources and Equity

FUND: Street Fund

DEPARTMENT: Shared 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.

This budget service is new to the Street Fund in 2024.

SERVICE: Community Neighborhood Resources and Equity

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Neighborhood Resource Coordinator	0.060	0.060	0.060
Neighborhood Resource Specialist	0.000	0.000	1.000
Social Equity Coordinator	0.060	0.060	0.060
Total	0.120	0.120	1.120

Community and Neighborhood Resources and Equity

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	98,358
126	RHS Plan	-	-	448
129	Medicare Contribution	-	-	1,426
131	MOPC	-	-	4,910
132	Employee Insurance	-	-	14,168
133	GERP Retirement	-	-	9,231
135	Compensation Insurance	-	-	4
136	Unemployment Insurance	-	-	37
137	Staff Training and Conference	-	-	-
	<i>Subtotal</i>	-	-	128,582
Operating and Maintenance				
210	Supplies	-	-	-
217	Dues and Subscriptions	-	-	-
246	Liability Insurance	-	-	26
250	Prof and Contracted Services	-	-	-
252	Ads and Legal Notices	-	-	-
	<i>Subtotal</i>	-	-	26
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 128,608

Strategic Integration Executive Director

FUND: Street Fund

DEPARTMENT: Shared Services

Service Description:

The Strategic Integration Executive Director leads the Strategic Integration Division. The Division 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. The goal of Strategic Integration is to use diverse expertise and exceptional customer service to provide and support innovative, effective, and sustainable practices that protect and enhance the community.

SERVICE: Executive Director

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Executive Director of Strategic Integration	0.100	0.100	0.100
Project Management Office Manager	0.000	0.000	0.220
Project Management Office Administrative Analyst	0.000	0.000	0.220
Total	0.100	0.100	0.540

Strategic Integration Executive Director

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	61,331
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	-
126	RHS Plan	-	-	216
128	FICA	-	-	-
129	Medicare Contribution	-	-	889
131	MOPC	-	-	3,067
132	Employee Insurance	-	-	8,780
133	GERP Retirement	-	-	5,765
135	Compensation Insurance	-	-	233
136	Unemployment Insurance	-	-	24
137	Staff Training and Conference	-	-	1,670
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	81,975
Operating and Maintenance				
210	Supplies	-	-	615
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	2,600
240	Repair and Maintenance	-	-	-
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	728
250	Prof and Contracted Services	2,557	1,200	7,684
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
264	Printing Copying and Binding	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	2,557	1,200	11,627
Non-Operating Expense				
928	Interest Notes and Contracts	-	-	-
970	Transfers to Other Funds	4,977	4,977	4,977
	<i>Subtotal</i>	4,977	4,977	4,977
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 7,534	\$ 6,177	\$ 98,579

Strategic Integration Business Enablement/Rates and Finance

FUND: Street Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement includes three budget services that provide expertise in specialized areas:

- Business Enablement/Rates and Finance
- Business Enablement/Technical Services
- Business Enablement/Customer Service and Administration

This budget service is new to the Street Fund in 2024.

SERVICE: Business Enablement - Rates and Finance

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Director of Business Enablement	0.000	0.100	0.100
Assistant Director of Business Services	0.204	0.110	0.000
Utility Rate and Analysis Manager	0.000	0.000	0.110
Utility Rate Analyst	0.000	0.130	0.260
Business Analyst	0.350	0.370	0.370
Grant Coordinator	0.200	0.200	0.200
Total	0.754	0.910	1.040

Strategic Integration Business Enablement/Rates and Finance

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	119,057
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	-
126	RHS Plan	-	-	416
128	FICA	-	-	-
129	Medicare Contribution	-	-	1,728
131	MOPC	-	-	5,953
132	Employee Insurance	-	-	16,498
133	GERP Retirement	-	-	11,193
135	Compensation Insurance	-	-	33
136	Unemployment Insurance	-	-	46
137	Staff Training and Conference	-	-	600
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	155,524
Operating and Maintenance				
210	Supplies	-	-	548
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	1,326
240	Repair and Maintenance	-	-	-
245	Mileage Allowance	-	-	60
246	Liability Insurance	-	-	217
250	Prof and Contracted Services	-	-	2,238
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
264	Printing Copying and Binding	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	4,389
Non-Operating Expense				
927	Principal Notes and Contracts	-	-	292,000
970	Transfers to Other Funds	-	-	180,800
	<i>Subtotal</i>	-	-	472,800
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 632,713

Business Enablement/Customer Service and Administration

FUND: Street Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement /Customer Service and Administration provides a wide range of customer service to City utilities. This includes the management of the call center, providing administrative and utility operations support, processing purchase orders and vendor payments, accounts receivable billing, annual pole attachment and lease invoicing, assisting with backflow testing requirements, providing Council agenda and item support, researching and rectifying utility bill issues, managing calls for electric outages, maintaining water and electric meters, and supporting the Water Board and the Sustainability Advisory Board.

This budget service is new to the Street Fund in 2024.

SERVICE: Business Enablement - Customer Service and Admin

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Customer Service and Administration Manager	0.050	0.040	0.040
Administrative Supervisor	0.000	0.040	0.040
Executive Assistant	0.200	0.100	0.100
Administrative Analyst	0.000	0.040	0.080
Administrative Assistant	0.050	0.160	0.120
Sr Customer Service Representative	0.000	0.050	0.000
Customer Service Representative	0.100	0.100	0.150
Total	0.400	0.530	0.530

Business Enablement/Customer Service and Administration

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	36,127
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	40
122	Longevity Compensation	-	-	96
126	RHS Plan	-	-	212
128	FICA	-	-	-
129	Medicare Contribution	-	-	488
131	MOPC	-	-	1,786
132	Employee Insurance	-	-	4,954
133	GERP Retirement	-	-	3,361
135	Compensation Insurance	-	-	17
136	Unemployment Insurance	-	-	13
137	Staff Training and Conference	-	-	624
142	Food Allowance	-	-	160
	<i>Subtotal</i>	-	-	47,878
Operating and Maintenance				
210	Supplies	-	-	560
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	170
240	Repair and Maintenance	-	-	-
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	116
250	Prof and Contracted Services	-	-	1,845
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	22
264	Printing Copying and Binding	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	2,713
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 50,591

Business Enablement/Technical Services

FUND: Street Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement /Technical Services provides technical assistance related to software purchasing and implementation for City utilities, manages servers supporting systems for critical infrastructure, manages dedicated hardware for systems supporting City services, and develops reports, subscriptions, and dashboards utilizing business intelligence tools for all systems. This service also supports, develops, and maintains multiple specialized systems and integrations between multiple systems.

This budget service is new to the Street Fund in 2024.

SERVICE: Business Enablement - Technology

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Technical Services Manager	0.250	0.120	0.120
Lead Technical Functional Analyst	0.000	0.123	0.123
Technical Functional Analyst	0.000	0.000	0.100
Sr Programmer Analyst	0.000	0.150	0.150
Application Support Analyst	0.000	0.150	0.150
Administrative Analyst	0.000	0.000	0.500
Total	0.250	0.543	1.143

Business Enablement/Technical Services

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	114,215
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	-
126	RHS Plan	-	-	457
128	FICA	-	-	-
129	Medicare Contribution	-	-	1,656
131	MOPC	-	-	5,712
132	Employee Insurance	-	-	16,041
133	GERP Retirement	-	-	10,736
135	Compensation Insurance	-	-	22
136	Unemployment Insurance	-	-	44
137	Staff Training and Conference	-	-	1,730
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	150,613
Operating and Maintenance				
210	Supplies	-	-	4,555
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	29,954
240	Repair and Maintenance	-	-	30,420
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	316
250	Prof and Contracted Services	-	-	2,500
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	9,960
264	Printing Copying and Binding	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	77,705
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 228,318

Data and Analytics

FUND: Street Fund

DEPARTMENT: Shared Services

Service Description:

The Data and Analytics service has a mission to grow data culture and best practices across the City through process improvement, capacity-building, infrastructure design, education, and consulting. This service seeks to empower City staff to achieve innovative, effective, and equitable service through quality, trustworthy, useful data and analysis .

This budget service is new to the Street Fund in 2024.

SERVICE: Office of Data and Analytics

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Business Process Improvement Coordinator	0.050	0.050	0.050
Data and Analytics Program Manager	0.000	0.050	0.050
Data and Innovation Analyst	0.150	0.025	0.025
Total	0.200	0.125	0.125

Data and Analysis

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	14,691
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	-
126	RHS Plan	-	-	50
128	FICA	-	-	-
129	Medicare Contribution	-	-	213
131	MOPC	-	-	733
132	Employee Insurance	-	-	2,032
133	GERP Retirement	-	-	1,379
135	Compensation Insurance	-	-	5
136	Unemployment Insurance	-	-	6
137	Staff Training and Conference	-	-	205
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	19,314
Operating and Maintenance				
210	Supplies	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	-
240	Repair and Maintenance	-	-	103
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	31
250	Prof and Contracted Services	-	-	64,800
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
264	Printing Copying and Binding	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	64,934
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 84,248

Geospatial Data

FUND: Street Fund

DEPARTMENT: Shared Services

Service Description:

The Geospatial Data service has a goal to effectively deliver geospatial data, tools and customer support across all City work spaces to enhance decision making and promote GIS integration into common processes. The Geographic Information System (GIS) Office provides and coordinates staff and resource support for City wide GIS and spatial data needs. Staff members manage the GIS system, support access to GIS, as well data creation / maintenance, electronic mapping, and creation and maintenance of Online maps, dashboards, and mapping applications .

This budget service is new to the Street Fund in 2024.

SERVICE: Office of Geospatial Data

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Geospatial Data and Analysis Program Manager	0.000	0.080	0.100
Lead GIS Analyst	0.250	0.080	0.000
Sr GIS Analyst	0.250	0.160	0.100
GIS Coordinator	0.000	0.000	0.100
Technical Functional Analyst	0.250	0.080	0.000
Sr GIS Mapping Technician	0.000	0.080	1.400
GIS Mapping Technician	0.250	0.080	0.000
Total	1.000	0.560	1.700

Geospatial Data

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	157,466
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	-
126	RHS Plan	-	-	680
128	FICA	-	-	-
129	Medicare Contribution	-	-	2,285
131	MOPC	-	-	7,872
132	Employee Insurance	-	-	22,381
133	GERP Retirement	-	-	14,800
135	Compensation Insurance	-	-	18
136	Unemployment Insurance	-	-	58
137	Staff Training and Conference	-	-	3,503
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	209,063
Operating and Maintenance				
210	Supplies	-	-	603
216	Reference Books and Materials	-	-	31
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	7,155
240	Repair and Maintenance	-	-	14,693
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	122
250	Prof and Contracted Services	-	-	12,322
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
264	Printing Copying and Binding	-	-	94
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	35,020
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 244,083

Utilities and Public Works Department Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	3,629,671	5,263,440	4,764,585
Operating and Maintenance	5,343,374	7,186,421	8,149,639
Non-Operating	436,180	915,573	327,504
Capital	203,881	232,043	269,541
TOTAL	\$ 9,613,106	\$ 13,597,477	\$ 13,511,269

Utilities and Public Works Administration

FUND: Street Fund

DEPARTMENT: Utilities and Public Works

Service Description:

The Utilities and Public Works Administration service is responsible for administering City policies, developing departmental policies and procedures, providing effective supervision of personnel, and assuring effective management of the financial and operational condition of the utilities and funds.

SERVICE: Administration

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Assistant City Manager Utilities and Public Works	0.000	0.000	0.142
Director of Operations	0.000	0.000	0.000
Director of Engineering Services	0.400	0.400	0.400
Administrative Assistant	0.000	0.000	0.040
Total	0.400	0.400	0.582

Utilities and Public Works Administration

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	162,627	343,752	165,428
112	Temporary Wages	6,174	16,400	16,777
121	Overtime Wages	-	250	250
122	Longevity Compensation	114	144	-
126	RHS Plan	7,599	1,077	233
128	FICA	365	1,017	1,040
129	Medicare Contribution	2,000	3,967	1,879
131	MOPC	7,880	13,118	5,643
132	Employee Insurance	36,814	39,283	15,638
133	GERP Retirement	14,226	23,611	10,609
135	Compensation Insurance	89	114	-
136	Unemployment Insurance	77	87	43
137	Staff Training and Conference	2,366	600	200
142	Food Allowance	630	425	125
	<i>Subtotal</i>	240,959	443,845	217,865
Operating and Maintenance				
210	Supplies	789	545	500
217	Dues and Subscriptions	1,327	300	300
218	NonCapital Equip and Furniture	1,311	709	450
240	Repair and Maintenance	706	3,608	-
245	Mileage Allowance	51	580	580
246	Liability Insurance	339	728	-
250	Prof and Contracted Services	9,259	12,705	4,000
252	Ads and Legal Notices	100	-	-
260	Utilities	150	-	-
261	Telephone Charges	219	-	-
264	Printing Copying and Binding	11	-	-
269	Other Services and Charges	19	-	-
273	Fleet Lease Operating and Mtc	1,216	3,615	1,959
274	Fleet Lease Replacement	1,152	3,165	3,166
	<i>Subtotal</i>	16,650	25,955	10,955
Non-Operating Expense				
928	Interest Notes and Contracts	9,759	-	-
970	Transfers to Other Funds	-	-	-
	<i>Subtotal</i>	9,759	-	-
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 267,369	\$ 469,800	\$ 228,820

Transportation Engineering

FUND: Street Fund

DEPARTMENT: Utilities and Public Works

Service Description:

This service provides management, administration, and supervision of the Transportation Engineering and Construction Inspection Division of the City’s Utilities and Public Works 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:	2022 Budget	2023 Budget	2024 Budget
Traffic Engineering Administrator	1.000	1.000	1.000
Sr Civil Engineer	1.000	1.000	1.000
Civil Engineer II	1.000	1.000	1.000
Transportation Engineering Assistant	1.000	1.000	2.000
Total	4.000	4.000	5.000

Transportation Engineering

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	341,734	483,484	567,270
112	Temporary Wages	1,154	26,500	49,615
121	Overtime Wages	408	800	800
123	Leave Expense	-	13,899	13,899
126	RHS Plan	26,142	1,843	2,000
128	FICA	72	1,643	3,076
129	Medicare Contribution	4,295	7,395	8,945
131	MOPC	16,424	24,174	28,363
132	Employee Insurance	70,827	72,523	79,031
133	GERP Retirement	29,564	43,514	53,323
135	Compensation Insurance	161	166	8,447
136	Unemployment Insurance	148	160	216
137	Staff Training and Conference	1,698	13,000	11,000
141	Uniforms Protective Clothing	186	125	125
142	Food Allowance	252	500	2,300
	<i>Subtotal</i>	<i>493,064</i>	<i>689,726</i>	<i>828,410</i>
Operating and Maintenance				
210	Supplies	6,978	13,450	14,400
	Reference Books and Materials			
216		1,340	100	100
217	Dues and Subscriptions	1,187	2,525	3,275
	NonCapital Equip and Furniture			
218		15,846	24,950	27,110
240	Repair and Maintenance	8,456	22,095	18,500
245	Mileage Allowance	2	100	100
246	Liability Insurance	6,204	6,882	10,681
247	Safety Expenses	250	1,625	1,625
	Prof and Contracted Services			
250		54,572	212,250	490,000
252	Ads and Legal Notices	768	3,000	2,000
260	Utilities	-	700	500
261	Telephone Charges	4,376	5,513	4,388
263	Postage	4,446	2,300	4,500
	Printing Copying and Binding			
264		134	2,150	1,200
	Other Services and Charges			
269		800	-	-
	Fleet Lease Operating and Mtc			
273		8,483	5,827	9,809
274	Fleet Lease Replacement	-	14,653	33,489
	<i>Subtotal</i>	<i>113,841</i>	<i>318,120</i>	<i>621,677</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 606,905	\$ 1,007,846	\$ 1,450,087

Street Rehabilitation

FUND: Street Fund

DEPARTMENT: Utilities and Public Works

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:	2022 Budget	2023 Budget	2024 Budget
Sr Civil Engineer	1.500	1.500	1.500
Total	1.500	1.500	1.500

Street Rehabilitation

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	154,148	188,570	208,331
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
123	Leave Expense	-	-	-
126	RHS Plan	17,072	600	600
128	FICA	-	-	-
129	Medicare Contribution	1,963	2,734	3,021
131	MOPC	7,186	9,428	10,296
132	Employee Insurance	28,092	27,926	28,536
133	GERP Retirement	12,936	16,971	19,358
135	Compensation Insurance	3,091	3,079	-
136	Unemployment Insurance	58	61	78
137	Staff Training and Conference	-	-	-
141	Uniforms Protective Clothing	-	-	-
142	Food Allowance	-	-	-
	<i>Subtotal</i>	224,546	249,369	270,220
Operating and Maintenance				
210	Supplies	-	1,100	1,100
	Reference Books and Materials	-	-	-
216		-	-	-
217	Dues and Subscriptions	750	700	700
	NonCapital Equip and Furniture	-	-	-
218		-	-	-
240	Repair and Maintenance	-	-	-
245	Mileage Allowance	-	-	-
246	Liability Insurance	8,613	6,666	-
247	Safety Expenses	-	100	100
	Prof and Contracted Services	-	-	-
250		-	-	-
252	Ads and Legal Notices	-	-	-
260	Utilities	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
	Printing Copying and Binding	-	-	-
264		-	-	-
	Other Services and Charges	-	-	-
269		-	-	-
	Fleet Lease Operating and Mtc	-	-	-
273		-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	9,363	8,566	1,900
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 233,909	\$ 257,935	\$ 272,120

Transportation System Management

FUND: Street Fund

DEPARTMENT: Utilities and Public Works

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:	2022 Budget	2023 Budget	2024 Budget
Sr Civil Engineer	0.500	0.500	0.500
Total	0.500	0.500	0.500

Transportation System Management

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	59,766	62,057	68,644
112	Temporary Wages	134,079	178,758	232,956
121	Overtime Wages	2	-	-
123	Leave Expense	-	-	-
126	RHS Plan	200	200	200
128	FICA	8,313	11,083	14,443
129	Medicare Contribution	2,679	3,492	4,373
131	MOPC	2,988	3,103	3,432
132	Employee Insurance	9,364	9,309	9,512
133	GERP Retirement	5,379	5,585	6,453
135	Compensation Insurance	14,098	8,390	8,437
136	Unemployment Insurance	19	20	26
137	Staff Training and Confer- ence	-	-	-
141	Uniforms Protective Cloth- ing	-	-	-
142	Food Allowance	-	-	-
	<i>Subtotal</i>	<i>236,888</i>	<i>281,997</i>	<i>348,476</i>
Operating and Maintenance				
210	Supplies	1,956	4,850	20,850
	Reference Books and Mate- rials	-	-	-
216		-	-	-
217	Dues and Subscriptions	9,206	14,000	15,000
	NonCapital Equip and Fur- niture	-	-	-
218		-	-	-
240	Repair and Maintenance	-	-	-
245	Mileage Allowance	-	-	-
246	Liability Insurance	443	427	413
247	Safety Expenses	-	500	500
	Prof and Contracted Ser- vices	636,790	910,700	1,270,760
250		-	-	-
252	Ads and Legal Notices	-	150	50
260	Utilities	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing Copying and Bind- ing	5,000	5,000	5,000
	Other Services and Charg- es	26,216	70,000	50,000
269		-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	<i>679,612</i>	<i>1,005,627</i>	<i>1,362,573</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 916,500	\$ 1,287,624	\$ 1,711,049

Traffic Signals

FUND: Street Fund

DEPARTMENT: Utilities and Public Works

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:	2022 Budget	2023 Budget	2024 Budget
Sr Traffic Signal Technician	1.000	1.000	1.000
Traffic Signal Technician II	2.000	2.000	2.000
Total	3.000	3.000	3.000

Traffic Signals
Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	111,512	213,860	223,794
112	Temporary Wages	1,359	-	-
121	Overtime Wages	42,257	35,000	35,000
123	Leave Expense	-	-	-
126	RHS Plan	1,102	1,200	1,200
128	FICA	84	-	-
129	Medicare Contribution	2,030	3,101	3,245
131	MOPC	5,576	10,693	11,190
132	Employee Insurance	31,834	32,079	31,011
133	GERP Retirement	10,036	19,247	21,037
135	Compensation Insurance	4,211	4,067	681
136	Unemployment Insurance	66	71	85
137	Staff Training and Conference	5,508	-	-
141	Uniforms Protective Clothing	758	830	830
142	Food Allowance	-	300	300
	<i>Subtotal</i>	<i>216,334</i>	<i>320,448</i>	<i>328,373</i>
Operating and Maintenance				
210	Supplies	551	3,500	3,500
	Reference Books and Materials	-	-	-
216		-	-	-
217	Dues and Subscriptions	2,300	300	2,300
	NonCapital Equip and Furniture	-	2,500	2,500
218		-	2,500	2,500
240	Repair and Maintenance	(8,358)	135,500	135,500
245	Mileage Allowance	-	-	-
246	Liability Insurance	4,905	6,028	30,759
247	Safety Expenses	565	1,600	1,600
	Prof and Contracted Services	233,966	533,000	595,000
250		233,966	533,000	595,000
252	Ads and Legal Notices	-	-	-
260	Utilities	29,868	72,080	72,080
261	Telephone Charges	420	3,220	3,220
263	Postage	884	1,500	1,500
264	Printing Copying and Binding	-	-	-
	Other Services and Charges	-	-	-
269		-	-	-
273	Fleet Lease Operating and Mtc	11,380	15,120	11,214
274	Fleet Lease Replacement	29,926	29,926	29,925
	<i>Subtotal</i>	<i>306,407</i>	<i>804,274</i>	<i>889,098</i>
Capital Outlay				
440	Machinery and Equipment	193,579	229,000	269,000
	<i>Subtotal</i>	<i>193,579</i>	<i>229,000</i>	<i>269,000</i>
	SERVICE TOTAL	\$ 716,320	\$ 1,353,722	\$ 1,486,471

Survey and Engineering Support

FUND: Street Fund

DEPARTMENT: Utilities and Public Works

Service Description:

This service provides surveying and engineering support. This includes technical support for development and capital improvement programs for the Utilities and Public Works Department, as well as staffing, supervision and evaluation of employees.

SERVICE: Survey and Engineering Support

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Engineering and Surveying Technician Supervisor	0.250	0.250	0.250
Sr Engineering Technician	0.250	0.250	0.250
Engineering Technician	0.500	0.500	0.500
Total	1.000	1.000	1.000

Survey and Engineering Support

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	171,189	193,504	95,801
121	Overtime Wages	-	417	500
126	RHS Plan	5,517	809	400
129	Medicare Contribution	2,132	2,806	1,389
131	MOPC	8,413	9,675	4,782
132	Employee Insurance	30,578	29,003	13,253
133	GERP Retirement	15,143	17,416	8,992
135	Compensation Insurance	69	69	30
136	Unemployment Insurance	65	64	37
137	Staff Training and Conference	853	4,125	1,800
141	Uniforms Protective Clothing	-	75	90
	<i>Subtotal</i>	233,958	257,963	127,074
Operating and Maintenance				
210	Supplies	7,943	2,125	900
216	Reference Books and Materials	-	25	25
217	Dues and Subscriptions	31	663	150
218	NonCapital Equip and Furniture	20,535	8,600	540
240	Repair and Maintenance	34,871	36,927	8,160
246	Liability Insurance	274	535	198
247	Safety Expenses	-	250	150
250	Prof and Contracted Services	4,091	12,251	10,530
261	Telephone Charges	8,364	9,960	180
264	Printing Copying and Binding	31	125	70
273	Fleet Lease Operating and Mtc	2,616	3,686	2,508
274	Fleet Lease Replacement	1,495	4,526	4,526
	<i>Subtotal</i>	80,250	79,673	27,937
Capital Outlay				
440	Machinery and Equipment	10,302	2,502	-
	<i>Subtotal</i>	10,302	2,502	-
	SERVICE TOTAL	\$ 324,509	\$ 340,138	\$ 155,011

Snow and Ice Removal

FUND: Street Fund

DEPARTMENT: Utilities and Public Works

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:	2022 Budget	2023 Budget	2024 Budget
Utility and Streets Maintenance Supervisor	0.250	0.250	0.250
Development Project Administrator	0.090	0.000	0.000
Public Works Technician I	2.200	2.200	2.200
Total	2.540	2.450	2.450

Snow and Ice Removal

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	150,359	158,487	165,804
112	Temporary Wages	40,513	12,190	12,470
121	Overtime Wages	42,901	55,240	55,240
124	Skill Based Overtime Pay	-	-	-
126	RHS Plan	905	980	980
128	FICA	2,595	756	773
129	Medicare Contribution	3,017	2,475	2,586
131	MOPC	7,494	7,924	8,259
132	Employee Insurance	22,834	23,683	22,892
133	GERP Retirement	13,489	14,264	15,529
135	Compensation Insurance	3,917	3,810	4,547
136	Unemployment Insurance	47	52	63
137	Staff Training and Conference	-	-	-
141	Uniforms Protective Clothing	-	-	-
142	Food Allowance	-	500	500
	<i>Subtotal</i>	<i>288,072</i>	<i>280,361</i>	<i>289,643</i>
Operating and Maintenance				
210	Supplies	64,829	43,300	63,300
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	-	12,000	12,000
218	NonCapital Equip and Furniture	-	40,000	-
222	Chemicals	508,730	400,000	510,000
240	Repair and Maintenance	33,695	54,000	54,000
242	Street Repair and Maintenance	-	3,343	3,343
245	Mileage Allowance	-	-	-
246	Liability Insurance	19,444	32,872	33,088
247	Safety Expenses	-	-	-
249	Operating Leases and Rentals	-	1,000	1,000
250	Prof and Contracted Services	90,159	139,000	139,000
252	Ads and Legal Notices	-	-	-
260	Utilities	-	-	-
261	Telephone Charges	321	264	264
263	Postage	-	-	-
264	Printing Copying and Binding	-	-	-
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	40,741	42,923	63,350
274	Fleet Lease Replacement	113,503	114,294	123,818
	<i>Subtotal</i>	<i>871,422</i>	<i>882,996</i>	<i>1,003,163</i>
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 1,159,494	\$ 1,163,357	\$ 1,292,806

Street and Alley Maintenance

FUND: Street Fund

DEPARTMENT: Utilities and Public Works

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:	2022 Budget	2023 Budget	2024 Budget
Utility and Streets Maintenance Supervisor	0.750	1.000	0.500
Transportation System Maintenance Manager	0.900	0.900	0.900
System Operations Supervisor	0.300	0.200	0.000
Waste Services Technician II	0.000	1.000	0.000
Public Works Technician III	0.000	1.000	1.000
Public Works Technician II	3.900	1.000	2.000
Public Works Technician I	5.900	5.720	2.020
Total	11.750	10.820	6.420

Street and Alley Maintenance

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	782,128	510,325
112	Temporary Wages	-	35,600	36,419
121	Overtime Wages	30,026	33,000	48,000
124	Skill Based Overtime Pay	-	2,500	2,500
126	RHS Plan	4,233	4,048	2,568
128	FICA	-	2,207	2,258
129	Medicare Contribution	7,952	11,857	7,929
131	MOPC	30,152	39,106	25,516
132	Employee Insurance	108,103	117,319	70,716
133	GERP Retirement	54,274	70,392	47,971
135	Compensation Insurance	14,723	21,210	20,337
136	Unemployment Insurance	225	258	193
137	Staff Training and Conference	13,221	10,066	15,566
141	Uniforms Protective Clothing	11,883	8,000	8,000
142	Food Allowance	697	300	800
	<i>Subtotal</i>	<i>275,489</i>	<i>1,137,991</i>	<i>799,098</i>
Operating and Maintenance				
210	Supplies	10,945	38,950	38,950
216	Reference Books and Materials	-	250	250
217	Dues and Subscriptions	1,267	250	250
218	NonCapital Equip and Furniture	12,657	14,000	21,000
222	Chemicals	218	-	-
240	Repair and Maintenance	235,353	335,000	335,000
242	Street Repair and Maintenance	-	30,087	30,087
245	Mileage Allowance	-	200	200
246	Liability Insurance	50,070	77,970	99,718
247	Safety Expenses	9,404	8,000	9,500
249	Operating Leases and Rentals	757	20,000	20,000
250	Prof and Contracted Services	233,513	290,000	251,500
252	Ads and Legal Notices	56	500	500
260	Utilities	32,851	38,200	48,200
261	Telephone Charges	6,486	1,320	6,500
263	Postage	1,994	-	2,000
264	Printing Copying and Binding	26	750	750
269	Other Services and Charges	-	3,000	3,000
273	Fleet Lease Operating and Mtc	179,982	204,138	278,599
274	Fleet Lease Replacement	418,892	357,966	438,589
	<i>Subtotal</i>	<i>1,194,472</i>	<i>1,420,581</i>	<i>1,584,593</i>
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	541	541
	<i>Subtotal</i>	<i>-</i>	<i>541</i>	<i>541</i>
	SERVICE TOTAL	\$ 1,469,961	\$ 2,559,113	\$ 2,384,232

Street Cleaning

FUND: Street Fund

DEPARTMENT: Utilities and Public Works

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:	2022 Budget	2023 Budget	2024 Budget
System Operations Supervisor	0.000	0.200	0.200
Utility and Streets Maintenance Supervisor	0.200	0.000	0.000
Operations Support Specialist	0.300	0.000	0.000
Public Works Technician I	0.500	0.500	0.500
Total	1.000	0.700	0.700

Street Cleaning

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	47,540	50,566	52,910
112	Temporary Wages	-	-	-
121	Overtime Wages	1,761	2,000	2,000
124	Skill Based Overtime Pay	-	-	-
126	RHS Plan	439	280	280
128	FICA	-	-	-
129	Medicare Contribution	629	733	768
131	MOPC	2,377	2,529	2,645
132	Employee Insurance	10,512	7,585	7,331
133	GERP Retirement	4,279	4,551	4,974
135	Compensation Insurance	2,196	1,347	1,201
136	Unemployment Insurance	22	16	20
137	Staff Training and Conference	-	-	-
141	Uniforms Protective Clothing	-	1,272	1,272
142	Food Allowance	-	-	-
	<i>Subtotal</i>	<i>69,754</i>	<i>70,879</i>	<i>73,401</i>
Operating and Maintenance				
210	Supplies	-	3,000	3,000
216	Reference Books and Materials	-	50	50
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	3,000	3,000
222	Chemicals	-	-	-
240	Repair and Maintenance	-	32,000	32,000
242	Street Repair and Maintenance	-	-	-
245	Mileage Allowance	-	-	-
246	Liability Insurance	5,360	8,165	7,003
247	Safety Expenses	-	1,000	1,000
249	Operating Leases and Rentals	-	400	400
250	Prof and Contracted Services	225,470	170,000	170,000
252	Ads and Legal Notices	-	1,000	1,000
260	Utilities	12,128	9,500	12,500
261	Telephone Charges	219	1,800	1,800
263	Postage	-	-	-
264	Printing Copying and Binding	-	-	-
269	Other Services and Charges	-	250	250
273	Fleet Lease Operating and Mtc	46,871	144,364	93,608
274	Fleet Lease Replacement	163,626	117,689	116,639
	<i>Subtotal</i>	<i>453,674</i>	<i>492,218</i>	<i>442,250</i>
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 523,428	\$ 563,097	\$ 515,651

Street Improvements

FUND: Street Fund

DEPARTMENT: Utilities and Public Works

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:	2022 Budget	2023 Budget	2024 Budget
Director of Engineering Services	0.400	0.400	0.000
Engineering Administrator	0.950	0.950	0.750
Sr Civil Engineer	1.300	1.300	1.200
Civil Engineer II	2.550	2.550	2.550
Construction Inspector	0.350	0.350	0.000
Project Manager II	0.250	0.250	0.250
Total	5.800	5.800	4.750

Street Improvements

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	603,341	707,876	634,837
112	Temporary Wages	-	-	-
121	Overtime Pay	6,004	-	-
126	RHS Plan	6,176	2,320	1,900
128	FICA	-	-	-
129	Medicare Contribution	7,597	10,264	9,205
131	MOPC	29,942	35,394	31,744
132	Employee Insurance	102,336	106,181	87,972
133	GERP Retirement	53,896	63,709	59,675
135	Compensation Insurance	11,424	11,220	3,703
136	Unemployment Insurance	214	234	242
137	Staff Training and Conference	1,555	4,100	3,100
142	Food Allowace	-	100	200
	<i>Subtotal</i>	822,484	941,398	832,578
Operating and Maintenance				
210	Supplies	1,677	500	1,800
217	Dues and Subscriptions	3	200	200
218	NonCapital Equip and Furniture	1,715	2,000	2,000
240	Repair and Maintenance	-	570	750
246	Liability Insurance	1,097	1,432	8,214
250	Prof and Contracted Services	60	2,000	1,500
252	Ads and Legal Notices	108	300	300
261	Telephone Charges	458	2,000	1,000
263	Postage	-	-	-
269	Other Services and Charges	-	-	-
270	Administrative Mgmt Services	881,955	1,090,760	1,146,329
	<i>Subtotal</i>	887,074	1,099,762	1,162,093
Non-Operating Expense				
910	ROW Maintenance	253,191	270,168	282,423
927	Principal Notes and Contracts	-	321,427	-
970	Transfers to Other Funds	173,230	323,978	45,081
	<i>Subtotal</i>	426,421	915,573	327,504
Capital Outlay				
475	Building and Facility Developmnt	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 2,135,979	\$ 2,956,733	\$ 2,322,175

Street Signing and Marking

FUND: Street Fund

DEPARTMENT: Utilities and Public Works

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 motorist, 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:	2022 Budget	2023 Budget	2024 Budget
Utility and Streets Maintenance Supervisor	0.25	0.250	0.25
Public Works Technician I	0.50	0.500	0.5
Total	0.750	0.750	0.750

Street Signing and Marking

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	49,177	54,674	57,210
112	Temporary Wages	-	-	-
121	Overtime Wages	242	750	750
124	Skill Based Overtime Pay	-	-	-
126	RHS Plan	300	300	300
128	FICA	-	-	-
129	Medicare Contribution	597	793	830
131	MOPC	2,459	2,734	2,860
132	Employee Insurance	7,986	8,201	7,927
133	GERP Retirement	4,426	4,921	5,378
135	Compensation Insurance	1,446	1,449	1,705
136	Unemployment Insurance	16	18	22
137	Staff Training and Conference	-	-	-
141	Uniforms Protective Clothing	-	-	-
142	Food Allowance	-	-	-
	<i>Subtotal</i>	<i>66,649</i>	<i>73,840</i>	<i>76,982</i>
Operating and Maintenance				
210	Supplies	20,829	60,000	60,000
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	5,500	5,500
222	Chemicals	-	-	-
240	Repair and Maintenance	(5,342)	1,500	7,000
242	Street Repair and Maintenance	-	-	-
245	Mileage Allowance	-	-	-
246	Liability Insurance	11,593	14,216	7,606
247	Safety Expenses	-	-	-
249	Operating Leases and Rentals	-	250	250
250	Prof and Contracted Services	458,903	620,000	620,000
252	Ads and Legal Notices	-	-	-
260	Utilities	-	-	-
261	Telephone Charges	233	-	-
263	Postage	-	-	-
264	Printing Copying and Binding	-	-	-
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	14,928	17,311	22,575
274	Fleet Lease Replacement	27,677	24,651	22,570
	<i>Subtotal</i>	<i>528,821</i>	<i>743,428</i>	<i>745,501</i>
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 595,470	\$ 817,268	\$ 822,483

Concrete Repair

FUND: Street Fund

DEPARTMENT: Utilities and Public Works

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:	2022 Budget	2023 Budget	2024 Budget
Public Works Technician I	0.500	0.500	0.500
Total	0.500	0.500	0.500

Concrete Repair

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	27,262	30,357	31,763
112	Temporary Wages	-	-	-
121	Overtime Wages	139	1,000	1,000
124	Skill Based Overtime Pay	-	-	-
126	RHS Plan	200	200	200
128	FICA	-	-	-
129	Medicare Contribution	309	440	461
131	MOPC	1,353	1,518	1,588
132	Employee Insurance	4,367	4,553	4,401
133	GERP Retirement	2,435	2,732	2,986
135	Compensation Insurance	1,261	693	714
136	Unemployment Insurance	9	10	12
137	Staff Training and Conference	-	-	-
141	Uniforms Protective Clothing	-	-	-
142	Food Allowance	-	-	-
	<i>Subtotal</i>	37,335	41,503	43,125
Operating and Maintenance				
210	Supplies	254	2,500	2,500
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	4,000	4,000
222	Chemicals	-	-	-
240	Repair and Maintenance	161	31,500	31,500
242	Street Repair and Maintenance	-	-	-
245	Mileage Allowance	-	-	-
246	Liability Insurance	7,668	7,407	3,771
247	Safety Expenses	-	500	500
249	Operating Leases and Rentals	-	500	500
250	Prof and Contracted Services	5,000	40,000	60,000
252	Ads and Legal Notices	-	-	-
260	Utilities	-	-	-
261	Telephone Charges	29	-	-
263	Postage	-	-	-
264	Printing Copying and Binding	-	-	-
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	24,097	48,149	31,011
274	Fleet Lease Replacement	102,395	98,734	81,576
	<i>Subtotal</i>	139,603	233,290	215,358
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 176,938	\$ 274,793	\$ 258,483

Construction Inspection

FUND: Street Fund

DEPARTMENT: Utilities and Public Works

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 Services

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Construction Inspection Supervisor	0.500	0.500	0.500
Sr Construction Inspector	2.000	2.000	2.000
Construction Inspector	1.500	1.500	1.850
Total	4.000	4.000	4.350

Construction Inspection

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	286,970	329,743	371,998
112	Temporary Wages	-	100	102
121	Overtime Wages	36,052	30,000	30,000
122	Longevity Compensation	-	-	-
126	RHS Plan	1,977	1,600	1,740
128	FICA	-	6	6
129	Medicare Contribution	4,013	4,782	5,394
131	MOPC	14,349	16,487	18,599
132	Employee Insurance	49,077	49,461	51,549
133	GERP Retirement	25,827	29,677	34,970
135	Compensation Insurance	3,371	9,255	12,090
136	Unemployment Insurance	102	109	142
137	Staff Training and Conference	1,370	2,000	1,500
141	Uniforms Protective Clothing	1,032	500	750
142	Food Allowance	-	400	500
	<i>Subtotal</i>	<i>424,139</i>	<i>474,120</i>	<i>529,340</i>
Operating and Maintenance				
210	Supplies	4,525	3,500	4,500
216	Reference Books and Materials	-	200	50
217	Dues and Subscriptions	170	500	500
218	NonCapital Equip and Furniture	3,318	4,750	5,750
240	Repair and Maintenance	-	300	300
246	Liability Insurance	3,297	4,785	5,191
247	Safety Expenses	508	750	750
249	Operating Leases and Rentals	539	2,000	1,500
250	Prof and Contracted Services	-	-	-
252	Ads and Legal Notices	269	-	-
260	Utilities	156	-	-
261	Telephone Charges	4,734	3,630	3,630
263	Postage	1	-	-
264	Printing Copying and Binding	572	300	350
273	Fleet Lease Operating and Mtc	19,665	21,494	29,210
274	Fleet Lease Replacement	24,431	29,722	30,810
	<i>Subtotal</i>	<i>62,185</i>	<i>71,931</i>	<i>82,541</i>
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 486,324	\$ 546,051	\$ 611,881

Water and Wastewater Division Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	604,567	-	211,454
Operating and Maintenance	9	-	-
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 604,576	\$ -	\$ 211,454

Water and Wastewater Operations

FUND: Street Fund

DEPARTMENT: Utilities and Public Works

Service Description:

This service provides support to the Water and Wastewater utilities operations, including the Water Distribution System, Wastewater Collection System, and the Water and Wastewater Treatment Systems.

SERVICE: Water and Wastewater Operations

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Engineering Administrator	0.250	0.250	0.000
System Operations Supervisor	0.000	0.300	0.300
Public Works Technician II	0.000	1.900	1.900
Total	0.250	2.450	2.200

Water and Wastewater Operations

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	604,564	-	162,298
112	Temporary Wages	-	-	-
121	Overtime Pay	-	-	-
126	RHS Plan	-	-	880
128	FICA	-	-	-
129	Medicare Contribution	-	-	2,354
131	MOPC	-	-	8,115
132	Employee Insurance	-	-	22,489
133	GERP Retirement	-	-	15,256
135	Compensation Insurance	3	-	-
136	Unemployment Insurance	-	-	62
137	Staff Training and Conference	-	-	-
142	Food Allowace	-	-	-
	<i>Subtotal</i>	<i>604,567</i>	<i>-</i>	<i>211,454</i>
Operating and Maintenance				
210	Supplies	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	-
240	Repair and Maintenance	-	-	-
246	Liability Insurance	9	-	-
250	Prof and Contracted Services	-	-	-
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
269	Other Services and Charges	-	-	-
270	Administrative Mgmt Services	-	-	-
	<i>Subtotal</i>	<i>9</i>	<i>-</i>	<i>-</i>
Non-Operating Expense				
910	ROW Maintenance	-	-	-
927	Principal Notes and Contracts	-	-	-
970	Transfers to Other Funds	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
Capital Outlay				
475	Building and Facility Developmnt	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 604,576	\$ -	\$ 211,454

Capital Improvement Projects

FUND: Street Fund

DEPARTMENT: Utilities and Public Works

Service Description:

Capital projects are listed below. Detailed descriptions of each project are included in the 2024-2028 Capital Improvement Program

STREET FUND PROJECTS	2024 Budget
PBF082 Municipal Buildings HVAC Replacement	\$ 39,578
PRO083 Primary and Secondary Greenway Connection	30,000
PRO211 Prairie Dog Barrier Replacements	68,680
TRP001 Asphalt Pavement Management Program	7,656,000
TRP011 Transportation System Management Program	1,344,000
TRP092 Boston Avenue Connection - Price To Martin	1,250,000
TRP094 Railroad Quiet Zones	1,600,000
TRP098 State Highway 66 Improvements - Hover to US 287	100,000
TRP106 Concrete Pavement Management Program	450,000
TRP135 Coffman St Busway Improvements	2,075,000
TRP137 Main Street Corridor Plan	1,000,000
TOTAL	\$ 15,613,258

SANITATION FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	2,808,800	3,503,637	3,924,547
Operating and Maintenance	4,966,153	6,721,815	7,566,088
Non-Operating	246,733	207,867	361,492
Capital	113,746	527,982	1,006,423
TOTAL	\$ 8,135,433	\$ 10,961,301	\$ 12,858,550

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 include budget services in three departments:

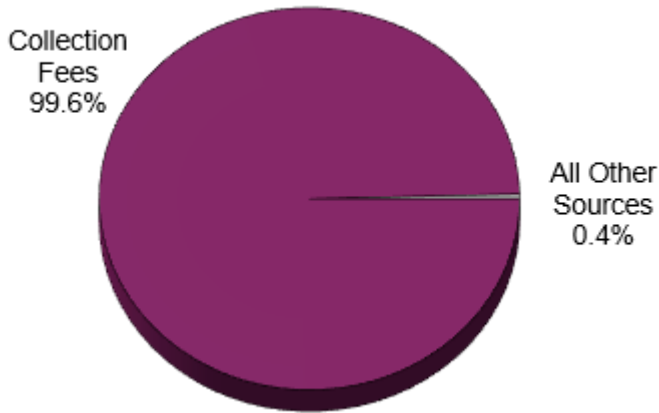
- ◆ External Services—Parks and Natural Resources
- ◆ Shared Services— Communications, Community and Neighborhood Response, Enterprise Technology Services Applications, Strategic Integration Executive Director, Strategic Integration Sustainability, Strategic Integration Business Enablement Rates and Finance, Strategic Integration Business Enablement Customer Service and Administration, Strategic Integration Business Enablement Technology, Strategic Integration Office of Geospatial Data, and Strategic Integration Office of Data and Analytics
- ◆ Utilities and Public Works—Administration, Public Works Survey and Engineering Support, Regulatory Services, Waste Operations Landfill, Solid Waste Removal and Disposal, Special Trash Pickup, Curbside Recycling, and Composting

Administration of this fund is provided by the Shared Services Department Strategic Integration Division

SANITATION FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 7,146,404	\$ 9,270,433	\$ 6,503,905
Committed Working Capital	-	801,823	-
REVENUES			
Charges for Services	9,382,034	8,972,000	9,396,400
Intergovernmental	5,019	-	-
Interest	(203,041)	22,596	26,809
Miscellaneous	1,075,450	2,000	2,000
TOTAL FUNDS	10,259,462	8,996,596	9,425,209
EXPENSES BY BUDGET SERVICE			
External Services	256,341	345,432	370,604
Shared Services	42,190	82,813	1,420,533
Utilities and Public Works	7,724,198	10,006,903	10,061,747
CIP Projects	112,704	526,153	1,005,666
Total Operating Expenses	8,135,433	10,961,301	12,858,550
TOTAL ADJUSTED EXPENSES	8,135,433	10,961,301	12,858,550
ENDING WORKING CAPITAL	9,270,433	6,503,905	3,070,564
CONTRIBUTION TO/(FROM) RESERVES	\$ 2,124,029	\$ (1,964,705)	\$ (3,433,341)

SANITATION FUND - Sources of Funds



- ◆ Approximately 99.6% of revenues in the Sanitation Fund for 2024 will come from sales to the City’s sold waste customers.
- ◆ The 2024 Budget will require a contribution from fund balance of \$3,433,341.

Estimating Major Sources of Funds

Sales Revenue: The Strategic Integration Division estimates charges for solid waste services based on the estimated number of customers and the estimated monthly bill in each customer class.

	2022 Actual	2023 Budget	2024 Budget
SOURCES OF FUNDS			
Solid Waste Collection Fees	4,953,287	4,572,000	5,198,800
Solid Waste Collection Fees (reduced volume)	2,243,274	2,213,600	2,043,200
Special Trash Collection Fees	56,340	60,000	60,000
Waste Management Fees	1,431,245	1,502,600	1,458,600
Compost Collection	583,351	587,300	604,300
Single Stream Commodity	6,508	-	
Metal Management Revenue	15,876	5,000	5,000
Tree Limb Diversion Fee	66,568	22,000	22,000
Polycart Escrow	25,585	9,500	4,500
Intergovernmental Revenue	5,019	-	
Other Revenue	1,075,450	2,000	2,000
Other Transfers	-		
Interest Income		22,596	26,809
Contribution from/(to) Fund Balance	(2,124,029)	1,964,705	3,433,341
TOTAL FUNDS NEEDED TO MEET EXPENSES	\$ 8,135,433	\$ 10,961,301	\$ 12,858,550

External Services Department Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	244,027	319,445	345,864
Operating and Maintenance	12,314	25,987	24,740
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 256,341	\$ 345,432	\$ 370,604

Parks and Natural Resources

FUND: Sanitation Fund

DEPARTMENT: External Services

Service Description:

Parks and Natural Resources 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: Parks Natural Resources

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Sr Natural Resource Technician	0.100	0.100	0.100
Sr Grounds Maintenance Technician	2.850	2.850	2.850
Grounds Maintenance Technician II	0.000	1.000	1.000
Total	2.950	3.950	3.950

Parks and Natural Resources

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	181,511	243,629	265,419
121	Overtime Wages	6,233	-	-
126	RHS Plan	1,180	1,580	1,580
129	Medicare Contribution	2,426	3,533	3,850
131	MOPC	9,018	12,181	13,241
132	Employee Insurance	27,312	36,454	36,696
133	GERP Retirement	16,231	21,927	24,893
135	Compensation Insurance	60	61	84
136	Unemployment Insurance	57	80	101
	<i>Subtotal</i>	<i>244,027</i>	<i>319,445</i>	<i>345,864</i>
Operating and Maintenance				
210	Supplies	196	2,840	3,039
218	NonCapital Equip and Furniture	1,995	-	-
222	Chemicals	693	2,500	2,675
240	Repair and Maintenance	38	-	-
246	Liability Insurance	330	539	785
250	Prof and Contracted Services	178	10,105	10,813
261	Telephone Charges	1,272	-	-
273	Fleet Lease Operating and Mtc	2,525	1,800	2,885
274	Fleet Lease Replacement	5,088	8,203	4,543
	<i>Subtotal</i>	<i>12,314</i>	<i>25,987</i>	<i>24,740</i>
Non-Operating Expense				
970	Transfers to Other Funds	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
Capital Outlay				
440	Vehicles	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 256,341	\$ 345,432	\$ 370,604

Shared Services Department Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	37,199	4,604	690,374
Operating and Maintenance	2,502	75,720	373,340
Non-Operating	2,489	2,489	356,819
Capital	-	-	-
TOTAL	\$ 42,190	\$ 82,813	\$ 1,420,533

Communications

FUND: Sanitation Fund

DEPARTMENT: Shared Services

Service Description:

The Communications Division is the voice and ears of the City organization. This team works to communicate with Longmont residents about services, emergencies, developments, events, and civic participation that impact or interest the community, as well as receive feedback and relay comments and concerns from the community. The Communications Division is a centralized entity within the Shared Services Department with expertise that includes:

- media relations and public information
- marketing
- strategic communications
- community involvement
- graphic design
- social media
- website administration
- creative outreach
- emergency and crisis communications

Team members are embedded in divisions and departments across the organization to build relationships and maintain subject matter expertise while pooling skills and resources as needed to support City and Council priorities.

SERVICE: Communications

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Assistant Communications and Engagement Director	0.000	0.050	0.050
Citywide Brand and Digital Communications Specialist	0.085	0.085	0.085
Communications and Marketing Specialist	0.400	0.400	0.400
Total	0.485	0.535	0.535

Communications

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	-	-	47,417
121 Overtime Wages	-	-	-
126 RHS Plan	-	-	214
129 Medicare Contribution	-	-	686
131 MOPC	-	-	2,372
132 Employee Insurance	-	-	6,570
133 GERP Retirement	-	-	4,457
135 Compensation Insurance	-	-	15
136 Unemployment Insurance	-	-	17
137 Staff Training and Confer- ence	-	675	1,000
<i>Subtotal</i>	-	675	62,748
Operating and Maintenance			
210 Supplies	-	45	100
217 Dues and Subscriptions	-	740	740
218 NonCapital Equip and Furni- ture	-	-	-
240 Repair and Maintenance	-	-	-
246 Liability Insurance	-	-	102
250 Prof and Contracted Ser- vices	-	22,775	23,500
252 Ads and Legal Notices	-	20,420	20,420
261 Telephone Charges	-	-	-
263 Postage	-	15,000	15,000
264 Printing and Copying	-	15,000	15,000
273 Fleet Lease Operating and Mtc	-	-	-
274 Fleet Lease Replacement	-	-	-
<i>Subtotal</i>	-	73,980	74,862
Non-Operating Expense			
970 Transfers to Other Funds	-	-	-
<i>Subtotal</i>	-	-	-
Capital Outlay			
440 Vehicles	-	-	-
<i>Subtotal</i>	-	-	-
SERVICE TOTAL	\$ -	\$ 74,655	\$ 137,610

Community and Neighborhood Response

FUND: Sanitation Fund

DEPARTMENT: Shared 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.

This budget service is new to the Sanitation Fund in 2024.

SERVICE: Community Neighborhood Response

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Neighborhood Resource Coordinator	0.080	0.080	0.080
Social Equity Coordinator	0.080	0.080	0.080
Total	0.160	0.160	0.160

Community and Neighborhood Response

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	15,464
121	Overtime Wages	-	-	-
126	RHS Plan	-	-	64
129	Medicare Contribution	-	-	225
131	MOPC	-	-	764
132	Employee Insurance	-	-	2,116
133	GERP Retirement	-	-	1,436
135	Compensation Insurance	-	-	5
136	Unemployment Insurance	-	-	6
137	Staff Training and Confer- ence	-	-	-
	<i>Subtotal</i>	-	-	20,080
Operating and Maintenance				
210	Supplies	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furni- ture	-	-	-
240	Repair and Maintenance	-	-	-
246	Liability Insurance	-	-	34
250	Prof and Contracted Ser- vices	-	-	-
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing and Copying	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	34
Non-Operating Expense				
970	Transfers to Other Funds	-	-	-
	<i>Subtotal</i>	-	-	-
Capital Outlay				
440	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 20,114

Enterprise Technology Services Applications

FUND: Sanitation 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.

This budget service is new to the Sanitation Fund in 2024.

SERVICE: Enterprise Technology Services - Applications

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Technical Functional Analyst CRM and Special Projects	0.000	0.000	0.100
Total	0.000	0.000	0.100

Enterprise Technology Services Applications

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	11,604
121	Overtime Wages	-	-	-
126	RHS Plan	-	-	40
129	Medicare Contribution	-	-	168
131	MOPC	-	-	580
132	Employee Insurance	-	-	1,683
133	GERP Retirement	-	-	1,091
135	Compensation Insurance	-	-	-
136	Unemployment Insurance	-	-	4
137	Staff Training and Confer- ence	-	-	-
	<i>Subtotal</i>	-	-	15,170
Operating and Maintenance				
210	Supplies	-	-	67
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furni- ture	-	-	200
240	Repair and Maintenance	-	-	-
246	Liability Insurance	-	-	-
250	Prof and Contracted Ser- vices	-	-	-
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing and Copying	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	267
Non-Operating Expense				
970	Transfers to Other Funds	-	-	-
	<i>Subtotal</i>	-	-	-
Capital Outlay				
440	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 15,437

Strategic Integration Executive Director

FUND: Sanitation Fund

DEPARTMENT: Shared Services

Service Description:

The Strategic Integration Executive Director leads the Strategic Integration Division. The Division 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. The goal of Strategic Integration is to use diverse expertise and exceptional customer service to provide and support innovative, effective, and sustainable practices that protect and enhance the community.

This budget service is new to the Sanitation Fund in 2024.

SERVICE: Strategic Integration - Executive Director

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Executive Director of Strategic Integration	0.050	0.050	0.050
Project Management Office Manager	0.000	0.000	0.020
Project Management Office Administrative Analyst	0.000	0.000	0.020
Total	0.050	0.050	0.090

Strategic Integration Executive Director

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	12,804
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	-
126	RHS Plan	-	-	36
128	FICA	-	-	-
129	Medicare Contribution	-	-	185
131	MOPC	-	-	640
132	Employee Insurance	-	-	1,800
133	GERP Retirement	-	-	1,203
135	Compensation Insurance	-	-	3
136	Unemployment Insurance	-	-	5
137	Staff Training and Conference	-	-	356
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	17,032
Operating and Maintenance				
210	Supplies	-	-	50
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	216
240	Repair and Maintenance	-	-	-
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	20
250	Prof and Contracted Services	1,735	1,200	94,329
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing and Copying	-	-	-
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	1,735	1,200	94,615
Non-Operating Expense				
970	Transfers to Other Funds	2,489	2,489	2,489
	<i>Subtotal</i>	2,489	2,489	2,489
Capital Outlay				
440	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 4,224	\$ 3,689	\$ 114,136

Strategic Integration Sustainability

FUND: Sanitation Fund

DEPARTMENT: Shared Services

Service Description:

The Strategic Integration Sustainability service has a goal of collaboratively working across all City departments to achieve the City's vision of an engaged community that promotes environmental stewardship, economic vitality, and social equity to create a sustainable and thriving future for all.

This budget service is new to the Sanitation Fund in 2024.

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Sustainability Coordinator	0.000	0.000	1.000
Total	0.000	0.000	1.000

Strategic Integration Sustainability

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	99,886
121	Overtime Wages	-	-	-
126	RHS Plan	-	-	400
129	Medicare Contribution	-	-	1,448
131	MOPC	-	-	4,994
132	Employee Insurance	-	-	13,841
133	GERP Retirement	-	-	9,389
135	Compensation Insurance	-	-	-
136	Unemployment Insurance	-	-	38
137	Staff Training and Confer- ence	-	-	-
	<i>Subtotal</i>	-	-	129,996
Operating and Maintenance				
210	Supplies	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furni- ture	-	-	-
240	Repair and Maintenance	-	-	-
246	Liability Insurance	-	-	-
250	Prof and Contracted Ser- vices	-	-	-
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing and Copying	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	-
Non-Operating Expense				
970	Transfers to Other Funds	-	-	-
	<i>Subtotal</i>	-	-	-
Capital Outlay				
440	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 129,996

Strategic Integration Business Enablement/Rates and Finance

FUND: Sanitation Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement includes three budget services that provide expertise in specialized areas:

- Business Enablement/Rates and Finance
- Business Enablement/Technical Services
- Business Enablement/Customer Service and Administration

This budget service is new to the Sanitation Fund in 2024.

SERVICE: Strategic Integration - Business Enablement - Rates & Finance

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
PWNR Assistant Director of Business Services	0.156	0.100	0.000
Director of Business Enablement	0.000	0.070	0.070
Utility and Rate Analysis Manager	0.000	0.000	0.100
Utility Rate Analyst	0.000	0.120	0.240
Business Analyst	0.400	0.340	0.340
Grant Coordinator	0.150	0.150	0.150
Total	0.706	0.780	0.900

Strategic Integration Business Enablement/Rates and Finance

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	102,280
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	-
126	RHS Plan	-	-	360
128	FICA	-	-	-
129	Medicare Contribution	-	-	1,482
131	MOPC	-	-	5,113
132	Employee Insurance	-	-	14,173
133	GERP Retirement	-	-	9,615
135	Compensation Insurance	-	-	28
136	Unemployment Insurance	-	-	37
137	Staff Training and Conference	-	-	450
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	133,538
Operating and Maintenance				
210	Supplies	-	-	54
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	95
240	Repair and Maintenance	-	-	-
245	Mileage Allowance	-	-	50
246	Liability Insurance	-	-	186
250	Prof and Contracted Services	-	-	12,858
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing and Copying	-	-	-
269	Other Services and Charges	159	-	57,466
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
290	Rebates	-	-	53,280
	<i>Subtotal</i>	159	-	123,989
Non-Operating Expense				
950	Bad Debt	-	-	73,000
970	Transfers to Other Funds	-	-	281,330
	<i>Subtotal</i>	-	-	354,330
Capital Outlay				
440	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 159	\$ -	\$ 611,857

Business Enablement/Customer Service and Administration

FUND: Sanitation Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement /Customer Service and Administration provides a wide range of customer service to City utilities. This includes the management of the call center, providing administrative and utility operations support, processing purchase orders and vendor payments, accounts receivable billing, annual pole attachment and lease invoicing, assisting with backflow testing requirements, providing Council agenda and item support, researching and rectifying utility bill issues, managing calls for electric outages, maintaining water and electric meters, and supporting the Water Board and the Sustainability Advisory Board.

SERVICE: Strategic Integration - Business Enablement - Customer Service and Admin

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Customer Service and Administration Manager	0.200	0.050	0.050
Administrative Supervisor	0.000	0.050	0.050
Administrative Analyst	0.000	0.050	0.100
Executive Assistant	0.150	0.080	0.080
Administrative Assistant	0.650	0.200	0.200
Sr Customer Service Representative	0.000	0.650	0.650
Customer Service Representative	1.300	1.300	1.300
Total	2.300	2.380	2.430

Business Enablement/Customer Service and Administration

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	2,843	151,802
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	50
122	Longevity Compensation	-	-	120
126	RHS Plan	-	20	972
128	FICA	-	-	-
129	Medicare Contribution	-	41	2,159
131	MOPC	-	142	7,444
132	Employee Insurance	-	426	20,629
133	GERP Retirement	-	256	13,994
135	Compensation Insurance	-	-	52
136	Unemployment Insurance	-	1	56
137	Staff Training and Conference	-	200	980
142	Food Allowance	-	-	200
	<i>Subtotal</i>	-	3,929	198,458
Operating and Maintenance				
210	Supplies	-	142	800
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	148	303
240	Repair and Maintenance	-	-	2,000
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	345
250	Prof and Contracted Services	-	250	2,557
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	27
263	Postage	-	-	-
264	Printing and Copying	-	-	-
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	540	6,032
Capital Outlay				
440	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ 4,469	\$ 204,490

Business Enablement/Technical Services

FUND: Sanitation Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement /Technical Services provides technical assistance related to software purchasing and implementation for City utilities, manages servers supporting systems for critical infrastructure, manages dedicated hardware for systems supporting City services, and develops reports, subscriptions, and dashboards utilizing business intelligence tools for all systems. This service also supports, develops, and maintains multiple specialized systems and integrations between multiple systems.

This budget service is new to the Sanitation Fund in 2024.

SERVICE: Strategic Integration - Business Enablement - Technology

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Technical Services Manager	0.050	0.030	0.030
Sr Programmer Analyst	0.000	0.030	0.030
Lead Technical Functional Analyst	0.000	0.031	0.031
Technical Functional Analyst	0.000	0.000	0.050
Application Support Analyst	0.000	0.030	0.030
Total	0.050	0.121	0.171

Business Enablement/Technical Services

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	21,469
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	-
126	RHS Plan	-	-	68
128	FICA	-	-	-
129	Medicare Contribution	-	-	311
131	MOPC	-	-	1,074
132	Employee Insurance	-	-	2,975
133	GERP Retirement	-	-	2,018
135	Compensation Insurance	-	-	5
136	Unemployment Insurance	-	-	9
137	Staff Training and Conference	-	-	550
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	28,479
Operating and Maintenance				
210	Supplies	-	-	7,125
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	7,570
240	Repair and Maintenance	-	-	6,540
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	67
250	Prof and Contracted Services	-	-	20,792
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	9,344
263	Postage	-	-	-
264	Printing and Copying	-	-	-
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	51,438
Capital Outlay				
440	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 79,917

Data and Analytics

FUND: Sanitation Fund

DEPARTMENT: Shared Services

Service Description:

The Data and Analytics service has a mission to grow data culture and best practices across the City through process improvement, capacity-building, infrastructure design, education, and consulting. This service seeks to empower City staff to achieve innovative, effective, and equitable service through quality, trustworthy, useful data and analysis .

This budget service is new to the Sanitation Fund in 2024.

SERVICE: Strategic Integration - Office of Data & Analytics

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Data and Analytics Program Manager	0.000	0.100	0.100
Business Process Improvement Coordinator	0.000	0.100	0.100
Data and Innovation Analyst	0.000	0.050	0.050
Total	0.000	0.250	0.250

Data and Analysis

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	29,382
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	-
126	RHS Plan	-	-	100
128	FICA	-	-	-
129	Medicare Contribution	-	-	426
131	MOPC	-	-	1,466
132	Employee Insurance	-	-	4,063
133	GERP Retirement	-	-	2,756
135	Compensation Insurance	-	-	9
136	Unemployment Insurance	-	-	11
137	Staff Training and Conference	-	-	410
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	38,623
Operating and Maintenance				
210	Supplies	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	-
240	Repair and Maintenance	-	-	205
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	62
250	Prof and Contracted Services	-	-	15,600
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing and Copying	-	-	-
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	15,867
Capital Outlay				
440	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 54,490

Geospatial Data

FUND: Sanitation Fund

DEPARTMENT: Shared Services

Service Description:

The Geospatial Data service has a goal to effectively deliver geospatial data, tools and customer support across all City work spaces to enhance decision making and promote GIS integration into common processes. The Geographic Information System (GIS) Office provides and coordinates staff and resource support for City wide GIS and spatial data needs. Staff members manage the GIS system, support access to GIS, as well data creation / maintenance, electronic mapping, and creation and maintenance of Online maps, dashboards, and mapping applications .

This budget service is new to the Sanitation Fund in 2024.

SERVICE: Strategic Integration - Office of Geospatial Data

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Geospatial Data and Analysis Program Manager	0.000	0.050	0.050
Sr GIS Mapping Technician	0.000	0.050	0.200
GIS Mapping Technician	0.050	0.050	0.000
Sr GIS Analyst	0.050	0.100	0.050
Lead GIS Analyst	0.050	0.050	0.000
GIS Coordinator	0.000	0.000	0.050
Technical Functional Analyst	0.050	0.050	0.000
Total	0.200	0.350	0.350

Geospatial Data

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	34,991
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
122	Longevity Compensation	-	-	-
126	RHS Plan	-	-	140
128	FICA	-	-	-
129	Medicare Contribution	-	-	505
131	MOPC	-	-	1,750
132	Employee Insurance	-	-	4,849
133	GERP Retirement	-	-	3,289
135	Compensation Insurance	-	-	11
136	Unemployment Insurance	-	-	14
137	Staff Training and Conference	-	-	701
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	46,250
Operating and Maintenance				
210	Supplies	-	-	41
216	Reference Books and Materials	-	-	6
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	691
240	Repair and Maintenance	-	-	2,939
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	76
250	Prof and Contracted Services	-	-	2,464
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing and Copying	-	-	19
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	6,236
Capital Outlay				
440	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 52,486

Oil and Gas

FUND: Sanitation Fund

DEPARTMENT: Shared Services

Service Description:

The Oil and Gas service has a mission to use technical expertise and regulatory involvement to protect the health of Longmont's residents and ecosystems and promote responsible and strategic stewardship of local natural resources. This service coordinates oil and gas legal agreements and reclamation of plugged oil wells, audits oil and gas royalties and negotiates with oil companies, collaborates with other communities on air quality, oil, and gas regulation input, and coordinates with other City staff regarding development. In addition, this service supports the City's Regional Air Quality Study, oversees oil and gas groundwater monitoring, coordinates on surface water monitoring, responds to public inquiries, provides expertise for Sustainability Plan goals, and collaborates state-wide to communicate with the public on air quality.

These costs are now part of the General Fund.

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	28,211	-	-
121	Overtime Wages	-	-	-
126	RHS Plan	100	-	-
129	Medicare Contribution	375	-	-
131	MOPC	1,486	-	-
132	Employee Insurance	4,201	-	-
133	GERP Retirement	2,676	-	-
135	Compensation Insurance	142	-	-
136	Unemployment Insurance	8	-	-
137	Staff Training and Conference	-	-	-
	<i>Subtotal</i>	<i>37,199</i>	-	-
Operating and Maintenance				
210	Supplies	-	-	-
217	Dues and Subscriptions	-	-	-
246	Liability Insurance	24	-	-
250	Prof and Contracted Services	479	-	-
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	105	-	-
	<i>Subtotal</i>	<i>608</i>	-	-
Non-Operating Expense				
970	Transfers to Other Funds	-	-	-
	<i>Subtotal</i>	-	-	-
Capital Outlay				
440	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 37,807	\$ -	\$ -

Utilities and Public Works Department Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	2,527,573	3,179,588	2,888,309
Operating and Maintenance	4,951,338	6,620,108	7,168,008
Non-Operating	244,244	205,378	4,673
Capital	1,042	1,829	757
TOTAL	\$ 7,724,198	\$ 10,006,903	\$ 10,061,747

Utilities and Public Works Administration

FUND: Sanitation Fund

DEPARTMENT: Utilities and Public Works

Service Description:

The Utilities and Public Works Administration service is responsible for administering City policies, developing departmental policies and procedures, providing effective supervision of personnel, and assuring effective management of the financial and operational condition of the utilities and funds.

SERVICE: Administration

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Assistant City Manager Utilities and Public Works	0.000	0.070	0.070
Director of Operations	0.000	0.250	0.300
Total	0.000	0.320	0.370

Utilities and Public Works Administration

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	222,703	385,867	130,457
112	Temporary Wages	8,564	12,300	-
121	Overtime Wages	-	500	500
122	Longevity Compensation	1,482	886	-
126	RHS Plan	6,938	1,690	148
128	FICA	516	763	-
129	Medicare Contribution	2,743	4,331	1,183
131	MOPC	11,462	16,356	4,079
132	Employee Insurance	48,410	48,763	11,304
133	GERP Retirement	20,653	29,440	7,668
135	Compensation Insurance	115	130	40
136	Unemployment Insurance	101	107	31
137	Staff Training and Conference	2,936	1,650	100
142	Food Allowance	546	425	125
	<i>Subtotal</i>	<i>327,169</i>	<i>503,208</i>	<i>155,635</i>
Operating and Maintenance				
210	Supplies	892	598	500
217	Dues and Subscriptions	894	-	-
218	NonCapital Equip and Furniture	3,990	2,150	450
240	Repair and Maintenance	1,913	11,560	-
245	Mileage Allowance	26	460	460
246	Liability Insurance	398	794	340
250	Prof and Contracted Services	70,368	212,000	-
252	Ads and Legal Notices	6,660	-	-
260	Utilities	113	-	-
261	Telephone Charges	145	-	-
263	Postage	-	-	-
264	Printing and Copying	4,704	-	-
269	Other Services and Charges	19,275	35,520	-
273	Fleet Lease Operating and Mtc	1,085	433	1,430
274	Fleet Lease Replacement	863	2,373	2,374
	<i>Subtotal</i>	<i>111,324</i>	<i>265,888</i>	<i>5,554</i>
Capital Outlay				
440	Vehicles	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 438,494	\$ 769,096	\$ 161,189

Regulatory Compliance

FUND: Sanitation Fund

DEPARTMENT: Utilities and Public Works

Service Description:

The Regulatory Compliance Service 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 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

Regulatory Compliance

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	(1,253)	-	-
112	Temporary Wages	-	-	-
126	RHS Plan	-	-	-
128	FICA	-	-	-
129	Medicare Contribution	-	-	-
131	MOPC	-	-	-
132	Employee Insurance	-	-	-
133	GERP Retirement	-	-	-
135	Compensation Insurance	8	-	-
136	Unemployment Insurance	-	-	-
137	Staff Training and Conference	-	-	-
	<i>Subtotal</i>	<i>(1,245)</i>	-	-
Operating and Maintenance				
210	Supplies	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	-
246	Liability Insurance	13	-	-
250	Prof and Contracted Services	-	5,000	5,000
259	Licenses and Permits	110	1,000	1,000
261	Telephone Charges	-	-	-
	<i>Subtotal</i>	<i>123</i>	<i>6,000</i>	<i>6,000</i>
Non-Operating Expense				
970	Transfers to Other Funds	-	-	-
	<i>Subtotal</i>	-	-	-
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ (1,122)	\$ 6,000	\$ 6,000

Survey and Engineering Support

FUND: Sanitation Fund

DEPARTMENT: Utilities and Public Works

Service Description:

This service provides surveying and engineering support. This includes technical support for development and capital improvement programs for the Utilities and Public Works Department, as well as staffing, supervision and evaluation of employees.

SERVICE: Public Works - Survey & Engineering Support

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Engineering and Surveying Technician Supervisor	0.000	0.050	0.000
Sr Engineering Technician	0.000	0.050	0.000
Engineering Technician	0.000	0.100	0.000
Total	0.000	0.200	0.000

Survey and Engineering Support

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	32,943	59,271	-
121	Overtime Wages	-	83	83
126	RHS Plan	1,103	248	-
129	Medicare Contribution	438	860	-
131	MOPC	1,729	2,963	-
132	Employee Insurance	6,116	8,886	-
133	GERP Retirement	3,112	5,334	-
135	Compensation Insurance	15,250	244	6
136	Unemployment Insurance	12	19	-
137	Staff Training and Conference	170	825	-
141	Uniforms and Protective Clothing	-	15	-
	<i>Subtotal</i>	<i>60,874</i>	<i>78,748</i>	<i>89</i>
Operating and Maintenance				
210	Supplies	673	425	-
216	Reference Books and Materials	-	5	-
217	Dues and Subscriptions	6	133	-
218	NonCapital Equip and Furniture	10,649	8,108	-
240	Repair and Maintenance	6,974	7,385	-
246	Liability Insurance	68	107	40
247	Safety Expenses	-	50	-
250	Prof and Contracted Services	846	2,450	-
261	Telephone Charges	6,642	9,344	-
264	Printing and Copying	6	25	-
273	Fleet Lease Operating and Mtc	1,534	1,030	1,462
274	Fleet Lease Replacement	299	907	903
	<i>Subtotal</i>	<i>27,696</i>	<i>29,969</i>	<i>2,405</i>
Non-Operating Expense				
970	Transfers to Other Funds	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
Capital Outlay				
440	Machinery and Equipment	1,042	1,072	-
	<i>Subtotal</i>	<i>1,042</i>	<i>1,072</i>	<i>-</i>
	SERVICE TOTAL	\$ 89,613	\$ 109,789	\$ 2,494

Solid Waste Removal and Disposal

FUND: Sanitation Fund

DEPARTMENT: Utilities and Public Works

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: Water & Waste - Waste Services Operations - Solid Waste Removal and Disposal

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Director of Operations	0.250	0.250	0.000
Assistant Director Of Water and Waste	0.000	0.000	0.330
Waste Services Manager	0.500	0.500	0.500
Sanitation Supervisor	1.000	1.000	1.000
Operations Support Specialist	1.000	1.000	0.250
Waste Services Technician II	0.000	1.000	2.000
Waste Service Technician I	0.000	9.500	9.500
Public Works Technician II	3.000	1.000	0.000
Public Works Technician I	8.250	0.000	0.000
Administrative Assistant	0.250	0.250	0.250
Total	14.250	14.500	13.830

Solid Waste Removal and Disposal

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	871,239	1,019,357	1,035,456
112	Temporary Wages	16,000	-	-
121	Overtime Wages	30,225	25,000	25,000
123	Leave Expense	-	8,295	8,295
124	Skill Based Overtime Pay	-	2,500	2,500
126	RHS Plan	12,528	5,800	5,532
128	FICA	1,005	-	-
129	Medicare Contribution	11,420	14,780	15,018
131	MOPC	43,490	50,968	51,745
132	Employee Insurance	148,047	152,814	143,402
133	GERP Retirement	78,281	91,743	97,272
135	Compensation Insurance	20,301	28,955	45,851
136	Unemployment Insurance	306	337	394
137	Staff Training and Conference	4,064	11,000	11,000
141	Uniforms and Protective Clothing	6,320	20,000	20,000
142	Food Allowance	1,095	2,000	2,000
	<i>Subtotal</i>	<i>1,244,320</i>	<i>1,433,549</i>	<i>1,463,465</i>
Operating and Maintenance				
210	Supplies	20,810	20,000	25,000
217	Dues and Subscriptions	1,130	2,000	2,000
218	NonCapital Equip and Furniture	57,270	120,000	120,000
232	Building Repair and Maintenance	-	-	-
240	Repair and Maintenance	114,019	134,750	134,750
246	Liability Insurance	64,473	82,241	89,599
247	Safety Expenses	8,640	10,500	21,000
249	Operating Leases and Rentals	2,572	-	2,000
250	Prof and Contracted Services	699,832	741,200	804,700
252	Ads and Legal Notices	1,017	-	-
260	Utilities	115,284	28,000	28,000
261	Telephone Charges	1,090	2,501	2,501
263	Postage	75	-	-
269	Other Services and Charges	51,732	25,000	1,000
270	Administrative and Management			
	Services	590,971	691,158	950,772
273	Fleet Lease Operating and Mtc	496,485	727,823	1,768,968
274	Fleet Lease Replacement	896,460	1,336,992	900,089
	<i>Subtotal</i>	<i>3,121,861</i>	<i>3,922,165</i>	<i>4,850,379</i>
Non-Operating Expense				
950	Bad Debt	70,556	19,000	-
970	Transfers To Other Funds	173,688	186,378	4,673
	<i>Subtotal</i>	<i>244,244</i>	<i>205,378</i>	<i>4,673</i>
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	757	757
	<i>Subtotal</i>	<i>-</i>	<i>757</i>	<i>757</i>
	SERVICE TOTAL	\$ 4,610,425	\$ 5,561,849	\$ 6,319,274

Curbside Recycling

FUND: Sanitation Fund

DEPARTMENT: Utilities and Public Works

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: Water & Waste - Waste Services Operations - Curbside Recycling

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Waste Services Manager	0.500	0.500	0.500
Waste Services Technician II	0.000	2.000	1.000
Waste Service Technician I	0.000	3.500	4.500
Public Works Technician I	4.500	0.000	0.000
Operations Support Specialist	0.000	0.000	0.250
Administrative Assistant	0.400	0.400	0.400
Total	5.400	6.400	6.650

Curbside Recycling

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	334,491	445,620	480,523
112	Temporary Wages	-	-	-
121	Overtime Wages	17,084	10,000	10,000
123	Leave Expense	-	-	-
124	Skill Based Overtime Pay	-	-	-
126	RHS Plan	2,687	2,560	2,660
128	FICA	-	-	-
129	Medicare Contribution	4,182	6,461	6,969
131	MOPC	16,424	22,281	23,978
132	Employee Insurance	52,201	66,699	66,454
133	GERP Retirement	29,563	40,106	45,077
135	Compensation Insurance	7,965	7,843	195
136	Unemployment Insurance	108	147	182
137	Staff Training and Conference	-	-	-
141	Uniforms and Protective Clothing	-	-	-
142	Food Allowance	-	-	-
	<i>Subtotal</i>	<i>464,703</i>	<i>601,717</i>	<i>636,038</i>
Operating and Maintenance				
210	Supplies	174	5,000	5,000
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	36,542	70,000	70,000
232	Building Repair and Maintenance	-	-	-
240	Repair and Maintenance	-	555	555
246	Liability Insurance	14,330	12,601	12,494
247	Safety Expenses	-	500	500
249	Operating Leases and Rentals	-	-	-
250	Prof and Contracted Services	275,306	554,000	554,000
260	Utilities	7,160	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
269	Other Services and Charges	-	-	-
270	Administrative and Management Services	-	-	-
273	Fleet Lease Operating and Mtc	165,762	306,393	264,400
274	Fleet Lease Replacement	206,594	206,592	-
	<i>Subtotal</i>	<i>705,868</i>	<i>1,155,641</i>	<i>906,949</i>
Non-Operating Expense				
950	Bad Debt	-	-	-
970	Transfers To Other Funds	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 1,170,571	\$ 1,757,358	\$ 1,542,987

Special Trash Pickup

FUND: Sanitation Fund

DEPARTMENT: Utilities and Public Works

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: Water & Waste - Waste Services Operations - Special Trash Pickup

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Waste Services Technician II	0.000	1.500	2.500
Waste Service Technician I	0.000	0.500	0.500
Public Works Technician II	1.000	1.000	0.000
Public Works Technician I	2.000	0.000	0.000
Operations Support Specialist	0.000	0.000	0.250
Customer Service Representative	1.000	1.000	1.000
Administrative Assistant	0.250	0.250	0.250
Total	4.250	4.250	4.500

Special Trash Pickup

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	228,573	267,123	303,541
112	Temporary Wages	-	-	-
121	Overtime Wages	9,109	10,000	10,000
123	Leave Expense	-	-	-
124	Skill Based Overtime Pay	-	-	-
126	RHS Plan	2,222	1,700	1,800
128	FICA	-	-	-
129	Medicare Contribution	2,878	3,873	4,402
131	MOPC	11,652	13,356	15,146
132	Employee Insurance	37,069	39,978	41,979
133	GERP Retirement	20,973	24,041	28,476
135	Compensation Insurance	7,506	7,021	1,263
136	Unemployment Insurance	75	88	116
137	Staff Training and Conference	-	-	-
141	Uniforms and Protective Clothing	-	-	-
142	Food Allowance	-	-	-
	<i>Subtotal</i>	320,058	367,180	406,723
Operating and Maintenance				
210	Supplies	1,806	2,000	2,000
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	-
232	Building Repair and Maintenance	-	-	-
240	Repair and Maintenance	214	-	-
246	Liability Insurance	2,487	4,450	3,967
247	Safety Expenses	-	1,000	1,000
249	Operating Leases and Rentals	-	-	-
250	Prof and Contracted Services	515,080	590,000	630,000
260	Utilities	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
269	Other Services and Charges	-	-	-
270	Administrative and Management Services	-	-	-
273	Fleet Lease Operating and Mtc	61,978	57,383	44,914
274	Fleet Lease Replacement	78,702	95,136	94,402
	<i>Subtotal</i>	660,267	749,969	776,283
Non-Operating Expense				
950	Bad Debt	-	-	-
970	Transfers To Other Funds	-	-	-
	<i>Subtotal</i>	-	-	-
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 980,324	\$ 1,117,149	\$ 1,183,006

Landfill Maintenance

FUND: Sanitation Fund

DEPARTMENT: Utilities and Public Works

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.

Landfill Maintenance

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	-
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
123	Leave Expense	-	-	-
124	Skill Based Overtime Pay	-	-	-
126	RHS Plan	-	-	-
128	FICA	-	-	-
129	Medicare Contribution	-	-	-
131	MOPC	-	-	-
132	Employee Insurance	-	-	-
133	GERP Retirement	-	-	-
135	Compensation Insurance	-	-	-
136	Unemployment Insurance	-	-	-
137	Staff Training and Conference	-	-	-
141	Uniforms and Protective Clothing	-	-	-
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	-
Operating and Maintenance				
210	Supplies	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	-
232	Building Repair and Maintenance	-	-	-
240	Repair and Maintenance	-	-	-
246	Liability Insurance	-	-	-
247	Safety Expenses	-	-	-
249	Operating Leases and Rentals	-	-	-
250	Prof and Contracted Services	-	30,000	43,700
260	Utilities	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
269	Other Services and Charges	-	-	-
	Administrative and Management	-	-	-
270	Services	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	30,000	43,700
Non-Operating Expense				
950	Bad Debt	-	-	-
970	Transfers To Other Funds	-	-	-
	<i>Subtotal</i>	-	-	-
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ 30,000	\$ 43,700

Composting

FUND: Sanitation Fund

DEPARTMENT: Utilities and Public Works

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: Water & Waste - Waste Services Operations - Composting

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Waste Services Technician II	0.000	1.500	1.500
Waste Service Technician I	0.000	0.500	0.500
Public Works Technician I	1.250	0.000	0.000
Operations Support Specialist	0.000	0.000	0.250
Administrative Assistant	0.100	0.100	0.100
Total	1.350	2.100	2.350

Composting

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	81,299	139,604	165,636
112	Temporary Wages	-	-	-
121	Overtime Wages	3,828	10,000	10,000
123	Leave Expense	-	-	-
124	Skill Based Overtime Pay	-	-	-
126	RHS Plan	944	840	940
128	FICA	-	-	-
129	Medicare Contribution	983	2,024	2,401
131	MOPC	3,788	6,980	8,269
132	Employee Insurance	11,829	20,905	22,919
133	GERP Retirement	6,818	12,564	15,547
135	Compensation Insurance	2,182	2,223	584
136	Unemployment Insurance	25	46	63
137	Staff Training and Conference	-	-	-
141	Uniforms and Protective Clothing	-	-	-
142	Food Allowance	-	-	-
	<i>Subtotal</i>	<i>111,695</i>	<i>195,186</i>	<i>226,359</i>
Operating and Maintenance				
210	Supplies	1,643	1,700	1,700
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	15,629	40,000	40,000
232	Building Repair and Maintenance	-	-	-
240	Repair and Maintenance	-	-	-
246	Liability Insurance	2,545	2,670	4,397
247	Safety Expenses	-	-	-
249	Operating Leases and Rentals	-	-	-
250	Prof and Contracted Services	220,756	295,100	395,100
260	Utilities	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
269	Other Services and Charges	-	-	-
270	Administrative and Management Services	-	-	-
273	Fleet Lease Operating and Mtc	18,274	55,654	70,189
274	Fleet Lease Replacement	65,352	65,352	65,352
	<i>Subtotal</i>	<i>324,199</i>	<i>460,476</i>	<i>576,738</i>
Non-Operating Expense				
950	Bad Debt	-	-	-
970	Transfers To Other Funds	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 435,893	\$ 655,662	\$ 803,097

Sanitation Fund

CAPITAL IMPROVEMENT PROGRAM PROJECTS

SANITATION FUND PROJECTS	2024 Budget
PBF082 Municipal Buildings HVAC Replacement	9,221
PRO200 Public Education and Interpretive Signage	6,645
SAN005 Waste Services CNG Building Expansion	989,800
TOTAL	\$ 1,005,666

STORM DRAINAGE FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	2,209,269	2,644,047	3,072,089
Operating and Maintenance	1,608,393	2,183,806	2,808,920
Non-Operating	814,631	2,681,717	2,808,151
Capital	951,171	1,265,697	2,454,420
TOTAL	\$ 5,583,464	\$ 8,775,267	\$ 11,143,580

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 include budget services in three departments:

- ◆ External Services—Parks and Natural Resources, Code Enforcement, Planning and Development Services
- ◆ Shared Services— Communications, Enterprise Technology Services Applications, Strategic Integration Executive Director, Strategic Integration Business Enablement Rates and Finance, Strategic Integration Business Enablement Customer Service and Administration, Strategic Integration Business Enablement Technology, Strategic Integration Office of Geospatial Data, and Strategic Integration Office of Data and Analytics
- ◆ Utilities and Public Works—Administration, Storm Water Quality/MS4 Program, Public Works Survey and Engineering Support, Engineering Services, Street and Drainage Operations, Construction Services, Water Quality Lab, and Water and Waste Water Operations

Administration of this fund is provided by the Shared Services Department Strategic Integration Division

STORM DRAINAGE FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 5,958,343	\$ 10,502,414	\$ 7,119,657
Committed Working Capital	-	4,556,190	-
SOURCES OF FUNDS			
REVENUES			
Charges for Services	8,738,781	9,795,300	11,279,600
Capital Investment Fee	451,162	131,200	436,600
Intergovernmental Revenue	(256,719)	-	-
Interest	(244,619)	16,600	44,700
Miscellaneous	1,438,930	5,600	1,000
TOTAL FUNDS	10,127,535	9,948,700	11,761,900
EXPENSES BY BUDGET SERVICE			
Parks and Natural Resources	89,578	154,209	195,075
Shared Services	546,461	1,481,373	2,375,947
Utilities and Public Works	4,095,619	5,960,335	6,118,355
CIP Projects	851,806	1,179,350	2,454,203
TOTAL EXPENDITURES	5,583,464	8,775,267	11,143,580
ENDING WORKING CAPITAL	10,502,414	7,119,657	7,737,977
CONTRIBUTION TO/(FROM) RESERVES	\$ 4,544,071	\$ 1,173,433	\$ 618,320

External Services Department Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	74,050	81,277	117,398
Operating and Maintenance	15,528	72,932	77,677
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 89,578	\$ 154,209	\$ 195,075

Parks and Natural Resources

FUND: Storm Drainage Fund

DEPARTMENT: External Services

Service Description:

Parks and Natural Resources 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: Parks Natural Resources

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Ecosystem Manager	0.000	0.050	0.040
Sr Natural Resources Analyst	0.210	0.210	0.210
Sr Natural Resources Technician	0.270	0.270	0.270
Sr Arborist Technician	0.250	0.250	0.250
Total	0.730	0.780	0.770

Parks and Natural Resources

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	52,165	54,310	59,957
112	Temporary Wages	4,854	9,360	9,575
121	Overtime Wages	285	-	-
126	RHS Plan	312	312	308
128	FICA	309	580	594
129	Medicare Contribution	714	924	1,008
131	MOPC	2,575	2,716	2,998
132	Employee Insurance	8,164	8,147	8,309
133	GERP Retirement	4,634	4,888	5,636
135	Compensation Insurance	22	22	22
136	Unemployment Insurance	16	18	30
	<i>Subtotal</i>	<i>74,050</i>	<i>81,277</i>	<i>88,437</i>
Operating and Maintenance				
210	Supplies	42	9,550	10,219
222	Chemicals	173	-	500
240	Repair and Maintenance	223	-	-
246	Liability Insurance	200	252	299
250	Prof and Contracted Services	5,272	56,600	60,562
261	Telephone Charges	182	-	-
273	Fleet Lease Operating and Mtc	4,681	2,051	2,285
274	Fleet Lease Replacement	4,755	4,479	3,763
	<i>Subtotal</i>	<i>15,528</i>	<i>72,932</i>	<i>77,628</i>
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 89,578	\$ 154,209	\$ 166,065

Code Enforcement

FUND: Storm Drainage 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.

This budget service is new to the Storm Drainage Fund.

SERVICE: Code Enforcement

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Administrative Assistant	0.000	0.075	0.075
Total	0.000	0.075	0.075

Code Enforcement

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	4,460
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
126	RHS Plan	-	-	30
128	FICA	-	-	-
129	Medicare Contribution	-	-	65
131	MOPC	-	-	223
132	Employee Insurance	-	-	618
133	GERP Retirement	-	-	419
135	Compensation Insurance	-	-	40
136	Unemployment Insurance	-	-	2
	<i>Subtotal</i>	-	-	5,857
Operating and Maintenance				
210	Supplies	-	-	-
222	Chemicals	-	-	-
240	Repair and Maintenance	-	-	-
246	Liability Insurance	-	-	10
250	Prof and Contracted Services	-	-	-
261	Telephone Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	10
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 5,867

Planning and Development Services

FUND: Storm Drainage 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.

This budget service is new to the Storm Drainage Fund.

SERVICE: Planning and Development Services

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Development Project Administrator	0.090	0.088	0.088
Administrative Assistant	0.120	0.120	0.120
Total	0.210	0.208	0.208

Planning and Development Services

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	17,738
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
126	RHS Plan	-	-	83
128	FICA	-	-	-
129	Medicare Contribution	-	-	257
131	MOPC	-	-	887
132	Employee Insurance	-	-	2,458
133	GERP Retirement	-	-	1,668
135	Compensation Insurance	-	-	6
136	Unemployment Insurance	-	-	7
	<i>Subtotal</i>	-	-	23,104
Operating and Maintenance				
210	Supplies	-	-	-
222	Chemicals	-	-	-
240	Repair and Maintenance	-	-	-
246	Liability Insurance	-	-	39
250	Prof and Contracted Services	-	-	-
261	Telephone Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	39
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 23,143

Shared Services Department Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	-	675	397,936
Operating and Maintenance	2,465	28,180	184,089
Non-Operating	543,997	1,452,518	1,793,922
Capital	-	-	-
TOTAL	\$ 546,461	\$ 1,481,373	\$ 2,375,947

Communications

FUND: Storm Drainage Fund

DEPARTMENT: Shared Services

Service Description:

The Communications Division is the voice and ears of the City organization. This team works to communicate with Longmont residents about services, emergencies, developments, events, and civic participation that impact or interest the community, as well as receive feedback and relay comments and concerns from the community. The Communications Division is a centralized entity within the Shared Services Department with expertise that includes:

- media relations and public information
- marketing
- strategic communications
- community involvement
- graphic design
- social media
- website administration
- creative outreach
- emergency and crisis communications

Team members are embedded in divisions and departments across the organization to build relationships and maintain subject matter expertise while pooling skills and resources as needed to support City and Council priorities.

SERVICE: Communications

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Assistant Communications and Engagement Director	0.000	0.100	0.100
Communications and Marketing Specialist	0.200	0.200	0.200
Total	0.200	0.300	0.300

Communications

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	-	29,599
126	RHS Plan	-	-	120
129	Medicare Contribution	-	-	429
131	MOPC	-	-	1,479
132	Employee Insurance	-	-	4,101
133	GERP Retirement	-	-	2,782
135	Compensation Insurance	-	-	10
136	Unemployment Insurance	-	-	11
137	Staff Training and Conference	-	675	800
	<i>Subtotal</i>	-	675	39,331
Operating and Maintenance				
210	Supplies	-	45	500
217	Dues and Subscriptions	-	740	740
246	Liability Insurance	-	-	64
250	Prof and Contracted Services	-	25,775	25,000
252	Ads and Legal Notices	-	420	700
	<i>Subtotal</i>	-	26,980	27,004
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ 27,655	\$ 66,335

Enterprise Technology Services Applications

FUND: Storm Drainage 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.

This budget service is new to the Storm Drainage Fund in 2024.

SERVICE: Enterprise Technology Services - Applications

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Technical Functional Analyst CRM and Special Projects	0.000	0.000	0.090
Total	0.000	0.000	0.090

Enterprise Technology Services Applications

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	10,433
126	RHS Plan	-	-	36
129	Medicare Contribution	-	-	151
131	MOPC	-	-	522
132	Employee Insurance	-	-	1,514
133	GERP Retirement	-	-	982
135	Compensation Insurance	-	-	-
136	Unemployment Insurance	-	-	4
137	Staff Training and Conference	-	-	-
	<i>Subtotal</i>	-	-	13,642
Operating and Maintenance				
210	Supplies	-	-	60
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	180
246	Liability Insurance	-	-	-
250	Prof and Contracted Services	-	-	-
252	Ads and Legal Notices	-	-	-
	<i>Subtotal</i>	-	-	240
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 13,882

Strategic Integration Executive Director

FUND: Storm Drainage Fund

DEPARTMENT: Shared Services

Service Description:

The Strategic Integration Executive Director leads the Strategic Integration Division. The Division 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. The goal of Strategic Integration is to use diverse expertise and exceptional customer service to provide and support innovative, effective, and sustainable practices that protect and enhance the community.

Strategic Integration is a new division included in the Storm Drainage Fund in 2024.

2022 Actual and 2023 Budget amounts were previously included under the Storm Drainage Utility Director.

SERVICE: Strategic Integration - Executive Director

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Executive Director of Strategic Integration	0.100	0.060	0.060
Project Management Office Manager	0.000	0.000	0.040
Project Management Office Administrative Analyst	0.000	0.000	0.040
Total	0.100	0.060	0.140

Strategic Integration Executive Director

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	18,540
112	Temporary Wages	-	-	-
122	Longevity Compensation	-	-	-
121	Overtime Wages	-	-	-
126	RHS Plan	-	-	56
128	FICA	-	-	-
129	Medicare Contribution	-	-	269
131	MOPC	-	-	927
132	Employee Insurance	-	-	2,620
133	GERP Retirement	-	-	1,743
135	Compensation Insurance	-	-	4
136	Unemployment Insurance	-	-	7
137	Staff Training and Conference	-	-	462
142	Food Allowance	-	-	-
	<i>Subtotal</i>	-	-	24,628
Operating and Maintenance				
210	Supplies	-	-	102
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	432
240	Repair and Maintenance	-	-	-
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	23
250	Prof and Contracted Services	2,465	1,200	6,442
252	Legal Notices and Advertising	-	-	-
261	Telephone Charges	-	-	-
264	Printing Copying and Binding	-	-	-
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	2,465	1,200	6,999
Non-Operating Expense				
922	Interest Current Bond Issue	543,167	501,688	545,188
923	Bond Principal Current	-	950,000	995,000
927	Principal Notes and Contracts	-	-	-
928	Interest Notes and Contracts	-	-	-
970	Transfers to Other Funds	830	830	830
	<i>Subtotal</i>	543,997	1,452,518	1,541,018
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 546,461	\$ 1,453,718	\$ 1,572,645

Strategic Integration Business Enablement/Rates and Finance

FUND: Storm Drainage Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement includes three budget services that provide expertise in specialized areas:

- Business Enablement/Rates and Finance
- Business Enablement/Technical Services
- Business Enablement/Customer Service and Administration

Strategic Integration is a new division included in the Storm Drainage Fund in 2024.

SERVICE: Strategic Integration - Business Enablement - Rates and Finance

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Director of Business Enablement	0.000	0.060	0.060
Assistant Director of Business Services	0.104	0.050	0.000
Utility Rate and Analysis Manager	0.000	0.000	0.050
Utility Rate Analyst	0.000	0.050	0.100
Business Analyst	0.200	0.150	0.150
Total	0.304	0.310	0.360

Strategic Integration Business Enablement/Rates and Finance

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	42,396
126	RHS Plan	-	-	144
129	Medicare Contribution	-	-	615
131	MOPC	-	-	2,118
132	Employee Insurance	-	-	5,875
133	GERP Retirement	-	-	3,984
135	Compensation Insurance	-	-	12
136	Unemployment Insurance	-	-	17
137	Staff Training and Conference	-	-	250
	<i>Subtotal</i>	-	-	55,411
Operating and Maintenance				
210	Supplies	-	-	506
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	1,253
245	Mileage Allowance	-	-	60
246	Liability Insurance	-	-	82
250	Prof and Contracted Services	-	-	2,679
252	Ads and Legal Notices	-	-	-
290	Rebates	-	-	65,700
	<i>Subtotal</i>	-	-	70,280
Non-Operating Expense				
927	Principal Notes and Contracts	-	-	146,000
950	Bad Debt	-	-	71,000
970	Transfers to Other Funds	-	-	35,904
	<i>Subtotal</i>	-	-	252,904
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 378,595

Strategic Integration Business Enablement/Customer Service and Administration

FUND: Storm Drainage Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement /Customer Service and Administration provides a wide range of customer service to City utilities. This includes the management of the call center, providing administrative and utility operations support, processing purchase orders and vendor payments, accounts receivable billing, annual pole attachment and lease invoicing, assisting with backflow testing requirements, providing Council agenda and item support, researching and rectifying utility bill issues, managing calls for electric outages, maintaining water and electric meters, and supporting the Water Board and the Sustainability Advisory Board.

Strategic Integration is a new division included in the Storm Drainage Fund in 2024.

SERVICE: Strategic Integration - Business Enablement - Customer Service and Admin

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Customer Service and Administration Manager	0.000	0.050	0.050
Administrative Supervisor	0.000	0.050	0.050
Executive Assistant	0.100	0.050	0.050
Administrative Analyst	0.000	0.050	0.100
Administrative Assistant	0.250	0.200	0.150
Total	0.350	0.400	0.400

Strategic Integration Business Enablement/Customer Service and Administration

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	28,335
121	Overtime Wages	-	-	50
122	Longevity Compensation	-	-	120
126	RHS Plan	-	-	160
129	Medicare Contribution	-	-	368
131	MOPC	-	-	1,407
132	Employee Insurance	-	-	3,898
133	GERP Retirement	-	-	2,644
135	Compensation Insurance	-	-	16
136	Unemployment Insurance	-	-	10
137	Staff Training and Conference	-	-	780
142	Food Allowance	-	-	200
	<i>Subtotal</i>	-	-	37,988
Operating and Maintenance				
210	Supplies	-	-	700
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	213
246	Liability Insurance	-	-	106
250	Prof and Contracted Services	-	-	2,307
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	27
	<i>Subtotal</i>	-	-	3,353
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 41,341

Strategic Integration Business Enablement/Technical Services

FUND: Storm Drainage Fund

DEPARTMENT: Shared Services

Service Description:

The Business Enablement service has a mission to provide exceptional customer service encompassing budget and financial analysis, rate development, and funding opportunities to facilitate well-informed, sustainable, and fiscally responsible decision making.

Business Enablement /Technical Services provides technical assistance related to software purchasing and implementation for City utilities, manages servers supporting systems for critical infrastructure, manages dedicated hardware for systems supporting City services, and develops reports, subscriptions, and dashboards utilizing business intelligence tools for all systems. This service also supports, develops, and maintains multiple specialized systems and integrations between multiple systems.

Strategic Integration is a new division included in the Storm Drainage Fund in 2024.

SERVICE: Strategic Integration - Business Enablement - Technology

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Technical Services Manager	0.150	0.060	0.060
Sr Programmer Analyst	0.000	0.090	0.090
Lead Technical Functional Analyst	0.000	0.062	0.062
Technical Functional Analyst	0.000	0.000	0.100
Application Support Analyst	0.000	0.090	0.090
Administrative Analyst	0.000	0.000	0.500
Total	0.150	0.302	0.902

Strategic Integration Business Enablement/Technical Services

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	83,028
126	RHS Plan	-	-	361
129	Medicare Contribution	-	-	1,203
131	MOPC	-	-	4,152
132	Employee Insurance	-	-	11,718
133	GERP Retirement	-	-	7,805
135	Compensation Insurance	-	-	12
136	Unemployment Insurance	-	-	31
137	Staff Training and Conference	-	-	970
	<i>Subtotal</i>	-	-	109,280
Operating and Maintenance				
210	Supplies	-	-	1,640
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	10,254
240	Repair and Maintenance	-	-	18,550
246	Liability Insurance	-	-	80
250	Prof and Contracted Services	-	-	11,646
252	Ads and Legal Notices	-	-	-
261	Telephone Charges	-	-	3,024
	<i>Subtotal</i>	-	-	45,194
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 154,474

Strategic Integration Data and Analytics

FUND: Storm Drainage Fund

DEPARTMENT: Shared Services

Service Description:

The Data and Analytics service has a mission to grow data culture and best practices across the City through process improvement, capacity-building, infrastructure design, education, and consulting. This service seeks to empower City staff to achieve innovative, effective, and equitable service through quality, trustworthy, useful data and analysis .

Strategic Integration is a new division included in the Storm Drainage Fund in 2024.

SERVICE: Strategic Integration - Office of Data and Analytics

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Data and Analytics Program Manager	0.000	0.050	0.050
Data and Innovation Analyst	0.000	0.025	0.025
Business Process Improvement Coordinator	0.050	0.050	0.050
Total	0.050	0.125	0.125

Strategic Integration Data and Analytics

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	14,691
112	Temporary Wages	-	-	4,560
126	RHS Plan	-	-	50
128	FICA	-	-	283
129	Medicare Contribution	-	-	279
131	MOPC	-	-	733
132	Employee Insurance	-	-	2,032
133	GERP Retirement	-	-	1,379
135	Compensation Insurance	-	-	5
136	Unemployment Insurance	-	-	6
137	Staff Training and Conference	-	-	205
	<i>Subtotal</i>	-	-	24,223
Operating and Maintenance				
210	Supplies	-	-	-
217	Dues and Subscriptions	-	-	-
240	Repair and Maintenance	-	-	103
246	Liability Insurance	-	-	31
250	Prof and Contracted Services	-	-	10,200
252	Ads and Legal Notices	-	-	-
	<i>Subtotal</i>	-	-	10,334
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 34,557

Strategic Integration Geospatial Data

FUND: Storm Drainage Fund

DEPARTMENT: Shared Services

Service Description:

The Geospatial Data service has a goal to effectively deliver geospatial data, tools and customer support across all City work spaces to enhance decision making and promote GIS integration into common processes. The Geographic Information System (GIS) Office provides and coordinates staff and resource support for City wide GIS and spatial data needs. Staff members manage the GIS system, support access to GIS, as well data creation / maintenance, electronic mapping, and creation and maintenance of Online maps, dashboards, and mapping applications .

Strategic Integration is a new division included in the Storm Drainage Fund in 2024.

SERVICE: Strategic Integration - Office of Geospatial Data

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Geospatial Data and Analysis Program Manager	0.000	0.100	0.100
Lead GIS Analyst	0.150	0.100	0.000
Sr GIS Analyst	0.150	0.200	0.100
GIS Coordinator	0.000	0.000	0.100
Technical Functional Analyst	0.150	0.100	0.000
Sr GIS Mapping Technician	0.000	0.100	0.400
GIS Mapping Technician	0.150	0.100	0.000
Total	0.600	0.700	0.700

Strategic Integration Geospatial Data

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	-	-	69,983
126	RHS Plan	-	-	280
129	Medicare Contribution	-	-	1,016
131	MOPC	-	-	3,498
132	Employee Insurance	-	-	9,696
133	GERP Retirement	-	-	6,577
135	Compensation Insurance	-	-	23
136	Unemployment Insurance	-	-	25
137	Staff Training and Conference	-	-	2,335
	<i>Subtotal</i>	-	-	93,433
Operating and Maintenance				
210	Supplies	-	-	135
216	Reference Books and Materials	-	-	21
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	2,303
240	Repair and Maintenance	-	-	9,796
246	Liability Insurance	-	-	152
250	Prof and Contracted Services	-	-	8,215
252	Ads and Legal Notices	-	-	-
264	Printing Copying and Binding	-	-	63
	<i>Subtotal</i>	-	-	20,685
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ -	\$ -	\$ 114,118

Utilities and Public Works Department Overview

	2022 Actual	2023 Budget	2024 Budget
Personal Services	2,135,219	2,562,095	2,556,755
Operating and Maintenance	1,590,401	2,082,694	2,547,154
Non-Operating	270,634	1,229,199	1,014,229
Capital	99,365	86,347	217
TOTAL	\$ 4,095,619	\$ 5,960,335	\$ 6,118,355

Utilities and Public Works Administration

FUND: Storm Drainage Fund

DEPARTMENT: Utilities and Public Works

Service Description:

The Utilities and Public Works Administration service is responsible for administering City policies, developing departmental policies and procedures, providing effective supervision of personnel, and assuring effective management of the financial and operational condition of the utilities and funds.

SERVICE: Administration

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Assistant City Manager Utilities and Public Works	0.000	0.142	0.142
Director of Engineering Services	0.150	0.150	0.150
Director of Operations	0.050	0.050	0.000
Administrative Assistant	0.000	0.000	0.050
Total	0.200	0.342	0.342

Utilities and Public Works Administration

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	95,328	193,685	89,651
112	Temporary Wages	2,677	19,398	19,844
121	Overtime Wages	-	100	100
122	Longevity Compensation	-	106	-
126	RHS Plan	5,916	575	137
128	FICA	159	1,203	1,230
129	Medicare Contribution	1,222	2,420	1,238
131	MOPC	5,051	7,519	3,277
132	Employee Insurance	19,246	22,520	9,079
133	GERP Retirement	9,135	13,534	6,160
135	Compensation Insurance	55	63	37
136	Unemployment Insurance	39	50	25
137	Staff Training and Conference	1,957	375	200
142	Food Allowance	547	425	125
	<i>Subtotal</i>	<i>141,331</i>	<i>261,973</i>	<i>131,103</i>
Operating and Maintenance				
210	Supplies	478	542	500
217	Dues and Subscriptions	893	-	-
218	NonCapital Equip and Furniture	617	721	450
240	Repair and Maintenance	706	5,508	-
245	Mileage Allowance	51	460	460
246	Liability Insurance	201	399	293
250	Prof and Contracted Services	24,591	16,195	-
252	Legal Notices and Advertising	-	-	-
260	Utilities	113	-	-
261	Telephone Charges	145	-	-
263	Postage	4,217	-	-
264	Printing Copying and Binding	3,806	-	-
269	Other Services and Charges	1,005	-	-
273	Fleet Lease Operating and Mtc	954	6,666	1,466
274	Fleet Lease Replacement	576	1,583	1,583
	<i>Subtotal</i>	<i>38,354</i>	<i>32,074</i>	<i>4,752</i>
Non-Operating Expense				
922	Interest Current Bond Issue	-	-	-
923	Bond Principal Current	-	-	-
927	Principal Notes and Contracts	-	187,247	-
928	Interest Notes and Contracts	(44,068)	-	-
970	Transfers to Other Funds	47,517	29,452	14,929
	<i>Subtotal</i>	<i>3,449</i>	<i>216,699</i>	<i>14,929</i>
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 183,135	\$ 510,746	\$ 150,784

Stormwater Quality/Municipal Separate Storm Sewer System (MS4) Program

FUND: Storm Drainage Fund

DEPARTMENT: Utilities and Public Works

Service Description:

The City of Longmont owns and operates a complex storm drainage system known as a Municipal Separate Storm Sewer System (MS4). It is designed to efficiently transport rain water and snow melt away from homes and streets, into the inlets and grates located around the city - ultimately flowing into the surface waters – rivers, creeks, and streams – that run through town.

This runoff water tends to collect common pollutants found in streets, rights-of-way, and often even personal property. Pet waste, yard waste (like leaves), motor oil, car wash runoff, paint, sediment, garbage, and other pollutants all have the potential to flow untreated through the storm sewer system, into the City’s surface waters. This can have a significant impact on surface water quality, threatening the health of the environment, wildlife and residents, as well as the ability to safely recreate in these waterways. The City of Longmont’s Stormwater Quality Program is tasked with helping to protect the rivers, lakes and streams that flow through the community.

SERVICE: Stormwater Quality/MS4 Program

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Sr Civil Engineer	1.000	1.000	1.000
Civil Engineer II	1.000	1.000	1.000
Environmental Regulatory Specialist	2.000	2.000	2.000
Total	4.000	4.000	4.000

Stormwater Quality/Municipal Separate Storm Sewer System (MS4) Program

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	389,196	424,245	421,841
112	Temporary Wages	467	-	-
115	One Time Payment	-	-	-
126	RHS Plan	1,264	1,680	1,600
128	FICA	29	-	-
129	Medicare Contribution	4,706	6,152	6,117
131	MOPC	19,275	21,212	21,092
132	Employee Insurance	60,579	63,637	58,454
133	GERP Retirement	34,695	38,182	39,654
135	Compensation Insurance	259	247	260
136	Unemployment Insurance	126	140	161
137	Staff Training and Conference	3,729	4,200	1,000
	<i>Subtotal</i>	<i>514,325</i>	<i>559,695</i>	<i>550,179</i>
Operating and Maintenance				
210	Supplies	471	1,100	1,100
	Reference Books and Materials	-	200	-
216		-	200	-
217	Dues and Subscriptions	46,680	53,200	-
	NonCapital Equip and Furniture	32	900	900
218		32	900	900
240	Repair and Maintenance	1,587	-	-
245	Mileage Allowance	-	600	600
246	Liability Insurance	745	1,071	1,262
247	Safety Expenses	593	1,200	200
	Prof and Contracted Services	21,237	68,101	18,101
250		21,237	68,101	18,101
259	Licenses and Permits	1,018	3,150	-
261	Telephone Charges	1,727	1,240	-
263	Postage	60	500	-
	Printing Copying and Binding	-	-	-
264		-	-	-
269	Other Services and Charges	-	34	34
	Fleet Lease Operating and Mtc	6,734	6,293	6,811
273		6,734	6,293	6,811
274	Fleet Lease Replacement	4,656	2,877	1,419
	<i>Subtotal</i>	<i>85,540</i>	<i>140,466</i>	<i>30,427</i>
Non-Operating Expense				
922	Interest Current Bond Issue	191,833	162,500	129,300
923	Bond Principal Current	-	830,000	870,000
970	Transfers to Other Funds	-	-	-
	<i>Subtotal</i>	<i>191,833</i>	<i>992,500</i>	<i>999,300</i>
Capital Outlay				
432	Vehicles	-	60,000	-
	<i>Subtotal</i>	<i>-</i>	<i>60,000</i>	<i>-</i>
	SERVICE TOTAL	\$ 791,699	\$ 1,752,661	\$ 1,579,906

Survey and Engineering Support

FUND: Storm Drainage Fund

DEPARTMENT: Utilities and Public Works

Service Description:

This service provides surveying and engineering support. This includes technical support for development and capital improvement programs for the Utilities and Public Works Department, as well as staffing, supervision and evaluation of employees.

SERVICE: Survey and Engineering Support

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Engineering and Surveying Technician Supervisor	0.150	0.150	0.200
Sr Engineering Technician	0.150	0.150	0.200
Engineering Technician	0.300	0.300	0.400
Total	0.600	0.600	0.800

Survey and Engineering Support

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	94,655	142,140	76,640
121	Overtime Wages	-	250	500
126	RHS Plan	3,310	601	320
129	Medicare Contribution	1,279	2,061	1,112
131	MOPC	5,048	7,107	3,826
132	Employee Insurance	18,346	21,308	10,603
133	GERP Retirement	9,085	12,793	7,193
135	Compensation Insurance	738	732	18
136	Unemployment Insurance	38	46	29
137	Staff Training and Conference Uniforms and Protective Cloth-	511	2,475	2,100
141	ing	-	45	105
	<i>Subtotal</i>	<i>133,011</i>	<i>189,558</i>	<i>102,446</i>
Operating and Maintenance				
210	Supplies	4,272	1,275	1,050
216	Reference Books and Materials	-	15	15
217	Dues and Subscriptions	318	398	175
218	NonCapital Equip and Furniture	9,305	9,480	630
240	Repair and Maintenance	20,922	22,157	9,520
246	Liability Insurance	204	321	119
247	Safety Expenses	-	150	175
250	Prof and Contracted Services	2,615	15,451	12,285
261	Telephone Charges	1,968	3,024	210
264	Printing Copying and Binding	18	75	70
273	Fleet Lease Operating and Mtc	-	2,353	2,031
274	Fleet Lease Replacement	-	2,714	2,715
	<i>Subtotal</i>	<i>39,622</i>	<i>57,413</i>	<i>28,995</i>
Capital Outlay				
440	Machinery and Equipment	8,217	1,430	-
	<i>Subtotal</i>	<i>8,217</i>	<i>1,430</i>	<i>-</i>
	SERVICE TOTAL	\$ 180,850	\$ 248,401	\$ 131,441

Engineering Services

FUND: Storm Drainage Fund

DEPARTMENT: Utilities and Public Works

Service Description:

This service provides engineering assistance. Activities include planning for development and capital improvement programs, as well as staffing, supervision and evaluation of employees.

SERVICE: Engineering Services

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Engineering Administrator	0.450	0.200	0.650
Sr Civil Engineer	1.750	1.750	2.050
Civil Engineer II	1.350	1.350	1.450
Project Manager II	0.250	0.250	0.400
Total	3.800	3.550	4.550

Engineering Services

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	433,883	529,374	612,764
112	Temporary Wages	-	2,500	15,345
121	Overtime Wages	4,298	-	3,000
126	RHS Plan	3,658	1,803	1,820
128	FICA	-	155	951
129	Medicare Contribution	5,559	7,712	9,110
131	MOPC	22,419	26,469	30,639
132	Employee Insurance	77,570	79,406	84,912
133	GERP Retirement	40,355	47,644	57,600
135	Compensation Insurance	313	175	148
136	Unemployment Insurance	163	175	235
137	Staff Training and Conference	5,350	7,800	14,000
141	Uniforms and Protective Clothing	-	125	125
142	Food Allowance	232	300	500
	<i>Subtotal</i>	593,800	703,638	831,149
Operating and Maintenance				
210	Supplies	464	3,250	5,400
216	Reference Books and Materials	-	200	400
217	Dues and Subscriptions	885	1,045	56,100
218	NonCapital Equip and Furniture	1,625	2,860	7,500
240	Repair and Maintenance	5,788	12,695	10,100
245	Mileage Allowance	-	50	700
246	Liability Insurance	2,969	4,128	4,947
247	Safety Expenses	-	625	1,800
250	Prof and Contracted Services	103,737	301,000	570,000
252	Ads and Legal Notices	177	200	200
259	Licenses and Permits	-	-	7,100
260	Utilities	516	1,300	1,300
261	Telephone Charges	1,338	2,125	3,400
263	Postage	-	100	600
264	Printing Copying and Binding	-	225	375
269	Other Services and Charges	213	-	-
270	Administrative Mgmt Services	629,426	776,096	888,205
273	Fleet Lease Operating and Mtc	-	-	-
	<i>Subtotal</i>	747,137	1,105,899	1,558,127
Non-Operating Expense				
970	Transfers to Other Funds	-	-	-
974	AIPP Transfers	-	-	-
	<i>Subtotal</i>	-	-	-
Capital Outlay				
475	Building and Facility Developmnt	86,335	-	-
	<i>Subtotal</i>	86,335	-	-
	SERVICE TOTAL	\$ 1,427,272	\$ 1,809,537	\$ 2,389,276

Construction Inspection

FUND: Storm Drainage Fund

DEPARTMENT: Utilities and Public Works

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 Services

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Construction Inspection Supervisor	0.150	0.150	0.150
Sr Construction Inspector	0.600	0.600	0.600
Construction Inspector	0.450	0.700	0.700
Total	1.200	1.450	1.450

Construction Inspection

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	84,885	98,923	122,763
112	Temporary Wages	-	100	102
121	Overtime Wages	10,849	9,000	9,000
122	Longevity Compensation	-	-	-
126	RHS Plan	593	480	580
128	FICA	-	6	6
129	Medicare Contribution	1,204	1,435	1,779
131	MOPC	4,304	4,946	6,136
132	Employee Insurance	14,722	14,838	17,008
133	GERP Retirement	7,748	8,903	11,540
135	Compensation Insurance	652	644	668
136	Unemployment Insurance	30	33	46
137	Staff Training and Conference	-	600	450
141	Uniforms and Protective Clothing	-	150	225
	<i>Subtotal</i>	<i>124,988</i>	<i>140,058</i>	<i>170,303</i>
Operating and Maintenance				
210	Supplies	1,000	1,050	1,350
216	Reference Books and Materials	-	60	15
217	Dues and Subscriptions	-	150	150
218	NonCapital Equip and Furniture	1,000	1,425	1,725
240	Repair and Maintenance	-	90	90
246	Liability Insurance	299	326	433
247	Safety Expenses	-	225	225
249	Operating Leases and Rentals	162	600	450
250	Prof and Contracted Services	-	-	-
260	Utilities	52	-	-
261	Telephone Charges	63	1,089	1,089
264	Printing Copying and Binding	-	90	105
273	Fleet Lease Operating and Mtc	7,215	11,481	6,467
274	Fleet Lease Replacement	2,491	4,081	2,507
	<i>Subtotal</i>	<i>12,282</i>	<i>20,667</i>	<i>14,606</i>
Capital Outlay				
432	Vehicles	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 137,270	\$ 160,725	\$ 184,909

Streets and Drainage Operations

FUND: Storm Drainage Fund

DEPARTMENT: Utilities and Public Works

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: Streets and Drainage Operations

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Transportation System Maintenance Manager	0.100	0.100	0.100
System Operations Supervisor	0.300	0.400	0.400
Operations Support Specialist	0.800	0.800	0.800
Public Works Technician II	0.800	0.800	0.800
Public Works Technician I	0.300	0.300	0.300
Total	2.300	2.400	2.400

Streets and Drainage Operations

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	-	399,009	192,701
112	Temporary Wages	17,913	46,250	47,314
121	Overtime Wages	23,585	5,000	25,000
123	Leave Expense	-	4,866	6,000
126	RHS Plan	2,955	2,150	960
128	FICA	1,116	2,868	2,933
129	Medicare Contribution	5,122	6,457	3,479
131	MOPC	18,256	19,950	9,611
132	Employee Insurance	58,269	59,779	26,637
133	GERP Retirement	32,861	35,911	18,068
135	Compensation Insurance	2,718	2,645	4,374
136	Unemployment Insurance	121	131	73
137	Staff Training and Conference	6,995	2,750	7,000
141	Uniforms and Protective Clothing	5,581	3,044	6,000
142	Food Allowance	465	200	500
	<i>Subtotal</i>	<i>175,958</i>	<i>591,010</i>	<i>350,650</i>
Operating and Maintenance				
210	Supplies	13,141	11,145	15,520
216	Reference Books and Materials	132	200	200
217	Dues and Subscriptions	243	200	200
218	NonCapital Equip and Furniture	11,182	14,100	11,350
240	Repair and Maintenance	36,163	143,400	143,400
245	Mileage Allowance	-	200	200
246	Liability Insurance	13,495	15,413	12,690
247	Safety Expenses	4,451	5,000	10,000
249	Operating Leases and Rentals	324	7,000	7,000
250	Prof and Contracted Services	123,850	192,602	215,227
252	Ads and Legal Notices	-	250	250
259	Licenses and Permits	2,177	2,000	2,000
260	Utilities	15,758	13,960	16,630
261	Telephone Charges	3,465	1,200	3,500
263	Postage	1	-	-
264	Printing Copying and Binding	-	200	200
269	Other Services and Charges	41,898	29,450	14,450
273	Fleet Lease Operating and Mtc	95,960	77,120	121,859
274	Fleet Lease Replacement	259,735	146,188	271,264
	<i>Subtotal</i>	<i>621,974</i>	<i>659,628</i>	<i>845,940</i>
Non-Operating Expense				
950	Bad Debt	75,352	20,000	-
	<i>Subtotal</i>	<i>75,352</i>	<i>20,000</i>	<i>-</i>
Capital Outlay				
440	Machinery and Equipment	-	217	217
475	Building and Facility Developmnt	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>217</i>	<i>217</i>
	SERVICE TOTAL	\$ 873,283	\$ 1,270,855	\$ 1,196,807

Water Quality Laboratory

FUND: Storm Drainage Fund

DEPARTMENT: Utilities and Public Works

Service Description:

The Water Quality Laboratory's 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: Water Quality Laboratory

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Environmental Services Manager	0.160	0.200	0.100
Water Quality Lab Supervisor	0.100	0.100	0.100
Water Quality Analyst II	0.400	0.400	0.500
Water Quality Analyst I	0.000	0.100	0.000
Water Quality Specialist II	0.200	0.200	0.200
Water Quality Specialist I	0.100	0.100	0.100
Laboratory Support Technician	0.100	0.100	0.100
Total	1.060	1.200	1.100

Water Quality Laboratory

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	58,071	78,906	99,443
112	Temporary Wages	4,083	10,574	10,817
121	Overtime Pay	1,454	500	500
122	Longevity Compensation	-	-	-
126	RHS Plan	491	400	440
128	FICA	253	656	671
129	Medicare Contribution	802	1,297	1,597
131	MOPC	2,876	3,945	4,973
132	Employee Insurance	10,750	11,835	13,880
133	GERP Retirement	5,177	7,101	9,346
135	Compensation Insurance	421	432	737
136	Unemployment Insurance	21	24	38
137	Staff Training and Conference	85	450	450
141	Uniforms Protective Clothing	9	33	33
142	Food Allowance	6	10	10
	<i>Subtotal</i>	<i>84,499</i>	<i>116,163</i>	<i>142,935</i>
Operating and Maintenance				
210	Supplies	13,454	26,893	26,843
	Reference Books and Materials	-	60	60
216	Dues and Subscriptions	55	510	510
217	NonCapital Equip and Furniture	456	2,580	2,010
218	Repair and Maintenance	7,998	10,630	9,430
240	Liability Insurance	-	180	312
246	Safety Expenses	7	100	100
247	Prof and Contracted Services	22,212	24,050	24,050
250	Ads and Legal Notices	26	-	-
252	Telephone Charges	111	200	200
261	Postage	-	13	13
263	Printing Copying and Binding	9	-	-
264	Fleet Lease Operating and Mtc	450	619	67
273	Fleet Lease Replacement	712	712	712
274	<i>Subtotal</i>	<i>45,491</i>	<i>66,547</i>	<i>64,307</i>
Non-Operating Expense				
950	Bad Debt	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
Capital Outlay				
432	Vehicles	-	1,200	-
440	Machinery and Equipment	4,814	23,500	-
	<i>Subtotal</i>	<i>4,814</i>	<i>24,700</i>	<i>-</i>
	SERVICE TOTAL	\$ 134,804	\$ 207,410	\$ 207,242

Water and Wastewater Operations

FUND: Storm Drainage Fund

DEPARTMENT: Utilities and Public Works

Service Description:

This service provides support to the Water and Wastewater utilities operations, including the Water Distribution System, Wastewater Collection System, and the Water and Wastewater Treatment Systems.

SERVICE: Water and Wastewater Operations

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Engineering Administrator	0.250	0.250	0.000
System Operations Supervisor	0.300	0.300	0.300
Water Utility Technician II	0.750	0.750	1.050
Water Utility Technician II	1.800	1.800	1.500
Total	3.100	3.100	2.850

Water and Wastewater Operations

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	367,306	-	213,379
112	Temporary Wages	-	-	-
121	Overtime Wages	-	-	-
123	Leave Expense	-	-	-
126	RHS Plan	-	-	1,140
128	FICA	-	-	-
129	Medicare Contribution	-	-	3,094
131	MOPC	-	-	10,669
132	Employee Insurance	-	-	29,568
133	GERP Retirement	-	-	20,058
135	Compensation Insurance	-	-	-
136	Unemployment Insurance	-	-	82
137	Staff Training and Conference	-	-	-
141	Uniforms Protective Clothing	-	-	-
142	Food Allowance	-	-	-
	<i>Subtotal</i>	367,306	-	277,990
Operating and Maintenance				
210	Supplies	-	-	-
216	Reference Books and Materials	-	-	-
217	Dues and Subscriptions	-	-	-
218	NonCapital Equip and Furniture	-	-	-
240	Repair and Maintenance	-	-	-
245	Mileage Allowance	-	-	-
246	Liability Insurance	-	-	-
247	Safety Expenses	-	-	-
249	Operating Leases and Rentals	-	-	-
250	Prof and Contracted Services	-	-	-
252	Ads and Legal Notices	-	-	-
259	Licenses and Permits	-	-	-
260	Utilities	-	-	-
261	Telephone Charges	-	-	-
263	Postage	-	-	-
264	Printing Copying and Binding	-	-	-
269	Other Services and Charges	-	-	-
273	Fleet Lease Operating and Mtc	-	-	-
274	Fleet Lease Replacement	-	-	-
	<i>Subtotal</i>	-	-	-
Non-Operating Expense				
950	Bad Debt	-	-	-
	<i>Subtotal</i>	-	-	-
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 367,306	\$ -	\$ 277,990

Storm Drainage Fund

CAPITAL IMPROVEMENT PROGRAM PROJECTS

STORM DRAINAGE FUND PROJECTS		2024 Budget
DRN021 Storm Drainage Rehabilitation and Improvements	\$ 760,350	
PBF082 Municipal Buildings HVAC Replacement		21,853
TRP135 Coffman St Busway Improvements		1,672,000
TOTAL		\$ 2,454,203

AFFORDABLE HOUSING FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	342,636	572,195	628,599
Operating and Maintenance	1,577,417	2,002,267	2,207,944
Non-Operating	1,470,150	1,084	-
Capital	-	300,000	-
TOTAL	\$ 3,390,202	\$ 2,875,546	\$ 2,836,543

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 External Services Department.

SERVICE: Affordable Housing Administration

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
CDBG Disaster Recovery Manager	0.700	0.000	0.000
Housing and Community Investment Division Director	0.000	1.000	0.900
Housing Investment Manager	0.000	1.000	1.000
Affordable Housing Program Specialist	0.000	2.000	0.510
Housing Development Project Manager	0.000	0.000	1.000
Sr Accountant	0.000	0.350	1.000
Accountant	0.700	0.000	0.000
Associate Planner	1.000	0.000	0.000
Housing/Community Investment Prog Specialist	1.000	0.000	0.000
Total	3.400	4.350	4.410

AFFORDABLE HOUSING FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 3,359,274	\$ 2,370,556	\$ 1,422,167
Committed Working Capital	-	1,034,818	-
SOURCES OF FUNDS			
REVENUES			
Fees	469,369	-	-
Intergovernmental	185,994		
Interest	(12,841)	-	-
Miscellaneous	154,812	1,465,432	1,355,000
Operating Transfers	1,604,150	1,496,543	1,481,543
TOTAL FUNDS	2,401,484	2,961,975	2,836,543
EXPENDITURES			
Personal Services	342,636	572,195	628,599
Operating and Maintenance	1,577,417	2,002,267	2,207,944
Non- Operating	1,470,150	1,084	-
Capital	-	300,000	-
TOTAL ADJUSTED EXPENDITURES	3,390,202	2,875,546	2,836,543
ENDING WORKING CAPITAL	2,370,556	1,422,167	1,422,167
CONTRIBUTION TO/(FROM) RESERVES	\$ (988,718)	\$ 86,429	\$ -

Affordable Housing Administration

FUND: Affordable Housing Fund

DEPARTMENT: External 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

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	240,560	436,987	482,574
112	Temporary Wages	5,737	-	-
115	One Time Payment	-	-	-
123	Leave Expense	-	1,210	1,210
126	RHS Plan	20,249	1,740	1,736
128	FICA	356	-	-
129	Medicare Contribution	2,985	6,177	6,834
131	MOPC	11,484	21,300	23,567
132	Employee Insurance	38,095	63,899	62,828
133	GERP Retirement	20,671	38,339	44,304
135	Compensation Insurance	928	903	166
136	Unemployment Insurance	93	140	180
137	Staff Training and Conference	1,478	1,500	5,000
142	Food Allowance	-	-	200
	<i>Subtotal</i>	342,636	572,195	628,599
Operating and Maintenance				
210	Supplies	599	500	4,900
217	Dues and Subscriptions	400	2,000	5,000
218	NonCapital Equip and Furniture	323	3,865	4,500
240	Repair and Maintenance	-	-	-
245	Mileage Allowance	148	200	400
246	Liability Insurance	478	857	12,456
249	Operating Leases and Rentals	1,965	1,200	1,200
250	Prof and Contracted Services	142,211	1,982,345	1,830,000
252	Ads and Legal Notices	302	600	1,000
261	Telephone Charges	-	-	500
263	Postage	254	1,200	1,300
264	Printing Copying and Binding	374	500	1,000
269	Other Services and Charges	1,430,362	9,000	345,688
	<i>Subtotal</i>	1,577,417	2,002,267	2,207,944
Non-Operating Expense				
970	Transfers to Other Funds	1,470,150	1,084	-
971	City Council Contingency	-	-	-
	<i>Subtotal</i>	1,470,150	1,084	-
Capital Outlay				
440	Machinery and Equipment	-	-	-
471	Land	-	300,000	-
475	Building Facility and Improvements	-	-	-
	<i>Subtotal</i>	-	300,000	-
	SERVICE TOTAL	\$ 3,390,202	\$ 2,875,546	\$ 2,836,543

AIRPORT FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	150,734	231,504	240,323
Operating and Maintenance	286,545	332,029	470,560
Non-Operating	272	134	183
Capital	634,568	327,777	816,834
TOTAL	\$ 1,072,119	\$ 891,444	\$ 1,527,900

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:	2022 Budget	2023 Budget	2024 Budget
Airport Manager	1.000	1.000	1.000
Airport Operations and Maintenance Technician	1.000	0.000	0.000
Public Works Technician I	0.000	0.780	0.780
Total	2.000	1.780	1.780

AIRPORT FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 1,015,336	\$ 815,498	\$ 721,964
COMMITTED WORKING CAPITAL	-	124,560	-
SOURCES OF FUNDS			
REVENUES			
Charges for Services	514,702	627,470	635,050
Grants and Donations	375,070	295,000	668,668
Interest	3,517	-	-
Miscellaneous	(21,008)	-	-
TOTAL FUNDS	872,281	922,470	1,303,718
EXPENSES			
Airport Operations	437,279	563,667	710,883
Transfers to Other Funds	272	-	183
Capital	634,568	327,777	816,834
Total Operating Expenses	1,072,119	891,444	1,527,900
TOTAL ADJUSTED EXPENSES	1,072,119	891,444	1,527,900
ENDING WORKING CAPITAL	815,498	721,964	497,782
CONTRIBUTION TO/(FROM) RESERVES	\$ (199,838)	\$ 31,026	\$ (224,182)

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		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	106,061	171,685	179,417
112	Temporary Wages	263	-	-
121	Overtime Wages	1,894	1,300	1,300
126	RHS Plan	-	712	712
128	FICA	16	-	-
129	Medicare Contribution	1,364	2,433	2,546
131	MOPC	5,303	8,390	8,781
132	Employee Insurance	24,079	25,171	24,333
133	GERP Retirement	9,546	15,103	16,507
135	Compensation Insurance	41	55	60
136	Unemployment Insurance	50	55	67
137	Staff Training and Conference	1,970	6,100	6,100
142	Food Allowance	148	500	500
	<i>Subtotal</i>	<i>150,734</i>	<i>231,504</i>	<i>240,323</i>
Operating and Maintenance				
210	Supplies	4,404	10,164	17,664
217	Dues and Subscriptions	500	2,815	2,815
218	NonCapital Equip and Furniture	2,075	3,100	3,100
240	Repair and Maintenance	54,851	100,000	100,000
245	Mileage Allowance	18	150	150
246	Liability Insurance	12,435	11,714	12,634
250	Prof and Contracted Services	89,090	88,750	189,000
252	Ads and Legal Notices	198	500	500
260	Utilities	13,785	15,000	15,000
261	Telephone Charges	518	740	740
263	Postage	10	100	100
264	Printing Copying and Binding	103	200	200
269	Other Services and Charges	-	-	-
270	Administrative Mgmt Services	77,744	82,794	99,917
273	Fleet Lease Operating and Mtc	30,066	15,484	19,996
274	Fleet Lease Replacement	748	518	8,744
	<i>Subtotal</i>	<i>286,545</i>	<i>332,029</i>	<i>470,560</i>
Non-Operating Expense				
970	Transfers to Other Funds	272	134	183
	<i>Subtotal</i>	<i>272</i>	<i>134</i>	<i>183</i>
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	13,000	-	-
	<i>Subtotal</i>	<i>13,000</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 450,551	\$ 563,667	\$ 711,066

Airport Fund

Capital Improvement Program Projects

AIRPORT FUND PROJECTS	2024 Budget
TRP012 Vance Brand Airport Improvements	\$ 816,834
TOTAL	\$ 816,834

ART IN PUBLIC PLACES FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	104,184	169,179	177,522
Operating and Maintenance	66,822	166,219	188,299
Non-Operating	-	-	-
Capital	84,008	240,000	240,000
TOTAL	\$ 255,014	\$ 575,398	\$ 605,821

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 External Services Department and the Longmont Museum.

SERVICE: Art in Public Places

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Art in Public Places Administrator	1.000	1.000	1.000
AIPP Program Assistant	0.000	0.750	0.750
Registrar	0.250	0.248	0.250
Total	1.250	1.998	2.000

ART IN PUBLIC PLACES - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 1,163,049	\$ 1,116,169	\$ 800,946
Committed Working Capital	-	-	-
SOURCES OF FUNDS			
REVENUES			
Interest	(20,217)	-	-
Transfers from Other Funds	228,351	260,175	267,640
TOTAL FUNDS	208,134	260,175	267,640
EXPENDITURES			
Personal Services	104,184	169,179	177,522
Operating and Maintenance	66,822	166,219	188,299
Capital	84,008	240,000	240,000
TOTAL EXPENDITURES	255,014	575,398	605,821
ENDING WORKING CAPITAL	1,116,169	800,946	462,765
CONTRIBUTION TO/(FROM) RESERVES	\$ (46,880)	\$ (315,223)	\$ (338,181)

Art in Public Places

FUND: Art in Public Places Fund

DEPARTMENT: External 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 External 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		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	78,733	127,170	133,754
126	RHS Plan	500	799	800
129	Medicare Contribution	905	1,816	1,902
131	MOPC	3,883	6,263	6,561
132	Employee Insurance	12,140	18,789	18,181
133	GERP Retirement	6,989	11,273	12,334
135	Compensation Insurance	28	28	940
136	Unemployment Insurance	26	41	50
137	Staff Training and Conference	980	3,000	3,000
	<i>Subtotal</i>	<i>104,184</i>	<i>169,179</i>	<i>177,522</i>
Operating and Maintenance				
210	Supplies	10,368	13,818	15,000
216	Reference Books and Materials	-	300	300
217	Dues and Subscriptions	2,267	5,000	5,000
218	Non Capital Equipment and Furni-	3,831	2,888	3,500
225	Freight	-	1,000	1,000
240	Repair and Maintenance	7,025	30,000	50,000
246	Liability Insurance	279	1,713	1,999
250	Prof and Contracted Services	36,194	100,000	100,000
252	Ads and Legal Notices	2,743	2,000	2,000
261	Telephone Charges	1,119	3,500	3,500
263	Postage	623	2,000	2,000
264	Printing Copying and Binding	2,375	4,000	4,000
	<i>Subtotal</i>	<i>66,822</i>	<i>166,219</i>	<i>188,299</i>
Non-Operating Expense				
970	Transfers to Other Funds	-	-	-
974	Art in Public Places Transfers	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
Capital Outlay				
473	Building and Facility Developmnt	84,008	240,000	240,000
	<i>Subtotal</i>	<i>84,008</i>	<i>240,000</i>	<i>240,000</i>
	SERVICE TOTAL	\$ 255,014	\$ 575,398	\$ 605,821

Attainable Housing Fund - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	-	-	184,818
Operating and Maintenance	-	950,000	815,182
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ -	\$ 950,000	\$ 1,000,000

Fund Description

The Attainable Housing fund was created for the purpose of receiving all revenues related to attainable housing programs and services. The fund and any earned interest shall be for the specific purpose of providing attainable housing programs and services that serve people earning between 80.1—120 percent of the area median income (AMI).

SERVICE: Attainable Housing Administration

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Housing and Community Investment Division Director	0.000	1.000	0.100
Affordable Housing Program Specialist	0.000	2.000	0.500
Homeownership Specialist	0.000	0.000	1.000
Total	0.000	3.000	1.600

Attainable Housing Fund - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ -	\$ -	\$ -
Committed Working Capital	-	-	-
SOURCES OF FUNDS			
REVENUES			
Transfers from Other Funds	-	950,000	1,000,000
TOTAL FUNDS	-	950,000	1,000,000
EXPENDITURES			
Personal Services	-	-	184,818
Operating and Maintenance	-	950,000	815,182
TOTAL EXPENDITURES	-	950,000	1,000,000
ENDING WORKING CAPITAL	-	-	-
CONTRIBUTION TO/(FROM) RESERVES	\$ -	\$ -	\$ -

Attainable Housing Administration

FUND: Attainable Housing Fund

DEPARTMENT: External Services

Service Description:

This service provides administrative support to efforts to provide attainable housing programs and services that serve people earning between 80.1—120 percent of the area median income (AMI).

Attainable Housing Administration

Line Item Budget

	2022 Actual	2023 Budget	2024 Budget
Personal Services			
111 Salaries and Wages	-	-	142,539
112 Temporary Wages	-	-	-
115 One Time Payment	-	-	-
126 RHS Plan	-	-	640
128 FICA	-	-	-
129 Medicare Contribution	-	-	2,067
131 MOPC	-	-	7,127
132 Employee Insurance	-	-	18,992
133 GERP Retirement	-	-	13,399
135 Compensation Insurance	-	-	-
136 Unemployment Insurance	-	-	54
139 Dental Insurance	-	-	-
<i>Subtotal</i>	-	-	184,818
Operating and Maintenance			
250 Prof and Contracted Services	-	950,000	815,182
<i>Subtotal</i>	-	950,000	815,182
SERVICE TOTAL	\$ -	\$ 950,000	\$ 1,000,000

CALLAHAN HOUSE FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	101,647	108,862	112,612
Operating and Maintenance	39,174	46,676	46,709
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 140,821	\$ 155,538	\$ 159,321

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 External Services Department.

SERVICE: Callahan House

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Callahan House Manager	1.000	1.000	1.000
Total	1.000	1.000	1.000

CALLAHAN HOUSE FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 51,210	\$ 68,128	\$ 66,660
Committed Working Capital	-	-	-
SOURCES OF FUNDS			
REVENUES			
Charges for Services	68,943	57,900	54,900
Grants and Donations	618	-	-
Interest	(1,488)	200	2,000
Transfers from Other Funds	89,666	95,970	99,854
TOTAL FUNDS	157,739	154,070	156,754
EXPENDITURES			
Personal Services	101,647	108,862	112,612
Operating and Maintenance	39,174	46,676	46,709
TOTAL EXPENDITURES	140,821	155,538	159,321
ENDING WORKING CAPITAL	68,128	66,660	64,093
CONTRIBUTION TO/(FROM) RESERVES	\$ 16,918	\$ (1,468)	\$ (2,567)

Callahan House

FUND: Callahan House Fund

DEPARTMENT: External Services

Service Description:

The Callahan House is used for various events, from business meetings to wedding receptions.

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	67,961	73,632	77,053
112	Temporary Wages	10,283	11,500	11,764
115	One Time Payment	500	-	-
126	RHS Plan	400	400	400
128	FICA	638	713	729
129	Medicare Contribution	950	1,211	1,263
131	MOPC	3,398	3,599	3,765
132	Employee Insurance	10,863	10,796	10,436
133	GERP Retirement	6,117	6,477	7,079
135	Compensation Insurance	516	510	94
139	Dental Insurance	-	-	-
	<i>Subtotal</i>	<i>101,647</i>	<i>108,862</i>	<i>112,612</i>
Operating and Maintenance				
210	Supplies	4,683	5,773	5,773
217	Dues and Subscriptions	385	1,000	1,000
218	NonCapital Equip and Furniture	1,563	1,500	1,500
240	Repair and Maintenance	1,227	3,350	3,350
245	Mileage Allowance	-	1,138	1,138
246	Liability Insurance	158	234	267
250	Prof and Contracted Services	24,298	18,500	18,500
252	Ads and Legal Notices	6,035	12,700	12,700
259	Licenses and Permits	394	450	450
261	Telephone Charges	420	500	500
263	Postage	10	500	500
264	Printing Copying and Binding	-	1,031	1,031
	<i>Subtotal</i>	<i>39,174</i>	<i>46,676</i>	<i>46,709</i>
Non-Operating Expense				
374	Art in Public Places Transfers	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
Capital Outlay				
431	Furniture and Fixtures	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 140,821	\$ 155,538	\$ 159,321

COMMUNITY DEVELOPMENT BLOCK GRANT FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	170,233	125,611	123,701
Operating and Maintenance	1,275,171	399,098	1,149,774
Non-Operating	-	-	-
Capital	50,435	-	-
TOTAL	\$ 1,495,839	\$ 524,709	\$ 1,273,475

Fund Description

The Community Development Block Grant (CDBG) 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 External Services Department.

SERVICE: Community Development Block Grant and HOME Grant Administration

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
CDBG Disaster Recovery Manager	0.300	0.000	0.000
Affordable Housing Program Specialist	0.000	1.000	0.990
Housing/Community Investment Prog Spec	1.000	0.000	0.000
Sr Accountant	0.000	0.150	0.000
Accountant	0.300	0.000	0.000
Total	1.600	1.150	0.990

COMMUNITY DEVELOPMENT BLOCK GRANT FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ (241,124)	\$ 27,962	\$ 27,962
COMMITTED WORKING CAPITAL	-	-	-
SOURCES OF FUNDS			
REVENUES			
Grants	1,736,060	519,709	1,268,475
Interest	5,142	-	-
Miscellaneous	23,723	5,000	5,000
TOTAL FUNDS	1,764,925	524,709	1,273,475
EXPENDITURES			
Personal Services	170,233	125,611	123,701
Operating and Maintenance	1,275,171	399,098	1,149,774
TOTAL ADJUSTED EXPENDITURES	1,495,839	524,709	1,273,475
ENDING WORKING CAPITAL	27,962	27,962	27,962
CONTRIBUTION TO/(FROM) RESERVES	\$ 269,086	\$ -	\$ -

Note

The negative beginning working capital in 2022 is due to deferred revenues.

CDBG Administration

FUND: Community Development Block Grant Fund

DEPARTMENT: External 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.

CDBG Administration

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	130,921	95,147	95,726
112	Temporary Wages	143	-	-
123	Leave Expense	-	-	-
126	RHS Plan	5,759	460	424
128	FICA	9	-	-
129	Medicare Contribution	1,603	1,380	1,332
131	MOPC	6,231	4,758	4,592
132	Employee Insurance	14,300	14,272	12,086
133	GERP Retirement	11,216	8,563	8,634
135	Compensation Insurance	-	-	872
136	Unemployment Insurance	44	31	35
137	Staff Training and Conference	7	1,000	-
	<i>Subtotal</i>	<i>170,233</i>	<i>125,611</i>	<i>123,701</i>
Operating and Maintenance				
210	Supplies	180	500	-
217	Dues and Subscriptions	475	1,000	-
218	NonCapital Equip and Furniture	162	2,266	-
245	Mileage Allowance	-	200	-
246	Liability Insurance	-	-	220
249	Operating Leases and Rentals	-	-	-
250	Prof and Contracted Services	240,888	120,289	949,342
252	Ads and Legal Notices	823	300	-
261	Telephone Charges	-	-	-
263	Postage	7	100	-
264	Printing Copying and Binding	526	500	-
269	Other Services and Charges	1,032,111	273,943	200,212
	<i>Subtotal</i>	<i>1,275,171</i>	<i>399,098</i>	<i>1,149,774</i>
Non-Operating Expense				
970	Transfer to Other Funds	-	-	-
971	Contingency	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
Capital Outlay				
475	Building and Facility Improvements	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 1,445,404	\$ 524,709	\$ 1,273,475

UTILITY BILLING CUSTOMER INFORMATION FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	461,924	753,005	785,701
Operating and Maintenance	50,641	2,400	1,336
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 512,565	\$ 755,405	\$ 787,037

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:	2022 Budget	2023 Budget	2024 Budget
Director of Project Deployment	0.375	0.375	0.375
CIS Business Analyst	1.000	1.000	1.000
Applications Support Analyst	2.000	2.000	2.000
CIS and AMI Administrative Analyst	0.000	0.500	0.500
Sr Customer Service Rep	1.000	1.000	1.000
Customer Service Rep	1.000	1.000	1.000
Billing Specialist	1.000	1.000	1.000
Total	6.375	6.875	6.875

UTILITY BILLING CUSTOMER INFORMATION FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 7,767,404	\$ 7,099,844	\$ 787,037
Committed Working Capital	-	5,557,402	-
SOURCES OF FUNDS			
REVENUES			
Interest	(154,995)	-	-
TOTAL FUNDS	(154,995)	-	-
EXPENDITURES			
Personal Services	461,924	753,005	785,701
Operating and Maintenance	50,641	2,400	1,336
TOTAL EXPENDITURES	512,565	755,405	787,037
ENDING WORKING CAPITAL	7,099,844	787,037	-
CONTRIBUTION TO/(FROM) RESERVES	\$ (667,560)	\$ (755,405)	\$ (787,037)

Utility Billing Customer Information System

FUND: Utility Billing Customer Information System Fund

DEPARTMENT: Shared Services

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		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	330,794	578,290	606,881
121	Overtime Wages	63	-	-
126	RHS Plan	958	2,750	2,750
129	Medicare Contribution	3,978	8,198	8,623
131	MOPC	16,356	28,266	29,553
132	Employee Insurance	79,973	84,257	81,906
133	GERP Retirement	29,441	50,878	55,561
135	Compensation Insurance	196	180	200
136	Unemployment Insurance	164	186	227
	<i>Subtotal</i>	<i>461,924</i>	<i>753,005</i>	<i>785,701</i>
Operating and Maintenance				
210	Supplies	-	-	-
218	NonCapital Equip and Furniture	-	2,400	-
246	Liability Insurance	584	-	1,336
250	Prof and Contracted Services	50,057	-	-
	<i>Subtotal</i>	<i>50,641</i>	<i>2,400</i>	<i>1,336</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 512,565	\$ 755,405	\$ 787,037

CONSERVATION TRUST FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	76,908	125,659	236,447
Operating and Maintenance	141,748	138,443	74,395
Non-Operating	-	-	-
Capital	88,405	2,384,496	521,645
TOTAL	\$ 307,061	\$ 2,648,598	\$ 832,487

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	2024 Budget
PRO05B St. Vrain Greenway	\$ 515,000
PRO200 Public Education and Interpretive Signage	6,645
TOTAL	\$ 521,645

CONSERVATION TRUST FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 6,599,154	\$ 7,401,992	\$ 327
Committed Working Capital	-	5,909,387	-
SOURCES OF FUNDS			
REVENUES			
Lottery Proceeds	1,267,822	1,150,000	1,000,000
Interest	(157,923)	6,320	100,000
TOTAL FUNDS	1,109,899	1,156,320	1,100,000
EXPENDITURES			
Personal Services	76,908	125,659	236,447
Operating and Maintenance	141,748	138,443	74,395
Capital	88,405	2,384,496	521,645
TOTAL EXPENDITURES	307,061	2,648,598	832,487
ENDING WORKING CAPITAL	7,401,992	327	267,840
CONTRIBUTION TO/(FROM) RESERVES	\$ 802,838	\$ (1,492,278)	\$ 267,513

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
112	Temporary Wages	70,387	117,160	220,934
121	Overtime Wages	223	-	-
128	FICA	4,368	6,200	11,871
129	Medicare Contribution	1,025	1,450	2,776
135	Compensation Insurance	905	849	866
	<i>Subtotal</i>	<i>76,908</i>	<i>125,659</i>	<i>236,447</i>
Operating and Maintenance				
218	NonCapital Equip and Furni-	-	-	-
246	Liability Insurance	114	203	1,378
250	Prof and Contracted Ser-	141,545	138,240	73,017
261	Telephone Charges	89	-	-
	<i>Subtotal</i>	<i>141,748</i>	<i>138,443</i>	<i>74,395</i>
	SERVICE TOTAL	\$ 218,656	\$ 264,102	\$ 310,842

DOWNTOWN DEVELOPMENT AUTHORITY FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	376,171	411,025	432,768
Operating and Maintenance	719,710	674,240	847,455
Non-Operating	597,678	934,043	1,209,308
Capital	18,113	412,035	496,221
TOTAL	\$ 1,711,672	\$ 2,431,343	\$ 2,985,752

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.

Capital Improvement Program Projects

DOWNTOWN DEVELOPMENT AUTHORITY FUND PROJECTS	2024 Budget
DTR008 Downtown Alley & Breezeway Improvements	\$ 120,000
DTR036 Downtown Crosswalk Enhancements	30,000
TRP137 Main Street Corridor Plan	250,000
TOTAL	\$ 400,000

DOWNTOWN DEVELOPMENT AUTHORITY OPERATIONS FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 361,045	\$ 386,389	\$ 314,471
Committed Working Capital	-	33,990	-
SOURCES OF FUNDS			
REVENUES			
Property Taxes	280,863	279,895	335,874
Automobile Taxes	14,834	13,000	15,000
Interest Income	(7,610)	2,000	6,000
Transfer from DIP	2,500	2,500	2,500
Transfer from Construction	32,900	20,840	20,840
Miscellaneous	25,661	21,600	30,700
TOTAL FUNDS	349,148	339,835	410,914
EXPENSES			
Operations	323,804	377,763	380,882
TOTAL EXPENSES	323,804	377,763	380,882
ENDING WORKING CAPITAL	386,389	314,471	344,503
CONTRIBUTION TO/(FROM) RESERVES	\$ 25,344	\$ (37,928)	\$ 30,032

DOWNTOWN DEVELOPMENT AUTHORITY CONSTRUCTION FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 2,054,945	\$ 2,049,872	\$ 420,901
COMMITTED WORKING CAPITAL	-	1,628,971	-
SOURCES OF FUNDS			
REVENUES			
Parking Fee	58,400	58,400	58,400
Interest Income	(43,749)	-	25,000
Proceeds from Advance	218,242	545,475	782,161
TOTAL FUNDS	232,893	603,875	865,561
EXPENSES			
Operations	219,853	191,840	369,340
Capital	18,113	412,035	496,221
TOTAL EXPENSES	237,966	603,875	865,561
ENDING WORKING CAPITAL	2,049,872	420,901	420,901
CONTRIBUTION TO/(FROM) RESERVES	\$ (5,073)	\$ -	\$ -

DOWNTOWN DEVELOPMENT AUTHORITY DEBT SERVICE FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 3,004,270	\$ 3,641,774	\$ 4,023,809
COMMITTED WORKING CAPITAL	-	-	-
SOURCES OF FUNDS			
REVENUES			
Property Tax Increment - 1016	1,312,320	1,312,375	1,649,454
Interest Income	(79,638)	-	-
TOTAL FUNDS	1,232,682	1,312,375	1,649,454
EXPENSES			
Principal	593,546	926,340	1,180,135
Interest and Fiscal Charges	1,632	4,000	4,000
TOTAL EXPENSES	595,178	930,340	1,184,135
ENDING WORKING CAPITAL	3,641,774	4,023,809	4,489,128
CONTRIBUTION TO/(FROM) RESERVES	\$ 637,504	\$ 382,035	\$ 465,319

DOWNTOWN DEVELOPMENT AUTHORITY BUILDING PERMIT FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 577,367	\$ 518,096	\$ 462,001
Committed Working Capital	-	53,595	-
SOURCES OF FUNDS			
REVENUES			
Intergovernmental	134,618	70,000	60,000
Interest Income	(9,158)	-	-
TOTAL FUNDS	125,460	70,000	60,000
EXPENSES			
Operations	184,731	72,500	62,500
TOTAL EXPENSES	184,731	72,500	62,500
ENDING WORKING CAPITAL	518,096	462,001	459,501
CONTRIBUTION TO/(FROM) RESERVES	\$ (59,271)	\$ (2,500)	\$ (2,500)

DOWNTOWN DEVELOPMENT AUTHORITY ARTS & ENTERTAINMENT FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 80,301	\$ 168,607	\$ 108,756
COMMITTED WORKING CAPITAL	-	59,851	-
SOURCES OF FUNDS			
REVENUES			
Intergovernmental Revenue	16,000	5,000	-
Charges for Service	67,525	61,000	94,700
Interest Income	(3,562)	-	-
Grants and Donations	1,750	-	-
Proceeds from Advance	375,304	380,865	397,974
Miscellaneous	1,282	-	-
TOTAL FUNDS	458,299	446,865	492,674
EXPENSES			
Operations	369,993	446,865	492,674
TOTAL EXPENSES	369,993	446,865	492,674
ENDING WORKING CAPITAL	168,607	108,756	108,756
CONTRIBUTION TO/(FROM) RESERVES	\$ 88,306	\$ -	\$ -

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:	2022 Budget	2023 Budget	2024 Budget
LDDA Executive Director	0.670	0.700	0.700
Downtown Specialist	0.458	0.000	0.493
Business Project Manager/Volunteer Coordinator	0.000	0.491	0.000
LDDA Program Coordinator	0.350	0.350	0.350
Total	1.478	1.541	1.543

Downtown Development Authority Operations

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	161,565	180,184	186,657
115	One Time Pay	823	-	-
121	Overtime Wages	-	1,500	2,000
123	Leave Expense	-	2,500	2,500
126	RHS Plan	1,842	616	617
129	Medicare Contribution	2,021	2,590	2,696
131	MOPC	7,833	8,932	9,297
132	Employee Insurance	25,281	26,797	25,766
133	GERP Retirement	14,099	16,078	17,478
135	Compensation Insurance	-	54	63
136	Unemployment Insurance	52	59	70
137	Staff Training and Conference	2,169	3,000	4,000
142	Food Allowance	-	150	150
	<i>Subtotal</i>	<i>215,686</i>	<i>242,460</i>	<i>251,294</i>
Operating and Maintenance				
210	Supplies	6,317	6,900	7,400
217	Dues and Subscriptions	1,305	2,000	1,950
218	NonCapital Equip and Furniture	2,112	2,500	15,000
232	Building Repair and Maintenance	-	-	-
240	Repair and Maintenance	3,104	4,700	5,530
245	Mileage Allowance	-	250	1,000
246	Liability Insurance	10,374	11,000	15,400
249	Operating Leases and Rentals	42,484	46,350	47,500
250	Prof and Contracted Services	35,252	51,900	26,425
252	Ads and Legal Notices	-	1,000	-
260	Utilities	480	750	750
261	Telephone Charges	365	1,500	1,000
263	Postage	210	250	300
264	Printing Copying and Binding	1,694	2,500	2,500
269	Other Services and Charges	4,420	2,500	3,000
	<i>Subtotal</i>	<i>108,118</i>	<i>134,100</i>	<i>127,755</i>
Non-Operating Expense				
970	Transfers to Other Funds	-	1,203	1,833
	<i>Subtotal</i>	<i>-</i>	<i>1,203</i>	<i>1,833</i>
Capital Outlay				
470	Planning and Design	-	-	-
480	System Improvements	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 323,804	\$ 377,763	\$ 380,882

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:	2022 Budget	2023 Budget	2024 Budget
LDDA Executive Director	0.180	0.150	0.150
Downtown Specialist	0.141	0.000	0.000
LDDA Program Coordinator	0.350	0.350	0.350
LDDA Marketing Specialist	0.750	1.000	0.910
Total	1.421	1.500	1.410

Downtown Development Authority Arts and Entertainment

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	117,164	122,027	126,363
112	Temporary Wages	1,655	7,500	15,000
115	One Time Payment	1,461	-	-
121	Overtime Wages	1,566	-	-
123	Leave Expense	-	700	700
126	RHS Plan	1,018	600	564
128	FICA	103	465	930
129	Medicare Contribution	1,464	1,846	2,025
131	MOPC	5,765	5,991	6,228
132	Employee Insurance	19,686	17,972	17,262
133	GERP Retirement	10,376	10,783	11,709
135	Compensation Insurance	-	41	45
136	Unemployment Insurance	41	40	48
137	Staff Training and Conference	187	500	500
142	Food Allowance	-	100	100
	<i>Subtotal</i>	160,485	168,565	181,474
Operating and Maintenance				
210	Supplies	20,290	11,000	11,500
217	Dues and Subscriptions	13,166	4,600	4,600
218	NonCapital Equip and Furniture	-	-	-
245	Mileage Allowance	-	200	200
246	Liability Insurance	501	2,500	2,000
250	Prof and Contracted Services	123,959	185,000	223,500
252	Ads and Legal Notices	19,500	27,500	24,500
260	Utilities	8,973	8,500	9,500
261	Telephone Charges	634	-	-
263	Postage	25	6,000	1,500
264	Printing Copying and Binding	18,149	27,500	29,000
269	Other Services and Charges	4,311	5,500	4,900
	<i>Subtotal</i>	209,508	278,300	311,200
Non-Operating Expense				
970	Transfers To Other Funds	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 369,993	\$ 446,865	\$ 492,674

DOWNTOWN PARKING FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	51,302	59,992	61,725
Operating and Maintenance	32,529	45,800	57,045
Non-Operating	-	-	-
Capital	-	10,000	10,000
TOTAL	\$ 83,831	\$ 115,792	\$ 128,770

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.

SERVICE: Downtown Parking

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
LDDA Executive Director	0.100	0.100	0.100
Downtown Specialist	0.097	0.000	0.141
Business Project Manager/Volunteer Coordinator	0.000	0.140	0.000
LDDA Program Coordinator	0.250	0.250	0.250
Total	0.447	0.490	0.491

DOWNTOWN PARKING FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 336,738	\$ 330,059	\$ 198,740
Committed Working Capital	-	106,527	-
SOURCES OF FUNDS			
REVENUES			
Parking Permits	83,990	90,000	75,000
Interest Income	(6,853)	1,000	5,000
Miscellaneous	15	-	-
TOTAL FUNDS	77,152	91,000	80,000
EXPENDITURES			
Personal Services	51,302	59,992	61,725
Operating and Maintenance	32,529	45,800	57,045
Capital	-	10,000	10,000
TOTAL EXPENDITURES	83,831	115,792	128,770
ENDING WORKING CAPITAL	330,059	198,740	149,970
CONTRIBUTION TO/(FROM) RESERVES	\$ (6,679)	\$ (24,792)	\$ (48,770)

Downtown Parking

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	38,726	45,590	47,058
115	One Time Payment	325	-	-
123	Leave Expense	-	500	500
126	RHS Plan	387	196	196
129	Medicare Contribution	485	651	680
131	MOPC	1,895	2,246	2,345
132	Employee Insurance	6,061	6,738	6,501
133	GERP Retirement	3,411	4,043	4,410
135	Compensation Insurance	-	13	17
136	Unemployment Insurance	13	15	18
	<i>Subtotal</i>	<i>51,302</i>	<i>59,992</i>	<i>61,725</i>
Operating and Maintenance				
210	Supplies	(104)	1,650	2,100
217	Dues and Subscriptions	2	-	-
218	NonCapital Equip and Furniture	-	-	-
240	Repair and Maintenance	582	1,300	1,500
246	Liability Insurance	4,274	4,700	5,170
249	Operating Leases and Rentals	7,948	8,575	8,725
250	Prof and Contracted Services	14,653	25,075	31,100
252	Ads and Legal Notices	-	-	2,000
260	Utilities	2,532	2,400	2,850
261	Telephone Charges	151	-	-
263	Postage	39	100	100
264	Printing Copying and Binding	2,094	1,500	3,000
269	Other Services and Charges	359	500	500
	<i>Subtotal</i>	<i>32,529</i>	<i>45,800</i>	<i>57,045</i>
Non-Operating Expense				
970	Transfers to Other Funds	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
Capital Outlay				
473	Building and Facility Developmnt	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 83,831	\$ 105,792	\$ 118,770

Capital Improvement Program Projects

DOWNTOWN PARKING SPECIAL REVENUE FUND PROJECTS	2024 Budget
DTR023 Downtown Parking Lot Improvements	\$ 10,000
TOTAL	\$ 10,000

FLEET SERVICES FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	1,712,792	2,111,929	2,321,385
Operating and Maintenance	2,968,106	3,294,277	3,675,429
Non-Operating	15,002	8,233	26,775
Capital	5,456,490	7,825,313	9,991,059
TOTAL	\$ 10,152,390	\$ 13,239,752	\$ 16,014,648

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

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 13,595,504	\$ 14,538,163	\$ 5,158,328
Committed Working Capital	-	8,289,891	-
SOURCES OF FUNDS			
REVENUES			
Transfers from Other Funds	10,877,954	11,799,808	12,908,674
Interest	(214,234)	50,000	152,678
Miscellaneous	431,329	300,000	450,000
TOTAL FUNDS	11,095,049	12,149,808	13,511,352
EXPENSES			
Personal Services	1,712,792	2,111,929	2,321,385
Operating and Maintenance	2,968,106	3,294,277	3,675,429
Non-Operating	15,002	8,233	26,775
Capital	5,456,490	7,825,313	9,991,059
Total Operating Expenses	10,152,390	13,239,752	16,014,648
TOTAL ADJUSTED EXPENSES	10,152,390	13,239,752	16,014,648
ENDING WORKING CAPITAL	14,538,163	5,158,328	2,655,032
CONTRIBUTION TO/(FROM) RESERVES	\$ 942,659	\$ (1,089,944)	\$ (2,503,296)

Capital Improvement Program Project

FLEET FUND PROJECTS	2024 Budget
PBF082 Municipal Buildings HVAC Replacement	\$ 42,420
PBF225 Electric Vehicle Charging Stations	\$ 1,393,800
TOTAL	\$ 1,436,220

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:	2022 Budget	2023 Budget	2024 Budget
Fleet Manager	1.000	1.000	1.000
Fleet Operations Supervisor	1.000	1.000	1.000
EVT Technician	3.000	2.000	4.000
Lead Master Equipment Technician	0.000	1.000	1.000
Master ASE Equipment Technician II	8.000	7.000	7.000
Equipment Technician I	0.000	1.000	1.000
Fleet Analyst	1.000	1.000	1.000
Fleet Warehouse Worker	1.000	1.000	1.000
Fleet Parts Buyer	1.000	1.000	1.000
Fleet Service Coordinator	1.000	1.000	1.000
Fleet Service Coordinator Assistant	0.000	0.000	1.000
Administrative Assistant	1.000	1.000	1.000
Project Management Office Manager	0.000	0.000	0.020
Project Management Office Administrative Analyst	0.000	0.000	0.020
Total	18.000	18.000	21.040

Fleet Services

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	1,150,321	1,484,787	1,608,482
112	Temporary Wages	18,249	25,201	-
121	Overtime Wages	67,125	38,123	58,250
122	Longevity Compensation	2,520	2,580	2,640
123	Leave Expense	-	5,000	5,000
126	RHS Plan	7,097	7,600	8,416
128	FICA	1,131	1,563	-
129	Medicare Contribution	13,648	21,431	25,644
131	MOPC	56,480	72,638	87,150
132	Employee Insurance	207,489	217,915	240,642
133	GERP Retirement	101,663	130,749	163,839
135	Compensation Insurance	40,609	35,462	35,693
136	Unemployment Insurance	433	480	669
137	Staff Training and Conference	30,727	59,600	69,160
141	Uniforms Protective Clothing	14,940	8,500	15,500
142	Food Allowance	359	300	300
	<i>Subtotal</i>	<i>1,712,792</i>	<i>2,111,929</i>	<i>2,321,385</i>
Operating and Maintenance				
210	Supplies	37,235	31,500	40,055
216	Reference Books and Materi-	-	100	100
217	Dues and Subscriptions	1,282	1,050	1,050
218	NonCapital Equip and Furni-	48,302	52,850	58,988
220	Gas and Oil	1,074,160	1,446,152	1,500,000
221	Parts	784,694	750,000	950,000
225	Freight	-	300	300
240	Repair and Maintenance	169,914	188,907	182,401
246	Liability Insurance	5,412	7,314	8,286
247	Safety Expenses	4,456	7,000	7,000
249	Operating Leases and Rentals	66,000	70,632	70,632
250	Prof and Contracted Services	431,238	340,318	395,500
252	Ads and Legal Notices	-	-	-
259	Licenses and Permits	210	1,500	1,620
260	Utilities	22,055	19,500	25,000
261	Telephone Charges	3,581	3,400	3,600
263	Postage	10	200	100
264	Printing Copying and Binding	412	350	350
269	Other Services and Charges	11,350	-	-
270	Administrative Mgmt Services	307,797	373,204	425,447
272	Electric Vehicle Charging	-	-	5,000
	<i>Subtotal</i>	<i>2,968,106</i>	<i>3,294,277</i>	<i>3,675,429</i>
Non-Operating Expense				
970	Transfers to Other Funds	15,002	8,233	26,775
	<i>Subtotal</i>	<i>15,002</i>	<i>8,233</i>	<i>26,775</i>
Capital Outlay				
432	Vehicles	5,422,667	7,406,950	8,515,739
440	Machinery and Equipment	32,098	11,500	39,100
	<i>Subtotal</i>	<i>5,454,765</i>	<i>7,418,450</i>	<i>8,554,839</i>
	SERVICE TOTAL	\$ 10,150,665	\$ 12,832,889	\$ 14,578,428

GENERAL IMPROVEMENT DISTRICT NO. 1 FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	33,358	44,569	45,744
Operating and Maintenance	111,428	119,470	143,276
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 144,787	\$ 164,039	\$ 189,020

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.

SERVICE: GID

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
LDDA Executive Director	0.050	0.050	0.050
Downtown Specialist	0.185	0.000	0.246
Business Project Manager/Volunteer Coordinator	0.000	0.250	0.000
LDDA Program Coordinator	0.050	0.050	0.050
Total	0.285	0.350	0.346

GENERAL IMPROVEMENT DISTRICT NO. 1 FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 275,446	\$ 287,860	\$ 285,089
Committed Working Capital	-	2,695	-
SOURCES OF FUNDS			
REVENUES			
Property Taxes	180,077	155,463	187,916
Property Tax Increment - 1016	(25,257)	-	-
Automobile Taxes	8,239	7,500	8,500
Interest Income	(5,873)	1,000	2,000
Miscellaneous	15	-	-
TOTAL FUNDS	157,201	163,963	198,416
EXPENDITURES			
Personal Services	33,358	44,569	45,744
Operating and Maintenance	111,428	119,470	143,276
Total Operating Expenses	144,787	164,039	189,020
TOTAL EXPENDITURES	144,787	164,039	189,020
ENDING WORKING CAPITAL	287,860	285,089	294,485
CONTRIBUTION TO/(FROM) RESERVES	\$ 12,414	\$ (76)	\$ 9,396

General Improvement District

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	24,989	33,950	34,631
115	One Time Payment	254	-	-
123	Leave Expense	-	300	700
126	RHS Plan	320	140	139
129	Medicare Contribution	318	484	500
131	MOPC	1,227	1,668	1,725
132	Employee Insurance	4,035	5,005	4,780
133	GERP Retirement	2,208	3,003	3,243
135	Compensation Insurance	-	8	13
136	Unemployment Insurance	8	11	13
	<i>Subtotal</i>	33,358	44,569	45,744
Operating and Maintenance				
210	Supplies	8,475	10,500	11,700
217	Dues and Subscriptions	1	-	-
218	NonCapital Equip and Furniture	-	-	-
240	Repair and Maintenance	6,490	5,300	5,800
246	Liability Insurance	5,676	6,000	8,000
249	Operating Leases and Rentals	2,655	3,120	3,120
250	Prof and Contracted Services	66,348	79,000	86,500
260	Utilities	30	150	150
261	Telephone Charges	109	-	-
263	Postage	13	-	50
264	Printing Copying and Binding	75	150	150
269	Other Services and Charges	-	150	150
270	Administrative Mgmt Services	21,556	15,100	27,656
	<i>Subtotal</i>	111,428	119,470	143,276
Non-Operating Expense				
970	Transfers to Other Funds	-	-	-
	<i>Subtotal</i>	-	-	-
Capital Outlay				
473	Building and Facility Developmnt	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 144,787	\$ 164,039	\$ 189,020

GOLF FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	1,211,570	1,612,268	1,690,540
Operating and Maintenance	1,689,620	1,565,453	1,703,300
Non-Operating	19,853	140,731	406,543
Capital	187,071	1,903,761	250,925
TOTAL	\$ 3,108,114	\$ 5,222,213	\$ 4,051,308

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 External 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

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 3,388,653	\$ 4,083,794	\$ 1,295,949
Committed Working Capital	-	1,289,806	-
SOURCES OF FUNDS			
REVENUES			
Intergovernmental Revenue	-	-	-
Charges for Services	3,771,068	2,758,533	3,034,386
Interest	(93,424)	6,015	6,015
Miscellaneous	125,611	129,626	143,191
Estimated Revenue Revision	-	830,000	-
TOTAL FUNDS	3,803,255	3,724,174	3,183,592
EXPENSES BY BUDGET SERVICE			
Golf Administration	370,960	620,238	623,216
Sunset Golf Course	456,230	522,053	576,015
Twin Peaks Golf Course	886,297	977,574	1,048,515
Ute Creek Golf Course	1,231,904	1,268,587	1,552,637
CIP Projects	162,723	1,833,761	250,925
Estimated Expense Adjustment	-	-	-
Adjustment for GAAP Expenses	-	-	-
TOTAL EXPENDITURES	3,108,114	5,222,213	4,051,308
ENDING WORKING CAPITAL	4,083,794	1,295,949	428,233
CONTRIBUTION TO/(FROM) RESERVES	\$ 695,141	\$ (1,498,039)	\$ (867,716)

Capital Improvement Program Projects

GOLF FUND PROJECTS	2024 Budget
PRO169 Golf Course Cart Path Improvements	\$ 30,000
PRO191 Golf Buildings & Golf Courses Rehab	220,925
TOTAL	\$ 250,925

Golf Administration

FUND: Golf Fund

DEPARTMENT: External 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:	2022 Budget	2023 Budget	2024 Budget
Recreation and Golf Manager	0.400	0.400	0.000
Recreation and Golf Superintendent	0.000	0.000	0.400
Communications and Marketing Manager	0.250	0.195	0.000
Administrative Analyst	0.180	0.180	0.180
Administrative Assistant	0.750	0.750	0.750
Sr Communications and Marketing Manager	0.000	0.000	0.195
Total	1.580	1.525	1.525

Golf Administration

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	101,089	151,911	145,411
115	One Time Payment	500	-	-
121	Overtime Wages	11	-	-
123	Leave Expense	-	5,000	5,000
126	RHS Plan	1,086	610	610
129	Medicare Contribution	1,377	1,936	1,870
131	MOPC	5,723	6,674	6,449
132	Employee Insurance	19,965	20,023	17,872
133	GERP Retirement	10,302	12,014	12,123
135	Compensation Insurance	774	801	1,199
136	Unemployment Insurance	43	44	50
137	Staff Training and Conference	1,844	2,400	2,400
142	Food Allowance	(4)	400	400
	<i>Subtotal</i>	<i>142,711</i>	<i>201,813</i>	<i>193,384</i>
Operating and Maintenance				
210	Supplies	734	2,500	2,500
216	Reference Books and Materials	-	100	100
217	Dues and Subscriptions	3,515	3,735	3,735
218	NonCapital Equip and Furniture	-	500	500
240	Repair and Maintenance	-	300	300
245	Mileage Allowance	-	100	100
246	Liability Insurance	577	717	781
250	Prof and Contracted Services	5,285	5,600	5,600
252	Ads and Legal Notices	888	14,700	14,700
261	Telephone Charges	446	600	600
263	Postage	111	1,000	1,000
264	Printing Copying and Binding	1,025	2,000	2,000
270	Administrative Mgmt Services	195,815	245,842	191,373
	<i>Subtotal</i>	<i>208,396</i>	<i>277,694</i>	<i>223,289</i>
Non-Operating Expense				
927	Principal Notes and Contracts	-	133,144	200,000
928	Interest Notes and Contracts	2,151	-	-
970	Transfers to Other Funds	17,702	7,587	6,543
	<i>Subtotal</i>	<i>19,853</i>	<i>140,731</i>	<i>206,543</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 370,960	\$ 620,238	\$ 623,216

Sunset Golf Course

FUND: Golf Fund

DEPARTMENT: External 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:	2022 Budget	2023 Budget	2024 Budget
Golf Course Supervisor	0.250	0.250	0.250
Golf Course Equipment Mechanic	0.250	0.250	0.250
Sr Grounds Maintenance Technician	1.000	1.000	1.000
Grounds Maintenance Technician II	1.000	1.000	1.000
Total	2.500	2.500	2.500

Sunset Golf Course

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	93,098	156,463	168,885
112	Temporary Wages	55,200	79,987	81,827
115	One Time Payment	250	-	-
121	Overtime Wages	2,272	1,846	4,079
126	RHS Plan	517	1,000	1,000
128	FICA	3,422	4,959	5,073
129	Medicare Contribution	1,973	3,429	3,635
131	MOPC	4,477	7,823	8,444
132	Employee Insurance	22,760	23,469	23,402
133	GERP Retirement	8,058	14,082	15,875
135	Compensation Insurance	1,097	1,531	2,540
136	Unemployment Insurance	47	52	64
141	Uniforms Protective Clothing	414	760	760
	<i>Subtotal</i>	<i>193,584</i>	<i>295,401</i>	<i>315,584</i>
Operating and Maintenance				
210	Supplies	8,020	4,238	5,471
218	NonCapital Equip and Furniture	541	4,840	4,200
222	Chemicals	12,915	14,700	16,539
240	Repair and Maintenance	19,811	28,600	28,600
246	Liability Insurance	5,109	2,583	3,917
247	Safety Expenses	382	600	600
249	Operating Leases and Rentals	50,433	38,660	47,909
250	Prof and Contracted Services	51,468	50,400	54,936
259	Licenses and Permits	-	200	200
260	Utilities	13,133	19,000	19,000
261	Telephone Charges	1,151	1,800	2,074
264	Printing Copying and Binding	171	2,200	2,200
269	Other Services and Charges	18,637	10,500	20,930
273	Fleet Lease Operating and Mtc	5,173	4,204	14,390
274	Fleet Lease Replacement	61,504	44,127	39,465
	<i>Subtotal</i>	<i>248,448</i>	<i>226,652</i>	<i>260,431</i>
Non-Operating Expense				
324	Interest Expense on Leases	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
Capital Outlay				
440	Machinery and Equipment	14,198	-	-
	<i>Subtotal</i>	<i>14,198</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 456,230	\$ 522,053	\$ 576,015

Twin Peaks Golf Course

FUND: Golf Fund

DEPARTMENT: External 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:	2022 Budget	2023 Budget	2024 Budget
Golf Course Supervisor	0.750	0.750	0.750
Golf Course Equipment Mechanic	0.750	0.750	0.750
Sr Grounds Maintenance Technician	1.000	1.000	1.000
Grounds Maintenance Technician II	1.000	1.000	1.000
Total	3.500	3.500	3.500

Twin Peaks Golf Course

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	191,856	234,408	250,445
112	Temporary Wages	83,035	155,215	158,785
115	One Time Payment	750	-	-
121	Overtime Wages	2,421	2,834	5,668
126	RHS Plan	1,550	1,400	1,400
128	FICA	5,158	9,623	9,845
129	Medicare Contribution	3,579	5,650	5,933
131	MOPC	9,175	11,720	12,522
132	Employee Insurance	34,418	35,161	34,704
133	GERP Retirement	16,515	21,097	23,542
135	Compensation Insurance	9,305	2,589	4,303
136	Unemployment Insurance	71	77	96
141	Uniforms Protective Clothing	1,258	1,400	1,400
	<i>Subtotal</i>	<i>359,092</i>	<i>481,174</i>	<i>508,643</i>
Operating and Maintenance				
210	Supplies	21,363	15,438	21,501
218	NonCapital Equip and Furniture	5,115	11,310	10,400
222	Chemicals	27,410	33,500	37,503
240	Repair and Maintenance	52,575	72,110	72,110
246	Liability Insurance	21,385	19,512	10,127
247	Safety Expenses	971	1,400	1,400
249	Operating Leases and Rentals	100,976	72,780	75,863
250	Prof and Contracted Services	64,668	63,600	69,480
259	Licenses and Permits	-	200	200
260	Utilities	51,185	50,000	54,945
261	Telephone Charges	4,124	2,700	5,066
264	Printing Copying and Binding	88	2,900	2,900
269	Other Services and Charges	41,886	16,500	46,300
273	Fleet Lease Operating and Mtc	13,869	25,310	26,574
274	Fleet Lease Replacement	118,561	109,140	105,503
	<i>Subtotal</i>	<i>524,176</i>	<i>496,400</i>	<i>539,872</i>
Non-Operating Expense				
974	Art in Public Places Transfers	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
Capital Outlay				
440	Machinery and Equipment	3,029	-	-
	<i>Subtotal</i>	<i>3,029</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 886,297	\$ 977,574	\$ 1,048,515

Ute Creek Golf Course

FUND: Golf Fund

DEPARTMENT: External 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:	2022 Budget	2023 Budget	2024 Budget
Golf Course Supervisor	1.000	1.000	1.000
Golf Course Equipment Mechanic	1.000	1.000	1.000
Sr Grounds Maintenance Technician	1.000	1.000	1.000
Grounds Maintenance Technician II	1.000	1.000	1.000
Total	4.000	4.000	4.000

Ute Creek Golf Course

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
111	Salaries and Wages	250,245	273,380	291,226
112	Temporary Wages	158,314	239,356	244,861
115	One Time Payment	1,500	-	-
121	Overtime Wages	2,497	2,834	6,355
122	Longevity Compensation	-	-	-
126	RHS Plan	1,200	1,600	1,600
128	FICA	9,929	14,840	15,181
129	Medicare Contribution	5,324	7,435	7,773
131	MOPC	12,177	13,669	14,561
132	Employee Insurance	40,246	41,007	40,355
133	GERP Retirement	21,919	24,604	27,376
135	Compensation Insurance	11,463	13,365	16,829
136	Unemployment Insurance	83	90	112
137	Staff Training and Conference	-	-	5,000
141	Uniforms Protective Clothing	1,285	1,700	1,700
	<i>Subtotal</i>	<i>516,183</i>	<i>633,880</i>	<i>672,929</i>
Operating and Maintenance				
210	Supplies	25,362	18,198	21,178
218	NonCapital Equip and Furniture	10,537	8,000	17,400
222	Chemicals	34,924	40,000	44,977
232	Building Repair and Maintenance	-	-	10,000
240	Repair and Maintenance	65,161	86,050	86,050
246	Liability Insurance	11,379	9,141	10,478
247	Safety Expenses	728	1,500	1,500
249	Operating Leases and Rentals	162,306	66,480	115,808
250	Prof and Contracted Services	72,548	70,800	77,184
259	Licenses and Permits	-	200	200
260	Utilities	61,818	62,000	68,555
261	Telephone Charges	1,696	3,240	3,240
263	Postage	52	-	-
264	Printing Copying and Binding	207	2,600	2,600
269	Other Services and Charges	52,954	23,500	57,770
273	Fleet Lease Operating and Mtc	22,625	7,082	49,404
274	Fleet Lease Replacement	186,302	165,916	113,364
	<i>Subtotal</i>	<i>708,600</i>	<i>564,707</i>	<i>679,708</i>
Non-Operating Expense				
927	Principal Notes and Contracts	-	-	200,000
974	Art in Public Places Transfers	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>200,000</i>
Capital Outlay				
431	Furniture and Fixtures	-	70,000	-
440		7,122	-	-
	<i>Subtotal</i>	<i>7,122</i>	<i>70,000</i>	<i>-</i>
	SERVICE TOTAL	\$ 1,231,904	\$ 1,268,587	\$ 1,552,637

Harvest Junction East - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	-	-	-
Operating and Maintenance	10,449,918	-	-
Non-Operating	-	-	1,250,000
Capital	-	-	-
TOTAL	\$ 10,449,918	\$ -	\$ 1,250,000

Fund Description

This fund was established to account for revenues and expenses attributable to site improvements of the Harvest Junction East Development.

Harvest Junction East - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ -	\$ 3,118,893	\$ 3,118,893
COMMITTED WORKING CAPITAL	-	-	-
SOURCES OF FUNDS			
REVENUES			
Interest	14,693		
Transfers from Other Funds	1,470,150	-	1,250,000
Loan Proceeds	12,083,968		
Miscellaneous			
Adjustment for GAAP Revenue	-	-	-
TOTAL FUNDS	13,568,811	-	1,250,000
EXPENSES BY BUDGET SERVICE			
Personal Services			
Operating and Maintenance	10,449,918	-	-
Non-Operating	-	-	1,250,000
Capital			
Total Operating Expenses	10,449,918	-	1,250,000
TOTAL EXPENDITURES	10,449,918	-	1,250,000
ENDING WORKING CAPITAL	3,118,893	3,118,893	3,118,893
CONTRIBUTION TO/(FROM) RESERVES	\$ 3,118,893	\$ -	\$ -

Harvest Junction East

Line Item Budget

	2022 Actual	2023 Budget	2024 Budget
Operating and Maintenance			
210 Supplies	-	-	-
217 Dues and Subscriptions	-	-	-
218 NonCapital Equip and Furniture	-	-	-
240 Repair and Maintenance	-	-	-
246 Liability Insurance	-	-	-
249 Operating Leases and Rentals	-	-	-
250 Prof and Contracted Services	832,795	-	-
260 Utilities	-	-	-
261 Telephone Charges	-	-	-
263 Postage	-	-	-
264 Printing Copying and Binding	-	-	-
269 Other Services and Charges	9,617,123	-	-
270 Administrative Mgmt Services	-	-	-
<i>Subtotal</i>	<i>10,449,918</i>	-	-
Non-Operating Expense			
927 Principal Notes and Contracts	-	-	1,250,000
<i>Subtotal</i>	-	-	<i>1,250,000</i>
SERVICE TOTAL	\$ 10,449,918	\$ -	\$ 1,250,000

LIBRARY SERVICES FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	-	2,000	2,000
Operating and Maintenance	61,431	46,500	46,500
Non-Operating	20,500	20,500	20,500
Capital	-	-	-
TOTAL	\$ 81,931	\$ 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

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 141,730	\$ 125,408	\$ 89,708
COMMITTED WORKING CAPITAL	-	-	-
SOURCES OF FUNDS			
REVENUES			
Interest	1,731	-	-
Grants and Donations	39,615	9,300	9,300
Miscellaneous	24,263	24,000	24,000
TOTAL FUNDS	65,609	33,300	33,300
EXPENSES BY BUDGET SERVICE			
Personal Services	-	2,000	2,000
Operating and Maintenance	61,431	46,500	46,500
Non-Operating	20,500	20,500	20,500
Capital	-	-	-
Total Operating Expenses	81,931	69,000	69,000
Adjustment for GAAP Expenses	-	-	-
TOTAL EXPENDITURES	81,931	69,000	69,000
ENDING WORKING CAPITAL	125,408	89,708	54,008
CONTRIBUTION TO/(FROM) RESERVES	\$ (16,322)	\$ (35,700)	\$ (35,700)

Library Services

Line Item Budget

		2022 Actual	2023 Budget	2024 Budget
Personal Services				
142	Food Allowance	-	2,000	2,000
	<i>Subtotal</i>	-	2,000	2,000
Operating and Maintenance				
210	Supplies	21,487	-	-
211	Adult Books	543	13,000	13,000
212	Children's Books	6,972	12,000	12,000
215	Audiovisual Materials	710	5,000	5,000
216	Reference Books and Materials	-	4,500	4,500
218	NonCapital Equip and Furniture	1,414	-	-
250	Prof and Contracted Services	888	12,000	12,000
264	Printing Copying and Binding	208	-	-
263	Postage	-	-	-
269	Other Services and Charges	29,211	-	-
	<i>Subtotal</i>	61,431	46,500	46,500
Non-Operating Expense				
970	Transfers to Other Funds	20,500	20,500	20,500
	<i>Subtotal</i>	20,500	20,500	20,500
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 81,931	\$ 69,000	\$ 69,000

LODGERS TAX FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	-	-	-
Operating and Maintenance	719,940	510,000	570,000
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 719,940	\$ 510,000	\$ 570,000

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

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 256,400	\$ 96,594	\$ 96,594
Committed Working Capital	-	-	-
SOURCES OF FUNDS			
REVENUES			
Taxes	563,684	510,000	570,000
Interest	(3,550)	-	-
TOTAL FUNDS	560,134	510,000	570,000
EXPENDITURES			
Operating and Maintenance	719,940	510,000	570,000
TOTAL EXPENDITURES	719,940	510,000	570,000
ENDING WORKING CAPITAL	96,594	96,594	96,594
CONTRIBUTION TO/(FROM) RESERVES	\$ (159,806)	\$ -	\$ -

Lodgers Tax

Line Item Budget

	2022 Actual	2023 Budget	2024 Budget
Operating and Maintenance			
250 Prof and Contracted Services	719,940	510,000	570,000
<i>Subtotal</i>	719,940	510,000	570,000
SERVICE TOTAL	\$ 719,940	\$ 510,000	\$ 570,000

LONGMONT URBAN RENEWAL FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	-	-	-
Operating and Maintenance	-	-	-
Non-Operating	2,431,620	2,275,929	2,403,000
Capital	-	-	-
TOTAL	\$ 2,431,620	\$ 2,275,929	\$ 2,403,000

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

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 21,067	\$ 22,037	\$ 22,037
Committed Working Capital	-	-	-
SOURCES OF FUNDS			
REVENUES			
Property Tax Increment	2,129,164	2,000,000	2,200,000
Sales Tax Increment	302,455	275,929	200,000
Interest	971	-	3,000
TOTAL FUNDS	2,432,590	2,275,929	2,403,000
EXPENDITURES			
Non-Operating	2,431,620	2,275,929	2,403,000
TOTAL EXPENDITURES	2,431,620	2,275,929	2,403,000
ENDING WORKING CAPITAL	22,037	22,037	22,037
CONTRIBUTION TO/(FROM) RESERVES	\$ 970	\$ -	\$ -

MUSEUM GRANTS DONATIONS AND SERVICES FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	314,210	306,851	391,904
Operating and Maintenance	803,306	705,167	773,579
Non-Operating	-	-	-
Capital	5,473	-	-
TOTAL	\$ 1,122,989	\$ 1,012,018	\$ 1,165,483

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 programs and special grants of the Longmont Museum.

MUSEUM GRANTS DONATIONS AND SERVICES FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 473,625	\$ 1,324,749	\$ 302,955
Committed Working Capital	-	1,002,517	-
SOURCES OF FUNDS			
REVENUES			
Intergovernmental Revenue	172,435	282,160	270,000
Charges for Services	195,742	196,700	314,920
Grants and Donations	1,409,816	268,600	148,500
Interest	(34,743)	2,600	4,000
Miscellaneous	4,229	1,200	750
Other Funds Transfer	226,634	241,481	291,445
TOTAL FUNDS	1,974,113	992,741	1,029,615
EXPENSES BY BUDGET SERVICE			
Personal Services	314,210	306,851	391,904
Operating and Maintenance	803,306	705,167	773,579
Capital Projects	5,473	-	-
TOTAL EXPENDITURES	1,122,989	1,012,018	1,165,483
ENDING WORKING CAPITAL	1,324,749	302,955	167,087
CONTRIBUTION TO/(FROM) RESERVES	\$ 851,124	\$ (19,277)	\$ (135,868)

Museum Services

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	205,605	217,202	235,986
112 Temporary Wages	18,844	20,000	79,794
121 Overtime Wages	-	-	-
126 RHS Plan	915	1,200	1,200
128 FICA	1,168	1,240	4,947
129 Medicare Contribution	2,696	3,369	4,502
131 MOPC	10,211	10,616	11,532
132 Employee Insurance	47,576	31,845	31,960
133 GERP Retirement	18,380	19,107	21,681
135 Compensation Insurance	162	202	214
136 Unemployment Insurance	66	70	88
137 Staff Training and Conference	8,586	2,000	-
<i>Subtotal</i>	<i>314,210</i>	<i>306,851</i>	<i>391,904</i>
Operating and Maintenance			
210 Supplies	64,063	44,670	71,553
216 Reference Books and Materials	276	300	300
217 Dues and Subscriptions	13,900	5,000	6,500
218 NonCapital Equip and Furniture	159,882	5,000	7,500
224 Resale Merchandise	3,532	-	-
225 Freight	9,338	15,000	15,550
240 Repairs and Maintenance	2,499	-	-
245 Mileage Allowance	50	500	500
246 Liability Insurance	123	477	548
249 Operating Leases and Rentals	9,019	13,590	30,015
250 Prof and Contracted Services	232,993	259,434	234,097
252 Ads and Legal Notices	13,531	17,500	23,375
256 Refunds	18,717	-	-
259 Licenses and Permits	320	-	-
261 Telephone Charges	-	-	-
263 Postage	7,463	23,875	15,500
264 Printing Copying and Binding	21,289	29,850	29,946
269 Other Services and Charges	22,177	48,490	46,750
270 Administrative Mgmt Services	224,134	241,481	291,445
<i>Subtotal</i>	<i>803,306</i>	<i>705,167</i>	<i>773,579</i>
Capital Outlay			
440 Machinery and Equipment	5,473	-	-
<i>Subtotal</i>	<i>5,473</i>	<i>-</i>	<i>-</i>
SERVICE TOTAL	\$ 1,122,989	\$ 1,012,018	\$ 1,165,483

SERVICE: Museum Services

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Museum Program Leader	1.000	1.000	1.000
Fund Development Manager	1.000	1.000	1.000
Volunteer and Evaluation Coordinator	1.000	1.000	1.000
Total	3.000	3.000	3.000

MUSEUM TRUST FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	-	39,706	41,413
Operating and Maintenance	29,649	23,519	32,174
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 29,649	\$ 63,225	\$ 73,587

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

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 124,183	\$ 148,132	\$ 150,447
Committed Working Capital	-	-	-
SOURCES OF FUNDS			
REVENUES			
Sales	52,769	65,540	38,000
Interest	(3,195)	-	-
Grants and Donations	3,662	-	-
Miscellaneous	362	-	-
TOTAL FUNDS	53,598	65,540	38,000
EXPENSES BY BUDGET SERVICE			
Personal Services	-	39,706	41,413
Operating and Maintenance	29,649	23,519	32,174
TOTAL EXPENDITURES	29,649	63,225	73,587
ENDING WORKING CAPITAL	148,132	150,447	114,860
CONTRIBUTION TO/(FROM) RESERVES	\$ 23,949	\$ 2,315	\$ (35,587)

Museum Trust
Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
112	Temporary Wages	-	32,240	37,067
128	FICA	-	1,999	2,298
129	Medicare Contribution	-	467	537
135	Compensation Insurance	-	-	11
137	Staff Training and Conference	-	5,000	1,500
	<i>Subtotal</i>	-	39,706	41,413
Operating and Maintenance				
210	Supplies	742	-	-
224	Resale Merchandise	28,436	23,000	30,000
246	Liability Insurance	-	-	74
250	Prof and Contracted Services	-	-	-
264	Printing Copying and Binding	-	-	1,500
269	Other Services and Charges	471	519	600
	<i>Subtotal</i>	29,649	23,519	32,174
Non-Operating Expense				
970	Transfer to Other Funds	-	-	-
	<i>Subtotal</i>	-	-	-
	SERVICE TOTAL	\$ 29,649	\$ 63,225	\$ 73,587

OPEN SPACE FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	759,301	736,800	1,127,105
Operating and Maintenance	581,131	736,560	995,573
Non-Operating	2,414,499	2,418,267	2,438,002
Capital	6,071,381	121,903	5,379,595
TOTAL	\$ 9,826,312	\$ 4,013,530	\$ 9,940,275

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.

Estimating Major Sources of Funds:

Sales and Use Taxes: From Finance Department projections. There has been actual revenue growth of 1.4% through the first six months of 2023. Projections for year-end 2023 are a combined increase for sales and use tax of 2.23%. Projections for 2024 are a 3.49% increase in sales and use tax revenue over the projected collections for 2023.

Capital Improvement Program Projects

OPEN SPACE FUND PROJECTS	2024 Budget
PRO05B St. Vrain Greenway	\$ 5,000,000
PRO083 Primary and Secondary Greenway Connection	\$ 32,900
PRO200 Public Education and Interpretive Signage	\$ 6,645
PRO211 Prairie Dog Barrier Replacements	\$ 126,250
PRO212 Water Efficiency Projects for Ag Open Space Prop	\$ 181,800
TOTAL	\$ 5,347,595

OPEN SPACE FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 6,272,779	\$ 5,327,004	\$ 5,630,379
Committed Working Capital	-	1,672,424	-
SOURCES OF FUNDS			
REVENUES			
Taxes	5,618,125	5,714,429	5,943,807
Interest	(238,853)	195,995	-
Miscellaneous	3,501,265	50,000	50,000
Estimated Revenue Adjustment	-	28,905	-
TOTAL FUNDS	8,880,537	5,989,329	5,993,807
EXPENDITURES			
Personal Services	759,301	736,800	1,127,105
Operating and Maintenance	581,131	736,560	995,573
Non-Operating	2,414,499	2,418,267	2,438,002
TOTAL EXPENDITURES	9,826,312	4,013,530	9,940,275
ENDING WORKING CAPITAL	5,327,004	5,630,379	1,683,911
CONTRIBUTION TO/(FROM) RESERVES	\$ (945,775)	\$ 1,975,799	\$ (3,946,468)

Open Space and Trails

FUND: Open Space Fund

DEPARTMENT: External Services

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:	2022 Budget	2023 Budget	2024 Budget
Director of Parks and Natural Resources	0.350	0.350	0.350
Ecosystem Manager	0.000	0.500	0.595
Parks and Trails Design and Construction Manager	0.000	0.000	0.300
Sr Project Manager	0.900	0.400	0.500
Volunteer Coordinator	0.350	0.350	0.350
Open Space Manager	0.900	0.900	0.900
Sr Natural Resources Technician	0.920	0.920	1.050
Natural Resources Technician II	2.000	2.000	4.000
Sr Natural Resources Analyst	0.150	0.150	0.150
Executive Assistant	0.200	0.200	0.200
Neighborhood Resource Coordinator	0.020	0.020	0.020
Social Equity Coordinator	0.020	0.020	0.020
Project Management Office Manager	0.000	0.000	0.050
Project Management Office Administrative Analyst	0.000	0.000	0.050
Grant Coordinator	0.100	0.100	0.100
Total	5.910	5.910	8.635

Open Space and Trails

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	520,495	522,023	794,286
112	Temporary Wages	32,007	17,160	47,348
121	Overtime Wages	104	500	5,430
123	Leave Expense	-	2,000	2,000
126	RHS Plan	22,018	2,364	3,454
128	FICA	2,000	-	2,936
129	Medicare Contribution	7,123	7,398	12,077
131	MOPC	25,264	25,512	39,268
132	Employee Insurance	87,560	76,529	109,791
133	GERP Retirement	45,474	45,922	73,823
135	Compensation Insurance	5,815	6,200	632
136	Unemployment Insurance	184	168	301
137	Staff Training and Conference	7,623	9,039	10,689
141	Uniforms Protective Clothing	3,306	7,600	10,725
142	Food Allowance	323	600	245
	<i>Subtotal</i>	<i>759,296</i>	<i>723,015</i>	<i>1,113,005</i>
Operating and Maintenance				
210	Supplies	6,663	21,850	61,081
214	Pamphlets and Documents	-	300	225
216	Reference Books and Materials	100	1,000	950
217	Dues and Subscriptions	1,602	1,018	1,988
218	NonCapital Equip and Furniture	11,905	7,840	69,126
221	Parts	504	500	500
222	Chemicals	3,809	5,060	8,810
240	Repair and Maintenance	3,058	84,500	84,500
244	Assessments	28,958	-	32,600
246	Liability Insurance	8,202	10,512	10,524
247	Safety Expenses	3,981	900	850
249	Operating Leases and Rentals	455	1,400	1,400
250	Prof and Contracted Services	155,538	234,770	382,020
252	Ads and Legal Notices	162	100	100
260	Utilities	45	-	-
261	Telephone Charges	6,446	4,592	5,672
263	Postage	104	300	275
264	Printing Copying and Binding	326	1,500	1,350
269	Other Services and Charges	2,499	2,150	2,150
270	Administrative Mgmt Services	311,617	297,594	254,941
273	Fleet Lease Operating and Mtc	8,740	15,573	12,972
274	Fleet Lease Replacement	23,049	37,275	55,709
	<i>Subtotal</i>	<i>577,763</i>	<i>728,734</i>	<i>987,743</i>
Non-Operating Expense				
922	Interest Current Bond Issue	926,350	865,800	802,813
923	Bond Principal Current	1,445,000	1,505,000	1,570,000
970	Transfers to Other Funds	43,149	47,467	65,189
	<i>Subtotal</i>	<i>2,414,499</i>	<i>2,418,267</i>	<i>2,438,002</i>
Capital Outlay				
432	Vehicles	141,200	-	32,000
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>141,200</i>	<i>-</i>	<i>32,000</i>
	SERVICE TOTAL	\$ 3,892,759	\$ 3,870,016	\$ 4,570,750

Open Space Sandstone Ranch

FUND: Open Space Fund

DEPARTMENT: External Services

Service Description:

This service includes the costs for operations and programming at the Sandstone Ranch House.

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
112	Temporary Wages	-	12,800	13,094
128	FICA	-	794	812
129	Medicare Contribution	-	186	190
135	Compensation Insurance	5	5	4
	<i>Subtotal</i>	<i>5</i>	<i>13,785</i>	<i>14,100</i>
Operating and Maintenance				
210	Supplies	1,365	5,500	5,500
246	Liability Insurance	15	26	30
250	Prof and Contracted Services	1,988	2,000	2,000
263	Postage	-	300	300
	<i>Subtotal</i>	<i>3,368</i>	<i>7,826</i>	<i>7,830</i>
Capital Outlay				
432	Vehicles	-	-	-
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 3,373	\$ 21,611	\$ 21,930

PARK AND GREENWAY MAINTENANCE FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	-	-	-
Operating and Maintenance	208,164	326,000	291,000
Operating and Maintenance - Flood	-	-	-
Non-Operating	10,962	15,000	15,000
Capital - Maintenance	755,544	1,080,840	1,585,809
Capital - Flood	160,889	-	-
TOTAL	\$ 1,135,559	\$ 1,421,840	\$ 1,891,809

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	2024 Budget
MAINTENANCE FEE PROJECTS	
PRO136 Park Bridge Replacement Program	\$ 888,000
PRO186 Park Infrastructure Rehabilitation and Replacement	683,942
PRO200 Public Education and Interpretive Signage	13,867
TOTAL	\$ 1,585,809

PARK AND GREENWAY MAINTENANCE FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL MAINTENANCE	\$ 3,110,129	\$ 3,066,777	\$ 1,750,928
Committed Working Capital - Maintenance	-	812,689	-
Committed Working Capital - Flood	-	159,143	-
SOURCES OF FUNDS			
REVENUES			
Park and Greenway Maintenance Fee	1,063,322	1,070,858	1,084,543
Intergovernmental Revenue - Flood	91,569	-	-
Interest - Maintenance	(59,771)	6,965	13,155
Interest - Flood	(6,364)	-	-
Miscellaneous	3,451	-	-
TOTAL FUNDS	1,092,207	1,077,823	1,097,698
EXPENDITURES			
Operating and Maintenance	208,164	326,000	291,000
Non-Operating	10,962	15,000	15,000
Capital Projects - Maintenance	755,544	1,080,840	1,585,809
Capital Projects - Flood	160,889	-	-
TOTAL EXPENDITURES	1,135,559	1,421,840	1,891,809
Estimated Revisions	-	-	-
ENDING WORKING CAPITAL MAINTENANCE FEE	3,066,777	1,750,928	956,817
CONTRIBUTION TO/(FROM) RESERVES	\$ (43,352)	\$ (344,017)	\$ (794,111)

PARKS GRANTS AND DONATIONS FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	-	-	-
Operating and Maintenance	1,987	3,600	3,600
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 1,987	\$ 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

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL MAINTENANCE	\$ 693,550	\$ 680,414	\$ 79,814
Committed Working Capital	-	600,600	-
SOURCES OF FUNDS			
REVENUES			
Grants and Donations	3,388	3,600	3,600
Interest	(14,537)	-	-
TOTAL FUNDS	(11,149)	3,600	3,600
EXPENDITURES			
Operating and Maintenance	1,987	3,600	3,600
TOTAL EXPENDITURES	1,987	3,600	3,600
Estimated Revisions	-	-	-
ENDING WORKING CAPITAL MAINTENANCE FEE	680,414	79,814	79,814
CONTRIBUTION TO/(FROM) RESERVES	\$ (13,136)	\$ -	\$ -

PARK IMPROVEMENT FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	-	-	356,642
Operating and Maintenance	-	-	-
Non-Operating	-	-	-
Capital	67,615	2,889,960	95,023
TOTAL	\$ 67,615	\$ 2,889,960	\$ 451,665

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	2024 Budget
PRO049 Dry Creek Community Park	\$ 70,000
PRO200 Public Education and Interpretive Signage	25,023
TOTAL	\$ 95,023

PARK IMPROVEMENT FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 20,776,950	\$ 23,821,621	\$ 6,637,356
Committed Working Capital	-	15,577,722	-
SOURCES OF FUNDS			
REVENUES			
Building Permit Fees	2,945,114	1,211,440	2,727,325
Interest	(517,652)	71,977	38,462
Miscellaneous	684,824		
TOTAL FUNDS	3,112,286	1,283,417	2,765,787
EXPENDITURES			
Personal Services	-	-	356,642
Capital Projects	67,615	2,889,960	95,023
TOTAL EXPENDITURES	67,615	2,889,960	451,665
ENDING WORKING CAPITAL	23,821,621	6,637,356	8,951,478
CONTRIBUTION TO/(FROM) RESERVES	\$ 3,044,671	\$ (1,606,543)	\$ 2,314,122

Park Development and Construction

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	-	-	275,427
123 Leave Expense	-	-	-
126 RHS Plan	-	-	940
129 Medicare Contribution	-	-	3,914
131 MOPC	-	-	13,494
132 Employee Insurance	-	-	37,396
133 GERP Retirement	-	-	25,368
136 Unemployment Insurance	-	-	103
<i>Subtotal</i>	-	-	356,642
Operating and Maintenance			
218 Non-Capital Furniture Equip-	-	-	-
250 Prof and Contracted Services	-	-	-
<i>Subtotal</i>	-	-	-
Non-Operating Expense			
974 Art in Public Places Transfers	-	-	-
<i>Subtotal</i>	-	-	-
Capital Outlay			
440 Machinery and Equipment	-	-	-
470 Planning and Design	-	-	-
471 Land	-	-	-
473 Site Improvements, Landscap-	-	-	-
480 System Improvements	-	-	-
<i>Subtotal</i>	-	-	-
SERVICE TOTAL	\$ -	\$ -	\$ 356,642

SERVICE: Park Development and Construction

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Parks and Trails Design and Construction Manager	0.000	0.000	0.350
Sr Project Manager	0.000	0.000	1.000
Project Manager II	0.000	0.000	1.000
Total	0.000	0.000	2.350

PROBATION SERVICES FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	47,833	94,658	98,115
Operating and Maintenance	624	8,697	8,729
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 48,457	\$ 103,355	\$ 106,844

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

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 149,842	\$ 139,210	\$ 85,855
COMMITTED WORKING CAPITAL	-	-	-
SOURCES OF FUNDS			
REVENUES			
Court Surcharges	40,940	50,000	40,000
Grants and Donations	-	-	-
Interest	(3,115)	-	4,000
Transfer from Other Funds	-	-	-
Estimated Revenue Revision	-	-	-
TOTAL FUNDS	37,825	50,000	44,000
EXPENDITURES			
Personal Services	47,833	94,658	98,115
Operating and Maintenance	624	8,697	8,729
Non-Operating	-	-	-
Capital	-	-	-
TOTAL EXPENDITURES	48,457	103,355	106,844
ENDING WORKING CAPITAL	139,210	85,855	23,011
CONTRIBUTION TO/(FROM) RESERVES	\$ (10,632)	\$ (53,355)	\$ (62,844)

Probation Services

FUND: Probation Services Fund

DEPARTMENT: External 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.

SERVICE: Probation Services

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Probation Officer	1.000	1.000	1.000
Total	1.000	1.000	1.000

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	32,119	72,654	75,750
121 Overtime Wages	207	-	-
126 RHS Plan	99	400	400
129 Medicare Contribution	394	1,030	1,085
131 MOPC	1,606	3,551	3,684
132 Employee Insurance	10,450	10,564	10,212
133 GERP Retirement	2,891	6,392	6,928
135 Compensation Insurance	45	44	28
136 Unemployment Insurance	22	23	28
<i>Subtotal</i>	<i>47,833</i>	<i>94,658</i>	<i>98,115</i>
Operating and Maintenance			
240 Repair and Maintenance	141	300	300
246 Liability Insurance	483	546	578
250 Prof and Contracted Services	-	7,851	7,851
<i>Subtotal</i>	<i>624</i>	<i>8,697</i>	<i>8,729</i>
SERVICE TOTAL	\$ 48,457	\$ 103,355	\$ 106,844

PUBLIC IMPROVEMENT FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	137,482	-	-
Operating and Maintenance	26,147	308,000	558,000
Non-Operating	2,037,550	2,040,800	2,228,800
Capital	10,401,385	5,900,951	7,402,699
TOTAL	\$ 12,602,564	\$ 8,249,751	\$ 10,189,499

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

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 36,923,350	\$ 36,586,607	\$ 3,559,195
Committed Working Capital	-	33,414,019	-
SOURCES OF FUNDS			
REVENUES			
Taxes	8,381,807	8,530,253	8,891,645
Intergovernmental Revenue	-	-	-
Interest	(75,986)	10,000	175,000
Miscellaneous	20,000	-	-
Operating Transfers	3,940,000	50,000	505,000
Estimated Revenue Revision	-	46,105	-
TOTAL FUNDS	12,265,821	8,636,358	9,571,645
EXPENDITURES			
Personal Services	137,482	-	-
Operating and Maintenance	26,147	308,000	558,000
Non-Operating	2,037,550	2,040,800	2,228,800
Capital	10,401,385	5,900,951	7,402,699
TOTAL EXPENDITURES	12,602,564	8,249,751	10,189,499
ENDING WORKING CAPITAL	36,586,607	3,559,195	2,941,341
CONTRIBUTION TO/(FROM) RESERVES	\$ (336,743)	\$ 386,607	\$ (617,854)

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:	2022 Budget	2023 Budget	2024 Budget
Sr Project Manager	1.000	0.000	0.000
Total	1.000	0.000	0.000

Line Item Budget

Personal Services	2022 Actual	2023 Budget	2024 Budget
111 Salaries and Wages	104,449	-	-
126 RHS Plan	400	-	-
129 Medicare Contribution	1,343	-	-
131 MOPC	5,222	-	-
132 Employee Insurance	15,971	-	-
133 GERP Retirement	9,400	-	-
135 Compensation Insurance	663	-	-
136 Unemployment Insurance	33	-	-
<i>Subtotal</i>	<i>137,482</i>	-	-
Operating and Maintenance			
246 Liability Insurance	111	-	-
250 Prof and Contracted Services	11,115	-	-
269 Other Services and Charges	5,078	301,000	551,000
275 Building Permits to DDA	9,843	7,000	7,000
<i>Subtotal</i>	<i>26,147</i>	<i>308,000</i>	<i>558,000</i>
Non-Operating Expense			
922 Interest Current Bond Issue	1,002,550	950,800	896,300
923 Bond Principal Current	1,035,000	1,090,000	1,145,000
927 Principal Notes and Contracts	-	-	-
928 Interest Notes and Contracts	-	-	-
970 Transfers to Other Funds	-	-	187,500
<i>Subtotal</i>	<i>2,037,550</i>	<i>2,040,800</i>	<i>2,228,800</i>
Capital Outlay			
475 Building and Facility Developmnt	-	-	-
<i>Subtotal</i>	-	-	-
SERVICE TOTAL	\$ 2,201,179	\$ 2,348,800	\$ 2,786,800

Capital Improvement Program Projects

PUBLIC IMPROVEMENT FUND PROJECTS	2024 Budget
DTR035 Downtown/City Center Lighting Improvements	\$ 225,000
PBF001 Municipal Buildings Roof Improvements	48,070
PBF002 Municipal Facilities ADA Improvements	203,314
PBF02B Municipal Facilities ADA Improvements - Parks	156,151
PBF037 Fire Stations Improvements	40,000
PBF080 Municipal Buildings Boiler Replacement	837,795
PBF082 Municipal Buildings HVAC Replacement	840,674
PBF109 Municipal Facilities Parking Lot Rehabilitation	209,070
PBF119 Municipal Buildings Flooring Replacement	330,270
PBF145 Community Services Specialized Equipment	488,840
PBF160 Municipal Buildings Auto Door and Gate Replacement	15,000
PBF163 Municipal Buildings Keyless Entry	15,000
PBF181 Municipal Buildings UPS Repair and Replacement	15,000
PBF189 Municipal Buildings Exterior Maintenance	65,650
PBF190 Municipal Buildings Interior Maintenance	18,000
PRO083 Primary and Secondary Greenway Connection	322,900
PRO102 Swimming and Wading Pools Maintenance	482,174
PRO113 Park Irrigation Pump Systems Rehabilitation	350,000
PRO146 Roosevelt Park Improvements	238,150
PRO186 Park Infrastructure Rehabilitation and Replacement	1,394,141
PRO204 Sustainable Landscape Conversions	47,500
PRO208 Wayfinding Signage Project	50,000
TRP131 1st and Main Transit Station Area Improvements	1,010,000
	\$ 7,402,699

SENIOR SERVICES FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	85,820	71,109	18,510
Operating and Maintenance	147,594	142,999	130,081
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 233,414	\$ 214,108	\$ 148,591

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

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 40,199	\$ 49,270	\$ 11,382
COMMITTED WORKING CAPITAL	-	34,330	-
SOURCES OF FUNDS			
REVENUES			
Charge for Services	182,081	150,500	182,300
Interest	(1,654)	-	1,500
Miscellaneous	-	50	50
Grants and Donations	62,058	60,000	40,000
TOTAL FUNDS	242,485	210,550	223,850
EXPENDITURES			
Personal Services	85,820	71,109	18,510
Operating and Maintenance	147,594	142,999	130,081
Non-Operating	-	-	-
Capital	-	-	-
TOTAL EXPENDITURES	233,414	214,108	148,591
ENDING WORKING CAPITAL	49,270	11,382	86,641
CONTRIBUTION TO/(FROM) RESERVES	\$ 9,071	\$ (3,558)	\$ 75,259

Senior Services

SERVICE: Senior Services

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Communications and Marketing Manager	0.250	0.195	0.000
Seniors Resource Specialist	0.250	0.250	0.000
Total	0.500	0.445	0.000

Line Item Budget

Personal Services		2022 Actual	2023 Budget	2024 Budget
111	Salaries and Wages	34,960	40,742	-
112	Temporary Wages	33,272	15,900	16,266
121	Overtime Wages	2,718	-	-
126	RHS Plan	178	178	-
128	FICA	2,232	986	1,008
129	Medicare Contribution	935	808	236
131	MOPC	1,735	1,992	-
132	Employee Insurance	6,364	5,885	-
133	GERP Retirement	3,122	3,585	-
135	Compensation Insurance	16	20	-
136	Unemployment Insurance	13	13	-
137	Staff Training and Conference	275	1,000	1,000
	<i>Subtotal</i>	<i>85,820</i>	<i>71,109</i>	<i>18,510</i>
Operating and Maintenance				
210	Supplies	40,077	27,250	27,250
217	Dues and Subscriptions	245	500	500
218	NonCapital Equip and Furniture	5,455	14,946	14,946
245	Mileage Allowance	-	400	400
246	Liability Insurance	514	626	-
247	Safety Expenses	-	50	50
250	Prof and Contracted Services	86,741	75,000	75,000
261	Telephone Charges	116	100	100
263	Postage	18	-	-
264	Printing Copying and Binding	487	3,500	3,500
269	Other Services and Charges	58	500	500
273	Fleet Lease Operating and Mtc	580	6,824	4,110
274	Fleet Lease Replacement	13,303	13,303	3,725
	<i>Subtotal</i>	<i>147,594</i>	<i>142,999</i>	<i>130,081</i>
Non-Operating Expense				
970	Transfers to Other Funds	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
Capital Outlay				
440	Machinery and Equipment	-	-	-
	<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>-</i>
	SERVICE TOTAL	\$ 233,414	\$ 214,108	\$ 148,591

SPECIAL RETAIL MARIJUANA TAX FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	-	-	-
Operating and Maintenance	-	-	-
Non-Operating	835,107	580,000	550,000
Capital	-	-	-
TOTAL	\$ 835,107	\$ 580,000	\$ 550,000

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 currently unallocated pending Council direction.

SPECIAL RETAIL MARIJUANA TAX FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 370,076	\$ 107,670	\$ 107,670
Committed Working Capital	-	-	-
SOURCES OF FUNDS			
REVENUES			
Taxes	572,900	580,000	550,000
Interest	(199)	-	-
TOTAL FUNDS	572,701	580,000	550,000
EXPENDITURES			
Non-Operating	835,107	580,000	550,000
TOTAL EXPENDITURES	835,107	580,000	550,000
Estimated Revisions	-	-	-
ENDING WORKING CAPITAL	107,670	107,670	107,670
CONTRIBUTION TO/(FROM) RESERVES	\$ (262,406)	\$ -	\$ -

SUSTAINABILITY FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	574,312	839,280	941,230
Operating and Maintenance	129,637	281,051	489,530
Non-Operating	-	-	917
Capital	-	-	-
TOTAL	\$ 703,949	\$ 1,120,331	\$ 1,431,677

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

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 411,094	\$ 587,257	\$ 185,253
Committed Working Capital	-	289,880	-
SOURCES OF FUNDS			
REVENUES			
Intergovernmental Revenue	42,568	130,000	195,000
Transfer From Funds	853,207	878,207	1,162,863
Interest	(15,663)	-	-
TOTAL FUNDS	880,112	1,008,207	1,357,863
EXPENDITURES			
Personal Services	574,312	839,280	941,230
Operating and Maintenance	129,637	281,051	489,530
Non-Operating	-	-	917
TOTAL EXPENDITURES	703,949	1,120,331	1,431,677
ENDING WORKING CAPITAL	587,257	185,253	111,439
CONTRIBUTION TO/(FROM) RESERVES	\$ 176,163	\$ (112,124)	\$ (73,814)

Sustainability

SERVICE: Sustainability

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Business Sustainability Coordinator	0.000	1.000	1.000
Equity and Engagement Specialist	1.000	1.000	1.000
Neighborhood Resource Specialist	1.000	1.000	1.000
Sustainability Program Manager	1.000	1.000	1.000
Sustainability Coordinator	0.000	2.000	2.000
Energy Efficiency and Education Specialist	0.000	0.000	0.500
Total	3.000	6.000	6.500

Line Item Budget

	2022 Actual	2023 Budget	2024 Budget
Personal Services			
111 Salaries and Wages	400,240	586,116	666,455
112 Temporary Wages	21,595	59,000	60,357
126 RHS Plan	4,875	2,400	2,600
128 FICA	1,339	3,658	3,742
129 Medicare Contribution	5,340	9,164	10,337
131 MOPC	19,750	28,650	32,269
132 Employee Insurance	80,702	85,229	89,736
133 GERP Retirement	35,549	51,569	60,666
135 Compensation Insurance	731	206	222
136 Unemployment	169	188	246
137 Staff Training and Conference	2,836	7,500	9,000
142 Food Allowance	1,187	5,600	5,600
<i>Subtotal</i>	<i>574,312</i>	<i>839,280</i>	<i>941,230</i>
Operating and Maintenance			
210 Supplies	1,420	16,600	17,076
216 Reference Books and Materials	-	200	200
217 Dues and Subscriptions	24,833	11,800	17,430
218 Non Capital Equipment and Furniture	5,534	1,000	11,804
240 Repair and Maintenance	1,753	2,000	2,000
245 Mileage Allowance	-	500	500
246 Liability Insurance	444	1,164	1,490
250 Prof and Contracted Services	93,616	179,980	221,780
261 Telephone Charges	57	-	-
263 Postage	58	-	-
264 Printing Copying and Binding	285	6,000	6,000
269 Other Services and Charges	1,636	61,807	211,250
<i>Subtotal</i>	<i>129,637</i>	<i>281,051</i>	<i>489,530</i>
Non-Operating Expense			
970 Transfers to Other Funds	-	-	917
<i>Subtotal</i>	<i>-</i>	<i>-</i>	<i>917</i>
SERVICE TOTAL	\$ 703,949	\$ 1,120,331	\$ 1,431,677

TRAFFIC SAFETY FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	13,672	14,453	14,803
Operating and Maintenance	1,538	21	25
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 15,210	\$ 14,474	\$ 14,828

TRAFFIC SAFETY FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 18,321	\$ 11,512	\$ 6,828
Committed Working Capital	-	3,000	-
SOURCES OF FUNDS			
REVENUES			
Traffic Safety Surcharge	8,666	7,500	8,000
Interest	(265)	-	-
Estimated Revenue Revision		1,000	
TOTAL FUNDS	8,401	8,500	8,000
EXPENDITURES			
Personal Services	13,672	14,453	14,803
Operating and Maintenance	1,538	21	25
Estimated Expense Revision		(4,290)	
TOTAL EXPENDITURES	15,210	10,184	14,828
ENDING WORKING CAPITAL	11,512	6,828	(0)
CONTRIBUTION TO/(FROM) RESERVES	\$ (6,809)	\$ (1,684)	\$ (6,828)

Traffic Safety
Line Item Budget

	2022 Actual	2023 Budget	2024 Budget
Personal Services			
111 Salaries and Wages	10,168	11,017	11,299
112 Temporary Wages	-	-	-
126 RHS Plan	50	50	50
128 FICA	-	-	-
129 Medicare Contribution	118	156	163
131 MOPC	509	538	563
132 Employee Insurance	1,625	1,615	1,561
133 GERP Retirement	915	969	1,059
135 Compensation Insurance	-	104	104
136 Unemployment	3	4	4
137 Staff Training and Conference	285	-	-
<i>Subtotal</i>	<i>13,672</i>	<i>14,453</i>	<i>14,803</i>
Operating and Maintenance			
210 Supplies	138	-	-
246 Liability Insurance	-	21	25
250 Prof and Contracted Services	1,400	-	-
263 Postage	-	-	-
<i>Subtotal</i>	<i>1,538</i>	<i>21</i>	<i>25</i>
SERVICE TOTAL	\$ 15,210	\$ 14,474	\$ 14,828

SERVICE: Traffic Safety

Budgeted Positions:	2022 Budget	2023 Budget	2024 Budget
Traffic Safety Coordinator	0.125	0.125	0.125
Total	0.125	0.125	0.125

TRANSPORTATION COMMUNITY INVESTMENT FEE FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	-	-	-
Operating and Maintenance	-	-	-
Non-Operating	-	-	-
Capital	202,926	250,000	400,000
TOTAL	\$ 202,926	\$ 250,000	\$ 400,000

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.

Capital Improvement Program Projects

TRANSPORTATION COMMUNITY INVESTMENT FEE FUND PROJECT	2024 Budget
TRP135 Coffman St Busway Improvements	\$ 400,000
TOTAL	\$ 400,000

TRANSPORTATION COMMUNITY INVESTMENT FEE FUND - Fund Statement

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 4,448,443	\$ 6,119,557	\$ 2,439,712
Committed Working Capital	-	4,094,133	-
SOURCES OF FUNDS			
REVENUES			
Street Improvement Fee	2,011,368	657,568	909,440
Interest	(137,328)	6,720	13,506
TOTAL FUNDS	1,874,040	664,288	922,946
EXPENDITURES			
Capital	202,926	250,000	400,000
TOTAL EXPENDITURES	202,926	250,000	400,000
ENDING WORKING CAPITAL	6,119,557	2,439,712	2,962,658
CONTRIBUTION TO/(FROM) RESERVES	\$ 1,671,114	\$ 414,288	\$ 522,946

VILLAGE AT THE PEAKS FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	-	-	-
Operating and Maintenance	150,423	5,000	3,500
Non-Operating	2,042,846	2,042,530	2,048,131
Capital	-	-	-
TOTAL	\$ 2,193,269	\$ 2,047,530	\$ 2,051,631

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

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 638,525	\$ 693,996	\$ 713,770
Committed Working Capital	-	-	-
SOURCES OF FUNDS			
REVENUES			
Intergovernmental Revenue	279,792	256,000	257,000
Interest	30,537	2,000	300,000
Transfer from Other Funds	1,938,411	1,809,304	1,693,812
TOTAL FUNDS	2,248,740	2,067,304	2,250,812
EXPENDITURES			
Personal Services	-	-	-
Operating and Maintenance	150,423	5,000	3,500
Non-Operating	2,042,846	2,042,530	2,048,131
TOTAL EXPENDITURES	2,193,269	2,047,530	2,051,631
Estimated Revisions	-	-	-
ENDING WORKING CAPITAL	693,996	713,770	912,951
CONTRIBUTION TO/(FROM) RESERVES	\$ 55,471	\$ 19,774	\$ 199,181

YOUTH SERVICES FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	67,434	750	750
Operating and Maintenance	19,331	7,050	7,050
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 86,765	\$ 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

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 461,142	\$ 487,690	\$ 364,286
COMMITTED WORKING CAPITAL	-	119,104	-
SOURCES OF FUNDS			
REVENUES			
Charges for Services	16,835	-	-
Grants and Donations	106,640	3,500	3,500
Interest	(10,562)	-	-
Miscellaneous	-	-	-
Transfer from Other Funds	400	-	-
Adjustment for GAAP Revenue	-	-	-
TOTAL FUNDS	113,313	3,500	3,500
EXPENDITURES			
Personal Services	67,434	750	750
Operating and Maintenance	19,331	7,050	7,050
TOTAL EXPENDITURES	86,765	7,800	7,800
ENDING WORKING CAPITAL	487,690	364,286	359,986
CONTRIBUTION TO/(FROM) RESERVES	\$ 26,548	\$ (4,300)	\$ (4,300)

Youth Services
Line Item Budget

	2022 Actual	2023 Budget	2024 Budget
Personal Services			
111 Salaries and Wages	433	-	-
112 Temporary Wages	62,340	-	-
121 Overtime	126	-	-
128 FICA	3,873	-	-
129 Medicare Contribution	914	-	-
131 MOPC	(46)	-	-
132 Employee Insurance	(125)	-	-
133 GERP Retirement	(82)	-	-
135 Compensation Insurance	-	-	-
136 Unemployment	-	-	-
137 Staff Training and Conference	-	750	750
<i>Subtotal</i>	<i>67,434</i>	<i>750</i>	<i>750</i>
Operating and Maintenance			
210 Supplies	16,674	5,550	5,550
218 Non Capital Equipment and Furniture	-	-	-
246 Liability Insurance	-	-	-
250 Prof and Contracted Services	-	1,000	1,000
261 Telephone Charges	-	500	500
269 Other Services and Charges	2,657	-	-
<i>Subtotal</i>	<i>19,331</i>	<i>7,050</i>	<i>7,050</i>
SERVICE TOTAL	\$ 86,765	\$ 7,800	\$ 7,800

JUDICIAL WEDDING FUND - Fund Summary

	2022 Actual	2023 Budget	2024 Budget
Personal Services	774	2,000	2,000
Operating and Maintenance	200	-	-
Non-Operating	-	-	-
Capital	-	-	-
TOTAL	\$ 974	\$ 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

	2022 Actual	2023 Budget	2024 Budget
BEGINNING WORKING CAPITAL	\$ 23,031	\$ 23,065	\$ 23,065
COMMITTED WORKING CAPITAL	-	-	-
SOURCES OF FUNDS			
REVENUES			
Charges for Services	1,500	2,000	1,500
Interest	(492)	-	-
TOTAL FUNDS	1,008	2,000	1,500
EXPENDITURES			
Personal Services	774	2,000	2,000
Operating and Maintenance	200	-	-
TOTAL EXPENDITURES	974	2,000	2,000
ENDING WORKING CAPITAL	23,065	23,065	22,565
CONTRIBUTION TO/(FROM) RESERVES	\$ 34	\$ -	\$ (500)

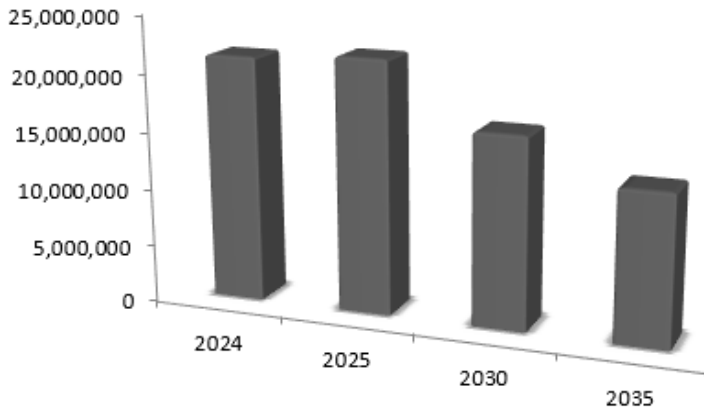
Judicial Wedding Fee

Line Item Budget

	2022 Actual	2023 Budget	2024 Budget
Personal Services			
137 Staff Training and Conference	774	2,000	2,000
<i>Subtotal</i>	774	2,000	2,000
Operating and Maintenance			
210 Supplies	-	-	-
217	200	-	-
240 Repair and Maintenance	-	-	-
250 Prof and Contracted Services	-	-	-
269 Other Services and Charges	-	-	-
<i>Subtotal</i>	200	-	-
Non-Operating Expense			
970 Transfers to Other Funds	-	-	-
<i>Subtotal</i>	-	-	-
SERVICE TOTAL	\$ 974	\$ 2,000	\$ 2,000

2024 Debt Service

Debt Service Payments



The City's 2024 debt service payments total \$21,383,795, which is 4.8% 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 2022, the actual value of taxable property within the city totaled \$17.26 billion. The 3% limitation equaled \$517,771,437. The City had no outstanding debt applicable to the debt limitation and meets the 3% limitation stipulation. Further information can be found on page 37 and pages 81 to 86 of the City's 2022 Annual Comprehensive Financial Report.

2024 Debt Service Payments by Fund

	Principal	Interest	Total Payment	Maturity Date
SEWER FUND				
Series 2013 Revenue Bonds	405,000	137,400	542,400	2032
Series 2015 Revenue Bonds	1,090,000	898,025	1,988,025	2035
Series 2020 Refunding Bonds	2,024	560,000	225,700	2030
WATER FUND				
2021 Revenue Bonds	1,780,000	1,524,900	3,304,900	2041
2021A Revenue Bonds	1,090,000	876,938	1,966,938	2041
PUBLIC IMPROVEMENT FUND				
Series 2019 Revenue Bonds	1,145,000	896,300	2,041,300	2039
OPEN SPACE FUND				
Series 2018 Revenue Bonds	425,000	218,050	643,050	2033
2020 Revenue Refunding Bonds	1,145,000	584,763	1,729,763	2034
STORM DRAINAGE FUND				
2014 Revenue Bonds	995,000	454,188	1,449,188	2034
Series 2016 Rev Refunding Bonds	870,000	129,300	999,300	2028
ELECTRIC AND BROADBAND FUND				
2014 Revenue Bonds	3,035,000	677,963	3,712,963	2029
2017 Revenue Bonds	610,000	122,138	732,138	2029
VILLAGE AT THE PEAKS FUND				
2014A Certificates of Participation	1,445,000	603,131	2,048,131	2037
TOTAL ALL FUNDS	14,037,024	7,683,095	21,383,795	

2024 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>
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

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 2015 Revenue Bonds (Maturity 2035)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
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 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.

Series 2020 Refunding Bonds (Maturity 2030)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
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

WATER FUND

2021 Revenue Bond (Maturity 2041)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
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. These bonds received a rating of AA from Standard and Poor's.

2021A Revenue Bond (Maturity 2041)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
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). These bonds received a rating of AA from Standard and Poor's.

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.

The **Series 2020 Open Space Revenue Refunding and Improvement Bonds** for the amount of \$17,810,000 will be used for open space acquisitions. 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>
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

Series 2020 Revenue Refunding Bonds (Maturity 2034)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
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.

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 Standard and Poor's.

Series 2014 Revenue Bonds (Maturity 2034)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
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

Series 2016 Rev Refunding Bonds (Maturity 2028)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
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 2014 Revenue Bonds (Maturity 2029)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
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.

Series 2017 Revenue Bonds (Maturity 2029)

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
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

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>
2024	1,445,000	603,131	2,048,131
2025	1,480,000	566,682	2,046,682
2026	1,510,000	529,332	2,039,332
2027	1,555,000	491,227	2,046,227
2028	1,595,000	451,959	2,046,959
2029	1,630,000	411,673	2,041,673
2030	1,670,000	370,486	2,040,486
2031	1,715,000	328,282	2,043,282
2032	1,760,000	284,915	2,044,915
2033	1,805,000	240,415	2,045,415
2034	1,850,000	194,751	2,044,751
2035	1,900,000	147,924	2,047,924
2036	1,945,000	99,818	2,044,818
2037	1,995,000	50,549	2,045,549

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>
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.

2024 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.

ACFR: Annual Comprehensive Financial Report.

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.

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.